

*"Menominee – Where the best of Michigan begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on Tuesday, May 10, 2011 @ 5:30 p.m. CST  
at the Menominee County Courthouse, Courtroom B

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- F. Approval of Previous Minutes  
April 26, 2011
- G. Presentations (*limited to twenty minutes*)
  - Cindy Boyle – Boyle Design Group
  - Mike Erdman – MSU Memorandum of Understanding
  - Ray LaMarche – 2009-2010 Audit
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to allow BAMC Menominee River Century Committee use of Menominee County River Park and Chappee Rapids Historical Marker for their annual bicycle ride on June 26, 2011.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Resolution 2011-12 ~ Deficit Elimination Plan for FY ending 2009-2010 for submission to the Department of Treasury. A total amount of \$23,903 will be transferred from the General Fund Cash Account #101-000-001-00 to balance each deficit listed below:

Building Code Department	249-000-001.00	\$13,571
State-Special Child Care	296-000-001.00	\$10,332
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to provide Commissioner input whether CUPPAD should subscribe to the Munetrix Municipal Metrics services at no cost to the county. Should CUPPAD subscribe to this service?
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Miscellaneous Bills as paid on April 14, & 19, 2011 in the amount of \$202,425.12.
  - 5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

*James Furlong - Chairperson*

*Bernie Lang - Vice Chairperson*

*Charlie Meintz*

*Mark Jasper*

*Jim Pearson*

6. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to go into closed session, (pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(c)) to discuss County Administrator, Brian Bousley's Employment Contract negotiations. Individuals attending closed session \_\_\_\_\_.

7. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to return to open session at \_\_\_\_\_ pm.

J. New Business (*discussion only*)

1. Personnel Items:
  - a. none
2. Building and Grounds/Parks Items:
  - a. Bidding out Well Drilling at Shakey Lakes Park for the Bathhouse Project
  - b. Deputize the Park Rangers to allow them to write tickets for violations of Parks Rules.
  - c. Bids for Stump Removal at Parks & Courthouse (approx. 43 stumps total)
3. Miscellaneous Items:
  - a. Vacancy on Re-monumentation Board – Township Supervisor
  - b. Regional Guide Advertisement
4. Finance Items:
  - a. Miscellaneous Bills as paid on April 28 & 29 and May 3, 2011 in the amount of \$194,816.82
  - b. Commissioner Per Diems and Expenses

- K. Misc. Boards/Committees/Commissions Reports  
L. Public Comment  
M. Commissioner Comment (*limited to 5 minutes*)  
N. Adjourn

April 26, 2011

UNAPPROVED

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

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

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

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

**Absent:** None

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

Chairman Furlong called for public comment.

**Public Comment:**

- Steven Eagle – Purchase of a new digital copier from Cooper Office Equipment.
- Darlene Nerat – Household Hazardous waste pickup.

Moved by Com. Meintz, seconded by Com. Jasper to approve the minutes from the April 12, 2011 Regular County Board Meeting and the minutes from the April 12, 2011 Equalization Meeting. Motion was approved 5-0.

**Presentations:**

- Lisa Banker – DMiINTERACTIVE ~ Video capabilities/options of the County Website.

**Department Head/Elected Officials Reports:**

- County Treasurer Diane Lesperance – Archer Company Pay Grade recommendations.

Moved by Com. Jasper, seconded by Com. Pearson to approve the Lease agreement as written for the Concession Stand and Laundry Facility at Shakey Lakes Park and to offer the current lessee the agreement for a three year term. Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Lang to approve payment in the amount of \$50,445 to Valley Mechanical for the HVAC project completed thus far. Funds to be disbursed from account #101-103-998.00 (Designated Building Projects). Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to approve a contract change order increase in the amount of \$2,537 for the Jail HVAC project. Funds to be disbursed from account #101-103-998.00 (Designated Building Projects). Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve Resolution 2011-13 ~ Parks and Recreation Committee Mileage Reimbursements. Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Pearson to approve an Ad Hoc Committee be created for the purpose of creating a Menominee County Building Code Policies and Procedures Manual to include 7 members from the following areas of interest: Dan Menacher, Building Code; 1 Commissioner; 2 Township Supervisors (one zoned, one not zoned); 2 licensed contractors and 1 registered design professional. Motion was approved 5-0.

Moved by Com. Jasper, seconded by Com. Pearson to approve the Household Hazardous waste pickup for 2011 to be conducted by Veolia Environmental Services in an amount not to exceed the amount budgeted for FY 2010-2011. Funds to be disbursed from account #101-526-882.00 – Waste Management, HHW. Motion was approved 4-1, Com. Meintz voted nay.

Moved by Com. Pearson, seconded by Com. Meintz to approve the formation of an Ad Hoc Committee for the purpose of exploring options to create a three-way road funding program (Three-way includes County, Township/City, and Road Commission) to include 7 members from the following areas of interest. The committee will consist of 2 township officers, one member from the City of Stephenson or City of Menominee, 2 County Commissioners, and 2 County Road Commissioners. Motion was approved 4-1, Com. Lang voted nay.

Moved by Com. Lang, seconded by Com. Pearson to approve the Archer Company Pay Grade recommendations (DMG Study) for the following positions:

County Treasurer's Office, Accounting – Current Pay Grade 7	Recommended Pay Grade 8
911 Telecommunication Specialist – Current Pay Grade 8	Recommended Pay Grade 9
911 Telecommunicator – Current Pay Grade 6	Recommended Pay Grade 7
Chief Deputy County Clerk – Current Pay Grade 10	Recommended Pay Grade 11

Pay Grade increases to be effective as of October 1, 2010. Motion was approved 4-1, Com. Meintz voted nay.

Moved by Com. Pearson, seconded by Com. Meintz to approve the Friend of Court Office current Temporary Part-Time Position to increase to a Temporary Fulltime Position with a pay rate of \$14.14 per hour with an effective date of April 27, 2011. Motion was approved 5-0.

Moved by Com Meintz, seconded by Com. Pearson to approve a bid in the amount of \$17,940 for the first year (4/27/11 to 4/26/12) and \$17,940 for the second year (4/27/12 to 4/26/13) from Hi Tech Building Services for a two year cleaning service contract at the Courthouse/Health Department complex. Services will be funded through acct. 101-265-801.00 (Contractual Services). Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve the purchase of a new digital copier from Cooper Office Equipment in the amount of \$7,185.94. Funds to be disbursed from account #101-103-970.02 (Family Court – Video Teleconferencing). Motion was approved 5-0.

Moved by Com. Jasper, seconded by Com. Meintz to approve Miscellaneous Bills as paid on March 18, 31 & April 1, 2011 in the amount of \$151,188.29. Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Meintz to approve Commissioner Per Diems and expenses as submitted. Motion was approved 5-0.

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

Moved by Com. Lang, seconded by Com Meintz to go into closed session, per request of Brian Bousley (pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(a)) to discuss County Administrator, Brian Bousley's performance evaluation, and contract negotiations. Individuals attending closed session: All County Commissioners, Brian Bousley and Marc Kleiman. Enter into closed session at 6:16 p.m. Motion was approved by roll call vote 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to return to open session at 6:52 p.m. Motion was approved by roll call vote 5-0.

**New Business (discussion only)**

**Personnel Items:**

- a. None

**Building and Grounds/Parks Items:**

- a. None

**Miscellaneous Items:**

- a. BAMC Menominee River Century Bicycle Ride – Committee would like to use the Menominee River park and The Chappee Rapids Historical Marker on June 26, 2011 for their annual bike ride. The consensus of the board it to move this item forward to the next meeting.

**Finance Items:**

- a. Miscellaneous Bills as paid on April 14 & 19, 2011 in the amount of \$202,425.12. - The consensus of the board it to move this item forward to the next meeting.
- b. Commissioner Per Diems and Expenses ~ None.

**Misc. Boards/Committees/Commissions Reports:**

Com. Pearson updated the County Board on the Airport Task Force. They will be asking Menominee County, Marinette County, Menominee Township and the City of Menominee to join them at a meeting in May to provide them with more information. Com. Lang provided a flier from CUPPAD in reference to Munetrix Municipal Metrics Services. CUPPAD has asked for consensus of the board as to whether they should subscribe to this service or not. The consensus of the board it to move this item forward to the next meeting.

**Public Comment:**

- John Malchow – Complimented the board on having a well run meeting and discussed the Pledge of Allegiance and the proper way to recite it.
- Dale Axtell – Commented on the deer at the Airport.
- Paul Anderson – Supervisor of Ingallston Township – He and Joe Linder were appointed by MTA to the Three-way Road Committee.

**Commissioner Comment:**

- Com. Meintz waiting for the rain to stop so he can do field work.

Moved by Com. Pearson, seconded by Com. Meintz to adjourn at 7:15 p.m. Motion was approved 5-0.

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James Furlong, Chairman

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Marc Kleiman, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

<b>SUBJECT:</b>	Cindy Boyle ~ Boyle Design Group ~ Regional Guide magazine advertisement
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Cindy Boyle will be here to discuss/answer any questions for the commissioners. Last year the commissioners agreed to advertise a full page ad in the Regional Guide. Commissioners are asked to consider purchasing another ad for this year's regional guide.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

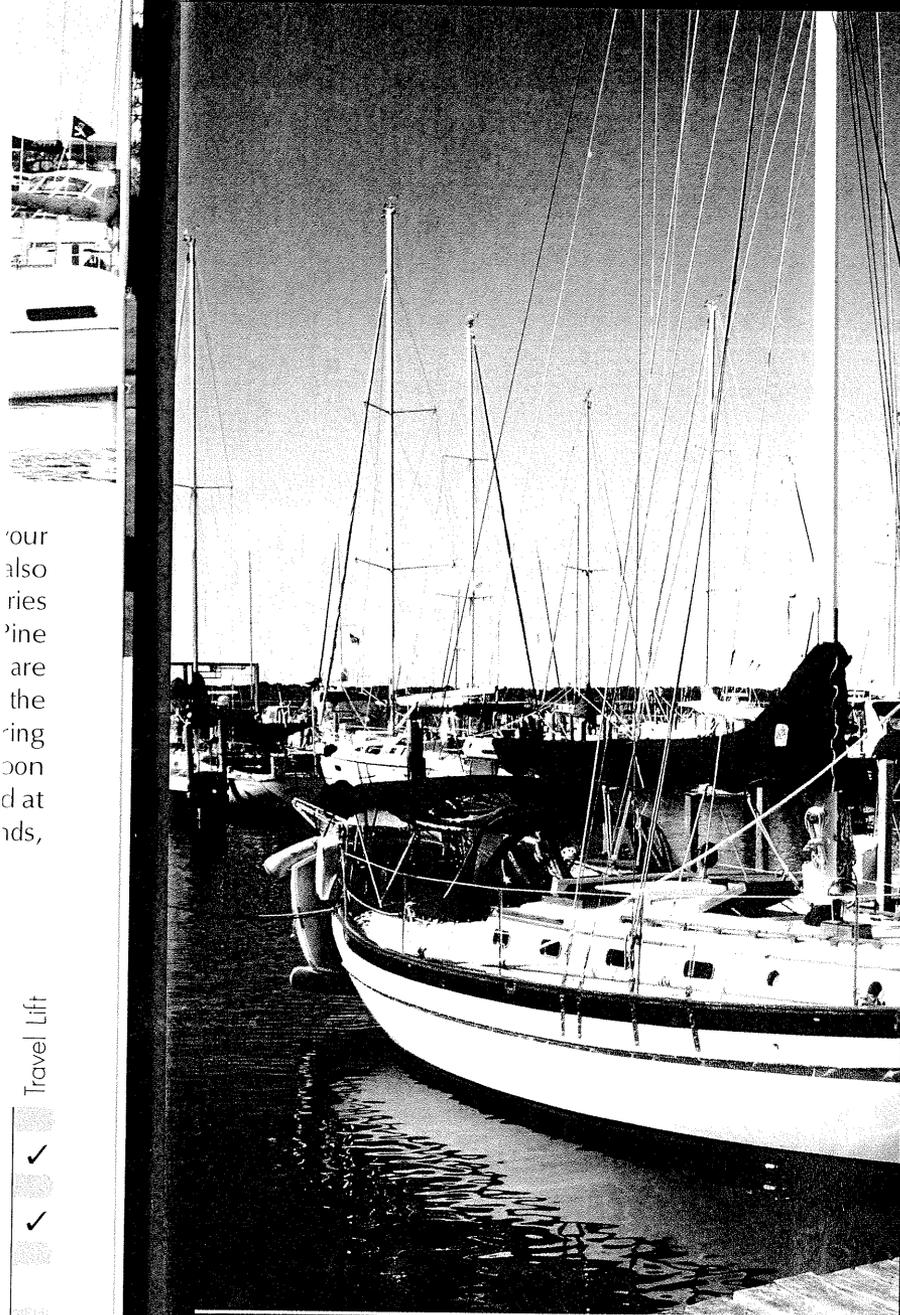
	Approved
	Disapproved
	Approved with the following change(s):

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Travel Lift



Internet



## play here

Menominee County offers 675,840 acres of outdoor activities and breathtaking beauty. All of this pristine acreage offers the outdoors and hunting enthusiast endless opportunities. State land, for the individual sportsman, and private land (made available for rent), increase the likelihood of a successful hunt. Whether it be bow, rifle or muzzle loading, hunters enjoy a variety of seasons from turkey and bear to the ever bountiful deer season.

With the Menominee River on the west and Lake Michigan's Green Bay on the east, Menominee County is almost a peninsula. Over 125 miles of shore border its southern boundary. The Bay of Green Bay provides excellent yachting as well as fresh water and ice fishing.

Specially groomed trails and dormant logging roads allow snowmobile access to the county's vast wilderness outback. With restaurants and lodging in the Powers/Spalding areas, this provides an excellent hub for snowmobile enthusiasts burning with the desire to ride the open trails as far north as Copper Harbor.

Cross country skiing, ATV trails and extensive camping are just a few more featured activities. With skiing at Cedar River Pathway and ATV paths at Forest Island Trail, visitors and residents capitalize on the opportunity for relaxation and enjoyment. Camping and recreation are abundant in our wonderful State and County Parks. Incredible rapids and waterfall sites are not to be missed when touring the area.

## work here

Menominee County is not only a remarkable place to play but a wonderful place to raise a family and work. Career opportunities range

from engineering and medical to legal and technology professions. Employment opportunities are growing while business building opportunities greatly benefit from the support of such critical components as our full instrumented all weather landing systems, interstate highways, deep water ports and rail. Menominee County continually strives to provide economic incentives for new and growing businesses of all sizes, please contact our county administration office for additional information.

[www.menomineecounty.com](http://www.menomineecounty.com)

# menominee County



**Rich and inviting are both the spirit and opportunities of Menominee County. Ever striving to provide excellence in economic growth and development while maintaining our exceptional northwoods experience. Activities abound in this haven of wildlife and wonder, come experience all the Menominee County has to offer you.**

## MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

<b>SUBJECT:</b>	MSU – Memorandum of Understanding
<b>DEPARTMENT:</b>	MSU Extension
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Mike Erdman will be here to discuss the Memorandum of Understanding in order to retain MSU services within the county.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

## MENOMINEE COUNTY

	2011 Budget	2012 Base MoA	2012 Optional	2012 MOA
Wages - Support staff 1 FTE ** Also works for Building Code Department and Fair Manager and District 1 Administrative Support	\$32,566	\$34,758	\$0	\$34,758
Fringe - Support staff	\$26,919	\$35,491	\$0	\$35,491
Operating dollars for Educators and 4H:				
Supplies	\$3,000	\$0	\$0	\$0
Equipment	\$500	\$0	\$0	\$0
Agriculture Testing/Diagnostics	\$500	\$0	\$0	\$0
Forestry Testing/Diagnostics	\$300	\$0	\$0	\$0
Other Operating Expenses	\$300	\$0	\$0	\$0
4H Supplies	\$300	\$0	\$0	\$0
Telephone/Internet	\$1,500	\$0	\$0	\$1,500
Computer Hardware/Software	\$400	\$0	\$0	\$0
Computer Services	\$600	\$0	\$0	\$0
Travel				
(Agriculture \$2800, 4-H \$1,000, Snap-Ed \$800)	\$4,600	\$0	\$0	\$0
Equipment Repair/Maintenance	\$1,000	\$0	\$0	\$0
Copier Rental/Lease	\$5,000	\$0	\$0	\$0
Operating dollars for county support staff	\$0	\$0	\$0	\$0
<b>4H PA Sheryl Schrot 4-H EE</b>	\$28,020	\$0	\$0	\$0
4H PA fringe		\$0	\$0	\$0
Additional Educator(s) (specify position requested, not individual Educator)	\$0	\$0	\$0	\$0
Additional Prog Instructors (specify FTE's and function)	\$0	\$0	\$0	\$0
Base MOA Assessment	\$0	\$38,209	\$0	\$38,209
Charge back: Water	\$400	\$400	\$400	\$400
Charge back: Sewer	\$400	\$400	\$400	\$400
Charge back: Electric	\$2,700	\$2,700	\$2,700	\$2,700
Charge back: Natural Gas	\$1,600	\$1,600	\$1,600	\$1,600
Charge back: Trash Removal	\$650	\$650	\$650	\$650
<b>TOTAL</b>	<b>\$111,255</b>	<b>\$114,208</b>	<b>\$5,750</b>	<b>\$115,708</b>
<b>COUNTY ALLOCATED FUNDING:</b>	<b>\$111,255</b>			

**2010 Census Population: 24,029**

Staff housed in county	MSUE paid	County paid	Grant paid	Comments
Sheryl Schrot, EE, 4H, 1 FTE <b>60/40 MSU</b>	X	X		MSU
Steph Bruno, PI, SnapEd, 1 FTE			X	MSU
Mike Erdman, DC, 1 FTE	X			MSU
Kandace Curran, Office Manager, 1 FTE		X		County
	\$143,532	\$99,110	\$51,666	

**Agreement for Extension Services provided by  
Michigan State University**

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

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

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

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

**A. MSUE will provide:**

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

**B. The County will provide:**

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

\_\_\_\_\_  
Name County \_\_\_\_\_  
Year

**II. Funding**

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

**III. Specific Contributions**

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

**IV. Term and Termination**

This agreement is effective on \_\_\_\_\_ and terminates on \_\_\_\_\_ (5 yrs later). Either MSUE or the County may terminate this agreement, with or without cause, with 120 days written notice.

**V. General Terms**

- 1. Independent Contractor. The University is an independent contractor providing services to the County. The County and the University do not have the relationship of legal partners, legal partners, joint venturers, principals or agents. MSUE Personnel have no right to any of County's employee benefits.
- 2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
- 3. Assignment. This agreement is non-assignable and non-transferable.
- 4. Entire Agreement. The agreement, with its Exhibit A, is the entire agreement between MSUE and the County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed both MSUE and the County.
- 5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and the County. It does not create any benefit or right for any other person, including residents of the County.

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

**MICHIGAN STATE UNIVERSITY**

\_\_\_\_\_ **COUNTY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_ County \_\_\_\_\_  
Name Year

EXHIBIT A

Annual Work Plan

A. Specific Contributions by MSUE:

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

B. Specific Contributions by the County:

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

C. Assessment to County:

For the period \_\_\_\_\_ to \_\_\_\_\_, the County shall pay to MSUE \$ \_\_\_\_\_, which is the cost of the assessment plus any additional Personnel Costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824

\_\_\_\_\_ County \_\_\_\_\_  
Name Year

**Appendix A**  
**Technical Standards for County Internet Connections**

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

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

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

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

NetRange	35.8.0.0 - 35.10.255.255
CIDR	35.10.0.0/16 35.8.0.0/15

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

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

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

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

Questions may be directed to [support@anr.msu.edu](mailto:support@anr.msu.edu), where they will be routed to the best person to assist you.

\_\_\_\_\_  
Name County \_\_\_\_\_  
Year

Appendix B  
Specification of the Allocation of Costs

Annual assessment funds will cover

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

County will be expected to provide

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

\_\_\_\_\_  
Name County Year

# MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

<b>SUBJECT:</b>	Ray LaMarche ~ Anderson, Tackman, & Co. PLC – 2009-2010 Audit
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Audits were given to Commissioners when received.
<b>SUMMARY:</b>	Ray LeMarche will be here to discuss the Menominee County Audit for FY ending September 30, 2010.
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>BAMC Menominee River Century Committee – Use of River Park &amp; Chappee Rapids Historical Marker</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY</b>	
The BAMC Menominee River Century Committee would like to use the Menominee River Park and The Chappee Rapids Historical Marker on June 26 <sup>th</sup> 2011 for their annual bike ride.	
<b>RECOMMENDED MOTION</b>	
To allow the BAMC Menominee River Century Committee use of the Parks for their annual bike ride.	

