

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ January 28, 2014 @ 6:00 p.m. CST**
At the Menominee County Courthouse, Courtroom B
839 10th Ave., Menominee, MI 49863

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - Jan. 7, 2014 – Re-organizational & County Board
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
 - Sheriff Marks – Annual State of the Sheriff's Dept. Briefing
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to enforce any current and future regular part time Menominee County Employees work no more than 25 hours per week due to the Affordable Care Act during the look back period (if enacted).
 - 2. Moved by _____ seconded by _____ to approve the deed transfer for the property located at W5488 First St. Hermansville, MI 49847, Property # 55-011-149-017-00 (Lot 21 Blk 9) and 55-011-149-017-50 (Lot 17-20 Blk 9) Plat of Hermansville, to Meyer Township. To request Dan Hass to draw up a Quit Claim deed for the transfer of the property from Menominee County to Meyer Township and to include a condition within the deed or in a written agreement "if said property is subsequently sold for an amount in excess of costs of improvements, the excess shall be returned to Menominee County."
 - 3. Moved by _____ seconded by _____ to declare two vehicles (2006 Chevy Impala – vin# 2G1WS551069285485 & 2006 Chevy Impala – vin# 2G1WS551669435325) a surplus.
 - 4. Moved by _____ seconded by _____ to approve the meeting place of the February 11 & 25, 2014 County Board Meetings be held at the County Annex in Stephenson.

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

5. Moved by _____ seconded by _____ to approve the meeting place of the March 11 & 25, 2014 County Board Meetings be held at the County Courthouse in Courtroom B.
6. Moved by _____ seconded by _____ to appoint two citizens to the Building Code Construction Board of Appeals for a two (2) year term (2/1/2014-1/31/2016). (Interested candidate: Jim Ranta). Only one application received.
7. Moved by _____ seconded by _____ to appoint one citizen to the Library Board for a five (5) year term (2/1/2014-1/31/2019). (Interested candidates: Kathleen McNeely & Bill Hafeman).
8. Moved by _____ seconded by _____ to appoint three citizens to the Menominee County Fair Board for a three (3) year term (2/1/2014-1/31/2017). (Interested candidates: Carol Quist, Bill Hafeman, and Scott Mentel).
9. Moved by _____ seconded by _____ to appoint one citizen to the Corrections Advisory Board (business sector) for a one (1) year term (2/1/2014-1/31/2015). (Interested candidates: Dawn Wells & Scott Mentel).
10. Moved by _____ seconded by _____ to appoint three citizens to the Parks and Recreation Committee for a three (3) year term (2/1/2014-1/31/2017). (Interested candidates: Ruby Ivens, Robert Desjarlais, Glen Cody, Scott Mentel, Mark MacDonald, Michael Lyons & Bill Hafeman).
11. Moved by _____ seconded by _____ to appoint one citizen to the Community Action Agency (CAA) Gov Brd. for the remainder of a resigning members' term to expire 12/31/2015 (Interested candidates: Susan Kleikamp & Bill Hafeman).
12. Moved by _____ seconded by _____ to approve an exception to the hiring freeze to allow the sheriff department to hire temporary part time employees in the corrections department within his budget with no retirement, health, vacation, sick, holiday, or compensatory time benefits available to the employees.
13. Moved by _____ seconded by _____ to approve payment of Commissioner Per Diems and expenses as recently submitted.
14. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on Dec. 19, 2013 & Jan. 2, 2014 in the combined amount of \$50,085.44
15. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. None

2. **Building and Grounds/Park Items:**
 - a. None

 3. **Miscellaneous Items:**
 - a. County Board Meeting Places for 2014 - discussion
 - b. Twin County Airport Commission Request
 - c. Misc. boards/committees – DHS & Building Code Construction board of appeals

 4. **Finance Items**
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills as paid on January 16, 2014 in the amount of \$81,392.97.
- K. Misc. Boards/Committees/Commissions Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Adjourn

At this time Com. Meintz called and verified he would accept the position of Chairman. He was asked to remain on the phone until the Vice Chairman was elected and we could then ask him for his recommendations on committee assignments. A roll call vote was conducted for Com. Hafeman. Coms. Hafeman, Krienke, Nelson and Plutchak voted for Com. Hafeman as Vice Chairman. Coms. Furlong, Lang, Piche and Schei voted nay. Since the vote was 4-4 it was considered a no vote for Com. Hafeman as Vice Chair. A roll call voted was then conducted for Com. Schei. Coms. Furlong, Krienke, Lang, Piche and Schei voted for Com. Schei as Vice Chairman. Coms. Hafeman, Nelson, and Plutchak voted nay. Com. Schei received the majority of the votes for Vice Chairman 5-3.

Vice Chairman Schei then took over the remainder of the meeting.

The commissioners discussed the proposed 2014 meeting schedule. Com. Hafeman stated that she likes having meetings at different township halls every other month. Com. Plutchak, Piche and Krienke stated that he agreed with Com. Hafeman. Com. Furlong stated that he did not agree with changing the meeting location every month and that the county seat was here in Menominee and all meetings should be held here at the courthouse in Menominee. Com. Nelson and Com. Lang agree with Com. Furlong.

Moved by Com. Furlong, seconded by Com. Lang to use the proposed 2014 County Board Meeting schedule from the board packet, which would have all meetings held in Courtroom B of the Menominee County Courthouse. Motion failed 4-4 by roll call vote with Coms. Hafeman, Krienke, Piche and Plutchak voting nay.

Moved by Com. Piche, seconded by Com. Plutchak to use the same County Board Meeting schedule as 2013 where even numbered months the meetings would be held at different township halls. Motion was approved 8-0.

Chairman Meintz was asked what his recommendation would be for committee assignments. He stated that he would like to see them stay the same as they were 2013.

Moved by Com. Plutchak, seconded by Com. Hafeman to keep commissioners in the same Standing Committee assignments as 2013. Discussion ensued. Com. Lang stated he was hoping for a more even distribution of committee assignments. Com. Piche said there are some committees he would like to be on, but he does not have any issues with those commissioners that are already on those committees. Motion was approved 7-1. Com. Lang voted nay. (Attachment A)

Moved by Com. Furlong, seconded by Com. Hafeman to approve Fiscal Resolution 2014-01. (Depository Resolution) Motion was approved 8-0 by a roll call vote. (Attachment B)

Moved by Com. Hafeman, seconded by Com. Nelson to approve Fiscal Resolution 2014-02. (Deferred Payment resolution) Motion was approved 8-0 by a roll call vote. (Attachment C)

Moved by Com. Furlong, seconded by Com. Nelson to approve Fiscal Resolution 2014-03. (Investment policy resolution) Motion was approved 8-0. (Attachment D)

Informational Items:None

Public Comment: None

Moved by Com Plutchak, seconded by Com. Nelson to adjourn at 6:01 p.m. Motion was approved 8-0.

Larry Schei, Vice Chairman

Marc Kleiman, County Clerk

2014 COMMITTEE ASSIGNMENTS ~ Approved 1/7/2014

Road Commission

Gerald Piche

Delta-Men. Health Department

Larry Schei
Jan Hafeman

Intergovernmental Relations (MTA)

Charlie Meintz

Department of Human Services (DHS)

Bernie Lang

Northpointe Behavior Health

John Nelson

UP Resource Conservation & Develop.

Bernie Lang (Administrator Alt.)

Fair Board

Larry Schei

Park & Rec Committee

Charlie Meintz
James Furlong

Financial Hardship

Bernie Lang

Remonumentation

Larry Schei

Six County Alliance/MI Works!

Charlie Meintz
John Nelson

Pinecrest Liaison (no vote)

Jan Hafeman

West Central UP Community Corrections Advisory Brd.

James Furlong

E911 Governing Board

Doug Krienke

Airport Commission

Charlie Meintz
Chris Plutchak

Community Action Agency

Doug Krienke

UPCAP

Jan Hafeman

Men. Business Dev. Corp

County Administrator
Doug Krienke

Personnel Committee

Chris Plutchak - Chair
James Furlong
Jerry Piche
Doug Krienke

Finance Committee

John Nelson - Chair
Bernie Lang
Larry Schei
Jan Hafeman

Executive Committee

Charlie Meintz
Chris Plutchak
John Nelson

Local Emergency Planning Comm.

Charlie Meintz (chairman of the board)

Library Liaison (no vote)

James Furlong

3 Way Road - Ad Hoc Committee

Gerald Piche
John Nelson

Planning Commission

James Furlong

Buildings & Grounds Committee

Larry Schei
Doug Krienke
2 at large members
1 building code member
1 building & grounds member

January 7, 2014

UNAPPROVED

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

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

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

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

Absent: Com. Meintz (excused).

Moved by Com. Hafeman, seconded by Com. Nelson to approve the agenda. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the December 23, 2013 Regular County Board Meeting. Discussion ensued. Com. Hafeman stated that she felt the minutes were missing a discussion that was held during Miscellaneous Items under New Business. The discussion was in regards to Miscellaneous Board/Committee Appointments. She stated that it was discussed that the Delta-Menominee District Board of Health position applications were due back on January 2, 2014 and the board would be making the appointment on January 7th. Clerk Kleiman stated that he did not recall that being discussed, only that the applications for committee appoints were due back by January 17th.

Moved by Com. Hafeman, seconded by Com. Piche to amend the minutes from the December 23, 2013 Regular County Board Meeting to add the previously discussed item regarding the Delta-Menominee District Board of Health position. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to approve the December 23, 2013 Regular County Board Meeting minutes as amended. Motion was approved 8-0.

*(The clerk reviewed the audio recording from the December 23, 2013 Regular County Board Meeting on January 8, 2014, and it was never actually discussed that the Delta-Menominee District Board of Health position applications were due back on January 2, 2014. This item was part of the board packet given to the commissioners, but never formally discussed during the meeting)

Public Comment:

- Bob Desjarlais – Commented on Agenda Item 2 that it was discussed at a previous meeting to limit part time hours to 25 hour/week and not 29. He also commented that the board needs to move forward with hiring another certified assessor in the Equalization Department.
- John Cappaert – Commented that he disagrees with the direction the board is going with the Equalization Department. He feels they should be looking into GIS mapping and utilizing BS&A by providing the information online instead of adding another assessor to the office.

- Bill Hafeman – Commented on the Equalization Department position and the runaround that the board seems to be getting. He feels the board should take the bull by the horns and just have these two county employees switch jobs (the one that currently works in the Equalization Department, and the one the board would like to see moved into the Equalization Department)
- Mari Negro – Commented that if the county put the BS&A software online it would be a poor decision. They should talk to the local jurisdictions first since a lot of that information is provided by them, and they should be entitled to charge for it.
- Bob Desjarlais – Commented that the county board has previously discussed GIS mapping and the BS&A software.

Presentations: None.

Department Head/Elected Officials Reports:

-County Treasurer Diane Lesperance – Stated she would be reserving her comments and discussion for later in the meeting when the board will be discussing the Meyer Township property request.

Moved by Com. Hafeman, seconded by Com. Nelson to approve a seven month “look back period” from March 1, 2014 to September 30, 2014 for compliance of the Affordable Care Act. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Furlong to enforce any current regular part time Menominee County Employees work no more than 29 hours per week due to the Affordable Care Act during the look back period (and beyond if enacted). Discussion ensued. Com. Nelson stated that in the minutes from the June 2013 County Board Meeting it was the consensus of the board to set the limit at 25 hours per week. He does not know why Brian put it on the agenda as 29 hours per week. Com. Hafeman would like to have the motion amended to state “current and future regular part time” She would also like it to be set at 25 hours per week. Com. Lang and Com. Furlong would like to see it be set at 29 hours per week. Com. Nelson asked to rescind his motion. Com. Furlong stated he would not rescind his support. Motion failed 2-6. Coms. Furlong and Lang voted aye.

Moved by Com. Nelson, seconded by Com. Hafeman to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve miscellaneous bills as paid on December 19, 2013 in a total amount of \$72,149.31. Motion was approved 8-0.

Moved by Com. Plutchak, seconded by Com. Nelson to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to appoint Robert Burie to the Delta-Menominee District Board of Health for a three year term (1/1/2014 – 12/31/2016). Motion was approved 8-0.

New Business (discussion only)

Personnel Items:

- a. Equalization Department Personnel – Com. Schei commented that we did receive an opinion from Dan Hass right before we last met on December 23, 2013 and he stated that there is a hiring freeze in place at this time. He also commented on whether this is going to be a union position or not. Administrative Assistant Sherry DuPont stated that it is in the courthouse contract as to the steps that need to be taken to add the position to the union contract. Com. Nelson commented that the board is just trying to reinstate the same position that use to be in the office with the same qualifications as previously listed. Com. Schei stated that Dan Hass has outlined a step by step process that has to be followed, and the board should abide by this. Com. Furlong commented that we will need to either amend, or rescind the hiring freeze resolution before we can fill this position. Com. Lang asked if this new position was going to replace the staff cartographer position, or if they are adding a 3rd seat in the office. Com. Schei concurred with Com. Lang's question. Com. Nelson commented that he does not agree with Dan Hass' opinion and we are not looking at hiring a new employee since there is someone already employed by the county that would be qualified for the new position. Com. Lang feels we need to get rid of the hiring freeze. Com. Schei feels that we can amend the hiring freeze. Com. Plutchak feels that we should at least start with getting the paperwork rolling on setting up a job description and have a DMG evaluation done to set the pay grade. We can do this now and have it ready for when the hiring freeze is lifted. The consensus of the board is to forward this item to the Personnel Committee to develop a job description for this position.

Building and Grounds/Parks Items:

- a. Meyer Township property request – In December Brian sent a letter to the commissioners from Meyer Township requesting the property, at no cost to the township, next to the clubhouse in Hermansville (former red brick building). Com. Hafeman again discussed a grant from rural development that she thought could possibly be used by Meyer Township to purchase the land and put in a parking lot. Com. Nelson does not feel that type of grant can be used to purchase property. Com. Nelson also feels that the county board should just give the property to Meyer Township at no cost to the township. County Treasurer Diane Lesperance discussed the previously mentioned appraised value of the property, which was \$18,000. She would like to see the township receive the property, but would like it written that if the property is ever sold by the township for a profit that Meyer Township would have to pay the county for the profit that was made. She also discussed the \$3,500 that the county paid for the abatement of the small building that was left on the property. She stated that the county did not have to pay for the abatement, but they did. She thinks we could maybe ask the township to pay the county back the \$3,500. Com. Schei thinks the property should be given to the township as is. If they would like a parking lot on the property, the township can pay for it. Com. Hafeman thinks the \$3,500 is a mute point. Com. Furlong commented that we should just stop the runaround and give the township the property. Com. Nelson agrees with Com. Furlong, and he also agrees with Treasurer Lesperance that something should be written if the township in fact does sell the property later on. The consensus of the board is to move this item forward to the next meeting as an action item.

Miscellaneous Items:

- a. Disposal of Surplus property (2 ~ 2006 Chevy Impalas) – Brian has received a notice from the Sheriff Department that there are two vehicles that need to be disposed of. Com. Hafeman commented that she thinks the property should be posted internally first to see if any other departments would like to use the vehicles. The consensus of the board is to have Brian post this internally for any other departments first. If no department takes the vehicles it can be put on the next agenda as an action item. Com. Hafeman asked where the money would go from the sale of the vehicles if that happens. Com. Nelson and Furlong stated it would go into the General Fund.

Finance Items:

- a. CUPPAD Membership Dues for 2014 – Com. Nelson commented that these are annual dues charged by CUPPAD. Last year we decided not to pay the \$9,000 in dues, since we could still use CUPPAD's services, and it actually would cost us less money to just pay their hourly rates. Com. Furlong stated we should just pay the hourly rate when we need their services, and not pay the annual dues. The consensus of the board is to not pay the annual Membership Dues, and not move this item forward.
- b. Commissioner Per Diems and expenses – The consensus of the board is to move this item forward for approval at the next meeting.
- c. Miscellaneous Bills as paid on December 19, 2013 & January 2, 2014 in the amount of \$50,085.44. Com. Hafeman stated that she notices a lot of office supply expenses and asked if it is because we are at the end of the year and the departments are just trying to use up what money they have left for the year. She would like to offer up a proposal that those department heads that do not use up their entire budget be given a bonus of 10% of the amount left in their budget. And, no reduction in their budget for the following year. She thinks that it would be an incentive. Com. Schei stated that was an interesting proposal, but he did not think that was something the board could do. It would probably have to be brought up before the Finance Committee. Com. Nelson stated that he would have to disagree with Com. Hafeman, which he seldom ever does. First of all, the end of the fiscal year has been over with for awhile. He doesn't see anyone within the departments overspending. Treasurer Lesperance commented that the budget year ended September 30th.

Misc. Boards/Committees/Commissions Reports:

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

Vice Chairman Schei called for public comment

Public Comment:

- Charlene Peterson – Commented that in the Personnel Manual on page 7 it outlines the steps that are needed to establish and classify new positions.
- Bill Hafeman – Commented that the board should act in the best interests of the county. They should just have the employee from the Equalization Department switch jobs with the other county employee that is more qualified.
- Bob Desjarlais – Commented on the appointment of Robert Burie, the term of 3 years was correct, but the range of time listed 1/1/14 – 12/31/17 was incorrect.

- John Cappaert – Commented the GIS mapping again and the need for transparency in government. Maybe the county could delay putting another person in the Equalization office until they could pay for GIS mapping.

Commissioner Comment:

- Com. Piche – Commented that he had something to discuss, but he would let Com. Hafeman address it instead.
- Com. Hafeman – Commented about the change in the law that gave veterans an exemption on their property taxes. She asked Treasurer Lesperance how much money the county would be losing because of these exemptions? Diane stated she was not sure how many people qualified. Com. Hafeman also commented on the letter to the editor in the EagleHerald regarding the board not taking action on resolving MERS and the hiring freeze. She also wished everyone a Happy New Year.
- Com. Nelson – Commented that he hopes Com. Furlong has a nice vacation. He also commented on the sound off in the EagleHerald about Com. Plutchak, about him not being friendly to business in the county. Com. Plutchak is a successful business owner and supports other businesses.
- Com. Lang – Feels that he has said enough tonight.
- Com. Plutchak – Thanked Com. Nelson for his comments and also discussed the sound off.
- Com. Schei – Commented about watching the news and Boeing and their 6,500 employees have agreed to change their retirement plan from a defined benefit plan to a defined contribution plan. He also commented on the newspaper.

Moved by Com. Hafeman, seconded by Com. Nelson to adjourn at 7:15 p.m. Motion was approved 8-0.

Larry Schei, Vice Chairman

Marc Kleiman, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Affordable Care Act
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Discussion of how the affordable care act will work. Per the law, employers "must" pay insurance for any part time employees working 30 or more hours per week. Brian to discuss how we will handle this within the County.	
RECOMMENDED MOTION	
To enforce any current and future regular part time Menominee County Employees work no more than 25 hours per week due to the Affordable Care Act during the look back period.	

Submitted by: **Brian Bousley**

 01/24/2014
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):

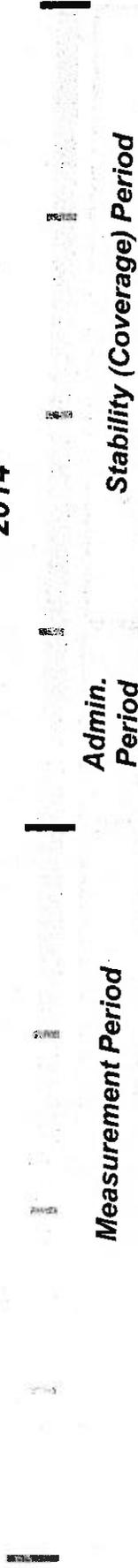


"Look-back" Measurement and Stability Periods

Measurement & Stability Period Example for New Employee (Illustrative Purposes only)

2013

2014



"Look-back" Measurement Period: An optional employer-selected period of 3 to 12 months used to determine employee full-time status.

Stability Period: The period following the measurement period (and any administrative period) during which an employer must treat an employee as full-time if the employee was determined to be full-time during the measurement period. Must generally be at least as long as the measurement period and, in any event, not less than 6 months.

Administrative Period: An optional employer-selected period (up to 90 days) between the measurement period and stability period, used to notify and enroll new employees. (Cannot create a gap in coverage of previously covered employees)

Who is a full-time employee under the ACA?

