

"Menominee – Where the best of Michigan begins"

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

Sherry Smith - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839

The Menominee County Board of Commissioners  
will meet on Tuesday, October 27, 2009 at 6:00 p.m. CDT  
at the Carney-Nadeau School Cafeteria.

A Public Hearing concerning the annexation of certain property to the Village of  
Carney will follow the Count Board Meeting

## AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- E. Approval of the Agenda
- F. Approval of Previous Minutes
  - September 22<sup>nd</sup> – Regular Scheduled County Board Meeting
  - September 29<sup>th</sup> – Public Hearing – Proposed Budget
  - September 29<sup>th</sup> – Special Meeting
  - October 9<sup>th</sup> – Special Meeting
  - October 13<sup>th</sup> – Special Meeting
  - October 19<sup>th</sup> – Special Meeting
- G. Presentations
- H. Department Head/Elected Officials Reports
- I. Action Items
  1. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to appoint commissioner \_\_\_\_\_ as Grant Administrator, in the absence of a County Administrator.
  2. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve allowing Mike Holmes to purchase two (2) or four (4) years of generic service credit as provided by the MERS Employee Handbook, on the condition that it is 100% paid in full by the employee.
  3. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to allow Sheriff Marks to hire a part time Road Patrol Officer to replace Officer Ashby who became Full time August 9, 2009.
  4. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve a temporary pay increase for Carol Johnson, Acting County Clerk from October 4, 2009 until a County Clerk is appointed. Pay will be adjusted from her current hourly salary of \$17.67 to

Gary Eichhorn - Chairperson

Dick Peterson - Vice Chairperson

Bernie Lang

James Furlong

Garry Anderson

\$25.35 during her interim as Acting County Clerk.

5. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve allowing the Deputy County Clerk/payroll employee to continue in the position of "Full Time" with continuation all benefits until further notice, due to the severe change in staffing in the Clerk's and Register of Deeds offices. *(This position would have become Part time with no benefits on Oct. 14<sup>th</sup>, 2009 due to budget cuts.)*
6. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Jodie Barrette be allowed temporary access her work computer from home, due to the extreme circumstances facing the County Clerk's office. Once the backlog of work is caught up, the access can be terminated.
7. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve 4 to 6 weeks of Family Medical Leave for Robyn Bourgeois.
8. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to direct the County Administrator's office to continue to prepare the Agenda for the County Parks & Recreation Committee.
9. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Menominee County Parks & Recreation Committee Bylaws as amended on August 12, 2009.
10. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to rescind the motion "To offer the County Administrator position to Mike Erdman upon terms and conditions to be approved by the County Board provided Attorney John Filoramo assures legality of process and amends employment contract as noted. Also have proposal signed off by Attorney Filoramo and Prosecuting Attorney Daniel Hass" from the October 13<sup>th</sup>, 2009 Special County Board Meeting.
11. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept the proposal from Cooper Office Equipment for the Administrative Copy Machine (Konica Copier 7145) leasing agreement. Proposal is for Cooper to offer Menominee County a 32 month lease agreement in the amount of \$146.34/month as compared to the current lease cost of \$246.34/month through Konica Minolta Banc of America Leasing. Total 32 month cost to the county will be \$4,682.88. Costs will be disbursed from account #101-172-942.00 (County Administrator, Equipment rent/lease)
12. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the 2009 Apportionment Report as submitted by the Equalization Department. *\*Note: This report may need to be later amended due to the November elections.*
13. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve payment of the BS&A.Net Software upgrade to be paid from the County General fund Account # 101-103-970.03 in the amounts per participating township/city as provided below. Total amount of purchase will be \$28,955.00.

Cedarville Township - \$2,800  
Menominee Township - \$5,600  
Holmes Township - \$2,800  
Ingallston Township - \$3,835  
Meyer Township - \$1,750  
City of Menominee - \$12,170

14. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve payment of Commissioner Per Diems & Expenses as recently submitted.

15. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the miscellaneous bills as paid on Sept. 4, 17, 23, & 30 in the amount of \$222,745.90

- J. Misc. Boards/Committees/Commissions Reports
- K. Other Matters that may be Properly Presented to Board
- L. Informational Items
- M. Public Comment
- N. Adjourn

October 9, 2009

## **PROPOSED**

Proceedings of a special called meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B at the Menominee County Courthouse, Menominee, Michigan.

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

A moment of silence was held in honor of deceased Menominee County Clerk, Mike Jasper.

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang and Peterson

Absent: None

Chairman Eichhorn called for public comment.

Sharon Kleinke

Reputation of Commissioners

Moved by Com. Peterson, supported by Com. Anderson to approve the agenda. Motion approved 5-0.

Discussion ensued regarding whether job description to be used would be for County Administrator or County Administrator/Controller. Moved by Com. Peterson, supported by Com. Furlong to remain with County Administrator job description with the additional responsibilities of the operation, maintenance and repair of County Buildings and Grounds, and all features, fixtures and furnishings thereof. Motion carried 5-0.

Contract contents were discussed at length: education, experience, salary, benefits. Com. Eichhorn suggested offering the position to Mike Erdman stating his qualifications. Com. Furlong stated this was not on the agenda. Consensus was to have the discussion continue at the Committee of the Whole meeting on October 13, 2009. Com. Peterson moved, supported by Com. Lang to direct Attorney John Filoramo to put together an employment contract and agreement to be ready for Tuesday, October 13, 2009 Committee of the Whole meeting. Motion carried 5-0.

Public Comment:

Arlen Bright                      Contact Trade Organizations for information on position

Marion Bottbyl-Kulwich      Administrator Position

Motion to adjourn by Com. Anderson, supported by Com. Peterson. Motion carried 5-0. Meeting adjourned at 7:08 p.m.

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Gary Eichhorn, Chairman

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Carol Johnson, Acting County Clerk

October 13, 2009

SPECIAL COUNTY BOARD MEETING

**PROPOSED**

Proceedings of a special called meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B at the Menominee County Courthouse, Menominee, Michigan.

Chairman Eichhorn called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang and Peterson

Absent: None

Chairman Eichhorn called for public comment.

Ruby Ivens	Hiring of Administrator
Chuck Roberts	Hiring of Administrator

Moved by Com. Anderson, supported by Com. Peterson to approve the agenda. Motion carried 5-0.

