

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on **Tuesday ~ October 22, 2013 @ 6:00 p.m. CDT**  
At Cedarville Township Hall  
Old Mill Road & M35, Cedar River, MI 49887

### AGENDA

- A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Approval of the Agenda
  - E. Approval of Previous Minutes  
Oct. 8, 2013 – County Board
  - F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
  - G. Presentations (*limited to twenty minutes*)
  - H. Department Head/Elected Officials Reports (*limited to ten minutes*)
  - I. Action Items
1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the salaries of the current Menominee County Elected Officials to remain the same as last year. (Clerk/ROD-\$54,847; Treasurer-\$52,107; Sheriff-\$61,706; Prosecuting Attorney-\$91,870; Board Chairman-\$4,500; Board members-\$4,000; Drain Commission-\$500)
  2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the 2013 Menominee County Apportionment Report as submitted by the Equalization Director. (This report may later need to be amended due to the November election.)
  3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint a member to the DHS/Pinecrest Board of Trustees for a three year term Nov. 1, 2013 to Oct. 31, 2016. (Two patrons applied, Leon Felch and Mike Kaufman).
  4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve payment of Commissioner Per Diems and expenses as recently submitted.
  5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on Sept. 26 & 30, 2013 in the amount of \$107,530.23.
  6. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

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

**J. New Business (discussion only)**

1. **Personnel Items:**
  - a. **MERS - Defined Contribution**
  
2. **Building and Grounds/Park Items:**
  - a. **None**
  
3. **Miscellaneous Items:**
  - a. **CUPPAD – Letter of Support Request**
  - b. **MDOT – Requesting comments/concerns - ORV Connector trails**
  
4. **Finance Items**
  - a. **Commissioner Per Diems and expenses**
  - b. **Miscellaneous bills as paid on Oct. 7, 10 & 11, 2013 in a total amount of \$124,687.85**

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

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

**M. Commissioner Comment**

**N. Adjourn**

October 8, 2013

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in the Cedarville Township Hall, Cedar River, Michigan.

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

Cedarville Township Supervisor Lin Peterson welcomed the board to Cedarville Township. She also read a statement supporting and thanking Brian Bousley and Nancy Douglas for all the help they have been to Cedarville Township with their economic development.

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

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

Absent: Com. Furlong (Excused)

Moved by Com. Hafeman, seconded by Com. Plutchak to approve the agenda. Discussion ensued. Com. Schei does not feel that the board should be discussing the Personnel Items under New Business until they have gone before the Personnel Committee. He also feels that they should not be on tomorrow's Executive Committee Agenda. Motion was approved 7-1 Com. Schei voted nay.

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the September 24, 2013 Regular County Board Meeting. Motion was approved 8-0.

**Public Comment:**

- Charlene Peterson – Commented on the need to have a full-time Emergency Management Coordinator.
- Lin Peterson - Commented on the need to have a full-time Emergency Management Coordinator.
- Gary Gerue - Commented on the need to have a full-time Emergency Management Coordinator.

**Presentations:** None.

**Department Head/Elected Officials Reports:**

- Diane Lesperance – Stated that they are conducting foreclosure visits right now. She also commented that the Hermansville demolition project is continuing to move along.

Moved by Com. Hafeman, seconded by Com. Plutchak to approve a bid by Anderson, Tackman & Co., PLC in the amount of \$27,000 for Audit Services for Menominee County for the fiscal years ending September 30, 2013, 2014 & 2015. Payments to be disbursed from Acct. #101-103-801.01. Motion was approved 8-0.

Ballots were passed out to all 8 commissioners present to vote for the two Board of Canvassers positions expiring on October 31, 2013 (one Democrat, and one Republican) Votes were tallied and Democratic Candidate Mary Jo Wennergren received all 8 votes and Republican Candidate Wesley Branyan received all 8 votes.

Moved by Com. Nelson, seconded by Com. Plutchak to appoint Mary Jo Wennergren as the Democratic Representative on the Menominee County Board of Canvassers. Term to commence November 1, 2013 and expire on October 31, 2017. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Hafeman to appoint Wesley Branyan as the Republican Representative on the Menominee County Board of Canvassers. Term to commence November 1, 2013 and expire on October 31, 2017. Motion was approved 8-0.

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

Moved by Com. Plutchak, seconded by Com. Krienke to approve miscellaneous bills as paid on Sept. 9, 11 & 12, 2013 in the amount of \$86,819.28. Motion was approved 8-0.

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

#### **New Business (discussion only)**

##### **Personnel Items:**

- a. Emergency Management Coordinator – Vacancy. – Brian Bousley explained that the current EMC, Trina Rabida is resigning as of October 9<sup>th</sup>. Trina and Michigan State Police Lt. Donald Brown are here to answer any questions and to explain the importance of keeping the EMC position as a full-time position. Trina passed out a letter, and read it to the board addressing this topic. Com. Schei asked if we would lose any money if this position is not filled. Trina explained that the Emergency Management Performance Grant reimburses the county for 37% of the wages of the EMC. Lt. Brown discussed the regional meeting that is held in Marquette on the first Thursday of every month. It is important to have a representative attend these meetings on behalf of Menominee County if they do not hire a new EMC right away. Com. Meintz asked if there are any counties that have a combined EMC position. Lt. Brown stated Schoolcraft and Delta counties have combined, and Houghton and Keewenaw counties have combined their EMC position. Brian explained that in the past we had the position combined with the 911 Director, Debra Wormwood. He said this did not work because of the responsibilities of the job. Debra did state she would be willing to help out until the position is filled. Com. Nelson commented on the amount of money that is currently budgeted for the position and the reimbursement amount. Coms. Nelson, Meintz and Hafeman commented on the great work that Trina has been doing as the coordinator. Com. Nelson believes that the Executive Committee should look at this issue further at their next meeting tomorrow morning.

- b. Building Code agreement with Delta County. – Brian Bousley explained that Dan Menacher is currently working full time at Delta County, Building Code. He (and Delta Co.) have agreed to contract with Menominee County for his services with Menominee County to maintain state compliance per the laws PA 230 of 1972 and Soil Erosion and Sedimentation control within the county. Brian also explained Delta County signed the contract last week. He thinks this should be moved forward for a vote tonight.

Moved by Com. Hafeman, seconded by Com. Krienke to make the approval of a Building Code agreement with Delta County and action item. Discussion ensued. Com. Schei asked if it would be 10.5 hours per week? Brian explained it would be a maximum of 550 hours per year. Motion was approved by roll call vote 8-0.

Moved by Com. Schei, seconded by Com. Plutchak to approve the Building Code agreement between Menominee and Delta County. Motion was approved 8-0.

**Building and Grounds/Parks Items:**

- a. None.

**Miscellaneous Items:**

- a. Planning Commissioner – Volunteer per diem fee. – Brian Bousley explained that the Planning Commission met on September 23, 2013 and discussed payment of committee member per diem fees. A motion by Warren Suchovsky, supported by Paul Anderson was carried, “County Board should establish the volunteer per diem fee equal for all board members including the County Commissioner members assigned to the respective boards”. Brian explained at the last Parks Committee meeting they echoed the same feelings. Com. Hafeman stated there is no contingency money in the budget to pay for committee fees. The commissioners discussed how meeting fees would be paid and they would have to be paid from the budgets the committees currently have because they would not be given any additional funds. Com. Nelson feels this is a mute point since the board already decided to let the individual committees decide on their per diem fees and they only have their budgeted amount of money to use to pay the fees. The consensus of the board is to drop this item and not discuss it further.
- b. Menominee Housing Programs – Grant Administrator. – Brian explained that Larry Wall has been our Grant Administrator for many years. Menominee County was just approved for a two year grant (MSHDA) in the amount of \$175,000. We need to update Larry’s contract with the county to allow him to administer the funds and paperwork necessary to comply with the grant. Brian stated that Larry is doing a great job and we should just move this to an action item and approve him as the Grant Administrator.

Moved by Com. Hafeman, seconded by Com. Schei to make the approval of Larry Wall as the Menominee Housing Program Grant Administrator. Motion was approved by roll call vote 8-0.

Moved by Com. Schei, seconded by Com. Hafeman to appoint Larry Wall as the Menominee Housing Program Grant Administrator. Motion was approved 8-0.

**Finance Items:**

- a. Salaries of County Officers – Elected Officials. – Brian explained that per Act 154 of 1879, salaries of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1, of each year. Brian explained in the FY 2013/2014 budget that was just approved last month the county budgeted for a 2% raise for the elected officials listed: (County Clerk/ROD, County Treasurer, County Sheriff, and County Prosecutor) The courthouse union received a 2% raise this year and it has been past practice to give the elected officials the same raise. Com. Hafeman feels the salaries should remain the same. She stated that the County already provides health insurance and retirement and does not feel the elected officials need anymore. Com. Lang asked how the salaries were established. Brian stated that occurred before his time as administrator. The consensus of the board is to move this item forward for approval at the same salary the elected officials are currently receiving.
- b. Equalization – 2013 Apportionment Report. – Per MCL 211.37 & 207.12, The Apportionment Report must be approved by the County Board of Commissioners prior to October 31 each year. Equalization Director Peggy Schroud has submitted the 2013 Apportionment report for approval. Peggy explained that this report may need to be revised if the taxpayers vote in an additional millages on the November 2013 ballot. The consensus of the board is to move this item forward to the next meeting for approval.
- c. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- d. Miscellaneous bills as paid on Sept. 26 & 30, 2013 in the amount of \$107,530.23. – Com. Hafeman asked as question about a bill for carpet. The consensus of the board is to move this item forward to the next meeting for approval.

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

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

Chairman Meintz called for public comment

**Public Comment:**

- Charlene Peterson – Commented about the Planning Commission and asked for the volunteers on the commission and the County Commissioners to be on the same pay level.
- Diane Lesperance – Commented that the elected official received a 2% raise last year, but with the change in social security their pay checks actually decreased.

**Commissioner Comment:**

- Com. Schei – Commented that he wants to make sure the board follows our bylaws and doesn't think the Executive Committee should be addressing the EMC position. It should be addressed by the Personnel Committee.
- Com. Meintz – Commented about the confusion in per diems being paid to volunteers vs. commissioners. He stated the raise in social security last year was not the County Boards fault.
- Com. Hafeman – Commented that Delta, Dickinson and Menominee Counties should get together to discuss the Northern Healthcare and that Richard Mapes wants to set up a separate board. She feels that he is only doing this so he draw an additional salary.

Moved by Com. Nelson, seconded by Com. Plutchak to adjourn at 7:20 p.m. Motion was approved 8-0.

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Salaries of County Officers – Elected Officials</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Per Act 154 of 1879, Salaries of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before Nov. 1 of each year.</p> <p>Per discussion 10/8/13 – Salaries of elected officials will move forward with “NO” increase in salaries for board approval.</p>	
<p>To approve the salaries of the current Menominee County Elected Officials to remain the same as last year. (Clerk/ROD-\$54,847; Treasurer-\$52,107; Sheriff-\$61,706; Prosecuting Attorney-\$91,870; Board Chairman-\$4,500; Board members-\$4,000; Drain Commission-\$500)</p>	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**SALARIES OF COUNTY OFFICERS**  
**Act 154 of 1879**

AN ACT relative to the salaries of county officers.

History: 1879, Act 154, Eff. Aug. 30, 1879.

*The People of the State of Michigan enact:*

**45.421 Salaries of county officers; determination; change in compensation.**

Sec. 1. (1) The annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1 each year and shall not be diminished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term of office.

(2) Notwithstanding subsection (1), for a county which has a county officers compensation commission, the compensation of each nonjudicial elected officer of the county shall be determined by that commission. A change in compensation for those officers of a county which has a county officers compensation commission shall commence at the beginning of the first odd numbered year after the determination is made by the county officers compensation commission and is not rejected.

History: 1879, Act 154, Eff. Aug. 30, 1879;—How. 508;—CL 1897, 2649;—CL 1915, 2514;—CL 1929, 1426;—CL 1948, 45.421;—Am. 1967, Act 163, Eff. Nov. 2, 1967;—Am. 1978, Act 487, Imd. Eff. Dec. 1, 1978.

**ELECTED OFFICIAL ANNUAL SALARIES**

**CURRENT & 2% increase on 1/1/2014**

Elected Official	Current Pay	2% inc. - 1/1/2014
Clerk/ROD	\$54,847	\$55,944
Treasurer	\$52,107	\$53,149
Sheriff	\$61,706	\$62,940
Prosecuting Atty	\$91,870	\$93,707
Board Chairman	\$4,500	
Board Members	\$4,000	
Drain Commissioner	\$500	

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>2013 Apportionment Report</b>
<b>DEPARTMENT:</b>	<b>Equalization</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> Per MCL 211.37 & 207.12, The Apportionment Report must be approved by the County Board of Commissioners prior to October 31 each year. Equalization Director has submitted the 2013 Apportionment report for approval. <i>Note: This report may need to be revised if the taxpayers vote in any additional millages on the November 2013 ballot.</i>	
<b>RECOMMENDED MOTION</b>  To approve the 2013 Menominee County Apportionment Report as submitted by the Equalization Director. (This report may later need to be amended due to the November election.)	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY EQUALIZATION DEPARTMENT  
839 TENTH AVENUE  
MENOMINEE MI 49858  
(906) 863-2683**

**MEMO**

**DATE:** October 3, 2013

**TO:** Menominee County Board of Commissioners

**FROM:** Peggy Schroud  
Menominee County Equalization Director

**RE:** 2013 Apportionment Report

Attached please find a copy of the 2013 Apportionment Report which must be approved by the County Board of Commissioners at an October apportionment session (MCL 211.37 AND 207.12). Please be aware that the apportionment report may have to be revised if the taxpayers vote in any additional millages on the November 2013 ballot.

If you have any questions, please feel free to contact me.

Thank you.





Statement Showing Mills Apportioned by the County Board of Commissioners  
of the County of MENOMINEE for the Year 2013

County and Local Unit

(A) County Name	(B) Taxable Value*	(C) County Allocated Rate / SET	(D) Est. County Allocated / SET Tax Dollars	(E) Total County Extra Voted Operating Rate	(F) Est. County EV Oper. Tax Dollars	(G) Total County Debt Rate	(H) Est. County Debt Tax Dollars	(I) Total Est. County Tax Dollars
MENOMINEE	\$704,014,963	7.0612 \$	4,971,190.46	2.3950 \$	1,686,115.84	0.0000 \$	-	\$ 6,657,306.29
STATE ED. TAX	\$609,407,715	6.0000 \$	3,656,446.29					
*Sections (B) and (K) Exclude Renaissance Zone Taxable Value								
(J) Local Unit Name Townships Cities Villages Listed Alphabetically	(K) Taxable Value*	(L) Total Allocated / Charter Rate / SET	(M) Est. Local Allocated / Charter Tax Dollars	(N) Total Other Extra Voted / General Law Operating Rate	(O) Est. Local EV / GL Oper Tax Dollars	(P) Total Debt Rate	(Q) Est. Local Debt Tax Dollars	(R) Total Est. Local Tax Dollars
CEDARVILLE TWP.	\$20,926,449	1.2076 \$	25,270.78	0.4750 \$	9,940.06	0.0000 \$	-	\$ 35,210.84
DAGGETT TWP.	\$18,950,471	1.3210 \$	25,033.57	2.9775 \$	56,425.03	0.0000 \$	-	\$ 81,458.60
FAITHORN TWP.	\$12,925,177	1.2583 \$	16,263.75	1.0000 \$	12,925.18	0.0000 \$	-	\$ 29,188.93
GOURLEY TWP.	\$13,103,117	1.3363 \$	17,509.70	2.6460 \$	34,670.85	0.0000 \$	-	\$ 52,180.54
HARRIS TWP.	\$39,710,321	1.3377 \$	53,120.50	0.9908 \$	39,344.99	0.0000 \$	-	\$ 92,465.48
HOLMES TWP.	\$33,243,217	1.5000 \$	49,864.83	1.0000 \$	33,243.22	0.0000 \$	-	\$ 83,108.04
INGALLSTON TWP.	\$46,686,765	1.1805 \$	55,113.73	0.0000 \$	-	0.0000 \$	-	\$ 55,113.73
LAKE TWP.	\$31,515,881	1.2249 \$	38,603.80	0.9695 \$	30,554.65	0.0000 \$	-	\$ 69,158.45
MELLEN TWP.	\$36,449,015	1.3951 \$	50,850.02	0.0000 \$	-	0.0000 \$	-	\$ 50,850.02
MENOMINEE TWP.	\$111,952,566	0.0000 \$	-	0.0000 \$	-	0.0000 \$	-	\$ -
MEYER TWP.	\$29,636,534	1.3725 \$	40,676.14	0.9954 \$	29,500.21	0.0000 \$	-	\$ 70,176.35
NADEAU TWP.	\$36,344,139	1.3444 \$	48,861.06	1.0000 \$	36,344.14	0.0000 \$	-	\$ 85,205.20
SPALDING TWP.	\$41,270,174	1.3686 \$	56,482.36	1.4517 \$	59,911.91	0.0000 \$	-	\$ 116,394.27
STEPHENSON TWP.	\$21,575,883	1.4066 \$	30,348.64	1.0000 \$	21,575.88	0.0000 \$	-	\$ 51,924.52
MENOMINEE CITY	\$194,379,005	14.8087 \$	2,878,500.37	5.7877 \$	1,125,007.37	3.1800 \$	618,125.24	\$ 4,621,632.97
STEPHENSON CITY	\$15,346,249	9.5000 \$	145,789.37	0.0000 \$	-	0.0000 \$	-	\$ 145,789.37
CARNEY VLG	\$4,608,279	0.0000 \$	-	0.0000 \$	-	0.0000 \$	-	\$ -
DAGGETT VLG	\$3,537,524	2.5000 \$	8,843.81	0.0000 \$	-	0.0000 \$	-	\$ 8,843.81
POWERS VLG	\$4,487,469	2.9211 \$	13,108.35	0.0000 \$	-	0.0000 \$	-	\$ 13,108.35
SET-STEPHENSON SD	\$94,607,248	3.7832 \$	357,918.14	0.0000 \$	-	0.0000 \$	-	\$ 357,918.14
*SEE ATTACHED MEMO		0.0000 \$	-	0.0000 \$	-	0.0000 \$	-	\$ -



Local K12 School District

(A) Local K12 School District Name	(B) Total Taxable Value*	(C) Total Nonhomestead Taxable Value	(D) Total Commercial Personal Taxable Value*	(E) HH / Supplemental Rate	(F) Est. HH / Supplemental Tax Dollars	(G) Non Homestead Operating Rate	(H) Est. NH Operating Tax Dollars	(I) Total Debt / Sinking Fund / Bldg Site Rate	(J) Est. Debt / Sinking Fund / Bldg Site Tax Dollars	(K) Total Recreational Rate	(L) Est. Recreational Tax Dollars	(M) Total Est. Local K12 School Tax Dollars
BARK RIVER HARRIS	\$32,406,866	\$11,596,763	\$11,561	17.0374	\$ 354,387.50	0.0000	\$ 58.24	2.6000	\$ 84,263.10	0.0000	\$ -	\$ 436,708.84
CARNEY MADEAU	\$47,001,179	\$18,360,081	\$47,001,179	17.4298	\$ 489,203.23	0.0000	\$ -	3.2000	\$ 130,403.77	0.0000	\$ -	\$ 649,607.00
MENOMINEE	\$320,752,461	\$116,222,055	\$7,679,217	18.0000	\$ 3,513,321.40	0.0000	\$ 46,075.30	2.0000	\$ 641,504.92	0.0000	\$ -	\$ 4,230,901.83
NORTH CENTRAL	\$60,654,220	\$30,971,033	\$ -	17.9874	\$ 893,671.38	0.0000	\$ -	1.3500	\$ 108,883.20	0.0000	\$ -	\$ 1,002,584.55
NORWAY VULCAN	\$12,925,177	\$6,420,439	\$558,589	17.9622	\$ 106,805.92	0.0000	\$ 3,330.42	5.0000	\$ 64,625.89	0.0000	\$ -	\$ 174,782.22
STEPHENSON	\$210,273,040	\$94,342,668	\$ -	18.0000	\$ 2,086,746.73	0.0000	\$ -	0.9200	\$ 183,451.20	0.0000	\$ -	\$ 2,280,197.93

- MEMO -



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

ANDY DILLON  
STATE TREASURER

June 12, 2013

Kathie Prestin, Treasurer  
Cedarville Township  
W988 Co Rd G-12  
Cedar River, MI 49887

*Was Sent to  
All TWP Treasurers*

Dear Treasurer Prestin:

I am writing to inform you that under PA 40 of 2013, in your township you are required to levy the 2013 State Education Tax at a rate is 3.7832 mills, not six mills.

In 2012 the Stephenson Area Public Schools levied debt millage that it should not have levied. Rather than send a refund check to each property owner in the school district, Public Act 40 of 2013 accomplishes the necessary refund through a reduction in the 2013 State Education Tax rate for all property in the Stephenson School District. Stephenson Area Public Schools has already reimbursed the state school aid fund for the cost of the 2013 State Education Tax reduction.

Under PA 40 of 2013 (enclosed), the excess debt levy retirement fund amount is \$466,142.96. Stephenson Area Public Schools' 2013 taxable value is \$210,273,040. The "applied millage rate"-- the reduction in the SET rate -- is 2.2168 mills (466,142.96 divided by 210,273,040).

If you have any questions, please contact Howard Heideman, [heidemanh@michigan.gov](mailto:heidemanh@michigan.gov) or at 517-373-9002.

Thank you for your attention to this matter.

Sincerely,

Thomas F. Saxton  
Acting Chief Deputy State Treasurer  
Michigan Department of Treasury  
430 West Allegan Street  
Lansing, MI 48922

- c: Diane Lesperance – Menominee County Treasurer
- Margaret J. Schroud – Menominee County Equalization Director

**Certification Statement**

***I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the***

***County of \_\_\_\_\_ for the year \_\_\_\_\_***

\_\_\_\_\_  
Signature of County Equalization Director

**NOTARIZATION**

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan

STATE OF MICHIGAN

County of \_\_\_\_\_ } SS

*Subscribed before me this* \_\_\_\_\_

*Day of* \_\_\_\_\_ *year* \_\_\_\_\_

*My commission expires* \_\_\_\_\_

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>DHS/Pinecrest Board member vacancy</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
On Sept. 24, 2013 the county board discussed the DHS/Pinecrest board member vacancy, Administration advertised to fill the vacancy and has received two applications of interested patrons.	
<b>RECOMMENDED MOTION</b>	
To appoint a member to the DHS/Pinecrest Board of Trustees for a three year term Nov. 1, 2013 to Oct. 31, 2016. (Two patrons applied, Leon Felch and Mike Kaufman).	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
MENOMINEE / DELTA COUNTIES



JENNIFER M. GRANHOLM  
GOVERNOR

ISAMEL AHMED  
DIRECTOR

09/24/2013

Mr. Brian Bousley, County Administrator  
Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858-3000

Re: DHS/Pinecrest Board Appointment

Dear Mr. Bousley,

Mr. Michael Kaufman is a long time member of the Menominee County DHS Board, serving currently as the Board Chairperson. Mr. Kaufman brings to the Board a vast knowledge of Menominee County as a whole, both past and present. His knowledge of the community and its needs has been very helpful in regard to the administration of DHS programs as they relate to the people of Menominee County.

Mr. Kaufman has been a valuable member of the DHS and Pinecrest Board for the past 13 years, and as such, the Menominee County DHS Board recommends that he be reappointed to the Menominee County DHS Board for another three year term.

Sincerely,

Russell K. Sexton, Secretary  
Menominee County DHS Board

Menominee County Board:

Peggy Bastien • Mary Bradley • Michael Kaufman  
2612 10<sup>th</sup> Street • Menominee, Michigan 49858  
Phone: (906) 863-9965 Fax: (906) 863-7426  
[www.michigan.gov](http://www.michigan.gov)

Delta County Board:

Elaine Boyne • Gladys Elegeert • Gerald Smith  
2940 College Ave • Escanaba, Michigan 49829  
Phone: (906) 786-5394 Fax: (906) 786-5350  
[www.michigan.gov](http://www.michigan.gov)

Menominee County  
Board of Commissioners  
839 Tenth Avenue  
Menominee, Michigan 49858

September 18, 2013

Dear Commissioners,

This letter is to inform you of my desire to continue to serve the people of Menominee County on the Department of Human Services board for another three year term.

Thank you for your attention in this matter.

Regards,

A handwritten signature in black ink, appearing to read "Michael Kaufman", with a long horizontal flourish extending to the right.

Michael Kaufman

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

I, Michael Kaufman, hereby submit an application for appointment to

DHS Pinescroft Board for 3 from 10.31.2013

to 10.31.2016

**TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:**

1. I reside at 2112 Poth Ave Menom. Wis 49858

Menominee and have since 1990 at this residence  
like long resident of  
Menominee County

Mailing address if different than above: \_\_\_\_\_

Telephone: 906.867.5010 Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

3. I am currently registered to vote: YES  NO \_\_\_\_\_

4. Employer: Retired Telephone: \_\_\_\_\_

a. Indicate nature of your work: Police Officer

b. Title: Highest rank was Patrol Sergeant

5. Educational Level and degrees received:  
Michigan Certified Law Enforcement Officer

6. I presently hold the following appointments and elected positions:  
DHS Board Chairman / Pinescroft Trustee / Riverside Cemetery Trustee  
Power Spinning Water Board / Menominee County Historical Soc. Director

7. Previously held appointments and/or elected positions: Menominee Area Credit Union Pres. Past  
Board of Review Chair / Coal Cities Committee / Racine  
American Committee / Downtown Blueprint Committee all for City of

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

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

No

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

None

11. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? 12

Please indicate your attendance record for the term(s) served 24 per year / 24 per year  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

DHS meets monthly and Pinduck meets monthly  
I have never missed a meeting of either board  
in twelve years of service

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

A lifetime of dedicated service to the  
people of Menominee County and a sincere  
desire to serve any way I can

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

Signature Michael Kaufman

Name (Print or Type) Michael Kaufman

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

- Resume
- Letter of Reference
- Letter of Intent

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

**RECEIVED**  
9/26/13  
Menominee County Administrator

I, Leon R. Feich, hereby submit an application for appointment to  
NAME  
Pinecrest Board of Trustees for 3 from 11/01/13  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment:  
to 10/31/2016

**TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:**

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

Mailing address if different than above: \_\_\_\_\_

Telephone: (906) 863-3609 Cell Phone: \_\_\_\_\_

Email Address: lrfelch@sbcglobal.net

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

3. I am currently registered to vote: YES  NO

4. Employer: Retired Telephone: \_\_\_\_\_

a. Indicate nature of your work: \_\_\_\_\_

b. Title: \_\_\_\_\_

5. Educational Level and degrees received:  
2 Yrs. College + 2 Years Technical Education

6. I presently hold the following appointments and elected positions:  
Member of Council, City of Menominee and Menominee County Building Code Construction Board of Appeals.

7. Previously held appointments and/or elected positions:  
City of Menominee Cemetery Board of Trustees

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

No

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

No

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

None

11. Is this an application for reappointment? Yes  No

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

Please indicate your attendance record for the term(s) served 72+ / 72+  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

Have not missed any Meetings.

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

I possess business experience, professional management, technical experience, and governmental experience. I am retired and have available time to dedicate to the benefit of the public.

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

Signature

Leon R. Felch

Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

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

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# Commissioner Meeting Fee Expense Form

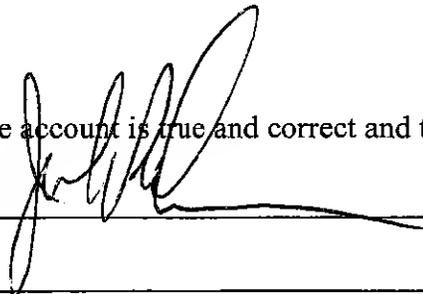
**RECEIVED**  
9/24/13  
Menominee County Administrator

Name of Commissioner JOHN R. NELSON

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

Date	Meeting Description & Duration	Meeting Expense
9/5/13	MI WORKS ESCORT, MI	\$ 50
9/9/13	NORTH POINT FIRE CO Comm, Idem MI	\$ 50
9/10/13	MEMO CO BOARD MEETING	\$ 50
9/24/13	MEMO CO BOARD MEETING	\$ 50
9/26/13	NORTH POINT BOARD MEETING	\$ 50
<b>Total Per Diem</b>		<b>250.</b>

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

Commissioner Signature: 

Date: 9/1/13

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**

9/24/13

Menominee County Administrator

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

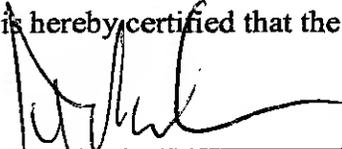
\*Meals Maximum of \$40 per day.