Submitted by:     **Brian Bousley**    

    **05/06/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

April 15, 2011



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

Dear Mr. Bousley:

This letter is to ask permission for the BAMC Menominee River Century Bicycle Ride to use Menominee River Park on River Road and the Chappee Rapids Historical Marker on June 26, 2011. We would be using both locations as rest stops for riders on our longest (75/100 mile) route. Thank you for your past support of the ride your locations are a key part of our ride.

Our use of the parks would begin at 9AM on June 26 and continue until 4PM. We will provide everything that is needed for the event. We would also have portable toilets dropped off at the park on June 25 and picked up on June 27. The use of the stops would involve bicyclists eating food provided by the Menominee River Century and drinking (non-alcoholic) beverages in the park. Approximately 400 riders would pass through the stops. Upon completion of the ride, we will leave both stops as we found them. Please contact me at (715) 735-4200, ext. 3109 or by mail 3100 Shore Drive, Marinette, WI 54143.

We would appreciate your continued support of our event.

Sincerely,

*Rachel Adams*

Rachel Adams  
Menominee River Century Committee Member  
Bay Area Medical Center Public Relations

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Resolution 2011-12 ~ Deficit Elimination Plan for FY 2009/2010</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>We received a letter from the Department of the Treasury. We must file a financial plan with the department of the treasury for evaluation and Certification explaining why accounts are showing a deficit balance after the Audit, and what we'll do to correct this.</p> <p>Building Code Department – (\$13,571) &amp; State-Special Child Care – (\$10,332)</p>	
<b>RECOMMENDED MOTION</b>	
To approve Resolution 2011-12 ~ Menominee County Deficit Elimination Plan for FY ending September 30, 2010.	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

RECEIVED  
3/25/11  
Menominee County Administrator  
ANDY DILLON  
STATE TREASURER

**ALL CORRESPONDENCE SHOULD REFER TO STATE ID NUMBER**

**DEFICIT ELIMINATION  
PLAN NOTIFICATION  
State ID Number  
55-0000**

March 18, 2011

Administrator  
County of Menominee  
839 10<sup>th</sup> Avenue  
Menominee, Michigan 49858

Dear County Administrator:

We have received an audit report from your local unit, which indicates a deficit balance in one or more funds as follows:

<u>FUND</u>	<u>AMOUNT</u>	<u>SOURCE OF INFORMATION</u>
Building Department	\$13,571	Audited Financial Statements 9/30/10, p. 56
State-Special Child Care	\$10,332	Audited Financial Statements 9/30/10, p. 58

According to MCL 141.921 and Attorney General Opinion No. 6154, if a local unit of government ends its fiscal year in a deficit condition, the local unit of government shall formulate and file a financial plan with the Department of Treasury within 90 days after the beginning of the fiscal year to correct the deficit. The local unit of government shall file the financial plan with the Department of Treasury for evaluation and certification to ensure the correction of the deficit condition. Upon certification by the Department of Treasury, the local unit shall institute the plan.

Your deficit elimination plan is due within 30 days from the date of this letter. If the deficit elimination plan is not filed within that 30-day time period, we will recommend that 25% of your State-Shared Revenue be withheld pursuant to MCL 141.921(2). The plan should identify exactly how the deficit is to be eliminated. The following are acceptable evidence to support a plan:

March 18, 2011

1. Certified copies of board/council resolutions (describing funds and amounts) approving additional appropriations sufficient to eliminate the deficit and a copy of the journal entry that shows that the transfer has been made or a trial balance.
2. Projected budget approved by the legislative body as evidenced by a certified resolution itemizing yearly revenues by source, expenditures/expenses by activity, and changes in the fund balance/retained earnings through the year of the deficit's eventual elimination. There is a five-year limit for an approved plan; the plan must be amended if the deficit increases or the plan is not otherwise followed.

After receiving your plan, we will notify you in writing if additional information is needed or that your plan has been certified. If you have any questions or concerns, please do not hesitate to contact April M. Griffin at (517) 335-4305. Our mailing address is Michigan Department of Treasury, Local Audit and Finance Division, P.O. Box 30728, Lansing, MI 48909-8228.

Sincerely,

A handwritten signature in cursive script that reads "Harlan Goodrich".

Harlan Goodrich, Manager  
Local Audit and Finance Division

c: County Clerk

*"Menominee – Where the best of Michigan begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### RESOLUTION – 2011-12

#### Menominee County Deficit Elimination Plan For FY ending September 30, 2010

WHEREAS Menominee County experienced deficit fund balances at the conclusion of the Fiscal Year ending on September 30, 2010 in the following funds:

Building Department	#249-000-001.00	in the amount of \$13,571
State-Special Child Care	#296-000-001.00	in the amount of \$10,332

WHEREAS, Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury:

NOW THEREFORE, IT IS RESOLVED that the Menominee County Board of Commissioners approves the amount of \$23,903 to be transferred from General Fund, cash account #101-000-001.00 to balance each deficit fund respectively incurred at the conclusion of the Fiscal Year ending September 30, 2010.

BE IT FURTHER RESOLVED that Menominee County's Board of Commissioners submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

\_\_\_\_\_  
James Furlong, Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marc Kleiman, County Clerk

\_\_\_\_\_  
Date

*James Furlong - Chairperson*

*Bernie Lang - Vice Chairperson*

*Charlie Meintz*

*Mark Jasper*

*Jim Pearson*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>CUPPAD – Subscription to Munetrix Municipal Metrics</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>CUPPAD would like input from the commissioners whether they would like CUPPAD to obtain a subscription to the Munetrix Municipal Metrics. Discussion whether this will be beneficial to Menominee County.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>



Central Upper Peninsula Planning And Development Regional Commission

2415 14th Avenue South • Escanaba, MI 49829  
906.786.9234 • Fax: 906.786.4442 • 800.562.9828 • [cuppad@cuppad.org](mailto:cuppad@cuppad.org)

RECEIVED  
3/17/11  
Menominee County Administrator

March 16, 2011

To CUPPAD Members:

At the last Commission Meeting in Iron Mountain, Munetrix Municipal Metrics made a presentation to the Commission regarding a service that they provide to rate the financial stress levels of communities. Currently, there is a bill that is going to the Governor's desk regarding arbitrarily assigning Emergency Managers to communities in financial distress, giving the power to financial emergency managers to virtually take control of the community, voiding or modifying contracts, removing the power of elected officials, and even disincorporate or dissolve a municipal government should it be found that a financial emergency exists. The Munetrix presentation was timely, and the service allows communities to produce cost per resident and efficiency reports, trend analysis, peer group analysis, as well as charts and graphs. Financially healthy communities tend to have low scores and distressed communities tend to have high scores. I recommend that you visit [Munetrix.com](http://Munetrix.com) to get a better idea of the service. (There is also some free data that will allow you to do some preliminary assessments of your community's economic health.)

The cost to CUPPAD would be \$2772.56. If CUPPAD subscribes to the service, it would allow CUPPAD access to additional data and to assist communities to better analyze their operating costs and efficiency. The minimum benefit would be to give the community an idea as to how various municipal costs compare to other communities, which is valuable in developing a budget. CUPPAD is trying to be as financially responsible as possible and will only subscribe to those services which have sufficient value to the region as evidenced by interest voiced by a significant number of member communities. CUPPAD is asking its members if the Munetrix service is of sufficient value to have CUPPAD subscribe to it.

Please review the enclosed information and let us know whether you feel that CUPPAD should or should not subscribe to this service. If you have any questions, please feel free to call me at (800)562-9828.

Sincerely,

Lloyd R. Matthes  
Executive Director

Enclosure

**EXECUTIVE COMMITTEE & COUNTY REPRESENTED**

Chairperson – G. Corkin, *Marquette* • Vice-Chairperson – B. Herioux, *Delta* • Secretary – J. Stevens, *Dickinson* • Treasurer – D. Bovin, *Alger*  
Director – T. Elegeert, *Delta* • Director – J. Poupore, *Menominee* • Director – E. Hoholik, *Schoolcraft* • Director – J. Wetthuhn, *Hannahville Indian*  
*Community* • Executive Director – Lloyd R. Matthes

about

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration/Board
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Miscellaneous Bills as paid on April 14, & 19, 2011 in the amount of \$202,425.12	
<b>RECOMMENDED MOTION</b>	
To Approve Miscellaneous Bills as paid on Miscellaneous Bills as paid on April 14, & 19, 2011 in the amount of \$202,425.12	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

### General Fund Expenditures

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

### Special Revenue Funds

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

**COPY**

**MENOMINEE COUNTY**  
Check Register Report

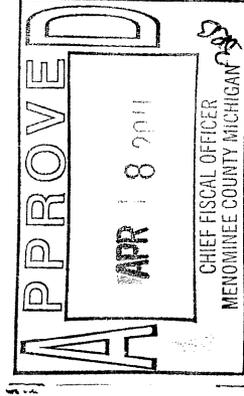
Check	Vchr#	Vendor Name	Vendor's Ref#	Description	Status	Debit Account	Check Date	Check Amount	CheckAmount\$
Check Date: 4/1/2011 - 4/30/2011									
Check Number: 85023 - 85027									
Bank Account: General - General									
General									
85023		ERICKSON WAYNE			Open		04/13/2011		
	17323	April 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	17323	April 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	17323	April 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	17323	April 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
85024		Klumb, Joseph			Open		04/13/2011		
	17326	April 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	17326	April 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	17326	April 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	17326	April 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
85025		LaCosse Law, P.C.			Open		04/13/2011		
	17325	April 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	17325	April 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	17325	April 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	17325	April 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
85026		Randall Philipps			Open		04/13/2011		
	17324	April 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	17324	April 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	17324	April 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	17324	April 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
85027		SPARKS GEOFFERY			Open		04/13/2011		
	17322	April 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	17322	April 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	17322	April 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	17322	April 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		

Total General

\$13,264.10

Grand Total:

\$13,264.10



MENOMINEE COUNTY  
Claims Audit Report

COPY

APR 19 2011  
Voucher Date Vendor's Ref#  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

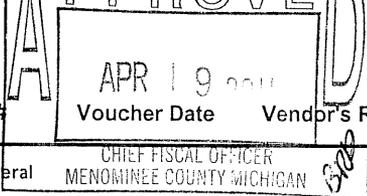
Vendor Name	Vch#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
A B C PRINTERS								
	17195	3/24/2011	92853	Continuation Sheets & Blank Sheets - F	101-268-727.00	346.03		\$346.03
ALGER-DELTA COOPERATIVE ASSOCI								
	17270	3/31/2011	383200	Shakey Lakes Park - March 2011	208-751-920.01	26.97		\$535.38
	17271	3/31/2011	367200	Shakey Lakes Park - March 2011	208-751-920.01	26.97		
	17272	3/31/2011	367100	Shakey Lakes Park - March 2011	208-751-920.01	26.97		
	17273	3/31/2011	369802	Shakey Lakes Park - March 2011	208-751-920.01	33.00		
	17274	3/31/2011	379700	Shakey Lakes Park - March 2011	208-751-920.01	96.50		
	17275	3/31/2011	380300	Shakey Lakes Park - March 2011	208-751-920.01	107.23		
	17276	3/31/2011	370500	Shakey Lakes Park - March 2011	208-751-920.01	136.83		
	17277	3/31/2011	383001	Shakey Lakes Park - March 2011	208-751-920.01	26.97		
	17278	3/31/2011	1503500	Shakey Lakes Park - March 2011	208-751-920.01	26.97		
	17279	3/31/2011	383301	Shakey Lakos Park - March 2011	208-751-920.01	26.97		
Allvest Information Services								
	17342	4/6/2011	211040	Mental Health Assessments Feb 1 - Ma	296-668-801.00	200.00		\$200.00
ANDERSON AUTO & RV SALES INC								
	17248	3/24/2011	Parks	Trailer Wire Kit	208-751-930.02	35.00		\$35.00
ANDERSON, TACKMAN & CO PLC								
	17247	3/31/2011	52884	Filing billing for the audit 9/30/10	101-103-801.01	3,000.00		\$3,000.00
ANGELIS MENOMINEE INC								
	17296	3/4/2011	178686D-IN	Inmate Groceries	101-301-770.00	79.02		\$434.20
	17297	3/5/2011	1085D-IN	Inmate Groceries	101-301-770.00	5.43		
	17298	3/10/2011	2276D-IN	Inmate Groceries	101-301-770.00	106.12		
	17299	3/12/2011	1296D-IN	Inmate Groceries	101-301-770.00	10.00		
	17300	3/16/2011	0237516-IN	Inmate Groceries	101-301-770.00	82.92		
	17301	3/24/2011	25353D-IN	Inmate Groceries	101-301-770.00	61.78		
	17302	3/26/2011	877211F-IN	Inmate Groceries	101-301-770.00	17.97		
	17303	3/28/2011	0013762-IN	Inmate Groceries	101-301-770.00	70.96		
APCO INTERNATIONAL								
	17181	3/31/2011	00067871	PO# 02549 EMD Training - Bourque & I	266-326-881.00	858.00		\$858.00
AT&T - Aurora, IL								
	17239	3/19/2011	906863444103	March 19 - April 18, 2011	101-103-850.00	838.71		\$1,955.11
	17240	4/1/2011	906R41083904	April 1 - April 30, 2011	101-103-850.00	693.86		
	17241	4/1/2011	906753458204	April 1 - April 30, 2011	101-103-850.00	45.23		
	17242	4/1/2011	906753220904	April 1 - April 30, 2011	101-103-850.00	377.31		
AT&T Long Distance								
	17224	3/19/2011	854528091	Telephone Charges	101-103-850.00	194.08		\$194.08
Big O's Lube and Service, Inc.								
	17312	4/4/2011	5550	Oil Change - 2010 Chevy Impala	205-315-934.02	41.90		\$41.90
BP								
	17226	4/1/2011	29331844	Gasoline Sales - Bldg Code - March 20	249-371-742.00	209.61		\$439.84
	17288	4/5/2011	29408593	Gasoline Sales - March 2011	101-301-742.00	230.23		
Cellcom Wisconsin RSA 04								
	17305	3/27/2011	989829	Cellular Services	101-301-850.00	522.19		\$766.85
	17305	3/27/2011	989829	Cellular Services	101-426-755.00	12.47		
	17327	3/5/2011	904965	Cellular Services	101-132-850.00	20.01		
	17327	3/5/2011	904965	Cellular Services	296-664-850.00	60.38		
	17327	3/5/2011	904965	Cellular Services	296-665-850.00	53.78		
	17347	4/5/2011	126387	Medical Examiner Cellular Services	101-648-727.00	98.02		

**MENOMINEE COUNTY  
Claims Audit Report**

**APPROVED**  
APR 19 2011  
Voucher Date Vendor's Ref#  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN  
302

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Cherry Lan Systems, Inc. 17223	4/1/2011	CL 03/11	March 2011 Documents (634)	256-277-857.00	1,394.80		\$1,394.80
Christopher Tebo 17336	4/5/2011	Reimbursement	Mileage (transport of H.P.) 3/29/2011	101-132-801.00	109.14		\$172.39
17337	4/5/2011	4456	Transport of Juvenile (H.P.) 3/29/2011	101-132-801.00	63.25		
CITY OF MENOMINEE - 2511 10TH ST. 17187	4/1/2011	May 2011	Monthly Rent	266-326-942.00	351.67		\$2,729.61
17234	3/31/2011	20102038	Water & Sewer 1/1/11 - 3/31/11	101-265-920.00	2,377.94		
City of Stephenson - P.O. Box 467 17227	3/29/2011	709	Annex - Utilities for March 2011	101-261-920.01	16.00		\$246.28
17227	3/29/2011	709	Annex - Utilities for March 2011	101-261-920.02	30.00		
17227	3/29/2011	709	Annex - Utilities for March 2011	101-261-920.03	196.46		
17227	3/29/2011	709	Annex - Utilities for March 2011	101-261-920.03	3.82		
CLOVERLAND PAPER CO 17253	4/1/2011	94850	Liners, Toilet Tissue, Kitchen Towels	101-265-755.01	189.92		\$189.92
COHL STOKER & TOSKEY P C 17266	3/31/2011	40490	Legal Services	101-211-807.00	50.54		\$50.54
Dan Menacher 17185	4/1/2011	Reimbursement	UPBOA Trng & Membership & NMLOA	249-371-860.00	244.09		\$244.09
DDT Construction, Inc. 17269	4/1/2011	March 2011	Snow Removal for Annex & Library	101-265-930.00	400.00		\$400.00
Delta/Menominee Health Dept. 17320	4/14/2011	Appropriations	3rd Quarter 2010 - 2011	101-997-999.03	36,040.00		\$36,040.00
Dennis-Ruleau, Dawn 17190	4/4/2011	4441	Crisis Intervention - March 2011	296-668-801.00	660.00		\$660.00
DTE Energy 17228	3/29/2011	462245200011	Annex March 2011	101-261-920.04	150.19		\$150.19
EAGLEHERALD PUBLISHING, LLC 17262	3/31/2011	1406	March 2011 Advertising	101-101-901.00	203.98		\$203.98
Election Systems & Software 17231	3/30/2011	773609	PO# 02552 - Ballot Layout	101-262-727.00	600.00		\$2,188.75
17233	3/30/2011	773648	PO# 02551 - Election Programming	101-262-727.00	1,588.75		
FASTENAL 17245	3/31/2011	WIMAR109932	Hammerdrill, Nut Set, Impact Driver	101-265-931.00	270.25		\$270.25
Finley, Rebecca 17346	4/8/2011	11-029	Out of Home Placement Cost - Mitchell	292-662-843.02	451.36		\$451.36
Friends Ofc Prod Whse Direct 17179	4/5/2011	0140221	Equalization Office Supplies	101-257-727.00	116.45		\$379.60
17200	3/31/2011	013996	Binder	101-257-727.00	11.99		
17201	3/25/2011	013964	Cord Concealer - Equalization	101-257-727.00	12.49		
17225	3/31/2011	0139881	ROD - Toner, Wipes, Spray, Batteries, I	101-268-727.00	238.67		
Furlong, James 17191	3/31/2011	Reimbursement	March 2011 Mleage	101-101-860.02	148.92		\$148.92
Good Source 17294	3/30/2011	S10250220	Inmate Groceries	101-301-770.00	662.55		\$662.55

MENOMINEE COUNTY  
Claims Audit Report



Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
GREAT AMERICAN DISPOSAL CO THE	17229	3/31/2011	13X00424	Annex - March 2011	101-261-930.04	49.80		\$49.80
HAUPT DR PAUL/MEDICAL EXAMINER	17283	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-709.00	4,935.00		\$4,980.00
	17283	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-727.00	45.00		
HOTFLAME GAS COMPANY	17189	3/4/2011	MENOM4 000804	Shakey Lakes Park	208-751-744.00	586.00		\$586.00
INSTITUTE OF CONTINUING LEGAL	17330	3/31/2011	638172	MI Probate Sourcebook - 3d ed, 2011 S	101-132-802.00	61.25		\$122.50
	17330	3/31/2011	638172	MI Probate Sourcebook - 3d ed, 2011 S	101-148-802.00	61.25		
J S ELECTRONICS, INC.	17186	4/1/2011	16399	Tower Lease April 2011	266-326-942.00	425.00		\$425.00
Jennifer Brunelle	17332	4/5/2011	Reimbursement	Mileage - March 2011	296-664-860.00	109.65		\$109.65
Jim Pearson	17221	4/1/2011	Reimbursement	March 2011 Mileage	101-101-860.03	66.81		\$66.81
Joel Hensley, RN	17284	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-709.00	2,370.00		\$5,280.00
	17284	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-835.00	1,545.00		
	17304	4/8/2011	Nursing Services	February 13 - February 25, 2011	101-301-770.01	1,365.00		
JOHN EVANS, RN	17285	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-709.00	720.00		\$960.00
	17285	4/1/2011	Jan - Mar 2011	Medical Examiner	101-648-835.00	240.00		
Kulwich, Gerald	17331	4/5/2011	Reimbursement	Mileage (J.P.O.) 3/2/11 - 3/24/11	296-665-860.00	221.75		\$228.75
	17335	4/5/2011	Reimbursement	Teen Court Supplies	296-667-801.02	7.00		
L.A. Busse, Inc.	17193	3/28/2011	ZB44187	Dishwasher Maintenance	101-265-934.00	300.85		\$300.85
LANG BERNARD	17215	4/4/2011	Reimbursement	March 2011 Mileage	101-101-860.01	315.18		\$315.18
LENCA SURVEYING	17249	4/5/2011	11027	Remon Yr 2011 March 21 - April 6, 2011	243-245-801.07	1,791.70		\$1,791.70
Lesperance, Diane	17220	4/4/2011	Reimbursement	Quarterly Mileage / Jan - March 2011	101-253-860.00	30.50		\$30.50
Linda A. Menacher	17183	4/7/2011	Transcripts	Williams, Nicole, Jacques	101-136-806.00	716.45		\$805.55
	17184	4/7/2011	Transcripts	Nicole & Jacques for PA's Office	101-267-806.00	89.10		
Linder Implement Co., Inc.	17205	3/2/2011	91801	Cover	208-751-930.02	19.50		\$485.25
	17206	3/29/2011	91944	Filters, Plugs, Blades	208-751-930.02	235.50		
	17207	3/29/2011	91945	Blades, Filters, Wheels	208-751-930.02	230.25		
Lisa Kalhofer	17329	4/14/2011	10-107-DL-1	Witness \$6.00 Mileage \$34.68	101-132-804.00	40.68		\$40.68