Motion by Com. Anderson to approve language in employment contract prepared by County Board Attorney John R. Filoramo, including job description with stipulation that Attorney Filoramo amend sections in Employment Agreement (re: Section 4C fringe benefits, Section 5 paragraph 2) reimbursement of expenses) and bring it back to the County Board for approval. Motion supported by Com. Peterson. Motion carried 3-2. with Com. Lang and Com. Furlong voting naye.

Motion to offer the County Administrator position to Mike Erdman upon terms and conditions to be approved by the County Board provided Attorney John Filoramo assures legality of process and amends employment contract as noted. Also, have proposal

signed-off on by Attorney Filoramo and Prosecuting Attorney Daniel Hass. Motion supported by Com. Peterson. Motion carried 3-2 with Com. Furlong and Com. Lang voting naye.

Public Comment:

Arlen Bright	Budget process/EEOC employer
Ruby Ivens	Administrator job description
Marion Botbyl-Kulwich	Administrator Position
Tina Lesperance	Respect for Commissioners
Connie Armbrust	County Administrator position
Judy Bright	Newspaper/reputations
Jackie Nowack	Dispell rumors

Motion to adjourn by Com. Anderson, supported by Com. Peterson. Motion carried 5-0. Meeting adjourned at 7:17 p.m.

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Gary Eichhorn, Chairman

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Carol Johnson, Acting County Clerk

October 19, 2009

## **PROPOSED**

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

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

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang and Peterson

Absent: None

Chairman Eichhorn called for public comment: none

Moved by Com. Anderson, supported by Com. Peterson to amend the agenda to withdraw the October 13, 2009 motions. Motion carried 5-0.

Moved by Com. Lang, supported by Com. Furlong to amend the agenda to reflect a Special Meeting was being held and to remove items: F Approval of Minutes; G Presentations; H Department Head/Elected Officials Reports from the agenda. Motion carried 5-0.

Moved by Com. Lang, supported by Com. Peterson to approve the agenda with amendments. Motion carried 5-0.

Moved by Com. Lang, supported by Com. Furlong to approve the job description as written and to include "has the responsibility for the operation, maintenance and repair of County Buildings and grounds, and all features, fixtures and furnishings thereof" and minimum training and experience of a bachelor degree in public or business administration with 5 years of administrative experience. Motion carried 3-2. Com. Eichhorn and Com. Peterson voted naye.

Moved by Com. Lang, supported by Com. Anderson to approve the posting and advertising for the Menominee County Administrator position as presented with changes noted: due in Administration office by 11/3/09 at 2:00 p.m. and minimum qualifications to be bachelor degree with 5 years minimum experience in administrative management positions.. Motion carried 5-0.

Public Comment:                    Marion Botbyl-Kulwich            Administrator Position

Motion to adjourn by Com. Anderson, supported by Com. Peterson. Motion carried 5-0.  
Meeting adjourned at 6:40 p.m.

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Gary Eichhorn, Chairman

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Carol Johnson, Acting County Clerk

September 22, 2009

**Proposed**

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

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

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang, and Peterson.

Absent: None

Chairman Eichhorn called for public comment. Public comments were made by:

Ruby Ivens	Board of Canvassers
Wayne Erickson	Village of Carney Annexation
Ted Perron	Village of Carney Annexation

There was no other public comment.

Moved by Com. Anderson, supported by Com. Peterson to amend the agenda to add approving lawn tractor purchase. Motion was approved, 5-0.

Moved by Com. Furlong, supported by Com. Anderson to amend the agenda to remove Dennis Andrist from Action item #4. Motion was approved, 5-0.

Moved by Com. Furlong, supported by Com. Lang to amend the agenda to add discussion of invoice from Attorney John Filoramo. Motion was approved, 5-0.

Moved by Com. Lang, supported by Com. Peterson to approve the agenda as amended.

Moved by Com. Furlong, supported by Com. Peterson to approve the August 25, 2009 board minutes as corrected. Motion was approved, 5-0.

Presentation: Holly Peoples of Michigan Works – presentation of County Administrator recruitment procedures.

Department Heads – No reports

Moved by Com. Lang, supported by Com. Furlong to work with Michigan Works to start the County Administrator hiring process. Com. Lang withdrew his motion.

Moved by Com. Lang, supported by Com. Furlong to amend the agenda to add: to work with Michigan Works to start the County Administrator hiring process. Motion approved 5-0.

Moved by Com. Lang, supported by Com. Furlong to initiate negotiations with Michigan Works to start the County Administrator hiring process. Motion approved 5-0.

Chairman Eichhorn recommended Ruby Ivens be appointed to the Parks and Recreation Committee as a replacement for resigning member, Michael Lyons. Term to expire Dec. 31, 2010. Moved by Commissioner Anderson, supported by Com. Peterson to appoint Ruby Ivens to the Parks and Recreation Committee as a replacement for resigning member, Michael Lyons. Term to expire Dec. 31, 2010. Motion approved 4-1. Com. Lang voted nay.

Moved by Com. Anderson, supported by Com. Peterson to approve the Menominee County Road Commission Investment Policy and Resolution. Motion was approved, 5-0.

Moved by Com. Furlong, supported by Com. Anderson to have a "Public Hearing" regarding the Petition to Annex Certain Territory from Nadeau Township to the Village of Carney on October 27, 2009 directly after the regular board meeting which begins at 6:00 P.M. The meeting will be held at the Carney-Nadeau School Cafeteria. Motion approved 5-0.

Following state law for Board of Canvasser selection, a ballot was presented to each Board member with the candidates for Board of County Canvasser for each political party listed. The Commissioners voted and the results were tallied. All 5 Coms. voted for Democratic nominee Mary Jo Wennergren. Coms. Anderson, Eichhorn, Furlong and Peterson voted for Republican nominee Wesley Branyan. Com. Lang voted for Arlen Bright. Moved by Com. Furlong, supported by Com. Peterson to appoint Mary Jo Wennergren as the Democratic member and Wesley Branyan as the Republican member to the Menominee County Board of Canvassers. Motion approved 5-0.