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
9/5/13	ESCAWAGT / M.A.	52	.565	29.38	
9/9/13	NORTHWEST / JEROME	74		41.31	101-101-860.11
9/10/13	COURT HOUSE / MENOMINEE	94		53.11	101-101-860.11
9/24/13	COURT HOUSE / MENOMINEE	94		53.11	101-101-860.11
9/24/13	NORTHWEST / BO. MEET #1	74		41.81	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		388		219.22	
			<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					219.22

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

  
\_\_\_\_\_  
Signed

9/24/13  
\_\_\_\_\_  
Date







COPY

# Commissioner Meeting Fee Expense Form

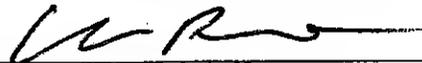
RECEIVED  
9/30/13  
Menominee County Administrator

Name of Commissioner Chris Plutchak

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

Date	Meeting Description	Meeting Expense
8-13-13	CB Meeting Harris	50.00
8-27-13	CB Meeting Harris	50.00
Total Per Diem		100.00

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: 9-27-13

COPY

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
9/30/13  
Menominee County Administrator

Mileage: ~~\$55~~/mile ~ effective 01 January 2013  
\$.565

\*Meals Maximum of \$40 per day.

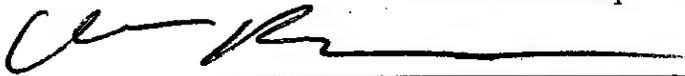
\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Chris Plutchak ~ District 5

Date	Meeting Place	# of miles	<del>.55</del> X .565/mile	Total Cost	Account Number
8-13-13	Harris	92	.565	51.98	101-101-860.05
8-27-13	Harris	92	.565	51.98	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
					101-101-860.05
			<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>103.96</b>

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



Signed

9-27-13

Date



# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

RECEIVED

9/30/13

Menominee County Administrator

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

.505

\*Meals Maximum of \$40 per day.

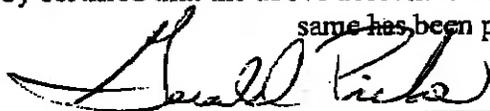
\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X 555/mile	Total Cost	Account Number
			505		
9/10/13	Road Commission	25		14.13	101-101-860.07
9/10/13	County Board - Court House	72		40.68	101-101-860.07
Sept. 15, 16, 17	MAC Conference - Frankomunil	---		---	101-101-860.07
9/24/13	County Board -	72		40.68	101-101-860.07
9/25/13	4-H Interview - Anax	34		---	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		169	Total Mileage		
Total Mileage Fee					95.49

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



Signed

9/30/13

Date

MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED

9/30/13

Menominee County Administrator

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
9/10/13	COURTHOUSE	16		9.04	101-101-860.04
9/18/13	PINECREST-POWERS	73		41.25	101-101-860.04
9/24/13	COURTHOUSE	16		9.04	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
		105	<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>59.33</b>

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

9/30/13

Date



# Commissioner Meeting Fee Expense Form

**RECEIVED**  
10/2/13  
Menominee County Administrator

**Name of Commissioner:** Jan Hafeman District 8

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

Date	Meeting Description & Duration	Meeting Expense
9/10/13	Co. Bd. Mtg. -Menominee	\$50.00
9/15/13	MAC Conference & Travel-Frankenmuth	\$75.00
9/16/13	MAC Conference- Frankenmuth	\$75.00
9/17/13	MAC Conference & Travel- Frankenmuth	\$75.00
9/18/13	Bd of Health- Finance Mtg-Escanaba 8:30 AM	\$50.00
9/18/13	Bd of Health Mtg- Pinecrest-3:00 P.M.	\$50.00
9/24/13	Co Bd. Mtg.- Menominee	\$50.00
9/26/13	Pinecrest Bd. Mtg.- Pinecrest	\$50.00
<b>Total Per Diem</b>		<b>\$ 475.00</b>

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

**Commissioner Signature:** 

**Date:** 10/1/13

*RLK*

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
9/10/13  
Menominee County Administrator

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

\*Meals            Maximum of \$40 per day

\*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
8/6/13	MAC Conf. Manistique	160		N/C	101-101-860.10
8/12/13	Finance Mtg-Menominee	76			101-101-860.10
8/13/13	Co. Board Meeting-Harris	26			101-101-860.10
8/15/13	COW-Annex	34			101-101-860.10
8/21/13	Finance Meeting- Menominee	76			101-101-860.10
8/21/13	Board of Health-Menominee	76			101-101-860.10
8/22/13	Pinecrest Board- Pinecrest	14			101-101-860.10
8/23/13	UPCAP- Escanaba	58			101-101-860.10
8/27/13	County Board-Harris	26			101-101-860.10
		<b>386</b>	<b>Total Mileage</b>	<b>X \$.565</b>	
<b>Total Mileage Fee</b>					<b>218.09</b>

*AKA*

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

*Jan M. Hafeman*  
\_\_\_\_\_  
Signed

9-5-13

\_\_\_\_\_  
Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
10/2/13  
Menominee County Administrator

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

\*Meals Maximum of \$40 per day

\*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
9/10/13	Co. Bd. Mtg- Menominee	76			101-101-860.10
9/15-17/13	Travel-MAC Conf. Frankenmth	746	.565	421.49	101-101-860.10
9/18/13	Bd of Health Finance-Escanaba	58			101-101-860.10
9/18/13	Bd. Of Health Mtg- Pinecrest	14			101-101-860.10
9/24/13	Co Bd. Mtg.-Menominee	76		555.96	101-101-860.10
9/26/13	Pinecrest Bd. Mtg.	14	984 x .565	559.96	101-101-860.10
9/15-17/13	MAC Conf Lodging			✓ 297.48	101-101-860.10
	MAC Conf. Meals		17.44 + 20.00	37.44	101-101-860.10
	MAC Conf. Bridge Tolls			✓ 8.00	101-101-860.10
		984			
		238 & 746	948	Total Mileage	X \$.565 = \$ 555.96
<b>Total Mileage Fee</b>					<b>\$ 898.88</b>

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

10/1/13  
Date

746 x .565 = 421.49  
297.48  
37.44  
8.00

238 x .565  
\$ 134.47  
101-101-860.10

\$ 764.41

101-101-859.00

# Bavarian Inn Lodge

One Covered Bridge Lane  
 Frankenmuth, MI 48734  
 (989) 652-7200

Hafeman, County Commi Jan  
 Menominee County  
 839 10th Ave.  
 Menominee, MI 49858

ACCOUNT NO: 11U2RR  
 ROOM NO: 0309 CLERK: N6  
 ARRIVE: 09/15/13  
 DEPART: 09/17/13  
 RATE/PACKAGE: 134.00  
 RATE/PACKAGE DESCRIPTION: RACK  
 NO. IN PARTY: 2  
 DEPOSIT REC'D: 297.48

DATE	DESCRIPTION		CHARGES	PAYMENTS
09/15/13	PMC 1 XXXX9257	AH		297.48
09/15/13	HROOM 1 Rack Rate	--	134.00	
09/15/13	HSTAX 1 State Sales Tax	--	8.04	
09/15/13	HCTAX 1 Occupancy Tax	--	6.70	
09/16/13	HROOM 1 Rack Rate	--	134.00	
09/16/13	HSTAX 1 State Sales Tax	--	8.04	
09/16/13	HCTAX 1 Occupancy Tax	--	6.70	

We hope you've enjoyed your stay and look forward to seeing you again!

	Subtotals	\$	297.48	297.48
--	-----------	----	--------	--------

PAID IN FULL --- THANK YOU!

## Bavarian Inn Lodge & Conference Center

*"We hope you enjoyed your stay!"*

**TO EXPRESS CHECK OUT**

Our records indicate that you are scheduled to depart today. Please review your bill, it is a record of your charges as of 5:00 a.m. today. For your convenience, you may check out by phone. When you are ready to leave the hotel, please call the hotel operator and let us know that you are ready to vacate your room. **Check out is 11:00 a.m.** You may leave your keys in the room.

*Dinner Sun. P.M*

BAVARIAN INN LODGE  
Oma's

Covers: 2

Chk# Tab P/N Server Time Date  
816051 9 2 499 5:43:28 PM 9/15/2013

1 Fran. Combo Plate 13.95  
w/Salad 2.50  
Food Sub-Total 16.45

SUB TOTAL 16.45  
Sales Tax 0.99

**TOTAL 17.44**

If you are a Perks Club Member  
you just earned  
164.50 points!  
If you would like information as  
to joining our Perks Club, please  
ask your server.

\*Create Great Memories at Bavarian  
Inn Lodge. Book now for your  
Special Occasion. Please call  
(989)652-7200.

\*Party Nightly in our Lorelei Lounge  
Free Live Entertainment

Thank You - Katie Mac.

MACXINAC BRIDGE

Customer Fare Receipt

Lane 75 Coll #22  
Tran# Desc Paid w/  
7153: AUTO, 2 axles 4.00

Total Fare: 10.50

Date 09-15-2013 Time 10:03:53

Buckle Up!

ZEHNDER'S OF FRANKENMUTH

THANKS YOU!  
PLEASE STOP BY AGAIN SOON !!!!!

332 AMBER L 2  
225/1 TRN 102 GST 2  
SEP16'13 5:39PM

1 FS CHICKEN 19.95  
XXXXXXXXXXXX9257 XX/XX  
MASTERCARD 21.15

SUBTOTAL 19.95  
TAX 1.20  
PAYMENT MADE 21.15  
----1427 CLOSED SEP16 6:48PM----

*please  
20.00  
Dinner*

MACXINAC BRIDGE

Customer Fare Receipt

Lane 2N Coll #40  
Tran# Desc Paid w/  
2177: AUTO, 2 axles 4.00

Total Fare: 41.00

Date 09-17-2013 Time 16:32:41

Buckle Up!

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Sept. 26 & 30, 2013 in the amount of \$107,530.23	
<b>RECOMMENDED MOTION</b>	
To approve Miscellaneous Bills as paid on Sept. 26 & 30, 2013 in the amount of \$107,530.23	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

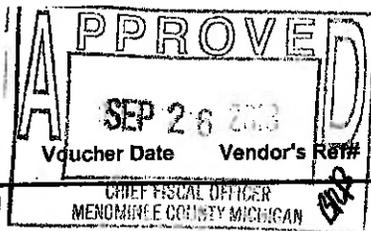
**DATE:**

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



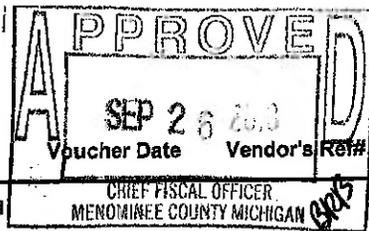
**MENOMINEE COUNTY**  
**Claims Audit Report**

Vendor Name	Vcher#	Youcher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
A & B Automotive	32212	9/20/2013	20998	Auto Repairs - Walter C. Hooper	294-688-835.00	1,043.17		\$1,043.17
Anderson, Paul	32352	9/23/2013	Reimbursement	Mileage - Planning Commission	101-401-710.00	11.30		\$11.30
AT&T - Carol Stream, IL	32320	9/13/2013	616T49897709	Telephone Services	101-301-850.00	0.43		\$0.43
AT&T Mobility	32307	9/23/2013	287262234966	September 10 - October 9, 2013	101-132-850.00	31.04		\$31.04
Bay Area Septic Service	32272	9/18/2013	9/18/13	Pumping Pit Toilets (Kleinks Park)	208-751-942.00	150.00		\$150.00
BAYSHORE VETERINARY CLINIC	32323	9/16/2013	164437	Brix - K9 Care	101-301-881.01	98.23		\$98.23
Big O's Lube and Service, Inc.	32334	9/17/2013	12424	2011 Chevy Impala (Battery)	205-315-934.02	140.95		\$140.95
Bradley, Mary	32281	9/24/2013	Per Diem	DHS Board	101-601-837.00	50.00		\$50.00
Carquest Auto Parts	32333	9/13/2013	2825-244802	Purple Power Car Wash	205-315-934.02	7.34		\$7.34
Cellcom Wisconsin RSA 04	32225	9/5/2013	247210	Medical Examiner - Cellular Services	101-648-727.00	73.70		\$181.23
	32275	9/5/2013	240528	Cellular Services	101-132-850.00	20.97	x	
	32275	9/5/2013	240528	Cellular Services	298-664-850.00	51.69	x	
	32275	9/5/2013	240528	Cellular Services	298-665-850.00	14.87	x	
City of Stephenson - P.O. Box 467	32327	9/23/2013	Reimbursement	4/1 - 9/30/13 (Subscription Fees) - MI D	101-301-978.00	150.00		\$183.00
	32328	9/23/2013	Reimbursement	Law Enforcement Information Network	101-301-978.00	33.00		
CLOVERLAND PAPER CO	32217	9/13/2013	102988	Center Pull & Multifold Towels, Liners	101-265-755.01	98.82		\$1,085.18
	32268	9/20/2013	103047	Towels, Tissues, Liners	101-265-755.01	287.07		
	32269	9/20/2013	103048	Bowl Cleaner & Towels	101-265-755.01	85.57		
	32270	9/20/2013	103049	Facial Tissue	101-265-755.01	32.11		
	32315	9/6/2013	102918	Inmate Supplies	101-301-770.00	94.27		
	32343	9/6/2013	102919	Shakey Lakes - Towels, Soap, Disinfect	208-751-755.01	472.71		
	32344	9/16/2013	102990	Shakey Lakes - Towels	208-751-755.01	34.63		
CORE TECHNOLOGY CORPORATION	32324	11/16/2012	64077	Talon Authentication Matrix, Support, In	101-301-934.00	2,000.00		\$6,965.00
	32325	7/31/2013	64513	Support for 9/30/13 to 9/30/14	101-301-934.01	4,965.00		
Dennis-Ruleau, Dawn	32303	9/18/2013	Reimbursement	Certified Mail	101-132-727.00	7.17		\$7.17
Donna Buechler	32348	9/23/2013	Reimbursement	Mileage - Planning Commission	101-401-710.00	20.34		\$20.34
Election Systems & Software	32258	9/19/2013	861080	Layout Charge - 11/5/13 Election	101-262-727.00	346.50		\$346.50
ESSER PAINT & GLASS	32216	8/31/2013	4070	Health Dept - South Window	101-265-930.01	214.55		\$214.55



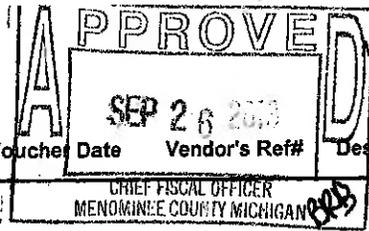
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Friends Ofc Prod Whse Direct								\$1,168.73
	32231	9/13/2013	019212I	Veterans - Office Supplies	101-682-727.00	28.79		
	32298	9/24/2013	019271I	Equalization - Office Supplies	101-257-727.00	179.96		
	32340	9/25/2013	Q1039	PO# 02831 Desk - Equalization	101-257-727.00	959.98		
Galls/Quartermaster								\$256.80
	32299	9/14/2013	000998783	Greg Smith/David Ashby - Uniform Allow	205-315-745.00	256.80		
HAUPT DR PAUL/MEDICAL EXAMINER								\$5,895.00
	32300	9/25/2013	Medical Examiner	July, August, September 2013	101-648-709.00	5,850.00		
	32300	9/25/2013	Medical Examiner	July, August, September 2013	101-648-727.00	45.00		
Integrated Imaging, Inc.								\$2,852.06
	32345	9/24/2013	59800	PO# 02832 Conversion of Digital Image	101-268-931.00	2,852.06		
J S ELECTRONICS, INC.								\$48.00
	32326	9/11/2013	17906	Maintenance on Spotlight (5517)	101-301-934.02	49.00		
Jeff Naser								\$99.72
	32282	9/24/2013	Per Diem	DHS Board	101-601-837.00	50.00		
	32283	9/24/2013	Reimbursement	DHS Board Mileage	101-601-837.00	49.72		
Joel Hensley, RN								\$4,665.00
	32301	9/25/2013	Medical Examiner	July, August, September 2013	101-648-709.00	2,460.00		
	32301	9/25/2013	Medical Examiner	July, August, September 2013	101-648-835.00	840.00		
	32319	9/22/2013	Nursing Services	October 15 - October 30, 2013	101-301-770.01	1,365.00		
K & M Rentals								\$78.00
	32288	9/22/2013	3577	Portable Toilet - Airport Park	208-751-942.00	78.00		
Kakuk, Tammany								\$330.26
	32308	9/24/2013	5272	Foster Care Cost (C.F.)	292-662-843.02	144.13		
	32309	9/24/2013	5273	Foster Care Cost (C.F.)	292-662-843.02	186.13		
Kaufman, Michael								\$50.00
	32284	9/24/2013	Per Diem	DHS Board	101-601-837.00	50.00		
Kielman, Marc								\$287.87
	32234	9/12/2013	Reimbursement	Mileage	101-215-860.00	266.12		
	32257	9/23/2013	Reimbursement	Mileage	101-215-860.00	21.75		
Koehne								\$94.66
	32312	9/24/2013	71344	Vehicle Maintenance (2001 Dodge Rarr	101-265-981.00	94.66		
LENCA SURVEYING								\$2,449.25
	32289	9/21/2013	13198	Remon Yr 2013 (9/3 to 9/21/13)	243-245-801.07	2,449.25		
Lesperance, Diane								\$24.91
	32254	9/24/2013	Reimbursement	Mileage - EOC Training	101-253-860.00	24.91		
Lesperance, Michael								\$69.90
	32222	9/18/2013	Reimbursement	Supplies (x20 signs)	517-252-955.00	49.90		
	32223	9/18/2013	Signs	Labor (x20 signs)	517-252-931.00	20.00		
Linda A. Menacher								\$123.90
	32292	9/23/2013	8/8/12 & 9/5/12	Ives (186 & 12 Pages)	101-136-806.00	59.40		
	32295	9/23/2013	Transcripts	Parrett, Turner, Szabo	101-267-806.00	64.50		
Macco's								\$7,623.95
	32337	9/13/2013	CG331139	PO# 02823 Carpet (North End 1st Floor	101-103-970.11	7,623.95		



**MENOMINEE COUNTY**  
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">             CHIEF FISCAL OFFICER              MENOMINEE COUNTY MICHIGAN           </div>						
<b>Manpower</b>							<b>\$913.50</b>
32213	9/15/2013	26112839	Week Ending 9/15/13 - Kelly Hofer	101-268-704.00	472.50		
32233	9/8/2013	26082888	Week Ending 9/8/13 - Kelly Hofer	101-268-704.00	378.00		
32236	9/8/2013	26079398	Week Ending 9/8/13 - Regina Mistark	215-141-705.00	63.00		
<b>Marinette Farm &amp; Garden</b>							<b>\$55.00</b>
32305	9/16/2013	256842	Dig up Garden Plat @ Duby Park	266-667-801.01	55.00		
<b>Massopust, Whitney</b>							<b>\$980.00</b>
32302	9/25/2013	Medical Examiner	July, August, September 2013	101-648-709.00	720.00		
32302	9/25/2013	Medical Examiner	July, August, September 2013	101-648-835.00	260.00		
<b>Mastercard</b>							<b>\$2,616.08</b>
32296	9/11/2013	Credit Card	Intelius	101-301-727.00	19.95		
32296	9/11/2013	Credit Card	Intelius	101-301-727.00	19.95		
32296	9/11/2013	Credit Card	PayPal (Nast)	264-363-881.00	275.00		
32296	9/11/2013	Credit Card	PayPal (Holmes)	264-363-881.00	275.00		
32297	9/11/2013	Credit Card	Crystal Mtn Lodging	517-252-860.00	312.90	x	
32297	9/11/2013	Credit Card	AT & T	101-132-850.00	89.24	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	Omnis Network	208-751-880.00	9.95	x	
32297	9/11/2013	Credit Card	Kmart	266-667-801.01	29.87	x	
32297	9/11/2013	Credit Card	USPS	208-751-920.00	13.75	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	Omnis Network	208-751-880.00	95.28	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	NASW Online	101-132-802.00	160.00	x	
32297	9/11/2013	Credit Card	NASW Online	101-132-802.00	160.00	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	MI Assoc Counties	101-101-859.00	495.00	x	
32297	9/11/2013	Credit Card	Mary's Bistro	101-268-860.00	12.67	x	
32297	9/11/2013	Credit Card	Northern Ferry	101-268-704.00	18.00	x	
32297	9/11/2013	Credit Card	Huron St. Pub & Grill	101-268-860.00	19.14	x	
32297	9/11/2013	Credit Card	ActionBag.com	517-252-727.00	82.90	x	
32297	9/11/2013	Credit Card	Powerwrx/Bulk Wire	101-426-934.02	437.11	x	
32297	9/11/2013	Credit Card	USPS	208-751-920.00	3.77	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
32297	9/11/2013	Credit Card	Crystal Mtn Dining	517-252-860.00	15.90	x	
32297	9/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
<b>MCSSA</b>							<b>\$843.67</b>
32285	9/1/2013	Dues	2013 - 2014 Annual Dues	101-601-837.00	843.67		
<b>Menards - Marinette</b>							<b>\$750.79</b>
32215	9/10/2013	33181	Air Conditioner Unit & Outlet Plate	101-265-930.01	203.81		
32218	9/13/2013	33454	Courthouse Security	101-265-930.01	143.36		
32265	9/19/2013	33955	Building Maintenance	101-265-930.01	333.37		
32311	9/20/2013	34080	Building Maintenance	101-265-930.01	70.25		



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher#	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>MENOMINEE COUNTY ROAD COMMISSI</b>								<b>\$50.42</b>
32314	9/11/2013	10732		Power to Radio (September 2013)	101-301-755.00	50.42		
<b>Mid-Michigan Kennels, Inc.</b>								<b>\$1,937.13</b>
32322	7/24/2013	2013-0013		PO# 02729 - 2009 Chevy Impala K-9 In:	101-301-881.01	1,937.13		
<b>MILLERS ACTION OFFICE SUPPLY I</b>								<b>\$501.25</b>
32224	9/17/2013	0096343-001		Mellers	517-252-727.00	47.99		
32226	9/16/2013	0096311-001		Clerk & Circuit Court Office Supplies	101-131-727.00	103.97		
32226	9/16/2013	0096311-001		Clerk & Circuit Court Office Supplies	101-215-727.00	349.29		
<b>Nelson, John R.</b>								<b>\$219.22</b>
32287	9/24/2013	Reimbursement		September 2013 Mileage	101-101-860.11	219.22		
<b>NERATS PLUMBING AND HEATING IN</b>								<b>\$10.95</b>
32219	9/17/2013	16926		Back Flow Preventer	101-265-930.01	10.95		
<b>Northern Safety Co., Inc.</b>								<b>\$25.15</b>
32214	9/13/2013	900592096/10032938		Industrial Gloves	101-265-755.00	25.15		
<b>Office Depot, Inc.</b>								<b>\$373.01</b>
32259	9/13/2013	675799873001		District Court - Office Supplies	101-136-727.00	17.99		
32260	9/13/2013	675799872001		District Court - Office Supplies	101-136-727.00	198.94		
32261	9/12/2013	675463261001		District Court - Office Supplies	101-136-727.00	73.03		
32262	9/13/2013	675799785001		District Court - Office Supplies	101-136-727.00	10.49		
32277	9/9/2013	674924346001		Admin Office Supplies	101-172-727.01	70.38		
32278	9/9/2013	674923825001		Admin Office Supplies	101-172-727.01	2.18		
<b>Pacific Bulletproof Co.</b>								<b>\$2,032.00</b>
32255	9/19/2013	21872		PO# 02827 - Bulletproof Drawer (Treas)	516-253-955.00	1,500.00		
32255	9/19/2013	21872		PO# 02827 - Bulletproof Drawer (Treas)	516-253-727.00	500.00		
32255	9/19/2013	21872		PO# 02827 - Bulletproof Drawer (Treas)	517-252-931.00	32.00		
<b>Pan-O-Gold Baking Co.</b>								<b>\$90.58</b>
32316	9/10/2013	00040683325308		Inmate Groceries	101-301-770.00	47.74		
32317	9/3/2013	00040683324613		Inmate Groceries	101-301-770.00	42.84		
<b>Payne, Cindy</b>								<b>\$234.48</b>
32229	9/16/2013	Reimbursement		Mileage for MARD Conference	101-268-860.00	234.48		
<b>Peterson, Charlene</b>								<b>\$19.21</b>
32349	9/23/2013	Reimbursement		Mileage - Planning Commission	101-401-710.00	19.21		
<b>Przewrocki, Joan</b>								<b>\$52.00</b>
32304	9/19/2013	5269		Saturday Detention (T.B.)	101-132-801.01	52.00		
<b>Quill Corporation</b>								<b>\$130.62</b>
32338	9/20/2013	5806384		PA - Office Supplies	101-267-727.00	130.62		
<b>RCOM</b>								<b>\$168.80</b>
32290	9/12/2013	11393		Expense Reduction Period (July 2013)	101-103-850.00	168.80		
<b>Reinhart Foodservice</b>								<b>\$482.43</b>
32318	9/12/2013	201337		Inmate Groceries	101-301-770.00	482.43		
<b>Sage Software, Inc.</b>								<b>\$859.00</b>
32276	9/12/2013	2000921583		Sage Fixed Assets Program Renewal	101-172-727.00	859.00		
<b>Schultz, Lillian R.</b>								<b>\$23.73</b>
32351	9/23/2013	Reimbursement		Mileage - Planning Commission	101-401-710.00	23.73		
<b>Securus Technologies</b>								<b>\$448.66</b>
32321	8/30/2013	120061		Debit Calls	101-301-850.01	448.66		