Full-time employee: Defined as an employee who works on average 30 hours per week, per month or 130 hours of service per calendar month.

Hour of service: Each hour for which an employee is paid or entitled to payment for the performance of duties, vacation, leave, holiday, illness, incapacity, layoff, jury duty, military duty or other leave of absence

Calculation for hourly and non-hourly employees:

Hourly employees: Count actual hours served

Non-hourly employees: Select one of three methodologies that does not understate hours:

Count actual hours

Days worked equivalence: Count 8 hours for each day credited with at least one hour of service

Weeks worked equivalence: Count 40 hours of service for each week credited with at least one hour of service

General rule: Employees who are classified or determined to be full time are eligible for the employer's health plan after the applicable wait period not to exceed 90 days.

Safe harbors: Available for part-time, seasonal, and variable hour employees to determine when they are treated as full-time employees.

Definition of full-time employee: safe harbors

The Department of Treasury provides a "measurement/stability period" safe harbor to allow for a measuring period for employees where it cannot be determined if the employee is reasonably expected to work on average at least 30 hours per week. Employers can select a measurement period of three to 12 months.

If the employee is determined to be full time during the measurement period, then the employee is treated as full time during a subsequent stability period in which coverage must be offered. A measurement period must be at least six months long.

Specific safe harbor methods are provided for ongoing employees, and newly hired variable hour and seasonal employees.

Employers can use an optional administrative period not to exceed 90 days between the standard measurement period and the associated stability period to determine which employees are eligible for coverage, and notify and enroll them. For newly hired variable hour or seasonal employees, the combined length of the initial measurement period and administrative period is effectively limited to no more than 13 months.

Proposed Treasury regulations reserve the definition of "seasonal employee" and confirm that through 2014 large employers are permitted to use a reasonable, good-faith interpretation of the term for purposes of determining full-time status.

Proposed regulations also provide special rules for change in employee status, multiemployer plans, education organizations, and temporary staffing.

Transition relief: Employers may adopt measurement periods in 2013 shorter than their plan's stability period of 2014. To do so, the measurement period must be no less than six months and end no sooner than 90 days before the start of the plan year beginning in 2014.

Part-time employees

Large employers are not required to offer coverage to part-time employees (those who work less than 30 hours per week per month).

For large employers who offer coverage to part-time employees:

The application of the limitation of 90-day waiting period prior to coverage applies. Notice 2012-59 states that other conditions for eligibility under the plan are permissible as long as the conditions do not avoid compliance with the 90-day waiting period. Example: *A cumulative hours of service requirement of no more than 1,200 hours for part-time employees may be utilized before the 90-day waiting period applies.*

Certain insurance market reforms apply, such as preventive care without cost sharing, and no annual and lifetime limits on Essential Health Benefits.

Additional affordability safe harbors



- **Rate of pay safe harbor:** If the cost to the employee of self-only coverage for a month is not more than 9.5% of an amount equal to 130 hours multiplied by the employee's hourly rate of pay (and the employee's hourly rate of pay is not reduced during the year), the employer is deemed to have offered affordable coverage for purposes of employer shared responsibility.
- **Federal poverty line safe harbor:** If the cost to the employee of self-only coverage for a month is not more than 9.5% of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12 (for the state where the employee is employed), the employer is deemed to have offered affordable coverage for purposes of employer shared responsibility.

See Proposed Treasury Regulation 54.4980H-5(e)(2) for the 3 affordability safe harbors (<http://www.irs.gov/pub/newsroom/reg-138006-12.pdf>)

What does it mean to offer coverage that is affordable?



- Coverage is considered affordable if the full-time employee's share of self-only coverage costs no more than 9.5% of his/her annual household income.
- **Three Affordability safe harbors:**
 - **Form W-2 safe harbor:** If the cost to the employee of self-only coverage is not more than 9.5% of his/her wages as reported in Box 1 of the employee's Form W-2, the employer is deemed to have offered affordable coverage for purposes of the shared responsibility provision.

Example: Employee A is employed by Company Z (which is subject to employer shared responsibility). In 2015 Z offers minimum essential coverage to at least 95% of Z's full-time employees and their dependents, and offers A and his dependents minimum essential coverage that meets the minimum value standard. For 2015, A's contribution for self-only coverage is \$100/month or \$1,200/year, and A's Form W-2 wages from Z are \$24,000. Because A's contribution for 2015 does not exceed 9.5% of his W-2 wages from Z for 2015 (since \$1,200 is 5% of \$24,000), Z does not owe a shared responsibility payment with respect to A for 2015.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Meyer Township property request letter
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: In Dec. Admin. sent a letter to the Commissioners from Meyer township requesting the property, at no cost to the township, next to the clubhouse in Hermansville (former red brick building). Commissioners are to discuss this request. At the 1.7.14 CB meeting, consensus is to transfer ownership of the property to Meyer Township with a condition: if the property is ever sold, that any profits will be reimbursed back to Menominee County.	
RECOMMENDED MOTION Moved by _____ seconded by _____ to approve the deed transfer for the property located at W5488 First St. Hermansville, MI 49847, Property # 55-011-149-017-00 (Lot 21 Blk 9) and 55-011-149-017-50 (Lot 17-20 Blk 9) Plat of Hermansville, to Meyer Township. To request Dan Hass to draw up a Quit Claim deed for the transfer of the property from Menominee County to Meyer Township and to include a condition within the deed or in a written agreement "if said property is subsequently sold for an amount in excess of costs of improvements, the excess shall be returned to Menominee County."	

Submitted by: **Brian Bousley**

 01/24/2014
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):

MEYER TOWNSHIP

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

11-24-2013

Subject: Vacant Lots (Former Red Brick Building)

Dear Mr. Brian Bousley

At our November Meyer Township Board Meeting the Board discussed the vacant lots next to the Club House on First Street in Hermansville. We decided to ask the Menominee County Board of Commissioners for the vacant lots at no cost for use as additional parking.

It was also brought to our Boards attention that the Menominee County Library is housed in the Club House at no cost to the County for many- many years. If rent, heat and electric were added up over the years it would far exceed the value placed on the vacant lots.

The Club House also houses the Community Action Agency who holds a Health Fair, Distributes Food Commodities, and has meals and events for the seniors. Meetings and voting are held in the Meyer Township Office also located in the Club House. Each year in the spring the Gold Medal Tourment is held and brings in hundreds of players and spectators.

So as you can see by the daily actives and yearly events the additional parking would be a great asset and improve safety on First Street.

I thank you in advance for your consideration of this request.

Meyer Township Supervisor
Bob Gurgall

Robert Gurgall
Supervisor

Beth Bertolini
Clerk

Sheryl Lauscher
Treasurer

Mark Schoen
Trustee

Pat Dani
Trustee

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Disposal of Surplus Property ~ 2 Chevy Impala's (2006)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Brian has received a notice from the Sheriff Dept. that there are two vehicles that need to be disposed of. 2006 Chevy Impala – vin# 2G1WS551069285485 & 2006 Chevy Impala – vin# 2G1WS551669435325</p> <p>The vehicles have been offered to other departments. No one is interested. Administration needs approval from the board to dispose of the items.</p>	
RECOMMENDED MOTION	
<p>To declare two vehicles (2006 Chevy Impala – vin# 2G1WS551069285485 & 2006 Chevy Impala – vin# 2G1WS551669435325) as surplus items.</p>	

Submitted by: **Brian Bousley**

 01/24/2014
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):

Adopted: September 25, 2000
Amended: March 25, 2002
Amended: September 27, 2004
Amended: August 24, 2010

P2001-01 FOIA COORDINATOR

All FOIA requests will be received at the Office of the County Administrator. Any requests received by Department Heads will be immediately forwarded to the FOIA Coordinator for receipting and tracking. The request will be copied to all interested parties and the maintaining Official will provide the requested information. Only specific FOIA's will be reviewed by the County Attorney at the discretion of the FOIA Coordinator.

The information requested will be provided, or a reason for the denial of the request will be given to the person, through the Office of the County Administrator. The Administrator will be responsible for the flow of information within the time lines established by the Act, the information request is filed with the county.

Adopted: January 22, 2001
Amended: March 25, 2002
Amended: August 24, 2010

P2001-02 DISPOSAL OF SURPLUS PROPERTY

It will be the policy of the Chief Fiscal Officer to follow these steps in disposing of County surplus property.

1. County property to be disposed of must first be declared as surplus by the Department Head having custody of the property.
2. The County Administrator will make available to all County Departments the list of available surplus property, which may be assigned to any department having a governmental use for it.
3. Any surplus property not reassigned to other departments will be presented to the Board of Commissioners for a declaration of surplus. That property will then be disposed of in a public manner to be determined by the Board. (Exception: In the case of working dogs (K-9), upon decommission of the dog, the K-9 handler has first rights to the dog.)

Adopted: May 21, 2001
Amended: April 9, 2013

P2001-03 REPORT TO WORK

It will be the policy of all Employees (except Road Patrol Deputies) to report to their primary work site first before being dispatched to other work sites. Seasonal adjustments to this policy can be made by the Department Head With the approval of the county administrator.

Adopted: May 21, 2001

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	February and March County Board Meeting Places
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Stephenson Annex has the February County Board meetings penciled in for approval of the board. March County Board Meetings will be held at the Courthouse. Commissioners should vote on the Feb. and March meeting places until we have confirmation of the other locations.</p>	
RECOMMENDED MOTION	
<p>Moved by _____ seconded by _____ to approve the meeting place of the February 11 & 25, 2014 County Board Meetings be held at the County Annex in Stephenson.</p> <p>Moved by _____ seconded by _____ to approve the meeting place of the March 11 & 25, 2014 County Board Meetings be held at the County Courthouse in Courtroom B</p>	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**COUNTY BOARD OF COMMISSIONERS
COUNTY BOARD MEETINGS**

2014 SCHEDULE (Partial)

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 7, 2014	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 28, 2014	6:00 PM	COURTROOM B
<u>FEBRUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	February 11, 2014	6:00 PM	ANNEX, STEPH.
COUNTY BOARD	February 25, 2014	6:00 PM	ANNEX, STEPH.
<u>MARCH</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	March 11, 2014	6:00 PM	COURTROOM B
COUNTY BOARD	March 25, 2014	6:00 PM	COURTROOM B
<u>APRIL</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	April 8, 2014	6:00 PM	TBD
COUNTY BOARD - Equalization Session	April 8, 2014	after CB mtg	TBD
COUNTY BOARD	April 22, 2014	6:00 PM	TBD
<u>MAY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	May 13, 2014	6:00 PM	TBD
COUNTY BOARD	May 27, 2014	6:00 PM	TBD
<u>JUNE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	June 10, 2014	6:00 PM	TBD
COUNTY BOARD	June 24, 2014	6:00 PM	TBD
<u>JULY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	July 8, 2014	6:00 PM	TBD
COUNTY BOARD	July 22, 2014	6:00 PM	TBD
<u>AUGUST</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	August 12, 2014	6:00 PM	TBD
COUNTY BOARD	August 26, 2014	6:00 PM	TBD
<u>SEPTEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	September 9, 2014	6:00 PM	TBD
COUNTY BOARD	September 23, 2014	6:00 PM	TBD
<u>OCTOBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	October 14, 2014	6:00 PM	TBD
COUNTY BOARD	October 28, 2014	6:00 PM	TBD
<u>NOVEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	November 10, 2014	6:00 PM	TBD
COUNTY BOARD	November 25, 2014	6:00 PM	TBD
<u>DECEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	December 9, 2014	6:00 PM	TBD
COUNTY BOARD	December 23, 2014	6:00 PM	TBD

Letter & Booked

Letter

Harris Twp

Courthouse

Letter confirmed Dates w/ Kim Peterson

Cederville

Courthouse

Courthouse

Letter

Annex

Courthouse

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Misc. Boards/committees – Appointments
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Administration advertised for misc. board and committees that had members expiring on them. Applications for appointments were received, interested candidates are listed within. Applications were sent to the commissioners separately.</p>	
<p>To appoint citizens to these committees/boards</p>	

Submitted by: **Brian Bousley**

 01/24/2014
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):

NOTICE

Menominee County is seeking applications of appointment from persons wishing to serve on the following Boards/Committees.

Building Code Construction Board of Appeals	Two ~ 2-year terms (2/1/2014 – 1/31/2016)
---	---

Interested Candidates: *Jim Ranta* (expiring member)

Library Board	One ~ 5-year term (2/1/2014 - 1/31/2019)
---------------	--

Interested Candidates: *Kathleen McNeely* (expiring member)
Bill Hafeman

Fair Board	Three ~ 3-year terms (2/1/2014 - 1/31/2017)
------------	---

Interested Candidates: *Carol Quist* (expiring member)
Bill Hafeman
Scott E. Mentel

Corrections Advisory Board (Business Sector)	One ~ 1-year term (2/1/2014 - 1/31/2015)
--	--

Interested Candidates: *Dawn Wells* (expiring member)
Scott E. Mentel

Park and Recreation Committee	Three ~ 3-year terms (2/1/2014 - 1/31/17)
-------------------------------	---

Interested Candidates: *Ruby Ivens* (expiring member)
Robert Desjarlais (expiring member)
Glen Cody (expiring member)
Scott E. Mentel
Mark MacDonald
Michael Lyons
Bill Hafeman

Department of Human Services Board (DHS)	One ~ three-year term (2/1/2014 – 1/31/17)
--	--

Interested Candidates:

Community Action Agency (CAA) Gov. Brd.	One ~ resigning member term to expire 12/31/2015
---	---

Interested Candidates: *Susan Kleikamp*
Bill Hafeman

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Exception to the hiring freeze for Sheriff Dept. P.T. Corrections officers.
DEPARTMENT:	Administration/Board
ATTACHMENTS:	No
SUMMARY:	
<p>On Jan. 22 the board met in a special called meeting to discuss the Sheriff Department and the issue of understaffing . . . and whether or not he can hire P.T. corrections officers. Dan Hass is looking into the legalities of this.</p>	
RECOMMENDED MOTION	
<p>To approve an exception to the hiring freeze to allow the sheriff department to hire temporary part time employees in the corrections department within his budget with no retirement, health, vacation, sick, holiday, or compensatory time benefits available to the employees.</p>	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED

12/23/13

Menominee County Administrator

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

*Meals Maximum of \$40 per day.

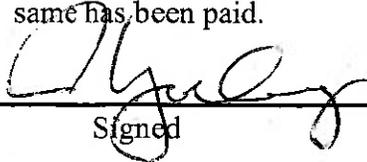
*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	.555 ^{.565} X .555 /mile	Total Cost	Account Number
12-4-13	Stephenson	44			101-101-860.03
12-10-13	Stephenson	44			101-101-860.03
12-17-13	Stephenson	44			101-101-860.03
12-23-13	Stephenson	44			101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage	176	
Total Mileage Fee					99.44

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



Signed

12-23-13

Date

Commissioner Meeting Fee Expense Form

RECEIVED

12/28/13

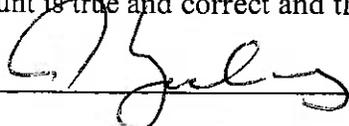
Menominee County Administrator

Name of Commissioner James Furlong

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

Date	Meeting Description & Duration	Meeting Expense
12-4-13	Personnel committee	50. ⁰⁰
12-10-13	County Board	50. ⁰⁰
12-17-13	Library Board	50. ⁰⁰
12-23-13	County Board	50. ⁰⁰
Total Per Diem		200. ⁰⁰

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

Commissioner Signature: 

Date: 12-23-13

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED

12/23/13

Menominee County Administrator

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

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

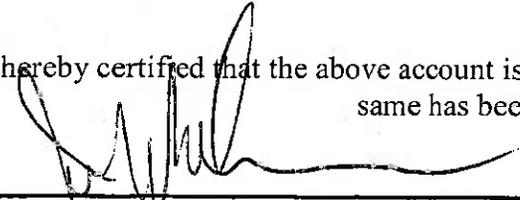
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

P. Box 141
Powers -

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
12/10/13	STEPHENS Annex	52	29.38	29.38	
12/16/13	KENOSHA Mental Health	74	"	41.81	101-101-860.11
12/19/13	MENOMINEE FDWRC	94	"	53.11	101-101-860.11
12/19/13	ESCANABA Mi. County	32	"	18.08	101-101-860.11
12/23/13	STORITON Co. Board	52	"	29.38	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
				171.76	
			Total Mileage		
				Total Mileage Fee	171.76

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



Signed
12/23/13

Date

* 12/19/13 Powers to Menominee, Menominee to ESCANABA, Returns to Powers

42
58 (2870 college Ave)
26
126

Commissioner Meeting Fee Expense Form

RECEIVED

12/23/13

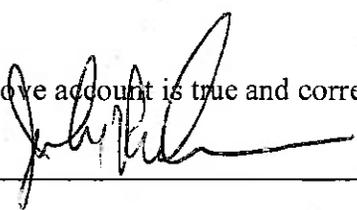
Menominee County Administrator

Name of Commissioner JOHN JOHNSON

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

Date	Meeting Description & Duration	Meeting Expense
DEC 10, 13	STEPHENSON Annex Co. Bd.	50. ⁰⁰
DEC 14, 13	MENTAL HEALTH Finance.	50. ⁰⁰
DEC 14, 13	Co. BOARD Finance, Mon.	50. ⁰⁰
DEC 19, 13	MICH WORKS, ESCORT	50. ⁰⁰
DEC 23, 13	STEPHENSON Annex, Co. Bd.	50. ⁰⁰
Total Per Diem		250.⁰⁰

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

Commissioner Signature: 

Date: 12/23/13

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on Dec. 19, 2013 in the amount of \$72,149.31	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on Dec. 19, 2013 in the amount of \$72,149.31	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

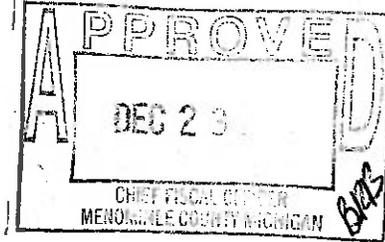
Special Revenue Funds

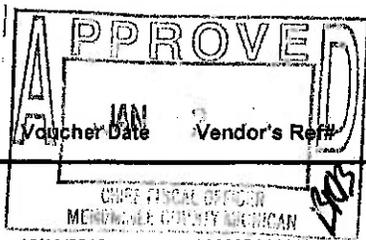
205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Cellcom Wisconsin RSA 04								
	33776	12/05/2013	047120	Cellular Services	101-132-850.00	20.95		\$91.79
	33776	12/05/2013	047120	Cellular Services	296-664-850.00	51.41		
	33776	12/05/2013	047120	Cellular Services	296-665-850.00	19.43		
Total Amount for Bank Account: General								\$91.79