Moved by Com. Anderson, supported by Com. Peterson to approve a new position of County Juvenile Probation Officer for the State In-Home Care Program with expenses as proposed in the 2009-10 preliminary budget. (Account # 296-000 & 296-665). Motion approved 3-2. Coms. Furlong and Lang voted nay.

Moved by Com. Furlong, supported by Com. Peterson to approve a 4 to 6 week extension of Family Medical Leave for Deputy Don Martz. Motion approved 5-0.

Moved by Com. Furlong, supported by Com. Anderson to approve payment of the Commissioner Per Diems and Expenses as recently submitted. Motion was approved, 5-0.

Moved by Com. Furlong, supported by Com. Peterson to approve the miscellaneous bills as paid on August 12 & 20 in the amount of \$101,090.71. Motion was approved, 5-0.

Moved by Com. Anderson, supported by Com. Peterson to approve purchase of a John Deere Select Series X720 Ultimate Tractor with Deck for \$10,990 from Linder Implement. Funds to be taken from account 208-751-970.00 Motion approved 5-0.

Moved by Com. Furlong, supported by Com. Lang to have Com. Garry Anderson pay the invoice dated September 10, 2009 from Olson, Filoramo and McNamara P.C. Com. Furlong withdrew his motion.

Moved by Com. Furlong, supported by Com. Lang to have Prosecuting Attorney Dan

Hass research and give his opinion as to who pays the invoice dated September 10, 2009 from Olson, Filoramo and McNamara P.C. Motion was approved, 4-1. Com. Anderson voted nay.

Moved by Com. Furlong, supported by Com. Anderson to place all Miscellaneous Boards/Committees/Commission Reports on file. Motion was approved 5-0.

Chairman Eichhorn called for public comment. Public comments were made by:

Arlen Bright	Attorney fee
Ruby Ivens	Process of hiring an administrator
Darlene Nerat	Presenters should speak to audience more

There was no other public comment.

Com. Peterson moved, Com. Anderson supported to adjourn at 7:01 P.M. Motion was approved 5-0.

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Gary Eichhorn, Chairman

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Mike Jasper, County Clerk

September 29, 2009  
Proposed

Proceedings of a Public Hearing on the Proposed 2009-2010 County Budget of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan.

Chairman Eichhorn called the meeting to order at 5:00 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang, and Peterson.

Absent: None

Chairman Eichhorn called for public comment. Public comment was made by:

Peggy Schroud                      Equalization field work and BS&A upgrade

There was no other public comment.

Moved by Com. Anderson, supported by Com. Peterson to approve the agenda. Motion was approved, 5-0.

There were no presentations.

The proposed 2009/2010 County Budget and the property tax millage rate to be levied was opened to public comment.

Public comment was made by:

Annie Parcels                      Cutting Parks and B&G position and MI Works

There was no other public comment on the proposed budget.

Chairman Eichhorn called for public comment. There was no public comment.

Com. Peterson moved, Com. Anderson supported to adjourn at 5:12 P.M. Motion was approved 5-0.

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Gary Eichhorn, Chairman

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Mike Jasper, County Clerk

September 29, 2009

Proposed

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

Chairman Eichhorn called the meeting to order at 5:12 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Anderson, Eichhorn, Furlong, Lang, and Peterson.

Absent: None

Chairman Eichhorn called for public comment. There was no public comment.

Moved by Com. Peterson, supported by Com. Furlong to amend the agenda to add lawn tractor deck. Motion was approved, 5-0.

Moved by Com. Anderson, supported by Com. Lang to approve the agenda as amended. Motion was approved 5-0.

Moved by Com. Peterson, supported by Com. Anderson to approve the Menominee County General Appropriation Act 2009/2010 Resolution, regarding appropriating monies. Motion approved 5-0.

Moved by Com. Anderson, supported by Com. Peterson to approve the Menominee County 2009/2010 Budget. Moved by Com. Lang, supported by Com. Furlong to amend the 2009/2010 Budget to include funding for the Buildings/Grounds and Parks position. Amendment failed, 2-3. Coms. Anderson, Eichhorn and Peterson voted nay. The original motion to approve the Budget was approved 3-2. Coms. Furlong and Lang voted nay.

Chairman Eichhorn called for public comment. There was no public comment.

Moved by Com. Peterson, supported by Com. Lang to adjourn at 5:17 P.M. Motion was approved 5-0.

Moved by Com. Furlong, supported by Com. Anderson to rescind the motion to adjourn and reopen the meeting at 5:20 P.M. Motion approved 5-0.

Moved by Com. Furlong, supported by Com. Anderson to approve the additional \$700.00 for the 60 inch commercial deck for the new John Deere Lawn Tractor. Motion approved 5-0

Moved by Com. Peterson, supported by Com. Lang to adjourn at 5:21 P.M. Motion approved 5-0.

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Gary Eichhorn, Chairman

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Mike Jasper, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Grant Administrator</b>
<b>DEPARTMENT:</b>	<b>Remonumentation Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> 2009 Completion report has been submitted from the Remonumentation Committee. This report needs a Grant Administrator to sign before submitting to the state. The State needs the board to officially appoint a Grant Administrator in the absence of a County Administrator, documentation must accompany the report.	
<b>RECOMMENDED MOTION</b> The Remonumentation Committee forwarded this to the County Board for appointment of a Grant Administrator.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
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>

**Completion Report For Grant Year 2009**

Authority: 1990 PA 345

Department of Energy, Labor & Economic Growth  
 Bureau of Construction Codes  
 Office of Land Survey and Remonumentation  
 6546 Mercantile Way, P.O. Box 30704  
 Lansing, MI 48909  
 Telephone: 517-241-6321 Facsimile: 517-241-6301

County of MENOMINEE

Grant #BCC-09 \_\_\_\_\_

MAIN Mail Code: \_\_\_\_\_

Federal I.D. 38-6005907

**Complete And Submit This Report After July 1, 2009, But No Later Than February 27, 2010**

WORK PROGRAM CATEGORIES (Items G, H, I and J)	Column A	Column B		Column C		Column D (B - A)
		Number of Corners in <b>APPROVED</b> 2009 Work Program	Number of <b>PHYSICAL</b> Corners Completed	Number of Corners Completed <b>COMMON</b> to Another Township		
		1st Report	This Report	1st Report	This Report	
<b>NOTE:</b> Provide a written narrative explaining the reason(s) for ANY difference in the corners completed versus the corners specified in the annual work program for items G, H, I & J, whether <b>more</b> or <b>fewer</b> or <b>different</b> corners were completed than were specified in your 2009 grant work program.						
<b>G</b> RESEARCH completed.	68		68		19	0
<b>H</b> <b>MONUMENTATION</b> completed. Attach a copy of the recorded LCRC for each corner. If a common corner, attach one copy for each township. Enter a record for each corner, including common corners, completed on your database in each corresponding township. <b>Submit records to the State on the web-based Corner Index System.</b>	31		40		11	9