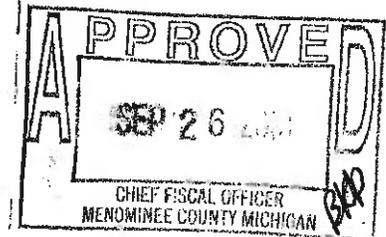


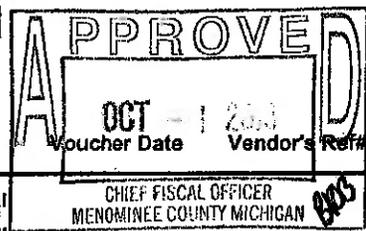
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Sherwin Williams Company 32284	9/19/2013	6680-4	Paint, Edger, Edger Pad	101-265-930.01	34.62		\$34.62
<b>STATE BAR OF MICHIGAN</b>							<b>\$975.00</b>
32306	9/25/2013	Dues	2013/14 Membership Dues - Hon. Jeff E	101-136-802.00	305.00	x	
32310	9/25/2013	5274	Membership Dues (2013/2014)	101-148-802.00	365.00	x	
32341	9/28/2013	Dues	2013/2014 Dues - Daniel E. Hass	101-267-802.00	305.00	x	
<b>State of Michigan - Dept. of Management &amp; Budget</b>							<b>\$3,000.00</b>
32228	5/7/2013	13-002103	24170, 13-000738 & 13-002103 (\$50 ea	266-326-942.00	150.00	x	
32332	9/23/2013	13-001493	4/1/13 - 9/30/13	205-315-934.01	2,850.00	x	
<b>State of Michigan MI St.Police</b>							<b>\$3,500.00</b>
32329	9/13/2013	551-399036	Law Enforcement Information Network (	101-301-976.00	1,750.00	x	
32330	8/1/2013	551-375441	Law Enforcement Information Network	101-301-976.00	1,750.00	x	
<b>STEPHENSON MARKETING COOPERATI</b>							<b>\$2,463.30</b>
32291	8/31/2013	462643	August 2013	208-751-755.01	8.58		
32291	8/31/2013	462643	August 2013	208-751-742.00	111.00		
32291	8/31/2013	462643	August 2013	208-751-981.00	27.88		
32291	8/31/2013	462643	August 2013	208-751-742.00	82.55		
32291	8/31/2013	462643	August 2013	208-751-742.00	-30.55		
32331	8/31/2013	015579	August 2013 Gasoline Charges	205-315-742.00	2,263.84		
<b>U.E.S. COMPUTERS, INC.</b>							<b>\$9,902.97</b>
32256	8/28/2013	65531	PO# 02826 Treasurer Work Stations (x	101-253-970.00	1,994.00		
32271	8/2/2013	38815	August 2013	101-103-857.00	2,085.00		
32271	8/2/2013	38815	August 2013	101-301-727.00	164.98		
32271	8/2/2013	38815	August 2013	101-282-727.00	27.99		
32274	9/6/2013	65623	PO# 02825 (911 Work Stations x2)	266-326-970.00	1,994.00		
32293	9/9/2013	65647	Wireless Keyboard & Mouse (Treasurer	101-253-728.00	76.00		
32294	9/9/2013	65648	Microsoft Office (x2) for Treasurer's Offi	101-253-727.00	480.00		
32339	8/28/2013	65530	PO# 02830 - PA's Office - Workstations	101-267-970.00	1,994.00		
32346	9/6/2013	65625	PO# 02829 Workstation (Shakey Lakes	208-751-970.00	1,087.00		
<b>U.P. County Treasurers Associa</b>							<b>\$25.00</b>
32283	6/19/2013	Dues	2013 Calendar Year Dues	101-253-802.00	25.00		
<b>U.S. Bank Equipment Finance</b>							<b>\$191.80</b>
32280	9/15/2013	236958617	Bizhub 423 Copier	101-172-942.00	133.07		
32313	9/13/2013	236783868	Konica - C20 Copier (Sheriff Dept)	101-301-727.00	58.73		
<b>UPCAP SERVICES INC</b>							<b>\$40.00</b>
32235	8/31/2013	2007	Work Crew Services	517-252-931.00	40.00		
<b>Valenti, Susan F.</b>							<b>\$457.35</b>
32220	9/20/2013	Reimbursement	July 2013	101-131-860.00	436.20		
32221	7/31/2013	M13-003558-FH	People vs Parrett	101-131-806.00	21.15		
<b>Vigilant Canine Services Inter</b>							<b>\$400.00</b>
32253	9/23/2013	Proposal	K9 Services	101-301-881.01	400.00		
<b>Warren Suchovsky</b>							<b>\$10.17</b>
32350	9/23/2013	Reimbursement	Mileage - Planning Commission	101-401-710.00	10.17		
<b>Waste Management of Central WI</b>							<b>\$511.07</b>
32347	9/26/2013	00002-41039-13003	October 2013	101-265-801.00	511.07		
<b>WEST GROUP PAYMENT CENTER</b>							<b>\$486.68</b>
32230	9/4/2013	828007337	August 5 - September 4, 2013	101-267-802.00	41.50		
32232	8/1/2013	827929275	August 1 - August 31, 2013	269-145-801.00	425.18		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
<b>Bank Account: General</b>								
<b>White Water Associates, Inc.</b> 32286	9/23/2013	134888	Water Analysis	208-751-920.00	15.00		\$15.00	
<b>White, Jessica</b> 32227	9/17/2013	Reimbursement	Meal for Stacy & Jessy - Training in Mar	101-215-860.00	6.76		\$6.76	
<b>Wil-Kil Pest Control</b> 32266	9/9/2013	2327524	Library	101-265-801.00	31.25		\$62.50	
32267	9/9/2013	2327525	Annex	101-265-801.00	31.25			
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								
32273	9/17/2013	0402047856-00005	Electrical Service - Kleinke Park	208-751-920.01	125.71		\$656.26	
32279	9/17/2013	0402047856-00008	Kleinke Park	208-751-920.01	497.33			
32342	9/24/2013	0402047856-00006	Stoney Point Electrical Service	208-751-920.01	33.22			
<b>Total Amount for Bank Account: General</b>								<b>\$73,188.60</b>



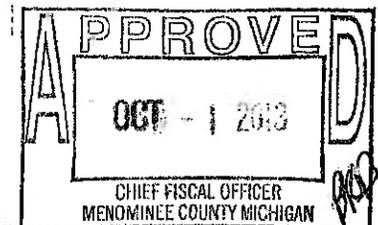


MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL								\$735.46
	32398	9/19/2013	906863202309	September 19 - October 18, 2013	101-103-850.00	468.02		
	32408	9/19/2013	906863861409	September 19 - October 18, 2013	266-325-850.00	267.44		
AT&T Long Distance								\$1,708.84
	32399	9/19/2013	854528091	Telephone Services	101-103-850.00	1,708.84		
Batteries Plus #988								\$371.00
	32429	9/25/2013	988-100050-01	Batteries	101-265-931.00	98.00		
	32430	9/24/2013	988-100775	Batteries	101-265-931.00	87.50		
	32431	9/24/2013	988-100636	Batteries	101-265-931.00	87.50		
	32432	9/13/2013	988-100026-01	Batteries	101-265-931.00	98.00		
Brunelle, Jennifer								\$126.56
	32413	9/30/2013	Reimbursement	Mileage - September 2013	296-665-860.00	126.56		
Carquest Auto Parts								\$33.96
	32426	9/26/2013	2825-346008	2002 Jeep Liberty (Air Filter and Wiper I	101-265-981.00	33.96		
CITY OF MENOMINEE - 2511 10TH ST.								\$3,233.08
	32420	9/24/2013	3563	August 2013 Gasoline Sales (Road Pat	205-315-742.00	3,233.08		
City of Stephenson - P.O. Box 467								\$215.53
	32409	9/19/2013	709	Annex Utilities	101-261-920.01	17.50		
	32409	9/19/2013	709	Annex Utilities	101-261-920.02	30.00		
	32409	9/19/2013	709	Annex Utilities	101-261-920.03	168.03		
CLOVERLAND PAPER CO								\$24.20
	32423	9/13/2013	102987	Wet Mop	101-301-770.00	24.20		
Cozy's Polaris								\$903.82
	32415	9/26/2013	3051	Ratchet Tie Down, ATV Helmet, Goggle	101-334-755.00	469.88		
	32417	9/30/2013	019229	98 Polaris Maintenance	101-334-755.00	433.94		
Dennis-Ruleau, Dawn								\$1,101.20
	32410	9/30/2013	September 2013	Crisis Intervention	296-668-801.00	650.00		
	32411	9/30/2013	Reimbursement	Meals, Bridge Toll & Mileage	296-663-860.00	367.00		
	32412	9/30/2013	Reimbursement	Community Garden Supplies	296-667-801.01	84.20		
DTE Energy								\$51.79
	32387	9/20/2013	462245200011	Annex - Heating	101-261-920.04	51.79		
Election Systems & Software								\$1,749.50
	32404	9/27/2013	861872	PO# 02837 (Coding for General 2013 E	101-262-727.00	1,749.50		
Friends Ofc Prod Whse Direct								\$279.61
	32375	9/25/2013	0192811	ROD - Office Supplies	101-268-727.00	261.03		
	32392	9/26/2013	019290	Equalization - Calendar	101-257-727.00	18.58		
Geoffrey C. Lawrence								\$245.31
	32386	9/26/2013	2013-133-MI	Court Appointed Legal - Kleikamp	101-148-807.00	245.31		
Hanna, Brenda								\$33.34
	32406	9/30/2013	Reimbursement	Mileage (July - September 30, 2013)	101-253-860.00	33.34		
Hi Tec Building Services								\$1,410.00
	32396	9/30/2013	006091	Cleaning Services - September 2013	101-265-801.00	1,410.00		
Jennings, Martha								\$72.00
	32383	9/25/2013	2013-107-MI	Court Appointed Legal - Peterson	101-148-807.00	72.00		
Kim's Kennel								\$105.00
	32422	9/23/2013	25276	Boarding	101-301-881.01	105.00		

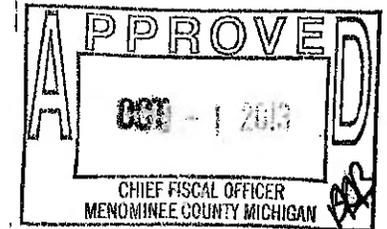
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
Lang, Bernard 32385	9/27/2013	Reimbursement	Mileage - September 2013	101-101-860.02	5.08		\$5.08
Lesperance, Diane 32407	9/30/2013	Reimbursement	Mileage - Banking (July - September 20	517-252-860.00	34.48		\$34.48
Linda A. Menacher 32378	9/30/2013	9/30/13	Szabo & Peak (Copies)	101-267-806.00	19.80		\$110.00
32379	9/30/2013	9/30/13	PLM - M. Peak	101-136-806.00	90.20		
Luffs Advertiser 32395	9/25/2013	9/25/13	Advertising - September 2013	101-101-901.00	93.00		\$493.00
32395	9/25/2013	9/25/13	Advertising - September 2013	101-262-727.00	150.00		
32419	9/25/2013	9/25/13	Crime Stopper Cards	205-315-727.00	250.00		
Manpower 32376	9/22/2013	26142546	Week Ending 9/22/13 (Regina Mistark)	215-141-705.00	393.75		\$393.75
MR TIRE 32425	7/11/2013	444232	Tire Repair	205-315-934.02	20.60		\$20.60
Office Depot, Inc. 32388	9/18/2013	676957805001	Annex - Office Supplies	101-261-727.00	57.65		\$82.43
32389	9/18/2013	676957842001	Annex - Office Supplies	101-261-727.00	15.79		
32390	9/19/2013	676957843001	Annex - Office Supplies	101-261-727.00	8.99		
Pan-O-Gold Baking Co. 32421	9/17/2013	00040683326008	Inmate Groceries	101-301-770.00	44.80		\$44.80
Piche, Gerald L. 32401	9/30/2013	Reimbursement	Mileage - September 2013	101-101-860.07	95.49		\$95.49
PLASTOCON, INC 32418	9/24/2013	79333	Tray Liners	101-301-770.00	345.16		\$345.16
Plutchak, Chris 32402	9/30/2013	Reimbursement	Mileage - September 2013	101-101-860.05	103.96		\$103.96
Reinhart Foodservice 32424	9/19/2013	202561	Inmate Groceries	101-301-770.00	554.01		\$554.01
RIVERSIDE AUTO SALES OF MARINE 32427	9/26/2013	6033168/1	2002 Jeep Liberty - Maintenance	101-265-981.00	212.35		\$212.35
Sage Checks & Forms 32403	9/26/2013	1300003900491	PO# 02835 (Checks, PR Deposit, & Ta)	101-172-727.01	541.04		\$541.04
Schel, Larry 32400	9/30/2013	Reimbursement	Mileage - September 2013	101-101-860.04	59.33		\$59.33
Time Warner Cable 32382	9/18/2013	10404 700185701 000	September 25 - October 24, 2013	101-103-851.01	329.95		\$329.95



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>U.E.S. COMPUTERS, INC.</b>								<b>\$15,931.00</b>
	32377	8/28/2013	65532	PO# 02828 - District Court Work Station	101-136-970.00	997.00		
	32380	9/27/2013	65834	Wireless Keyboard, Mouse & Monitor	101-215-727.00	133.00		
	32381	9/17/2013	65736	Toner Cartridge - FOC	215-141-934.00	76.00		
	32384	9/27/2013	65810	PO# 02836 (Server Backup Device)	101-997-999.17	9,481.00		
	32393	9/26/2013	65820	PO# 02833 (Clerk Work Station)	101-215-970.00	997.00		
	32394	9/26/2013	65819	PO# 02834 (ROD Work Stations x3)	101-268-970.00	1,091.00		
	32394	9/26/2013	65819	PO# 02834 (ROD Work Stations x3)	256-277-728.00	1,900.00		
	32433	9/30/2013	65845	PO# 02838 Computer Monitors (x4) Tre	101-253-980.00	1,000.00		
	32433	9/30/2013	65845	PO# 02838 Computer Monitors (x4) Tre	101-253-728.00	92.00		
	32434	9/30/2013	65854	Monitor (Jessy - Clerk's Office)	101-215-727.00	184.00		
<b>UNIFORM SHOPPE</b>								<b>\$696.65</b>
	32414	9/20/2013	224761	Uniforms - T. Draze	101-334-755.00	333.70		
	32416	9/30/2013	224967	Boots - Draze	101-334-755.00	362.95		
<b>Valley Mechanical, inc.</b>								<b>\$1,738.22</b>
	32428	9/24/2013	2589	PO# 02839 (Control Board, Fan, Motors	101-265-934.00	1,738.22		
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								<b>\$145.01</b>
	32391	9/24/2013	1236989479-00000	Bailey House	208-751-920.01	45.86		
	32391	9/24/2013	1236989479-00000	Kleinke Street Lighting	208-751-920.01	29.24		
	32391	9/24/2013	1236989479-00000	Kleinke Park	208-751-920.01	57.19		
	32391	9/24/2013	1236989479-00000	Bailey Street Lighting	208-751-920.01	12.72		
<b>WORMWOOD, DEBRA</b>								<b>\$25.14</b>
	32397	9/20/2013	Reimbursement	Mileage - Board Meeting in Stephenson	266-325-860.00	25.14		
<b>Total Amount for Bank Account: General</b>								<b>\$34,361.63</b>



## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 10/8/13 County Board meeting	
<b>RECOMMENDED MOTION</b>	
To approve the miscellaneous reports discussed at the 10/8/2013 County Board meeting	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# 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

10/02/2013

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12930-13	09/04/13	WAGNER CHARLES E	N7104 BUTCHLI DR	INGALLSTON TWP.	\$331.00
Work :	3.GARAGE	40X80 GARAGE			007-406-009-00 IN-6 4/6
P12929-13	09/04/13	KRUHMIN KYLE T	W7529 CO RD G-12	LAKE TWP.	\$171.00
Work :	3.GARAGE	30 X 40 GARAGE			008-225-009-06
P12932-13	09/09/13	SLAJUS STEPHEN C & ELIZABETH	N12995 N-4 RD	NADEAU TWP.	\$219.00
Work :	4.MANUFACTURED	SINGLE FAMILY DWELLING			012-123-012-00 ND-23 7/7
P12931-13	09/09/13	MCCLAIN LOUIS	N6375 CO RD 577	MELLEN TWP.	\$206.04
Work :	2.ADDITION	ADDITION AND PATIO			009-290-017-00 ML-C49 L 17
P12928-13	09/09/13	KUDWA DARRIN A & KIMBERLY M	W5273 TWIN CREEK RD	MENOMINEE TWP.	\$171.00
Work :	3.GARAGE	30 X 40 GARAGE			010-012-008-00 MO-12 2/7
P12935-13	09/10/13	NASON JEFF A	N21752 PACH LN F-1	HARRIS TWP.	\$144.12
Work :	3.GARAGE	GARAGE AND BREEZWAY			005-333-008-00 HA-33 1/5
P12934-13	09/10/13	MELLEN TWP BALL PARK	US HWY 41	MELLEN TWP.	\$0.00
Work :	12.OTHER	ADDITION TO THE EXISTING PAVILLION			009-115-030-00 ML-15 4/7
P12937-13	09/12/13	PICHE GERALD L & MARY A	N14129 EKBERG RD L-5	NADEAU TWP.	\$151.80
Work :	3.GARAGE				012-006-017-00
P12933-13	09/12/13	KONELL TERRY A & PAMELA J	185 S FRENCHTOWN R	DAGGETT TWP.	\$156.92
Work :	3.GARAGE				041-601-011-50
P12938-13	09/16/13	EICHHORN DALE J & KRISTIN F	W2789 HILLSIDE RD 40	SPALDING TWP.	\$148.72
Work :	2.ADDITION	ADDITION AND PORCH			013-213-006-50 SD-13 8/6
P12940-13	09/17/13	ERNEST DEAN JR & ROSEMARY	N16510 RIVER RD J-5	SPALDING TWP.	\$305.24
Work :	1.NEW DWELLING	SINGLE FAMILY DWELLING			013-204-012-00 SD-4 8/6

P12941-13	09/20/13	SANDAHL JAMES & DONNA REVOCAM9787 CO RD 358		DAGGETT TWP.	\$197.88
Work :	3.GARAGE	32X48 POLEBUILDING ON A SLAB			002-136-001-05 DG-35 6/6 403A-404
P12942-13	09/23/13	PELKY SCOTT J & DANA M	N18011 ORO RD	SPALDING TWP.	\$132.60
Work :	3.GARAGE	24X30 GARAGE			013-323-004-21
P12945-13	09/24/13	SPALDING TWP-CEMETERY-	N16355 RIVER RD	SPALDING TWP.	\$0.00
Work :	3.GARAGE	30 X 48 COLD STORAGE			013-209-011-00 . SD-9 8/6
P12944-13	09/24/13	CAMPBELL PAUL & MALMSTADT VIW10010 CO RD 352		LAKE TWP.	\$247.80
Work :	3.GARAGE	30 X 72 GARAGE			008-424-014-10 LK-24 5/9
P12943-13	09/24/13	GRIGGS JR DAVID & VICTORIA L	N15513 M-3 RD	MEYER TWP.	\$218.36
Work :	3.GARAGE	32 X 56 DETACHED GARAGE			011-024-011-20 MY-24 8/7
P12948-13	09/25/13	BOERNER THOMAS ETAL	N9596 RIVER RD	LAKE TWP.	\$133.24
Work :	3.GARAGE	26 X 28 DETACHED GARAGE			008-206-003-00 LK-6 5/8
P12947-13	09/25/13	GREGORICH GREGORY	N515 RIVER DR	MENOMINEE TWP.	\$136.44
Work :	3.GARAGE	24 X 32 DETACHED GARAGE			010-460-059-00 MO-C17 L-59
P12946-13	09/25/13	BENGRY LOWELL & JANICE	W3510 CO RD G-12	STEPENSON TWP.	\$151.80
Work :	3.GARAGE	24X40 DETACHED			014-027-006-00 ST-27 5/6 201
P12953-13	09/26/13	KLOIDA PHILIP J & LAURIE B	W7747 FERNWOOD DR	MENOMINEE TWP.	\$142.20
Work :	3.GARAGE	28 X 30 ATTACHED GARAGE			010-600-005-00 . MO-C57
P12952-13	09/26/13	MANTHE MICHAEL & KERRY	W5361 35.5 LN	NADEAU TWP.	\$178.68
Work :	3.GARAGE	2 STORY GARAGE			012-102-013-00 ND-2 7/7
P12951-13	09/26/13	BOURNONVILLE JAMES L & MARLENN573 E FAIRLAND CIR		MENOMINEE TWP.	\$50.00
Work :	6.REPAIR/REMODEL				010-440-071-00 MO-C21
P12949-13	09/26/13	SCHMITZ GARY R & WENDY	W10099 MISCAUNO ISL	HOLMES TWP.	\$133.24
Work :	3.GARAGE	26 X 28 DETACHED GARAGE			006-436-007-04 HO-36 7/9
P12936-13	09/26/13	STECKER DANIEL E & KAY LYNN H	W10098 MISCAUNO LN	HOLMES TWP.	\$247.88
Work :	1.NEW DWELLING	SINGLE FAMILY DWELLING AND GARAGE			006-436-007-06
P12950-13	09/30/13	DESSART THOMAS J	W6622 HOMESTEAD LN	HOLMES TWP.	\$321.40
Work :	3.GARAGE	2 STORY GARAGE			006-017-016-00 HO-17 6/7

**Total Permits**

**25**

**Total Fees**

**\$4,296.36**

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
June 24, 2013

Call To Order: Menominee County Planning Commission regular meeting was called to order at 5:30pm by Chair Lillian Schultz at the Michigan State University Extension office in Stephenson, MI with the pledge of allegiance. New member Paul Anderson welcomed.

Roll Call: Present: Bill Anderson, Donna Buechler, Lillian Schultz, Charlene Peterson, Paul Anderson, Warren Suchovsky. Absent: James Furlong. Quorum was present to conduct business. Guest: Brian Bousley.

Public Comment: None (no public present)

Approval of Agenda: Motion by Peterson to approve agenda with amendment to add election of officers, support by B. Anderson. Motion carried.

Election of Officers: Schultz nominated by B. Anderson for Chair, Peterson nominated by B. Anderson for Vice-Chair, Buechler nominated by Schultz for Secretary. Motion by B. Anderson to approve all nominations and elect as listed, support by P. Anderson. Motion carried.

Approval of Minutes: Motion by Suchovsky to approve minutes of previous meeting as presented, support by B. Anderson. Motion carried.

Old Business: Brian Bousley confirmed the plans to move forward with establishing a Brownfield Authority in Menominee County. Townships to be contacted in the fall.

New Business: Brian Bousley explained the GIS mapping system and will be applying for a grant on Friday to cover the cost of mapping the county. Buechler gave an update on the Upper Peninsula Tourism Conference held in May. There was a noticeable lack of Menominee County representation at the conference held in Menominee County. Motion by Suchovsky to ask tourism contacts to present information on increasing tourism in Menominee County at our next meeting, support by Buechler. Motion carried.

Next Meeting Date: MONDAY, September 23, 2013 – 5:30 pm.

Adjournment: Motion by B. Anderson to adjourn at 6:32 pm, support by Peterson. Motion carried.

Minutes Submitted by:

Donna Buechler  
Menominee County Planning Commission

*approved 9-23-13*



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Public Health, Delta & Menominee Counties  
Escanaba, MI

### Meeting Minutes

Wednesday, July 17, 2013

#### Board Members Present

Bob Burie  
Tom Elegeert

Jan Hafeman  
Tom Trudgeon

Larry Schei

#### Public Health Staff

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

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

The regular monthly meeting of the Delta-Menominee District Board of Health was held on July 17, 2013. The meeting was called to order at 4:03 p.m. EDT by Chairman Burie. Roll call was taken by the Executive Secretary and is recorded above. Mary Harrington was not able to attend the Board of Health meeting but was excused. Mr. Schei arrived to the meeting at 4:16 p.m. EST.

#### 2. Approval of Agenda

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

#### 3. Approval of Minutes

Ms. Hafeman moved that the minutes from June 19, 2013 be approved. Motion was supported by Mr. Trudgeon and carried.

#### 4. Review and Approval of June Check Registers

The BOH reviewed the June check registers. Questions were answered by Ms. Woelffer and Mr. Snyder.

**Mr. Elegeert moved to approve the June check register. Motion was supported by Ms. Hafeman and carried.**

**5. Finance Committee**

Mr. Trudgeon reported the finance committee met on July 15, 2013. The Quarterly Financial Report and MERS Annual Actuarial Valuation were reviewed.

**a. April-June Quarterly Report** – Mr. Trudgeon reported that PHDM is currently under budget for FY 13. The administrative staff has made a list of potential purchases and needs board approval to proceed with the purchases. The items being requested are:

- ✓ Nine desktop computers
- ✓ 13 laptop computers
- ✓ one copier
- ✓ 11 SATA hard drives
- ✓ one Visual Basic software
- ✓ nine topaz signature pads
- ✓ four exam tables
- ✓ one EBO software for the e-Clinical Works software
- ✓ one uninterrupted power supply
- ✓ private pay vaccines
- ✓ Family Planning supplies.

**Ms. Hafeman moved to approve the purchase of the items administration listed. Motion was supported by Mr. Elegeert and carried.**

**b. MERS Annual Actuarial Valuation** – The board discussed how the MERS Defined Benefit Plan works for PHDM employees and the pros and cons of a MERS Defined Benefit Plan. The board would like to see the MERS fund remain in an overfunded status. The Financial Committee recommended additional funds be deposited into MERS. Mr. Snyder noted that a phone call has been made to the PHDM auditor to determine if additional funds can be deposited into MERS, but the auditor is out of the office. Any motions on this matter will be tabled until the auditor returns the call.

**6. Medical Director's Report**

Dr. Frankovich reported that she has been getting calls regarding the bumper crop of mosquitoes this year and concerns regarding West Nile Virus (WNV). Outbreaks of the West Nile virus have occurred since 1999 with the largest in 2012. In spite of all the media attention, most people infected with WNV never develop symptoms. About 20% will get flu-like symptoms and only 1% of these will develop serious neurological disease. No WNV human cases have been reported in Michigan so far this year. Prevention is key so eliminating standing water in and around the home (to decrease the number of mosquitoes) and avoidance are the primary strategies. Bites are best avoided by avoiding outdoor time between dusk and dawn, wearing long sleeved shirts/pants and by using effective insect repellents. Although there are numerous products on the market, for long exposure times, products with higher DEET concentrations are most effective. For shorter exposures, additional options include picaradin, lemon oil eucalyptus and IR-3535.

**7. Health Officer's Report**

- Sheryl Farr, RN, who has been employed at PHDM for 35 years, will be retiring in August. Sheryl is the only full-time nurse in the Menominee office and will be missed. The position has been filled internally in hopes for a smooth transition.

**Mr. Elegeert moved to approve a letter of appreciation for Sheryl Farr. Motion was supported by Mr. Trudgeon and carried.**

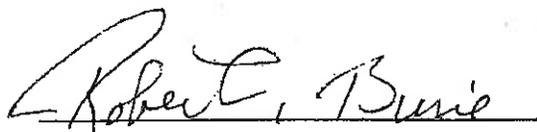
- The Esky 150 Celebration has now come to an end. PHDM did participate in Children's Day at Ludington Park. 135 bike helmets were handed out to children before and after the parade. It was a successful event and staff commented that more helmets could have been handed out.
- The August 21<sup>st</sup> BOH meeting will be held in the Menominee office.
- Mr. Snyder asked if any board members planned on attending the Michigan Association of Counties Conference on September 16<sup>th</sup> and 17<sup>th</sup>. Only one board member plans on attending. The September BOH meeting will remain on the 18<sup>th</sup> at Pinecrest Medical Care Facility.
- Mr. Snyder reminded the board members to read the newspaper articles in the back of the July BOH packets.

**8. Public Comment—None****9. Board Member Comments**

Ms. Hafeman commented that she was happy to see a fund surplus and hopes the board will do something beneficial with it.

**10. Adjournment**

**There being no further business, a motion was made by Mr. Elegeet with support by Mr. Trudgeon to adjourn the meeting. Motion was carried and the meeting adjourned at 5:12 p.m. EDT.**



Chairperson

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

**BOARD MEMBERS**

**MICHAEL KAUFMAN, CHAIR  
MARY BRADLEY  
JEFF NASER**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** August 27, 2013

The regular meeting of the Menominee County Department of Human Services Board was called to order by Michael Kaufman, Board Chair, 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; Mary Bradley, Board Member; Jeff Naser, Board Member and Russell Sexton, Board Secretary.

Others Present: Mr. Bernie Lang, Menominee County Board of Commissioners and Andy Laurin, Menominee County DHS.

**APPROVAL OF AGENDA:**

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

**APPROVAL of JULY 30, 2013 MINUTES:**

Minutes of the July 30, 2013 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Ms. Bradley and supported by Mr. Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for July 2013 was reviewed. There was \$2.26 in expenditures for DHS Board Meeting attendance, leaving a balance of \$6,650.82.

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 Ms. Bradley and supported by Mr. Naser. Motion passed without opposition.

**DIRECTOR'S REPORT:**

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

**Statewide Director's Meeting Information:** There was no meeting this month.

**Collaborative Issues:** No new information was provided.

**Business Plan Update:** Mr. Sexton reviewed the current progress of all units with the board.

**Miscellaneous:** No new information was provided.

**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 Ms. Bradley, with support from Mr. Naser. Motion carried.

**UNIT REPORT:** Andy Laurin, Services Program Manager, provided the board with a comprehensive report on Children's Protective Services. The board members had a variety of questions, which we answered by Mr. Laurin and Mr. Sexton.

**BOARD BUSINESS:**

1. **Approval of Vouchers:**  
Vouchers were reviewed and a motion to approve all vouchers was made by Ms. Bradley and supported by Mr. Naser. Motion passed without opposition.
2. **MCSSA:** There was a general discussion pertaining to the MCSSA District One meeting that occurred on July 17, 2013, at the Ramada Inn, Marquette. The next meeting is on October 16, 2013 at Walstrom's Restaurant in Harvey.

**NEW BUSINESS:**

No new business was presented.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** September 24, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Ms. Bradley and supported by Mr. Naser. Meeting adjourned at 9:30 a.m.

  
Russell K. Sexton/Sue Asplund  
Board Secretary

  
Michael Kaufman  
Chairperson

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**August 29, 2013 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	*X (vtc)			Martin, Ann	X		
DeDie, William		X		Negro, Mari		X	
Dehn, Janet	X			Nelson, John	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X (phone)		
Luhtanen, Joan	*X (vtc)			Zevitz, Michael, Dr.	X (4:06 pm)		

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

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, T. Wendt, M. Wendt, & L. Whear (VTC)

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

**PUBLIC COMMENTS**

- Deb Davis stated that she is leaving Northpointe employment and was at today's Board meeting to say good-bye to the Board. Ms. Davis thanked the Board and stated that she enjoyed her time of employment with Northpointe.

M. Zevitz - present at 4:06 p.m.

**APPROVAL OF THE CONSENT AGENDA:**

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

- Approval of the minutes from the July 25, 2013 regular monthly Board meeting
- Personnel Committee Meeting Report-8/12/13
- Finance Committee Meeting Report-8/19/13
- Planning Committee Meeting Report-8/19/13
- Michigan Association of Community Mental Health Board (MACMHB) EB Report-8/2/13

**ACTION:** The consent agenda was amended to remove from the Planning Committee Report the Plan of Correction for Recidivism Rates and Triage Information Follow-Up to the agenda. Moved to approve the amended consent agenda as presented.