MENOMINEE COUNTY  
Claims Audit Report

APR 19 2011  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN  
OKS

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Lufts Advertiser</b>								
	17237	3/29/2011	March 2011	Advertising	101-101-901.00	272.00		\$632.50
	17237	3/29/2011	March 2011	Advertising	101-262-727.00	180.50		
	17308	3/29/2011	March 2011	Advertising	101-334-755.00	180.00		
<b>M &amp; M Trucking, Inc.</b>								
	17261	4/4/2011	6613	Salting & Snowplowing for March 2011	101-265-930.00	607.50		\$607.50
<b>Mark Jasper</b>								
	17192	3/30/2011	Reimbursement	March 2011 Mileage	101-101-860.05	114.24		\$114.24
<b>Meintz, Charlie</b>								
	17188	4/5/2011	Reimbursement	March 2011 Mileage	101-101-860.04	102.00		\$102.00
<b>Mekash, James</b>								
	17197	4/1/2011	Reimbursement	Work Boots - Safety Toe	101-265-745.00	116.04		\$116.04
<b>Menards - Marinette</b>								
	17250	4/7/2011	26873	Office Remodel	101-265-755.00	150.54		\$531.50
	17252	3/30/2011	25164	Wood Glue, Caulk, Gang Mudring	101-265-755.00	130.63		
	17264	3/31/2011	25434	Residential Hinges, Screws, Slide Lock	101-265-755.00	13.87		
	17265	3/30/2011	25114	Framing, Compressor, Replacement Pl	101-265-931.00	236.46		
<b>MENOMINEE COUNTY JOURNAL</b>								
	17178	4/1/2011	135	Registration Notice	101-262-727.00	450.00		\$515.00
	17307	4/1/2011	137	Advertising - ORV Class	101-334-755.00	65.00		
<b>MENOMINEE COUNTY ROAD COMMISSI</b>								
	17306	4/7/2011	10490	Power to Radio's - March 2011	101-301-934.01	74.63		\$74.63
<b>MHS Key Club</b>								
	17348	4/14/2011	4465	Anti-Bullying Bracelets	296-667-801.02	24.00		\$24.00
<b>MICHIGAN ELECTION RESOURCES</b>								
	17219	3/29/2011	26794	Precinct Supply Kits & Election Material	101-262-727.00	705.35		\$5,564.45
	17232	4/1/2011	26820	PO# 02553 Ballots for May 3, 2011 Elec	101-262-727.00	4,859.10		
<b>Michigan State University - CANR Budget Finance</b>								
	17230	4/4/2011	39424	Salaries & Fringes - Schrot	101-261-704.00	4,670.90		\$4,670.90
<b>Mid American Specialties</b>								
	17290	4/1/2011	INV741578	Badge Stickers	101-301-755.00	183.72		\$183.72
<b>MILLERS ACTION OFFICE SUPPLY I</b>								
	17180	4/7/2011	076654I	Toner - District Court	101-136-727.00	151.50		\$511.74
	17199	3/31/2011	076495	Toner	101-132-727.00	39.00		
	17199	3/31/2011	076495	Toner	101-148-727.00	38.99		
	17214	3/31/2011	076504I	Mailing Labels & Correction Tape	101-150-727.00	71.97		
	17214	3/31/2011	076504I	Mailing Labels & Correction Tape	101-215-727.00	11.38		
	17343	4/6/2011	076656	Envelopes, Post It's, Pencils, Toner	101-132-727.00	154.44		
	17343	4/6/2011	076656	Envelopes, Post It's, Pencils, Toner	101-148-727.00	44.46		
<b>NAPA AUTO PARTS PITSTOP</b>								
	17257	3/9/2011	35511	Brake Cleaner	208-751-930.02	3.98		\$59.33
	17258	3/23/2011	35829	Fuse	208-751-930.02	3.19		
	17259	3/26/2011	35903	Lamp Kit & Loose Wire Ends	208-751-930.02	18.98		
	17260	3/28/2011	35927	Fuse & Oil	208-751-930.02	33.18		
<b>Naser's Auto Service</b>								
	17313	3/30/2011	17162	09 Chevy Impala - Oil Change	205-315-934.02	33.50		\$64.25
	17314	3/31/2011	17167	08 Chevy Tahoe - Oil Change	205-315-934.02	30.75		

**MENOMINEE COUNTY  
Claims Audit Report**

**APPROVED**  
APR 19 2011  
Voucher Date    Vendor's Ref#  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>Northern Menominee Health Cent - South</b>							
17318	4/4/2011	Erdman	DOS 4-4-11	101-301-770.01	66.00		\$66.00
<b>NORTHPOINTE BEHAVIORAL</b>							
17321	4/14/2011	Appropriation	3rd Quarter 2010 - 2011	101-997-999.26	24,902.00		\$24,902.00
<b>Office Depot, Inc.</b>							
17202	3/23/2011	556629605001	District - Office Supplies	101-136-727.00	11.70		\$193.23
17203	3/23/2011	556629555001	Markers & Pens - District Court	101-136-727.00	10.90		
17254	3/25/2011	558958002001	Annex - Wireless Mouse, DVD Mailers	101-261-727.00	64.64		
17255	3/22/2011	556457383001	Annex - Laminating Pouch	101-261-727.00	105.99		
<b>PAIDL'S TRUE VALUE HARDWARE</b>							
17208	3/9/2011	B16586	PTFE Seal Tape	208-751-930.03	1.29		\$120.61
17209	3/11/2011	B16662	Key & Catalyst	208-751-930.03	10.27		
17210	3/21/2011	A15915	Paint	208-751-930.03	18.99		
17211	3/21/2011	A15948	Treated Wood	208-751-930.03	8.79		
17212	3/25/2011	A16045	Electric Tape, Enamel Paint	208-751-930.03	29.97		
17213	3/30/2011	B17383	Cable Tie, Connector, Terminal, Electric	208-751-930.03	37.83		
17267	3/18/2011	B16890	Electrical Tape	101-265-755.00	7.48		
17268	3/18/2011	B16910	HD Connector	101-265-755.00	5.99		
<b>Pan-O-Gold Baking Co.</b>							
17292	3/29/2011	40683108804	Inmate Groceries	101-301-770.00	86.60		\$167.40
17293	3/22/2011	40683108103	Inmate Groceries	101-301-770.00	80.80		
<b>Parrette, Kathleen</b>							
17204	3/26/2011	36	March 2011 Cleaning Services	101-265-801.00	1,533.33		\$1,533.33
<b>Pinecrest Medical Center</b>							
17309	4/1/2011	March 2011	Telephone Charges	205-315-727.00	15.16		\$15.16
<b>PrintersPlus!</b>							
17177	4/4/2011	10511	Letterhead & Double Window Envelope	517-252-727.00	236.50		\$236.50
<b>QUALITY WATER SPECIALISTS</b>							
17235	3/31/2011	5231	April 2011	101-265-801.00	31.20		\$31.20
<b>Quill Corporation</b>							
17175	4/5/2011	3491156	Canon Fax Toner	101-267-727.00	75.58		\$174.55
17176	4/5/2011	3474403	End-Tab Fastener Folders - PA's Office	101-267-727.00	98.97		
<b>Reinhart Foodservice</b>							
17295	3/29/2011	935170	Inmate Groceries	101-301-770.00	580.24		\$580.24
<b>Rob Willman</b>							
17328	4/14/2011	10-107-DL-1	Witness \$6.00 Mileage \$34.68	101-132-804.00	40.68		\$40.68
<b>Ruby E. Ivens</b>							
17238	4/5/2011	Reimbursement	Mileage for April 5, 2011	208-751-860.00	24.48		\$24.48
<b>Rutherford, Megan</b>							
17333	4/5/2011	Reimbursement	Mileage - Jan 27 - March 30, 2011	296-668-801.00	18.36		\$146.01
17334	4/5/2011	4453	Can Zone Jan 27 - March 30, 2011	296-668-801.00	127.65		
<b>Sarah Maus</b>							
17222	3/31/2011	Reimbursement	Mileage for Jan 1 - March 31, 2011	101-253-860.00	15.25		\$15.25
<b>Sault Tribe Youth Facility</b>							
17345	4/6/2011	10-095	Out of Home Placement Costs - Poquet	292-662-843.05	600.00		\$600.00

MENOMINEE COUNTY  
Claims Audit Report

APR 19 2011  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Securus Technologies 17315	3/9/2011	095469	Prepaid Phone Cards	280-362-755.00	510.00		\$510.00
Silver & Van Essen, P.C. 17251	4/1/2011	17701	MPSC Appeal - Attorney Fee & Cost All	101-211-807.00	42.15		\$42.15
State of Michigan - MI Dept. of Human Services 17198	3/31/2011	4440	Monthly Offset Billing / October - Decer	292-662-843.01	41,307.62		\$41,307.62
Stateline Apparel 17244	4/1/2011	Mike Sieg	Clothing Allowance	208-751-745.00	39.98		\$39.98
STEPHENSON MARKETING COOPERATI 17286	3/31/2011	462643	Sales for March 2011	208-751-930.02	505.73		\$3,128.25
17310	3/31/2011	015579	Gasoline Sales - March 2011	205-315-742.00	2,622.52		
Stericycle 17311	3/31/2011	4002483507	Inmate Supplies	205-315-755.00	84.50		\$84.50
The First National Bank&Trust 17182	3/31/2011	March 2011	FOC Service Charge	101-141-817.00	74.80		\$74.80
Time Warner Cable 17291	3/30/2011	004-620475202-001	April 6 - May 5, 2011	101-301-770.00	124.13		\$124.13
Tony Durocher 17340	4/5/2011	Reimbursement	Mileage (Transport of H.P.) 3/24/2011	101-132-801.01	208.08		\$305.83
17341	4/5/2011	4461	Transport of Juvenile (H.P.) 3/24/2011	101-132-801.01	97.75		
TWIN COUNTY AIRPORT COMMISSION 17319	4/14/2011	Appropriation	3rd Quarter 2010 - 2011	101-997-999.01	15,000.00		\$15,000.00
U.E.S. COMPUTERS, INC. 17243	4/5/2011	32458	Admin - Home Access	101-103-857.00	15.00		\$115.00
17263	4/4/2001	55440	Monthly DVD Backup March 2011	101-103-857.00	100.00		
UNIFORM SHOPPE 17289	12/31/2010	194948	Garrison Belts, Shoes, Boots	101-301-745.00	84.85		\$84.85
VanEyck, Stephen 17338	4/5/2011	Reimbursement	Meal (Transport of H.P.) 3/24/2011	101-132-801.00	4.44		\$165.44
17339	4/5/2011	4459	Transport of Juvenile (H.P.) 3/24 & 3/29	101-132-801.01	49.00		
17339	4/5/2011	4459	Transport of Juvenile (H.P.) 3/24 & 3/29	101-132-801.00	112.00		
Verizon Wireless 17280	3/22/2011	2548752553	February 23 - March 22, 2011	101-265-850.01	154.42		\$154.42
WALTER BROTHERS INC 17196	3/29/2011	B110947	Office Remodel Supplies	101-265-755.00	2.98		\$23.39
17236	4/5/2011	A131895	IncaLampholder & Cover	101-265-755.00	11.96		
17287	3/10/2011	D23334	Single Sided Keys	101-301-727.00	8.45		
Waste Management 17194	4/1/2011	1245236-1856-7	April 2011	101-265-801.00	380.70		\$380.70
Waukesha County 17349	4/14/2011	11-37065-FD	Certified Copy - People vs Jacobson	101-267-804.00	10.00		\$10.00
WEST GROUP PAYMENT CENTER 17317	4/4/2011	822639296	District - Subscription Charges	101-136-802.00	133.50		\$324.50
17344	4/4/2011	822639295	Subscription Product Charges - Probate	101-148-802.00	191.00		

**MENOMINEE COUNTY  
Claims Audit Report**

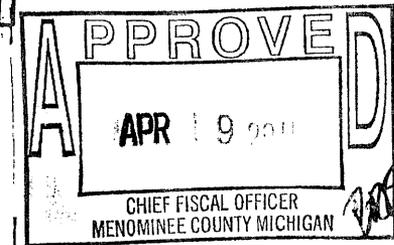
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Wil-Kil Pest Control	17256	3/28/2011	1809475	Courthouse	101-265-801.00	60.00		\$60.00
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	17246	4/6/2011	0402055840-00001	Jail - Electrical Services	101-265-920.03	3,816.58		\$7,639.18
	17281	3/28/2011	0402191663-00001	Electric & Gas - Health Care Center	101-265-920.03	279.12		
	17281	3/28/2011	0402191663-00001	Electric & Gas - Health Care Center	101-265-920.04	303.67		
	17282	3/28/2011	0402047856-00004	Gas - Courthouse	101-265-920.04	3,239.81		
Total Amount for Bank Account: General								\$184,161.02

**A P P R O V E D**  
 APR 19 2011  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN  
*BRB*

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
U.S. Postal Service (Hasler)	17354	04/18/2011	39576	Postage Machine	101-253-729.01	5,000.00		\$5,000.00
Total Amount for Bank Account: General								\$5,000.00

COPY



# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Boards/committees/commission reports
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 4/28/11 County board meeting.	
<b>RECOMMENDED MOTION</b>	
To place miscellaneous reports on file in the County Clerk's office.	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Thursday, February 3, 2011.

Chair Betzinger called the meeting to order at 8:35 a.m. with the following persons present or absent.

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Ingallston Township Clerk Kay Keefer-Bronkhorst, Ingallston Township Trustee Carl Johnson, and Denny Kosewski-MCRC Menominee District foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

### INGALLSTON TOWNSHIP

Moilanen welcomed the township officials and introductions were made. Moilanen stated that a copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of February, 2011.

Moilanen presented information regarding upcoming changes to the reflectivity standards for road name signs within the townships and stated that as signs were damaged or stolen, the township would have to replace them with signs that meet the new standards.

Mark Jasper, Menominee County Commissioner joined the meeting at 8:42 a.m.

Road Commission 2011 Projects – Moilanen presented a handout listing the projects that the road commission has planned for the upcoming year.

Clerk Keefer-Bronkhorst asked if CR338 would be completed this year. Moilanen stated that it would be and that it was scheduled for a June 3, 2011 letting date.

Ingallston Township provided the following list of future projects:

1. Pinewoods Loop, south side construction and paving.
2. CR 338, to all-season status, east end portion 1 ½ miles from Tanvas Lane to CR 346 needs construction and pave.
3. CR 348, east end of township line before the curve, widen and repave (shared cost with Stephenson Township.)
4. Jimtown Road, curve by Hayward Lake Road to M-35, 3 miles, needs recap in the future.
5. Harbor Point Road from Pit Drive to 4 tenths of a mile west, construction and pave.
6. Wildwood Road, construction and pave.
7. Butchli Road, south end, double chip seal.

Trustee Johnson asked about the culverts on the east side of CR338. Moilanen stated that the DEQ is requiring larger pipes be put in. A few years back they had been exposed due to a washout and a plate had been installed at that time. There are 3 culverts and they should be replaced.

Clerk Keefer-Bronkhorst asked what the purpose was for the culvert extensions along the state highways. Moilanen stated they help prevent scour and were better slope transition.

Trustee Johnson stated he was concerned about the liability due to the condition of the culvert on the east side of CR338 and would like to see it replaced as soon as possible.

Ingallston Township officials left the meeting at 9:01 a.m.

### CEDARVILLE TOWNSHIP

(9:02 a.m.) Supervisor Linda Peterson was present for Cedarville Township.

Moilanen welcomed the township officials and introductions were made. Moilanen stated that a

copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of February, 2011.

Moilanen presented information regarding upcoming changes to the reflectivity standards for road name signs within the townships and stated that as signs were damaged or stolen, the township would have to replace them with signs that meet the new standards.

Road Commission 2011 Projects – Moilanen presented a handout listing the projects that the road commission has planned for the upcoming year.

Supervisor Peterson asked for an explanation of chip seals. Moilanen stated that a single chip seal was appropriate over a paved surface and a double chip seal would be used over a pulverized or gravel surface.

Supervisor Peterson stated that when the grader pushes up gravel by the guard rail on CR551 it was creating a bank of gravel that holds water, causing washouts. Moilanen stated that the area needed a pipe extension, rip rap and possibly new guard rail.

Moilanen stated that brush & tree removal would be done on the east end of No. 29 Road. Supervisor Peterson asked about the bridge on the west end of No. 29 Road. Betzinger stated that the road commission had applied for Critical Bridge funds for this bridge in the past. Moilanen stated that the application had not been funded, but the road commission would continue applying until funding is approved.

Cost of paving CR551 was discussed. Kakuk asked if a chip seal could be done on CR551. Moilanen stated there were some soft spots that need ditching and graveling. The road also has a lot of truck traffic that would need to be considered when making a decision on surfacing the road. Betzinger recommended that the township apply for Hannahville 2% grants to help pay for the project. Supervisor Peterson asked what the maximum amount allowed for the 2% grants was. Moilanen stated that there was approximately \$150,000 available for grants every six months and the next application deadline is March 31, 2011. Supervisor Peterson asked about the County Three Way program funds. Moilanen stated that the program was no longer available. County Commissioner Jasper stated that county did not have funds available for the program. He suggested the township contact Jill Wettuhn for information on the Hannahville 2% Grants.

Supervisor Peterson stated she will be contacting Senator Tom Casperson regarding the state cutting some of the trees on the state land within the township and putting the profits back into the township roads since PILT funds had been cut.

Supervisor Peterson stated that a resident on Blue Fox Lane still wants to gate the road off out to the bay, but other township residents use the road frequently.

Supervisor Peterson left the meeting at 9:34 a.m.

### **SPALDING TOWNSHIP**

(9:35 a.m.) Present for Spalding Township were Supervisor Lillian Schultz and Trustee John Nelson. MCRC Powers District Foreman Raymond Betters also joined the meeting.

Moilanen welcomed the township officials and introductions were made. Moilanen stated that a copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of February, 2011.

Trustee Nelson presented a handout of MCL 247.121 and discussed the county board's decision to rescind the Three Way Funding Program. He also stated that if Attorney Dan Hass was correct then the townships could not legally provide funds to the road commission either.

Moilanen presented information regarding upcoming changes to the reflectivity standards for road name signs within the townships and stated that as signs were damaged or stolen, the township would have to replace them with signs that meet the new standards. Supervisor Schultz asked if the federal government was going to provide funding for this mandate. Moilanen stated they were not.

Trustee Nelson asked for an estimate of the cost to replace the signs. Moilanen stated he is working on estimating the number of signs and the cost.

Road Commission 2011 Projects – Moilanen presented a handout listing the projects that the road commission has planned for the upcoming year.

Spalding Township listed its road priorities as follows:

1. 36.5 Road – lift needed.
2. Oro Road north near Agnes Pirlot's home needs a hill cut and widening.
3. Swamp Road north of the railroad grade floods and needs lifts.
4. Kloman Road – road dips where two culverts are bad.

Trustee Nelson asked if geotextile grid would work on the Kloman Road culverts. Moilanen stated it would not. Trustee Nelson suggested that "Bump" signs be installed until the culverts could be fixed.

Supervisor Schultz stated that the Powers District crew does a great job and she wanted to express her thanks.

Spalding Township officials and Raymond Betters left the meeting at 10:03 a.m.

### MELLEN TOWNSHIP

(10:05 a.m.) Present for Mellen Township were Supervisor Gerald Newlin and Treasurer Roger Freis.

Moilanen welcomed the township officials and introductions were made. Moilanen stated that a copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of February, 2011.

Moilanen presented information regarding upcoming changes to the reflectivity standards for road name signs within the townships and stated that as signs were damaged or stolen, the township would have to replace them with signs that meet the new standards.