**STATE USE ONLY: Number of Records Received:** \_\_\_\_\_ **Total Number of 2009 LCRC's Received** \_\_\_\_\_

<b>I</b> Points with <b>COORDINATES SET</b> . Submit three-dimensional coordinates for corners on the web-based Corner Index System, description of the control monument, complete adjustment print-out and the surveyor's certification.						0
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**STATE USE ONLY: Number of Records Received:** \_\_\_\_\_ **Certification Received? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

<b>J</b> Existing <b>CONTROL STATIONS RECOVERED</b> . Enter each recovery on a "Mark Recovery Form" according to the NOAA/NGS instructions on the NGS website. <b>Include a paper copy for the State's records and digital pictures.</b>						0
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**STATE USE ONLY: Number of Mark Recovery Forms Received:** \_\_\_\_\_

**Final Payment Requested:** \$ 11,832.00 (**EARNED PORTION** of the state grant not previously requested).

We certify to the best of our knowledge and belief that this report is correct and complete and all expenditures are for the purposes set forth in and in compliance with all grant/contract documents. We request the final payment of the 2009 grant amount **less the unearned portion**, if any.

Original Ink Signature of County Grant Administrator \_\_\_\_\_  
 Original Ink Signature of County Representative William J. ...  
 Date \_\_\_\_\_  
 Date Sept 30, 2009

Keith E. Lambert, P.S., Director, Office of Land Survey and Remonumentation \_\_\_\_\_  
 Date \_\_\_\_\_

**Completion Report For Grant Year 2009**

Department of Energy, Labor & Economic Growth  
 Bureau of Construction Codes  
 Office of Land Survey and Remonumentation  
 6546 Mercantile Way, P.O. Box 30704  
 Lansing, MI 48909  
 Telephone: 517-241-6321 Facsimile: 517-241-6301

**County of MENOMINEE**

**Grant #BCC-09** \_\_\_\_\_  
**MAIN Mail Code:** \_\_\_\_\_

**Federal I.D.** 38-6005907

**Expenditure Completion Report For Grant Year 2009**  
 (Expenditures include state grant funds, county cash contribution and expedited funds, if any)

Work Program Expenditures By Line Item	WORK PROGRAM EXPENDITURES BY CATEGORY				Total Actual Expenditures for 2009 Grant Year (add G, H, I and J across) Enter below and on Page 3, under Column "B"*	State Use Only
	Item G	Item H	Item I	Item J		
	Research on Corners	Monumentation of Corners	Setting of Coordinates	Recovery of Control Stations		
Peer Group (PG)		105.00			105.00	*
Contractual Survey Services (CSS)	2,006.00	18,138.81			20,144.81	*
Supplies and Materials (S/M)		23.97			23.97	*
Equipment (E)					0.00	*
Administration (A)					0.00	*
<b>Actual</b> 2009 Total Annual Expenditures (add Items G, H, I and J down)	<b>Item G</b> \$2,006.00	<b>Item H</b> \$18,267.78	<b>Item I</b> \$0.00	<b>Item J</b> \$0.00	<b>Total</b> \$20,273.78	
<b>Approved</b> 2009 Total Annual Project Budget					\$0.00	

\*Total Actual Expenditures Column on Page 2 must be the same as Column "B" on Page 3

**Completion Report For Grant Year 2009**

Department of Energy, Labor & Economic Growth  
 Bureau of Construction Codes  
 Office of Land Survey and Remonumentation  
 6546 Mercantile Way, P.O. Box 30704  
 Lansing, MI 48909  
 Telephone: 517-241-6321 Facsimile: 517-241-6301

**County of MENOMINEE**

**Grant #BCC-09** \_\_\_\_\_  
**MAIN Mail Code:** \_\_\_\_\_

**Federal I.D.** 38-6005907

**Expenditure Completion Report For Grant Year 2009**

(Expenditures include state grant funds, county cash contribution and expedited funds, if any)

Work Program Expenditures By Line Item	Column A	Column B	Column C	State Use Only
	Approved 2009 Budget Including Approved Amendments, if any	Total Actual Expenditures For 2009 Grant Year (From Page 2)	Difference Between Total Actual Expenditures And Approved Budget Including Approved Amendments, if any (Column A - B = C) Indicate As + or - Balance	
Peer Group (PG)	\$210.00	105.00	\$105.00	1
Contractual Survey Services (CSS)	\$19,310.00	20,144.81	-\$834.81	1
Supplies and Materials (S/M)	\$150.00	23.97	\$126.03	1
Equipment (E)		0.00	\$0.00	1
Administration (A)	\$50.00	0.00	\$50.00	1
<b>Total</b> (Add A, B, and C)	<b>Total Annual Project Budget</b>  19,720.00	<b>Total Actual Expenditures</b>  \$20,273.78	<b>Unexpended Portion of Total Annual Project Budget<sup>2</sup></b>  -\$553.78	

**For Calculation by the County Grant Administrator** (not including expedited county programs)

Counties with an approved expedited grant must complete Supplement A.

- \$ 19,720.00 (Total Expenditures, up to Total Annual Budget) minus \$ 0.00 (County Contribution) equals \$ 19,720.00 (Earned Amount).
- \$ 19,720.00 (Earned Amount) minus \$ 7,888.00 (40% Start-up Payment) minus \$ 0.00 (Progress Payment, if any) equals \$ 11,832.00 (Final Payment).
- \$ -\$553.78 (Unearned Portion of Grant) remains in the State Survey & Remonumentation Fund. If the total actual expenditures are less than the approved total annual project budget, the difference must be returned to the State (Section 2.5 of Grant Agreement).