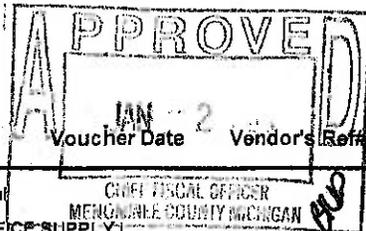
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL	33827	12/19/2013	908863444112	December 19 - January 18, 2014	101-103-850.00	528.82		\$981.76
	33828	12/19/2013	906863202312	December 19 - January 18, 2014	101-103-850.00	453.14		
AT&T Long Distance	33839	12/19/2013	854528091	Long Distance Telephone Services	101-103-850.00	1,471.48		\$1,471.48
BAYSHORE VETERINARY CLINIC	33823	12/20/2013	167027	K9 Care (Brix)	101-301-881.01	38.41		\$38.41
Big O's Lube and Service, Inc.	33819	12/16/2013	13128	Tire Disposal (x14)	205-315-934.02	49.00		\$49.00
BP	33809	12/05/2013	39877288	Gasoline Sales	101-301-742.00	529.81		\$529.81
Bradley, Mary	33791	12/31/2013	Per Diem	DHS Board	101-601-837.00	50.00		\$50.00
Burnham & Flower of Michigan	33841	12/06/2013	38094	13 - 14 Winter Tax Bond	101-253-830.00	1,400.00		\$1,400.00
Carquest Auto Parts	33808	12/20/2013	309868	Wiper Fluid (x12)	205-315-934.02	23.16		\$23.16
CITY OF MENOMINEE - 2511 10TH ST.	33787	11/30/2013	3819	Gasoline Sales - November 2013	101-172-860.00	10.09		\$2,803.58
	33787	11/30/2013	3619	Gasoline Sales - November 2013	101-265-742.00	56.53		
	33807	11/30/2014	3623	Gasoline Sales - Road Patrol	205-315-742.00	2,736.94		
City of Stephenson - P.O. Box 467	33782	12/19/2013	709	Annex - Utilities	101-261-920.01	17.50		\$220.40
	33782	12/19/2013	709	Annex - Utilities	101-261-920.02	30.00		
	33782	12/19/2013	709	Annex - Utilities	101-261-920.03	172.90		
DTE Energy	33783	12/23/2013	462245200011	Annex - Heating	101-261-920.04	179.77		\$179.77
Friends Ofc Prod Whse Direct	33784	12/19/2013	019760	Equalization - Office Supplies	101-257-727.00	138.97		\$138.97
Furlong, James	33837	12/23/2014	Reimbursement	Mileage - December 2013	101-101-860.03	99.44		\$99.44
GBS Inc.	33840	12/27/2013	13-17917	Marriage Binder #7	101-215-727.00	142.77		\$142.77
Good Source	33816	12/06/2013	S10321458	Inmate Groceries	101-301-770.00	923.49		\$923.49
Hanna, Brenda	33824	12/30/2013	Reimbursement	Mileage (October 1 - December 30)	101-253-860.00	30.51		\$30.51
Hi Tec Building Services	33834	12/30/2013	006555	December 2013 Cleaning Services	101-265-801.00	1,410.00		\$1,410.00
Jeff Naser	33789	12/31/2013	Per Diem	DHS Board	101-601-837.00	50.00		\$99.72
	33790	12/31/2013	Reimbursement	DHS Board Mileage	101-601-837.00	49.72		
Joel Hensley, RN	33802	12/26/2013	Blood Draw	B. B. (12/26)	101-267-801.01	100.00		\$1,465.00
	33806	12/31/2013	12/31/13	Nursing Services	101-301-770.01	1,365.00		



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Kaufman, Michael	33792	12/31/2013	Per Diem	DHS Board	101-601-837.00	50.00		\$50.00
Kielman, Marc	33798	12/23/2013	Reimbursement	Mileage	101-215-860.00	188.71		\$188.71
Lesperance, Diane	33825	01/02/2014	Reimbursement	Mileage (October - December 2013)	101-253-860.00	31.64		\$31.64
Lufts Advertiser	33832	12/23/2013	December 2013	Advertising	101-101-901.00	100.75		\$100.75
Manpower								
33785		12/29/2013	26543236	Week Ending 12/29/13 (Kelly Hofer)	101-268-704.00	378.00		\$1,126.13
33799		12/22/2014	26517843	Week Ending 12/22/13 (Kelly Hofer)	101-268-704.00	495.13		
33801		12/22/2014	26526726	Week Ending 12/22/13 (Regina Mlstarck)	215-141-705.00	189.00		
33826		12/29/2013	26548019	Week Ending 12/29/13 - Regina Mlstarck	215-141-705.00	63.00		
Marinette Farm & Garden								
33822		12/07/2013	265970	K9 Supplies (Avery)	101-301-881.01	57.97		\$57.97
Mastercard								
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	\$719.71
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	Paypal	101-265-934.00	29.95	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33803		12/12/2013	Credit Card	Labor Law Posters	101-103-755.00	193.62	x	
33803		12/12/2013	Credit Card	Staples Direct	101-253-727.00	208.16	x	
33803		12/12/2013	Credit Card	USPS	101-268-729.00	5.05	x	
33804		12/12/2013	Credit Card	Intellus	101-301-727.00	19.95		
33804		12/12/2013	Credit Card	Late Fee	101-301-755.00	20.00		
33804		12/12/2013	Credit Card	Kwik Trip	101-301-860.00	34.50		
33804		12/12/2013	Credit Card	Krist Oil	101-301-860.00	20.18		
33804		12/12/2013	Credit Card	Wendy's	101-301-860.00	18.62		
33804		12/12/2013	Credit Card	Shell Oil	205-315-742.00	19.89		
33804		12/12/2013	Credit Card	Shell Oil	205-315-742.00	29.75		
33804		12/12/2013	Credit Card	Shell Oil	205-315-742.00	23.00		
33804		12/12/2013	Credit Card	St. Ignace EZ Mart	205-315-742.00	34.56		
33804		12/12/2013	Credit Card	Winners Circle - Car Wash	205-315-880.00	6.00		
33804		12/12/2013	Credit Card	Parking EP	205-315-860.00	6.00		
Menards - Marinette								
33786		12/18/2013	41428	Credit Memo (Spring Mounting Clips)	101-265-755.00	-7.88		\$161.36
33796		12/18/2013	41398	10' 4x4 (x10)	208-751-930.04	119.70		
33797		12/18/2013	41431	Courthouse Security	101-103-970.10	49.54		
Michigan Municipal Risk								
33794		12/09/2013	M0001135	Second installment	101-103-831.00	23,041.25		\$28,291.25
33795		12/09/2013	R0001135	Second installment	101-103-831.00	5,250.00		

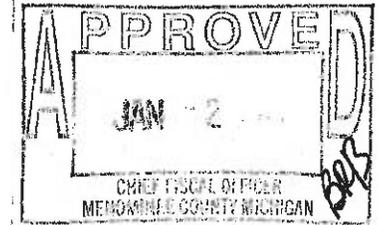


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
MILLERS ACTION OFFICE SUPPLY							
33818	12/16/2013	98376-001	Appointment Book	101-301-727.00	20.49		\$34.96
33842	01/02/2014	0098666-001	Prosecutors - Office Supplies	101-267-727.00	14.47		
MOORE MEDICAL CORP							
33817	11/26/2013	1	Inmate Medical Supplies	101-301-770.01	391.79		\$391.79
Nelson, John R.							
33836	12/25/2013	Reimbursement	Mileage - December 2013	101-101-860.11	171.76		\$171.76
Office Depot, Inc.							
33800	12/13/2013	688732023001	Duster - District Court	101-136-727.00	19.98		\$19.98
Pan-O-Gold Baking Co.							
33812	12/17/2013	40683335109	Inmate Groceries	101-301-770.00	36.05		\$88.55
33813	12/03/2013	4068333710	Inmate Groceries	101-301-770.00	26.25		
33814	12/10/2013	40683334412	Inmate Groceries	101-301-770.00	26.25		
Piche, Gerald L.							
33838	01/02/2014	Reimbursement	Mileage - December 2013	101-101-860.07	64.98		\$64.98
Quill Corporation							
33815	12/18/2013	8068027	Sheriff Department - Office Supplies	101-301-727.00	196.14		\$196.14
REGISTER OF DEEDS							
33788	12/20/2013	Copies	Remon Grant Yr 2013	243-246-801.07	6.00		\$6.00
Securus Technologies							
33820	11/30/2013	123416	Debit Calls	101-301-850.01	440.88		\$440.88
Standard Insurance Company							
33805	01/02/2014	January 2014	Life Insurance Premium	101-101-713.00	20.70		\$209.30
33805	01/02/2014	January 2014	Life Insurance Premium	101-132-713.00	6.32		
33805	01/02/2014	January 2014	Life Insurance Premium	101-136-713.00	11.50		
33805	01/02/2014	January 2014	Life Insurance Premium	101-141-713.00	9.20		
33805	01/02/2014	January 2014	Life Insurance Premium	101-148-713.00	0.58		
33805	01/02/2014	January 2014	Life Insurance Premium	101-215-713.00	11.50		
33805	01/02/2014	January 2014	Life Insurance Premium	101-172-713.00	4.60		
33805	01/02/2014	January 2014	Life Insurance Premium	101-261-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	101-267-713.00	9.20		
33805	01/02/2014	January 2014	Life Insurance Premium	101-268-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	101-253-713.00	6.90		
33805	01/02/2014	January 2014	Life Insurance Premium	101-257-713.00	4.60		
33805	01/02/2014	January 2014	Life Insurance Premium	101-265-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	101-301-713.00	48.30		
33805	01/02/2014	January 2014	Life Insurance Premium	101-682-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	101-103-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	271-790-713.00	9.20		
33805	01/02/2014	January 2014	Life Insurance Premium	296-663-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	296-664-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	296-665-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	208-751-713.00	4.60		
33805	01/02/2014	January 2014	Life Insurance Premium	205-316-713.00	2.30		
33805	01/02/2014	January 2014	Life Insurance Premium	205-315-713.00	23.00		
33805	01/02/2014	January 2014	Life Insurance Premium	266-325-713.00	16.10		
33805	01/02/2014	January 2014	Life Insurance Premium	266-326-713.00	2.30		
STEPHENSON MARKETING COOPERATI							
33810	11/30/2013	4200-453336	Gasoline Sales	205-315-742.00	2,307.18		\$2,307.18

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Time Warner Cable	33833	12/18/2013	10404 700185701 000	December 25 - January 24, 2014	101-103-851.01	329.95		\$329.95
TWIN CITY ELECTRIC, Inc.	33835	12/30/2013	78770	Telephone Problems	101-103-850.00	1,633.96		\$1,633.96
U.E.S. COMPUTERS, INC.	33831	12/21/2013	66601	Fiber Install	101-103-970.00	561.00		\$561.00
U.S. Bank Equipment Finance	33793	12/16/2013	243198696	Bizhub 423 Copier	101-172-842.00	133.07		\$191.80
	33811	12/14/2013	243169811	Konica C20 Copier - Sheriff Department	101-301-755.00	58.73		
Upper Peninsula Assc. of	33821	12/10/2013	55620	Inmate Medical Exam	101-301-770.01	196.00		\$196.00
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	33829	12/26/2013	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.22		\$106.87
	33830	12/26/2013	1260635531-00000	Bailey House	208-751-920.01	31.69		
	33830	12/26/2013	1260635531-00000	Kleinke Park Street Lighting	208-751-920.01	29.24		
	33830	12/26/2013	1260635531-00000	Bailey Park Street Lighting	208-751-920.01	12.72		
Total Amount for Bank Account: General								\$49,735.87



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL	33843	12/19/2013	906863661412	December 19 - January 18, 2014	266-325-850.00	257.78		\$257.78
Total Amount for Bank Account: General								\$257.78

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 1.7.2014 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 1.7.2014 County Board meeting	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

November 25, 2013 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	*X			Martin, Ann	X		
DeDie, William			X	Negro, Mari	X		
Dehn, Janet	*X(4:08 pm)			Nelson, John	X (4:20 pm)		
Erickson, Peggy		X		Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

*(Video Television Conference (vtc) from the Northpointe Iron River & Menominee offices)

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

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

Karen Raether stated there has been a slight change in the Open Meetings Act (OMA). At this point in time when individuals vtc meetings from the Iron River and Menominee County offices it is okay to mute the microphone but there cannot be any side talking during the meeting with other individuals. Ms. Raether further stated that this issue will be looked further into for clarification.

PUBLIC COMMENTS – No public comments

APPROVAL OF THE CONSENT AGENDA:

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

- a. Approval of the Minutes-October 24, 2013 regular monthly Board meeting
- b. Finance Committee Meeting Report-November 18, 2013
- c. Planning Committee Meeting Report-November 18, 2013

ACTION: The consent agenda was approved as presented.

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

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

The were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: A. Martin; supported by M. Negro. **Motion carried unanimously**

J. Dehn present at 4:08 p.m.

J. Nelson present at 4:20 p.m.

PRESENTATION: NorthCare - Mr. William Slavin and Leslie Luke

Karen Raether introduced William Slavin, NorthCare CEO, and Leslie Luke, NorthCare CFO. Mr. Slavin and Ms. Luke presented a power point presentation on the NorthCare Network: their mission, an overview of their responsibilities, the NorthCare organizational chart, and data on total expenses/costs from the U.P. regional Community Mental Health (CMH) Boards on individuals served. Questions were addressed by Mr. Slavin and Ms. Luke.

CEO REPORT

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

State/Federal Activity:

- A proposal from the Board Association was in Board packets regarding the mild to moderate benefit for everyone who has Medicaid. The Board Association is recommending that the CMH system provide the mild to moderate benefit for anyone on Medicaid who is now currently being served through the health plan. This proposal is now in the hands of the Department of Community Health (DCH) and under advisement/consideration by them.

Regional Activity:

- It was discussed at a recent NorthCare Advisory meeting the OMA and whether or not a vote can be done by telephone. Ms. Thekan has received updated OMA information, is currently reviewing it, and will have this as an agenda item at the December Planning Committee meeting to update Board Policies in regards to OMA. A copy of the updated OMA information will be provided to Board members for their information. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan

Local Activity:

- A tour of the new Northpointe office space at TRICO is scheduled before the December 19, 2013 Board meeting at 3:15 p.m. All Board members are encouraged to participate in this tour and further information will be sent out in the December Board packets regarding it.

P. Connors excused at 5:18 p.m.

- Ms. Thekan will be participating in a Menominee School Justice Partnership meeting on November 26, 2013 that is being facilitated by the Department of Human Services.

RESOLUTION - SALE OF LANE STREET HOME

Karen Thekan stated that this resolution was discussed at the November Finance Committee meeting. The title company that is involved in the selling of the Lane Street Home was sent the October 24, 2013 Board meeting minutes, where the Board approved the sale of the Lane Street Home. The title company has now requested that there be a resolution to complete the sale of the home. Karen Raether read the following resolution:

"The Northpointe Behavioral Healthcare Systems Board of Directors hereby certify that with full knowledge of this Authority we approve this Resolution. Be it Resolved, that Bill Adrian, Chief Financial Officer, and/or Karen Thekan, CEO, are authorized and empowered in the name and on behalf of this Authority to execute any documents necessary for the sale of 340 Lane Avenue, Kingsford, MI 49802 until such time as the sale is final. In witness whereof, I have hereto set my hand

Name _____ Position _____
This _____ day of _____, 20 ____."

ACTION: A motion was made by J. Nelson, supported by A. Martin to approve the above resolution as read.

DISCUSSION: Mari Negro stated that she would like to suggest in the title for the above resolution to include that it is for the Lane Street Home with today's date.

ACTION: J. Nelson rescinded his motion, A. Martin rescinded her support.

ACTION: A motion was made by J. Nelson, supported by A. Martin to approve the above resolution as read with the addition of Lane Street Home with today's date being added to the resolution title.

ROLL CALL VOTE:

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

Motion carried unanimously.

LLOYD HOUSE GRANT

Karen Thekan stated that Lloyd House Grant was also discussed at the November Finance Committee meeting. Northpointe is being given \$25,000,000, through the National Equity Fund, which is a grant for the Lloyd House in Menominee. The new Northpointe clubhouse program will be located in the Lloyd House. Ms. Thekan stated that

that Board needs to approve that Northpointe can accept the grant money which will be used for furnishings, computers, etc. for the clubhouse program. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by J. Nelson, supported by M. Zevitz to approve that the \$25,000.00 grant from the National Equity Fund be accepted by Northpointe. **Motion carried unanimously.**

NEW BUSINESS

- **Occupational Therapist Pay Scale**

Karen Thekan stated that Northpointe has been trying to recruit an Occupational Therapist (OT) since 2009 with no success. There are currently three contracts for OT services that cost Northpointe \$166,000.00 for the last year. Terri Wendt was contacted by an OT, that currently works elsewhere, expressing their interest in the Northpointe OT position. Ms. Thekan stated that this individual has been interviewed, Northpointe would like to offer her the OT position, but Northpointe's current OT pay range is not competitive. The current pay scale range is from \$43,000.00 to \$58,000.00. Ms. Thekan stated that it is being proposed for the Board to take action to change the OT pay scale range to \$49,942.00 to \$64,942.00. Ms. Thekan further stated that if this individual accepts the OT position the three contracts for OT services will be transitioned out.

ACTION: A motion was made by J. Nelson, supported by M. Zevitz to approve the pay scale range for the OT from \$49,942.00 to \$64,942.00.

ROLL CALL VOTE:

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

Motion carried unanimously.

UNFINISHED BUSINESS – No unfinished business

NORTHCARE REPORT

Karen Raether stated at the last NorthCare Advisory meeting items discussed were quality assessment/ improvement plan, the coordinating agency, Board travel/per diems, OMA, and the meetings which are scheduled for the 2nd Wednesday of each month from 12:00-2:00 (EST).

CHAIRPERSONS REPORT - K. Raether

- The Great Lakes Executive Committee and the NorthCare Advisory Council recently met.
- The December Northpointe committee meetings are scheduled on December 16 with the Board meeting then scheduled for December 19. As there is not a lot of time between the committee meetings and Board meeting the committee meeting minutes will be sent out via e-mail to Board members to review before the Board meeting. A post office mailing will also be done but Board members should be aware to check their e-mail for the minutes as the post office mail may not get to them in time for the Board meeting. Ms. Raether asked if Board members were interested in having a holiday get-together after the December Board meeting. Discussion ensued and consensus of Board members is to have a holiday get-together after the meeting.
- Ms. Raether will be participating in a teleconference call on December 6 with the State Pre-paid Inpatient Health Plan (PIHP) Board chairs.
- Ms. Raether will be attending a PIHP meeting in Lansing with Mr. Slavin and Ms. Thekan on December 11.

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Ann Martin stated that Commissioner Stevens has requested that when something is put out for bids that all the bids amounts appear in the minutes.
- Joan Luhtanen stated that she is thankful for the Northpointe staff as they always help her put things into prospective.

PUBLIC COMMENTS

- Lisa Dionne stated that she will take the Board picture for the Northpointe annual report calendar at the December Board meeting.

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:44 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, December 19, 2013** in Kingsford, Michigan at **4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

REMONUMENTATION COMMITTEE

December 27, 2012

County Administrator's Office

3:30 PM

Present: Commissioner Mark Jasper, Darrell Moilanen, Roger Freis, Paul Anderson, Marc Kleiman, Bill Lenca

Others: Jeff Lenca, Brian Bousley

Absent: Dan Hass, Lillian Schultz, Tom Lesperance, Peggy Schroud, Cindy Payne

∅ ∅ ∅ ∅ ∅ ∅

Approval of Agenda - Moved by Roger Freis, seconded by Darrell Moilanen to approve the agenda. Motion carried unanimously.

Approval of Previous Minutes - Moved by Marc Kleiman, seconded by Paul Anderson to approve minutes from December 1, 2011. Motion carried unanimously.

Public Comment - none

2012 Work Progress Report: Bill Lenca handed out progress for the 2012 grant year. In 2012 we worked in Harris Twp. and Spaulding Twp. (39/26 & 39/27) with a total of 132 corners this year. We're complete. We found a lot of original monuments in the area. It makes it easier to find corners when you have a starting point.

2013 Grant Application: Everyone received the grant application with their agendas. This year our state funding is \$58,113. We're planning on doing 72 corners this year. The grant has already been submitted and they have already received the grant application.

2013 Work Areas: This year we'll work on sections continuing on from this past year; T39N - R26W & R27W. There'll be a lot of company properties there. We usually have real good luck with the property owners. Not a lot of complaints.

Com. Jasper told Bill Lenca that the County Board approved his request for an increase in pay (\$80.00/hr. for a two man crew).

Any Other Items: None

Public Comment: None

Adjournment: Moved by Marc Kleiman, seconded by Paul Anderson to adjourn the meeting at 3:45 PM. Motion carried unanimously.

Minutes approved: 12/17/2013
Sherry DuPont, Admin. Asst.

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

BOARD MEMBERS

MICHAEL KAUFMAN, CHAIR
MARY BRADLEY
JEFF NASER

DIRECTOR

RUSSELL K. SEXTON

Date: November 26, 2013

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

Present: Mike Kaufman, Board Chair; Jeff Naser, Board Member and Russell Sexton, Board Secretary.

Excused Absence: Mary Bradley, Board Member.

Others Present: Sherry Salo, Menominee County DHS.

APPROVAL OF AGENDA:

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

APPROVAL OF OCTOBER 29, 2013 MINUTES:

Minutes of the October 29, 2013 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.