Road Commission 2011 Projects – Moilanen presented a handout listing the projects that the road commission has planned for the upcoming year.

Foreman Kosewski stated that N-1 Road and No. 12 Road both need gravel badly in some areas if the township can afford to do it.

Moilanen stated that CR348 to the west needed work also.

Supervisor Newlin stated that the township residents were satisfied with the chip sealing on Hillside Drive north of G-08.

Supervisor Newlin asked why the time that No. 15 Road was getting plowed out was so erratic, sometimes done in the early morning, other times not until the afternoon. Moilanen will check with the driver.

Supervisor Newlin asked who would be responsible for paying for the road name signs that need to be replaced under the new federal mandate. Moilanen stated it was the township's responsibility.

Treasurer Freis stated that the township's "Zoning Enforced" sign had not been replaced or returned to them when MDOT installed the new signs along US41. Moilanen will check on this.

Supervisor Newlin noted that the "Mellen Township" sign on CR577 is actually a ½ mile into Lake Township and should be relocated. Moilanen will have road commission personnel move the sign.

There being no further business, Betzinger declared the meeting adjourned at 10:26 a.m.

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, March 15, 2011.

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

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

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

M. Erdman moved to approve the minutes from the February 22, 2011 meeting. Seconded by J. Bejgrowicz, motion carried.

J. Bejgrowicz moved to approve the financial report. Seconded by M. Erdman, motion carried.

M. Erdman moved to pay the March bills. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons are in the board packets.
- B. Our colleague, Jim Haight, suddenly passed away on Thursday night, March 10. The wake is today from 3:00 until 8:00. The funeral service will be held on Wednesday morning at 10:00 AM. The library will be closed from approximately 9:45 until 11:30, so all the library employees can attend the service. We are really going to miss Jim.

A copy of Jim's job description was sent to the administrator's office this morning,

- C. In order to make room for more items, we have integrated the Large Print Non-Fiction books with the regular print non-fiction books in the main library. We also moved most of the audio cassette books and VHS tapes to the movable shelving units in the work room. By doing this, we were able to create more room for the CD books and DVDs.
- D. The Friends of the Library met on March 10, and they appropriated funds for us to purchase a 2011 server and associated licensing, a patron counter, and \$500 for the purchase of DVDs during the next year.

Old Business:

- A. Fiscal 2011 Supplemental State Aid Funds – Even though we are still waiting to receive our check or wire transfer from the State of Michigan for the regular state aid, we did receive \$474.49 for supplemental county salary reimbursement
- B. USF Form 471 – Submitted on March 4, 2011 – Now we have to wait to see if our funding request will be granted.

New Business:

- A. Library Board Appointment – Update – Only one person has applied as of this morning. The County Board may be appointing someone at their next meeting on March 22.

- B. Michigan DNR Park & Read Program – Once again this year, we will be participating in the Park & Read Program. It should start around Memorial Day and extend through September.
- C. Photography Release Form – After discussion of various forms, the board requested that P. Cheski prepare a draft release form for the April meeting.
- D. Honeywell Feasibility Study – Several cost-saving measures and preventative maintenance items for the library were included in this study.

Other Board Concerns: J. Bejgrowicz asked if the 2010 census would affect our library. He also mentioned that a person told him how helpful the library employees are.

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

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by M. Erdman, motion carried. The meeting adjourned at 11:14 AM.

THE MENOMINEE COUNTY FAIR BOARD MEETING WAS HELD ON THURSDAY, JANUARY 13, 2011 AT THE MSU EXTENSION OFFICE IN COLLABORATION WITH THE MENOMINEE COUNTY PARKS AND RECREATION COMMITTEE. THE MEETING WAS CALLED TO ORDER BY PRESIDENT OF THE PARKS AND RECREATION COMMITTEE ROBERT DESJARLAIS AT 6:30 P.M. FAIR BOARD MEMBERS PRESENT WERE TREASURER PHYLLIS KACZMARCZYK, SECRETARY KANDACE CURRAN, PRESIDENT LARRY ROETZER, MEMBER DIANE BRAZELTON, NEWLY APPOINTED MEMBER SALLY EBSCH, AND FAIR SUPERINTENDENTS NITA CURTIS AND STEPH BRUNO AND COUNTY COMMISSIONER CHARLIE MEINTZ. PARK AND RECREATION MEMBERS PRESENT WERE RUBY IVENS, GAIL JERZUK, VOLA BLEILE, GLENN CODY, COUNTY COMMISSIONER MARK JASPER AND COUNTY ADMINISTRATOR BRIAN BOUSLEY.

**PUBLIC COMMENT:** NONE

**COMBINED MEETING:** THE FAIR BOARD HAS BEEN ALLOCATED FOR THE PAST TWO YEARS 25 CAMPSITES FOR THE FAIR WEEKEND. RUBY IVENS MADE A MOTION TO GRANT 25 CAMPSITES FOR THE 2011 FAIR TO THE FAIR BOARD. VOLA BLEILE SECONDED MOTION. MOTION APPROVED.

THE FAIR BOARD HAS RECEIVED \$7500 GRANT MONIES IN SUPPORT OF UPGRADES AT THE HORSE/TRUCK/TRACTOR PULL TRACK. CURRAN REQUESTED TO HAVE THE PROPOSED PROJECT MANGER TO OVERSEE THE PULL TRACK PROJECT ALONG WITH THE BATHHOUSE PROJECT. MEINTZ MADE A MOTION TO APPROVE THIS REQUEST AND IVENS SUPPORTED. MOTION CARRIED.

THE FAIR BOARD MOVED ROOMS TO CONTINUE THEIR OWN MEETING.

**AGENDA:** AGENDA WAS ACCEPTED AS PRESENTED. MOTION MADE BY PHYLLIS AND SUPPORTED BY DIANE. MOTION CARRIED.

**ELECTION OF OFFICERS:** LARRY ROETZER PRESIDENT, PHYLLIS KACZMARCZYK TREASURER, DIANE BRAZELTON VICE-PRESIDENT, KANDACE CURRAN SECRETARY. THESE WERE UNANIMOUS VOCAL DECISIONS.

**SECRETARY'S REPORT:** SUBMITTED

**TREASURER'S REPORT:** SUBMITTED.

**BUSINESS:** THERE WAS MUCH DISCUSSION REGARDING THE 2011 SEASON. THE NEXT MEETING DATE WILL BE DETERMINED.

RESPECTFULLY SUBMITTED,

  
KANDACE CURRAN, SECRETARY

THE MENOMINEE COUNTY FAIR BOARD MEETING WAS HELD ON MONDAY, APRIL 11, 2011 AT THE MENOMINEE COUNTY EXTENSION OFFICE IN STEPHENSON. THE MEETING WAS CALLED TO ORDER BY PRESIDENT LARRY ROETZER AT 6:30 PM. MEMBERS PRESENT WERE TREASURER PHYLLIS KACZMARCZYK, BOARD MEMBERS SALLY EBSCH, VICE PRESIDENT DIANE BRAZELTON, AND SECRETARY KANDACE CURRAN. MEMBERS ABSENT WERE SCOTT DUNCAN AND COUNTY COMMISSIONER CHARLIE MEINTZ.

**PUBLIC IN ATTENDANCE:** SUPERINTENDENTS STEPHANIE BRUNO, SANDRA PASCHKE AND DENISE TAYLOR.

**PUBLIC COMMENT:** NONE

DIANE MADE A MOTION TO ACCEPT AGENDA AS PRESENTED, SALLY SECONDED. MOTION CARRIED.

DIANE MADE A MOTION TO ACCEPT MINUTES AS PRESENTED, SALLY SECONDED. MOTION CARRIED.

**TREASURER'S REPORT:** READ OUT LOUD AND LATEST BANK STATEMENT WAS IDENTIFIED WITH BALANCE.

**SECRETARY'S REPORT:** NONE

**OLD BUSINESS:** THERE WAS DISCUSSION ON THE FENCE CONTRACT. KANDACE WILL GO GET THAT FINALIZED TOMORROW. SALLY MADE A MOTION TO APPROVE THE CURRENT CONTRACT AND DIANE SECONDED MOTION. MOTION CARRIED.

**NEW BUSINESS:** THERE WAS NEW DISCUSSION REGARDING PAYING THE SUPERINTENDENTS FOR MILEAGE DURING FAIR TIME. KANDACE WILL DRAFT A PROPOSAL FOR THE NEXT BOARD MEETING. DENISE WOULD LIKE IT TO SPECIFICALLY STATE THAT THERE IS ADULT AND YOUTH RABBIT. ALL DEPARTMENTS SHOULD REMAIN THE SAME WITH YOUTH ONLY BEING ABLE TO SHOW IN YOUTH AND NOT IN OPEN. KANDACE WILL PUT THIS IN THE FAIRBOOK. DISCUSSED THE CHANGES ON THE TRUCK/TRACTOR PULL DEPARTMENTS. KANDACE WILL COMBINE THE TRACTOR CLASSES.

IT WAS AGREED THAT THE NEXT FAIR BOARD MEETING WILL BE HELD ON MONDAY, MAY 16TH AT 6:30 P.M. AT THE EXTENSION OFFICE AND MONDAY, JUNE 20<sup>TH</sup> AT 6: 30 PM AT THE FAIRGROUNDS,

THE MEETING WAS ADJOURNED AT 7:45 PM.

RESPECTFULLY SUBMITTED,



KANDACE CURRAN, SECRETARY

## MINUTES

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

Special Meeting 3/3/2011 – 8:30 a.m.

MEMBERS PRESENT: Pearson, Dill, Berman, Hartz, Furlong and Sauve

MEMBERS EXCUSED:

MEMBERS ABSENT:

OTHERS PRESENT: Airport Manager Tim Spreen, Marinette Economic Development/Tourism Committee, Nancy Douglas, Brian Bousley, The Eagle Herald, Peshtigo Times, Bay Cities Radio

**1. Call to order.**

Pearson called the meeting to order at 8:30 a.m.

**2. Pledge of Allegiance**

**3. Approve/amend agenda**

Motion (Dill/Hart) to approve agenda as printed. Motion carries. No negative votes.

**4. Public comment**

None

**5. Discuss/consider presentation with Explorer Solutions, action if any.**

Discussion only. Explorer Solutions presentation with Christian Pererault and Wendy Seronko. Power point presentation on file.

**6. Communications/correspondence.**

None

**7. Dialog between manager and TCAC**

None

**8. Dialog between airport users and TCAC**

None

**9. Public comment**

None

**10. Adjourn**

Motion (Sauve/Hartz) to adjourn. Motion carried. No negative votes.

## MINUTES

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

### Regular Session Committee Meeting 3/16/11 – 4:00 p.m.

MEMBERS PRESENT: Pearson, Dill, Berman, Hartz and Sauve

MEMBERS EXCUSED:

MEMBERS ABSENT: Furlong, arrived at 4:30 p.m.

OTHERS PRESENT: Airport Manager Spreen, Nancy Douglas, Eagle Herald, Peshtigo Times, and Bay Cities Radio

#### 1. Call to order.

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

#### 2. Pledge of Allegiance

#### 3. Approve/Amend agenda

Motion (Dill/Hartz) to approve agenda as presented. Motion carries. No negative votes.

#### 4. Approve/amend minutes

2/14/2011 Regular Meeting

Motion (Dill/Hartz) to approve Regular Meeting minutes as printed. Motion carries. No negative votes.

#### 5. Public comment

None

**Discuss/consider the selection/appointment of standing committees, action required.**

Recess declared for 10 minute break @ 4:06 p.m.  
4:12 p.m. called to order.

Bylaws Committee

Berman  
Furlong  
Hartz

Planning Committee

Pearson  
Sauve  
Hartz

Buildings and Grounds Committee

Sauve  
Hartz  
Dill

Personnel Committee

Furlong  
Pearson  
Hartz

Motion (Dill/Berman) to confirm appointments. Motion carries. No negative votes.

**6. Discuss/consider FBO/Manager, action if any**

Motion (Hartz/Berman) to table FBO/Manager. Motion carries, no negative votes

Furlong arrived at 4:30 p.m.

7. Discuss/consider Explorer Solutions presentation that was held with the TCAC and the Marinette Economic Development/Tourism Committee on 3/3/11. Action if any

Motion (Hartz/Berman) to set up a task force to investigate Explorer Solutions. The task force will make up a 7-member committee that will include Nancy Douglas, Dale Berman and James Furlong. The others will be hand selected by Nancy. Motion carries, no negatives votes.

**8. Managers report:**

- **Discuss/consider Profit and Loss for 2/2010, action if any**
- **Discuss/consider Recon Summary for 2/2010, action if any**

- **Discuss/consider Vendor balance for 2/2010, Action if any**
- **Discuss/consider Customer balance for 2/2010, action if any**
- **Discuss/consider Check Detail and paying monthly bills for 2/2010 and 3/2011 action if any**
- **Discuss/consider Airport Traffic for 2/2010, action if any**

Motion (Dill/Berman) to accept Managers report and to put all on file. Motion carries, no negative votes.

**9. Communication/correspondence.**

Explorer Solutions Phase I and II.

**10. Dialog between Manager and TCAC.**

Signature card for bank, need signatures.

Jim Pearson made the board aware of the vacation and sick time for Tim. We need to pay him for the accumulated hours of vacation and sick time for past 2 years that he never used or carry it over.

**11. Dialog between airport users and the TCAC**

None

**12. Public comment.**

None

**13. Schedule next meeting**

4:30 p.m., 4/20/2011

**14. Adjourn**

Motion (/Dill/Hartz) to adjourn at 4:52 p.m. Motion carried. No negative Votes.

## MINUTES

TWIN COUNTY AIRPORT TASK FORCE COMMITTEE  
2801 NORTH 22<sup>ND</sup> STREET  
MENOMINEE, MI 49858  
906-863-8408  
FAX 906-863-7392

**Twin County Airport Task Force Committee, 4/7/11 – 1:00 p.m.**

MEMBERS PRESENT: Nancy Douglas, Dale Berman, James Furlong, Paul Putnam, Scott Wellens, Jerry Mullins and Frank Pohlman

MEMBERS EXCUSED:

MEMBERS ABSENT:

OTHERS PRESENT: Airport Manager Spreen, Eagle Herald, and Bay Cities Radio

### **1. Call to order.**

Douglas called the meeting to order at 1:00 p.m.

### **2. Public comment**

None

### **3. Discuss/consider Explorer Solutions proposal, action if any**

Discussion only:

- Discussed on the Green Airport Coalition that was formed with funding by the SBA. Would benefit us to join.
- Airports that are using Explorer Solutions and niche:

Houghton – Military and Defense R&D

Sawyer – Aircraft dismantling

Delta – Manufacture components that are “Green” for aviation purposes

Major concerns:

- Review reports that have been put in place with other airports
- References
- Duplicity

- Due diligence
- Taxes. Who collects the taxes on the airport property
- What and how much airport property is available for lease

**4. Public comment.**

None

**5. Schedule next meeting**

TBA

**6. Adjourn**

2:20 p.m.

**CITY OF MENOMINEE, MICHIGAN  
REGULAR COUNCIL PROCEEDINGS  
MARCH 21, 2011**

---

A regular meeting of the Menominee City Council, City of Menominee, County of Menominee, State of Michigan, was held Monday, March 21, 2011 at 6 p.m. in the Municipal Complex Council Chambers.

The Deputy Mayor Donald Mick called the meeting to order and led the pledge of allegiance to the flag.

PRESENT: Council Members Fernstrum, Hudon, Mick, Organ, Plemel, Pohlmann, Walker, and Williams

ABSENT: Mayor Krah

PRESENT: 8

ABSENT: 1

A motion was made by Council Member Williams and seconded by Council Member Hudon to excuse Mayor Krah from the meeting. This motion was carried unanimously.

A motion was made by Council Member Williams and seconded by Council Member Hudon to approve the agenda for the meeting. This motion was carried unanimously.

There being no additions or corrections to the minutes of the special meeting of February 16, 2011, the regular meeting of February 21, 2011, the special meeting of March 5, 2011, or the special meeting of March 6, 2011, the minutes of all of the meetings stood approved as presented.

**PUBLIC HEARING:**

Deputy Mayor Mick opened the public hearing called for the purpose of hearing citizen comments on the proposed rezoning of 2008-11<sup>th</sup> Avenue from PL to R-2.

No one was heard.

A motion was made by Council Member Fernstrum and seconded by Council Member Williams to close the public hearing. This motion was carried unanimously.

**PUBLIC COMMENT:**

Deputy Mayor Mick opened the public comment session on agenda items only.

No one was heard.

A motion was made by Council Member Plemel and seconded by Council Member Williams to close the public comment session. This motion was carried unanimously.

**COMMUNICATIONS:**

Joe Peacock, Downtown Business Association, updated council on their recent activities.

Nancy Douglas, Menominee Business Development Corporation, also updated council on her recent activities.

Nick Ultrup, U.S. Fish and Wildlife Service, gave a presentation on the fish passage project planned at the American Hydro dam.

Sheriff Ken Marks spoke regarding their Emergency Response/24 Hour Road Patrol millage ballot question.

**REPORTS OF OFFICERS:**

Under reports of officers, Mayor Krah submitted for confirmation the appointment of Linda Mentch to the Planning Commission, replacing Steve Schahczenski who resigned, with her term to expire October 7, 2011.

A motion was made by Council Member Williams and seconded by Council Member Hudon to confirm the foregoing appointment. This motion was carried unanimously.

**COMMITTEE REPORT:**

At a meeting held on March 14, 2011 the Finance Committee reviewed the proposal from U.P. Engineers and Architects in the amount of \$6,000.00 to provide Spies Field Wetland Monitoring services without a quorum present, and those present recommended to City Council that they waive the bid process and accept the proposal.

S/FINANCE COMMITTEE

A motion was made by Council Member Organ and seconded by Council Member Plemel to adopt the foregoing report. This motion was carried unanimously with an abstention by Council Member Walker.

**COMMITTEE REPORT:**

At a meeting held on March 14, 2011, the Special Projects/Community Relations Committee reviewed the proposal for an art display at the Municipal Complex from Professor James LaMalfa, and they recommended proceeding with the placement of two (2) movable panels and the concept of a wall mural.

S/SPECIAL PROJECTS/COMMUNITY RELATIONS COMMITTEE

A motion was made by Council Member Hudon and seconded by Council Member Williams to adopt the foregoing report. This motion was carried unanimously.

**COMMITTEE REPORT:**

At a meeting held on March 14, 2011, the Special Projects/Community Relations Committee reviewed the request from the Downtown Development Authority (DDA) for permission to use the City's lighthouse logo, and they recommended allowing use of the logo provided a proper licensing agreement was entered into between the DDA and the City.

S/SPECIAL PROJECTS/COMMUNITY RELATIONS COMMITTEE

A motion was made by Council Member Hudon and seconded by Council Member Williams to adopt the foregoing report. This motion was carried unanimously.

**COMMITTEE REPORT:**

At a meeting held on March 14, 2011, the Special Projects/Community Relations Committee reviewed the request from the Downtown Business Association to place a temporary 4' x 8' sign on city owned property, and they recommended allowing placement of the sign on the 18<sup>th</sup> Avenue end of Triangle Park for two weeks beginning April 4, 2011 and ending April 18, 2011 provided proper permitting was obtained.

S/SPECIAL PROJECTS/COMMUNITY RELATIONS COMMITTEE

A motion was made by Council Member Williams and seconded by Council Member Plemel to adopt the foregoing report. This motion was carried unanimously.

**MOTIONS AND RESOLUTIONS:**

A motion was made by Council Member Fernstrum and seconded by Council Member Hudon to adopt the following resolution:

RESOLUTION

---

RESOLVED, the following location is designated as the polling place for all of the four wards in the City of Menominee for the Special Election to be held Tuesday, May 3, 2011:

Menominee High School Cafeteria - 2101-18<sup>th</sup> Street

and that the Election Board consist of Chairperson and up to five (5) inspectors for each ward and that the rate of pay be \$9.50 per hour for Chairpersons and \$8.75 per hour for inspectors and the janitors at the school be paid \$9.00;

RESOLVED FURTHER, that all election personnel be paid \$20.00 for attending the Election School and \$10.00 for attending the Election Session for Chairpersons preceding the election;

RESOLVED FURTHER, that the polling place be open from 7 a.m. to 8 p.m., Local Time, on said day.

This motion was carried unanimously.

A motion was made by Council Member Fernstrum and seconded by Council Member Williams to approve payment of the US-41 wastewater project invoices in the amount of \$4,020.00. This motion was carried unanimously.

A motion was made by Council Member Fernstrum and seconded by Council Member Hudon to approve payment of the US-41 water project invoices in the amount of \$2,755.00. This motion was carried unanimously.