**COUNTY MUST PROVIDE:**

- County Treasurer's printout (detailed transaction history of Account 245) of all Survey and Remonumentation Grant activity
  - S&W/Fringe Benefits/Overhead, detailed breakdown of all internal county costs
  - All invoices
  - Narrative stating the reasons for any differences in Column C - Difference Between Total Actual Expenditures and Approved Budget

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

# LENCA SURVEYING

WILLIAM LENCA · PROFESSIONAL LAND SURVEYOR  
MICHIGAN PS No. 26461 · WISCONSIN RLS No. 1569

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September 15, 2009

Keith Lambert, P.S., Director  
Office of Land Survey and Remonumentation  
Bureau of Construction Codes  
P.O. Box 30704  
Lansing, MI 48909

Dear Keith,

Our 2009 Work Program included 20 corners in T36N-R25W and 11 corners in T37N-R25W. We completed all of the proposed corners in the project area, with the exception of corner code G05, T36N-R25W. This corner fell in a gravel road, which still had about a foot of frost when our monies ran out in March. Due to extreme economic conditions, we tried to stretch our budget as far as we could, rather than lay people off. This resulted in the completion of 9 extra corners than projected.

As a further result of economic conditions and budget stretching, our total cost per corner this year was about \$500 compared to \$800 in our 2007 project, which includes monumenting the corner to county standard and placing State Plane Coordinates on the corner monument using RTK GPS from a Static established Network throughout each Township.

If you have any questions or comments on our 2009 Project, please feel free to contact me.

Sincerely,

  
William Lenca, P.S.  
County Representative

MENOMINEE COUNTY PEER GROUP MEETING – July 31, 2009

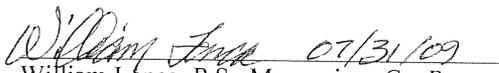
LOCATION: Delta County Court House

Meeting called to order by Acting Chairman Mel Davis at 10:00 am Central Time. Members Present: Robert Schmeling, David Babbitt and Mel Davis. Others Present: William Lenca and Jeff Lenca, Contractors.

Corners presented for Review – 40; Total Corners Approved – 40 (11 Common Corners)

CODE	COMMENTS	CODE	COMMENTS
<b>T36N-R25W</b>		<b>T37N-R25W</b>	
D01	1 Common - Approved	C04	Approved
E01	1 Common - Approved	C12	Approved
E02	Approved	E12	Approved
E03	Approved	F13	1 Common - Approved
F03	Approved	G12	Approved
G01	1 Common - Approved	H07	Approved
G02	Approved	I10	Approved
G03	Approved	K10	Approved
G04	Approved	K11	Approved
G06	Approved	K12	Approved
G07	Approved	L09	Approved
H01	1 Common - Approved	L11	Approved
H03	Approved	M09	1 Common - Approved
H07	Approved	M10	1 Common - Approved
I02	Approved	M11	1 Common - Approved
I03	1 Common - Approved	M12	1 Common - Approved
I06	Approved		
I07	Approved		
J07	Approved		
K01	1 Common - Approved		
K02	Approved		
K05	Approved		
K06	Approved		
K07	Approved		

Meeting adjourned at 11:00 am, central time.

  
 William Lenca, P.S., Menominee Co. Rep.







GRANT YEAR *2009*  
EXPENDITURE REPORTING

SUMMARY:

	Research on Corners Expenditure	Monumentation of Corners Expenditure	Setting of Coordinates Expenditure	Recovery of Control Stations Expenditure	GRAND TOTAL ALL LINE ITEM EXPENDITURES
Total Progress Report Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Completion Report Expenses	\$ 2,006.00	\$ 18,267.78	\$ -	\$ -	\$ 20,273.78
<b>TOTAL EXPEND:</b>	<b>\$ 2,006.00</b>	<b>\$ 18,267.78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,273.78</b>

ANALYST NOTES:

LINE	Progress Report Expenditures	Completion Report Expenditures	Total Line Item Expenditure	Percent of Total Annual Project Budget Expended
Peer Group:	\$ 105.00	\$ 105.00	\$ 105.00	#DIV/0!
Cont Svcs Serv	\$ -	\$ 20,144.81	\$ 20,144.81	#DIV/0!
Supplies & Materials	\$ -	\$ 23.97	\$ 23.97	#DIV/0!
Equipment:	\$ -	\$ -	\$ -	#DIV/0!
Administration:	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL % SPENT:</b>	<b>\$ -</b>	<b>\$ 20,273.78</b>	<b>\$ 20,273.78</b>	<b>#DIV/0!</b>

TOTAL PROJECT BUDGET	TOTAL STATE GRANT
-	-
<b>PROGRESS REPORT:</b>	
Total Expend. (Up to Total Proj. Bgt.)	\$19,720.00
Less County Contribution Spent:	\$0.00
Equals Earned Amount	\$19,720.00
Minus Start-up Payment	7,888.00
<b>PROGRESS PAYMENT :</b>	<b>-</b>

<b>COMPLETION REPORT:</b>	
Total Expend. (Up to Total Proj. Bgt.)	\$19,720.00
Less County Contribution Spent:	\$ -
Equals Earned Amount	\$19,720.00
Minus Start-up Payment	7,888.00
Minus Progress Payment (if any)	-
<b>COMPLETION PAYMENT :</b>	<b>\$11,832.00</b>

Initial Approp.	1st Start-up	GRANT BALANCE
-	7,888.00	(7,888.00)

Original Grant Balance	19,720.00
Less Start-up:	7,888.00
Balance:	11,832.00
Progress Payments Made:	\$0.00
Remaining Balance:	\$ 11,832.00
Unearned:	\$19,720.00
Completion Rpt Payment:	\$0.00

Earned County Contribution:	\$0.00
(Up to amount Spent)	

Original Grant: 19,720.00  
 Less Start-up: 7,888.00  
 Balance: 11,832.00  
 Progress Payments Made: \$0.00  
 Remaining Balance: \$ 11,832.00  
 Unearned: \$19,720.00  
 Completion Rpt Payment: \$0.00  
 Earned County Contribution: \$0.00  
 (Up to amount Spent)

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
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Account Number: 243-000-001.00 - 243-246-901.00