**Motion by:** M. Hofer; supported by J. Dehn. **Motion carried unanimously.**

**APPROVAL OF THE AGENDA:**

(Request for additional agenda items).

The agenda was amended to remove the Presentation-Information Systems Update from the agenda and add from the Planning Committee Report the Plan of Correction for Recidivism Rates and Triage Information Follow-Up to the agenda.

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

**Motion by:** A. Martin; supported by J. Dehn. **Motion carried unanimously**

**PLAN OF CORRECTION FOR RECIDIVISM RATES**

Karen Thekan stated that Northpointe submitted a plan of correction for recidivism rates to NorthCare as Northpointe had two quarters in a row that were above the 15% State benchmark of re-hospitalizing an individual within 30 days. Ms. Thekan stated that once NorthCare accepts this plan of correction a report will be provided to the Planning Committee each quarter on how the recidivism rates are going. Recidivism rate data is also a performance indicator and reported in the quarterly Outcomes Reports. Janet Dehn asked if there was an update regarding the implementation of a crisis stabilization team in Menominee. Ms. Thekan stated that Dr. Razdan, Northpointe

psychiatrist, is willing and available to be part of the crisis stabilization team. Ms. Thekan will be meeting with Jennifer Wade, Menominee Site Director, to begin the planning steps for this crisis stabilization team. Ms. Thekan stated that she will provide updates to the Board as the process goes along. Miscellaneous questions were addressed by Ms. Thekan.

**TRIAGE INFORMATION FOLLOW-UP**

Millie Hofer asked if there is the possibility to track when the actual therapy of an open client begins. Karen Thekan stated that this information is already tracked through the Continuum performance indicator in the Outcomes Report. Miscellaneous questions were addressed by Ms. Thekan.

**LONGEVITY**

Karen Thekan stated that longevity was presented at the August 19, 2013 Finance Committee for discussion. Ms. Thekan further stated there is a policy which states that longevity will be brought to the Board for annual review and pending whether or not there is money available to pay longevity. The total cost for longevity this year is \$68,000.00 and Bill Adrian stated that from this amount approximately \$61,000.00 is Medicaid and \$7,000.00 is General Fund (GF) dollars. Miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

**ACTION:** A motion was made by P. Connors, supported by J. Luhtanen to approve longevity pay.

**ROLL CALL VOTE:**

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

**9 ayes, 1 nay; Motion carried.**

**POWERS OFFICE SPACE**

Karen Thekan stated that the cost to rent office space in Powers at Pinecrest has now been received and will be \$350.00/month which includes utilities. This office space will be used for clinicians to provide services to individuals in the northern end of Menominee County. Miscellaneous questions were addressed by Ms. Thekan.

**ACTION:** A motion was made by J. Nelson, supported by M. Hofer to approve renting office space in Powers for \$350.00/month effective October 1, 2013 for one year.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**CEO REPORT**

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

**State/Federal Activity:**

- Medicaid Expansion passed the Senator with Senator Casperson being the catalyst for this. What Medicaid Expansion basically means is that a lot of GF individuals will now become Medicaid eligible. Discussion ensued.

**Regional Activity:**

- Ms. Thekan and Ms. Raether attended a forum in Marquette on August 14 which was hosted by Senator Debbie Stabenow and information from this forum was provided to the Board.
- Ms. Thekan and Mr. Adrian attended a regional joint finance and directors' meeting in Marquette on August 26 to begin discussing the Medicaid allocation.
- There was a NorthCare Advisory Committee meeting held on August 27 and a Chief Financial Officer has now been hired for NorthCare.

- Third quarter regional follow-up data from NorthCare, relative to denials and subsequent crisis, was provided to the Board for their information. Ms. Thekan reviewed and addressed questions on this information.

**Local Activity:**

- An AmeriCorps Vista volunteer worker will be offering monthly assistance at Northpointe, in all three counties, to help individuals complete Medicaid applications and sign up for other State benefits.
- Northpointe is the only community mental health (CMH) agency in the region that had their team successfully complete and become certified for the evidence based practice, Children’s Trauma Informed Care. Jennifer Wade, Menominee Site Director, is spearheading this initiative.

**NEW BUSINESS**

• **NorthCare By-Laws Amendment**

Karen Raether stated that a copy of the amendment regarding the change to NorthCare By-Laws was provided to the Board for their review. Ms. Raether stated that NorthCare is a 15 member Board and needs 8 members for a quorum. This amendment will allow a Board member to video conference and count towards the quorum. Ms. Raether read the “Resolution Submitting Member Vote to the NorthCare Network Regional Mental Health Care Entity” (see attached resolution). Karen Thekan stated to change the NorthCare By-Laws that 4 of the 5 U.P. regional CMH’s need to approve this change.

**ACTION:** A motion was made by J. Dehn, supported by P. Erickson to approve the above stated resolution.

**Motion carried unanimously.**

**UNFINISHED BUSINESS** – No unfinished business

**CHAIRPERSONS REPORT** - K. Raether

- There have been two NorthCare Advisory committee meetings which were held on July 29 and August 27. Issues discussed were the change in the NorthCare By-Laws, Bill Slavin was hired as the NorthCare CEO and his contract was approved, and the NorthCare Advisory Board will change from an advisory council to the NorthCare Board on January 1, 2014.
- The Great Lakes conference in Hancock is scheduled for September 8-10 and Board members will need to confirm at today’s meeting if they are attending. Millie Hofer, Karen Raether, and Karen Thekan stated that they will be attending the conference. Ms. Raether stated that she, Ms. Hofer, and Ms. Thekan will be the voting delegates for the conference.

J. Nelson excused at 5:09 p.m.

- The Board Association conference is scheduled for October 21-22 in Mt. Pleasant. Board members will need to let Mary Wendt know by the September Board meeting if they will be attending this conference.
- Mike Vizena, Director of the Board Association will be retiring in 2015.

Karen Thekan requested to move into closed session to discuss her periodic review.

**ACTION:** A motion was made by P. Erickson, supported by A. Martin to move into closed session at 5:12 p.m. pursuant to Section 8(a) of the Open Meetings Act for the purpose of discussing Karen Thekan’s periodic personnel evaluation and to include Ms. Thekan and Mary Wendt present for the closed session.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**CLOSED SESSION**

The Board of Directors reconvened into Open Session at 5:35 p.m.

**ROLL CALL:**

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

P. Connors & J. Luhtanen excused at 5:36 p.m.

**PERIODIC PERSONNEL EVALUATION AND CONTRACT-Karen Thekan,CEO**

Peggy Erickson stated at the September 26, 2013 Board meeting, in terms of Ms. Thekan's contract renewal, it will be brought for Board approval that Ms. Thekan's contract be renewed for 2 years with a 4% annual increase for each year. Ms. Erickson also stated that the September 16, 2013 Personnel Committee meeting would be cancelled due to lack of agenda items.

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

**PUBLIC COMMENTS** – No public comments.

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:38 p.m.

The next regular monthly Board meeting is scheduled for Thursday, September 26, 2013 in Kingsford, Michigan at 4:00 p.m.

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary

## MAC CONFERENCE, SEPT 15-17, FRANKENMUTH, MI.

### PLENARY SESSIONS:

**Sunday P.M. Plenary Session** This was on running for office and campaigning. They had several legislators and some campaign managers in to talk.

**Monday: Plenary Session:** Kelly Rossman-McKinney and John Truscott spoke on PR and the Michigan Political Leadership; the various races, and how various candidates get ahead and others screw it up. They also talked about issues on the ballot: Personal Property Tax and a possible ban on Fracking initiative brought on by the "green" people. They didn't think the Fracking issue would make the ballot. They also mentioned that there is a new MAC Mobil App available for your smart phones.

**Monday Noon Plenary Session:** Sen. Cameron Brown talked about the life of Abraham Lincoln, and how he was always an honest friendly man, often different from how he is depicted, and the relevance of his life to our political careers.

**Tuesday's Plenary Session** by Anthony Huey talked about Perception is the truth, and how to answer questions for the News Media. He also gave steps on how to react if a crisis occurs.

- a. Have a crisis communication plan in place—who will deliver the message, and update it regularly.
- b. Choose a communications person
- a. Never say "No Comment"
- b. Deal with the situation head-on; don't hide it, do it immediately.
- c. Gather as much information as possible, and have all the facts. Pre-assign people to monitor the media, and sign up for a twitter account (so you know what's being said).
- d. Respond to every media question, but keep it brief. Speak simply, and no business jargon
- e. Leave a positive image

He also gave some tips on how to not look nervous.

**Tuesday Noon's Plenary Session** was put on by NACO Vice President, and talked about some of

### EDUCATION SESSIONS:

Jerry went to Road Commission, PPT; What happened and what happens now and what it means, and DDA's how to be part of the decision making process,

I went to "Is your Office Lean, Unfunded Liabilities, and Next Generation 911

### Monday AM

"Is your Office Lean. This session talked about a new program offered by Michigan State University and MAC which will be held 3 days Oct. 15-17 in Lansing MAC Headquarters. Lean Office is on How to do more with less by eliminating the waste, especially wasted steps and time in the office, and cross training. They are basing their model on the Japanese model of lean.

They also gave tips for making the meeting run smoother, such as the rabbit hole (putting out of order thoughts on post-it notes and on a bulletin board, Quiet Coyote ( a signal to quiet talkers, Fist of Five to see how their ideas resonate with the staff, and a honey-do list for making sure tasks get done.

### Monday PM

"Unfunded Liabilities", They stated that almost all governmental units in Michigan are having the same problem with MERS. They talked about bonding to fund, which is permitted by legislature adopted for pension liabilities fir OPEB and pension liabilities. Before 12/31/14, a county can issue bonds.

You need a good planner to reduce liabilities first. This includes going to retirees and asking for an amount of benefits to reduce, and negotiating with employees to reduce liabilities. There are specific preparatory items required by the act, along with notice of intent and treasury approval to bond. They stated that Oakland Co. had positive results, but also some negatives.

GASB standards are in effect. All governmental units must disclose their liabilities, and GASB43 explains how to disclose OPEB liabilities and that you must have a plan for funding, but GASB 45 does not require local governments to fund their liability. The State does. . It provides some safe harbors.

They stated that there is a possibility of offering to retirees a buy-out, but there has been limited success when offered to retirees.

They also discussed retiree health care benefits, and how some counties/govt. entities are struggling with this. (We are not) Kalamazoo County's Administrator talked about wellness programs which work on cultural and lifestyle changes. This is not real effective for retirees, as there is little incentive, but for employees, they get extra time off if they can document their gains.

Also, it was suggested that you could put retirees into an exchange in lieu of providing or paying for health care. Also suggested to reduce health care costs was paying only for the employee, and the employee would pick up the cost of insuring their spouse or family.

#### **Tuesday AM**

"Next Generation 911" talked about the traditional copper-wire telephone technology used today, and the history of 911, and where we are going today with Next Generation 911.

NG 911 is the fiber-optic cable system we are putting in such as the Upper Peninsula Project, across the UP. It will form a circuit, so that local 911 units can easily connect to other units, and form a seamless uninterrupted flow of necessary information. It still leaves locals in control, but allows voice, text and video to be sent. It will give a better ability to communicate with today's technology, and will also locate the caller quicker. It needs to remain local, but flexible enough to share among various entities. And the new system will work even if a line is accidentally broken. It allows for automatic rerouting to a different 911 center.

The Upper Peninsula NG911 is through a grant of \$2.3million. It uses a fiber optic network, CAD, Equipment, and consultant. The Upper Peninsula project, a public-private partnership of Peninsula Fiber connects 10 of the UP's 15 counties, and will be completed by the end of September. It will use IP based recordings, digital IP radio consoles, and will be able to access another counties' radios. Telephone—the first phone system is scheduled for 1<sup>st</sup> quarter 2014

They also talked about funding of NG911. They will be leaving the local 911 surcharge in place, or you may have a ballot issue, a maximum of \$3.00 for millage funding. They are talking about moving to a common network fund, or raising the State 911 fee. We also brought up the fact that when people have telephones registered in another state (not area code 906), payment of the 911 surcharge is optional.

Jan Hafeman, Menominee County Commissioner

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>MERS Defined Contribution</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Commissioners are asked to move forward with a defined contribution division in MERS.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**Subject:** RE: DC for new hires of div 10 - Menominee Co #5502

Hello Brian,

Yes if a division (i.e. division 10) adopts DC for new hires then the accelerated amortization would apply, whereas this doesn't apply if Hybrid is adopted for new hires. But before DC can be adopted, the employer would need to have a (mandatory) projection study prepared which will show the estimated impact of accelerated amortization on employer contribution for the closed DB division. I am enclosing the projection study request form that would need to be completed. The fee for the study would be \$1,000 if existing DB employees are not given the opportunity to convert to DC. If you are giving the option to current DB members in division 10 to convert to DC, then the projection study fee would be \$1,600.

Once the study results are delivered (it would take the actuaries about 5 weeks to produce results) if the County still wishes to adopt DC I would provide you with the appropriate adoption requirements.

REQUEST FOR:  SUMMARY PROJECTION LETTER  
 OR  FULL PROJECTION STUDY



**FOR CHANGE FROM DEFINED BENEFIT  
 TO  HYBRID or  DEFINED CONTRIBUTION**  
*(please indicate by marking appropriate checkbox)*

Municipality Name \_\_\_\_\_ Municipality Number \_\_\_\_\_  
 Employee Division Name \_\_\_\_\_ Division Number \_\_\_\_\_  
 Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

I. Available Benefit Choices (See page 2 for full listing of all MERS Defined Benefit Programs)	Proposed Hybrid Benefit: DB Component	Proposed Hybrid Benefit: DC Component	Proposed DC Benefit Program
Benefit Formula (select only one Permanent multiplier)	1.0% <input type="checkbox"/> 1.25% <input type="checkbox"/> 1.5% <input type="checkbox"/>		
Vesting Period	6 years	as provided in Hybrid DC Component Adoption Agreement	as provided in DC Adoption Agreement
Member Contribution		as provided in Hybrid DC Component Adoption Agreement	as provided in DC Adoption Agreement
Compensation	FAC 3 (3 year final average compensation)	Equals Medicare taxable wages	Equals Medicare taxable wages
Employer Contribution to DC Accounts		%	%
Allow DB Transfers to Hybrid or DC? (select only one)	Yes-Voluntary only <input type="checkbox"/> No <input type="checkbox"/>		Yes-Voluntary only <input type="checkbox"/> No <input type="checkbox"/>

If an employee group is split into two or more divisions for pension purposes, or two or more existing divisions are to be combined, then the requestor must supply complete and current employee census (including names and social security numbers) of those employees affected by new division (contact MERS for Employee Census form). There will be an additional charge for this service (see Fee Schedule).

This valuation will be based upon the most recent data provided in the 12/31/\_\_\_\_ annual actuarial valuation.

\_\_\_\_\_ Fee information for projection study enclosed. Total actuarial costs for this request \$ \_\_\_\_\_

**II. Non-Standard Benefits Not Available**

The DB and DC components of Benefit Program H as set out in Section I are non-modifiable: Plan Document Section 19B(2). The MERS Defined Contribution Program is also non-modifiable under Plan Document Section 19A(2). See MERS Statement on Modifications of Standard Benefit Programs.

**III. Certification On All Requests.** The requestor understands:

- 1) The completed study will only address plan costs directly associated with data provided above. This form cannot be submitted for processing when incomplete.
- 2) That these specific costs are only applicable to benefits requested in this Projection Study and may not be relied on for any other benefit option or combination thereof. If another benefit program is selected or negotiated, a new Request for Projection Study must be submitted.
- 3) The costs that will be calculated by this study are considered reliable for a 12-month period beginning on the date of the study.
- 4) It is MERS' policy that no resolution to change MERS benefits will be processed without a corresponding Projection Study and Valuation by the MERS actuary indicating specific costs and benefits. If MERS does receive a resolution without supporting Projection Study and Valuation, MERS staff will order a Projection Study or a Supplemental Valuation, as appropriate, at the expense of the requestor. The resolution will not be implemented until the required contributions to support the exact benefit programs selected are calculated by the actuary.
- 5) If there is change in personnel after the original request is submitted, or if another benefit program is selected or negotiated, a new Request for Projection Study must be submitted.

Authorized Signature (Print name and sign) \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Your email address (where Projection Study report is to be emailed): \_\_\_\_\_

**SUMMARY DESCRIPTION OF STANDARD DEFINED BENEFIT PLANS  
AVAILABLE UNDER THE MUNICIPAL EMPLOYEES' RETIREMENT  
SYSTEM OF MICHIGAN PLAN DOCUMENT OF 1996**

**BENEFIT PROGRAM MULTIPLIERS**

- \***BENEFIT C NEW** (Section 17(1)); 1.3% of FAC.
- \***BENEFIT C-1 NEW** (Section 18(1)); 1.5% of FAC.
- \***BENEFIT C-2** (Section 19); 2.0% of FAC payable to the age at which full Social Security benefits are available. Upon attainment of this age, the benefit reverts to basic **Benefit C New, C-1 New, B-1 (or Benefit A, C Old or C-1 Old, none of which may be adopted after January 2, 1986—contact MERS for further information).**
- \***BENEFIT B-1** (Section 15); 1.7% of FAC.
- \***BENEFIT B-2** (Section 16); 2.0% of FAC.
- \***BENEFIT B-3** (Section 16A); 2.25% of FAC (with maximum benefit of 80% of FAC).
- \***BENEFIT B-4** (Section 16B); 2.50% of FAC (with maximum benefit of 80% of FAC).
- \***BENEFIT H** (Section 19B); 1.0%, 1.25% or 1.5% of FAC-3 (V-6 also applies)

**OTHER BENEFIT PROGRAMS** (only FAC-3 and V-6 apply to Benefit Program H)

- \***BENEFIT PROGRAM E** (Section 20); a one-time compounded benefit increase to present retirants (and their beneficiaries) equal to: a fixed percentage of the present benefit; or, a fixed dollar amount (or fixed percentage) times the number of years since the later of retirement or the date specified in the resolution. Benefit E may be readopted from time to time, and applies to each year since last adopted for those on the pension payroll at least one full year before the January 1 adjustment date.
- \***BENEFIT E-1** (Section 21); automatic 2.5% annual non-compounded benefit increases to retirees (and their beneficiaries) retired **before** the effective date of Benefit E-1. Affected retirees must be on the pension payroll at least six (6) months before the January 1 adjustment date.
- \***BENEFIT E-2** (Section 22); automatic 2.5% annual non-compounded benefit increases to retirees (and their beneficiaries) retired **on or after** the effective date of Benefit E-2. Affected members must be on the pension payroll at least six (6) months before the January 1 adjustment date.
- \***BENEFIT FAC-3** (Section 2A(11)(b)); FAC ("Final Average Compensation") is averaged over 3 consecutive years of credited service in which compensation is highest (rather than standard 5 consecutive years).
- \***BENEFIT F50** (Section 10(4)); retirement with full, unreduced benefits at age 50 (not age 60, normal retirement age) **with** either 25 or 30 years' credited service.
- \***BENEFIT F55** (Section 10(4)); retirement with full, unreduced benefits at age 55 (not age 60, normal retirement age) **with** 15, 20, 25, or 30 years' credited service.
- \***BENEFIT F(N)** (Section 10(4)); retirement with full, unreduced benefits without regard to age (rather than age 60, normal retirement age) upon the attainment of specified credited service of 20 through 30 whole years.
- \***BENEFIT V-8 (or V-6)** (Section 10(1)(b)); full unreduced benefits are available upon attainment of age 60 with 8 years' credited service (or 6), rather than standard 10 years.
- \***BENEFIT RS50%** (Section 23A); upon death of member who has elected regular (straight life) allowance, surviving spouse receives 50% of that amount for life.
- \***BENEFIT DROP+** (Section 10(6)); on retirement, and after working past normal retirement age, member may choose to receive a lump sum (based on 12, 24, 36, 48, or 60 months retirement payments) with a reduced lifetime monthly retirement payment. The percent reduction in the lifetime monthly retirement payment will be 4%, 5%, 6%, 7% or 8% (the adopted DROP+ Percentage) for each 12 months of benefit received in the lump sum.

For questions concerning mandatory benefit provisions or concerning duty and non-duty related disability or death benefits (Benefit Program D-2), contact MERS' Marketing Department at 1-800-767-6377 (Facsimile number: 517-703-9704).



## A Benefit to Last a Lifetime

As a MERS Defined Benefit Plan member, you join nearly 90,000 public sector employees all across the state, many of them your friends and family, your neighbors and coworkers.

With the MERS Defined Benefit Plan, you have an important tool to help you reach your retirement goals, with a lifetime benefit from your employer.

### HOW IT WORKS

Your future retirement benefits are paid largely by contributions made by your employer. At many municipalities, employees are also required to contribute to their MERS Defined Benefit Plan.

With a MERS Defined Benefit Plan, your future benefit doesn't fluctuate due to investment gains or losses in the market. Generally, your benefit is based on three factors:

1. the number of years you've worked
2. your average salary over a specific period
3. a multiplier selected by your employer.

To qualify for benefits when you retire, you must meet your employer's requirements, including age and years of service, called *vesting*.

### THE BENEFIT FORMULA

The Defined Benefit formula is as follows: Benefit plan multiplier multiplied by final average compensation (FAC) multiplied by years and months of service, divided by 12 for your monthly (Straight Life) amount.

Example:  $.025$  (B-4 multiplier of 2.5%)  $\times$   $\$45,000$  (FAC)  $\times$  25 (years) =  $\$28,125$  yearly or  $\$2,343.75$  monthly.



## Investing in Your Future

The road to retirement is paved with preparation, and the MERS Defined Contribution Plan helps you do just that — by taking an active role in planning for the future.

MERS Defined Contribution Plan provides you with an account to which contributions are made and assets are invested. When you retire, your benefits are based on the total amount of money in your account. As a qualified plan, you are not taxed on your employer contributions or earnings until you withdraw your assets.

### HOW IT WORKS

Your MERS Defined Contribution Plan benefit is made up of any contributions from you and your employer, and investment interest earned. When you enroll in the Defined Contribution Plan, you select from the streamlined MERS Investment Menu. For more information, please read *Understanding the MERS Investment Menu* found [here](#).

Contributions are deposited into your individual account, and invested under your direction. At retirement, your benefits are based on the total amount of money in your account. This amount is determined by:

- your contributions
- any employer contributions
- market performance, minus fees

You must be vested at termination to withdraw your employer's contributions.

### RETIREMENT ELIGIBILITY

You can begin receiving retirement benefits when you reach the age and service requirements under your plan provisions. You can also leave your account invested with MERS under your direction. A few reasons to keep your account active include:

- Access to the MERS Investment Menu
- Low administrative fees
- Excellent customer service.

## Defined Benefit Plan

You can begin receiving retirement benefits when you reach the age and service requirements under your plan provisions. If you are vested, the standard retirement age is 60.

When you meet the age and service requirements, you're ready to start the retirement process.

Here's how to get started:

1. Complete the Application for Service Retirement (Form 29a) within 45-90 days of your anticipated retirement date and submit to MERS.
2. We'll send you all the necessary paperwork to complete and return to us, as well as a benefit estimate.
3. You'll receive your first payment the 18th of the month following your last day of work, or the month after we receive your retirement application, whichever is later. These pension payments are subject to federal and some state taxes.

### *Methods of Payment*

When you retire, you choose one of three methods of payment that works for you:

1. Straight Life — the highest monthly payment paid for your lifetime, with no monthly survivor benefits.
2. Life with 100%, 75%, or 50% to survivor — a reduced monthly benefit that provides a chosen percentage to one beneficiary for life if you die. [Click here to see the Option Factor Tables](#), which determine your benefit based on your selection.
3. Life with 20, 15, 10, or 5 year period certain — provides a monthly benefit to you as long as you live. If you die before the period certain ends, your beneficiary(ies) receives your payment until the period certain ends.

Please select your method of payment carefully; you can't change it afterward.

For more information, please review the *MERS Defined Benefit Retirement Process* handbook or contact our Service Center.

## Defined Contribution Plan

When you're ready to retire, you have many choices for what to do with your Defined Contribution account.

You can:

1. keep your account with us;
2. roll over all or a portion of your account to another qualified one;
3. begin withdrawing money from your account.

There are no deadlines for making these decisions, so take your time and weigh your options carefully. By keeping your account in the MERS Defined Contribution Plan, you'll continue to receive the benefits of MERS Investment Menu, low administrative fees, and excellent customer service.

Before you decide what to do with your account, you should consider the tax consequences of receiving payments. We encourage you to contact your financial advisor for more information about which option is best for you.

If you want to move all or a portion of your account:

1. Complete any necessary paperwork your employer requires.
2. Download and complete the Defined Contribution Distribution Form (MD-005) on our website.
3. Mail or fax the completed form to us at 517.703.9706.

### DISTRIBUTION OPTIONS

There are several ways you may choose to receive payments from your defined contribution account — lump sum, substantially equal payments, periodic, amount certain, or period certain. Please note that all payments are taxable in the calendar year you receive the money. We are also required to apply mandatory withholding for federal and any applicable state income taxes, although in some instances you may opt out of this withholding.

Before you decide what to do with your account, you should consider the tax consequences of receiving payments. You're not required to take payments until age 70 1/2, when you must begin taking required minimum distributions.

If you are married and your vested balance is equal to or more than \$1,000, **you must choose the *Joint and Survivor Life Income* payment option** under the MERS Stable Income Annuity, unless your spouse consents in writing to another type of payment.

# Defined Contribution Plan

$$\text{Employer Contribution} + \text{Employee Contribution} + \text{Earning or Loss in Market} - \text{Fees} = \$$$

$$4\% + 3\%(\text{MAX}) (+ 3\% \text{ County Match}) -$$

$$\$50,000 \text{ salary} = \text{County } 4\% = 2000.00$$

$$\text{Employer } 3\% = 1500.00$$

$$\text{County Match } 3\% = 1500.00$$

$$\$5,000 / \text{County Portion} = 3500.00$$

$$\text{DB - ongoing and } 14\% \text{ contribution} = \$7,000$$

Vesting - 1) Immediate 2) 100% Vesting at a predetermined year  
1, 2, 3, 4 or 5

3) GRADED example 6 year graded 25% at 1, 50 at 2  
75 at 3 and 100 @ 6

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>CUPPAD – Letter of support request</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
CUPPAD is in the process of developing an application for the Governor’s “Regional Prosperity Initiative.” They ask for support from the County Board via a resolution and/or a letter of support. Both are enclosed.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

<input type="checkbox"/>	<b>Approved</b>
<input type="checkbox"/>	<b>Disapproved</b>



*Central Upper Peninsula Planning And Development Regional Commission*

2415 14th Avenue South • Escanaba, MI 49829

906.786.9234 • Fax: 906.786.4442 • 800.562.9828 • [cuppad@cuppad.org](mailto:cuppad@cuppad.org)

October 14, 2013

**TO:** County Commissions  
Township Supervisors  
Village Presidents  
City Managers

**FROM:** Rhiannon Haller, Assistant Community Planner

**SUBJECT:** **Letter of Support Request**

The Central U.P. Planning and Development Regional Commission (CUPPAD) is in the process of developing an application for the Governor's "Regional Prosperity Initiative." As local government leaders, I am asking for your support and collaboration.

One of the initiative's goals is to bring representatives from private, nonprofit, and public entities participating in economic development, higher education, adult education, workforce development, and transportation activities to develop a strategy to help the region prosper. Input from the region's communities is, of course, crucial in achieving this goal.

To this end, I am providing some documents about the initiative for your review and ask if you would provide CUPPAD with a letter of support for our application. I have attached a sample letter for your use, as well as a sample resolution of support. Please feel free to draft a specific letter for your community if desired.

The application is due no later than **October 31, 2013**. We ask that you act early to help the Central U.P. move forward to improve effectiveness in our region. Please send support letters to [rhaller@cuppad.org](mailto:rhaller@cuppad.org) OR mail to CUPPAD c/o Rhiannon Haller, 2415 14<sup>th</sup> Ave. S., Escanaba, MI 49829 OR fax to 906.786.4442.

Thank you for your time and consideration in this important matter. Please do not hesitate to contact me at [rhaller@cuppad.org](mailto:rhaller@cuppad.org) or 906.786.9234 if you have any questions.