**PUBLIC COMMENT:**

Deputy Mayor Mick opened the public comment session.

Darrell Eland and Lucy Pier thanked council for their help with the farmers market.

A motion was made by Council Member Plemel and seconded by Council Member Williams to close the public comment session. This motion was carried unanimously.

**ADJOURN TO CLOSED SESSION:**

A motion was made by Council Member Williams and seconded by Council Member Fernstrum to adjourn to closed session to discuss pending litigation and consult with the city attorney:

- 1) Jeffrey L. Hallfrisch v. City of Menominee and Teamsters and Chauffeurs Union Local No. 214, Menominee County Circuit Court Case No. 11-13634-NZ.
- 2) Michael Armbrust and City of Menominee, U.S. Equal Employment Opportunity Commission, EEOC Charge No. 471-2011-00270.

AYES: Hudon, Mick, Organ, Plemel, Pohlmann, Walker, Williams, and Fernstrum  
NAYS: None

This motion was carried unanimously.

**RETURN TO OPEN SESSION:**

A motion was made by Council Member Plemel and seconded by Council Member Williams to return to open session. This motion was carried unanimously.

**ADJOURN:**

A motion was made by Council Member Plemel and seconded by Council Member Williams to adjourn the meeting. This motion was carried unanimously.



Thomas F. DeNike, City Clerk/Treasurer

/skj

**CITY OF MENOMINEE, MICHIGAN  
SPECIAL COUNCIL PROCEEDINGS  
MARCH 29, 2011**

---

A special meeting of the Menominee City Council, City of Menominee, County of Menominee, State of Michigan, was held Tuesday, March 29, 2011 at 8:30 a.m. in the Municipal Complex Council Chambers.

Deputy Mayor Donald Mick called the meeting to order and led the pledge of allegiance to the flag.

PRESENT: Council Members Fernstrum, Hudon, Mick, Organ, Plemel, and Williams

ABSENT: Mayor Krah, Council Members Pohlmann and Walker (all excused)

PRESENT: 6

ABSENT: 3

A motion was made by Council Member Williams and seconded by Council Member Hudon to excuse Mayor Krah and Council Members Pohlmann and Walker from the meeting. This motion was carried unanimously.

Deputy Mayor Mick opened the special meeting that he called for the purpose of considering the following agenda:

- 1) Call meeting to order.
- 2) Pledge of allegiance to the flag.
- 3) Roll call.
- 4) Public comment.
- 5) Review and approve the City Manager's contract.
- 6) Public comment.
- 7) Adjourn.

**PUBLIC COMMENT:**

Deputy Mayor Mick opened the public comment session.

No one was heard.

A motion was made by Council Member Williams and seconded by Council Member Plemel to close the public comment session. This motion was carried unanimously.

A motion was made by Council Member Plemel and seconded by Council Member Organ to approve the contract with Michael Cramer to include fifteen vacation days to be used through December 31, 2011 and five days of sick leave.

AYES: Hudon, Mick, Organ, Plemel, Williams, and Fernstrum

NAYS: None

This motion was carried unanimously.

**PUBLIC COMMENT:**

Deputy Mayor Mick opened the public comment session.

No one was heard.

A motion was made by Council Member Fernstrum and seconded by Council Member Williams to close the public comment session. This motion was carried unanimously.

**ADJOURN:**

A motion was made by Council Member Plemel and seconded by Council Member Williams to adjourn the meeting. This motion was carried unanimously.



Thomas F. DeNike, City Clerk/Treasurer

/skj

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, March 15, 2011.

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

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Chuck Behrend, Dale Axtell, Darlene Nerat, John Nerat and Mark Jasper.

ABSENT: None

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 02/08/11 and 02/16/11 – There being no additions or corrections, Betzinger declared that the minutes will stand as recorded.

Financial Report –

	Receipts	Expenditures	Payables/ Reserves	Balances
Balance, February 07, 2011				\$1,774,427.27
Receipts thru 02/28/11	93,337.20			
Expenditures thru 02/28/11		269,113.53		
Balance, February 28, 2011				\$1,598,650.94
Michigan Transportation Funds	288,503.47			
Receipts thru 03/14/11	59,581.89			
Expenditures thru 03/14/11		91,322.92		
State Maint. & Equip. Advances			89,358.00	
Balance, March 14, 2011	441,422.56	360,436.45	89,358.00	\$1,766,055.38

Payables & Reserves

Payroll 03/17, 03/31 (Est.)			130,000.00	
Soc. Sec. 03/17, 03/31 (Est.)			9,945.00	
Reserve for workers compensation insurance			9,119.00	
Reserve for liability insurance			134,310.00	
Reserve for rental grader lease (Dec-09)			73,871.12	
Reserve for rental grader leases (Oct-10)			323,179.20	
Reserve 4% set-aside for township allocations (2005/2006)			24,326.64	
Reserve 4% set-aside for township allocations (2006/2007)			40,251.27	
Reserve for MCRC balance of Old US2 over Wilson Creek			52,559.78	
Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Const.			17,632.69	
Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Pave			26,092.51	
Reserve for MCRC balance of Town Line Rd to Vincent Ln Pave			47,907.00	
Reserve Hannahville 2% Funds-Cty Line Rd. Borings			1,217.76	
Reserve for Design of F4 Bridge over Big Cedar River			7,549.54	
Reserve for HVAC/Ventilation Unit-Steph Shop			83,835.00	
Reserve for 3 bridges (Daggett Twp)			0.00	
Reserve for F4 Lane bridge (HarrisTwp)			27,000.00	
Reserve for Forest Funds			161,023.46	
Reserve for equipment			55,974.00	\$ (1,225,793.97)
				\$ 540,261.41

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

Vouchers # 11-0026, 11-0027, 11-0228, and 11-0029 – Betzinger asked for clarification on payments to Fabco Equipment and Dickinson County Road Commission. Moilanen explained what each invoice had been for. Moved by Anderson, seconded by Kakuk, that the vouchers be approved and ordered paid. Carried unanimously.

Permission to bid 2011 Bridge Inspections - Moilanen clarified that he would be seeking Requests for Proposals, not bids, for this item. Moved by Kakuk, seconded by Anderson to have Moilanen request the RFP's. Carried unanimously.

Permission to bid Scrap Iron pickup – Moilanen explained that the current contract expires June 30, 2011. Moved by Anderson, seconded by Kakuk to have Moilanen advertise for bids for scrap iron pickup. Carried unanimously.

Permission to bid Culverts for 2011 Maintenance – Moilanen stated that the current contract expires on April 30, 2011. Moved by Kakuk, seconded by Anderson to have Moilanen advertise for bids for 2011 maintenance culverts. Carried unanimously.

Discuss items to submit for possible funding from Hannahville 2% Grants – Moilanen offered the following items for consideration:

1. Request for \$5000 to replace the copier/fax in the office. The current machine is over 7 years old and beginning to require much more maintenance.
2. Request \$45,000 to put toward the purchase of a new sign truck. The old sign truck is in poor repair and will likely need to be replaced before the mandated upgrade of all the signs in the county.

Moved by Anderson, seconded by Kakuk to submit the sign truck as the top priority and the copy machine as the second priority. Carried unanimously.

Discuss request from Hannahville Indian Community to haul waste along a route that includes Hannahville Road – Moved by Kakuk, seconded by Anderson to allow Hannahville Indian Community to use the proposed route as presented in Hannahville correspondence dated 3/7/11. Carried unanimously.

Permission to send employees to CRASIF/MCRCSIP Joint Safety Workshop – Moved by Anderson, seconded by Kakuk to allow Moilanen to send 5 – 7 employees to the workshop. Carried unanimously.

Permission for Engineer/Manager to attend BIA Transportation Meeting – Moved by Anderson, seconded by Kakuk to allow Moilanen to attend. Carried unanimously.

Any other business-Road Commission Staff - Moilanen requested permission to request RFP's/quotes for painting some of the plow trucks each year. Moved by Kakuk, seconded by Anderson to allow Moilanen to seek the RFP's/quotes. Carried unanimously.

Any Other Business-Commissioners – Betzinger stated that if the winter ends better financially than was budgeted, it may be a good idea to purchase a new mower since the existing equipment is old and broken down often. Moilanen stated that if revenues do not increase that mowing may be one of the things cut from the budget in the future. Renting a mower in the interim may be a possibility, Betzinger asked Moilanen to check on the cost of renting a mower for the summer months. Betzinger also asked about renting a crack sealer. Moilanen stated he planned to rent one this summer from a firm in Green Bay.

Betzinger asked why weight restrictions were put on as early as they were. Moilanen stated that the loggers were given the opportunity to continue to haul during the brief warm up period with the understanding to use caution if road conditions became soft. A few of the roads with logging activity experienced extensive damage, therefore, the decision was made to place weight restrictions on county wide to protect the county roads from further damage.

Betzinger asked whether the HVAC/Ventilation system at the Stephenson shop was working properly as it seemed to take too long to evacuate the exhaust. Moilanen stated that the contractor is aware and would be returning to see if further work needed to be done.

Public Comment – Dale Axtell asked who determined which bridges needed to be inspected. Moilanen replied that it was governed by Federal law.

John Nerat asked what the deadline was to install the new signs in the county and what the road commission's plans were to get them done. Moilanen stated they all had to be in place by 2015 and that the road commission would be doing a portion each year in 2012, 2013, and 2014 using Federal Aid force account funding as much as possible.

Darlene Nerat stated that a sign near her house has been crooked since it was installed and asked if the new sign truck would help with this issue. Moilanen stated that it could and that heavier posts would help also.

Mark Jasper stated that he felt it was a tough call to make for weight restrictions and meeting with the truckers in January or February to discuss road conditions may help. Moilanen also noted that this was an exceptional year for the amount of logging jobs in the county - there were approximately 10 logging jobs this year as opposed to 2 or 3 in past years.

Mr. Jasper stated that if mowing and brush chopping had to be eliminated to cut costs that it would probably create bad public relations for the road commission. Mr. Jasper asked if employees would be replaced as they left, going forward. Moilanen stated that he did not foresee any employees retiring in the near future. Mr. Jasper asked if there were less employees could the mowing be contracted out. Moilanen stated that contractors would want a long term commitment due to the cost of the equipment they would have to purchase.

Dale Axtell asked what authority the weighmaster has. Moilanen stated that he is considered a deputy sheriff and that he also has regulatory authority. Mr. Axtell asked if he had portable scales and if so how often they were used. Moilanen stated that he does have portable scales and uses them daily. Mr. Axtell also inquired about how much weight is legal per axle. Moilanen stated that it depends on the spacing of the axles.

Discuss Union Contract negotiations – Moved by Anderson, seconded by Kakuk to go into closed session at 9:54 a.m. to discuss union wage negotiations. Carried unanimously.

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Moved by Anderson, seconded by Kakuk to return to open session at 10:23 a.m. Carried unanimously.

Moved by Kakuk, seconded Anderson to have Moilanen contact Laurie Berg, Union Business Agent, to discuss wage negotiations.

There being no further business, it was moved by Anderson, seconded by Kakuk to adjourn the meeting at 10:24 a.m.

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Road Commission Finance Director/Clerk

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Chair

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Bidding out Well Drilling at Shakey Lakes Park for the Bathhouse Project</b>
<b>DEPARTMENT:</b>	<b>Parks/Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Brian Bousley would like permission to bid out the well drilling for the Bathhouse project at Shakey Lakes Park.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Deputize the Park Rangers to allow them to write tickets for violations of Parks Rules.
<b>DEPARTMENT:</b>	Parks/Administration
<b>ATTACHMENTS:</b>	No
<b>SUMMARY:</b>	
<p>In the Park Rules, Park Rangers (among other law enforcement personnel) shall see to the enforcement of all provisions relating to these parks as contained in this ordinance (Parks Rules). The Ranges request to be deputized in order to carry out this enforcement of rules.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

## DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Bids for Stump Removal at Parks &amp; Courthouse (approx. 43 stumps total)</b>
<b>DEPARTMENT:</b>	<b>Parks/Administration</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b>	
<p>Shakey Lakes Park has approx. 41 stumps within the park that need to be removed, and the Courthouse grounds have 2 stumps that need removal. Administration requests to be allowed to ask for sealed bids on the removal of all 43 stumps.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/06/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

May 5, 2011

**REQUEST FOR SEALED BID**

Menominee County is accepting sealed bids for the removal of stumps at Shakey Lakes Park and the County Courthouse

Specifications available at the County Administrator's Office/Courthouse, MSU Extension Office in Stephenson, or online at [www.menomineecounty.com](http://www.menomineecounty.com) under "Latest News".

Any questions, contact Brian Bousley at (906) 863-7779.

Submit sealed bids in an envelope labeled "Stump Removal" to the County Administrator, 839 10<sup>th</sup> Ave, Menominee MI 49858.

Deadline: 3:30pm on May 27, 2011

*Menominee County reserves the right to accept or reject any and all bids*

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Advertise as Public Notices

Eagle Herald  
County Journal & Extra  
Luft's Advertiser

Bill to: Menominee County Administrator  
839 Tenth Ave  
Menominee, MI 49858

**Menominee County  
Specifications for Stump removal  
At Shakey Lakes Park & Courthouse**

1. Removal of approx. 43 stumps
2. Removal of stumps from Park & Courthouse Grounds
3. Proof of Workers Compensation and Liability required.
4. Site Visit Recommended.

Sealed Bids to be submitted in an envelope labeled "Stump Removal" by 3:30pm on May 27, 2011 to the County Administrator's Office 839 10<sup>th</sup> Ave, Menominee, MI 49858.

Any questions, contact Brain Bousley at (906)863-7779

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Vacancy on Remonumentation Board – Township Supervisor
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	No
<b>SUMMARY:</b>	
<p>The remonumentation committee has a vacancy for a Township Supervisor. Steve Wery, Gourley Township Supervisor has resigned from his position on this committee.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Regional Guide Advertisement
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
<p>Last year the commissioners agreed to advertise a full page ad in the Regional Guide. Commissioners are asked to consider purchasing another ad for this year's regional guide.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

SPACE  
**20,000 COPIES**

**Reservation**  
SIGN UP TODAY!

Please  ad size (dimensions listed to the right):

- Inside Front Cover \$2,500.
- Back Page 2,500.
- Inside Back Cover 2,000.
- Full Page 1,500.
- 1/2 Page 850.
- 1/4 Page 500.
- 1/8 Page 275.
- Directory Listing Only 100.

Business \_\_\_\_\_

Contact \_\_\_\_\_

Address \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_) \_\_\_\_\_

e-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please check one:

- I will be using the same ad from last year's Regional Guide
- I will be using the ad from last year's Regional Guide, with the revisions noted (Please make revisions on separate sheet and return with this order form.)
- I am providing my ad electronically in Macintosh format as a QuarkXPress, Adobe Illustrator EPS file or Adobe Photoshop, or PDF on the disc type marked below
  - DVD  CD-ROM
- I require assistance in developing an ad

# Advertising

DIMENSIONS <sup>w x h</sup>

- 1/2 Page Horizontal \_\_\_\_\_ 7.5" x 4.5"
- 1/2 Page Vertical \_\_\_\_\_ 3.5" x 9.5"
- 1/4 Page \_\_\_\_\_ 3.5" x 4.5"
- 1/8 Page \_\_\_\_\_ 3.5" x 2.25"
- Inside Front Cover \_\_\_\_\_ 7.5" x 9.5"
- Inside Back Cover \_\_\_\_\_ 7.5" x 9.5"
- Back Cover \_\_\_\_\_ 8" x 7.5"

# Electronic

FILE GUIDELINES

1. You are encouraged to provide your logo and other images electronically. Provide these files in EPS, PDF or TIFF format. Color photo images should be in CMYK mode. All images should be at a resolution of at least 300 dpi.
2. Agencies or individuals using QuarkXPress, Adobe Illustrator & Photoshop for the Macintosh can provide ads on disk. Remember to include all fonts and placed images with your file.
3. We can take the following media (disk) types formatted for the Macintosh Operating System, Zip disk, DVD, or Compact Disc

E-mail files to:

**art@boyledesigngroup.net**

Make check payable to :

**Boyle Design Group**

**P.O. Box 233**

**Marinette, WI 54143**

Fax reservation form to: **715.735.3120** | Call with questions: **715.735.3130**

# Production

SERVICES

Included **FREE** with your participation is the professional design of your full color ad. We will be happy to use your ad from a previous issue of the Regional Guide or your ad can be created from other advertisements you have in separate publications, a business card, or from scratch. If necessary, there is a scan fee of \$8 and a logo recreation fee of \$10 - \$20.

You will receive a PDF proof of your ad through e-mail to confirm text layout. If you do not have access to e-mail a proof can be faxed or mailed. If your ad requires changes you will receive one set of alterations at no additional charge. Any other changes will be charged at a rate of \$60/hr.

All advertisers in the Regional Guide will get the exposure of their ad, plus a **FREE** listing in the business directory.



*We thank you for your support!*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration/Board
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills for payment on April 28 & 29 and May 3, 2011 in the amount of \$194,816.82.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

**General Fund Expenditures**

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

**Special Revenue Funds**

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

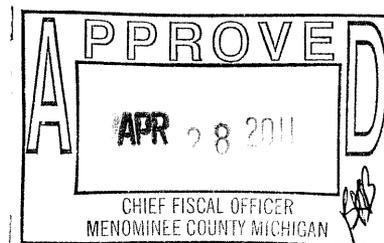


MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
<b>A B C PRINTERS</b>								
	17495	4/18/2011	92958	Family/Probate Court - Letterhead	101-132-727.00	36.76		\$73.52
	17495	4/18/2011	92958	Family/Probate Court - Letterhead	101-148-727.00	36.76		
<b>Advanced Systems Technology</b>								
	17445	4/20/2011	02-26324	Online Annual Subscription (Valdez)	266-326-881.00	199.00		\$199.00
<b>Banc of America Leasing</b>								
	17480	4/22/2011	011857456	Sheriff Dept & Annex - May 2011	101-301-934.00	317.84		\$711.63
	17480	4/22/2011	011857456	Sheriff Dept & Annex - May 2011	101-261-942.00	253.82		
	17521	4/22/2011	011857455	Konica	101-131-942.00	139.97		
<b>Bill Anderson</b>								
	17483	4/25/2011	Reimbursement	Mileage for Planning Commission Mtg 4	101-401-710.00	22.44		\$47.44
	17484	4/25/2011	Per Diem	Planning Commission Mtg 4/25/11	101-401-710.00	25.00		
<b>Brian Bousley</b>								
	17518	4/27/2011	Reimbursement	Pack N Ship/Blue Prints - Shakey Lake	101-172-727.00	17.32		\$17.32
<b>Cellcom</b>								
	17496	4/5/2011	119813	Cellular Services	101-132-850.00	20.03		\$133.38
	17496	4/5/2011	119813	Cellular Services	296-664-850.00	64.37		
	17496	4/5/2011	119813	Cellular Services	296-665-850.00	48.98		
<b>Charlene Peterson</b>								
	17487	4/25/2011	Reimbursement	Mileage for Planning Commission Mtg 4	101-401-710.00	17.34		\$42.34
	17488	4/25/2011	Per Diem	Planning Commission Mtg 4/25/11	101-401-710.00	25.00		
<b>CIMA COMPANIES, INC.</b>								
	17442	3/1/2011	MIMENO-11	VIS Renewal Application - Pfankuch	101-136-807.00	201.88		\$201.88
<b>CLOVERLAND PAPER CO</b>								
	17407	4/8/2011	94919	Bowl Cleaner, Foam Cleaner, Tissues,	101-265-755.01	200.60		\$540.96
	17408	4/1/2011	94852	Center Pull Towels	208-751-755.01	31.04		
	17421	4/15/2011	94981	Tidyfoam Soap	101-265-755.01	38.89		
	17423	4/15/2011	94982	Center Pull Towels, Toilet Tissue, Metal	101-265-755.01	135.68		
	17454	4/8/2011	94918	Lime Concealer, Cleaner, Liners	101-301-770.00	134.75		
<b>DeDamos, Jennifer L.</b>								
	17505	4/26/2011	RDSS Training	4/20 & 4/21/2011	101-132-801.00	20.00		\$28.99
	17506	4/26/2011	Reimbursement	RDSS Training Meal 4/19/11	101-132-801.01	8.99		
<b>Dennis-Ruleau, Dawn</b>								
	17438	4/20/2011	Reimbursement	Bridge Toll, Meals, Mileage 3/22 - 4/15/11	296-663-860.00	123.61		\$811.22
	17438	4/20/2011	Reimbursement	Bridge Toll, Meals, Mileage 3/22 - 4/15/11	101-132-860.00	320.28		
	17498	4/26/2011	Reimbursement	Bridge Toll, Meals, Mileage 4/19 - 4/21/11	101-132-801.00	358.50		
	17498	4/26/2011	Reimbursement	Bridge Toll, Meals, Mileage 4/19 - 4/21/11	101-132-801.01	8.83		
<b>Don Machalk &amp; Sons Fence Co.</b>								
	17411	4/13/2011	Parks	25 Posts	208-751-930.04	106.00		\$106.00
<b>Dreamscape Communications</b>								
	17510	4/20/2011	w1264	Wireless Internet	101-261-850.00	69.99		\$69.99
<b>ERICKSON WAYNE</b>								
	17420	4/24/2011	Various Cases	Legal Services - Collins & Mason	101-131-807.00	3,367.20	x	\$3,407.50
	17485	4/25/2011	Per Diem	Planning Commission Mtg 4/25/11	101-401-710.00	25.00		
	17486	4/25/2011	Reimbursement	Mileage for Planning Commission Mtg 4	101-401-710.00	15.30		
<b>FASTENAL</b>								
	17475	4/14/2011	WIMAR110132	Nut Driver Set	101-265-931.00	27.26		\$27.26