Transaction Date: 01/01/2009 - 09/30/2009

**CASH 243-000-001.00**

					<b>Opening Balance:</b>		<b>-61,955.97</b>
01/08/2009	2500	LENCA SURVEYING	DS	74578		670.00	-62,625.97
01/22/2009	2889	LENCA SURVEYING	DS	74760		2,330.40	-64,956.37
01/22/2009	2899	MENOMINEE COUNTY REG OF DEEDS	DS	74770		111.00	-65,067.37
02/09/2009	3335	LENCA SURVEYING	DS	74909		3,250.24	-68,317.61
02/10/2009	3428	LENCA SURVEYING	DS	74966		4,383.82	-72,701.43
02/20/2009	3762	LENCA SURVEYING	DS	75099		2,090.90	-74,792.33
03/06/2009	4187	LENCA SURVEYING	DS	75319		2,692.82	-77,485.15
03/19/2009	4538	LENCA SURVEYING	DS	75473		1,247.98	-78,733.13
04/02/2009	4887	LENCA SURVEYING	DS	75635		2,781.05	-81,514.18
04/16/2009	5260	PAIDL'S TRUE VALUE HARDWARE	DS	75797		23.97	-81,538.15
05/14/2009	6175	T0043749 STATE OF MICHIGAN EFT	CR	T0043749	7,888.00		-73,650.15
08/12/2009	8367	BABBITT DAVID B PS 21558	DS	77134		35.00	-73,685.15
08/12/2009	8387	Davis, Mel	DS	77154		35.00	-73,720.15
08/12/2009	8413	LENCA SURVEYING	DS	77180		1,210.60	-74,930.75
08/12/2009	8423	MENOMINEE COUNTY REG OF DEEDS	DS	77190		46.00	-74,976.75
08/12/2009	8450	SCHMELING ROBERT E	DS	77219		35.00	-75,011.75
						<b>Closing Balance:</b>	<b>-75,011.75</b>

**DO NOT USE 243-000-001.00**

**Opening Balance:** 0.00  
**Closing Balance:** 0.00

**ACCOUNTS RECEIVABLE 243-000-040.00**

**Opening Balance:** 35,673.41  
**Closing Balance:** 35,673.41

**ACCOUNTS PAYABLE 243-000-200.00**

**Opening Balance:** 0.00  
**Closing Balance:** 0.00

**DUE TO OTHER FUNDS 243-000-215.00**

**Opening Balance:** 0.00  
**Closing Balance:** 0.00

**FUND BALANCE 243-000-390.00**

**Opening Balance:** -10,377.40  
**Closing Balance:** -10,377.40

**STATE GRANT 243-000-542.01**

05/14/2009	6175	T0043749 STATE OF MICHIGAN EFT	CR	T0043749		7,888.00	7,888.00
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	7,888.00

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
<b>Account Number: 243-000-001.00 - 243-246-901.00</b>							
<b>Transaction Date: 01/01/2009 - 09/30/2009</b>							
 <b>STATE GRANTS - 2009 243-000-542.02</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>RECORDING FEES 243-000-615.00</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>General Fund Appropriation 243-000-699.00</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>Administration/Monumentation of Corners 243-245-709.00</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>Administration/Research on corners 243-245-709.08</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>Administration/Setting of Coordinates 243-245-709.09</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>Administration/Recov of Exist Control Stat 243-245-709.10</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>PER DIEM 243-245-710.00</b>							
08/12/2009	8367	BABBITT DAVID B PS 21558	DS	77134	35.00		35.00
08/12/2009	8387	Davis, Mel	DS	77154	35.00		70.00
08/12/2009	8450	SCHMELING ROBERT E	DS	77219	35.00		105.00
						<b>Closing Balance:</b>	105.00
 <b>OFFICE SUPPLIES 243-245-727.00</b>							
						<b>Opening Balance:</b>	0.00
						<b>Closing Balance:</b>	0.00
 <b>Equipment/Monumentation of Corners 243-245-728.00</b>							
						<b>Opening Balance:</b>	0.00

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
Account Number: 243-000-001.00 - 243-246-901.00							
Transaction Date: 01/01/2009 - 09/30/2009							
Equipment/Monumentation of Corners 243-245-728.00							
						Closing Balance:	0.00
Equipment/Research on Corners 243-245-728.08							
						Opening Balance:	0.00
						Closing Balance:	0.00
Equipment/Setting of Coordinates 243-245-728.09							
						Opening Balance:	0.00
						Closing Balance:	0.00
Equipment/Recov of Exist Control Stat 243-245-728.10							
						Opening Balance:	0.00
						Closing Balance:	0.00
PHOTO SUPPLIES 243-245-737.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
FIELD SUPPLIES 243-245-747.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
OTHER OPERATING SUPPLIES 243-245-755.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
Supplies & Material/Monumentation of corners 243-245-765.00							
04/16/2009	5260	PAIDL'S TRUE VALUE HARDWARE	DS	75797	23.97		173.72
						Opening Balance:	149.75
						Closing Balance:	173.72
Supplies & Material/Research on corners 243-245-765.08							
						Opening Balance:	0.00
						Closing Balance:	0.00
Supplies & Materials/Setting of Coordinates 243-245-765.09							
						Opening Balance:	0.00
						Closing Balance:	0.00

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
Account Number: 243-000-001.00 - 243-246-901.00							
Transaction Date: 01/01/2009 - 09/30/2009							
Supplies & Materials/Recov of Exist Control Stat 243-245-765.10							
						Opening Balance:	0.00
						Closing Balance:	0.00
CONTRACTURAL SERVICE/SURVEY 243-245-801.07							
						Opening Balance:	0.00
						Closing Balance:	0.00
CONTRACTURAL SERVICE/SURVEY RESEAR. 243-245-801.08							
01/22/2009	2899	MENOMINEE COUNTY REG OF DEEDS	DS	74770	111.00		111.00
						Opening Balance:	0.00
						Closing Balance:	111.00
Contract Serv/Setting of Coordinates 243-245-801.09							
						Opening Balance:	0.00
						Closing Balance:	0.00
Contract Serv/Recov of Exist Control Stat 243-245-801.10							
						Opening Balance:	0.00
						Closing Balance:	0.00
ADVERTISING 243-245-901.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
A/M Administration/Monumentation of Corners 243-246-709.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
A/R Administration/Research on corners 243-246-709.08							
						Opening Balance:	0.00
						Closing Balance:	0.00
A/SOC Administration/Setting of Coordinates 243-246-709.09							
						Opening Balance:	0.00
						Closing Balance:	0.00
A/REC Administration/Recov of Exist Control Stat 243-246-709.10							
						Opening Balance:	0.00
						Closing Balance:	0.00