Enclosures:

Sample Letter of Support  
Sample Resolution of Support  
Regional Prosperity Initiative information

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### **Resolution 2013-15**

#### **In Support of Central Upper Peninsula Planning & Development Regional Commission (CUPPAD)**

#### **Application on behalf of the Central Upper Peninsula Regional Prosperity Collaborative**

WHEREAS, Governor Snyder and the Michigan Legislature have created the Regional Prosperity Initiative, and,

WHEREAS, in 2012 the State of Michigan formed a Regional Reinvention Initiative Committee to plan for improving collaboration between Michigan's Regional Planning Agencies, Work Force Development Agencies, Adult Education Providers, Economic Development Agencies, and other agencies; and

WHEREAS, in August 2013 the Regional Reinvention Initiative Committee introduced the Regional Prosperity Initiative that includes ten new Prosperity Regions, and various levels of funding to enhance collaboration and to develop a Five Year Regional Prosperity Plan for each of Michigan's ten Prosperity Regions; and

WHEREAS, the Regional Prosperity Initiative is intended to foster greater communication and collaboration among organizations involved in economic development, education, work-force development, regional planning and transportation agencies, local and state government, and private business, and,

WHEREAS, the Central U.P. Regional Planning & Development Commission will serve a 6 county area which includes numerous local governments as well as higher education, adult education, economic development, workforce development, and transportation organizations; and,

WHEREAS, only the one (1) regional planning agency in the 6 county region is qualified to receive funding under the Regional Prosperity Initiative,

NOW THEREFORE BE IT RESOLVED THAT, the Menominee County Board of Commissioners hereby support the Central Upper Peninsula Planning & Development Regional Commission as the grant applicant on behalf of the Central Upper Peninsula Michigan Regional Prosperity Collaborative.

\_\_\_\_\_  
Charlie Meintz, Board Chairperson

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

Rhiannon Haller  
Planner  
CUPPAD Regional Commission  
2415 14<sup>th</sup> Ave. S  
Escanaba, MI 49829

RE: Letter of Support for Central U.P. Regional Prosperity Collaborative Initiative

Dear Ms. Haller,

The Menominee County Board of Commissioners strongly support CUPPAD's (Central Upper Peninsula Planning and Development Regional Commission) application for Regional Prosperity Initiative grant funding.

Since 1968, CUPPAD has worked with economic development and community organizations, along with the business community, to strengthen the region's economy through the EDA Development District Process. More recently, CUPPAD has partnered with workforce development agencies, educational institutions, and adult education and transportation organizations to more effectively leverage resources.

CUPPAD has developed the Central U.P. Prosperity Collaborative for the purpose of collaboration between the aforementioned partners and implementation of regional strategies outlined in "An Economic Opportunity Study for the Michigan Upper Peninsula/Wisconsin Border Region" and the Central UP Comprehensive Economic Development Strategy (CEDS). However, regional planning activities have focused primarily on economic and community development. In order to be truly comprehensive and enable an approach that drives economic prosperity and sustainability a broader collaboration and five year regional prosperity plan is necessary.

By actively including representatives from adult education, workforce development, transportation, and higher education organizations in the planning and implementation process, this collaborative will enable a service delivery system that is efficient and responsive to the needs of the region. Ultimately, this will result in better infrastructure, a stronger workforce, and new job and wealth creation, reducing unemployment and poverty rates in the Central UP.

We fully support the Central UP Prosperity Collaborative and are committed to participating in this initiative. We believe this opportunity will provide the missing pieces to support the framework needed to spur community and economic development in Michigan's central Upper Peninsula.

Sincerely,

\_\_\_\_\_  
Charlie Meintz, Board Chairperson

\_\_\_\_\_  
Date

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

	<b>Regional Prosperity Collaborative</b>	<b>Regional Prosperity Council</b>	<b>Regional Prosperity Board</b>
<b>Incentive Based Funding</b>	Up to \$250,000	Up to \$375,000	Up to \$500,000
<b>Eligible Applicants</b>	<ul style="list-style-type: none"> <li>• State Designated Planning Regions</li> <li>• Metropolitan Planning Organizations</li> </ul>	<ul style="list-style-type: none"> <li>• State Designated Planning Regions</li> <li>• Metropolitan Planning Organizations</li> </ul>	<ul style="list-style-type: none"> <li>• State Designated Planning Regions</li> <li>• Metropolitan Planning Organizations</li> </ul>
<b>Regional Structure Description</b>	A Regional Prosperity Collaborative is any committee currently existing or developed by a regional planning organization which serves to bring organizational representation together among the required participants (see below) from within a region for the purpose of creating a regional prosperity plan.	A Regional Prosperity Council has shared administrative services and an executive governing entity, as demonstrated by a formal local agreement(s)	A Regional Prosperity Board, at a minimum, must demonstrate the consolidation of regional metropolitan planning organization board(s), state designated regional planning agency board(s), workforce development board(s), and federally designated economic development district(s).
<b>Required Participants</b>	Regional private, public and non-profit representatives from <ul style="list-style-type: none"> <li>• Adult education</li> <li>• Workforce development</li> <li>• Economic development,</li> <li>• Transportation;</li> <li>• Higher education organizations.</li> </ul>	Regional private, public and non-profit representatives from <ul style="list-style-type: none"> <li>• Adult education</li> <li>• Workforce development</li> <li>• Economic development,</li> <li>• Transportation;</li> <li>• Higher education organizations.</li> </ul>	Regional private, public and non-profit representatives from <ul style="list-style-type: none"> <li>• Adult education</li> <li>• Workforce development</li> <li>• Economic development,</li> <li>• Transportation;</li> <li>• Higher education organizations.</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• A 5 year regional prosperity plan, including an economic development blueprint; and</li> <li>• A performance dashboard and measurable annual goals.</li> </ul>	<ul style="list-style-type: none"> <li>• A status report of the approved five-year plan</li> <li>• A ten-year regional prosperity plan, including an economic development blueprint; and</li> <li>• A performance dashboard with measurable annual goals</li> <li>• A prioritized list of regional projects.</li> </ul>	<ul style="list-style-type: none"> <li>• A status report of the approved ten-year plan</li> <li>• Including a state report of the approved performance dashboard and measurable annual goals</li> <li>• A regional services recommendations report outlining the prioritized list of state funded services and programs provided to the region and recommendations for state-regional partnerships to support the adopted 10 year plan</li> </ul>
<b>Additional Structural Requirements</b>		The council shall identify additional opportunities for shared administrative services and decision-making among the private, public and non-profit entities within the region	The board, at a minimum, must demonstrate the consolidation of regional metropolitan planning organization board(s), state designated regional planning agency board(s), workforce development board(s), and federally designated economic development district(s).

**For More information Contact:**

Sara Wycoff  
Strategic Advisor  
Executive Office of Governor Rick Snyder  
[wycoffs@michigan.gov](mailto:wycoffs@michigan.gov)

Chris Harkins  
Legislative Liaison and Policy Advisor  
Department of Management and Budget  
[harkinsc1@michigan.gov](mailto:harkinsc1@michigan.gov)

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>MDOT – proposed ORV connector trails</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Administration received a letter from MDOT. They are preparing to implement connector trails at 12 locations throughout the UP. As part of this effort, they are requesting comments.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
SUPERIOR REGION OFFICE

RECEIVED  
10/18/13  
MS.  
Menominee County Administrator  
KIRK T. STEUDLE  
DIRECTOR

October 15, 2013

To whom it may concern:

PA117, PA118, and PA119 of 2013 provides for solicitations where off-road vehicles (ORV's) may legally travel in Michigan Department of Transportation (MDOT) right-of-way (ROW). Over the past few months, MDOT and the Michigan Department of Natural Resources (MDNR) have worked with ORV user groups. We are preparing to implement connector trails at 12 locations throughout the Upper Peninsula. As part of this effort, MDOT is requesting comments related to the enclosed proposed ORV connector(s) along MDOT ROW.

This legislation authorizes MDOT the ability to approve the development of an ORV ordinance by a local unit of government, if the proposed ORV connector meets one or more of the criteria listed below. MDOT will review the proposed ORV connectors on a case-by-case basis and reserves the right to reject a request even if the proposed location meets one or more of the eligibility criteria. The eligibility criteria are;

- a) Serves as a connector between ORV areas, routes, or trails designated by the MDNR or an ORV user group.
- b) Provides access to tourist attractions, food service establishments, fuel, motels, or other services.
- c) Serves as a connector between 2 segments of the same county road that run along discontinuous town lines and on which ORV use.
- d) Includes a bridge or culvert that allows an ORV to cross a river, stream, wetland, or gully that is not crossed by a county road or street on which ORVs are authorized to operate.

Upon initial review, the MDNR and MDOT have found that the attached location(s) has/have met the necessary requirements to become an official ORV connector within MDOT ROW. These locations have also been reviewed for safety and impacts to the transportation system. Although the attached connector(s) have been thoroughly vetted through local user groups, MDOT, and MDNR, it is important to gain feedback from other stakeholders that may be affected by the proposed connector(s).

Please use the enclosed maps and location descriptions for review and provide comments or concerns to Vince Bevins, MDOT Superior Region Planner by no later than November 15, 2013. Comments can be submitted via email to [bevinsv@michigan.gov](mailto:bevinsv@michigan.gov), telephone (906) 786-1800, ext. 315, or Michigan Department of Transportation 1818 3<sup>rd</sup> Ave. North, Escanaba, MI 49829.

Sincerely,

Randel Van Portfliet  
Superior Region Engineer  
Bureau Director of Field Services

**#40 - MDNR-M-35, Cedar River:**

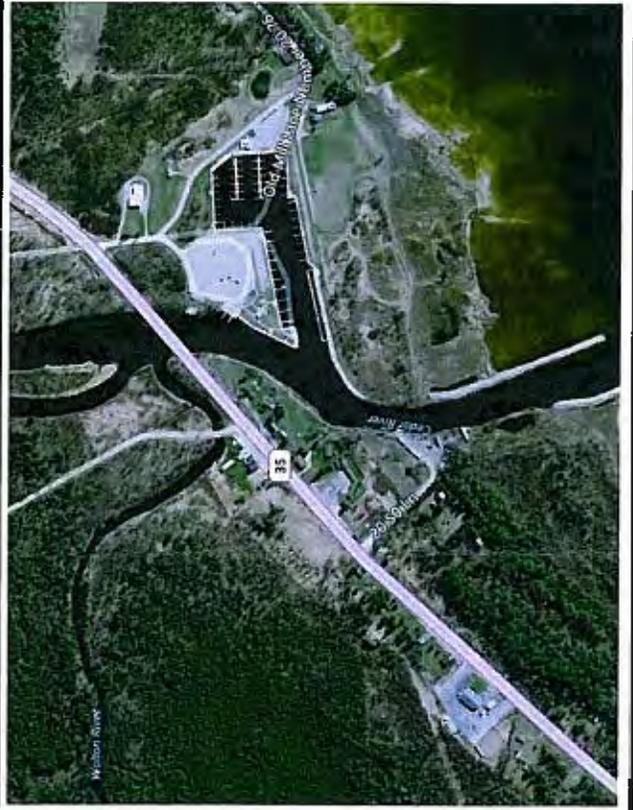
This segment of M-35 would connect the official MDNR ORV trail system to essential services in Cedar River. The ORV Forest Island Trail, J.W. Wells State Park, and the Cedar River State Forest Campground are all in this area.

MDOT Data: AADT 2700 - 20% Comm., 8 ft Shoulder / 3 ft Paved, Sight Res. 15%, LOS B

**Proposed Improvements / Cost estimates:**

*Short term improvements would include sign installation. Location will be re-evaluated after the first year for impacts to MDOT ROW. If necessary, longer term improvements and revised cost estimates will be generated at that time.*

**Total Length: .65 miles (3,432 ft)**



**MDOT Data Definitions:**

- 1- AADT = Average Annual Daily Traffic
- 2- % Comm = % of AADT that is Commercial Traffic
- 3- Shoulder = total shoulder width / Paved = portion of shoulder that is paved
- 4- Sight Res. = % of Sight Restrictions over entire control section (0=clear to 100=visually obstructed),
- 5- LOS = Level of Service (A=freeflow to E=Gridlock)

*\*Source of MDOT Data: MDOT 2011 Sufficiency Report (version 12)*

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by:     **Brian Bousley**    

    **10/18/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

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: Doug Krienke ~ District 1

Date	Meeting Place	# of miles	X \$.555/mile .565	Total Cost	Account Number
9-5-12	CRA ESKY	108	.48	51.84	101-101-860.01
10	MBDC Men			NC	101-101-860.01
"	Cnty Bd "			NC	101-101-860.01
17	E-951 Steph	42	.565	23.73	101-101-860.01
24	Cnty Bd			NC	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>75.57</b>

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

Doug Krienke

---

Signed

10-7-2013

---

Date

# Commissioner Meeting Fee Expense Form

COPY

Name of Commissioner Doug Krienke

\$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
9-5-13	CAB ESKY	N/C
10	MBDC Men Golf HALL	N/C
"	County Board	50.00
17	E-911 Steph. CH	N/C
24	County Board	50.00
<b>Total Per Diem</b>		<b>100.00</b>

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

Commissioner Signature: Doug Krienke

Date: 10-7-2013

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Oct. 7, 10 & 11, 2013 in a total amount of \$124,687.85	
<b>RECOMMENDED MOTION</b>	

Submitted by:     Brian Bousley    

    10/18/2013      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

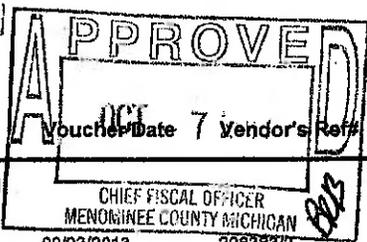
	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

**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

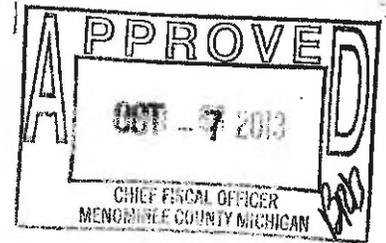


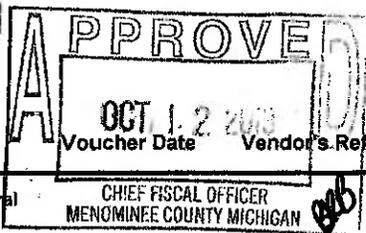
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Ace Hardware</b>								<b>\$45.70</b>
32537		09/03/2013	208383/2	Aerator & Pencil Compass	101-265-930.01	7.78		
32538		09/17/2013	208511/2	Courthouse Security - Keys	101-265-930.01	12.00		
32539		09/18/2013	208519/2	Building & Grounds	101-265-930.01	25.92		
<b>AT&amp;T - Carol Stream, IL</b>								<b>\$562.15</b>
32536		09/19/2013	906863444109	September 19 - October 18, 2013	101-103-850.00	562.15		
<b>Benson Law, P.C.</b>								<b>\$62.50</b>
32520		09/27/2013	08-12829-DP	Court Appointed Legal - Franklin	101-131-807.00	37.50		
32521		09/27/2013	03-10710-DP	Court Appointed Legal - Chinn	101-131-807.00	25.00		
<b>CITY OF MENOMINEE - 2511 10TH ST.</b>								<b>\$2,174.94</b>
32544		09/30/2013	90103011	July 1 - September 30, 2013	101-265-920.00	31.36		
32545		09/30/2013	20102038	July 1 - September 30, 2013	101-265-920.00	2,143.58		
<b>Cody, Glenn</b>								<b>\$18.08</b>
32535		09/20/2013	Reimbursement	Mileage - Parks Committee	208-751-860.00	18.08		
<b>Cooper Office Equipment</b>								<b>\$429.34</b>
32532		09/30/2013	103705	Contract # 2043-01 (FOC Copier)	215-141-942.00	429.34		
<b>Country Mile Document Destruct</b>								<b>\$222.81</b>
32541		09/30/2013	16510	Shredding of Documents	101-265-801.00	222.81		
<b>DEKETO, LLC</b>								<b>\$750.00</b>
32522		09/30/2013	DK 09/13	September 2013 Documents	256-277-857.00	750.00		
<b>Hafeman, Jan</b>								<b>\$898.88</b>
32533		09/30/2013	Reimbursement	September 2013 Mileage, Meals, Tolls,	101-101-860.10	898.88		
<b>LaCrosse Law, P.C.</b>								<b>\$158.02</b>
32530		09/27/2013	Court Appointed	10-13175-DS & 11-13809-DP (Walters)	101-131-807.00	32.50		
32542		09/29/2013	12-38017-SM	Court Appointed Legal - Huffman	101-136-807.00	125.52		
<b>M &amp; M Trucking, Inc.</b>								<b>\$1,554.00</b>
32528		09/27/2013	6696	PO# 02841 Topsoil & Gravel (Kleinke)	208-751-942.00	1,554.00		
<b>Manpower</b>								<b>\$472.50</b>
32543		09/29/2013	26174460	Week Ending 9/29/13 (Kelly Hofer)	101-268-704.00	472.50		
<b>Menards - Marinette</b>								<b>\$109.15</b>
32523		09/24/2013	34369	Batteries & Door Chime	101-265-930.01	28.39		
32540		09/30/2013	34832	Building Maintenance Supplies	101-265-930.01	80.76		
<b>MICHIGAN ELECTION RESOURCES</b>								<b>\$1,513.64</b>
32547		09/24/2013	31833	PO# 02842 Ballots for November 2013	101-282-727.00	1,513.64		
<b>MILLERS ACTION OFFICE SUPPLY I</b>								<b>\$333.94</b>
32529		09/27/2013	0096595-001	Clerk - Office Supplies	101-215-727.00	333.94		
<b>Northern Safety Co., Inc.</b>								<b>\$385.87</b>
32527		09/28/2013	900608687/100345596	alt, Rake (x2), Spreader	101-265-934.00	385.87		
<b>Quill Corporation</b>								<b>\$50.99</b>
32546		09/26/2013	5946086	Dell Imaging Drum - PA's Office	101-267-727.00	50.99		
<b>S &amp; O LOCK AND PHONE SERVICE</b>								<b>\$24.00</b>
32524		09/25/2013	9/25/13	Keys for Clerks Office Door	101-265-930.01	24.00		
<b>The First National Bank&amp;Trust</b>								<b>\$32.80</b>
32531		09/30/2013	628840339	FOC - Service Charge	101-141-817.00	32.80		

**MENOMINEE COUNTY  
Claims Audit Report**

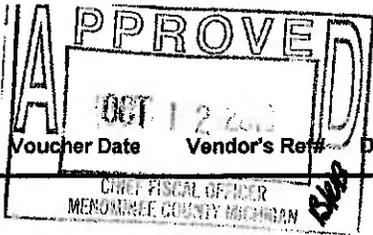
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
U.E.S. COMPUTERS, INC.	32534	09/27/2013	39018	September 2013 - Weekly Maintenance	101-103-857.00	670.98		\$670.98
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								
	32525	09/26/2013	0402191663-00001	Health Care Center	101-265-920.03	249.29		\$833.70
	32525	09/26/2013	0402191663-00001	Health Care Center	101-265-920.04	9.37		
	32526	09/26/2013	0402047856-00004	Courthouse - Gas	101-265-920.04	575.04		
<b>Total Amount for Bank Account: General</b>								<b>\$11,303.99</b>





MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
Bank Account: General									
A B C PRINTERS									
	32619	09/27/2013	95873	PO# 02819 Window Envelopes (x10,000)	101-215-727.00	609.88		\$932.40	
	32620	09/27/2013	95872	PO# 02819 Envelopes (x5000)	101-215-727.00	322.52			
AIRGAS NORTH CENTRAL									
	32669	09/10/2013	9020238447	Oxygen	205-315-755.00	8.18		\$6.18	
ALGER-DELTA COOPERATIVE ASSOC									
	32637	10/01/2013	370500	Shakey Lakes Office/Shop	208-751-920.01	98.84		\$3,065.68	
	32638	10/01/2013	379700	Storage Shed	208-751-920.01	144.75			
	32639	10/01/2013	380300	Shower Building	208-751-920.01	246.91			
	32640	10/01/2013	367100	N8390 Beach House	208-751-920.01	252.79			
	32641	10/01/2013	367200	Northwest Campsites	208-751-920.01	839.91			
	32642	10/01/2013	369802	W8449 Co Rd G12 Campsites	208-751-920.01	341.73			
	32643	10/01/2013	1614900	Bath House	208-751-920.01	86.73			
	32644	10/01/2013	363001	Shakey Lakes Park/Horse Ara	208-751-920.01	44.05			
	32645	10/01/2013	383200	N8380 Co Park Rd 20.5	208-751-920.01	604.71			
	32646	10/01/2013	383301	Shakey Lk Pk/Cattle Ara	208-751-920.01	177.09			
	32647	10/01/2013	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	246.27			
ANGELIS MENOMINEE INC									
	32650	09/02/2013	0101053-IN	Inmate Groceries	101-301-770.00	72.01			\$287.39
	32651	09/07/2013	0747581-IN	Inmate Groceries	101-301-770.00	82.75			
	32652	09/13/2013	0123512-IN	Inmate Groceries	101-301-770.00	51.90			
	32653	09/18/2013	1258571-IM	Inmate Groceries	101-301-770.00	50.64			
	32654	09/26/2013	0738458-IN	Inmate Groceries	101-301-770.00	50.09			
AT&T - Carol Stream, IL									
	32648	10/01/2013	906R41083910	October 1 - October 31, 2013	101-103-850.00	691.23		\$691.23	
Body Works Plus									
	32662	09/25/2013	1999519072	Deductable - 2006 Chevy Impala	205-315-934.02	250.00		\$250.00	
Brown County Treasurer									
	32649	09/26/2013	Explosive Sweep	Carney/Nadeau School (9/19/13)	101-301-755.00	388.57		\$388.57	
Cenex Fleetcard									
	32679	10/06/2013	78507C	Building Code - Gasoline Charges	249-371-742.00	93.83		\$93.83	
CITY OF MENOMINEE - 2511 10TH ST.									
	32612	09/24/2013	3560	August 2013 Gasoline Sales	101-265-742.00	88.12		\$520.94	
	32612	09/24/2013	3560	August 2013 Gasoline Sales	101-426-860.00	31.25			
	32612	09/24/2013	3560	August 2013 Gasoline Sales	101-257-742.00	45.81			
	32612	09/24/2013	3560	August 2013 Gasoline Sales	266-325-860.00	24.09			
	32631	10/01/2013	October 2013	Monthly Rent	266-326-942.00	351.67			
CLOVERLAND PAPER CO									
	32669	10/04/2013	103185	Multifold Towels	101-265-755.01	30.37		\$129.60	
	32670	10/04/2013	103184	Toilet Tissue, Soap	101-265-755.01	99.23			
COHL STOKER & TOSKEY P C									
	32677	10/04/2013	43811	Legal Services	101-211-807.00	220.07		\$220.07	
Cooper Office Equipment									
	32658	07/05/2013	101085	Pinecrest Office Copier	205-315-727.00	725.00		\$725.00	
Dick Myers Custom Welding									
	32661	09/28/2013	076337	Remove Grill Guard & Install	205-315-934.02	150.00		\$150.00	



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>Dougovito, Greg</b>							<b>\$285.76</b>
32583	10/03/2013	5279	Saturday Detention	101-132-801.01	107.25		
32584	10/03/2013	5280	Transport of Juvenile to Bay Pines	101-132-801.01	12.50		
32584	10/03/2013	5280	Transport of Juvenile to Bay Pines	101-132-801.00	20.00		
32604	10/08/2013	5302	Transport of Juvenile (T.S.)	101-132-801.01	52.50		
32604	10/08/2013	5302	Transport of Juvenile (T.S.)	101-132-801.00	84.00		
32605	10/08/2013	Reimbursement	Meal - Transport of Juvenile	101-132-801.00	8.51		
<b>Durocher, Tony</b>							<b>\$103.13</b>
32585	10/03/2013	5281	Transport of Juvenile to Bay Pines	101-132-801.01	12.50		
32585	10/03/2013	5281	Transport of Juvenile to Bay Pines	101-132-801.00	20.00		
32586	10/03/2013	Reimbursement	Mileage - Transport to Bay Pines	101-132-801.00	70.63		
<b>DWD</b>							<b>\$30.98</b>
32663	09/30/2013	445AADS1400098	Agreement Development	101-141-803.00	30.98		
<b>EAGLEHERALD PUBLISHING, LLC</b>							<b>\$569.41</b>
32613	09/30/2013	1445	Registration Notice & Affidavit	101-262-727.00	427.48		
32617	09/30/2013	1408	Audit & Pinecrest Board	101-101-901.00	40.08		
32618	09/30/2013	1406	Proposed Budget	101-101-901.00	33.85		
32625	09/30/2013	4114	Land Auction	517-252-860.00	68.00		
<b>Econo Lodge On the Bay</b>							<b>\$651.92</b>
32667	10/10/2013	PO# 02844	Hotel Stay - Jeffery Imhoff	294-683-835.00	651.92		
<b>Employee Benefits Agency, Inc.</b>							<b>\$96.00</b>
32630	10/01/2013	3719	October 2013 - Admin Fee	101-103-712.02	96.00		
<b>Garcia Linda</b>							<b>\$306.26</b>
32594	10/08/2013	5292	Transport of Juvenile (T.C.)	101-132-801.01	15.00		
32594	10/08/2013	5292	Transport of Juvenile (T.C.)	101-132-801.00	24.00		
32595	10/08/2013	Reimbursement	Mileage & Meal - Transport of Juvenile	101-132-801.00	73.47		
32596	10/08/2013	5294	Transport of Juvenile (T.S.)	101-132-801.01	30.00		
32596	10/08/2013	5294	Transport of Juvenile (T.S.)	101-132-801.00	48.00		
32597	10/08/2013	5295	Transport of Juvenile (J.S.)	101-132-801.01	17.50		
32597	10/08/2013	5295	Transport of Juvenile (J.S.)	101-132-801.00	28.00		
32598	10/08/2013	Reimbursement	Mileage - Transport of Juvenile (J.S.)	101-132-801.00	70.29		
<b>Good Source</b>							<b>\$794.71</b>
32657	09/24/2013	SO0365624	Inmate Groceries	101-301-770.00	794.71		
<b>GREAT AMERICAN DISPOSAL CO THE</b>							<b>\$874.43</b>
32636	10/01/2013	3A101093	Shakey & Kleinke	208-751-942.00	821.07		
32675	10/01/2013	3A101095	Annex - Garbage Removal	101-261-930.04	53.36		
<b>Gregory, Raymond G.</b>							<b>\$105.00</b>
32628	10/09/2013	2013-138-MI	Court Appointed Legal - Duffrin	101-148-807.00	105.00		
<b>HELFERT BRIAN</b>							<b>\$200.00</b>
32660	09/30/2013	Reimbursement	Conference Registration (UP EMS)	205-315-881.03	200.00		
<b>ID NETWORKS</b>							<b>\$4,495.00</b>
32674	09/24/2013	267448	PO# 02845 - Annual Service Maintenanc	101-301-934.00	4,495.00		
<b>J S ELECTRONICS, INC.</b>							<b>\$425.00</b>
32632	10/01/2013	17931	Tower Lease - October 2013	266-326-942.00	425.00		
<b>Jean Stegeman</b>							<b>\$1,000.00</b>
32666	10/10/2013	PO# 02843	Automobile for Jeffery Imhoff	294-683-835.00	1,000.00		



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
Joel Hensley, RN 32673	09/30/2013		Nursing Services	101-301-770.01	1,365.00		\$1,365.00
Kakuk, Tammany 32589	10/08/2013	5287	Foster Care Cost (C.F.)	292-862-843.02	372.26		\$372.26
Kandace R. Curran 32621	10/07/2013		Reimbursement	249-371-729.00	6.57		\$6.57
Kewley, Kim 32622	10/04/2013		Reimbursement	101-253-860.00	74.58		\$74.58
Linda A. Menacher 32682	09/30/2013		Reimbursement	101-136-727.00	285.60		\$285.60
<b>M &amp; M Business Machines</b> 32626	10/04/2013	890678	Maintenance - Data Max Label Printer	101-268-931.00	48.00		\$48.00
<b>Manpower</b> 32610	09/29/2013	26176764	Week Ending 9/29/13 (Regina Mistark)	215-141-705.00	315.00		\$315.00
<b>Meade, Brenda</b> 32602	10/08/2013	5300	Transport of Juvenile (T.S.)	101-132-801.01	52.50		\$351.37
32602	10/08/2013	5300	Transport of Juvenile (T.S.)	101-132-801.00	84.00		
32603	10/08/2013		Reimbursement	101-132-801.00	214.87		
<b>Menards - Marinetta</b> 32668	10/03/2013	35095	Building Maintenance Supplies	101-265-930.01	168.06		\$168.06
<b>MENOMINEE COUNTY JOURNAL</b> 32614	10/01/2013	124	Voter Registration Notice	101-262-727.00	450.00		\$606.00
32615	09/05/2013	120	Public Hearing on 2013/2014 Budget	101-101-901.00	42.00		
32616	09/26/2013	119	Advertising - September 2013	101-101-901.00	84.00		
32623	09/12/2013	127	Public Land Auction Display Ad	517-252-860.00	30.00		
<b>Michigan Municipal Risk</b> 32635	10/01/2013	R0001135	Policy Period 10/1/13 - 10/1/14	101-103-831.00	10,500.00		\$10,500.00
<b>Michigan Sheriffs' Association</b> 32672	10/04/2013	20130894	Registration for Fall Conference 2013 (M	264-363-881.00	275.00		\$275.00
<b>MILLERS ACTION OFFICE SUPPLY I</b> 32582	09/27/2013	0096671-001	Expandable File for Accounts Payable	101-215-727.00	27.99		\$27.99
<b>NATIONAL ASSOC OF COUNTIES</b> 32680	10/01/2013	93695	Membership Dues (1/2/14 - 12/31/14)	101-103-802.00	481.00		\$481.00
<b>Neopost USA, Inc.</b> 32608	10/02/2013	50921404	Meter Rental	101-253-729.01	600.00		\$600.00
<b>Pan-O-Gold Baking Co.</b> 32656	09/24/2013	40683326714	Inmate Groceries	101-301-770.00	44.80		\$44.80
<b>Payne, Cindy</b> 32627	10/04/2013		Reimbursement	101-268-802.00	21.86		\$21.86
<b>Phillipo Insurance Agency</b> 32665	10/10/2013	21000	Jeffery Imhoff	294-683-835.00	91.66		\$91.66
<b>Przewrocki, Joan</b> 32591	10/08/2013	5289	Saturday Detention	101-132-801.01	26.00		\$26.00
<b>Reinhart Foodservice</b> 32655	09/26/2013	203677	Inmate Groceries	101-301-770.00	407.62		\$407.62