FINANCIAL REPORT:

The Board received its FY 2014 allocation from the Menominee County Board of Commissioners. Allocation is \$7,350.00. The Board Fund balance will be changed to reflect the new amount.

The financial report for October 2013 was reviewed. There was \$149.72 in expenditures for DHS Board Meeting attendance and \$150.00 in expenditures for MCSSA District One dues; leaving a balance of \$7,050.28.

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

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

DIRECTOR'S REPORT:

Staffing Information: Mr. Sexton reviewed the current staffing situation with the Board and provided board members with an organizational chart as well as a current phone list separated by unit and supervisors.

Statewide Director's Meeting Information: No new information provided.

Collaborative Issues: No new information provided.

Business Plan Update: Mr. Sexton reviewed the current performance of Menominee County DHS with the board.

Miscellaneous: None

Board Member Input/Suggestions: A variety of suggestions were provided by the Board members, which Mr. Sexton appreciated.

A motion to accept the Director's Report was made by Mr. Naser, with support from Mr. Kaufman. Motion carried.

UNIT REPORT: Sherry Salo, General Services Program Manager, provided the board with a comprehensive report on all of the Adult Services programs. The board members had a variety of questions, which we answered by Ms. Salo and Mr. Sexton.

A motion to accept the unit report was made by Mr. Kaufman, with support from Mr. Naser. Motion carried.

BOARD BUSINESS:

1. **Approval of Vouchers:**
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.
2. **MCSSA:** The next meeting is on January 15, 2014 at a location to be determined.

NEW BUSINESS: No new business was presented.

PUBLIC COMMENT: None.

NEXT MEETING: December 17, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Kaufman and supported by Mr. Naser. Meeting adjourned at 9:38 a.m.



Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

Pc: DHS Board Members
Menominee County BOC
Menominee County DHS Office File

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	County Board meeting schedule for 2014
DEPARTMENT:	Administration - Commissioner Schei
ATTACHMENTS:	Yes
SUMMARY:	
<p>Administration has sent letters to specific townships (those that have enough space for 9 commissioners and those with wireless internet connections) and to the Annex requesting permission to have county board meetings at their facilities in 2014. We have booked the Annex for Feb. and Cedarville Twp. For June. Admin is still waiting for responses from other entities.</p> <p>Com. Schei would like to re-address where we have the meetings.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/24/2014
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):

**COUNTY BOARD OF COMMISSIONERS
COUNTY BOARD MEETINGS**

2014 SCHEDULE (Partial)

<u>JANUARY</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD		January 7, 2014	5:30/6:00 PM	COURTROOM B
COUNTY BOARD		January 28, 2014	6:00 PM	COURTROOM B
<u>FEBRUARY</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	<i>Letter & Booked</i>	February 11, 2014	6:00 PM	ANNEX, STEPH.
COUNTY BOARD		February 25, 2014	6:00 PM	ANNEX, STEPH.
<u>MARCH</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		March 11, 2014	6:00 PM	COURTROOM B
COUNTY BOARD		March 25, 2014	6:00 PM	COURTROOM B
<u>APRIL</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	<i>Letter Equalization Session</i>	April 8, 2014	6:00 PM	TBD
COUNTY BOARD		April 8, 2014	after CB mtg	TBD
COUNTY BOARD		April 22, 2014	6:00 PM	TBD <i>Harris Twp</i>
<u>MAY</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		May 13, 2014	6:00 PM	TBD
COUNTY BOARD		May 27, 2014	6:00 PM	TBD <i>Courthouse</i>
<u>JUNE</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	<i>Letter confirmed Dates w/ Jim Peterson</i>	June 10, 2014	6:00 PM	TBD
COUNTY BOARD		June 24, 2014	6:00 PM	TBD <i>Cedarville</i>
<u>JULY</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		July 8, 2014	6:00 PM	TBD
COUNTY BOARD		July 22, 2014	6:00 PM	TBD <i>Courthouse</i>
<u>AUGUST</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		August 12, 2014	6:00 PM	TBD
COUNTY BOARD		August 26, 2014	6:00 PM	TBD
<u>SEPTEMBER</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		September 9, 2014	6:00 PM	TBD
COUNTY BOARD		September 23, 2014	6:00 PM	TBD <i>Courthouse</i>
<u>OCTOBER</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	<i>Letter</i>	October 14, 2014	6:00 PM	TBD
COUNTY BOARD		October 28, 2014	6:00 PM	TBD <i>Annex</i>
<u>NOVEMBER</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		November 10, 2014	6:00 PM	TBD
COUNTY BOARD		November 25, 2014	6:00 PM	TBD <i>Courthouse</i>
<u>DECEMBER</u>		<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD		December 9, 2014	6:00 PM	TBD
COUNTY BOARD		December 23, 2014	6:00 PM	TBD

Sherry DuPont

From: Kandace Curran
Sent: Friday, January 10, 2014 8:11 AM
To: Sherry DuPont
Subject: RE: February County Board Meetings

I have those dates penciled in for the County Board meetings.

Kandace R. Curran

Kandace R. Curran
Menominee County
Office Manager/Building Code Assistant
S904 US HWY 41
Stephenson, MI 49887
Ph: 906.753.2209
Fax: 906.753.2200

From: Sherry DuPont
Sent: Thursday, January 09, 2014 3:04 PM
To: Kandace Curran
Cc: Brian Bousley
Subject: February County Board Meetings

Good Afternoon Kandace,

If the conference room is available on February 11 & 25, 2014 can you please sign up the CB meetings to be held there at 6:00 pm??

Thank you!

Sherry DuPont
Administrative Assistant
Menominee County
839 10th Ave.
Menominee, MI 49858
906-863-7779
Fax: 906-863-8839
Visit us on the web: www.menomineecounty.com

*"Life isn't about waiting for the storm to pass,
It's about learning to dance in the rain."*

Sherry DuPont

From: Lin Peterson <insideoutsideadventures@gmail.com>
Sent: Friday, January 17, 2014 2:08 PM
To: Sherry DuPont
Subject: Cedarville twp

Our hall is reserved for your use on dates requested...June 10 and 24.
Let me know if you need it opened prior to 5:30.
Thanks.
Lin Peterson

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Twin County Airport request
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Twin County Airport Commission is requesting the County Board to rescind the "Menominee-Marquette Twin County Airport Use Ordinance" dated September 9, 1974. This document is now considered obsolete due to their recent adoption of the document titled "Minimum Standards for Commercial Operators" dated 12.17.2013.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/24/2014
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):



Twin County Airport

2801 N. 22nd Street • Menominee, MI 49858
906-863-8408 Fax: 906-863-7392
twincounty@czwireless.net

RECEIVED
1/13/14
Menominee County Administrator

January 7, 2014

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

Dear Brian;

The Twin County Airport Commission has recently approved and adopted a document titled "Minimum Standards for Commercial Operators". The document will be used to regulate all aspects of commercial operations that take place at the airport.

As a result of this action, a county ordinance that is currently on file entitled, "An Ordinance Providing Regulations to the Use of Menominee County Airport", dated September 9, 1974, has become obsolete. Further, the regulations set forth in the ordinance that deals with rules for private hangar owners have been embodied in our current lease agreement with those owners/tenants.

Therefore, it is the request of the Twin County Airport Commission that the Menominee County Board rescind the subject ordinance since it now conflicts with our current operating standards.

Please feel free to contact me with any questions you may have regarding this request.

Sincerely,

Jason Lauzer, Chairperson
Twin County Airport Commission

MENOMINEE-MARINETTE TWIN COUNTY AIRPORT USE ORDINANCE

AN ORDINANCE PROVIDING REGULATIONS PERTAINING TO THE USE OF MENOMINEE-MARINETTE TWIN COUNTY AIRPORT, INCLUDING: TEMPORARY AIRPORT CLOSING; PROCEDURES FOR OPERATING AIRCRAFT; DESIGNATING AIRPORT TIE-DOWN AREAS; REGULATION OF FLYING CLUBS; DISPENSING OF AVIATION FUEL; FIRE REGULATIONS PRIVATE HANGERS; RENDERING OF COMMERCIAL SERVICE; AND PROVIDING PENALTIES FOR THE VIOLATION OF ORDINANCE REQUIREMENTS.

Whereas, Menominee County, by virtue of Act 327 of Public Acts of 1945 as amended is empowered to enact ordinances for the management, government and use of Menominee-Marquette Twin County Airport and whereas the Board of County Commissioners for the County of Menominee has determined that it is necessary that it adopt an ordinance providing legal regulations pertaining to the use of Menominee-Marquette Twin County Airport so as to provide for the health, welfare and safety of all persons using said airport and for the protection of the facilities and personal property located thereon;

NOW, therefore, the Board of County Commissioners for the County of Menominee ordains:

DEFINITIONS

Section 1. AIRCRAFT. Any contrivance now known, or hereafter invented, used, or designated for navigation of or flight in the air.

Section 2. AIRPORT. The Menominee-Marquette Twin County Airport, including all the lands within its boundaries and all the physical facilities located thereon.

Section 3. TWIN COUNTY AIRPORT COMMISSION. The Commission appointed by the Board of County Commissioners for the County of Menominee and the Board of Supervisors for the County of Marquette.

Section 4. AIRPORT MANAGER. The Menominee-Marquette Twin County Airport Manager, and his or her designated assistant when acting in his or her absence.

Section 5. CERTIFICATED AIRCRAFT. Aircraft certified and/or licensed and/or registered by the State of Michigan or the federal government when so required by the laws of either government or the rules and/or regulations of aeronautic agency or agencies of either government.

Section 6. CERTIFICATED PERSON. A person certified and/or licensed and/or registered by the State of Michigan or the federal government with respect to services performed when so required by the laws of either government or the rules and/or regulations of the aeronautic agency or agencies of either government.

Section 7. COMMERCIAL AIR CARRIER. Any governmentally approved scheduled air carrier engaged in the carrying of passengers and/or freight the services of which constitute an act of interstate or foreign commerce, or in the part of such commerce which is interstate in character, and the personnel of such aircraft.

Section 8. COUNTY BOARD. The Board of Commissioners for the County of Menominee.

Section 9. FIXED BASED OPERATION. The conduct of any activity involving the services of a Fixed Based Operator.

Section 10. FIXED BASE OPERATOR. Any person who provides one or more of the following services:

- (a) Sale of new and used aircraft.
- (b) Sale and/or installation and/or maintenance of parts, equipment and other accessories for aircraft, including sale, and/or installation, and/or maintenance of aviation associated electronic equipment.
- (c) Maintenance, and/or inspection of aircraft and aircraft engines.
- (d) Air ambulance service, and/or air taxi service, and/or air freight service.
- (e) Air crop spraying or pest control service.
- (f) Aviation instruction service.
- (g) Any other type of aviation and ground services.

Section 11. FLYING CLUB. Any group of persons owning, leasing or operating one or more aircraft, not for profit or reward, and using such aircraft for the purpose of giving flight instruction to its members.

Section 12. FUEL. Any or all gasoline, distillates, benzine, naphtha, benzol, and other volatile and flammable liquids produced or which may hereafter be invented, produced, compounded and used for propelling aircraft.

Section 13. PERSONS. Any individual, firm, partnership, corporation, company, association, joint stock association, or body politic; and includes any trustee, receiver, assignee, or similar representative thereof.

Section 14. TENANT. The owner or lessee of a hangar or other physical facility located on the airport.

Section 15. OTHER DEFINITIONS. If any terms used in this ordinance are not defined but are defined by any law of the State of Michigan, such statutory definition shall apply, and if there be none, then their commonly accepted aeronautical definition shall apply.

CLOSING AIRPORT

Section 16. The Airport Manager or his or her representative shall have the authority to close one or more runways to aircraft flights, when, in his or her opinion, the condition of the landing area is such as to make flying operations unsafe. Upon closing any one or more such facility the Airport Manager, or his or her representative, shall promptly notify the Flight Service Station at Green Bay, Wisconsin.

Section 17. Aircraft engines shall not be started unless a pilot or a competent mechanic remains at the controls.

Section 18. Aircraft engines shall not be started when the air stream may show loose debris at buildings, parking areas, or spectators.

Section 19. When starting engines, if the aircraft is not equipped with adequate brakes, blocks and ropes or other suitable device shall be placed in the front of the wheels. Such blocks or devices shall be removed from the path of other aircraft after using.

Section 20. Aircraft shall be taxied at a moderate rate of speed and with caution. Extra caution shall be taken while in the vicinity of other aircraft.

Section 21. Parked aircraft shall be appropriately secured by proper tie-down or chocks. The aircraft owner and/or pilot shall be responsible for tying down and chocking his own aircraft.

AIRCRAFT PARKING AND TIE-DOWN AREAS

Section 22. Neither of the Counties of Menominee or Marinette nor the Twin County Airport Commission shall be responsible for any damage or theft to any aircraft parked or tied down at the airport.

Section 23. Transient aircraft using the terminal parking aprons shall park in areas designated by signs or the control tower.

Section 24. The terminal gate areas shall only be used for aircraft loading and unloading, not to exceed a period of twenty (20) minutes.

Section 25. All based aircraft shall use the tie-down area on the South end of the airport unless otherwise authorized by the Airport Manager.

Section 26. No aircraft not certified shall be stored on any tie-down area or parking ramp.

FLYING CLUBS

Section 27. The President of flying clubs shall register with the Airport Manager's office and shall secure a copy of this ordinance and shall familiarize all members with same, and must operate according to the Michigan Aeronautics Commission Flying Club Rules and Regulations.

Section 28. Aircraft owned and/or operated by flying clubs shall be registered with the Airport Manager's office and shall be certified.

Section 29. All instructors, both ground and flight, acting as such, belonging to a flying club shall be properly certificated and shall register with the Airport Manager's office.

AVIATION FUEL REGULATIONS

Section 30. Only fixed base operators whose basic lease provides the right to dispense aviation fuel to the general public shall be permitted to dispense fuel at the airport and they shall:

- (a) Secure written approval from the Twin County Airport Commission to the installation of storage and fixed dispensing units.
- (b) Submit to the Airport Manager a letter which shall specify hours and types of services, types of fuels offered, lubricants, associated products, fees and charges.
- (c) Establish and file with the Airport Manager a schedule of retail prices of all grades of aviation fuel, which prices shall be comparable to fuel prices charged at other airports in the State of Michigan.
- (d) Utilize only fuel storage and dispensing facilities which meet all safety requirements of appropriate Local, State and Federal authorities.
- (e) Furnish evidence of sufficient insurance coverage for public liability, property damage and products liability. This insurance shall be carried with an insurance company licensed to do business in the State of Michigan and such company shall furnish the Michigan Department of Aeronautics with a certificate indicating the coverage and expiration date of any policy.
- (f) Not operate aviation fuel tenders on taxi-ways or runways.
- (g) The Airport Manager, as a condition of approving fuel dispensing services under this section, may require an applicant to provide such service during certain hours, either on an "attendant on duty" or "on call" basis. "On call" service shall be provided within an hour at a rate not to exceed \$10.00 per call unless the Airport Manager approves a different rate. If a fixed base operator does not desire to provide service on a 24 hour basis, and there be more than one such operator, the Airport Manager may pro-rate on a weekly basis the hours of duty service to be provided by each so as to provide total duty service for 24 hours. Provided that this section shall not prohibit a fixed base operator authorized hereunder to offer fuel service at any time.
- (h) Fixed base operators shall be required to pay a flowage fee for each gallon of fuel delivered to the premises as may be established by the Twin County Airport Commission and shall submit monthly supporting invoices and payment to the Airport Commission.

- (i) No fixed based operator shall reduce the hours of specified fuel service or increase charges or fees without approval of the Airport Manager, who shall have the right to reject any change of hours, or increase of charges or fees if such increase be more than similar comparable charges being made at other airports in the State of Michigan.
- (j) The Airport Manager shall prepare appropriate notices detailing the type and hours of services offered by each operator and designating the 24 hour service responsibilities. Such notices shall be posted by each operator in a conspicuous manner in their place of business and further shall be posted by the Airport Manager in the manager's office.
- (k) Any violation of these provisions shall constitute grounds for revocation of fuel sales privileges in addition to the penalties hereinafter provided.

FIRE REGULATIONS

Section 31. All persons using the airport area or facilities of the airport shall exercise the utmost care to guard against fire or injury to persons or property and shall comply with "No Smoking", "Fire Lane", and other signs.

Section 32. No aircraft shall be fueled or drained while the engine is running or while in a hangar or other enclosed space.

Section 33. The cleaning of engine parts or other parts of the aircraft shall preferably be with non-flammable liquids. If volatile flammable liquids are employed for this purpose, cleaning operations shall be carried on in the open air.

Section 34. Aircraft maintenance in hangars shall be limited to inspection and replacement of parts and repairs incident thereto, provided such repairs do not involve appliances using open flames or highly heated parts other than an electric soldering iron. The use of open flame or highly heated parts shall not be allowed in hangars until all other aircraft and flammable materials have been removed.

Section 35. Hangar tenants shall provide suitable metal receptacles with air-tight covers for the storage of oily waste, rags, and other rubbish. The contents of these receptacles shall be removed at reasonable intervals.

Section 36. Empty oil, paint, and varnish cans, bottles, or other containers shall be immediately removed from the hangars and not be allowed to remain on floors or wall surfaces.

Section 37. No rubbish, paper, or debris of any kind shall be permitted to be stored in or about the hangars, or other structures.

Section 38. Gasoline, kerosene, ethyl, ether, or other flammable liquids including those used in connection with the process of doping shall not be stored in hangars. Such liquids shall only be stored in structures which comply with the regulations of the National Board

of the Fire Underwriters. Copies of these regulations are available from the State Fire Marshall, C/O Michigan State Police Post, East Lansing, Michigan. Use of flammable liquids shall also comply with Local and State Fire Regulations.

Section 39. Persons maintaing and repairing aircraft outside of hangars shall do so in a manner so as not to endanger structures or other parked hangars and shall promptly dispose of and keep the premises free of flammable items as described in Sections 36. through 38. thereof.

PRIVATE HANGARS

Section 40. No private hangars shall be constructed on airport lands excepting as may be leased by the Twin County Airport Commission for such purpose and the lessee shall comply with all the terms of said leases.

Section 41. Type and construction of hangars shall be subject to approval of the Twin County Airport Commission.

Section 42. All future leases shall require that rentals include rental of hangar space, adequate parking space for the lessee and the employees or guests of lessee, ramp space in front of or adjacent to hangar of not less than 15,000 feet, and providing sufficient liability insurance to protect the Twin County Airport Commission and other airport users in event of property damage or personal injuries.

Section 43. Unless existing leases otherwise provide, upon this ordinance become effective rentals will be charged for parking and ramp space as well as building space.

Section 44. It shall be the responsibility of the lessor to provide, at their expense, paved taxi-ways from ramps to runways. Utility hook-ups from the closest source will be the responsibility of the lessee.

Section 45. No private hangars shall be used for commercial activities of any nature.

COMMERCIAL SERVICES

Section 46. No commercial air carrier shall carry on any activities on the airport excepting those for which it has been certified.

Section 47. No other person shall, without the written consent of the Twin County Airport Commission, use the lands or facilities of the airport for the purpose of fixed base operations.

Section 48. As a condition of approval by the Twin County Airport Commission for the providing of any of the services provided by fixed based operators an applicant shall be required to comply with the following minimum requirements:

- (a) Provide a hangar type structure no less than 100 x 100 feet and an adjoining office of at least 40 x 24 feet, to be constructed on airport land leased from the Twin County Airport Commission. Provided that if only a single phase of fixed based operations is to be provided, such fixed based operator shall provide a hanger of size no less than 40 x 60 feet with suitable adjoining office space.
- (b) Provide proof of sufficient financial and technical ability which in the opinion of the Twin County Airport Commission will be adequate to permit acquisition, construction, and operation of the required facility.
- (c) Qualified, and where required, certificated personnel for the type of services offered shall be available during regular hours of operation.

PENALTY PROVISIONS

Section 49. If any provision or clause of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

Section 50. Violation of this ordinance shall constitute a misdemeanor punishable by a fine not exceeding One Hundred Dollars (\$100.00) and imprisonment in the county jail for not exceeding ninety (90) days. Each day a violation continues after notice shall constitute a separate offense.