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Finley, Rebecca	17497	4/26/2011	11-029	Out of Home Placement Cost - Mitchell	292-662-843.02	451.36		\$451.36
Friends Ofc Prod Whse Direct	17436	4/8/2011	014056I	FOC - Toner	101-141-727.00	115.98		\$229.45
	17443	4/20/2011	014122I	Equalization - Toner, Staples	101-257-727.00	78.48		
	17444	4/20/2011	014124I	Equalization - Lamp Desk	101-257-727.00	34.99		
Gustin, Joseph	17503	4/26/2011	RDSS Training	4/20 & 4/21/2011	101-132-801.00	20.00		\$26.87
	17504	4/26/2011	Reimbursement	Meal 4/19/2011	101-132-801.01	6.87		
HANNAHVILLE TRIBAL POLICE DEPT	17418	4/14/2011	1202	Serve Ogeemabinaysee Anziano	101-267-804.00	25.00		\$25.00
HASS DANIEL	17417	4/14/2011	Reimbursement	Copies & Certification - State of WI/Jac	101-267-804.00	12.50		\$12.50
Honeywell International Inc.	17516	4/19/2011	988595	Panel P - No call Alarm	101-265-934.00	148.00		\$148.00
J S ELECTRONICS, INC.	17405	4/8/2011	16410	PO# 02554 Yrly Maintenance - Public S	266-325-934.01	1,315.95		\$1,315.95
Jennifer Brunelle	17499	4/26/2011	Reimbursement	Mileage - 4/4 - 4/21/11	296-664-860.00	193.80		\$193.80
Joel Hensley, RN	17440	4/21/2011	Blood Draw	James Vincent	101-267-801.01	100.00		\$1,465.00
	17459	4/22/2011	Nursing Services	February 26 - March 11, 2011	101-301-770.01	1,365.00		
Kulwich, Gerald	17502	4/26/2011	Reimbursement	RDSS Training - Meal 4/19/11	101-132-801.01	13.76		\$372.14
	17508	4/26/2011	Reimbursement	RDSS Training - Bridge Toll & Mileage	101-132-801.00	358.38		
LENCA SURVEYING	17469	4/23/2011	11033	Remon Yr 2011 - April 7 to April 24, 201	243-245-801.07	2,129.45		\$2,129.45
MARINETTE CAMERA FAIR	17517	4/19/2011	CF-476382	Black Bag, Fuji Finepix, Promaster SDH	101-648-835.00	298.95		\$298.95
Marinette County - Clerk of Courts Office	17519	4/14/2011	2002CT80/1998 CT200	Copies & Certification/State of WI vs Ja	101-267-804.00	12.50		\$12.50
Marinette Farm & Garden	17461	4/9/2011	148786	Dog Food	101-301-881.01	77.96		\$77.96



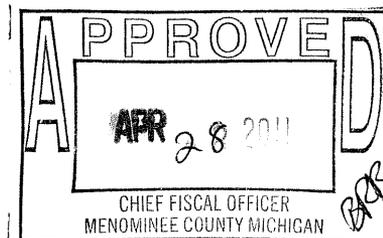
MENOMINEE COUNTY  
Claims Audit Report

APR 18 2011  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Mastercard</b>								
	17447	4/11/2011		Credit Card Superior Touchless	101-301-981.00	6.00	x	\$2,383.72
	17447	4/11/2011		Credit Card Quarter Master	101-334-755.00	39.99	x	
	17447	4/11/2011		Credit Card Wonder Hostess	101-301-770.00	7.40	x	
	17447	4/11/2011		Credit Card WSU Continuing Medical	205-315-881.03	475.00	x	
	17447	4/11/2011		Credit Card DYMO	205-315-727.00	94.75	x	
	17447	4/11/2011		Credit Card Great Wolf Lodge	101-301-860.00	117.72	x	
	17447	4/11/2011		Credit Card Fred Pryor CareerTrack	101-301-881.00	297.00	x	
	17447	4/11/2011		Credit Card Holiday	101-301-860.00	43.38	x	
	17447	4/11/2011		Credit Card Comfort Suites	101-301-860.00	143.90	x	
	17447	4/11/2011		Credit Card Comfort Suites	101-301-860.00	133.90	x	
	17447	4/11/2011		Credit Card LexisNexis	101-301-727.00	50.00	x	
	17447	4/11/2011		Credit Card St. Ignace EZ Mart	101-301-860.00	37.37	x	
	17447	4/11/2011		Credit Card McDonalds	101-301-860.00	13.12	x	
	17482	4/11/2011		Credit Card City Supply Corporation	101-265-755.00	577.93	x	
	17482	4/11/2011		Credit Card Big Boy	101-101-859.00	11.26	x	
	17482	4/11/2011		Credit Card Ruby Tuesday	101-101-859.00	15.06	x	
	17482	4/11/2011		Credit Card NutHouse Sports Grill	101-101-859.00	31.81	x	
	17482	4/11/2011		Credit Card Radisson Hotel	101-101-859.00	268.94	x	
	17482	4/11/2011		Credit Card Big Buck Brewery	101-101-859.00	19.19	x	
<b>Maureen Charlevoix</b>								
	17479	4/25/2011		Reimbursement Mileage & Meals 4/12, 4/15/, 4/21/2011	101-131-860.00	247.18		\$247.18
<b>Menards - Marinette</b>								
	17426	4/12/2011	28065	Birch Veneer & Tape	101-265-755.00	7.97		\$7.97
<b>MENOMINEE ANIMAL SHELTER, INC</b>								
	17473	4/21/2011	1103	March 2011 Impounding	101-601-958.00	205.65		\$205.65
<b>MENOMINEE COUNTY JOURNAL</b>								
	17409	4/1/2011	134	Advertising - Equalization & Admin	101-101-901.00	493.00		\$601.00
	17409	4/1/2011	134	Advertising - Equalization & Admin	101-257-802.00	108.00		
<b>Menominee Subway</b>								
	17507	4/26/2011	4479	Food for Teen Court on 2/24/11	296-667-801.02	48.75		\$48.75
<b>Michigan Municipal Risk</b>								
	17460	4/8/2011	1302	Controlling Through Effective Discipline	101-301-881.00	60.00		\$60.00
<b>MICHIGAN STATE INDUSTRIES</b>								
	17452	4/6/2011	1229 8751	Dish Detergent	101-301-770.00	57.98		\$226.38
	17453	4/6/2011	1229 8750	Laundry Bleach & Detergent	101-301-770.00	168.40		
<b>Michigan State University - CANR Budget Finance</b>								
	17478	4/8/2011	39694	Salaries & Fringes - Schrot	101-261-704.00	2,335.45		\$2,335.45
<b>MILLERS ACTION OFFICE SUPPLY I</b>								
	17494	4/26/2011	077113I	Clerk's Office-Laminating Pouches & B	101-215-727.00	123.96		\$157.94
	17494	4/26/2011	077113I	Clerk's Office-Laminating Pouches & B	101-215-983.00	33.98		
<b>North Menominee County</b>								
	17462	4/20/2011		GED Class February 2011 - April 2011	280-362-755.00	1,387.55		\$1,387.55
<b>Office Depot, Inc.</b>								
	17419	4/7/2011	5583690600001	Correction Tape, Fax Toner, Pen Gel R	101-136-727.00	41.67		\$41.67
<b>Office Equipment Finance Serv.</b>								
	17450	4/13/2011	175256320	Sheriff's Dept - Konica Copier	101-301-727.00	66.76		\$66.76

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Pan-O-Gold Baking Co.</b>								
	17464	4/12/2011	40683110208	Inmate Groceries	101-301-770.00	49.10		\$52.10
	17465	3/29/2011	40683108804	Inmate Groceries	101-301-770.00	3.00		
<b>Parrette, Kathleen</b>								
	17515	4/20/2011	37	Cleaning Services ending 4/21/11	101-265-801.00	1,150.00		\$1,150.00
<b>Quill Corporation</b>								
	17451	4/12/2011	3625729	Batteries, Binder Clips, Stapler, Pens,	101-301-727.00	73.42		\$299.26
	17455	4/19/2011	3770914	Lysol Wipes & Hand Sanitizer	101-301-770.00	87.90		
	17456	4/14/2011	3676779	Giant Pencil Sharpener	101-301-770.00	137.94		
<b>Randall Phillipps</b>								
	17412	4/15/2011	2008-12463-DS	Court Appointed Legal - Lemery	101-131-807.00	12.50		\$262.50
	17413	4/15/2011	2003-10463-DS	Court Appointed Legal - Compo	101-131-807.00	25.00		
	17414	4/15/2011	2007-12208-DP	Court Appointed Legal - Tanguay	101-131-807.00	50.00		
	17415	4/15/2011	2001-9597-DP	Court Appointed Legal - Little	101-131-807.00	25.00		
	17416	4/15/2011	2007-12308-DS	Court Appointed Legal - Motto	101-131-807.00	12.50		
	17430	4/14/2011	1999-9052-DP	Court Appointed Legal - Zuraski	101-131-807.00	25.00		
	17431	4/14/2011	2009-13060-DP	Court Appointed Legal - Wheeler	101-131-807.00	25.00		
	17432	4/14/2011	2008-12351-DS	Court Appointed Legal - Sithamat	101-131-807.00	25.00		
	17433	4/14/2011	1997-8080-DS	Court Appointed Legal - DeCamp	101-131-807.00	25.00		
	17434	4/14/2011	2007-11986-DP	Court Appointed Legal - Craven	101-131-807.00	12.50		
	17435	4/14/2011	2003-10402-DP	Court Appointed Legal - Barstow	101-131-807.00	25.00		
<b>Raymond G. Gregory - 321 N. Front Street</b>								
	17429	4/14/2011	2010-12 8-MI	Court Appointed Legal - Peters	101-148-807.00	100.00		\$100.00
<b>Reinhart Foodservice</b>								
	17448	3/24/2011	934370	Credit Memo against invoice #913217	101-301-770.00	-6.41		\$971.18
	17449	3/29/2011	935308	Credit Memo against invoice #931409	101-301-770.00	-11.58		
	17457	4/19/2011	939082	Inmate Groceries	101-301-770.00	517.54		
	17458	4/12/2011	937721	Inmate Groceries	101-301-770.00	471.63		
<b>S &amp; O LOCK AND PHONE SERVICE</b>								
	17437	4/15/2011	30868	Service Call for Safe Repair	101-141-756.00	50.00		\$95.95
	17467	4/26/2011	F.O.C. Move	New Cyl 123 & 2 Extra Keys	101-141-756.00	45.95		
<b>Schrot Sheryl/4-H Agent</b>								
	17509	4/27/2011	Reimbursement	Mileage 2/17 & 3/8/2011	101-261-860.14	42.00		\$42.00
<b>Schultz, Lillian R.</b>								
	17489	4/25/2011	Per Diem	Planning Commission Mtg 4/25/11	101-401-710.00	25.00		\$46.42
	17490	4/25/2011	Reimbursement	Mileage for Planning Commission Mtg 4	101-401-710.00	21.42		
<b>Short, Mary Kay</b>								
	17441	4/20/2011	Transcripts	M10-3368-FH People vs Bartke	101-131-806.00	77.55		\$77.55



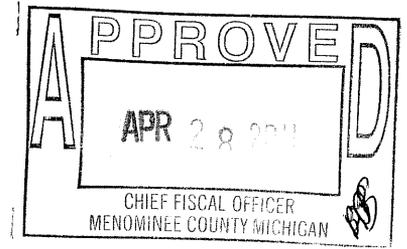
MENOMINEE COUNTY  
Claims Audit Report

APPROVED  
APR 28 2011  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Standard Insurance Company</b>								
17404		4/26/2011	STA53	Life Insurance for May 2011	101-101-713.00	11.50		\$193.20
17404		4/26/2011	STA53	Life Insurance for May 2011	101-132-713.00	6.32		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-136-713.00	11.50		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-141-713.00	9.20		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-148-713.00	0.58		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-215-713.00	11.50		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-172-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-261-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-267-713.00	9.20		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-268-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-253-713.00	6.90		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-257-713.00	4.60		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-265-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-301-713.00	43.70		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-682-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-103-713.00	4.60		
17404		4/26/2011	STA53	Life Insurance for May 2011	101-426-713.00	1.15		
17404		4/26/2011	STA53	Life Insurance for May 2011	271-790-713.00	9.20		
17404		4/26/2011	STA53	Life Insurance for May 2011	296-663-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	296-664-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	296-665-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	208-751-713.00	4.60		
17404		4/26/2011	STA53	Life Insurance for May 2011	205-316-713.00	2.30		
17404		4/26/2011	STA53	Life Insurance for May 2011	205-315-713.00	20.70		
17404		4/26/2011	STA53	Life Insurance for May 2011	266-325-713.00	14.95		
17404		4/26/2011	STA53	Life Insurance for May 2011	266-326-713.00	2.30		
<b>Tiernan, Patricia</b>								
17439		4/19/2011	4466 11-036	Clothing Allowance (H.T., N.T., K.T.)	292-662-843.02	900.00		\$1,181.08
17511		4/27/2011	11-036	Clothing Allowance (D.T.) 4/26/11	292-662-843.02	50.00		
17512		4/27/2011	11-036	School Supplies, Personal Hygiene Item	292-662-843.02	231.08		
<b>Time Warner Cable</b>								
17472		4/20/2011	004-700185701-001	April 25 - May 24, 2011	101-103-851.01	329.95		\$329.95
<b>TWIN CITY ELECTRIC, Inc.</b>								
17410		4/12/2011	77288	Install phone in Jail Mezzanine	101-103-850.00	235.20		\$1,135.18
17468		4/20/2011	77300	Install Communication Jack - Admin's C	101-265-755.00	553.00		
17470		4/20/2011	77302	Change Ext Locations - Office Moves	101-265-755.00	220.50		
17471		4/20/2011	77301	Relocate Ext on Patch Panel - Office M	101-265-755.00	126.48		
<b>U.E.S. COMPUTERS, INC.</b>								
17477		4/11/2011	32434	FOC - hard drive and installation	101-103-857.00	147.99		\$392.99
17481		4/20/2011	32637	Office Moves	101-265-755.00	185.00		
17493		4/20/2011	32642	Downloaded & Installed Windows Upda	101-103-857.00	60.00		
<b>U.P. ASSN. OF COUNTY COMMISSIO</b>								
17422		4/26/2011	Registration	Spring 2011 Conference - Furlong & Lai	101-101-859.00	50.00		\$50.00
<b>UPCAP SERVICES INC</b>								
17425		3/31/2011	1275	Work Crew-Shakey Lakes, River Park,	208-751-930.04	220.60		\$220.60
<b>Valley Mechanical, Inc.</b>								
17424		4/11/2011	1769	Troubleshoot - new blower motor	101-265-934.00	682.61		\$56,119.61
17427		4/11/2011	1768	Replacement - Health Dept Roof Unit	101-103-970.03	4,992.00		
17520		4/1/2011	HVAC Project	Upgrades completed to date	101-103-998.00	50,445.00		

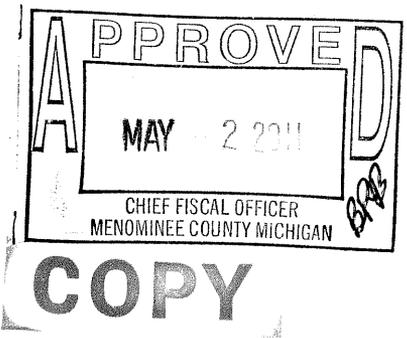
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Wahl, Traci D.	17500	4/26/2011	RDSS Training	4/20 & 4/21/2011	101-132-801.00	20.00		\$29.26
	17501	4/26/2011	Reimbursement	Meal 4/19/2011	101-132-801.01	9.26		
WALTER BROTHERS INC								
	17406	3/31/2011	B111037	S Hook & Screw Eye	208-751-930.04	14.70		\$33.06
	17514	4/25/2011	A133341	Keyed Draw Lock	101-265-755.01	18.36		
Warren Suchovsky								
	17491	4/25/2011	Reimbursement	Mileage for Planning Commission Mtg 4	101-401-710.00	9.18		\$34.18
	17492	4/25/2011	Per Diem	Planning Commission Mtg 4/25/11	101-401-710.00	25.00		
Waste Management								
	17474	4/28/2011	1268425-1856-8	May 2011 Garbage Pickup	101-265-801.00	371.68		\$371.68
WATER AND WASTEWATER BOARD								
	17513	4/1/2011	90103011	1/1/11 - 3/31/11	101-265-920.00	31.36		\$31.36
WEST GROUP PAYMENT CENTER								
	17428	4/4/2011	822665117	March 5 - April 4, 2011	269-145-982.00	133.50		\$133.50
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	17476	4/15/2011	0402047856-00005	Kleinke Park - Electrical Service	208-751-920.01	36.15		\$36.15
WORMWOOD, DEBRA								
	17446	4/25/2011	Reimbursement	Michigan Communication's Directors Mt	266-325-860.00	10.00		\$10.00
Total Amount for Bank Account: General								<u>\$84,346.14</u>



**MENOMINEE COUNTY  
Claims Audit Report**

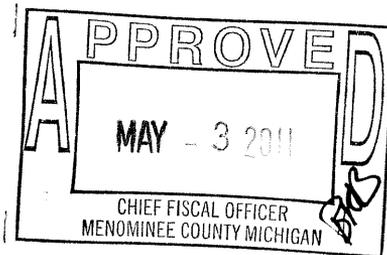
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Audrey Jerzyk	17523	4/26/2011	Reimbursement	Mileage for 4/5/11 Park Committee Mtg	208-751-860.00	12.24		\$12.24
Furlong, James	17526	4/7/2011	Reimbursement	Mileage - 4/7/11 Mtg	101-101-860.02	55.00		\$55.00
Hartz, John	17524	4/28/2011	Per Diem	Airport Commission Mtg on 4/20/11	101-101-860.08	50.00		\$52.30
	17525	4/28/2011	Reimbursement	Mileage - Airport Commission Mtg on 4/	101-101-860.08	2.30		
Jim Pearson	17527	4/26/2011	Reimbursement	Mileage April 2011	101-101-860.03	88.65		\$88.65
Linderoth, Janis	17528	4/29/2011	Per Diem	March 25 & April 20, 2011	101-101-710.00	100.00		\$175.48
	17529	4/29/2011	Reimbursement	Mileage - March 25 & April 20, 2011	101-101-860.09	75.48		
Ruby E. Ivens	17522	4/29/2011	Reimbursement	Mileage for all 2010 Parks & Recreation	208-751-860.00	274.00		\$274.00
Total Amount for Bank Account: General								\$657.67



**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								
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	101-103-712.00	63,037.52		\$108,929.01
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	205-315-712.00	13,913.29		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	205-316-712.00	1,638.19		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	208-751-712.00	2,730.33		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	266-325-712.00	3,581.96		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	266-326-712.00	1,355.33		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	271-790-712.00	6,962.31		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	296-663-712.00	1,638.19		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	701-000-231.09	1,324.98		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	701-000-231.08	2,047.74		
	17556	5/2/2011	June 2011	45478 \$7622.66/8386400 \$99981.37/83	704-000-232.00	9,940.74		
	17556	5/2/2011	June 2011	Brian Neumcier	701-000-231.09	758.43		
Total Amount for Bank Account: General								\$108,929.01