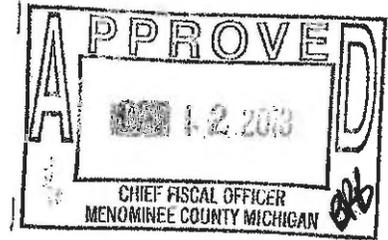


**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>RIVERSIDE AUTO SALES OF MARINE</b>								
	32678	09/24/2013	6033168/1	2002 Jeep Liberty	101-265-981.00	212.35		<b>\$212.35</b>
<b>Squires-Stepniak, Rebecca</b>								
	32590	10/08/2013	Reimbursement	Mileage	296-865-880.00	173.46		<b>\$173.46</b>
<b>Standard Insurance Company</b>								<b>\$211.60</b>
	32664	10/01/2013	October 2013	Life Insurance Premium	101-101-713.00	20.70		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-132-713.00	6.32		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-136-713.00	11.50		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-141-713.00	9.20		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-148-713.00	0.58		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-215-713.00	11.50		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-172-713.00	4.60		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-261-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-267-713.00	9.20		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-288-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-253-713.00	6.90		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-257-713.00	4.60		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-265-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-301-713.00	48.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-882-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-103-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	101-426-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	271-790-713.00	9.20		
	32664	10/01/2013	October 2013	Life Insurance Premium	296-863-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	296-864-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	296-865-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	208-751-713.00	4.60		
	32664	10/01/2013	October 2013	Life Insurance Premium	205-316-713.00	2.30		
	32664	10/01/2013	October 2013	Life Insurance Premium	205-315-713.00	23.00		
	32664	10/01/2013	October 2013	Life Insurance Premium	266-325-713.00	16.10		
	32664	10/01/2013	October 2013	Life Insurance Premium	266-326-713.00	2.30		
<b>STATE BAR OF MICHIGAN</b>								<b>\$305.00</b>
	32606	10/08/2013	Dues	William G. Merkel	101-267-802.00	305.00		
<b>Stephen Van Eyck</b>								<b>\$88.72</b>
	32599	10/08/2013	5297	Transport of Juvenile (J.S.)	101-132-801.01	17.50		
	32599	10/08/2013	5297	Transport of Juvenile (J.S.)	101-132-801.00	28.00		
	32600	10/08/2013	5298	Transport of Juvenile (T.C.)	101-132-801.01	15.00		
	32600	10/09/2013	5298	Transport of Juvenile (T.C.)	101-132-801.00	24.00		
	32601	10/08/2013	Reimbursement	Meal (T.C.)	101-132-801.00	4.22		
<b>TC Cleaning</b>								<b>\$457.56</b>
	32633	10/01/2013	2007	Health Dept - Strip & Wax Floor	101-266-755.02	457.56		
<b>U.P. ASSN. OF COUNTY COMMISSIO</b>								<b>\$100.00</b>
	32634	10/01/2013	Registration	Fall 2013 Conference (Lang & Hafeman	101-101-859.00	100.00		
<b>U.S. Postmaster - Stephenson</b>								<b>\$138.00</b>
	32671	10/09/2013	Postagee	Building Code - Postage	249-371-729.00	138.00		
<b>UP 9-1-1 Authority</b>								<b>\$26,570.67</b>
	32629	10/01/2013	79	PO# 02840 (1 year Maintenance)	266-326-728.01	24,155.00		
	32629	10/01/2013	79	PO# 02840 (1 year Maintenance)	266-326-934.00	2,415.67		
<b>UPCAP SERVICES INC</b>								<b>\$55.00</b>
	32624	09/30/2013	2022	Work Crew Services - September 2013	517-252-931.00	55.00		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
Vigilant Canine Services Inter	32676	09/30/2013	Proposal	K9 Services	101-301-881.01	400.00		\$400.00
Warner, Fredrick	32587	10/03/2013	5283	Can Zone	296-668-801.00	105.75		\$380.65
	32588	10/03/2013	Reimbursement	Mileage - Can Zone	296-668-801.00	82.49		
	32592	10/08/2013	5290	Transport of a Juvenile	101-132-801.01	27.50		
	32592	10/08/2013	5290	Transport of a Juvenile	101-132-801.00	44.00		
	32598	10/08/2013	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	120.91		
WEST GROUP PAYMENT CENTER	32681	09/04/2013	828018488	August 5 - September 4, 2013	101-136-802.00	41.50		\$41.50
Wii-Kill Pest Control	32611	09/27/2013	2327461	Courthouse	101-265-801.00	62.25		\$62.25
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	32609	10/04/2013	0402055840-00001	Jail	101-265-920.03	4,372.61		\$4,372.61
Xerox Corporation - 26152 Network Place	32607	10/01/2013	070294713	Probation/Parole Office	101-131-942.00	99.23		\$99.23
<b>Total Amount for Bank Account: General</b>								<b>\$67,135.36</b>



MENOMINEE COUNTY  
Check Register Report

Check	Vendor Name	Vendor's Ref#	Description	Status	Check Date	Check Amount	Check Amount
	Vch#			Debit Account		\$Amount	
General							
96805	State of Michigan - Department of Motor Vehicle			Open	10/11/2013		\$166.00
	32663	21003	License & Plates - Jeffrey Imhoff	294-683-835.00		\$166.00	
<b>Total General</b>							<u>\$166.00</u>
<b>Grand Total:</b>							<u>\$166.00</u>

Bank Account Totals:

Bank Account Code	Check Amount	E-Check Amount
General	\$166.00	\$0.00



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Michigan Municipal Risk	32684	10/03/2013	M0001135	1st Instalment Policy Period 10/1/13 - 1	101-103-831.00	46,082.50		\$46,082.50
Total Amount for Bank Account: General								\$46,082.50



## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by:     Brian Bousley    

    10/18/2013      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE BUSINESS DEVELOPMENT CORPORATION  
2511 10<sup>TH</sup> STREET, MENOMINEE, MI 49858**

**Memo: October 15, 2013**

**To: Menominee City Council  
Menominee County Board of Commissioners**

**From: Menominee Business Development Corporation (MBDC)  
Charile Cappaert, Board President**

**Re: Report of Activities**

Attached you will find an edited copy of the report given to the MBDC Board of Directors by our Economic Development Director Nancy Douglas. This report has been edited for information that has been requested to be kept confidential. Additional detailed discussions take place at the MBCD Board meetings on which you have representation.

We are sending this as a way of providing more information about our services and activities and will be providing it to you on a monthly basis. Please feel free to contact either Nancy (863-1754) or myself (715) 732-1732 if you have any questions.

We appreciate your continued support of the MBDC.

Menominee Business Development Corporation  
Board Report – September Activities

**Highlights of Sept. work activities**

Continuing work with WODA on FNT/Lloyd House I and II projects. Additional information provided for MSHDA application for Senior Housing in Oddfellows. Conference with the state regarding CRP vs. Façade Grant possibilities.

Complete Regionalization process for Revolving Loan Fund with City of Menominee and Submit documentation to the State and Northern Initiatives.

Attend Escanaba workshops with MEDC on Downtown Infrastructure Grant (DIG) process and with updates to the Community Development Block Grant (CDBG) program.

Conference call follow up with Explorer Solutions, Airport Commission and others following August visits. Provide additional information to potential Charter Service and schedule meeting with Manufacturers Assoc.

Work with Downtown Development Authority and City of Menominee to develop grant application for DIG for Wayfinding Sign System for Menominee's Historic Downtown District. Meet with UP Engineers and Architects to discuss plan they developed and refine costs, etc. Get approvals from city and DDA for \$35,000 match from the TIF Fund and complete and submit Grant application.

Draft resolution of intent to apply for a Lighthouse Grant from the State to begin the process of rehabilitating the Menominee North Pier Light. Resolution approved by council and grant application will be submitted by Nov. 30.

Arrange several meetings for new owners of Wells Fargo Building with city officials and State CaTeam representative Jen Tucker to explore building possibilities. Also have Jen Tucker meet with four possible façade grant prospects. Refine projects and scope of work with owners and provide follow up information on how program works. Brief city council on potential to apply for grant and city responsibilities in the process.

Continue meeting with Cedarville Township on a number of issues, including land sales and trail improvements.

**Meet with Rob Arndt MiWorks to explore workforce development issues and possible training funds for local businesses.**

**Host Lois Ellis (MEDC) in Menominee to meet with Aquilla Resources and potential investors on Menominee County Back Forty project.**

**Regular communication, etc. with MBDC Board members, city manager and county administrator, Chamber of Commerce and Marinette Econ. Development and Tourism Committee.**

J. Bejgrowicz called the regular meeting of the Menominee County Library Board to order at 11:03 AM on Tuesday, September 17, 2013.

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

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 August 19, 2013 meeting. Seconded by J. Freis, motion carried.

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

C. Peterson moved to pay the September bills and authorize P. Cheski to pay any remaining bills for the fiscal year ending on September 30, 2013. Seconded by J. Freis, motion carried.

#### Director's Report:

- A. The monthly circulation stat comparisons for August were in the board packets.
- B. The Friends of the Library will be holding an Open House on Saturday, September 21 from 9 AM to 1 PM. They will be showcasing their new gardens, displaying photo contest entries, staff appreciation day, and providing apple cider and donuts.  
  
Their annual Fall Gathering and dinner will be at the Belgiumtown Restaurant on Sunday, October 13 at 1:00 PM. The Friends next regular meeting will be on Thursday, October 24 at 3:00 PM.
- C. C. Laurin and P. Cheski participated in MelCat training on Thursday, September 5. Shawn Andary from Superiorland Library Cooperative conducted the hands-on training here in Stephenson.
- D. On August 20 at 4:40 AM, Deputy A. Ihander did another courtesy property check on the building and found everything secure.

#### Old Business:

- A. Merit Fiber Installation – Update – Merit is still working on getting power at the hut in Powers, Michigan. We have been experiencing some computer problems that may be related to the fiber service.

#### New Business:

- A. FY 2013-2014 Preliminary Budget – The Menominee County Board will be voting on the final budget at their regular meeting on Tuesday, September 24.

- B. Library Staff Salary Increases – Effective October 1, 2013 – After discussion, M. Fagan moved to approve the 2% salary increases for library staff effective October 1, 2013. Seconded by J. Freis, motion carried.
- C. Superiorland Library Cooperative Board Appointment – After discussion, C. Peterson moved to appoint Joan Brown as our representative on the Superiorland Library Cooperative Board. Seconded by J. Freis, motion carried.
- D. County Bylaw Change on Committee Meeting Fees – J. Bejgrowicz moved to table this item until the February 2014 reorganizational meeting. Seconded by C. Peterson, motion carried.
- E. MelCat Implementation – Update – As of September 5, we are participating in MelCat. Patrons can place their own holds on resources from all participating libraries in Michigan, by using their same barcode and pin as on our online catalog.

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

Public Participation: No public present.

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 11:24 AM.

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

**GOVERNING BOARD MEETING  
Thursday, September 5, 2013  
1:30 p.m.**

**MINUTES**

The meeting was called to order at 1:30 p.m. by Chair Karen Wigand. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Dan LaFoille, Schoolcraft  
Pastor Ingmar Levin, Schoolcraft  
Walter Multerer, Menominee  
Doug Krienke, Menominee  
Myra Croasdell, Delta  
Julie Moberg, Delta  
John Stapleton, Schoolcraft  
Geri Nelson, Delta  
Gil Vandenhouten, Menominee  
Karen Wigand, Delta  
Dave Anthony, Menominee  
Ken Penokie, Delta  
Ken Bryant, Schoolcraft

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Mary Bunnin, FGP Director  
Connie Maule, SCP Director  
Kris Thibeault, Finance Director  
Sally Kidd, Senior Services Director  
Joe Dehlin, Weatherization Director  
Kim Johnson, ECP Director

**MEMBERS ABSENT**

Tom Lippens, excused  
Mari Negro, excused  
Beth Pletcher  
Dave Moyle  
Cathy Mercier  
Susan Phillips

**APPROVAL OF JULY 25, 2013 GOVERNING BOARD MINUTES**

Members were mailed a draft of the 7/25/13 Governing board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SECONDED BY GIL VANDENHOUTEN; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The Chair called on Dan LaFoille who reported that the committee met on August 28, 2013 and they reviewed the CAA July Accounts Payable Schedule and recommends their approval. **MR. DORAN MOVED TO APPROVE THE CAA JULY ACCOUNTS PAYABLE SCHEDULE, SECONDED BY MR. BRYANT; MOTION CARRIED.** Mr. LaFoille turned the report over to the Executive Director who informed the members that we received a sole source purchase for 350 web-based children's portfolios that cost \$16 each. It was noted that the program is the only one that compliments the curriculum data base that the Early Childhood Program uses. **MR. LAFOILLE MOVED TO APPROVE THE SOLE SOURCE PURCHASE OF CHILDREN'S PORTFOLIOS FROM TEACHING**

**STRATEGIES FOR \$5,582.50; KEN BRYANT SECONDED THE MOTION; MOTION CARRIED – 1 abstention.** Mr. Dubord recommended that the insurance co-payment of 80% agency/20% employee remain in effect. **THIS WAS APPROVED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY MS. CROASDELL; MOTION CARRIED.** The committee also recommends entering into another three year contract with Anderson, Tackman Co. for our auditing services. This recommendation was **APPROVED WITH A MOTION FROM KEN PENOKIE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.** The Finance Committee report was accepted with a **MOTION FROM MR. BRYANT, SUPPORTED BY MR. VANDENHOUTEN; MOTION CARRIED.** (see attachment "A")

### **ACCEPTANCE OF STAFF MONTHLY REPORTS**

Members received a copy of the July Early Childhood monthly report for their review and **IT WAS ACCEPTED WITH A MOTION FROM JULIE MOBERG, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### **APPROVAL OF WAIVER FOR NON-FEDERAL SHARE**

The Chair called on Kim Johnson, ECP Director, who indicated the need to ask for a waiver for approximately \$320,000 of the required \$750,000. She noted that the need for waivers is becoming more prevalent nationally as the interpretation of what is allowed as non-federal share has narrowed over the years. Mr. Penokie asked if this issue with the interpretation of non-federal share is being raised by anyone on behalf of Head Start Programs. Kim noted that the National Head Start Association has raised this issue in the past but recently the focus of their efforts has been on recompetition. Kim indicated she will have a chance to talk to the National Head Start Director in September and will raise this issue at that time. She will report back to the board at the October meeting.

### **EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on Bill Dubord who reported that classes for Head Start and Early Head Start begin September 16<sup>th</sup> and currently we are fully enrolled. He noted that the UAW contract is up October 12, 2013 and he and Kim will be meeting with the Union Representatives very soon to renegotiate the contract terms. He noted that things seem to be running very smoothly.

The Executive Director told the members that the response to the Triennial review is due the end of September. The three findings were: 1) need written procedures regarding board involvement (even though the process was in place) 2) the annual report must include a projected budget for the current year 3) criminal history checks must be done before employees are hired. Kim noted that no employees have ever been around children prior to the criminal background check but sometimes they have done some orientation/training prior to the background check having been completed. **JOHN STAPLETON MOVED TO AUTHORIZE THE ECP DIRECTOR TO WRITE THE RESPONSE AS OUTLINED, SECONDED BY MRYA CROASDELL; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

There were no public comments or other business to come before the board.

**ADJOURNMENT**

There being no further business **MR. BRYANT MOVED TO ADJOURN THE MEETING AT 2:05 P.M., SUPPORTED BY MR. VANDENHOUTEN; MOTION CARRIED.**

**THE NEXT MEETING IS THURSDAY, OCTOBER 10, 2013**

**Finance Committee Meeting  
Wednesday, August 28, 2013  
11:30 a.m.**

**MINUTES**

The following were present: Omer Doran, Rev. Ingmar Levin, Julie Moberg, Walter Multerer, Karen Wigand, Bill Dubord, Kris Thibeault, Cathy Pearson, Sally Kidd, Rick Rudden, Joe Dehlin. Mr. LaFoilie asked to be excused.

Members reviewed the CAA July Accounts Payable Schedule and **IT WAS APPROVED WITH A MOTION FROM PASTOR LEVIN, SECONDED BY WALTER MULTERER; MOTION CARRIED.**

Members reviewed the HRA July Accounts Payable Schedules and **THEY WERE APPROVED WITH A MOTION FROM OMER DORAN, SUPPORTED BY JULIE MOBERG; MOTION CARRIED.**

The committee reviewed the CAA credit card charges for June.

The committee reviewed the HRA credit card charges for June.

The Executive Director explained that he would like to extend our audit engagement with Anderson, Tackman, & Co. They are doing a credible job, are local and reasonable and, in addition, we have a brand new Finance Director and it would be difficult going to a new auditor at this time. **MR. DORAN MOVED TO AUTHORIZE STAFF TO ENTER INTO ANOTHER THREE YEAR CONTRACT WITH ANDERSON, TACKMAN & CO. FOR AUDIT SERVICES, SECONDED BY PASTOR LEVIN; MR. MULTERER ABSTAINED (potential conflict of interest); MOTION CARRIED.** The committee asked that staff go out for bids for audit services after this three contract is up.

The Executive Director indicated as part of a cost saving measure we are looking at the feasibility of having an outside source handle production of all of our senior center newsletters. The company we are considering is LPI out of Milwaukee and they do many church bulletins. The only cost we would have is the cost of the bulk mailing. Volunteers will put mailing labels on the newsletters. This would be a large cost savings as well as a time saver as each center would only be responsible for a couple of pages that would all come through the administrative office & then be "cleared" for production to this company. They make their money off of getting advertisers to support the newsletter. The committee cautioned that the contract read that after one year we will evaluate how things are working, that we have input into who can advertise and that they refrain from saying "Please support these advertisers". The committee also wants this discussed by the full board.

Bill recommended to the Finance Committee that we not offer pay increases to staff effective 10/1/13 because of uncertain funding levels, increased costs and a potential significant reduction in millage funds. Senior Services "chart people" and Head Start employees due for

**Finance Committee Minutes**  
**August 28, 2013**  
**Page 2**

their scheduled raises based on longevity, would still receive their scheduled incremental raise. **MR. MULTERER MOVED TO APPROVE THE EXECUTIVE DIRECTOR'S RECOMMENDATION OF NO WAGE INCREASE 10/1/13 WITH A REVIEW OF FUNDING FEASIBILITY AFTER THE FIRST QUARTER; PASTOR LEVIN SECONDED THE MOTION; MOTION CARRIED.**

On October 1, 2013 (our health insurance renewal date) our health insurance premiums will go up 11.2% in HRA and 8% in CAA. Mr. Dubord recommends we keep the current breakdown of 80% premium is the agency's responsibility and 20% is the employee's. **MR. MULTERER MOVED TO ACCEPT THE CURRENT INSURANCE PLANS AND PREMIUM BREAKDOWN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

Mr. Dubord explained that we have been approached by the Michigan Community Action Agency Association (MCAAA) and Clear Results to assist with spending Energy Optimization funds for refrigerators. Joe Dehlin indicated he believes we can accomplish this by putting refrigerators in multi-unit housing (the target area is Menominee) and that we use a sole source bid as the funds have to be spent and the refrigerators installed (and old ones removed) by mid October. Joe recommended using Sears as they do this across the state. The committee directed him to check with Pioneer Appliances as well and then present the information/recommendation to the full board next week.

The Executive Director indicated that it's nearly time to review the Financial Procedures Manual as it needs to be done annually.

He reported that we received a check for \$43,000 completely out of the blue that is a rebate for worker's comp. premiums overpaid from 2001-2003. We will put this money in unrestricted funds.

The meeting adjourned at 1:20 p.m. **WITH A MOTION FROM PASTOR LEVIN, SECONDED BY OMER DORAN; MOTION CARRIED.**

THE FINANCE COMMITTEE HAS REVIEWED THE JULY 2013 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	61,326
EARLY HEAD START		42,456
EARLY-ON CHILDHOOD		725
GSRP		6,194
ASSET & LIABILITY ACCOUNTS		36,882
TOTAL	\$	147,583

SIGNED Karen Wiyand Chair  
(TREASURER)

DATE 8/28/13

**SAFETY COMMITTEE MEETING  
ADMINISTRATIVE OFFICE, ESCANABA  
September 5, 2013  
12:45 p.m. (EDT)**

**MINUTES**

The meeting was called to order with the following in attendance: Omer Doran, Walter Multerer, Cathy Mercier, Debby Wiltzius and Pat Johnson. Tom Lippens and Mari Negro, were excused. Absent: Cathy Mercier

The Committee reviewed the following three accidents:

- 1) **(Nutrition Program):** Two employees were walking through the dining area at the Menominee Senior Center and collided. One employee received a gash over her eye due to the fact she was wearing glasses. She went to the Emergency Room where she received minor medical treatment. There was no lost work time. There was actually no recommendation. The committee couldn't understand how at least one of them didn't see the other person approaching. It was just an unfortunate accident.
- 2) **(Personal Care Program):** When an aide was at a client's home, she opened a drawer which had a glass handle. While opening the drawer, she didn't see the crack in the glass handle and cut her finger. She did seek medical treatment and lost time from work. Recommendation: When things get cracked or broken, have it fixed right away.
- 3) **(Personal Care Program):** A client gave the aide some trash to dispose of. The aide wasn't aware there was a needle in the garbage and in the process of receiving the trash she scraped her finger on the needle. (the finger was not punctured). She did see a physician (which is a mandatory procedure because of so many diseases that could be transmitted). She did get medical attention with no lost work time. Recommendation: Aids should be wearing gloves at all times for the safety of both the client and themselves.

Debbie noted she holds safety trainings approximately 8 different times throughout the year and always touches on issues relating to the time of year.

Omer Doran found a safety article he found very interesting and discussed it with the committee.

Attachment

# You Can't Be Too Safe

The story in my local newspaper recently could only be labeled as tragic.

A fatality at a work site occurred near my home. A backhoe operator off to the side of a busy road was clearing trash when he was hit by a truck. The truck flipped on its side, bursting into flames and causing a scene better suited for an action movie instead of a daily commute.

The backhoe operator died, while the truck driver was taken to the hospital in critical condition. Such a tragedy.

Reports show the driver of the truck most likely never used his brakes. There were no skid marks on the road to indicate the truck was slowing when it collided right into the backhoe.

Perhaps you think this is the part where I begin listing all of the errors made by the backhoe operator and his crew.

Maybe you think I'm going to say there were no warnings of "workers up ahead" or they didn't mark off their job site area. Perhaps you're thinking they were working in weather or a time of day when the visibility of drivers on the road was impacted.

Sadly, you'd be wrong.

The crew appeared to have done its job. Their site area was marked off. There was a sign indicating it was working beside the road. The accident happened during a clear, sunny day.

Like I said, you struggle to come up with anything other than "tragic."

So instead of trying to make sense of it, I think we should try to take something from it. The accident clearly shows me one thing: You can't be too careful.



Obviously, you can't control others, but you can control what you and your colleagues do every time you arrive at the office and start a workday.

So regardless of how long you've been in the industry, don't coast through your company's safety meetings. And don't let your crew drift off during daily tailgate talks if you're part of a team that has them.

Discuss. Learn from each other. Make adjustments. You can always get better and you can always get safer.

Never take shortcuts. If a piece of equipment can be moved or a setting adjusted to enhance the safety of you and your team, do it. It's not an argument that doing so will take time or is probably unnecessary.

Always mark an outdoor job site properly. If you're in an area rarely frequented, so what? Still mark it. It only takes one person not paying attention to cause a tragedy.

One final example from the accident near my house: Along with warning signs indicating his presence, a properly marked job site, and a beautifully clear day, the backhoe operator was working behind a guardrail. Can there be any question he thought he was heading home that night?

Make sure the story about you and your crew features the word "safe" and not "tragedy."

Thad Plumley is the editor of *Public Groundwater Systems Journal* and director of information products at the National Ground Water Association. He can be reached at [tplumley@ngwa.org](mailto:tplumley@ngwa.org).

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- Readers reside in every state.



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

**GOVERNING BOARD MEETING  
Thursday, September 5, 2013  
1:45 p.m.**

**MINUTES**

The meeting was called to order at 2:06 p.m. by Chair Karen Wigand. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Dan LaFoille, Schoolcraft  
Pastor Ingmar Levin, Schoolcraft  
Walter Multerer, Menominee  
Doug Krienke, Menominee  
Myra Croasdell, Delta  
Julie Moberg, Delta  
John Stapleton, Schoolcraft  
Geri Nelson, Delta  
Gil Vandenhouten, Menominee  
Karen Wigand, Delta  
Dave Anthony, Menominee  
Ken Penokie, Delta  
Ken Bryant, Schoolcraft

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Mary Bunnin, FGP Director  
Connie Maule, SCP Director  
Kris Thibeault, Finance Director  
Sally Kidd, Senior Services Director  
Joe Dehlin, Weatherization Director  
Kim Johnson, ECP Director

**MEMBERS ABSENT**

Tom Lippens, excused  
Mari Negro, excused  
Beth Pletcher  
Dave Moyle  
Cathy Mercier  
Susan Phillips

**APPROVAL OF JULY 25, 2013 GOVERNING BOARD MINUTES**

Members were mailed a draft of the 7/25/13 Governing board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM OMER DORAN, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The Chair called on Dan LaFoille who reported that the committee met on August 28, 2013 and they reviewed the HRA July Accounts Payable Schedules and recommends their approval. **KEN PENOKIE MOVED TO APPROVE THE HRA JULY ACCOUNTS PAYABLE SCHEDULES, SECONDED BY JULIE MOBERG; MOTION CARRIED.** Mr. LaFoille turned the report over to the Executive Director who indicated that due to the uncertainty of funding for the upcoming year he recommended there be no wage increase for staff other than the Senior Citizen chartered positions that may be due for one. The committee agreed with this recommendation but would like a raise increase

revisited later in the quarter once we know more about funding. The Executive Director reported that health insurance premiums increased 8% in CAA and 11.2% in HRA. He recommended that we continue to have the agency pay 80% of premium and the employee 20%. **JOHN STAPLETON MOVED TO ACCEPT THE RECOMMENDATION FOR NO WAGE INCREASE AT THIS TIME AND THAT THE HEALTH INSURANCE CO-PAY FOR EMPLOYEES REMAIN AT 20%. THIS WAS SECONDED BY MYRA CROASDELL; MOTION CARRIED.** The committee also recommends entering into another three year contract with Anderson, Tackman Co. for our auditing services. This recommendation was **APPROVED WITH A MOTION FROM KEN PENOKIE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.** Mr. Dubord reported that we have been contacted by Clear Results to assist them in getting energy efficient refrigerators to some housing units in Menominee as part of the Energy Optimization Program and what Wisconsin Public Service is required to do. The old refrigerators have to be removed and made in operable and the new refrigerators delivered by mid October. We would make approximately \$7,000 by assisting in this venture. We have a bid from Sears and are getting another from another local vendor. The Finance Committee report was accepted with a **MOTION FROM MR. BRYANT, SUPPORTED BY MR. VANDENHOUTEN; MOTION CARRIED. (see attachment "A")**

#### **SAFETY COMMITTEE REPORT**

Ms. Wigand called on Omer Doran who reported that the Safety Committee met today and reviewed three accidents in the Senior Services Program. One involved two people walking into each other and the employee incurred a gash from her eye glasses. There was no lost work time. The second involved an aide in a client's home that cut her finger on a crack in the glass handle of a drawer. The third involved an employee disposing of a client's trash who scrapped her finger on a needle. She sought medical attention which is required when there is the possibility of contact with hazardous waste. The committee said staff needs to require aides to wear the gloves that we provide them with. Debby Wiltzius indicated that she does provide training in this area on a regular basis. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM KEN BRYANT, SECONDED BY MR. MULTERER; MOTION CARRIED. (see attachment "B")**

#### **ACCEPTANCE OF STAFF MONTHLY REPORTS**

Members received copies of the May/June RSVP, Aug. Weatherization, Jul./Aug. SCP and third quarter Senior Services staff monthly reports for their review **AND THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

#### **ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES**

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

7/22/13 (Schoolcraft) Foster Grandparent Program PAC minutes

8/16 (Menominee) & 8/20/13 (Schoolcraft) Senior Companion Program PAC minutes

4/9 & 8/20/13 (Rock) & 6/26/13 (Hermansville) Senior Center PAC minutes

**HRA Governing Board Minutes**

**September 5, 2013**

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There were no questions or comments and **THEY WERE ACCEPTED WITH A MOTION FROM MR. BRYANT, SUPPORTED BY JULIE MOBERG; MOTION CARRIED.**

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Wigand called on Bill Dubord who reported that our Community Services Block Grant (CSBG) funds have been reduced \$10,000. In addition they have "bundled" some other discretionary funds that is actually a reduction of nearly \$20,000. It is highly likely that there will be a Continuing Resolution at the start of the fiscal year.