Section 51. A violation of this ordinance shall also be deemed to be good and sufficient cause for the Airport Manager to deny use of the airport to the offending person. Provided, that any person denied use of the airport hereunder shall be given written notice of the reasons for any such denial and shall have ten (10) days from date of serving or mailing such notice to appeal to the Twin County Airport Commission. Said appeal shall be made in writing and shall be heard by the Commission within ten (10) days after receipt thereof. Upon hearing an appeal, the Commission may affirm, reverse, or modify the decision of the Airport Manager.

EFFECTIVE DATE

Section 52. This ordinance shall take effect sixty (60) days after the date hereof. The County Clerk shall cause a copy of this ordinance to be published at least once in a newspaper of general circulation in the county prior to said effective date and shall furnish the Airport Manager with sufficient copies, hereof, which copies shall be available to all persons affected by this ordinance. One copy shall be posted in a conspicuous place in the Airport Manager's office.

Dated: 11 Feb 1980.

Chairman

ATTEST:

County Clerk

Moved by Com. Quever, seconded by Com. Forgette to adopt the following Airport Ordinance Amendment. Motion . Motion carried unanimously. Com. Tessmer absent for vote, Chairman Pro Temp took his seat.

AN ORDINANCE

TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE PROVIDING REGULATIONS TO THE USE OF MENOMINEE COUNTY AIRPORT, INCLUDING: TEMPORARY AIRPORT CLOSING; PROCEDURES FOR OPERATING AIRCRAFT; DESIGNATING AIRCRAFT TIE-DOWN AREAS; REGISTRATION OF FLYING CLUBS; DISPENSING OF AVIATION FUEL; FIRE REGULATIONS; PRIVATE HANGARS; RENDERING OF COMMERCIAL SERVICES; AND FOR PROVIDING PENALTIES FOR THE VIOLATION OF ORDINANCE REQUIREMENTS." Adopted September 9th, 1974.

THE COUNTY OF MENOMINEE ORDAINS

Section 1: Sections 16, 27 and Sub-Sections 30 (b) and 30 (f) of an ordinance entitled "An ordinance providing regulations pertaining to the use of Menominee County Airport, including: temporary airport closing; procedures for operating aircraft; designating aircraft tie-down areas; registration of flying clubs; dispensing of aviation fuel; fire regulations; private hangars; rendering of commercial services and providing penalties for the violation of ordinance requirements", adopted September 9th 1974, are hereby amended to read as follows:

"Section 16. The Airport Manager or his or her representative shall have the authority to close one or more runways to aircraft flights, when, in his or her opinion, the condition of the landing area is such as to make flying operations unsafe. Upon closing any one or more such facility the Airport Manager, or his or her representative, shall promptly notify the Flight Service Station at Green Bay, Wisconsin."

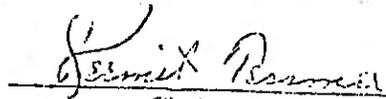
"Section 27. The President of flying clubs shall register with the Airport Manager's office and shall secure a copy of this ordinance and shall familiarize all members with same, and must operate according to the Michigan Aeronautics Commission Flying Club Rules and Regulations."

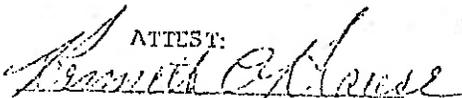
"Section 30. (b) Submit to the Airport Manager a letter which shall specify hours and types of services, types of fuels offered, lubricants, associated products, fees and charges."

"Section 30. (f) Not operate aviation fuel tenders on taxi-ways or runways."

Section 2. This amending ordinance shall take effect sixty (60) days after the date hereof. The County Clerk shall cause a copy of this ordinance to be published at least once in a newspaper of general circulation in the County prior to said effective date and shall furnish the Airport Manager with sufficient copies, hereof, which copies shall be available to all persons affected by this amending ordinance. A copy shall be posted in a conspicuous place in the Airport Manager's office.

Dated: December 23rd, 1974.


Chairman

ATTEST:


TWIN COUNTY AIRPORT

2801 22ND STREET MENOMINEE, MI 49858

MINIMUM STANDARDS

FOR COMMERCIAL OPERATORS PROVIDING AERONAUTICAL SERVICES TO THE PUBLIC

ESTABLISHED BY THE TWIN COUNTY AIRPORT COMMISSION

RESOLUTION

WHEREAS, it is desirable and necessary to promulgate Minimum Standards pertaining to the use of Twin County Airport; and

WHEREAS, the Twin County Airport Commission pursuant to Act 73 of the Public Acts of 1970 and Act 327 of the public Acts of 1945, and pursuant to the authority vested in the County of Menominee by the Aeronautics Code of the State of Michigan (Michigan Statutes Annotated 10.233, as amended; M.C.L. '48259.133) has the authority to adopt standards for the management, government and use of said airport property; and

WHEREAS, the Twin County Airport Commission is responsible for the operation and administration of the Twin County Airport, the economic health and orderly development of the airport, and the aeronautical activities on the airport; it is intended that these standards will insure that a high quality of aviation services are provided to all patrons of the airport on a fair and equitable basis;

NOW, THEREFORE, BE IT RESOLVED that the Minimum Standards herein contained are hereby adopted.

BE IT FURTHER RESOLVED that such Minimum Standards shall be effective fifteen (15) days after publication of a Notice of Adoption of such Minimum Standards.

ADOPTION OF MINIMUM STANDARDS

The Minimum Standards for the Twin County Airport, as contained herein, were adopted by the Twin County Airport Commission on 12-17-2013

TWIN COUNTY AIRPORT COMMISSION


Jason Lauzer, Chairperson

CHAPTER ONE

GENERAL PROVISIONS

SECTION 1.1 PURPOSES OF THE MINIMUM STANDARDS

Minimum standards as outlined in this document are intended to provide the minimum requirements for those wishing to provide aeronautical services to the public at the Twin County Airport, and to do so in such a manner as to ensure the safety of its users and allow fair competition for those who choose to provide services to the public on the premises. These minimum standards are intended to be reasonable, non-arbitrary and non-discriminatory, and therefore apply equally to everyone making application to the Airport Commission to provide aeronautical services on the airport.

SECTION 1.2 DEFINITIONS

AERONAUTICAL ACTIVITY means any activity commonly conducted at airports which involves, to provide service that is required for the operation of aircraft, or which contributes to, or is required, for the safety of such operations. These activities include, but are not limited to, air taxi and charter operations, pilot training, aircraft renting, sightseeing, aerial photography, crop dusting, aerial advertising, aerial surveying, air carrier operations, skydiving, ultra light operations, aircraft sales and services, sale of aviation petroleum products, repair and maintenance of aircraft, or sale of aircraft parts and aircraft storage.

AERONAUTICAL SERVICE means any service which involves, makes possible or is required for the operation of aircraft, or which contributes to, or is required for, the safety of aircraft operations commonly conducted on the Airport by a person who has a lease or permit from the Airport Commission to provide such service.

AIRCRAFT means a device that is used, or intended to be used, for flight.

AIRPORT means all property including easements and rights of way belonging to the Twin County Airport and also including areas not used for aeronautical purposes.

AIRPORT OPERATIONS AREA (AOA) means that portion of the Airport designated for use by aircraft and includes all runways, taxiways, taxi lanes, taxi streets, ramps and aprons.

AIRPORT COMMISSION means the governing body that is lawfully empowered to exercise legal control and set policy for the Airport.

AIRPORT MANAGER means the manager of the Airport as appointed by Airport Commission, or the designated acting manager.

ALP means the Airport Layout Plan for the Twin County Airport that is current and approved by the FAA, but may be revised from time to time.

BUSINESS means a commercial or industrial enterprise that is either physically located or enters airport property, for the purpose of providing services to the public.

BUSINESS FLIGHT DEPARTMENT means an enterprise on airport property providing in-house aeronautical

services and facilities not for public use.

COMMERCIAL OPERATING AGREEMENT means a written agreement with the Airport Commission to conduct an aeronautical activity or service or a business enterprise, defined herein, on the Airport.

EMERGENCY VEHICLE means a police or fire vehicle, ambulance, or any vehicle conveying an authorized airport official or employee in response to an emergency call.

FIXED BASE OPERATOR (FBO) means any person, authorized by the Airport Commission to offer aeronautical services to the public at the Airport as a tenant, subtenant or by permit.

FBO LEASE means any lease agreement between the Airport Commission and a person, leasing property at the Airport, or sub-leasing property via an agreement approved by the Airport Commission, for the purpose of providing aeronautical services to the public at the Airport.

LEASE TENANT means a person who leases or rents something from someone. A lessee of land is a tenant; a person, or entity, who holds land or a building by rent or lease.

MINIMUM STANDARDS means the standards that are established by the Airport Commission, as amended from time to time, stating the minimum requirements to be met by a tenant, subtenant or proposed tenant as a condition for the right to provide aeronautical services to the public at the Airport.

NORMAL BUSINESS HOURS means 8 am to 4 pm, Monday through Friday.

PERSON means any individual, firm, partnership, corporation, company, association, or any other legal entity, and includes any director, trustee, receiver, agent or similar representative.

PILOT means any person who is physically responsible for the control of an aircraft.

SHALL means mandatory and not merely discretionary.

TAXIWAY means a taxiway designated by Airport management connected to a runway and thereby serving all aircraft based on, or using the Airport and essential to the use and operation of the airport.

VEHICLE means any device in which any person or property may be transported on the ground.

SECTION 1.3 LEASING TERMS FOR COUNTY OWNED LAND AT THE TWIN COUNTY AIRPORT

- A. Lessee's activity must comply with the Minimum Standards and the Rules & Regulations.
- B. Lessee may construct additional buildings, fueling facilities or other facilities on the Airport, but only with the prior written consent of the Airport Commission and after obtaining proper written approval from the appropriate fire control official and any other township, city, state and/or federal entity that may have additional authority and responsibility above those of the Airport Commission.
- C. All new leases and existing leases for commercial operators, upon the next renewal thereof, shall include a provision allowing Twin County Airport the first right of refusal to match any offer to purchase any building located on leased property. The Counties of Menominee, MI and Marinette, WI shall have 30 days from the date of receipt, by the secretary of the Airport Commission, of notification of a bonafide offer to purchase any building and/or structure located on leased airport property, in which to match said offer, including all of its terms. In the event that written notice is not given to the proposed seller by certified mail to Lessee's address of record in said lease, within 30 days of the receipt of notice of the offer by the secretary of the Airport Commission, Menominee County, MI and Marinette County, WI shall have waived its right match said offer, and the facility owner is then free to accept said offer. Said offer shall have no modifications and/or qualifications that are not revealed to the Twin County Airport Commission, through a written notice to its secretary.

CL. CHAPTER TWO AERONAUTICAL ACTIVITIES

SECTION 2.1 POLICY

The Minimum Standards are intended to be the minimum requirements for those wishing to provide aeronautical services to the public and to ensure that those who have undertaken to provide commodities and services, as approved, are not exposed to unfair or irresponsible competition. These standards were developed taking into consideration the aviation role of the airport, facilities that currently exist at the airport, services being offered at the airport, the future development planned for the airport and to promote fair competition at Twin County Airport. The uniform application of these standards, containing the minimum levels of service that must be offered by the prospective service provided, relates primarily to the public interest and discourages substandard entrepreneurs, thereby protecting both the established aeronautical activity and the airport patrons.

SECTION 2.2 OPERATING AGREEMENT LEASE

- A. Any person who intends to conduct a business or service to the public, wherein use of the airport provides a commercial benefit to said person, must negotiate an Operating Agreement and/or Lease with the Airport Commission relative to qualification, operating areas, and rent and/or fee payments, and such other matters as the Airport Commission may require. The authorization by the Airport Commission to a person wishing to provide aeronautical service to the public does not imply that said business has exclusive rights to provide those services on the airport. The Twin County Airport, being the recipient of

Federal funds via the FAA, is obligated to comply with FAA Policy Statement on "Exclusive Rights at Airports." A copy of said Policy Statement shall be on file at the Airport Manager's office for review, upon reasonable notice.

- B. The FAA considers that the existence of an exclusive right of any aeronautical activity limits the usefulness of an airport and deprives the using public of the benefits of competitive enterprise. Apart from the legal considerations, the F.A.A., considers that it is inappropriate to apply Federal funds to the improvement of any airport where full realization of the benefit would be restricted by the exercise of an exclusive right to engage in aeronautical activity.

Demonstration of intent to conduct a business operation at the Twin County Airport shall be by application to the Airport Commission. The written application shall contain, at the minimum:

SECTION 2.3 QUALIFICATIONS

- A. The proposed nature of the business.
- B. The signatures of all parties owning an interest in the business and those whose signatures will appear on leases or other documents as being a partner, director or corporate officer and those who will be managing the business.
- C. Preliminary plans, specifications and dates for any improvements which the applicant intends to make on the airport as part of the activity for which approval is sought. Applicant must comply with all applicable ordinances and building codes.
- D. Proof (provide copy) of liability insurance coverage for the business operation, flight operations, itinerant aircraft and operators and premises insurance, as designated by the Airport Commission.

All insurance required by the Airport Commission for any operation, lease, or other activity on the airport property shall include Twin County Airport as an additional insured.

SECTION 2.4 ACTIONS ON APPLICATIONS

All applications will be reviewed by the Airport Commission within sixty (60) days from receipt of the application. Applications may be denied for one or more of the following reasons:

- A. The applicant does not meet qualifications, standards and requirements established by these minimum standards.
- B. The applicant's proposed operations or construction will create a safety hazard on the airport.
- C. Granting the application will require the expenditure of local funds, labor or materials on the facilities described in, or related to, the application, or the operation will result in a financial loss to Twin County Airport.
- D. There is no adequate available space or building on the airport to accommodate the entire activity of the airport.
- E. The proposed operation, airport development or construction does not comply with the approved ALP.
- F. The development or use of the area requested will result in a congestion of aircraft or building, or will result in significant interference with the operations of any present FBO on the airport. Such problems may include, but are not limited to, problems in connection with aircraft traffic or service, preventing free access to and from the existing FBO area, or will result in depriving, without the proper economic study, an existing FBO of the use of significant portions of its leased area in which it is operating.
- G. Any party applying, or having an interest in the business has supplied false information or has misrepresented any material fact in the application or in supporting documents, or has failed to make full disclosure on the application.
- H. Any party applying, or having an interest in the business, or its management, has a record of violating the Twin County Airport Rules & Regulations or the rules and regulations of any other Airport, FARs or any other rules and regulations applicable to this or any other Airport.
- I. Any party applying, or having an interest in the business, has defaulted in the performance of any lease or other agreement with the Airport Commission or any lease or other agreement at any other airport.
- J. Any party applying, or having an interest in the business, is not sufficiently credit worthy and responsible, in the sole judgment of the Airport Commission, to provide and maintain the business to which the application relates and to promptly pay amounts due under the terms of any lease.
- K. The applicant has committed any crime, or violated any county ordinance, rule or regulation which

adversely reflects on its ability to operate the FBO operation for which the application is made

SECTION 2.5 FIXED BASE OPERATORS (FBO)

A. A fixed base operator is a person who has entered into a valid operating agreement, paid all applicable fees, and has entered into a lease agreement with the Airport Commission establishing airport space lease terms, rental amounts, insurance requirements or other terms and conditions required by the Airport Commission, and has met the qualifications, standards and requirements contained herein for the aeronautical services to be provided to the public. The FBO may be in business to provide one or more of the following services:

1. Aircraft Sales
2. Charter operations which include, but are not limited to, passenger or air taxi, freight or delivery services.
3. Aircraft rental.
4. Flight instruction and ground schools.
5. Maintenance services, parts and accessories sales which shall include services in one or more of the following:
 - a. Airframe overhaul and repair.
 - b. Engine overhaul and repair.
 - c. Radio and electrical shop.
 - d. Instrument shop.
 - e. Aircraft interior work.
 - f. Refinishing and painting.
6. Aircraft fueling including line services
7. The storage of aircraft, inside and/or outside of building structures.
8. Manufacture and/or assembly of parts and accessories directly or indirectly related to aircraft, or conduct Research, Development, Testing and Evaluation (RTD&E) of aircraft and related systems.
9. Sale of pilot supplies, accessories and gifts.

B. The application for an FBO operating agreement shall specify all services from the above list which the applicant desires to offer at the airport. The applicant may also propose services other than on the above list with appropriate justification for consideration by the Airport Commission. An FBO may provide or conduct only those services for which it has executed a lease agreement.

SECTION 2.6

MINIMUM QUALIFICATIONS

A fixed base operator shall, in addition to meeting all other requirements and qualifications of his written agreement, meet the following minimum qualifications for each type of service which he/she intends to provide:

A. Aircraft Sales

1. The FBO who engages in an aircraft sales business at the airport shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of airport land sufficient in size to provide the office space required and the space needed for storage of aircraft.

2. Have available a minimum of one fully qualified demonstrator pilot with appropriate and current FAA pilot certificate and current Airman Medical Certificate.
3. The FBO shall provide personnel on duty during normal business hours, as designated by the Airport Commission, or at other times, subject to the operator's discretion with the prior written approval of the airport manager.
4. Have satisfactory arrangements at the airport or at another airport for repair and servicing of aircraft.

B. Charter Operations

1. The FBO who engages in a charter operation at the airport shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of airport land sufficient in size to provide the office space required to support their operation. The FBO shall also lease sufficient apron area to stage flights and provide for the storage, parking or tie-down of as many aircraft as such operator reasonably expects to have on hand in FAR 135 business at any one time.

C. Aircraft Rental

1. The FBO who engages in an aircraft rental business at the airport shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of airport land sufficient in size to provide the office space required with provisions for a flight planning area and the space needed for storage, parking or tie-down of a minimum of as many aircraft as the operator reasonably expects to have on hand at any one time.

2. Have adequate facilities or arrangements for storing, parking, servicing and repairing all of its aircraft.

D. Flight Instruction and/or Ground School

1. The FBO who engages in a flight instruction and/or ground school business at the airport shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of airport land, hangar and/or office space sufficient to accommodate the services offered.
2. The FBO who engages in flight instruction and/or ground school business at the airport shall obtain appropriate state licenses.

E. Aircraft Maintenance Services and Sale of Parts and Accessories

1. The FBO who engages in a maintenance service business and sells parts and accessories at the airport shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of land, office and hangar space sufficient in size to provide the services offered.
2. The hangar required shall be equipped with such tools, machinery, equipment, parts and supplies as are normally necessary to conduct a full-time business operation in the maintenance service area being offered and shall be staffed by mechanic(s) and other full-time personnel who are qualified and who hold all necessary certificates required by the FAA.
3. If the business includes aircraft refinishing and painting it shall:
 - a. Comply with and abide by all applicable Federal, State and Local laws.
 - b. Comply with the current standards of the National Fire Protection Association on Paint Spraying and Spray

Booths with regard to the arrangement, construction, and protection of spray booths and the storing and handling of materials used in connection with aircraft painting, varnishing and spray-painting operations.

c. Prohibit any stripping, painting, varnishing, doping, materials or agents, or other contaminants from flowing into rivers, lakes, streams, etc., or being placed in any sewer system, unless pretreated and the pre-treating process has been approved in advance and in writing by the Airport Manager.

d. Properly treat and dispose of all hazardous material in compliance with the governing agencies.

F. Aircraft Fueling and Line Services

1. In order for any person to engage in the business of providing aircraft fuel sales and line services at the airport, the person shall lease from the Airport Commission, or provide, under terms agreeable to the Airport Commission, an area of airport land sufficient in size to provide sufficient space for the office and inside floor space for the pilot lounge and flight planning area. The operator shall also lease the space needed to accommodate the aircraft fueling and line servicing equipment and supply adequate ramp space for the aircraft being serviced and the flow of traffic in and out of the aircraft fueling areas.

2. In addition, an operator under this provision, shall provide and maintain a fuel storage facility and all necessary pumps, tanks, and mobile gas trucks, fueling areas, ramps and other fueling facilities that may be necessary, provided that the operator shall not place or maintain any fueling facilities on the airport, mobile or fixed, which have not previously been approved by the Airport Manager and the appropriate fire authorities as designated by the Airport Manager. The operator shall not deliver fuel into any aircraft unless the fuel has first been placed in a suitable and approved filtration tank. There shall be no direct fueling from a common carrier transport truck into a mobile re-fueler without filtration. In all fueling operations the FBO will comply with State and Local Fire Codes and the current edition of NFPA 407 including all NFP A Standards referenced in NF PA 407. The Airport Manager may have available a copy of NFPA 407 or be able to direct any inquiries to an appropriate source for that information.