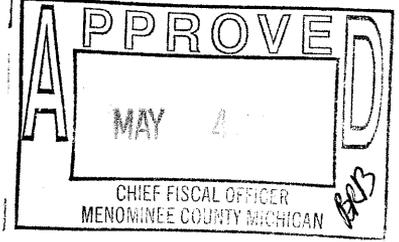
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MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
POSTMASTER - MENOMINEE	17586	5/3/2011	Jury Commission	Questionnaire Mailing for Jury Year 201	101-150-729.00	884.00		\$884.00
Total Amount for Bank Account: General								\$884.00

COPY



# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Commissioners Per-Diems/Expenses
<b>DEPARTMENT:</b>	Administration/Board
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review Commissioner Per Diems & Expenses as recently submitted for payment.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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









# Commissioner Per Diem Expense Form

**RECEIVED**  
4/29/11  
Menominee County Administrator  
**CC**

Name of Commissioner MARK J VASPERA

\$50.00 per meeting - Reg. or Special County Board meeting (Not more than \$100 for unrelated meetings on any one day)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4/5/11	PARKS STEPHENSON 6:30 pm	\$50.00
4/6/11	Healthpine Crest 3:00 pm power	\$50.00
4/12/11	STEPHENSON Road Commission 9:00 pm	\$50.00
4/12/11	Regular meet MEN. 5:30 pm	50.00
4/14/11	Health Dept meet personal 1:00 pm	\$50.00
4/19/11	4:30-5:00 Meeting personal - Finance	\$50.00
4/20/11	4:30 power Health Dept	\$50.00
4/26/11	5:30 men Regular meet	\$50.00
4/29/11	9:00 Road COMM. meet	50.00
<b>Total Per Diem</b>		<b>\$450.00</b>

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

Commissioner Signature: Mark J Vaspera  
Date: 4/29/11



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED  
5/3/2011  
Menominee County Administrator

Mileage: \$.51/mile ~ effective 01 Jan. 2011

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

\*must attach receipt for reimbursement

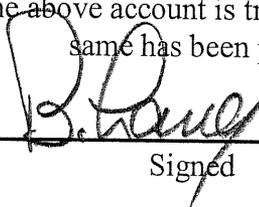
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Name: Bernie Lang ~ District 1

2011

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
4-6	PUB. HEALTH 88		
4-7	CAA 116	101-101-860.01	
4-7	MI. CWS! 6	101-101-860.01	
4-12	CO. ED. 6	101-101-860.01	
4-19	CO. ED. 6	101-101-860.01	
4-20	PUB. HEALTH 88	101-101-860.01	
4-21	CUPPAD 1	101-101-860.01	
4-21	MENTAL HEALTH 144	101-101-860.01	
4-26	CO. ED. 3	101-101-860.01	
	451	101-101-860.01	
	X .51	101-101-860.01	
	225.50	101-101-860.01	
	Conference Expenses		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>225.50</b>

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

  
Signed

05-04-11  
Date







## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Miscellaneous Boards/committees/commission reports
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	Miscellaneous board/committee/commission reports, discussion
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/05/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):



# Public Health Delta & Menominee Counties

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## Board of Health Meeting

Pinecrest Medical Care Facility, Powers

### Meeting Minutes

Wednesday, March 16, 2011

#### Board Members Present

Bernie Lang  
Tom Elegeert

Bob Burie  
Tom Trudgeon

Mark Jasper

#### Board Members Absent

Dave Schultz

#### Public Health Staff

Barb Chenier, Health Officer/ Administrator  
Dr. Terry Frankovich, Medical Director  
Jennie Miller, Immunizations/Communicable Disease Coordinator  
Sharon Engelsgerd, Executive Secretary

#### 1. Call to Order/Roll Call

The March 16, 2011, meeting of the Delta Menominee District Board of Health was called to order at 4:32 p.m. CST by Vice Chairperson Lang. Roll call was taken and is recorded above.

#### 2. Approval of Agenda

Mr. Trudgeon requested an item be added under New Business to discuss the Statement of Accounting Standards Rule #99.

**Mr. Trudgeon moved to approve the agenda with this addition as Item 5.2. Motion was supported by Mr. Burie and carried.**

#### 3. Approval of Minutes

**Mr. Elegeert moved that the February 16 minutes be approved. Motion was supported by Mr. Jasper and carried.**

#### 4. Education Session

##### 4.1—Immunizations Program Update

Jennie Miller, PHDM's Immunizations/Communicable Disease Coordinator, provided an update of PHDM's Immunizations Program and some of the provisions that make vaccine available to children and adults who may be uninsured or underinsured. There are currently 26 diseases that are vaccine preventable. In order to maintain "herd immunity," 85% of the population needs to be vaccinated. Otherwise, spontaneous outbreaks can occur such as the recent whooping cough outbreak. In Michigan, 315 pertussis cases (whooping cough) occurred in 2008, 902 in 2009, and 1,519 in 2010. Also, last year in Delta County we had 45 cases of Varicella (chickenpox).

Michigan is 12<sup>th</sup> in the nation for having children fully immunized, 1<sup>st</sup> for the most kids with complete Dtap immunization, and 1<sup>st</sup> for the number of Hepatitis B given at birth. In our district, our current rate of infants who are completely up-to-date with their vaccinations is 77% in Delta County and 71% in Menominee County; the Michigan average is 63%.

Several programs are available to help the uninsured or underinsured receive immunizations. The Vaccine For Children (VFC) is a federally funded program for children 18 years and younger. We have 13 private providers participating in this program, and also OSF Hospital on a limited basis. Ms Miller is responsible to approve all vaccine orders for these private providers, monitor their inventories, and visit each office annually to ensure program requirements are being followed. A program similar to the VFC but for uninsured or underinsured adults is the Michigan Vaccine Replacement Program (MI-VRP). Like the VFC program, clients pay only an administrative fee for the vaccines available through this program. This year PHDM also received special one-time funding through the American Recovery and Reinvestment Act (ARRA) for certain vaccines made available to a larger portion of the population.

Ms Miller oversees the Region 6 Coordinator for the Michigan Care Improvement Registry (MCIR). Originally for monitoring children's vaccinations, MCIR was expanded in 2006 to include adults. MCIR provides web-based immunization records, making the records available to all registered providers. Michigan leads the nation in this area and has advanced its application to that of electronic inventory. Providers in Michigan may now order their vaccines electronically, the Health Department approves the order electronically, and vaccines are delivered directly to the private provider instead of through the Health Department. Michigan is also piloting a new program that would allow states to share immunization data. This would be especially useful for us in Menominee County where many children receive their vaccinations in Wisconsin.

Ms Miller does extensive outreach in the community encouraging providers to increase vaccinations. A trained Immunization Nurse Educator, she also provides free immunization updates to the providers. She monitors immunization reporting from all school and childcare centers and assists them in meeting State-mandated compliancy levels. Through MCIR she monitors vaccinations for all children in both counties and

sends letters to parents of children overdue for immunization. PHDM has a very active and effective immunizations program with extensive interaction among organizations and individuals throughout the two counties.

5. **New Business**

5.1—**Process for Health Officer/Administrator Hiring**

Mr. Jasper reported a recent meeting of the Personnel Committee to discuss the hiring of a new Health Officer/Administrator. The employment advertisement has been well circulated, and we have received some qualified applicants. Board members agreed that the entire Board would interview the qualified applicants. Interviews will be held on Wednesday, April 6<sup>th</sup> at Pinecrest Medical Care Facility.

5.2—**Statement of Accounting Standards Rule #99**

Statement of Accounting Standards Rule #99 establishes specific standards that auditors must follow, including posing questions to employees, management, and Board members. Board of Health members recently received such a questionnaire, and Mr. Trudgeon took the opportunity to learn more about the Health Department's financial procedures. He met with Ms Chenier and Ms Woelffer for an in-depth review. He reported to the Board that PHDM has extensive written policies in place which address such areas as the handling of funds, limiting access to financial information, financial cross-checks, and chain of custody.

6. **Committee Reports**

6.1—**Personnel**

No further report

7. **Medical Director's Report**

Dr. Frankovich reported:

- Seasonal flu is in our communities. February is typically our peak, but we will not know if that holds true until the numbers for March are in. The vaccine has been shown to be a good match with the strains circulating. It is still recommended to get the vaccine if you have not had it.
- We have had some syphilis cases—which is unusual for our area. Syphilis is a bacterial infection and is easily curable if treated early. If not treated in time, serious disease may develop years later. Syphilis can be passed to sex partners and can also be passed to fetuses with severe consequences. Each syphilis case reported is investigated thoroughly by the Health Department to determine who may be infected and need treatment. Providers have been alerted to watch for its symptoms.
- Radiation issues with Japan are not affecting the United States. There is no need for potassium iodide for those not in the more immediate area of the radiation.

- Removal of bath salts in Marquette and Western U.P. Health Districts appears to have been successful in limiting further cases. The substance is not yet deemed illegal in the State but work on this issue is in progress.

8. **Health Officer's Report**

Ms Chenier reported:

- We received a new grant from the Centers for Disease Control and Prevention (CDC), the National Association of Chronic Disease Directors, and Duke University. It provides the capacity to use a Geographic Information System (GIS) to map chronic disease in our district. The grant includes the latest GIS software, intensive training at Duke University for two of our employees, and all travel expenses for the training. This grant was given to only five State Health Departments and two local Health Departments.
- A financial audit is currently being conducted at the Health Department. The auditors were very complimentary of our software system.
- Ms Chenier has presented the 2010 Annual Report to the Delta County Board of Commissioners and is scheduled to speak at the next meeting of the Menominee County Board.
- Changes in the State budget will affect the Health Department to some degree, but we do not anticipate a need to close any of our programs.

9. **Public Comment**—Mr. Trudgeon attended PHDM's first certified food managers training session conducted on March 8<sup>th</sup> by Ian Nelson, a PHDM Environmental Health Specialist. Mr. Trudgeon found the trainer very knowledgeable and the training to have good extensive content.

10. **Adjournment**

**There being no further business, a motion was made by Mr. Elegeert with support by Mr. Burie to adjourn the meeting. Motion was carried and meeting adjourned at 5:34 p.m. CST.**

  
Chairperson

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# Public Health Delta & Menominee Counties



## Board of Health Meeting

Pinecrest Medical Care Facility, Powers

### Meeting Minutes

Wednesday, April 6, 2011

#### Board Members Present

Bernie Lang  
Tom Elegeert

Bob Burie  
Tom Trudgeon

Mark Jasper  
Dave Rivard

#### Public Health Staff

Barb Chenier, Health Officer/ Administrator  
Sharon Engelsjerd, Executive Secretary

#### 1. Call to Order/Roll Call

The April 6, 2011, special meeting of the Delta Menominee District Board of Health was called to order at 3:00 p.m. CST by Vice Chairperson Lang. Roll call was taken and is recorded above.

#### 2. Approval of Agenda

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

#### 3. Election of New Chairman

The recent death of David Schultz has left the position of Chair vacant.

**Mr. Elegeert moved that Mr. Lang become the new Chair. Motion was supported by Mr. Jasper and carried.**

**Mr. Elegeert moved that Mr. Trudgeon be elected the Vice-Chair. Mr. Burie seconded the motion and motion carried.**

#### 4. Personnel Committee Assignment

**Mr. Elegeert moved that Mr. Trudgeon replace Mr. Schultz on the Personnel Committee. Mr. Rivard seconded and motion carried.**

5. **Status of Hiring Process for Health Officer/Administrator Position**

Ms Chenier summarized the progression of the hiring process to date. The position was advertised with applications due March 15<sup>th</sup>. Eight applicants submitted complete application materials; several did not meet the minimum qualifications for the position. Review of the applications resulted in two being chosen to interview before the Board of Health. On Monday, April 4, one of the two interviewees withdrew her application. The remaining interviewee's application package was sent to the Michigan Department of Community Health (MDCH), as they must approve the appointment of the new Health Officer. MDCH suggested appointing an Acting Health Officer and advertising nationally.

6. **Establish Next Steps**

Members of the Board believed we have advertised sufficiently and decided to interview the remaining candidate. The interview was conducted.

**Mr. Elegeert moved that Dr. Frankovich interview the candidate, perform Reference Checks, and report to the Personnel Committee prior to the Board's April 20<sup>th</sup> meeting. Mr. Burie seconded the motion and motion carried.**

7. **Public Comment—None**

8. **Adjournment**

There being no further business, a motion was made by Mr. Elegeert with support by Mr. Rivard to adjourn the meeting. Motion was carried and meeting adjourned at 4:30 p.m. CST.

  
Chairperson

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

715 Pyle Drive, Kingsford, Michigan

March 17, 2011 - 4:00 p.m.

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call.

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

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, T. Wendt, J. Pelc (via VTC) L. Dionne, M. Wendt

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

**PUBLIC COMMENTS** - No public comments

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

**ACTION:** Moved to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES:**

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on February 24, 2011.

**ACTION:** A motion was made to dispense with reading the minutes from the February 24, 2011 Regular Board of Directors meeting and approve as written.

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

**PRESENTATION:** John Basse-Pathways/NorthCare CEO

John Basse stated that he wanted to start off by thanking the Northpointe IS department and finance staff for their assistance with recent changes at NorthCare. Mr. Basse further stated that he has had the opportunity to work with Karen Thekan, in the CEO role, for over a year and she has been a great partner for the region. Mr. Basse reviewed the preliminary Michigan Department of Community Health (MDCH) budget regarding the 3% reduction to General Fund (GF), provided updates on Pathways/NorthCare and from the Board Association. Miscellaneous questions were addressed by Mr. Basse.

**FINANCE COMMITTEE REPORT** – C. Spence

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

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

The check disbursement report in the amount of \$1,262,338.70 was reviewed and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve the check disbursement report for bills paid in the amount of \$1,262,338.70as presented.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

2. **ISSUE:** Review Financial Reports – Final Fiscal Year (FY) 2009-10 & February 2011

A thumbnail report of funding sources, local dollars spent, and local expenditures for FY2009-10 was provided. The committee reviewed the final FY2009-10 financial report and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. Hofer to approve the final FY2009-10 financial report.

**DISCUSSION:** Bill Adrian reviewed the thumbnail report of funding sources, local dollars spent, and local expenditures for FY2009-10 and final FY2009-10 financial report. Miscellaneous questions were addressed by Mr. Adrian.

**ROLL CALL VOTE:**

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

**Motion carried unanimously**

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

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve the February 2011 financial report.

**ROLL CALL VOTE:**

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

**Motion carried unanimously**

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

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
a.	Erickson AFC	Specialized Residential	4/1/11-1/31/12	\$35.19/day	\$36.24/day	Inc. \$1.05/day
This is a renewal agreement for specialized residential services for two adults.						
b.	NG	Self Determination Budget	3/11/11- 3/10/12	\$51,170.08	\$51,190.60	Inc. \$20.52/yr.
This is a self determination agreement for the family to hire their own CLS staff to provide cares for one individual in the family home. The increase is due to an increase in the Fiscal Intermediary cost.						
c.	Jim's Escort Service	Transportation	4/1/11-3/31/12	\$.75/mile for one staff, \$1.00/mile for two staff & \$15.00/hr wait time if over 2 hours	\$.90/ mile for one staff \$1.25/ mile for 2 staff & \$15.00/hr wait time if over 2 hours \$100.00 or actual mileage for cancellation	Increase of \$.15 for 1 person, \$.25/mile for 2 and the \$100 for cancellation
This is a renewal agreement for transportations services						
d.	Oconomowoc Dev. Training Center	Specialized Residential	3/15/11 – 8/31/11	n/a	\$342.62/day	n/a
New agreement for specialized residential setting for one individual. The local school district has agreed to pay \$120.00/week towards his school days at Oconomowoc						
e.	Integrated	Psychiatric	4/1/11 – 3/31/12	n/a	90801-Intake/	

	Mental Health Services	Services			Assessment- \$390 90805-Indiv. Session/Med. Rev.-20-30 min.- \$180 90807-Indiv. Session/Med. Rev.-40-45 min.- \$250 90862-Med. Rev.-\$130
The is a new agreement with Dr Stonefeld to provide psychiatric services to one individual through self determination.					

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve all contracts as noted above. Miscellaneous questions were addressed by Bill Adrian.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**4. ISSUE:** Administrative Costs

**DISCUSSION:** Costs associated with Northpointe’s administrative personnel were reviewed by Bill Adrian. Miscellaneous questions were addressed by Mr. Adrian.

**ACTION:** Information

**PLANNING COMMITTEE REPORT** - J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee meeting minutes:

**1. ISSUE:** Pre-Paid Inpatient Plan-Increasing the Number of Children Served

Data on children served, which have decreased over the period of Fiscal Year (FY) 2006 to FY2010 for U.P. Regional Community Mental Health (CMH) agencies, was reviewed by Lisa Dionne. One of the performance improvement projects for the regional CMHs is to increase the amount of children served.

**ACTION:** Information

**2. ISSUE:** Stakeholder Committee Meeting Report

The Stakeholder Advisory Committee met on February 1, 2011 at the Kingsford office and meeting information was reviewed by Lisa Dionne.

**ACTION:** Information

**3. ISSUE:** New Policy: Recreation & Vacation

The new Recreation & Vacation Policy was reviewed by Lisa Dionne. This policy is needed as Northpointe is a child placing agency.

**ACTION:** A motion was made by J. Luhtanen, supported by R. Plumley to approve the new Recreation & Vacation Policy. **Motion carried unanimously.**

**4. ISSUE:** New Policy: Education

The new Education Policy was reviewed by Lisa Dionne. This policy is needed as Northpointe is a child placing agency. Miscellaneous questions were addressed by Karen Thekan.

**ACTION:** A motion was made by J. Luhtanen, supported by P. Connors to approve the new Education Policy. **Motion carried unanimously.**

**5. ISSUE:** Recipient Rights Applications for Vacancies on Recipient Rights Committee

The Recipient Rights Ad Hoc Committee met and reviewed applications for two vacancies on the Recipient Rights Committee due to terms expiring. The Ad Hoc Committee has recommended that Debbie Eichhorn and Lois Tovar be reappointed to the Recipient Rights Committee. Planning Committee members reviewed all applications that were received for these vacancies.

**ACTION:** A motion was made by J. Luhtanen, supported by R. Plumley to approve the reappointments of Debbie Eichhorn and Lois Tovar to the Recipient Rights Committee. **Motion carried unanimously.**

6. **ISSUE:** Grievance Process

Joan Luhtanen stated that the Planning Committee reviewed the Grievance Process which has now been changed to the Problem Resolution Process. Ms. Luhtanen also stated that a final copy of the Problem Resolution Process had been provided for review at the Board meeting and that this Problem Resolution Process should be included in Board Policies. Ms. Luhtanen reviewed the changes to the Problem Resolution Process.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve Problem Resolution Process and place it into the Board Policies with changes noted.

**DISCUSSION:** Mari Negro stated that she disagreed with the mediation step being taken out of the Problem Resolution Process. Discussion ensued. **Motion carried unanimously.**

7. **ISSUE:** Northpointe Written Plan for Professional Services

The Written Plan for Professional Services is updated and reviewed by the Board on an annual basis. Lisa Dionne reviewed changes to the plan.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve the Northpointe Written Plan for Professional Services. **Motion carried unanimously.**

8. **ISSUE:** Northpointe Accessibility and Accommodations Plan

The Northpointe Accessibility and Accommodations Plan is updated and reviewed by the Board on an annual basis. Joan Luhtanen reviewed changes to the plan.

**ACTION:** A motion was made by J. Luhtanen, supported by R. Plumley to approve the Northpointe Accessibility and Accommodations Plan. **Motion carried unanimously.**

P. Connors excused at 5:36 p.m.

9. **ISSUE:** Northpointe Annual Performance Improvement Plan

The Northpointe Annual Performance Improvement Plan is updated and reviewed by the Board on an annual basis. Lisa Dionne reviewed changes to the plan.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve the Northpointe Annual Performance Improvement Plan. **Motion carried unanimously.**

P. Connors returned at 5:41 p.m.

10. **ISSUE:** Northpointe Cultural Competence/Diversity Plan

The Northpointe Cultural Competence/Diversity Plan is updated and reviewed by the Board on an annual basis. Lisa Dionne reviewed changes to the plan and addressed miscellaneous questions.

**ACTION:** A motion was made by J. Luhtanen, supported by R. Plumley to approve the Northpointe Cultural Competence/Diversity Plan. **Motion carried unanimously.**

11. **ISSUE:** Northpointe Quality Assessment & Performance Improvement Program (QAPIP) FY2011

Lisa Dionne stated that the QAPIP is updated and reviewed by the Board on an annual basis. Ms. Dionne reviewed changes to the QAPIP.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve the Northpointe QAPIP for FY2011. **Motion carried unanimously.**

12. **Miscellaneous**

- The Board orientation manual will be updated and the Planning Committee will be taking this task on.