The Executive Director noted that the board was given a copy of the DHS fiscal monitoring report from the monitoring done last August. He noted the finding has been corrected and the \$82 returned.

Mr. Dubord announced that we received a \$1,000 donation from the DTE Foundation to support our client services and thanked Geri Nelson in her efforts to obtain this for us.

Mr. Dubord indicated that we will start the review of the Personnel Policies in the next few months. In addition, members are being given a performance evaluation form to complete on the Executive Director's performance for the past year.

The Executive Director announced that we will be having our all staff training on Friday, December 6<sup>th</sup>. We are hiring a Phillip Hedgepeth from Battle Creek who will do a keynote address on Engaging Change. Board members are welcome to attend as well. Mr. Dubord indicated that since we have this presenter coming from Battle Creek we could contract with him for some training the day before if the board so wishes. After some discussion the board indicated they would like training on the Open Meetings Act and board responsibilities. Mr. Dubord will talk with Julie Moberg since she indicated MSU has some training available in this regard. **PASTOR LEVIN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MR. STAPLETON SECONDED THE MOTION; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

There were no public comments or other business.

**ADJOURNMENT**

There being no public comments or other business **THE MEETING ADJOURNED AT 2:46 P.M. WITH A MOTION FROM JOHN STAPLETON, SECONDED BY OMER DORAN; MOTION CARRIED.**

**NEXT MEETING THURSDAY, OCTOBER 10, 2013**

THE FINANCE COMMITTEE HAS REVIEWED THE JULY 2013 ACCOUNTS PAYABLE SCHEDULES FOR **HUMAN RESOURCES AUTHORITY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

SENIOR CITIZENS	\$	126,366
VOLUNTEER PROGRAMS		30,934
NUTRITION		95,388
STATE & LOCAL PROGRAMS		44,879
ENERGY AND HOUSING		28,508
ASSET & LIABILITY ACCOUNTS		14,219
<b>TOTAL</b>	<b>\$</b>	<b>340,294</b>

SIGNED Karen Wigard Chair  
(TREASURER)

DATE 8/28/13

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

**BUILDING AND GROUNDS COMMITTEE MEETING  
SEPTEMBER 13<sup>TH</sup>, 2013  
3:30, AIRPORT CONFERENCE ROOM**

**MINUTES**

**Present:** Ted Sauve, chair; Mary Johns, commissioner.

**Excused:** Commissioner Jason Lauzer.

**Others Present:** Tony Krysiak and Jeff Lafleur, airport staff; North Shetter, George Sporie, and Wayne Beyer, pilots.

- 1. Call to Order** – Ted Sauve called the meeting to order at 4:46 p.m.
- 2. Approve/Amend Agenda** – Approved on a motion from Johns, seconded by Sauve.
- 3. Minutes of August 9<sup>th</sup>, 2013 meeting** – Approved on a motion from Johns, seconded by Sauve.
- 4. Public Comment** – Ted Sauve noted that Enstrom Helicopter would coordinate and donate the refurbishing of the helicopter to be donated to the airport by Bayard DuPont. In addition, John Seaborg has donated his services to design a mount for the aircraft, which will be displayed in front of the terminal. There is no official timeline for the project, but Sauve anticipates completion by 2013.
- 5. Bid for Washout Repair along 22<sup>nd</sup> Street** – Tony has selected one of three bids from Frank's Logging & Excavating, a local firm. He expects the project to be completed within a few days of its start date. A fourth bid, which was too high, was not considered.
- 6. Discuss Private Tenant Leases with Twin County Airport Pilots** – North Shetter, representing the pilots, offered some language revisions to

the current private pilot lease which the pilots felt needed clarity. Overall, the pilots like the lease for its brevity and user friendliness. Among the issues the pilots highlighted were potential rent increases, a clause permitting maintaining and building aircraft, and a sentence providing for ease of lease transfer. The suggestions will be taken to the full commission for further study and discussion.

**7. Public Comment** – Tony Krysiak noted that efforts are being made to keep unauthorized vehicles from entering the taxiway.

**8. Future Agenda Items** – Taxiway paving and fence phasing.

**9. Schedule Next Meeting** – To be determined at a later date.

**10. Adjourn** – On a motion from Johns, seconded by Sauve, the meeting adjourned at 4:31 p.m.

**Respectfully submitted,**

**Mary Johns, Commissioner**

Cedarville Township Board Meeting  
March 20, 2013

Call to Order: Supervisor Peterson Called the meeting to order at 7:05 pm

Roll Call: Supervisor-Lin Peterson, Clerk-Donna Buechler, Treasurer-Kathie Prestin, Trustees-Tony Williams & Jim Prestin, and 3 guests present.

Recess for Public Budget Hearing-7:07 pm

Proposed 2013-2014 budget income \$112,500, expenses \$120,665 (20,000 from carryover)

Close Public Budget Hearing-7:20 pm

Moved by Tony, second by Jim to approve minutes as read. Motion carried.

Treasurer's Report- Bank accounts and fund balances reconcile at \$158,767.39

Moved by Tony, second by Jim to pay \$9000 on fire truck loan as collected in the Voted Fire Fund. Motion carried.

Moved by Jim, second by Tony to give accountant Marion Enstrom permission to help clerk and treasurer as needed. Motion carried.

Fire Chief's Report- Looking into replacing antennas & cables. Pomasl demonstrated an Eagle Imager 320 camera at the March meeting and it was the consensus of the department to purchase. There will be a balance of \$3900 after the \$5000 donated in honor of Bev Fountain. Kenny Marks will pick up pager from JS Electronics to replace lost one. Another pager is to be dropped off to be looked at. Leah Leaveck was found on Facebook, living in Kentucky with an employer listed. Once address can be verified papers can be served. There is currently an AED at the Plaza and one on the pumper truck. Kenny is getting a price on an oxygen kit to be at the Plaza also. This will be purchased out of Fire Dept. funds. During their discussion on Bridge Walk it was thought by-laws were changed to ban alcohol on town hall property. Donna will look. There were 2 runs this past month. One insurance to be billed, as the other was a county resident. Gary will find another townships form to use as a template.

Assessor's Report-BOR met three times and received 7 appeals. Final totals certified for 2013 33,401,350 in assessed value and 20,981,537 in taxable value. Jill will be meeting next week with equalization to submit Cedarville Township's certified data base. Jill also wished to thank Cedarville BOR members for their service.

Supervisor/Building Authority Report-Road Commission report-\$205,658.13 spent in our township this past year. They will update with what they are planning in April.

FEMA-paperwork is signed correctly and complete. We should be aware that they have raised flood zone one foot which affects more people. A LOMA can be issued after a survey of property is complete.

Phragmites-A grant has been awarded to treat 400 acres in our area. Menominee County Conservation District will get a permit that covers the whole county. Treatment through the grant starts this fall and is good for 2 years.

Lin has a meeting with Brian Bousley and county attorney on March 27<sup>th</sup> to talk about selling lots off of Fox Park. There will be a meeting in April with Brian and Nancy Douglas to discuss economic development and grant writing.

Lin emailed for an update on the waste water project.

Our township has 3 people willing to attend first responder training.

Clerk Report-Lighthouse report was good for past 2 months. Received a courtesy letter from MI LARA regarding their fee increases. A DEQ permit for County Road Commission came through. There will be a school millage election on May 7<sup>th</sup>.

Resolution 2013-3-20a was adopted to use \$14,240 from METRO fund to install street light at corner of G-12 and M35. Lin-yes, Donna-yes, Jim-yes, Kathie-yes, Tony-yes.

Moved by Jim, second by Tony to approve warrant list 15025-15046. Motion carried.

#### Old Business-

Street light-Light at Old Mill Lane is in, measuring for the one at 551.

Cemetery-Next project is the fence, we've received a second bid.

Fox Park-Hubbard will begin logging in campground area and move south.

#### New Business-

Bridge Walk-Meeting March 22 10 am

Fox Park-Clean up dates set for April 20 & 27 beginning at 10 am. Brainstorming at April Meeting. Water tests are due soon.

Meeting Date-Moved by Donna, second by Jim to move meeting date to second Wednesday of the month. Motion carried.

IRS-There are fees for late filings. Donna & Kathie are working with Marion.

Monthly reports will now contain budget so we can compare.

Resolution 2012-3-20b was adopted to approve the 2013-2014 Budget. Lin-yes, Jim-yes, Donna-yes, Kathie-yes, Tony-yes.

#### Public Comment-None

Moved by Tony, second by Jim to Adjourn. Motion carried.

## Cedarville Township Board Meeting

April 10, 2013

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

Roll Call: Supervisor-Lin Peterson, Treasurer-Kathie Prestin, Trustee-Jim Prestin, Tony Williams and 3 guests were present.

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

Clerk's Report: Kathie and Donna should have books reconciled and Enstrom Business Services will have the accounts cleaned up by next meeting.

Treasurer's Report: Bank accounts and fund balances reconcile at \$132,990.32

Fire Chief's Report: Debra Wormwood said the county will be replacing antenna's and cables on towers that are having problems. Cedarville will be the first to get the work done. Pager had to be ordered as JS Electronics does not stock them. Working on getting an address for Leah Leaveck. Central Dispatch is trying Text Pages and everyone on the Dept. has signed up to receive them. Paperwork for the DNR 50/50 grant has been sent to Lansing. Brush truck is coming along. First adopt-a-highway on May 4<sup>th</sup>. No runs since last meeting.

Assessor's Report: County Board approved the assessed and taxable totals for 2013. County's totals will then be forwarded to the State Tax Commission. Jill should be able to start working on the 2014 assessments. Jill has the digital images the mapper has completed on a flash drive to be put on the supervisor's laptop. This may be helpful with the Fox Park project. Mapper will provide a digital file and a printed map for presentation to the county board when we establish preliminary lot lines.

Supervisor/Building Authority Report: No new building permits.

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

Old Business:

Street Lights-551 light is in, G-12 should go in mid May

Cemetery-Next project will be fence paid for by logging.

Fox Park-Roy Hubbard will log campground area and then move south.

New Business:

Fox Park Survey-\$400+ to set lots for sale. More information next month.

Bittner Waste Water-Report at May meeting.

Bousley & Douglas meetings-Meetings on economic development and grants all day in Cedar River.  
Present our concerns and needs, discuss grants,

Bridge Walk-Meeting April 19<sup>th</sup> 10:00 am

Fox Park Brainstorming-Post rules, get envelopes, bulletin board.

Calendar-Bring to each meeting.

MTA day in Lansing-May 2<sup>nd</sup>. Free bus. Meet with Casperson and possibly DNR director.

MTA Training in Marquette-June 5<sup>th</sup>.

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Moved by Tony, second by Jim to Adjourn.

Cedarville Township Board Meeting  
May 8, 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, Trustees-Tony Williams, James Prestin, and 3 guests were present.

Agenda: Moved by Donna to accept agenda, second by Jim. Motion carried.

Clerk's Report: Moved by Donna to accept warrant list 15061-15084, voiding 15065, 15067, 15074. Second by Kathie, motion carried. Moved by Tony to accept minutes of previous meeting as read, second by Kathie. Motion carried.

Clerk & Treasurer's books reconcile.

Treasurer's Report: Bank accounts and fund balances reconcile at \$124,630.44 Moved by Donna to have two township credit cards with Lin, Kathie, Donna Tony, Jim and Gary as approved signers, second by Kathie. Motion carried.

Fire Chief's Report: Gary was not present and will email copies at a later date.

Assessor's Report: Senate Bill No 46 would have only 1 day of BOR if less than 1000 population is possible for 2014. Jill will be ready to help Kathie do taxes. She will be submitting report to state for use to determine amount of revenue generated for Stephenson school district. Time to start thinking about newsletter to include with tax bills. Jill will look up deed for WELS Park.

Supervisor/Building Authority Report: One permit issued this month. Road Commission meeting on 21<sup>st</sup> to relinquish it's claim to Fox Park. Received 2 LOMA letters.

Fox Park Report: Logging is almost done. Dumpsters were delivered today and the porta-potties are coming on Friday. New signs have been ordered and should be done on Friday. The first water test was positive for chloroform. Will be re-tested. License is here. Fire rings need to be moved. Moved by Jim to buy 10 more fire rings, second by Donna. Motion carried.

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

Old Business:

Street Light-We need to file paperwork or pay them to do it.

Cemetery-Ask for bids for treated fence in cost per foot format. Note for future replacement of back metal fence.

Waste Water-Presentation from Bittner showed timeline starting March 4, 2011. There are site limitations at the WELS Park location. There is a possibility of acquiring land from the state. There would be a need of 15-20 acres. He feels collection & treatment parts are doable for Cedar River. His recommendation is to gather all interested parties

for a meeting. The first choice of locations is still WELS park so he suggested starting with looking into if there are old growth forest restrictions.

**New Business:**

Alcohol Use at Town Hall-Moved by Kathie to allow alcohol use at Town Hall, second by Donna. Motion carried.

Fox Park Lots-No previous survey. Lenca's cost for the minimum for 2 lots is \$720, survey & map is \$1500, and to survey all is \$1920. Moved by Tony to survey the 2 lots if we get permission to sell, second by Kathie. Motion carried.

Bousley/Douglas Meeting-Went over Fox Park ideas and plans, address blow down issue at WELS park, explained our thoughts on the waste water project, would like to see an increase in use of marina, dredging is scheduled for 2013, would like walleye fishing line moved up to marina, and remodel slips. We would like to see the state sell some parcels. Increase public trails and connect outside of Menominee county. The next meeting will be May 24<sup>th</sup> 10:00 am at Sue's Two.

Bridge Walk-Meeting May 10<sup>th</sup> 10:00 am at town hall.

Tourism Conference-May 22<sup>nd</sup> at the casino. Donna is interested in going.

Lamprey Treatment-Scheduled for May 7-16<sup>th</sup>

Moved by Donna to adjourn, second by Tony. Motion carried.

Cedarville Township Board  
June 19, 2013

Call to Order: Supervisor Peterson called the meeting or order at 7:05

Roll Call: Supervisor-Lin Peterson, Treasurer-Kathie Prestin, Clerk-Donna Buechler, Trustees-James Prestin & Tony Williams, plus 3 guests were present.

Moved by Donna to approve agenda, second by Tony. Motion Carried.

Moved by Jim to accept minutes of previous meeting, second by Tony. Motion carried.

Fire Chief's Report: Brush truck is operational. Will be picking up decals and having it inspected. Received thermal imaging camera. Watchdog pager was returned to JS Electronics and realized we had the wrong manual. Gary's opinion is to still get the Watchdog. Menominee County Fire Fighter's Association looked into MABAS. If adopted it makes dispatch of needed resources automatic. There was one run this past month.

Treasurer's Report: Fund balances and bank accounts reconcile at 4114,555.24. We received \$5,000 in memory of Bev Fountain to use toward the thermal imaging camera. \$200 was refunded for a fire department member who could not complete training. Lin Donna and Gary will be the credit card signatures.

Assessor's Report: Jill and Kathie are finalizing the 2013 tax database. All properties in the Stephenson school district were over charged in 2012. State recommendation is to forward it as a pre-payment for 2013, reducing 6 mils to 3.7832. July tax bills set to be mailed by July 1<sup>st</sup>. Tuesday July 16<sup>th</sup> is BOR at 1:00 for principle residence exemptions and to correct any qualified errors.

Clerk's Report: Moved by Donna to approve warrant list 15130-15147 voiding 15130 & 15134, second by Tony. Motion carried.

Lighthouse report by Sheriff's Dept. is good. MTA provided a Principles of Governance for us to sign. Received some information on setting up a township website for future reference. Kathie needs to go over her Gleaner certificate and mail in approval letter if all is correct. Tourism conference update by Donna.

Fox Park Report: Nights paid from May 22-June 19 is 27. The single night is most popular. No complaints about not taking reservations this year. Received compliments on new fire pits. Total campers down from last year, probably due to weather. Notices to be posted to watch for poison ivy. There are some stumps that could come out. We need to take 2 more water tests.

Supervisor/Building Authority Report: Four new permits were issued. County attorney opinion not in on Fox Park lots yet. The county board stated at their meeting that they would drop the reversionary clause for 1-2 lots and retain on rest. Moved by Jim to

amend the Lenca survey to the lower price of \$1600 to survey all of park, second by Tony. Motion carried.

Moved by Tony to approve all previous reports, second by Kathie. Motion carried.

Old Business:

Street light-permit applied for

Cemetery fence-Moved by Tony to accept Superior Fence bid of \$5400, second by Jim. Motion carried.

New Business:

Bridge Walk Sign-Ken & Kyna marks are having a sign made to thank contributors to be put at the town hall.

Economic Development-Fisheries meeting June 20<sup>th</sup> at 10:00 am. Lin is going to ask the state about giving up some of the land in Cedarville Township. Looking into connecting ORV trails with those up by the casino. Found out that the campground on 551 is designated as a horse trail, but it isn't advertised. Possibility of horse trails by Peterson pond also.

Dave Hunter-wants high shoulders removed for better drainage. The mail doesn't get delivered in the Spring.

Phragmites-Public meeting on July 9<sup>th</sup> at 7 pm

Town Hall-Has been sprayed for bugs as a thank you by Cedar River Chapel.

Newsletter-Lin provided a copy of the draft for us to look over.

Planning and Zoning Workshop-To be held in Escanaba on June 28<sup>th</sup> if anyone is interested.

Tables-Moved by Kathie to allow Kevin & Laurie Beattie to borrow township tables with the understanding they are responsible if anything happens, second by Jim. Motion carried.

Moved by Donna to adjourn, second by Tony. Motion carried.

Cedarville Township Board Meeting

July 17, 2013

all to Order: Supervisor Peterson called the meeting order at 7:10 pm

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

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

Minutes: Moved by Jim to approve minutes of previous meeting, second by Tony. Motion carried.

Treasurer's Report: Bank accounts and fund balances reconcile at \$110,926.01. Nicolet accounts are now closed. Tax bills went out by July 1<sup>st</sup>.

Fire Chief's Report: New Watchdog pager is ordered. Decals are on the brush truck. Ryan & Jacob both passed driver's training course. Ryan is hoping to take the schooling next year. We have a court date on Aug. 22, 2013 to place a judgement against Leah Leaveck to try and recover the cost of items she didn't return when she left department. MEMAC & MABAS agreements will be emailed to us to read through before the Aug. meeting. Gary's opinion is that MABAS would be a great thing. Adopt-A-Highway was today. There were no runs in the past month.

Assessor's Report: Board of Review met yesterday. Lenca found about 15 acres not accounted for when working on survey of Fox Park. Jill will be working on sales studies and inspections.

Clerk's Report: Moved by Tony to approve warrant list 15086-15109, second by Jim. Motion carried. Received a letter from social security sending back the copy of amended w2's we had sent them. They say they need something from the IRS or copy of our audit. The person at IRS had suggested we send the social security office a copy just in case, but didn't know if it was required. Donna will talk to Ray Payment.

Fox Park Report: Still need rocks by sign and fix road by dumpster. Registered campers from June 20-July 16 was 67. Longest stay so far was 10 days. The single night is most popular. 148 nights paid=\$2220. Suggests staying open for hunting season. When thinking ahead do we want to consider seasonal sites?

Building Authority/Zoning Report: We need nitrate water test by end of the month for health dept. One building permit this month. Lin received a letter from a property owner asking what they could do about the neighbor's trailer that is partially on their property.

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

Old Business:

Street light-Line is run, but light isn't up yet.

Cemetery fence-Should go up in August.

Phragmites-About 100 people showed up to the meeting July 9<sup>th</sup>.

Fox Park Survey-Lenca is waiting for further information before completing. Board was asked about hunting on township property (Fox Park). Donna will check with insurance for liability issues.

**New Business:**

Economic Development-Meeting with trail people on July 23<sup>rd</sup> at noon and with Jeff Kakuk at 11:00 am about connecting to Forest Island trail to casino. They are trying to get from Mackinac Bridge to Marquette designated at a state bike route. Delta County wants them to come down along the lake instead.

Moved by Donna to give permission for a permanent picnic table to be put as a memorial in Fox Park, second by Jim. Motion carried.

Resolution 2013-7-17 was adopted to send a letter requesting a no-wake zone from M35 bridge to past Ruleaus. Lin-yes, Jim-yes, Kathie-yes, Tony-yes, Donna-yes.

Next meeting: Tuesday Aug. 6<sup>th</sup>

Adjourn: Moved by Jim to adjourn, second by tony. Motion carried

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Cedarville Township Board Meeting  
August 6, 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, Trustees-Jim Prestin & Tony Williams, and 2 guests were present.

Moved by Donna to accept the agenda, second by Jim. Motion carried.

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

Treasurer's Report: Will be emailed once she receives last month's statement from the bank. Address changes did not stay for tax info, so she is working with Jill to figure out why.

Clerk's Report: At&T Metro account right away permit extension signed and to be sent back. One principal residence exemption came in the mail, passed on to Jill. Moved by Jim to approve warrant list 15111-15119, 15154-15166, void 15110, 15161, 15160. Received notice that the IRS was missing 941 from second quarter of 2012. Donna will pay the penalty fee if they issue one as she missed it.

Fire Chief's Report: The Watchdog pager is in. Roger Jones of DNR inspected brush truck and it has been approved-title is in the mail. We no longer need to adopt MEMAC. Use the sample MABAS resolution for us. Gary talked to Brian White of Stephenson about the FEMA regional grant. It is still in review. There was one run this past month.

Fox Park Report: From July 17-Aug. 6 there were 107 registered campers for a total of nights paid income of \$1605. The large rocks put at the base of the sign look good.

Building Authority/Zoning Report: one permit this month.

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

**Old Business:**

Street light- Coming next week. They had difficulties so we will be getting another bill.

Cemetery- Fence going in this month.

Phragmites-fee for permits is covered. Some areas will be treated with no fee to property owner. Fox Park is covered. Other areas have not been decided yet. People paying will get a better rate than doing it on their own.

No-Wake Zone-Jill had the proper wording for resolution.

Small Claims-Leah Leaveck court date Aug. 22. Total \$3275.

State Bike Route-No word yet.

**New Business:**

Economic Development-ORV trail extension plan meeting with Dave Anthony soon.  
Horse trails-8 sites at campground to be designated as horse sites and horses allowed in temporary corrals.

Fish Cleaning Station-Possible at marina, but can't pump into lagoon, need a concrete holding tank.

Tree Clean up at Wells-Rules say no, but were originally for a different situation so Lin is going to go around them to DNR Commission.

Old Dump-Moved by Jim to check if there are trees to be harvested on the property, second by Kathie. Motion carried.

Fox Park Sign-Moved by Jim to have a sign to honor Zettel family for gift of the park if they want one, second by Kathie. Motion carried.

Moved by Donna to adjourn, second by Kathie. Motion carried.

September 11, 2013

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

Roll Call-Supervisor-Lin Peterson, Clerk-Donna Buechler, Treasurer-Kathie Prestin, Trustees-Tony Williams, James Prestin and 4 guests were present. (Tony left early due to an emergency)

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

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

Treasurer's Report-Bank accounts and fund balances reconcile at \$108,371.72. We've received a revenue sharing check from June-Aug. 2011, but do not know why it is so late. Township credit cards are in. 2 people have been billed for fire dept. calls.

Fire Chief's Report-Last Adopt-a-Highway is September 22 and will do hydrant flushing that day also. Leah Leaveck did not show up for her judgment so she will be served at work. The cost will be around \$100. Received brush truck title, waiting on the plate. MABAS-decide by Chief's Meeting. Have been turned down for 2012 FEMA Grant. Cost of \$500 to apply again. Our share if we get it would be \$40,000. Moved by Jim to apply again, second by Kathie. There was one run this month. \$8580 was made at the Bridge Walk. Moved by Donna to accept Scot Fernstrum's application to join department, second by Jim. Motion carried. Mutual Aid Agreement was adopted by roll call vote: Kathie=yes, Lin=yes, Donna=yes, Jim=yes.

Assessor's Report-Jill did inspections with equalization today. The title insurance research has been forwarded to Lenca Surveying. Will be starting new construction inspections soon.

Clerk's Report-Moved by Jim to approve warrant list 15167-15185, second by Kathie. Motion carried. DEQ wants the land fill inspected. 2 LOMA letters were received.

Supervisor/Building Authority Report-One building permit issued this past month.

Fox Park Report- from Aug. 7- Sept. 11 there were 160 registered campers bringing in \$2405. People love the beach.

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

Old Business:

Street light-It is in.

Cemetery-Fence is in.

Phragmites-Clean Kill starts in Cedar River tomorrow.

No Wake-No word yet.

State Bike Route-Nothing new.

Bridge Walk-Made \$8580.46. Needs for next year include outdoor outlets, locate lines to septic and block off so no one drives over them. Lin is working on parking in the DNR lot for the day. 2 way radios would be useful. Moved by Jim to put in outdoor outlets if cost is under \$500.

DNR Land Division meeting-September 26<sup>th</sup>.

Economic Development-Trails-working on ORV extension to casino, will be meeting with Dave Anthony from Hannahville. No updates on horse trail. Still working on waste water project.

Fisheries Meeting-August 29, Research supports moving fishing line North in 2015.

Tree Clean Up-Rules say no, but Lin is still trying to work around that.

Dump Site-Has not been reviewed for timber harvest yet.

Zettle Sign at Park-Has not been followed up on.

New Business:

Library-County Board is looking to de-fund.

Cemetery Names-Kathy McMonogal is willing to work on updating.

Flag Pole-Steve & Kathie Cox put up a new flag pole and puts the flag up and down each day. Thank you to be sent. Jim found a solar light to put on top of flag pole so that it can stay up overnight. Jill will purchase. Thank you to be sent.

County Board Meeting-Will be held in Cedarville on Oct. 8 & 22.

DNR Land Division at Shell on Sept 5<sup>th</sup> at 10 am

Moved by Jim to adjourn, second by Kathie. Motion carried.