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
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Account Number: 243-000-001.00 - 243-246-901.00

Transaction Date: 01/01/2009 - 09/30/2009

**SM/SOC Supplies & Materials/Setting of Coordinates 243-246-765.09**

Opening Balance: 0.00  
Closing Balance: 0.00

**SM/REC Supplies & Materials/Recov of Exis Cont 243-246-765.10**

Opening Balance: 0.00  
Closing Balance: 0.00

**CSS/M Contract Serv/Monumentation of Corners 243-246-801.07**

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
					<b>Opening Balance:</b>		<b>15,572.41</b>
01/08/2009	2500	LENCA SURVEYING	DS	74578	670.00		16,242.41
01/22/2009	2889	LENCA SURVEYING	DS	74760	930.40		17,172.81
02/09/2009	3335	LENCA SURVEYING	DS	74909	3,250.24		20,423.05
02/10/2009	3428	LENCA SURVEYING	DS	74966	1,714.94		22,137.99
02/10/2009	3428	LENCA SURVEYING	DS	74966	2,108.88		24,246.87
02/20/2009	3762	LENCA SURVEYING	DS	75099	2,090.90		26,337.77
03/06/2009	4187	LENCA SURVEYING	DS	75319	2,692.82		29,030.59
03/19/2009	4538	LENCA SURVEYING	DS	75473	1,247.98		30,278.57
04/02/2009	4887	LENCA SURVEYING	DS	75635	2,781.05		33,059.62
08/12/2009	8413	LENCA SURVEYING	DS	77180	1,210.60		34,270.22
					<b>Closing Balance:</b>		<b>34,270.22</b>

**CSS/R Contract Serv/Research on Corners 243-246-801.08**

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
					<b>Opening Balance:</b>		<b>78.00</b>
01/22/2009	2889	LENCA SURVEYING	DS	74760	1,400.00		1,478.00
02/10/2009	3428	LENCA SURVEYING	DS	74966	560.00		2,038.00
08/12/2009	8423	MENOMINEE COUNTY REG OF DEEDS	DS	77190	46.00		2,084.00
					<b>Closing Balance:</b>		<b>2,084.00</b>

**CSS/SOC Contract Serv/Setting of Coordinates 243-246-801.09**

Opening Balance: 0.00  
Closing Balance: 0.00

**CSS/REC Contract Serv/Recov of Exist Cont Statn 243-246-801.10**

Opening Balance: 0.00  
Closing Balance: 0.00

**Don't use - Will delete later 243-246-901.00**

Opening Balance: 0.00  
Closing Balance: 0.00

**Total Debits: 28,831.78**  
**Total Credits: 28,831.78**

# MENOMINEE COUNTY

## General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
Account Number: 243-000-001.00 - 243-246-901.00							
Transaction Date: 01/01/2009 - 09/30/2009							
PG Peer Group 243-246-710.00							
						Opening Balance:	105.00
						Closing Balance:	105.00
Don't use - Will delete later 243-246-727.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
E/M Equipment/Monumentation of Corners 243-246-728.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
E/R Equipment/Research on Corners 243-246-728.08							
						Opening Balance:	0.00
						Closing Balance:	0.00
E/SOC Equipment/Setting of Coordinates 243-246-728.09							
						Opening Balance:	0.00
						Closing Balance:	0.00
E/REC Equipment/Recov of Exist Control Stations 243-246-728.10							
						Opening Balance:	0.00
						Closing Balance:	0.00
Don't use - will delete later 243-246-737.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
Don't use - Will delete later 243-246-747.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
SM/M Supplies & Materials/Monumentation of corners 243-246-765.00							
						Opening Balance:	0.00
						Closing Balance:	0.00
SM/R Supplies & Materials/Research on Corners 243-246-765.08							
						Opening Balance:	0.00
						Closing Balance:	0.00



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH  
LANSING

STANLEY "SKIP" PRUSS  
DIRECTOR

## INFORMATION MEMORANDUM NO. 14

October 22, 2009

TO: All County Grant Administrators & County Representatives/Surveyors

FROM: Keith E. Lambert, P.S., Director *KEZ*  
Office of Land Survey & Remonumentation

RE: Peer Group Meeting Minutes

During our reviews of the 2008 Completion Reports we have noticed discrepancies concerning the function of the peer group in certain counties. In these instances, it has become necessary for us to request copies of the peer group meeting minutes to clarify whether these counties are following the proper procedures for ratifying corners according to the county plans. These requests have caused a ripple effect and delayed the process of closing out grants and authorizing payment for all counties, not just the ones requiring clarification.

In our continuing effort to streamline our review process and provide for more efficient payment processing, effective immediately, for the 2009 grant program and future programs, please provide copies of all peer group meeting minutes when submitting either a progress or completion report. Additionally, we require each peer group members' employer or the firm they are representing be noted in the meeting minutes or in separate documentation.

As a reminder, please note that adjoining counties are required to coordinate their efforts when county line corners are being monumented/remonumented. Counties may wish to hold joint peer group meetings when considering these corners for ratification.

If you have any questions, please contact our office at (517) 241-6321, or e-mail [bccolsr@michigan.gov](mailto:bccolsr@michigan.gov).

*Providing for Michigan's Safety in the Built Environment*

BUREAU OF CONSTRUCTION CODES  
P.O. BOX 30704 • LANSING, MICHIGAN 48909  
Telephone (517) 241-6321 • Fax (517) 241-6301  
[www.michigan.gov/deleg](http://www.michigan.gov/deleg)

DELEG is an equal opportunity employer/program.  
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Retirement purchase years of service
<b>DEPARTMENT:</b>	Personnel Committee
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Undersheriff Mike Holmes would like to purchase 2 to 4 years of generic service credit as provided by the MERS Employee Handbook. Years of credit are to be paid in full by the employee.	
<b>RECOMMENDED MOTION:</b>	
Personnel Committee recommends to the County Board to approve Mike Holmes' request to purchase service credit for retirement purposes.	