3. An operator under this provision shall keep a current, complete and accurate record of all fuel, oil and other products sold and shall, at the request of the Airport Manager, make available all records of such sales for at least two years after the sale of such products. Failure of an operator to keep an accurate record of all sales shall be reason to revoke the operator's lease/operating agreement and authority to do business of the airport.

4. Each operator offering aircraft fuel sales and line services shall maintain sufficient full-time attendants on duty to service aircraft without unreasonable delay during the hours of operation. The hours of operation for fuel sales and line services shall be those agreed to with the Airport Commission. Any deviation from this schedule must be approved in advance and in writing by the Airport Manager.

5. The operator with fueling facilities shall at all times maintain an adequate supply of the fuels, oils and fluids normally called for at the airport.

6. Services provided in addition to fuel will include emergency starting, . non-chemical de-icing, parking, washing, tire inflation, adding oil and any service not requiring a certified mechanics license.

G. Aircraft Storage, Inside and/or Outside

1. Inside Storage: The FBO who engages in the business of storing airplanes shall lease from the Airport Commission, an area of airport land sufficient in size for the construction of a storage building with proper access ramps and other accessories and shall construct the building, ramps and accessories in locations stipulated in the approved ALP at the operator's cost and expense, according to plans and specifications previously submitted and approved, and according to all applicable laws and regulations. If no office is maintained on the airport, the operator shall post, in conspicuous places on the building, the name, address and telephone number of the person who is in charge of the facility.

2. Outside storage: All outside aircraft tie-downs will be coordinated by Airport Management.

H. Specialized Commercial Aeronautical Services

1. A specialized commercial aeronautical service is a person engaged in air transportation for hire for the purpose of providing the use of aircraft for the aeronautical activities listed below:

- a. Non-stop sightseeing flights.
- b. Aerial photography or survey.
- c. Fire watch and fire fighting.
- d. Power line, underground cable or pipe line patrol.
- e. Aerial application of agricultural chemicals.
- f. Other operations specifically excluded from Part 135 of the FARs.

2. Other specialized commercial aeronautical services which have varied requirements are:

- a. Avionics sales and/or services
- b. Aircraft manufacturing
- c. Engine or sub-assembly/overhaul station.
- d. Upholstery shop.
- e. Sale of pilot supplies, accessories and gifts.

3. Requirements for these activities in item 2 are so varied that the minimum standards and insurance coverage requirement will be determined by the Airport Commission based upon a recommendation from the Airport Manager.

4.

SECTION 2.7 SPECIFIC REQUIREMENTS

A. Commencement of Activities: Each FBO shall, upon authorization, and as the construction of any required physical facilities permits, immediately commence and conduct on a full-time basis all business activities and services which are authorized.

B. Office Space

1. Each FBO shall provide and maintain an office adequate for the services provided and open to the public during the normal business hours or as otherwise required. The office shall be at the operator's place of business on the airport.

2. These facilities shall be kept in a neat, clean and orderly condition and be properly maintained. This requirement includes the maintenance of the area outside of the facility. This includes lawn mowing and landscaping.

C. Auto Parking: The FBO shall provide auto parking for his employees and customers in his leased area or make adequate arrangements for such parking, acceptable to the Airport Manager.

D. FAA MAC Requirements: The FBO and all personnel and employees shall be competent and shall hold all current and valid certificates, permits, licenses or other authorizations required by the FAA and

MAC including any FAA air taxi permits. If, as a result of any action, order or ruling of the FAA, any of the FBO's aircraft are grounded or commercial pilot certificates or instructor's certificates are suspended or revoked, and this reduces the FBO operation to less than the minimum standard for the activity being provided for a period of ninety (90) days or more, the FBO's license and authority to operate at the airport may be revoked by the Airport Commission.

E. Indemnity and Insurance

1. The FBO shall agree, and by operation at the airport, does agree, to indemnify, defend, and save the Counties of Menominee, MI and Marinette, WI and the Twin County Airport Commission, its authorized agents, officers, representatives and employees, and hold harmless from and against any and all actions, penalties, liabilities, claims, demands, damages, or losses, resulting from claims or court action, whether civil, criminal or in equity, and arising directly, or indirectly out of acts or omissions of the FBO, his agents, employees, guests, business visitors, invitees or customers.
2. In addition to the foregoing indemnity agreement provisions, the FBO agrees to secure, maintain and keep in force during the term of the agreement the insurance policies, forms and conditions required by the Airport Commission and the Rules and Regulations.
3. Nondiscriminatory Service: The FBO shall furnish to all users all authorized or licensed services on a fair, equal, and not unjustly discriminatory basis and shall charge fair, reasonable, and not unjustly discriminatory prices for each unit or service, provided that the FBO may make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers, if permitted by law and the Rules & Regulations.

F. Approval of Construction

- 1. No buildings, structures, tie-downs, ramps, paving, taxi areas, or a DIY other improvements or additions shall be placed or constructed on the airport or altered or removed without prior approval of the Airport Commission. In the event of any construction, alteration or removal, an appropriate bond to guarantee the completion of the work may be required in accordance with submitted plans and specifications and all applicable state and local standards.**
- 2. Unless otherwise agreed to within its designated area, any aeronautical service provider shall, at its own expense, provide, construct, install, equip and maintain all utilities, buildings, structures, ramps, tie-down areas, taxiway, fences and all other facilities and improvements which have been approved by the Airport Commission as being necessary for the operation.**
- 3. Final plans and specifications for all construction shall be submitted with ninety (90) days after approval of the application, and construction shall commence and be completed pursuant to a progress schedule coordinated and approved by the Airport Commission and the Airport Manager. All construction shall comply with applicable building codes and state and local ordinances.**
- 4. Construction areas will be in accordance with Rules and Regulations, approved plans and the current approved ALP.**

SECTION 2.8 WAIVERS OF MINIMUM STANDARDS

Upon the written recommendation of the Airport Manager the Airport Commission may, at its discretion, waive all or any portion of the Minimum Standards set forth herein for the benefit of any government or governmental agency performing nonprofit public services to the aircraft industry or performing fire prevention or firefighting or rescue service operations. The Airport Commission may further temporarily waive any of the Minimum Standards for non-governmental applicants when it deems such waiver to be in the best interest of the airport and/or its operations.

CHAPTER THREE LEASE PROVISIONS

SECTION 3.1 TERMINATIONS

The Airport Commission shall have the right, at its discretion, to terminate any lease, operating agreement, or other agreement with any permit holder, or FBO, which authorizes any services on the airport and to revoke any FBO license, authority, or permit to do business on the airport for any reason provided in the Rules & Regulations, Operating Agreement, or by law, and, in addition, upon the happening of anyone or more of the following:

A. For Cause (Termination)

1. Filing of petition, voluntarily or involuntarily, for an adjudication of bankruptcy.
2. The permit holder or FBO making any general assignment for the benefit of creditors without the written approval of the Airport Commission.
3. The abandonment or discontinuance of any licensed operation at the airport by said permit holder or FBO or the failure to conduct such operation on a full-time basis without prior approval of the Airport Commission or the Airport Manager.
4. The failure of the permit holder or FBO to pay, when due, to the airport, all rents, fees and other charges.
5. The failure of the permit holder or FBO to remedy any default, breach or violation by the operator or his employees, in keeping, observing, performing and complying with the Rules & Regulations and the terms and conditions in any lease or agreement entered into, pursuant hereto, on the part of the permit holder or FBO to be performed, kept or preserved (not involving the payment of rents, fees and other charges to be paid to the Twin County Airport, within thirty (30) days from the date written notice from the Airport Manager has been mailed or delivered to the place of business of the permit holder or FBO at the airport.)
6. The permit holder or FBO, or any partner, officer, director, employee or agent thereof, commits any of the following:
 - a. Violates any of the Rules & Regulations
 - b. Engages in unsafe, or reckless practices in the operation of any aircraft or motor vehicle on, or in the vicinity or, the airport which creates a hazard to the safety of other airport users, other aircraft, or the general public; endangers property which could result in causing personal injuries or death to a person, or damage to property; or
 - c. Causes serious personal injury or the death of a person, or property damage involving damage in excess of \$10,000 for repairs of loss arising from the permit holder's or the FBO's negligent or wrongful conduct of business at the airport.
 - d. Operates the permitted activity or the FBO in such fashion as to create a safety hazard on the airport for other airport users, aircraft or property on the airport, the general public, or any other pilots, students or passengers.
 - e. Is convicted of a felony that occurred on airport property.
 - f. Engages in any conduct on airport property that disrupts the safe operation of the airport.
 - g. Has been convicted of any serious crime that directly relates to moral character and/or trustworthiness and the ability of that person to conduct business at the airport.

h.

B. Without Cause (Termination)

1. In the event the Airport Commission determines to close the airport in its entirety or close the airport to all traffic it is not legally bound to honor existing leases or operating agreements.

C. Vacation and Possession of Premises After Termination

1. In the event of termination, the permit holder or FBO shall forthwith peaceably vacate the airport and surrender possession of the premises and cease all operations on the premises and any other operations on the airport. Should the operator or permit holder fail to make such surrender, the Airport Commission shall have the immediate right, and without further notice to the permit holder or FBO, to enter, by force, or otherwise and take full possession of the space occupied by the permit holder or FBO on the airport and, with legal process, expel any and all parties and any and all goods not belonging to the Airport Commission that may be found within or upon the space at the expense of the operator or permit holder and without being liable to prosecution or to any claim for damages. Upon such termination, all rights, powers and privileges of the permit holder or FBO shall cease and the permit holder or FBO shall immediately vacate any space it occupies under this agreement, or any permit or lease, and shall make no claim of any kind whatsoever against the Airport Commission, its agents or representatives by reason of such termination or any act incident thereto. In the event of termination cause, all structures and other improvements made to the airport by the permit holder or FBO shall become the property of the Airport Commission and shall remain on the airport after the permit holder or FBO ceases operations and vacates the premises. In the event of termination without cause, the operator or permit holder shall be given a reasonable period of time, not to exceed ninety (90) days from the actual stated date of termination, within which to negotiate with the Airport Commission the sale to the Airport Commission, at fair market value all structures and improvements erected by it on the airport property. Any structures or improvements on the airport after such reasonable period has elapsed shall be and remain the property of the Airport Commission.
2. In addition to all other rights and remedies provided in these Minimum Standards, the Airport Commission shall have any and all other rights and remedies at law or in equity.

Appeals shall be submitted to the Airport Commission within 60 days of termination for consideration and should be acted upon within 60-days of receipt.

CII. SECTION 3.2 INSPECTIONS AND MAINTENANCE

- A. To the extent necessary to protect its right and interests or to investigate compliance with the terms of the lease and the Airport Rules and Regulations, the Airport Commission, its Airport Manager, its Engineer, its Attorney and appropriate Police Officers shall have the right to inspect, at all reasonable times, all airport premises together with all structures, or improvements, and as provided by law and/or Federal Regulations and/or Rules of Michigan Aeronautics Code, all aircraft, equipment, all licenses and registrations and determine the identity of all employees.
- B. Each FBO shall be responsible for the removal of snow and ice from its leased area or areas in which it is authorized to operate and shall keep such leased area and areas in which it is authorized to operate free and clear of all weeds, rocks, debris and other material which is unsightly or could cause damage to aircraft, buildings, persons or automobiles.

C. No person shall throw, dump or deposit any waste, refuse or garbage on the Airport property. All waste, refuse or garbage shall be placed and kept in closed garbage cans or containers and all operating areas shall be kept in a safe, neat, clean and orderly manner at all times and in such a manner as to minimize any hazards.

SECTION 3.3 SUBLEASING/SALE OF LEASE

No right, privilege, permit or license to do business on the airport, or any lease of any area of the airport, or personal property located thereon, shall be assigned, sublet, sold, or otherwise transferred or conveyed in whole or in part without prior written consent of the Airport Commission based upon recommendation of the Airport Manager. Any unauthorized attempt to do so shall result in the immediate cancellation and/or revocation of said right, privilege, lease, permit or license.

SECTION 3.4 ASSIGNED AREAS

No person or persons authorized to operate as an FBO on, or conduct business activities as a permit holder at the airport shall conduct any of his business activities or park any aircraft on any areas except those specified in the lease or written agreement. An aeronautical service provider shall not use any common areas except as authorized by the Airport Manager or designee.

SECTION 3.5 SIGN REQUIREMENTS

No signs shall be placed on Airport property, or buildings without prior written permission from the Airport Commission.

SECTION 3.6 FAA REQUIRED LEASE PROVISIONS

A. Lease Subordinate to Agreement between Lessor and the United States: This lease shall be subordinate to the provisions of any existing agreement between the Lessor and the United States, relative to the operation or maintenance of the airport, the execution of which has been required as a condition precedent to the expenditure of Federal funds for the development of the airport.

B. Public Responsibility

1, All permit holders and FBO's shall furnish to all users all authorized or licensed services on a fair, equal, and not unjustly discriminatory basis and shall charge fair, reasonable and not unjustly discriminatory prices for each unit or service, provided that the permit holder or FBO may make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers as described in the Minimum Standards and as governed by the Rules & Regulations.

2. The aeronautical operator for itself, its personal representative, Successors in interest and assignees shall agree that:

a. No person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits, of, or be otherwise subjected to discrimination in the use of said facilities,

b. In the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits, of, or otherwise be subjected to discrimination,

c. That the lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of Secretary, Part 21, Non-:"discrimination in Federally assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

d. That in the event of breach of any of the above non-discrimination covenants, and Airport Commission shall have the right to terminate the lease and re-enter and repossess said land and the facilities thereon and hold the same as if said lease had never been issued.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Misc. Boards/committees need appointments
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>We didn't receive any applications for the DHS board and are short one appointment on the Building Code Construction Board of appeals. Commissioners are asked for their opinions on what we should do.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED

1/6/14

Menominee County Administrator

COPY

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

*Meals Maximum of \$40 per day.

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
12/10/13	STEPHENSON, ANNEX	32		18.08	101-101-860.04
12/16/13	ESCANABA	104		58.76	101-101-860.04
12/23/13	STEPHENSON, ANNEX	32		18.08	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
		168	Total Mileage	94.92	
Total Mileage Fee					\$ 94.92

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

Larry Schei

Signed

1/04/14

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
1/14

Menominee County Administrator

COPY

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

*Meals Maximum of \$40 per day.

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: Chris Plutchak ~ District 5

Date	Meeting Place	# of miles	.565 X .555 /mile	Total Cost	Account Number
12-4-13	Stephenson Annex	40		22.60	101-101-860.05
12-10-13	Stephenson Annex	40		22.60	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage		
Total Mileage Fee					45.20

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



Signed

1-2-14

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
1/7/14
Menominee County Administrator

COPY

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

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

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

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
12/10/13	Co Bd. – Annex	34		19.21	101-101-860.10
12/18/13	Finance – Menominee	76		42.94	101-101-860.10
12/18/13	Bd of Health- Pinecrest	14		7.91	101-101-860.10
12/19/13	Pinecrest Bd.-Pinecrest	14		7.91	101-101-860.10
12/20/13	UPCAP – Casino	30		16.95	101-101-860.10
12/23/13	Co Bd.- Annex	34		19.21	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		202	Total Mileage	x \$.565 = \$114.13	
Total Mileage Fee					\$114.13

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

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

Jan Hafeman
Signed

1/6/14

Date

Commissioner Meeting Fee Expense Form

RECEIVED
1/7/2014
Menominee County Administrator

COPY

Name of Commissioner BERNIE LANG

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

Date	Meeting Description & Duration	Meeting Expense
12-10	CO. BD. STEPH.	50.
12-17	SOC. SERV. MEND.	50.
12-18	FINANCE MEND.	50.
12-23	CO. BD. STEPH.	50.
Total Per Diem		200.00

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

Commissioner Signature: B. Lang

Date: 01-07-14

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
1/7/2014
Menominee County Administrator

COPY

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

*Meals Maximum of \$40 per day.

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
12-10	CO. BD. STEPH.	44			101-101-860.02
12-17	SOC. SERV MEND.	3			101-101-860.02
12-18	FINANCE MEND.	3			101-101-860.02
12-23	CO. BD. STEPH.	44			101-101-860.02
		94			101-101-860.02
				94 X .565 = 53.11	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
Total Mileage Fee					53.11

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

B. Lang

Signed

01-07-14

Date

Commissioner Meeting Fee Expense Form

RECEIVED
1/22/14
Manominee County Administrator

Name of Commissioner Doug Kirenke

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

Date	Meeting Description & Duration	Meeting Expense
12-4-2013	Personel ANX	50.00
10	County Board "	50.00
17	MBDC (Absent)	—
23	County Board ANX	50.00
Total Per Diem		150.00

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

Commissioner Signature: Doug Kirenke

Date: 1-22-2014

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
1/22/14
Menominee County Administrator

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

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

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

Name: Doug Krienke ~ District 1

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
13-4-13	Personal Amx	42		23.73	
10	County Board Amx	42		23.73	101-101-860.01
17	MBDC City Hall	—			101-101-860.01
23	County Board Amx	42		23.73	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	71.19

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

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

Douglas Krienke

Signed

1-22-2014

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on January 16, 2014 in the amount of \$81,392.97	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

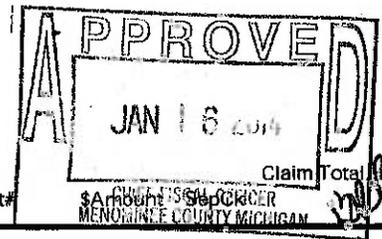
101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-253 County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

Special Revenue Funds

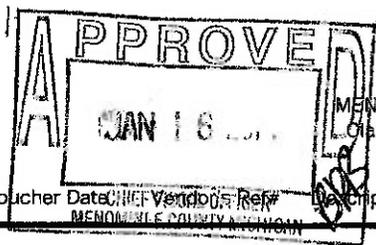
205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County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