<p>Review of Financial Statement for June 2013</p>	<p>Candace Meintz, CFO, reviewed the Financial Statement for June 2013.</p>	<p>Motion carried. A motion was made by Trustee Springinsguth, supported by Trustee Bradley, to accept the Financial Statement as presented. Motion carried.</p>
<p>Board action on the June Manifest of Invoices</p>	<p>Manifest of Invoices had been sent to Board Members prior to this meeting for their review. Board Members questioned the use of Purchase Power. The CFO explained that it is used to purchase postage for the meter.</p>	<p>A motion to approve the Manifest of Invoices as presented and to pay the bills was made by Trustee Bradley, supported by Trustee Boyne. Motion carried.</p>
<p>Board Committee Reports: Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Bradley reported that the Whispering Pines Committee had met just prior to this Board Meeting. She and Administrator Mapes stated that the Great Northern Home Care entity will be presented to the Board of each county next month for their approval. Administrator Mapes encouraged each Board Member to attend their respective county's meeting in support of this project.</p> <p>Trustee Bradley gave reports on each of the homes and Great Northern Homes Care offices and their activities. She also noted that they had reviewed the SOAR report for Whispering Pines. Trustee Naser asked how do we receive a VA client, and it is by referral.</p>	<p>A motion was made by Trustee Oliver, supported by Boyne, to accept the Whispering Pines Committee Report. Motion carried.</p>
<p>Board Action Items/Resolutions Bad Debt Write Offs</p>	<p>Sharline Corrigan reviewed the accounts being reviewed this month for write off. She explained the circumstances and discussed some of the insurance companies we deal with.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the write off request. Motion carried.</p>
<p>Report on Quality Assurance and Resident Council Committees</p>	<p>Darlene Smith reported on the Quality Assurance Meeting for the month of July and each Department that had presented reports at this meeting.</p> <p>She also reported on each of the homes Resident Council Committee Meetings noting that they reviewed the activity calendar for the month and also reviewed</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Oliver, to approve the Quality Assurance and Resident Council Committee Reports as presented. Motion carried.</p>

<p>Safety Committee Report</p>	<p>F164 of the rules. Lois Ball reported on the Safety Committee Meeting for the month of July.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Boyne, to accept the Safety Committee report as presented. Motion carried.</p>
<p>Report on Meetings and Conferences attended.</p>	<p>Administrator Mapes stated that he had attended the NACo meeting in Fort Worth TX earlier this month. As President of NACHFA he had presided at that meeting. He noted that they are working to broaden their exposure within NACo. He discussed the block grants that are still out there and possible individual block grants.  Administrator Mapes also attended the District I and District V Meetings. Tom Casperson also attend the District V meeting and we are hoping to arrange Facility visits with him this fall.  Darlene Smith noted that she had attended the M&amp;M Networking meeting and the DON/ADON Monthly Meeting.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Springinsguth, to approve the reports as presented by Administrator Mapes and Mrs. Smith. Motion carried.</p>
<p>Administrator's Report</p>	<p>Disclosure Statement: Administrator Mapes stated that after last month's meeting he had reviewed our Corporate Compliance and had come up with the Disclosure Statement that had been sent to all Board Members prior to this meeting. Board Members were asked to contact CFO, Candy Meintz for a list of vendors, and it was noted that the Disclosure Statement would become part of our Corporate Compliance files.  NACFHa Agenda: Administrator Mapes explained that the agenda was not available today since his luggage has not yet returned from the NACo trip yet.  Timber Management Plan: Rory Mattson, from the</p>	

	<p>Delta County Conservation District gave a presentation to the Board regarding the timber stands on the property of Pinecrest. He noted that a timber sale is needed first, a management plan after that sale. He will work with the Administrator to set up the sale and all things associated with it.</p> <p>Eden Alternative – Associate Training Program Candy Meintz attended the 3 day workshop and reviewed the presentation. She noted that each of the 10 employees attending the workshop are now Eden Associates.</p> <p>Quarterly Operation Review – SOAR Administrator Mapes reviewed the SOAR report for this quarter and discussed several items as listed on the report. Mrs. Smith noted that we did receive notice today that under the CMS rating we are now listed at 4 stars. Board Members congratulated Mrs. Smith, noting that they knew she and the staff had worked hard to get back to that rating.</p>	
<p>Comments from Liaison Members</p>	<p>Ann Martin, Liaison Member from Dickinson County asked if Great Northern Home Care conflicted with private enterprise. Administrator Mapes stated that Great Northern Home Care has been open for more than 10 years and explained their services.</p> <p>She also asked if the three counties that own this facility own all of this, including the property. Administrator Mapes explained that the 3 counties own the properties but the counties are separate and distinct from this Board's governing services. Board Members explained that the facility has gone to a 140 bed facility as of this month.</p>	

Comments from the Public	They also explained the sharing of assets. Administrator Mapes shared a letter for Gerald McCole announcing his State appointment to the Services to the Aging Board, noting that Mr. McCole has been appointed to a 3 year term.	
Adjournment.	The meeting adjourned at 3:16 p.m.	A motion was made by Trustee VanGasse, supported by Trustee Naser, to adjourn the meeting. Motion carried.

Mary Bradley, Secretary



Richard Mapes, Administrator





MINUTES OF THE MEETING OF THE  
PINECREST BOARD OF TRUSTEES

<b>Date:</b> August 22, 2013	<b>Time:</b> 2:00 p.m. CST
<b>Presiding:</b> Gerald Smith, Chairperson	<b>Place:</b> Board room
<b>Recording Secretary:</b> Lois Ball	

**Call to Order:** Chairperson Smith called the meeting to order at 2:00 p.m. Central time.

**Roll Call:** Trustees Present: Gerald Smith, Elaine Boyne, Debbi Springinsguth, Katie Driscoll, Barb Oliver, Randall VanGasse, Mary Bradley, and Richard Mapes, Administrator.

**County Liaison Members present:** Jan Hafeman

**County Liaison Members absent:** Mary Harrington, Tom Elegeert, John Degenaer, Jr., Ann Martin

**Leadership Team Members present:** Darlene Smith, Candace Meintz, Sharline Corrigan

TOPIC	DISCUSSION	OUTCOME
Approval of August Agenda	Trustee Kaufman noted that there were 2 #3's listed on the agenda. The second #3 was changed to 3a.	A motion was made by Trustee Driscoll, supported by Trustee Oliver, to accept the August agenda with correction. Motion carried.
Board action on minutes of the July 25, 2013 meeting	Trustee Driscoll asked that the minutes be corrected to show that Liaison Member Ann	A motion was made by Trustee Naser, supported by Trustee Driscoll, to approve the

	Martin entered the meeting late, but was present.	minutes with the correction. Motion carried.
Review of Financial Statements for July 2013	CFO Candace Meintz reviewed the Financial Statements. She also reviewed the Cash Flow chart which represents 7 months.	A motion was made by Trustee Bradley, supported by Trustee VanGasse. Motion carried.
Board Action on Manifest of Invoices	Manifest of Invoices had been mailed previous to this meeting for their review. Trustee Naser asked for clarification regarding the foundation money. Foundation money had been put into the operating fund but needed to be transferred into the Capital Improvement fund to cover the costs of furniture purchased for resident rooms.	A motion was made by Trustee VanGasse, supported by trustee Bradley to approve the Manifest of Invoices and to pay the bill. Motion carried.
Employee of the Quarter Presentation	Administrator Mapes and Director of Resident Services, Darlene Smith, presented the Employee of the Quarter Award to Lisa Klingemeier, RN. Lisa was chosen by nomination of a co-worker. She was presented with a certificate of appreciation and a gift certificate to Walmart.	The Board congratulated Lisa on being chosen Employee of the Quarter.
Whispering Pines/PAC committee Report	Trustee Bradley reported that because of the closing of the home health agency in Schoolcraft County, UPCAP had contacted Great Northern Home Care. They are looking for an agency to take over for them. Trustee Bradley also reported on each home, the staff, clients and activities for each.	A motion was made by Trustee Boyne, supported by Trustee Springinsguth, to approve the report as presented. Motion carried.
Action Item: Bad Debt Write offs	Sharline Corrigan explained the request and a discussion was held regarding outstanding claims.	Motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve the Bad Debt Write Off as requested. Motion carried.
Report on quality Assurance and Resident Council Committees	Darlene Smith gave a report on the August Quality Assurance Meeting, detailing the reports given by each Department that	A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the report as presented. Motion carried.

	presented this month. She also reviewed the minutes of the Resident Council Committee Meetings at each of the three homes.	
Report of Safety Committee	Lois Ball reported on the safety Committee meeting held on August 13, 2013. She noted that the facility had worked through a tornado warning a couple of weeks ago. The staff had done a wonderful job moving the residents into the hallways while other staff worked to keep the residents busy playing games and singing songs. Pine Grove and Cedar Grove also did a wonderful job with their residents.	A motion was made by Trustee Bradley, supported by Trustee Oliver, to approve the report as presented. Motion carried.
Report on Meetings and Conferences Attended	<p>Administrator Mapes reported that he had attended the Governor's Luncheon, he also attended the UPHP meeting and discussed dual eligible enrollment of residents. He attended the ATC meeting Wednesday evening in Spalding Township. Trustee Naser was also present. He urged Board Members to contact the representatives to let them know that the Board Members were in favor of the project.</p> <p>Darlene Smith reported that while she has been spending most of her time here at the facility, she has had other staff members attending meetings. Sue Williamson attended the Alzheimers Support Group Meeting and a few of the nurses had attended the networking meeting.</p>	A motion was made by Trustee Springinsguth, supported by Trustee Boyne, to approve the report on Meetings and conferences attended. Motion carried.
Administrator's Report	Administrator Mapes requested that the Board approve the following expenses for travel and lodging:	A motion was made by Trustee Bradley, supported by Trustee Boyne, to approve the three requests. Motion carried.

	<p>1) MCMCFC Meeting in September for the Administrator in the amount of \$450.00</p> <p>2) The Green House Conference to be held in Boston in November which Jessica Boucher will attend in the amount of \$1400.00</p> <p>3) MAAP Fall Conference in Frankennmuth for Activities Director Cheryl Rochon in the amount of \$800.00</p> <p>3. A. Abbreviated Survey Results: Administrator Mapes and Resident Services Director Darlene Smith reported on the abbreviated survey conducted about 3 weeks ago. They reviewed the survey results and noted that the Licensing Officer has approved our Plan of Correction.</p> <p>Timber Management Plan: Administrator Mapes noted that Rory Mattson is working on having two proposals done to have our property surveyed for timber harvesting.</p> <p>Medical Director's Allowance: Our Medical Director is requesting that we extend the one-time provision of \$2000.00 per month for six months be extended. A discussion was held regarding this issue. Administrator Mapes proposed that the provision be extended for another six months at \$1000.00 per month.</p> <p>The My InnerView Surveys of Residents and Families were reviewed and discussed. Administrator Mapes did note that as of</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve to extend the provision for another six months with the amount being \$1000.00 per month. Motion carried.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Naser, to approve the My InnerView Survey results as presented to</p>
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	<p>Sunday September 8<sup>th</sup>, we will be using the Multipurpose room to televise a church service from the United Church of Christ in Gladstone. Liaison Member Jan Hafeman noted that other local churches do come in and provide spiritual opportunities as well.</p>	<p>the Board. Motion carried.</p>
<p>Comments from Liaison Members</p>	<p>There were no comments from Liaison Members</p>	
<p>Comments from the Public</p>	<p>Trustee Naser asked about the Employee Recognition Banquet and it was explained that each year Pinecrest honors those employees who have attained years of service in 5 year increments.</p> <p>Administrator Mapes announced that the Caring Spirit Committee will be holding a fish fry on Friday September 13<sup>th</sup> from 4 -8 p.m. He stated that it will be free to residents and there will be tickets for others to purchase at a cost of \$1.00 per ticket. The cost of a fish sandwich, fries, coleslaw and beverage will be 6 tickets. Sandwich only will be 3 tickets. Fries only will be 2 tickets. Beverages will be 1 ticket.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 3:02 p.m.</p>	<p>A motion to adjourn was made by Trustee Driscoll, supported by Trustee Naser. Motion carried.</p>

Mary Bradley, Secretary



Richard Mapes, Administrator

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The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Monday, September 30, 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.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Review/approve 2012/2013 Budget Amendment # 2 – Moved by Anderson, seconded by Betzinger to adopt the 2012/2013 Budget Amendment # 2 as presented. Carried unanimously.

	Budget 2012/2013	Budget 2012/2013	Budget 2012/2013	Budget 2011/2012
	<u>Recommended</u>	<u>Amended Amount #1</u>	<u>Amended Amount #2</u>	<u>Total</u>
<b><u>REVENUES</u></b>				
Mich. Transportation Funds	\$3,284,026	\$0	\$0	\$3,284,026
Special State Funds	295,016	102,499	0	397,515
Federal Funds	1,293,400	(782,000)	887	512,287
County Raised Funds	781,091	22,066	224,490	1,027,647
Gain/Loss Equip. Disposal	0	1,041	0	1,041
Other Contributions	<u>10,000</u>	<u>331,495</u>	<u>0</u>	<u>341,495</u>
<b>TOTAL REVENUES</b>	<b><u>\$5,663,533</u></b>	<b><u>(\$324,899)</u></b>	<b><u>\$225,377</u></b>	<b><u>\$5,564,011</u></b>
<b><u>EXPENDITURES</u></b>				
Primary Roads	\$3,084,233	(\$865,000)	\$78,000	\$2,297,233
Local Roads	1,260,000	505,000	(83,000)	1,682,000
State T/L Maintenance	540,000	0	110,000	650,000
TWA/Other T/L Maintenance	12,000	0	60,000	72,000
Equipment Expense (Net)	(201,000)	45,000	46,000	(110,000)
Administrative Expense (Net)	220,900	4,900	(10,200)	215,600
Distributive Expense	1,240,000	0	(110,000)	1,130,000
Capital Outlay (Net)	(80,195)	24,779	(33,933)	(89,349)
Miscellaneous	2,000	(600)	83,590	84,990
Special Projects	0	0	0	0
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$6,077,938</u></b>	<b><u>(\$285,921)</u></b>	<b><u>\$140,457</u></b>	<b><u>\$5,932,474</u></b>
	<b>YEAR END</b>			
Budgeted Net Revenue (Expenditures)	9/30/2013	<u>(\$414,405)</u>		<u>(\$368,463)</u>
	<b>YEAR END</b>			
Current Est. Operating Surplus (Deficit)	9/30/2012	(\$216,310)		
Accumulated Avail. Surplus (Deficit)	<b>DATE</b>			
from Prior Yrs.	9/30/2011	<u>\$2,284,123</u>		
	9/30/2012	<u>\$2,067,812</u>		
<b>Projected Surplus at End of Budget Year (2012/2013)</b>		<b><u>\$1,653,407</u></b>		<b><u>\$1,699,349</u></b>

Discuss request from Envirosolutions, Inc. to place a restrictive covenant on the Menominee shop property – It was decided to table this item until the October 8, 2013 meeting pending the receipt of additional information from Envirosolutions, Inc. and the MI DEQ.

Permission to send employees to MCRCSIP Supervisor's Training – Moved by Betzinger, seconded by Anderson to have Moilanen and Savord attend the training being held at the Delta County Road Commission on October 21, 2013. Commissioners Kakuk and Anderson will advise Savord if they plan to also attend. Carried unanimously.

Discuss quote from Miller-Bradford & Risberg, Inc. for purchase of rented Skid Steer/Stump Grinder - Moved by Anderson, seconded by Kakuk that the equipment will not be purchased at this time, but may be rented again next summer if funds are available. Yays – Anderson and Kakuk, Nays – 0, with Betzinger abstaining.

Other business – Moilanen presented the contract with Payne & Dolan for the CR557 project for signatures. Moved by Anderson, seconded by Betzinger to sign the contract. Carried unanimously.

Moilanen informed the commissioners that the annual employee safety training will take place on Tuesday, November 5, 2013 beginning at 7:45 a.m.

Moilanen stated that Betty Neece, Village of Carney Treasurer, had stopped by the office and asked if the Village could defer payment on a portion of the invoice for chip sealing the village streets. The balance would be paid no later than January, 2014 when a CD that the Village has matures.

Kakuk asked that a letter be sent to Joseph Smeester with an invoice for his portion of the chip seal on CR356. Moilanen will compose the letter thanking Mr. Smeester for his contribution and will also enclose a copy of the invoice and paid receipt.

Betzinger asked what the crews were working on now that the shouldering on the state trunkline was complete. Moilanen responded that they will start the grade lift on Pach Road in Harris Township on October 1 and, once that was complete, they would begin closing the railroad crossing on 35.5 Road in Nadeau Township.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:27 a.m.

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Road Commission Finance Director-Clerk

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Road Commission Chair

The Menominee County Board of Road Commissioners held a PUBLIC HEARING in their offices north of Stephenson on Tuesday, September 10, 2013.

Chair Kakuk called the meeting to order at 8:45 p.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 and Gerald Piche.

**ABSENT:** None.

The Pledge of Allegiance was recited.

Kakuk turned the meeting over to Moilanen who explained that the purpose of the hearing was to hear questions and comments regarding the proposed budget for 2013/2014. Moilanen briefly reviewed several line items including projected projects and revenues and projects carried over from the current fiscal year. Betzinger asked if any funds had been allocated for equipment purchases. Moilanen responded that the only capital expenditure in the budget was for a new boiler for the Stephenson shop. Funds would not be available for equipment purchases unless a funding increase was voted in by the legislature.

John Nerat, Darlene Nerat and Larry Barker joined the hearing at 8:51 a.m.

Moilanen called for any further questions or comments about the proposed 2013/2014 budget.

Moilanen called a second time for questions or comments about the proposed 2013/2014 budget.

Moilanen called a third time for questions or comments about the proposed 2013/2014 budget.

There being none, the hearing was closed at 8:55 a.m.

Kakuk announced a recess until the regular meeting at 9:00 a.m.

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Road Commission Finance Director/Clerk

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Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, September 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, Gerald Piche, John and Darlene Nerat, Larry Barker, Jim Moraska, Betty Drazé and David Wesoloski.

**Absent:** None

The Pledge of Allegiance was recited.

**Public comments** – Spalding Township Supervisor Jim Moraska thanked the board for the crack filling that had been done this summer and said he hoped it could be continued again next year. He asked why the cracks weren't filled to the top. Moilanen stated that the filler was only applied to just below the surface of the roadway so that the snowplows would not catch it and pull it back out.

**Public appearances** – None.

**Additions/corrections to minutes for 08/13/13 and 08/27/13** – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, August 12, 2013				\$1,298,440.19
Receipts thru 08/31/13	128,439.04			
Expenditures thru 08/31/13		515,644.32		
Balance, August 31, 2013				911,234.91
Michigan Transportation Funds	254,443.25			
Receipts thru 09/09/13	0.00			
Expenditures thru 09/09/13		0.00		
State Maint. & Equip. Advances			142,930.00	
Balance, September 9, 2013	382,882.29	515,644.32	142,930.00	1,022,748.16
<u>Payables &amp; Reserves</u>				
Payroll 09/12, and 09/26 (Est.)			125,000.00	
Soc. Sec. 09/12 and 09/26 (Est.)			9,562.50	
Reserve for workers compensation insurance			6,948.68	
Reserve for liability insurance			59,871.65	
Reserve for rental grader lease (Dec 2009)			36,798.06	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for Mussel Surveys on bridges			214.00	
Reserve for gravel crushing			0.00	
Reserve for design of CR 358 (US41 to K-1 Road)			8,275.00	
Reserve for Forest Funds			161,015.11	
Reserve for dump box repairs/paint on plow trucks			50,000.00	
Reserve for design of Pach Lane bridge			32,000.00	
Reserve for rental of crack filling machine			9,000.00	
Reserve for rental of stump grinding machine			8,000.00	
Reserve for 2013 Federal Aid match			55,205.00	(755,537.21)
				\$ 267,210.95

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

Vouchers # 13-0059, 13-0061, and 13-0831 – Moved by Anderson, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Act on proposed 2013/2014 Budget and general Appropriations Act –GENERAL APPROPRIATIONS ACT

Moved by Commissioner Betzinger, seconded by Commissioner Anderson, that the 2013/2014 Menominee County Road Fund Budget, as prepared according to the General Appropriations Act of 1981, having been subjected to the public hearing process and conforming to the other provisions of P.A. 621 of 1978, be adopted and that a copy of said budget be made a part of the minutes of this meeting.

	FY 2011/2012 <u>Actual Prior</u>	FY 2012/2013 <u>Estimated</u>	Budget 2013/2014 <u>Recommended</u>
<u>REVENUES</u>			
Mich. Transportation Funds	\$3,281,484	\$3,284,026	\$3,288,155
Special State Funds	244,870	397,515	368,115
Federal Funds	296,904	511,400	1,112,400
County Raised Funds	1,107,155	803,157	1,069,532
Gain/Loss Equip. Disposal	637	1,041	0
Other Contributions	408	341,495	407,500
TOTAL REVENUES	<u>\$4,931,458</u>	<u>\$5,338,634</u>	<u>\$6,245,702</u>

EXPENDITURES

Primary Roads	1,766,170	2,219,233	3,338,000
Local Roads	2,665,157	1,765,000	1,252,632
State T/L Maintenance	551,983	540,000	550,000
TWA/Other T/L Maintenance	13,226	12,000	12,000
Equipment Expense (Net)	(97,597)	(156,000)	(169,147)
Administrative Expense (Net)	405,736	225,800	210,800
Distributive Expense	0	1,240,000	1,355,000
Capital Outlay (Net)	(241,797)	(55,416)	(210,000)
Miscellaneous	84,891	1,400	0
Special Projects	0	0	0
Contingencies	0	0	0
<b>TOTAL EXPENDITURES</b>	<b><u>\$5,147,768</u></b>	<b><u>\$5,792,017</u></b>	<b><u>\$6,339,285</u></b>

YEAR END  
Budgeted Net Revenue (Expenditures) 9/30/2014 (\$93,583)

YEAR END  
Current Estimated Operating Surplus (Deficit) 9/30/2013 (\$453,383)

Accumulated Avail. Surplus (Deficit) DATE  
from Prior Yrs. 9/30/2012 \$2,067,812  
9/30/2013 \$1,614,429

Projected Surplus at End of Budget Year (2013/2014) \$1,520,846

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 2 of 1968, as amended, the following provisions are included:

1. Darrell W. Moilanen, Engineer – Manager, is designated Chief Administrative Officer, and Lisa K. Savord, Finance Director–Clerk, is designated as Fiscal Officer.
2. The chief administrative officer is authorized to transfer up to 25% of a line-item amount approved in the General Appropriations Act to another line-item without prior approval, but subject to approval of the Board of County Road Commissions at their next regular Board Meeting.
3. The expenditure amount approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line-items in the proportion as the allocation of actual Distributive Expense at year end.

MOTION APPROVED by roll call vote, 3 yeas, 0 nays.

Open bids for cutting edges – Bids were opened and read aloud as follows:

Fabco Equipment, Marquette, MI	6' Steel	\$ 80.79 each
	7' Steel	\$ 93.22 each
	4' Carbide	\$198.92 each

Total bid: \$57,075.84

Winter Equipment, Willoughby, OH	6' Steel	\$ 95.44 each
	7' Steel	\$111.34 each
	4' Carbide	\$258.33 each

Total bid: \$67,997.56

H&L Mesabi, Negaunee, MI	6' Steel	\$ 99.95 each
	7' Steel	\$116.65 each
	4' Carbide	\$873.90 each

Total bid: \$78,462.80

Moved by Anderson, seconded by Betzinger to award to the low bidder, Fabco Equipment, pending

tabulation of the bids. Carried unanimously.

Open bids for CR557 Grade Lift and Pave Project – Bids were opened and read aloud as follows:

Payne & Dolan, Gladstone, MI	\$283,064.57
Bacco Construction, Iron Mountain, MI	\$315,384.08

Sign Memorandum of Cooperative Agreement with Hannahville Indian Community – Moved by Anderson, seconded by Betzinger to sign the Memorandum of Cooperative Agreement with Hannahville Indian Community for the CR557 Grade Lift and Pave Project. Carried unanimously.

Award bid for CR557 Grade Lift Project contingent upon Hannahville Indian Community also signing the Memorandum of Cooperative Agreement – Since the agreement has been signed by Tribal Chairperson Kenneth Meshigaud; it was moved by Anderson, seconded by Betzinger to award the bid to Payne & Dolan pending tabulation of the bids. Carried unanimously.

Act on distribution of Forest Funds – Anderson asked how it was decided which townships get the Forest Funds. Moilanen stated that the decision was based on how the projects were funded, not which township the project was in. If a project is fully funded by other sources Forest Funds could not be used.

Moved by Betzinger, seconded by Anderson to allocate the Forest Funds as follows:

CR 338 (CR581 East to R-1 Drive)	51,612.96
CR 356 (N. Balsam Lane)	64,941.12
Spring Green Road	44,461.03
Total	\$161,015.11

Carried unanimously.

Discuss winter operations and use of temps/contractors for winter maintenance – Moilanen noted that there are currently 27 full time union employees and 1 full time management employee that have CDL's and plow snow. There are 22 county plow routes. Two employees work as night men for the state trunk line and six employees plow the state highway, leaving the road commission two employees short for winter plowing. There is one retiree that is willing to plow snow on an as needed basis. Moved by Betzinger, seconded by Kakuk to have Moilanen hire one more temporary employee for winter maintenance. Carried unanimously.

Schedule meeting to discuss/approve final amendment of the 2012/2013 Budget – It was decided to hold a special meeting on Tuesday, September 24, 2013 at 9:00 a.m. to approve the final amendment of the 2012/2013 Budget.

Update on St. John Neumann Church parking lot paving and permit – Moilanen stated that he had met with Supervisor Moraska and a church official at the site. The house on the property has been removed. The church had an employee from Bittner Engineering design the project. Betzinger asked about drainage in the area. Moilanen stated that there is already a catch basin there. Moved by Anderson, seconded by Kakuk to approve the project. Carried unanimously.

Discuss items to submit to Hannahville Indian Community for 2% Grant Funds – Moved by Anderson, seconded by Betzinger to request \$45,000 to use for the rental of a crack filling machine along with materials and labor to run it. Carried unanimously.

Discuss time clock utilization – Moilanen stated that the current time clocks were several years old and no longer keep the correct time. The cost to replace the time clocks is approximately \$440 each. There is also the expense of purchasing the time cards and ink ribbons for the clocks. It was also noted that the used time cards had to be kept in storage for seven years. Betzinger stated that the reason the time clocks were purchased in 2008 was that there were complaints that when employees had to work late no one really knew what time they ended their work day. Moved by Anderson, seconded by Betzinger to eliminate the current time clocks and replace them with atomic time clocks so that all employees are working on the same time. Any instances of employees leaving their shift early would result in disciplinary action. Carried unanimously.

Discuss petition from residents on Miscauno Island Drive – Moilanen stated that petitions had been received from residents of Miscauno Island Drive requesting that the road commission accept responsibility to maintain the portion of Miscauno Island Drive from the road commission turn

around to the Menominee River Bridge, which consists of three tenths of a mile. Moilanen noted that the road was only 15 to 16 feet wide in some areas. This issue had also been brought to the road commission in 2001 – 2003. Legal counsel was sought at that time and the legal opinion given to the road commission was that the road commission cannot maintain a road that was not within its jurisdiction. In order for the road commission to accept the road into its jurisdiction the road would first have to be designed and built to road commission approved specifications. Right of way easements would also need to be established. The current property deeds in the area give easement to the property owners and state that it is their responsibility to maintain their road. A sub-division was never established in the area. Moved by Betzinger, seconded by Kakuk that Miscauno Island Drive not be accepted into the road commission's jurisdiction at this time. The issue may be reconsidered at a later date if the property owners design and build the road to road commission specifications. Carried unanimously.

Any other business – Betzinger discussed CRAM's annual Shake Your Mailbox Day and requested that the information be published in the Menominee County Journal and the Luft's Advertiser.

Kakuk stated that a washout on CR354 by the fire tower had been reported to him. Moilanen will have the foreman look at the area.

Kakuk discussed items that had been brought up at the conference he and Anderson had recently attended in Boyne City. Among the topics were the projects for the \$44,000,000 surplus from the state's general fund that was being allocated to roads, of which \$10,000,000 may be used in the Upper Peninsula. Also discussed were additional funds that may be available in February, 2014; increasing the speed limit to 80 miles per hour on state highways; and the outcome of the few road commissions that were taken over by their county boards.

Gerald Piche asked if there were any regulations regarding the placement of mailboxes. Moilanen stated that the US Postal Service has regulations for this but that they are hard to enforce. Mr. Piche also commented that he feels that road commissions should not approve of the higher speed limits as they would be hard on the roads. He will be attending a conference in Frankenmuth where one of the topics they will be discussing will be the option of county boards taking over the road commissions.

Public Comment – Dave Wesoloski noted that a copy of the invoice for the chip seal that Menominee Township had contracted had been sent to the road commission. He also asked if Moilanen could send a letter to township officials explaining the deviations from the original proposal on the CR338 project.

Mr. Wesoloski noted that the September 26 County MTA meeting may be cancelled due to scheduling issues with some of the officers.

Jim Moraska asked why none of the additional money from the state's general fund would be spent in Spalding Township. Moilanen explained that the projects selected were on the all-season road system. Mr. Moraska will have his board compile a list of projects for future consideration. Mr. Moraska also noted that the township had cleaned the ditch on Maple Street and he feels that the ditch behind Fazer's store has standing water in the ditch and is a safety hazard due to the number of children in the neighborhood. Moilanen will have the Powers crew bring in the brush chopper for further cleanup of the ditch behind Fazer's store yet this fall.

Betzinger noted that he had looked over the area where the chip seals had been done in the Village of Carney and that everything looked good.

Moilanen stated that he would like to send a letter of appreciation to the Delta County Road Commission for allowing their crew to come in to chip seal for us. The board concurred that the letter should be written.

There being no further business, Kakuk declared the meeting adjourned at 10:17 a.m.