**PERSONNEL COMMITTEE REPORT – P. Connors**

Ms. Connors highlighted the following from the Personnel committee meeting that was held on March 17:

1. **ISSUE:** Human Resources Quarterly Reports

The 1st quarter (October-December 2010) Quarterly Reports were reviewed:

- Employee Injury/Accidents - There were 4 employee injuries for the quarter.
- Separated Employees - There were 6 employees for the quarter that left Northpointe employment.
- Wage Increases - There were 55 employees during the quarter that received their annual performance review: 48 received a pay increase and 7 did not receive a pay increase due to being at the top of their pay scale. Of the 55 employees reviewed; 36 were hourly and 19 were salary. On the Wage Increase report, the total number of employees that are employed by Northpointe and the total number of salary and hourly employees for the quarter will be added to this report.

**ACTION:** Information

2. **ISSUE:** UMR-Northpointe Health Insurance

The Northpointe medical benefits, prescription benefits, and pharmacy benefits for Northpointe staff health insurance were reviewed by Terri Wendt. Miscellaneous questions were addressed by Ms. T. Wendt and Karen Thekan.

**ACTION:** Information

3. Miscellaneous

- **ISSUE:** Political Activity Policy-Changes

Changes to the Political Activity Policy were reviewed. This policy was updated to reflect the Hatch Act.

**ACTION:** A motion was made by P. Connors, supported by J. Luhtanen to approve the changes to the Political Activity Policy. **Motion carried unanimously.**

**CHAIRPERSONS REPORT** – K. Raether

- Karen Raether stated that on behalf of the Northpointe Board she wished to congratulate the Kingsford ACT team on receiving one of the highest scores in the region on their Integrated Dual Disorders Treatment Fidelity review and is grateful for all of their work they have done.
- The NAMI/Northpointe luncheon is Friday, May 13 and registrations were provided to Board members.

R. Plumley & A. Martin excused at 6:02 p.m.

- The Members Services Committee is reviewing different options as to where the fall Board Association conference should be held and are looking at changing the hotel location because room rates at the Grand Traverse Resort in Traverse City are expensive. One of the options is to move the conference to The Soaring Eagle Hotel/Casino in Mt. Pleasant as the cost of hotel rooms there is cheaper but feedback was needed from CMH Boards if they would have a problem with the conference being held at a hotel/casino. Discussion ensued. **ACTION:** A motion was made by M.Negro, supported by C. Spence that the Northpointe Board is willing to attend a conference at The Soaring Eagle Hotel/Casino.

**ROLL CALL VOTE:**

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

**Motion carried; 7 ayes; 2 nays.**

- A nominating committee was named: Chris Spence-Chairperson, Joan Luhtanen, and Marylee DeGrave. This committee will meet on Thursday, April 21, 2011 at 3:30 p.m. to present a slate of officers for election at the April 21, 2011 Board meeting.
- Karen Raether stated that she received good feedback from the March 10, 2011 Board training presentation. Joan Luhtanen stated that the training was very worthwhile and liked the term “ambassador” that was presented. Ms. Luhtanen further stated that “ambassador” is an excellent term to clarify what a Board member’s role is. Marylee DeGrave stated that from the training she liked that the presenter provided that Board members should support Northpointe’s mission statement. Peggy Connors stated that she was glad that all Board members were given the opportunity to provide what their motivation was to be on the Northpointe Board and that new Board members should have a mentor.
- The Board Association will be holding their U.P. Board member forum on May 6 & 7, 2011 in Gladstone. The following Board members tentatively expressed interest in attending this conference: Joan Luhtanen, Marylee DeGrave, Millie Hofer, Mari Negro, Bernie Lang, and Karen Raether. Ms. Raether asked Board members what Boardworks module they would like to see presented at this conference. Discussion ensued and Board members provided that they would like to see the Finance Boardworks module presented.

**CEO REPORT**

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

**Federal/StateActivity:**

- A vote will be held at the spring Board Association conference regarding the expansion of membership at the Board Association which would include affiliates into the Board Association. Board members will be receiving information on this after April 1 and this will then be discussed further in April.

- The Walk-A-Mile rally is held every spring in Lansing and is well represented by Northpointe consumers each year. This year the Board Association is asking each CMH to contribute \$225.00 to support this effort and Northpointe has decided that they will not be sending them \$225.00 as there are other ways that contributions can be sought out, i.e., through a drug company, through the Flynn Foundation, etc.
- There are 5 CMHs in the State of Michigan who are refusing to pay their new Board Association dues. They are paying their old dues and not their newly assessed dues. The discussion regarding this at the Member Services meeting this week was if these 5 CMHs are not paying their newly assessed dues do they get all the privileges of being a member of the Associations, do they get voting rights, etc.

**Local Activity:**

- Representative McBroom and Representative Huuki will be attending the April Collaborative meetings and touring the Northpointe facilities.

**OLD BUSINESS** – No old business

**NEW BUSINESS** – No new business

**BOARD PREROGATIVE**

- Karen Thekan stated that she sent out an e-mail to the Board asking them what they took away from the Board training presentation and what as a Board member did they feel like they learned that can be incorporated into their role as a Board member. Ms. Thekan further stated that starting at the April Board meeting, along with Board Prerogative, that “Ambassador Moment” will be added to hopefully have a Board member share a story that occurred in the last month on how they supported community mental health and what they did to be an ambassador for community mental health.

**PUBLIC COMMENTS** – No public comments

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:18 p.m.

The next regular monthly Board meeting is scheduled for April 21, 2011 in **Kingsford, Michigan beginning at 4:00 p.m.**

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary



PINECREST MEDICAL CARE FACILITY

BOARD OF TRUSTEES MEETING

Date: March 24, 2011	Time: 2:07 pm CST
Presiding: Gladys Elegeert, Chairperson	Place Board Room
Recording Secretary: Lois Ball, Executive Secretary	

Board Members Present: Gerald Smith, Gladys Elegeert, Elaine Boyne, Gerald McCole, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, Richard Mapes, Administrator.

County Liaison Members Present: Charlie Meintz.

County Liaison Members Absent: David Moyle, John Degenaer, Jr.

Leadership Team Members Present: Darlene Smith and Candace Meintz.

March agenda	The March agenda was approved with the removal of Action Item No 4.	A motion was made by Trustee Bradley, supported by Trustee Smith to accept the agenda as presented. Motion carried.
Minutes of February meeting		A motion was made by Trustee McCole, supported by Trustee Oliver, to accept the minutes of the February minutes. Motion carried.
Financial Statement for February 2011	Candy Meintz, CFO, reviewed the financial	A motion was made by Trustee Smith,

	statements.	supported by trustee Oliver. Motion carried. A motion was made by Trustee Kaufman, supported by Trustee McCole, to accept the Manifest of Invoices and to pay the bills. Motion carried.
Manifest of Invoices		A motion was made by Trustee Kaufman, supported by Trustee McCole, to accept the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Report	<p>Plante and Moran audit: Eric Conway, of Plante and Moran, gave a presented to the Board on the 2010 financial audit. He spoke on all areas of the audit and explained areas of growth and concern.</p> <p>Adult and Adolescent Volunteer Policy: Board members reviewed and discussed the policy revisions. Administrator Mapes noted that the policy had been revised with the help of the Caring Spirit Team which had included some of the Activities Staff.</p> <p>Board Committee Appointments: The Board reviewed the annual change of leadership and committee appointments.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Boyne, to accept the audit as presented by Plante and Moran partner, Eric Conway. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Boyne, to accept the Adult and Adolescent Policy as presented. Motion carried.</p>
	<p>Bread and Milk Bids Administrator Mapes explained the current process of letting and accepting bids for dairy products (in April) and bread products in September. He noted that our MCMCFC GPO included GFS and he was checking to see if Sara Lee, our current bread vendor, was part of that GPO as well. He noted that we have been having difficulties getting bids from vendors and using the GPO would solve this.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Smith, to appoint Gerald McCole as Chairperson, Peg Bastien as Vice-Chair and Gerald Smith as Secretary for the 2011-2012 year. Motion carried. Trustee McCole, as new Chairperson, will make Committee Assignments which will be shared at next month's Board Meeting.</p> <p>A motion was made by Trustee Bradley, supported by Trustee Oliver, to accept the recommendation to use the MCMCFC GPO to obtain dairy and bread products as necessary. Motion carried.</p>

	<p>Whispering Pines/PAC Report. Trustee Bradley, Chairperson of the Whispering Pines Committee, reported on the Whispering Pines Committee Meeting that had been held prior to the this Board Meeting. She reported on each home, the clients, staff and activities happening at each home, as well as the Great Northern Home Care and activities at the Harbors. She noted that there had been a Valentine's Dance which had been well attended. She also noted that they had reviewed their financial audit at this meeting and were doing very well.</p>	<p>A motion was made by Trustee McCole, supported by Trustee Smith, to accept the Whispering Pines report as presented by Trustee Bradley. Motion carried.</p>
<p>Unfinished and New Business</p>	<p>Quality Assurance Committee: Darlene Smith, Director of Resident Services, reported to the Board that the monthly Committee meeting would not be held until next Monday. She also noted that the monthly Resident Council meeting had been held the day before but the minutes were not yet prepared.</p>	
	<p>Safety Committee: Lois Ball, Safety Committee Secretary, reported on the meeting held March 8<sup>th</sup>. All resident and employee incidents and accidents were reviewed at this meeting.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Kaufman, to accept the Safety Committee Report. Motion carried.</p>
	<p>Meetings and Conferences Attended: Administrator Mapes and Trustee Bradley gave reports on the NACo Meeting in Washington at the beginning of March. Trustee Bradley reported that Michigan made a strong showing at the NACHFA meeting where regulatory reform was discussed. Trustee Bradley brought back information which she left in the Board Room if members</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Oliver to accept the reports as presented. Motion carried.</p>

	<p>were interested in reading it.</p>	
<p>Administrator's Report</p>	<p>Labor/Management Meeting. Administrator Mapes reported that this month's meeting had been cancelled.</p> <p>Employee Satisfaction Survey Committee: Administrator Mapes reported that the Caring Spirit Team was working with Dept Heads on action plans to address issues in their departments with regards to the survey. He also noted that each Dept. Head has it in their objectives to work with the Caring Spirit Team to better understand problems.</p> <p>Public Relation Coordinator position: Administrator Mapes reported that we had begun interviews for this position and hope to have it filled by the end of the month.</p> <p>Certificate of Need update: Administrator Mapes reported that the CON application has been put on hold at this time due to the new normal we are seeing for census.</p> <p>Arbitration with Union Local 854: Administrator Mapes reported that arbitration is set for April 21 and 27.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Smith, to accept the Administrator's report as presented. Motion carried.</p>
<p>Administrator's evaluation and contract.</p>	<p>Trustee McCole noted that it was agreed that evaluations would be mailed out to Board Members with envelopes to be forwarded to Secretary of the Board, Peg Bastien. Ms. Bastien will compile information from the forms and tabulate it to present at next month's meeting. The Executive Committee</p>	

	will review the contract presented by Administrator Mapes for their consideration.	
Comments from Liaison Members	Liaison Member, Charlie Meintz, introduced himself and stated that it seems that the Board Members show nice team work among themselves and appeared proactive in educating other Board Members and accepting of one others views. He found the meeting very informative.	
Comments from the Public	There were no public comments at this meeting.	
Adjournment	The meeting adjourned at 3:35 p.m.	A motion to adjourn was made by Trustee McCole, supported by Trustee Oliver. Motion carried.

Margaret Bastien, Secretary

Margaret Bastien

Richard Mapes, Administrator

Richard Mapes

# MENOMINEE COUNTY PLANNING COMMISSION

S904 U.S. Highway 41, Stephenson, MI 49887

(906) 753-2209

## MINUTES

April 25, 2011

The Menominee County Planning Commission meeting was called to order at 5:01 pm CST by Chair, Lillian Schultz at the Michigan State University Extension office in Stephenson, MI with the Pledge of Allegiance.

ROLL CALL: Bill Anderson, Wayne Erickson, Jim Pearson, Charlene Peterson, Lillian Schultz, and Warren Suchovsky. Absent: Roger Cole

A quorum was present to conduct business.

Public Comment: (In attendance: Doug Toupalik & Paul Anderson, Ingallston; Bob Desjarlais) – Ingallston reserved the right to participate during the review of their ordinance.

Approval of the Agenda: Chair noted additional material had just been submitted very recently for review and we added those items to the agenda under new business. Motion by Anderson; second by Suchovsky to approve the agenda, as noted. Carried.

Approval of Previous Minutes: Regular meeting minutes February 28, 2011 approved as submitted. Motion by Suchovsky, support by Pearson. Carried. Minutes will be filed with the county.

Motion was made by Anderson; seconded by Suchovsky to discuss new business items ahead of the old business to allow Ingallston officials to move on to another meeting. Carried.

### OLD BUSINESS: 2003 MENOMINEE COUNTY COMPREHENSIVE PLAN

Shortly after 6 pm the new business items on the agenda had been completed. At this time a discussion on the PLAN in general and Chapters 1 thru 4 ensued. Overall, the PLAN is in need of major statistical data updates (text and charts) as well as newer photos and maps. Peterson suggested some information may have to come from other sources than the census reports since the forms and amount of information requested changed considerably downward to ten (10) questions in 2010. CUPPAD should be able to track down some of the vital data that is needed for the PLAN. Peterson suggested keeping all the data back as far as 1970 in some cases and building on it with updates rather than eliminating the historical information. If new

data is not as recent as 2010 then we will request that the most recent data be used, i.e. 2006 if that is the most current.

Suchovsky had typed up some comments and those were used for discussion topics. The county has unused assets such as a rail system, airport, transportation corridor to funnel traffic thru the county along the Hwy 41 corridor. There is also infrastructure in place and available for potential commercial and industrial opportunities, especially in the City of Menominee. There has been a 5% decrease in census in the last decade (2000 – 2009) which netted a loss of about 1300 residents to the county with the majority (over 900) in the city of Menominee itself. Schultz pointed out that “Communication” is a key element and cellular services in particular are seriously lacking in the northern parts of the county.

The MCPC also expressed the need for MENOMINEE to have its own Chamber of Commerce as Marinette WI may be okay for some social or recreational combined promotional purposes; but for industrial and commercial growth and development in MICHIGAN we need MICHIGAN businesses promoting MICHIGAN.

Three key items that need to be addressed are: transportation systems; road improvements; and the cost of energy.

It was suggested that we need to get the CUPPAD staff in to discuss their role in the update process sooner rather than later so we are informed about what sources they have available and express our parameters for the updated Comprehensive Plan. Schultz will contact Michelle DeWitt to have her join us to determine what CUPPAD services are available to the county and a possible timeline. We will set a meeting as soon as we know what dates she has available. (NO Tuesdays.)

#### NEW BUSINESS:

1. Ingallston Township Planning Commission Ordinance: A number of questions and comments were submitted by the MCPC to Doug Toupalik who took precise notes (see attached copy of his notes). In addition to clerical corrections and upgraded language suggested changes; Ingallston was asked to review/consider the meaning of what they were trying to express in a few sections. Suchovsky motioned to recommend approval of the Ingallston PC Ordinance as presented. A letter will be sent notifying township of this decision. Second by Anderson. Carried.

2. Nadeau Township Recreation Plan: Five-year recreation plan submitted March 30, 2011 was reviewed. A few minor clerical details need to be corrected. Allowable clerical changes would make document better without any material content change. Motion by Anderson to accept; Erickson supported. Carried.
3. Mellen Township Planning Commission Ordinance: CUPPAD standard language used. Motion to approve by Peterson; support by Pearson. Carried.
4. Harris Township Planning Commission Ordinance: CUPPAD standard language used. Motion to approve by Suchovsky; support by Anderson. Carried.
5. Annual meeting schedule for required 4 annual meetings was requested by County Administrator. Peterson had researched County PC Ordinance and OMA laws. See attached schedule. Any other meetings may be called as needed. Motion to accept schedule for posting by county administrative office was made by Suchovsky; second by Anderson. Carried.
6. Next regular meeting date: Monday, July 25, 2011 was confirmed as the date for the next regular meeting unless CUPPAD can meet in May or June. Meetings will be held at the MSU Extension at 5:00 PM.
7. It was agreed by general consensus to come prepared at the July 25 meeting ready to discuss and make recommendations for changes to Chapters 5 thru 8.
8. Menominee County Recreation Plan (5-year): Approved by the county board. Put on file for the MCPC. (Distribute a copy to each MCPC)
9. City of Stephenson Recreation Plan dated March 14, 2011 with a copy of their grant included. Follow up with City Clerk to determine if they need a letter of approval for the grant process. (Follow up: Grant filed, Rec Plan submitted for information/file only.) No action required from the MCPC.
10. Continuation of Grant Application for Retired and Senior Volunteer Program submitted for information/file only to government agencies. No action required.
11. It was agreed by general consensus to send a letter of acknowledgement to each township/agency that submits paperwork for review as a matter of courtesy stating the determination of the MCPC. Carried.

Public Comment: Jim Pearson, County Board Commissioner, District #3, put on his citizen hat and invited/urged all of the Planning Commission members to attend a presentation to be made by *Explorer Solutions* about development and airport expansion as well as a possible industrial park near the airport. As this is part of the county's long-range planning, he urged as many of us as possible to come and hear the presentation. Time and place are yet to be determined. Notification will be made to the MCPC when we have the information.

Motion to adjourn made by Erickson; second by Anderson. Carried.

Meeting adjourned at 7:18 pm.

Respectfully submitted:

A handwritten signature in cursive script that reads "Charlene Peterson".

Charlene Peterson, Vice-Chair

Pro tem Secretary

**FOLLOW UP NOTE:**

*Lillian Schultz contacted Michelle DeWitt from CUPPAD on April 28, 2011. Michelle can meet with the MCPC for a discussion on the update of the County's COMPREHENSIVE PLAN on **WEDNESDAY, MAY 25, 2011 at 5 pm at the Annex in Stephenson, MI.***

**Menominee County  
Department of Human Services Board  
2612 10<sup>th</sup> Street  
Menominee, MI 49858**

**BOARD MEMBERS**

**MARY BRADLEY  
MICHAEL KAUFMAN  
PEGGY BASTIEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** March 29, 2011

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

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

Others Present: Bernie Lang, Menominee County Board of Commissioners

**APPROVAL OF AGENDA:**

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

**APPROVAL OF February 22, 2011 MINUTES:**

Minutes of the February 22, 2011 Board Meeting were reviewed. A motion to accept the minutes was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for February 2011 was reviewed. There were \$150.00 in expenditures for DHS Board meeting attendance; leaving a balance of \$7,258.44. There were no expenditures from the Child Care fund, leaving a balance of \$3,500.00.

There were a lot of changes in relation to the MCSSA Legislative Conference due to the weather and other issues, so we are waiting to get that sorted out prior to adding those expenditures to the financial report.

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

## **DIRECTOR'S REPORT:**

**Staffing Information:** Mr. Sexton discussed the FY 2011 Staffing Allocation for Menominee County and the issues he is having in relation to the hiring process to fill vacant positions.

**MCSSA Information:** Various MCSSA documents were distributed. The next District One meeting will be in Marquette on April 27, 2011 at the Ramada Inn.

Mary Bradley provided documents she received at the Legislative Conference and a summary of what occurred.

**Statewide Director's Meeting Information:** No update.

**Collaborative Issues:** No update.

**Business Plan Update:** Mr. Sexton continues to relate that both the services and assistance payments units are performing very well at this time.

**Miscellaneous:** Nothing new.

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

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

**UNIT REPORTS:** No unit report was provided.

## **BOARD BUSINESS:**

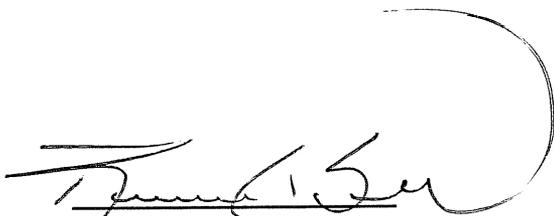
**Approval of Vouchers:** Vouchers were reviewed and approved. Motion made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

**NEW BUSINESS:** There was no new business presented.

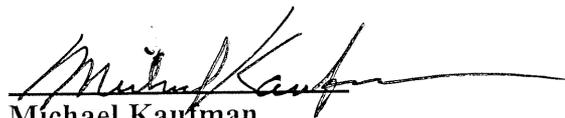
**PUBLIC COMMENT:** None.

**NEXT MEETING:** April 26, 2011 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Peggy Bastian and supported by Mary Bradley. Motion passed without opposition. Meeting adjourned at 9:26 a.m.



**Russell K. Sexton**  
**Board Secretary**



**Michael Kaufman**  
**Chairperson**

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