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

MENOMINEE COUNTY
Claims Audit Report

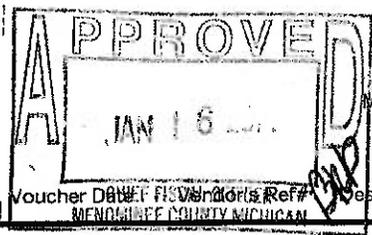


Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	Claim	Total
Bank Account: General							
Ace Hardware							\$72.96
	33995	12/12/2013	209338/2	Security Supplies	101-103-970.10	66.96	
	33996	12/12/2013	209354/2	Security Supplies	101-103-970.10	6.00	
ALGER-DELTA COOPERATIVE ASSOCI							\$486.70
	33950	12/31/2013	1614900	Bath House	208-751-920.01	43.23	
	33951	12/31/2013	383001	Shakey Lakes Pk/ Horse Ara	208-751-920.01	36.85	
	33952	12/31/2013	383200	N8380 Co Park Rd 20.5	208-751-920.01	28.47	
	33953	12/31/2013	383301	Shakey Lk Pk/Cattle Ara	208-751-920.01	28.47	
	33954	12/31/2013	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	36.35	
	33955	12/31/2013	367100	N8390 Beach House	208-751-920.01	28.47	
	33956	12/31/2013	367200	Northwest Campsites	208-751-920.01	34.35	
	33957	12/31/2013	369802	W8449 Co Rd G12 Campsites	208-751-920.01	35.97	
	33958	12/31/2013	370500	Shakey Lakes Office/Shop	208-751-920.01	137.31	
	33959	12/31/2014	379700	Storage Shed	208-751-920.01	28.47	
	33960	12/31/2014	380300	Shower Building	208-751-920.01	48.76	
ANDERSON AUTO & RV SALES INC							\$265.82
	34055	11/20/2013	1266	Oil Change	205-315-934.02	43.87	
	34056	11/21/2013	1270	Oil Change & Bulbs	101-301-981.00	55.00	
	34057	11/26/2013	1267	Muffler Installed	101-301-981.00	75.00	
	34058	11/26/2013	1268	Antifreeze & Flush Heater Core	101-301-981.00	37.50	
	34059	11/26/2013	1269	Oil Change	205-315-934.02	54.45	
ANGELIS MENOMINEE INC							\$330.89
	34024	12/05/2014	1247321-IN	Inmate Groceries	101-301-770.00	61.66	
	34025	12/07/2013	0073801-IN	Inmate Groceries	101-301-770.00	5.94	
	34026	12/31/2013	0132535-IN	Inmate Groceries	101-301-770.00	3.78	
	34027	12/08/2013	1244251-IN	Inmate Groceries	101-301-770.00	34.60	
	34028	12/08/2013	1245591-IN	Inmate Groceries	101-301-770.00	7.95	
	34029	12/15/2013	0103405-IN	Inmate Groceries	101-301-770.00	91.14	
	34030	12/22/2013	1427241-IN	Inmate Groceries	101-301-770.00	67.01	
	34031	12/26/2014	0121604-IN	Inmate Groceries	101-301-770.00	58.81	
AT&T - Carol Stream, IL							\$1,025.28
	33985	01/01/2014	906R4108901	January 1 - January 31, 2014	101-103-850.00	691.65	
	34005	01/01/2014	906753458201	January 1 - January 31, 2013	101-103-850.00	28.83	
	34006	01/01/2014	906753220901	January 1 - January 31, 2013	101-103-850.00	304.80	
AT&T Mobility							\$67.08
	34101	01/14/2014	287252150867	December 1 - December 31, 2013	101-132-850.00	67.08	
Big O's Lube and Service, Inc.							\$32.90
	34069	01/03/2014	13274	2013 Chevy - Oil Change	205-315-934.02	32.90	
BP							\$718.02
	34014	01/06/2014	40152183	December 6 - January 4, 2014 (Sheriff)	101-301-742.00	718.02	
Brunelle, Jennifer							\$79.67
	33993	01/06/2014	Reimbursement	Mileage	296-664-860.00	79.67	
Cellcom Wisconsin RSA 04							\$73.25
	33921	01/05/2014	002-00222117	Medical Examiner - Cellular Services	101-648-727.00	73.25	
Chamberlain, Shella							\$176.20
	34102	01/16/2014	5387	Out of Home Placement Cost (J.L.D.)	292-662-843.02	176.20	



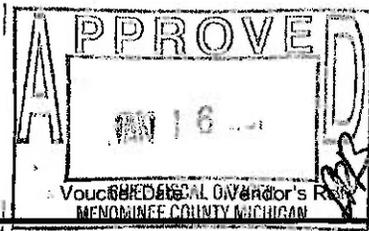
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher	Date	Chief Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
CITY OF MENOMINEE - 2511 10TH ST.									
	33923	01/10/2013	December 2013		Monthly Rent	266-328-942.00	351.67		\$2,630.77
	33933	12/31/2013	20102038		October 1 - December 31, 2013	101-265-920.00	2,247.74		
	33984	01/01/2014	90103011		October - December 2013	101-265-920.00	31.36		
CLOVERLAND PAPER CO									\$549.28
	33934	12/20/2013	103810		Center Pull Towels, Tissue, Toilet Tissu	101-265-755.01	131.55		
	33965	01/03/2014	103886		Toilet Tissue	101-265-755.01	112.98		
	33998	12/23/2013	103811		Tidyfoam Dispenser (Shakey Lakes)	208-751-755.01	20.16		
	34023	12/13/2013	103753		Inmate Supplies	101-301-770.00	284.59		
COHL STOKER & TOSKEY P C									\$1,031.79
	34008	01/09/2014	44153		Legal Services (Staffing at Jail)	101-211-807.00	1,031.79		
Cooper Office Equipment									\$404.11
	33925	12/31/2013	108671		Contract 2043-01 (FOC Bizhub 200)	215-141-842.00	404.11		
David Ashby									\$156.95
	34093	12/07/2013	Reimbursement		Uniform Allowance	205-315-745.00	156.95		
DEKETO, LLC									\$910.00
	33980	01/06/2014	DK 12-13		December 2013 Documents (x455)	256-277-857.00	910.00		
Dennis-Ruleau, Dawn									\$680.00
	33994	01/06/2014	December 2013		Crisis Intervention	296-868-801.00	680.00		
EAGLEHERALD PUBLISHING, LLC									\$411.79
	34000	12/31/2013	1408		December 2013 Advertising	101-101-901.00	61.33		
	34018	12/31/2013	1422		Advertising (Eligibility)	101-301-755.00	267.89		
	34108	12/31/2013	1406		Advertising	101-101-901.00	82.57		
Employee Benefits Agency, Inc.									\$215.23
	34100	01/03/2014	3900		ABS Monthly Fees (Jan 14) & Vision Pl	101-103-712.02	215.23		
FRIEND OF COURT ASSOCIATION -									\$200.00
	33937	01/07/2014	Registration		2014 Winter Conference - Jodie Barrett	101-141-860.00	200.00		
Galls/Quartermaster									\$407.36
	34094	12/19/2013	001392146		Uniform Allowance - Brandon Erdman	205-315-745.00	203.51		
	34095	01/10/2014	001440949		Uniform Allowance - Tom Draze	205-315-745.00	119.00		
	34096	12/30/2013	001422630		Uniform Allowance - Judy Hansen	205-315-745.00	42.35		
	34097	01/02/2014	001432638		Uniform Allowance - Judy Hansen	205-315-745.00	42.50		
GREAT AMERICAN DISPOSAL CO THE									\$56.02
	33920	01/01/2014	41100700		Annex - Garbage Removal	101-261-930.04	56.02		
Hafeman, Jan									\$114.13
	34001	01/06/2014	Reimbursement		December 2013 Mileage	101-101-860.10	114.13		
Hanson, Judi									\$261.33
	34092	12/13/2013	Reimbursement		Uniform Allowance	205-315-745.00	261.33		
HAUPT DR PAUL/MEDICAL EXAMINER									\$5,895.00
	33986	01/13/2014	Medical Examiner		Oct, Nov, Dec 2013	101-648-709.00	5,850.00		
	33986	01/13/2014	Medical Examiner		Oct, Nov, Dec 2013	101-648-727.00	45.00		
Hensley, Shawn									\$1,303.88
	34077	01/08/2014	5381		Foster Care Cost (J.L.D.)	292-662-843.02	458.12		
	34078	01/08/2014	5382		Foster Care Cost (J.L.D.)	292-662-843.02	493.36		
	34079	01/08/2014	5383		Foster Care Cost (J.L.D.)	292-662-843.02	352.40		



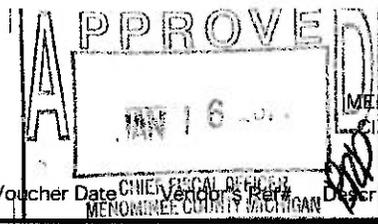
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	DEBIT FROM Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
HERRILD, RENEE	33928	01/03/2014		Reimbursement Batteries	101-141-727.00	13.99		\$13.99
J S ELECTRONICS, INC.	33924	01/01/2014	18071	Tower Lease - January 2014	266-326-942.00	425.00		\$550.00
	34041	12/01/2013	18027	Voice Paging	101-301-934.00	90.00		
	34068	01/07/2014	18080	Reprogram Radio to Narrow Band	205-315-934.01	35.00		
J.A. Sexauer	34089	01/08/2014	302887658	Electric Dual Element Tune Up Kit	101-265-930.01	50.47		\$144.83
	34080	01/06/2014	302722756	Brass Assembly, Handle Repair Kit	101-265-930.01	94.36		
Joel Hensley, RN	33987	01/13/2014		Medical Examiner Oct, Nov, Dec 2013	101-648-709.00	2,460.00		\$5,995.00
	33987	01/13/2014		Medical Examiner Oct, Nov, Dec 2013	101-648-835.00	2,170.00		
	34035	01/15/2014		Nursing Services Nursing Services	101-301-770.01	1,365.00		
Koehne	34070	12/09/2013	74470	2010 Chevy Impala Maintenance	205-315-934.02	53.05		\$53.05
L.A. Busse, Inc.	34066	01/07/2014	ZB57110	Repair on Jail Dishwasher	101-265-934.00	121.32		\$121.32
Lang, Bernard	34003	01/07/2014		Reimbursement Mileage - December 2013	101-101-860.02	53.11		\$53.11
Lauzer, Jason	33935	01/02/2014		Per Diem Airport Commission - December 2013	101-101-860.08	100.00		\$100.00
LENCA SURVEYING	33983	01/11/2014	14004	Remon Yr 2014 (1/2/14 - 1/12/14)	243-246-801.07	4,503.60		\$4,571.42
	33983	01/11/2014	14004	Remon Yr 2014 (1/2/14 - 1/12/14)	243-246-765.00	67.82		
Manpower	33977	01/06/2014	26568722	Week Ending 1/5/14 (Kelly Hofer)	101-268-704.00	378.00		\$1,373.63
	34105	01/12/2014	26596319	Week Ending 1/12/14 (Kelly Hofer)	266-277-705.00	159.30		
	34105	01/12/2014	26596319	Week Ending 1/12/14 (Kelly Hofer)	101-268-704.00	477.90		
	34108	01/12/2014	26605609	Week Ending 1/12/14 - Regina Mistark	215-141-705.00	358.43		
Marinette Farm & Garden	34038	11/30/2013	265194	K9 Supplies	101-301-881.01	20.97		\$136.93
	34038	01/08/2014	269428	K9 Supplies	101-301-881.01	60.97		
	34040	12/27/2013	268448	K9 Supplies	101-301-881.01	54.99		
Massopust, Whitney	33988	01/13/2014		Medical Examiner Oct, Nov, Dec 2013	101-648-709.00	735.00		\$1,375.00
	33988	01/13/2014		Medical Examiner Oct, Nov, Dec 2013	101-648-835.00	640.00		
Menards - Marinette	33972	01/03/2014	42645	Security	101-103-970.10	32.99		\$196.26
	33973	01/07/2014	42983	Courthouse Security	101-103-970.10	67.79		
	33975	01/03/2014	42646	Clorox Disinfect Wipes	101-265-755.01	35.94		
	33976	01/03/2014	42647	Building & Ground Supplies	101-265-755.00	19.50		
	34087	01/09/2014	43142	Drain Auger	101-265-755.00	10.49		
	34091	01/08/2014	43065	Quick Set Epoxy, Storage Rack Frame	101-265-755.00	17.56		
	34104	11/20/2013	39114	USB Adapter Kit	101-265-755.00	11.99		
MENOMINEE COUNTY JOURNAL	33929	01/01/2014	124	Delta/Menominee Board of Health	101-101-901.00	39.00		\$111.00
	34017	01/01/2014	128	PT Officers & Correctional Officers	101-301-755.00	72.00		



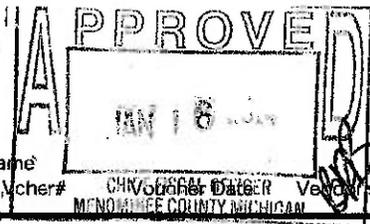
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Invoice Date	Vendor's Ref #	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MENOMINEE COUNTY ROAD COMMISSI	34044	01/06/2014	10751	Power to Radio (Oct - Dec 2013)	101-301-934.01	127.91		\$127.91
MICH ELECTRONIC COURT REPORTER	34081	01/13/2014	5385	Annual Membership Dues	101-132-802.00	90.00		\$90.00
Michigan Sheriffs' Association	34015	11/18/2013	20131088	2014 Dues	101-301-755.00	845.00		\$645.00
Michigan Taser Distributing	34042	01/07/2014	10371	Digital Power Magazine (x2)	101-301-934.00	79.00		\$79.00
MILLERS ACTION OFFICE SUPPLY I	33961	01/03/2014	0098707-001	Mailers (Treasurer's Office)	101-253-727.00	43.99		\$77.14
	33963	01/06/2014	0098718-001	Clerk's Office	101-215-727.00	33.15		
Motorola	34066	12/28/2013	13993934	Cable & Carry Case with Belt	205-315-934.01	285.00		\$285.00
NERATS PLUMBING AND HEATING IN	34088	01/13/2014	17043	Health Dept - Rooftop HVAC	101-265-934.00	20.00		\$20.00
NESTEGG MARINE	34063	11/21/2013	90533	Winterization/Storage	101-331-755.00	328.74		\$2,076.13
	34064	11/14/2013	88299	2006 Boston Whaler - Haulout/Winteriz	101-331-755.00	1,747.39		
Northern Menominee Health Cent - South	34034	10/14/2013	26735	Inmate Medical Visit (A.S.G.)	101-301-770.01	103.00		\$103.00
Office Depot, Inc.	33948	12/24/2013	689898903001	Clasp Envelopes	208-751-727.00	9.82		\$156.40
	33949	12/23/2013	689899043001	Admin - Office Supplies	101-172-727.00	92.60		
	34007	01/04/2014	691041993001	Ink Cartridge (Admin Office)	101-172-727.00	63.98		
PAIDL'S TRUE VALUE HARDWARE	33938	12/18/2013	150007	Utility Hose	208-751-755.02	7.49		\$162.38
	33939	12/04/2013	A72030	Park Supplies	208-751-930.03	24.55		
	33940	12/09/2013	A72331	Park Supplies	208-751-930.03	30.95		
	33941	12/10/2013	B73282	Park Supplies	208-751-930.03	28.99		
	33942	12/11/2013	A72439	Park Supplies	208-751-930.03	15.57		
	33943	12/11/2013	A72471	Credit Memo - Park Supplies	208-751-930.03	-4.79		
	33944	12/12/2013	B73390	Park Supplies	208-751-930.03	29.90		
	33945	12/19/2013	B73694	Park Supplies	208-751-930.03	24.23		
	33946	12/19/2013	B73722	Park Supplies	208-751-930.03	5.49		
Pan-O-Gold Baking Co.	34032	12/24/2013	40683335813	Inmate Groceries	101-301-770.00	43.89		\$79.94
	34033	12/31/2013	40683336508	Inmate Groceries	101-301-770.00	36.05		
Physio-Control Inc.	34067	11/28/2013	114070150	Assembly Battery (REF #113110148)	205-315-934.01	299.40		\$299.40
PLASTOCON, INC	34074	12/23/2013	80105	Tray Liners & Lids	280-362-755.00	406.04		\$406.04
Plutchak, Chris	34002	01/07/2014	Reimbursement	Mileage - December 2013	101-101-860.05	45.20		\$45.20
Poupore Collision & Towing	34072	01/07/2014	Draze	2013 Chevy Tahoe - Oil Change & Rot	205-315-934.02	62.12		\$286.29
	34078	12/23/2013	588	2008 Chevy Tahoe - Vehicle Maintenar	205-315-934.02	224.17		



MEMORINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher	Date	Vendor's Ref #	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
Pummill Print Service Inc.	34009	01/10/2014	9868		Forfeiture Notice & Window Envelopes	517-252-727.00	190.00		\$190.00
QUALITY WATER SPECIALISTS	33982	12/31/2013	5231		Water Softner Salt	101-265-801.00	45.00		\$45.00
Quill Corporation	34013	12/30/2013	8253801		Batteries, File Folders, Computer Mous	101-301-727.00	86.93		\$86.93
RCOM	33947	01/02/2014	11412		Expense Reduction Plan	101-103-850.00	152.99		\$308.91
	34107	01/12/2014	11415		Expense Reduction	101-103-850.00	155.92		
REGISTER OF DEEDS	33999	01/09/2014	Copies		Remon Grant Year 2013	243-245-801.07	19.00		\$19.00
Reinhart Foodservice	34020	01/02/2014	217698		Inmate Groceries	101-301-770.00	733.56		\$2,268.23
	34021	12/10/2013	214959		Inmate Groceries	101-301-770.00	817.82		
	34022	12/19/2013	216067		Inmate Groceries	101-301-770.00	716.85		
Riverside Chevrolet	34054	10/01/2013	5041556 1		Key (x2)	101-301-981.00	59.90		\$59.90
Schei, Larry	33926	01/04/2014	Reimbursement		Mileage for December 2013	101-101-860.04	94.92		\$94.92
Securus Technologies	34036	12/31/2013	124408		Inmate Debit Cards	101-301-850.01	96.03		\$1,292.83
	34037	11/07/2013	122182		Inmate Debit Cards	101-301-850.01	1,196.80		
Sherwin Williams Company	34084	01/08/2014	9602-6		Jail Painting	101-265-930.01	231.58		\$231.58
SimplexGrinnell	33974	12/30/2013	76691437		Annual Fire Alarm & Sprinkler Inspectio	101-265-801.00	1,348.00		\$1,348.00
Squires-Stepniak, Rebecca	33992	01/06/2014	Reimbursement		Mileage	296-665-860.00	368.38		\$368.38
State of Michigan - Dept. of Management & Budget	33889	01/01/2014	miIDEAL - 740		January 1 - December 31, 2014	101-103-802.00	230.00		\$3,080.00
	34045	10/30/2013	14-000122		Power to Radios (10/1/13 O 3/31/14)	101-301-976.00	2,850.00		
State of Michigan - MI Dept. of Human Services	34090	01/13/2014	November 2013		Monthly Offset Billing	292-662-843.01	10,617.06		\$10,617.06
State of Michigan POB 30266	34053	01/03/2014	551-407603		3 Way Line (10/1/13 - 12/31/13)	101-301-976.00	1,750.00		\$1,750.00
Stateline Apparel	33971	12/23/2013	31047		Work Gloves - Mike Sieg	208-751-745.00	11.99		\$11.99
Stephenson National Bank&Trust - 1820 Hall Avenue	33979	01/08/2014	2014-1		Safety Deposit Boxes (x4)	101-268-802.00	140.00		\$140.00
The Advertiser	34016	12/31/2013	120256		Community Awareness	101-301-755.00	20.50		\$20.50
The Ebco Company, LLC	33922	01/02/2014	014010		District Court - Legal Size Folders (x50)	101-136-727.00	335.00		\$335.00
The First National Bank&Trust	33927	12/31/2013	628840339		FOC Service Charge	101-141-817.00	32.66		\$32.66



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General										
The Print Shop - 1340 Main Street										\$235.05
34004	01/10/2014	7028758	Letterhead - Board of Commissioners	101-101-727.00		87.89				
34085	01/02/2014	7028736	Affidvit & Search Warrant (x100)	205-315-727.00		147.16				
Time Warner Cable										\$255.80
34019	12/29/2013	10404 620475202 800	January 6 - February 5, 2014	101-301-770.00		255.80				
U P A A										\$40.00
33978	01/14/2014	Registration	Board of Review School - Diane Lesper	101-253-860.00		20.00			*	
34083	01/15/2014	Registration	Board of Review Schools - Margaret Sc	101-257-860.00		20.00			*	
U.E.S. COMPUTERS, INC.										\$5,170.00
34043	12/30/2013	39832	Wipe out & Reload PC's (Marks & Drus	101-301-934.01		185.00				
34060	12/20/2013	66585	New Work Station for Evidence Room	101-301-998.00		997.00				
34061	11/23/2013	66369	Work Station (Jeff Brunelle)	101-301-998.00		997.00				
34082	11/20/2013	66342	Work Stations (Marks, Drust, Pinecrest)	101-301-998.00		2,991.00				
UNIFORM SHOPPE										\$521.00
34098	11/29/2013	226812	Uniform Allowance - Greg Smith	205-315-745.00		292.80				
34099	10/29/2013	225774	Uniform Allowance - Vincent Studer	205-315-745.00		228.20				
UPCAP SERVICES INC										\$1,000.00
33997	01/06/2014	Dues	UPCAP Services - 2014 Dues	101-103-802.00		1,000.00				
Valenti, Susan F.										\$175.40
33982	12/31/2013	Reimbursement	December 2013	101-131-860.00		175.40				
Vigilant Canine Services Inter										\$2,500.00
34073	03/04/2013	Meno13-02	PO# 02743 (Brnx)	205-315-934.03		2,500.00				
WALTER BROTHERS INC										\$9.54
33964	12/12/2013	A212551	Courthouse Security	101-103-970.10		9.54				
Warner, Fredrick										\$166.23
33990	01/06/2014	5374	Can Zone	296-668-801.00		91.65				
33991	01/06/2014	Reimbursement	Mileage - Can Zone	296-668-801.00		74.58				
Waste Management of Central Wi										\$508.14
33936	01/01/2014	1446866-1856-8	January 2014	101-265-801.00		508.14				
WEST GROUP PAYMENT CENTER										\$446.44
34082	01/01/2014	628729577	December 1 - December 31, 2013	269-145-801.00		446.44				
Wil-Kil Pest Control										\$62.25
33931	12/20/2013	2386615	Courthouse	101-265-801.00		62.25				
WISCONSIN PUBLIC SERVICE CORP - 700 N. Adams Street										\$9,216.73
33930	12/30/2013	0402047856-00004	Courthouse	101-265-920.04		4,354.14				
33932	12/30/2013	0402191663-00001	Health Care Center	101-265-920.03		312.30				
33932	12/30/2013	0402191663-00001	Health Care Center	101-265-920.04		483.34				
34085	01/07/2014	0402055840-00001	Jail - Electric Service	101-265-920.03		4,066.95				
Xerox Corporation - 26152 Network Place										\$494.72
33981	01/01/2014	071804302	January 2014 (Probation & Parole)	101-131-942.00		97.18				
34011	01/01/2014	071804300	Sheriff Dept - December 2013	101-301-727.00		36.84				
34012	01/01/2014	071804301	Sheriff Dept - December 2013	101-301-727.00		360.90				
Total Amount for Bank Account: General										\$81,392.97

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission reports
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Miscellaneous Boards/Committees/Commission Reports, Discussion	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/24/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

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

MONTHLY BUILDING PERMIT REPORT

01/03/2014

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12984-13	12/10/13	RILEY JAMIE W & PLUNGER-RILEY	N16346 FRENCHTOWN	MEYER TWP.	\$94.20
Work: 2.ADDITION		2ND STORY ADDITION ENCLOSE PORCH			011-012-008-00 MY-12 8/7
P12985-13	12/04/13	EGGER JONATHAN	N2830 RIVER DR	MENOMINEE TWP.	\$257.52
Work: 5.MOVED STRUCTURE					010-335-002-20 MO-CS-216
P12986-13	12/10/13	KOPEC STANISLAW & WIESLAWA & W	2940 CO RD 358	DAGGETT TWP.	\$195.00
Work: 3.GARAGE		1500 SQ FT GARAGE			002-135-010-00 DG-35 6/6
P12987-13	12/20/13	BARRIBEAU RONALD TRUST	N16287 FRENCHTOWN	MEYER TWP.	\$171.00
Work: 3.GARAGE		30X40 POLE BLDG			011-011-056-00 MY-11 8/7

Total Permits 4
Total Fees \$717.72

Cedarville Township Board Meeting

November 7, 2013

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

Roll Call: Supervisor-Lin Peterson, Clerk-Donna Buechler, Treasurer-Kathie Prestin, Trustee-Jim Prestin, Guests-3.

Moved by Kathie to approve agenda, second by Jim. Motion carried.

Moved by Kathie to approve minutes of previous meeting as read, second by Jim. Motion carried.

Treasurer's Report: Bank accounts and fund balances reconcile at \$92,189.02. Received on payment for a billed fire dept. run. A check from several years ago was turned in to Kathie from the insurance company, however she doesn't think she'll get the money as too much time has passed. A few tax payments have come in with the check dated early, but postmarked past due date. She will save envelopes to verify information as to why they received late fees.

Fire Chief's Report: Won the judgment against Leah Leaveck and Kyna will keep up on it. FEMA grant application period has started. There are 16 people so far who need FFI & II. They'd like at least 20. Cedarville now has a snowbulance that converts to wheels for summer use. MCSD may put a 4-wheeler and snowmobile here to pull it. There is a high school student interested in joining the department. Gary requested the board implement a Cadet program. There was one run this past month.

Assessor's Report: Working on winter tax data base. BOR meets at 2 pm on Dec. 11. Inflation rate multiplier for 2014 is 1.6% Equalization says Ag., commercial, and residential are right where they should be. Will be inspecting new construction on Nov. 11.

Clerk's Report: Resent 2010 w-2's certified and requiring a signature as proof they got them t his time. Workman's comp. audit completed. Lighthouse Pub inspection was good. Waste Management said we should not owe them when called due to no bill received. Moved by Kathie to approve warrant list 15225-15238 voiding 15224, 15215, 15223, second by Jim. Motion carried.

Supervisor/Building Authority Report: No permits this month

Fox Park Report: One night paid for \$15. Park closed on Oct. 25th. Picnic area was also closed and locked, and chemical toilets removed.

Moved by Jim to accept all previous reports, second by Kathie. Motion carried.

Old Business:

-No news on-Bike route, Land division, horse trails, fisheries, tree clean up at WELLS, Zettel, bridge walk, outdoor outlets, no-wake zone, dumpsite logging, or parking in DNR lot.

-Town Hall Septic-Has been pumped. Moved by Kathie to fence along parking lot where tank is located, second by Donna. Motion carried.

-Economic Development- Trail meeting on 28th, next one tomorrow, Donna attended horse trail meeting in Marquette.

-Waste Water-State may possibly turn over the park's system to the township.

New Business:

-Fire Dept Inventory-Requesting an inventory by done with anticipated replacement dates for budget prep.

-Cemetery-Ask in newsletter if they know of errors or name changes.

-Project List-Plan for any new items for budget prep.

-Flies-Need to be cleaned out of town hall lights.

-ORV-State designated legal road travel on M-35 from Camp O to G-12

-Newsletter-Lin requested input on what's happening in township.

Public Comment-none

Moved to adjourn by Jim, second by Kathie.

Next Meeting-December 11, 2013

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, December 10, 2013.

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

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Joe Skrobiak, David Wesoloski, Larry Barker, Gerald Piche, Darlene Nerat and John Nerat.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 11/12/13 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, November 11, 2013				\$1,325,963.86
Receipts thru 11/30/13	188,687.90			
Expenditures thru 11/30/13		220,114.85		
Balance, November 30, 2013				1,294,536.91
Michigan Transportation Funds	239,015.38			
Receipts thru 12/09/13	20,410.80			
Expenditures thru 12/09/13		141,353.77		
State Maint. & Equip. Advances			117,398.00	
Balance, December 9, 2013	448,114.08	361,468.62	117,398.00	1,295,211.32
<u>Payables & Reserves</u>				
Payroll 12/19, and 01/02 (Est.)			125,000.00	
Soc. Sec. 12/19 and 01/02 (Est.)			9,562.50	
Reserve for workers compensation insurance			6,948.69	
Reserve for liability insurance			95,794.64	
Reserve for rental grader lease (Dec 2009)			18,261.53	
Reserve for rental grader leases (Oct 2010)			128,018.34	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for snowplow cutting edges			0.00	
Reserve for design of CR 358 (US41 to K-1 Road)			8,275.00	
Reserve for Forest Funds			161,015.11	
Reserve RR X'ing closure funds for Nadeau Twp. projects			123,250.00	
Reserve for design of Pach Lane bridge			32,000.00	
Reserve for Hannahville 2% funds-crack filling machine rental			18,862.50	
Reserve for 2013 Federal Aid match			30.96	(727,594.52)
				\$ 567,616.80

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

Vouchers # 14-0009, 14-1130, and 14-0011 – Moved by Betzinger, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Discuss participation in the cost of Public Service Announcements on TV6 – Moved by Anderson, seconded Kakuk to not participate in the cost since a lot of the households in the county are unable to get programming from TV6. Carried unanimously.

Discuss correspondence received from Normenco Sportsman Club and the Cedarville Township Board regarding the proposed DNR ORV connector trails – Moilanen stated that the long term goal of the DNR was to have a multi-use trail throughout the entire UP. In Menominee County they want to connect at the Soo Line on Eustis Road to Camp O Road off of M-35. Moved by Anderson, seconded by Kakuk to have Moilanen write a letter approving the use of the county roads for the proposed ORV trail with Normenco being required to provide a certificate of insurance, obtain a permit for installing the ORV signs, and that the Road Commission is not responsible for any damaged signs. Carried unanimously.

Discuss weighmaster duties during the 2014 spring breakup – The current weighmaster may be on leave of absence during the 2014 spring breakup. The Michigan State Police Motor Carrier officer could provide some coverage at a rate of \$75/hour for wages & equipment. Moved by Betzinger, seconded by Anderson to have Moilanen request a contract from the Michigan State Police for these services. Carried unanimously.

Discuss winter snowplowing operations – Moilanen stated that there are currently 3 employees off on leave and that there is an employee considering retiring in early 2014. There are currently 2 winter temporary employees working. Due to the shortage of manpower, some routes may not be plowed as early as they have in the past. Betzinger noted that he had received complaints that CR374 and CR551 had not been plowed until late afternoon during the last storm and that these roads are heavily traveled. Moilanen will discuss the situation with the foreman to see if any changes to the routes can be made to improve service.

Discuss/approve the 2014 regular meeting schedule for the Menominee County Road Commission – Moved by Anderson, seconded by Betzinger to approve the following schedule:

Thursday, January 2, 2014	9:00 a.m. (Reorganizational Meeting)
Tuesday, January 14, 2014	9:00 a.m.
Tuesday, February 18, 2014	9:00 a.m.
Tuesday, March 11, 2014	9:00 a.m.
Tuesday, April 8, 2014	9:00 a.m.
Tuesday, May 6, 2014	9:00 a.m.
Tuesday, June 10, 2014	9:00 a.m.
Tuesday, July 15, 2014	9:00 a.m.
Tuesday, August 12, 2014	9:00 a.m.
Tuesday, September 9, 2014	9:00 a.m.
Tuesday, October 14, 2014	9:00 a.m.
Tuesday, November 11, 2014	9:00 a.m.
Tuesday, December 9, 2014	9:00 a.m.

Discuss/approve the preliminary schedule for the 2014 Township/Road Commission annual meetings – Moved by Anderson, seconded by Betzinger to move the meetings to the week of January 20, 2014 so they do not conflict with the Michigan Townships Association Annual Conference. Letters will be sent to the townships in the next few days. Carried unanimously.

Permission to purchase laptop computers for office personnel - Moilanen explained that Savord's laptop was beginning to fail and that the laptop used by the stock clerk and mechanics for the engine diagnostics program was too old to install updates on any longer. Two new laptops would be purchased, for Moilanen and Savord, and Moilanen's current laptop would be used for the engine diagnostic software. Moved by Betzinger, seconded by Anderson to approve the purchase of two laptop computers at an estimated cost of \$1,500 - \$2,000 each. Carried unanimously.

Permission for Engineer-Manager to attend the County Engineers' Conference – moved by Anderson, seconded by Betzinger to have Moilanen attend the conference being held February 11-13, 2014. Carried unanimously.

Discuss correspondence from CN Railroad regarding invoice for 2011 Grade Crossing Protection maintenance – Moilanen explained that the railroad originally had tried to back bill for 6 years, but then changed to billing for just 2011 and 2012. At CRAM's suggestion, the road commission had paid the invoice for 2012. CN Railroad is now stating they will take legal action to collect the 2011 invoice. Moved by Betzinger, seconded by Kakuk to pay the invoice as it would be less costly than legal fees. Motion carried by the following vote: 2 yes (Betzinger, Kakuk), 1 no (Anderson).

Any other business – Moilanen asked for permission to hire DGR Engineering to take traffic counts on Pach Road and for those roads that are part of the 2014 and 2015 Federal Aid projects. Moved by Kakuk, seconded by Betzinger to hire DGR for the traffic counts. Carried unanimously.

Moilanen stated that a valid petition had been received requesting the abandonment of a portion of 31.75 Road. The portion that is being requested to be abandoned was decertified in 2003. Moved by Anderson, seconded by Kakuk to hold a Public Hearing on the Proposed Abandonment of a portion of 31.75 Road on March 11, 2014 at 8:45 a.m. Carried unanimously.

Gerald Piche stated that he appreciated that the winter plowing operation gave priority to school bus routes and the safety of the children.

Public Comment – Joe Skrobiak stated that the hill on G-18 near the Porky Pine Camp was very icy and could use some sand. Moilanen will inform the foreman.

David Wesoloski updated the board on the agenda of the upcoming MTA December meeting at the Island Resort & Casino. Topics include Open Meetings Act, Unlawful Expenditures, and visits from State Rep. Ed McBroom and a representative from Senator Tom Casperson's office. He noted that the meeting will be attended by a good representation of the townships, municipalities and county government officials.

Darlene Nerat stated that the bridge on 2.5 Road, west of CR577 was icy. Moilanen will ask the foreman to monitor it. The area has already been brushed to improve the drainage by the bridge. There is a large tree on the southeast side of the bridge that may need to be removed. The bridge has been submitted for Local Bridge funds, but has yet to be chosen for funding.

There being no further business, Kakuk declared the meeting adjourned at 9:51 a.m.

Road Commission Finance Director / Clerk

Chair

Approved 1/14/2014

The Menominee County Board of Road Commissioners held a reorganizational meeting in their offices north of Stephenson on Thursday, January 02, 2014.

Finance Director/Clerk Savord 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.
Absent: None

The Pledge of Allegiance was recited.

Election of Officers for 2014 – At Savord’s first call for Chair nominations, Betzinger nominated Anderson, seconded by Kakuk. Savord again called for nominations for Chair. There were none. Savord again called for nominations for Chair. There being none, the nominations were closed. Savord called for a vote on the nomination of Anderson being Chair for 2014. The motion carried by the following vote: Anderson, Aye; Betzinger, Aye; Kakuk, Aye.

Savord called for nominations for Vice-Chair. Anderson nominated Betzinger for Vice-Chair, seconded by Kakuk. Savord again called for nominations for Vice-Chair. There were none. Savord again called for nominations for Vice-Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Betzinger being Vice-Chair for 2014. The motion carried by the following vote: Anderson, Aye; Betzinger, Aye; Kakuk, Aye.

Savord turned the meeting over to Chair Anderson at 9:02 a.m.

Public comments - None.

Public appearances – None.

Discuss options for weighmaster duties – Moilanen stated that since the December 10, 2013 board meeting it was found out that there was a retired MSP Motor Carrier officer in the county that may be willing to cover the weighmaster duties. He would be able to provide better coverage for the county than the current MSP Motor Carrier officer working on overtime. Sheriff Kenny Marks had also been contacted and he stated that it would not be a problem to get this person deputized for the position. Moved by Kakuk, seconded by Betzinger to have Moilanen contact this individual to determine if he is interested in a temporary position for the 2014 spring breakup. Carried unanimously.

Other Business – Moilanen stated that since two of our county projects had been funded by the Roads and Risks Reserve Fund, he would like to send an email letter of appreciation to Senator Tom Caspersen and Representative Ed McBroom for all the work they did to bring the funds to our county. Moved by Kakuk, seconded by Betzinger to have Moilanen send the thank you on behalf of the road commission. Carried unanimously.

Savord asked who would be attending the Great Lakes Council meeting being held on January 9 at Baraga. All 3 commissioners and Moilanen will attend. Savord also noted that a request had been received from Spalding Township Supervisor Jim Moraska asking that their annual road commission/township meeting be rescheduled for Wednesday, January 15, 2014 at 5:00 p.m. at the Spalding Township Hall. The commissioners agreed to the schedule change.

Kakuk stated that he had received a letter from Spalding Township Supervisor Jim Moraska regarding the reverter clause in the deed for the Spalding Township Hall property. Moilanen replied that this subject had been placed on the agenda for the January 14, 2014 regular meeting. Kakuk also reminded the group of the upcoming Road Millage Campaign Workshop being sponsored by CRAM on February 7, 2014 in Mount Pleasant.

Betzinger stated that since the state equipment rental rates allow us to recover the cost of our equipment usage on the state trunk line, a portion of that amount could be set aside for future equipment purchases. Savord will calculate the amount received and report back to the board.

Public comments – None.

There being no further business, Anderson declared the meeting adjourned at 9:19 a.m.

Road Commission Finance Director/Clerk

Chair

*Approved
1/14/2014*

COMMISSIONERS:

WILLIAM ANDERSON
POWERS, MI 49674

ROGER BETZINGER
DAGGETT, MI 49921

ANTHONY KAKUK
DAGGETT, MI 49921



MENOMINEE COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • 877-867-9444 or 906-753-6914
FAX 906-753-4319

DARRELL W. MOILANEN
ENGINEER-MANAGER

LISA K. SAVORD
FINANCE DIRECTOR / CLERK

2014 SCHEDULE

TOWNSHIP/ROAD COMMISSION MEETINGS

Wednesday, January 15, 2014

Spalding Township Hall

Spalding Township

5:00 P.M.

Monday, January 20, 2014

Road Commission Office

Faithorn Township

6:00 P.M.

Meyer Township

6:30 P.M.

Gourley Township

7:30 P.M.

Tuesday, January 21, 2014

Road Commission Office

Nadeau Township

8:30 A.M.

Holmes Township

9:30 A.M.

Daggett Township

10:00 A.M.

Stephenson Township

10:30 A.M.

Thursday, January 23, 2014

Road Commission Office

Lake Township

8:30 A.M.

Mellen Township

9:00 A.M.

Ingallston Township

9:30 A.M.

Cedarville Township

10:00 A.M.

Menominee Township

10:30 A.M.

COMMISSIONERS:
WILLIAM ANDERSON
POWERS, MI 49874
ROGER BETZINGER
DAGGETT, MI 49821
ANTHONY KAKUK
DAGGETT, MI 49821



MENOMINEE COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • 877-867-9444 or 906-753-5914
FAX 906-753-4319

DARRELL W. MOILANEN
ENGINEER-MANAGER
LISA K. SAVORD
FINANCE DIRECTOR / CLERK

MENOMINEE COUNTY ROAD COMMISSION
2014 REGULAR MEETING SCHEDULE

Thursday, January 2, 2014 (Reorganizational Meeting)	9:00 a.m.
Tuesday, January 14, 2014	9:00 a.m.
Tuesday, February 18, 2014	9:00 a.m.
Tuesday, March 11, 2014	9:00 a.m.
Tuesday, April 8, 2014	9:00 a.m.
Tuesday, May 6, 2014	9:00 a.m.
Tuesday, June 10, 2014	9:00 a.m.
Tuesday, July 15, 2014	9:00 a.m.
Tuesday, August 12, 2014	9:00 a.m.
Tuesday, September 9, 2014	9:00 a.m.
Tuesday, October 14, 2014	9:00 a.m.
Tuesday, November 11, 2014	9:00 a.m.
Tuesday, December 9, 2014	9:00 a.m.

NOTE: Dates and times are subject to change.

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, December 17, 2013.

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

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

Public Participation: No public present.

C. Peterson moved to approve the minutes from the November 19, 2013 meeting. Seconded by J. Bejgrowicz, motion carried.

C. Peterson moved to approve the November financial reports. Seconded by J. Freis, motion carried.

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

Director's Report:

- A. The monthly circulation stat comparisons for November were in the board packets.
- B. The Friends of the Library purchased a patron counter and Twin City Electric recently installed it. The Friends next regular meeting will be held on Thursday, January 23 at 1:00 PM.
- C. The park rangers started cleaning the carpet in the library, but their equipment broke down after they finished the Hayward Room. After the motor is replaced, they will clean the rest of the library carpeting.

Old Business:

- A. Michigan Energy Rebates – Update – All the paperwork was filed for the six computers and Deep Freeze software.
- B. K. McNeely – Term Expires December 31, 2013 – The recommendation letter was sent to the County Board after the November meeting. The County Administrator will be placing ads in the papers after January 1, 2014 for board and committee openings.

New Business:

- A. 2014 Holiday Schedule – After discussion, C. Peterson moved to approve the 2014 holiday schedule. Seconded by J. Bejgrowicz, motion carried.
- B. Five-Year Technology Plan 2014-2019 – P. Cheski explained the five-year technology plan. S. Dees, Superiorland Library Cooperative Director, needed these plans prior to publishing an RFP for the Internet Consortium of Libraries.

Other Board Concerns: C. Peterson reported she recently attended a presentation about the Menekaunee Sunrise Early Learning Center. The school is seeking donations of books for four and five year old children.

Public Participation: Commissioner Furlong expressed his support for the library and its reserve fund to replace the bookmobile. However, he does not like the way special revenue department finances are set up..

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by J. Bejgrowicz, motion carried. The meeting adjourned at 11:16 AM.