Submitted by: Mike Erdman

10/23/2009  
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):

## Service Credit *continued*

### Have Any of Your Governmental Employers in Michigan Adopted Act 88?

You can find out by checking MERS Act 88 list on our Web site. This exclusive online list is maintained as a service to our membership. Please contact us for more information on combining your service credit for multiple MERS employers.

### Service Credit Purchases

You can purchase additional service credit if you are an active employee. General guidelines for purchasing service credit are as follows:

- All purchases must be approved by governing body of your employer.
- All employees within same division must be given the same opportunity to purchase service.
- Minimum purchase is one month.
- Service credit may be purchased before vesting is met, but cannot be purchased to meet the vesting requirement.
- Purchased service credit may be used to meet retirement eligibility requirements [(F55, F50, F(N) benefits)].
- Estimated cost will expire two months from calculation date.
- If you are purchasing service credit and terminating employment before you are eligible to begin receiving retirement benefits, the cost estimate must reflect the actual termination date.
- You may purchase more than one form of service credit, if eligible. There is no cost difference in the three types of service credit purchases.

- The adoption of EGTRRA in 2001 (Economic Growth and Tax Relief Reconciliation Act of 2001) allows employees to transfer funds from the following plans to MERS on a pre-tax basis:
  - 401(a) – defined benefit, defined contribution, or 401(k) plans
  - 403(a) or (b) TSA – tax sheltered annuity
  - 408(a) or (b) – traditional IRAs (including SIMPLE IRA if more than 2 years participation) but excluding a Roth IRA
  - 457(b) – governmental deferred compensation plans

*NOTE:* You must contact your plan administrator to see if a transfer is allowed under your plan.

- Employer-financed purchases may be amortized or paid in full by the employer.
- All purchases must be approved and received by MERS prior to your termination or retirement.

[H] Service credit purchases are not available to **Hybrid employees**

## Types of Service Credit and Specific Rules

### *Other Governmental Service*

- You must provide verification of service performed with another non-MERS governmental entity (complete form “*Verification for the Crediting of Other Governmental Service*”).
- Break in service between prior employment and current employment cannot exceed 180 months (15 years).  
NOTE: Eligible service under the Reciprocal Retirement Act may help “bridge” this break in service.
- Purchased service credit may not be used to meet the vesting requirement unless you joined MERS with your current employer prior to 7/1/97.
- Service credit may not be purchased if you are going to receive a retirement benefit based on that service credit from another retirement system.

### *Non-Intervening Military Service*

- You must provide verification of non-intervening active duty military service (provide copy of DD Form 214).
- To be eligible to purchase military service credit, you must have joined MERS (with your current employer) prior to 7/1/97.
- Maximum purchase – five years for any service rendered before 7/1/97.
- Service credit may not be recognized until you have earned 10 years of service credit.
- Service credit may not be purchased if you are going to receive a retirement benefit based on that service credit from another retirement system.

### *Generic Service*

- Credit to be purchased without actual “service performed.”
- Maximum purchase – five years for all MERS employers combined.
- May not be used to meet vesting requirement.

**DEFINED BE**

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

(800) 767-6377

Employee and Retiree Services  
(800) 767-2308

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Hiring of a Part time road patrol officer
<b>DEPARTMENT:</b>	Sheriff
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>The personnel Committee recommended that Sheriff Marks have approval of the board to hire a part time employee for replacement of a part time employee that became Full time.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve allowing Sheriff Marks hire a part time road patrol officer.</p>	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):



# Menominee County Sheriff Department

**Kenny Marks, Sheriff**

**Mike Holmes, Undersheriff**

831 Tenth Avenue • Menominee, MI 49858

Phone: (906) 863-4441 • Toll Free: 1-800-236-0242 • Fax: (906) 863-2239

---

August 6, 2009

To: Mike Erdman

From: Kenny Marks

Subject: Full-Time Position

Since February 22, 2009, Deputy Mike Holmes has been serving as temporary Undersheriff for a six-month period as allowed by the collective bargaining contract. His permanent position has been road patrol deputy and he has remained a member of WPPA during the past six months.

Undersheriff Holmes has agreed to leave the union and become the appointed Undersheriff. Deputy Dave Ashby was hired as a part-time road deputy to help cover the shift rotation vacated by Undersheriff Holmes. Ashby is the next candidate on our hiring list for a full-time position. Effective Sunday 9 August 2009, Deputy Dave Ashby will be promoted from part-time to full-time and assume the road patrol position that Undersheriff Holmes now holds.

Kenny Marks – Sheriff

Cc:

Dave Ashby

Corporal Jeff Brunelle

Undersheriff Holmes

**MENOMINEE COUNTY PERSONNEL ACTION FORM**

EFFECTIVE DATE: 08/09/09

EMPLOYEE NAME: DAVID ASHBY

POSITION/DEPT: FULL TIME ROAD PATROL

**I. CHANGE**

DESCRIPTION	FROM	TO
Dept./Div.		
Job Classification		
Rate of Pay	\$11.80	\$17.28
Account Number		
Change of Address/Telephone		

**II. REASONS FOR CHANGE (As applicable)**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> New Hire                      | <input type="checkbox"/> Status Change                     | <input type="checkbox"/> Deceased                 |
| <input type="checkbox"/> Re-Hire                       | <input type="checkbox"/> Promotion                         | <input type="checkbox"/> Demotion                 |
| <input type="checkbox"/> Annual Evaluation             | <input type="checkbox"/> Transfer – Voluntary              | <input type="checkbox"/> Transfer – Involuntary   |
| <input type="checkbox"/> Probationary Period Completed | <input checked="" type="checkbox"/> Part-Time to Full-Time | <input type="checkbox"/> Termination              |
| <input type="checkbox"/> Leave of Absence              | <input type="checkbox"/> Retirement                        | <input type="checkbox"/> Resignation with Notice  |
| <input type="checkbox"/> Temporary Assignment          | <input type="checkbox"/> Resignation without Notice        | <input type="checkbox"/> Discharge                |
| <input type="checkbox"/> Reclassification              | <input type="checkbox"/> Layoff                            | <input type="checkbox"/> Temporary position ended |
|  | <input type="checkbox"/> Suspended with Pay                | <input type="checkbox"/> Suspended without Pay    |
|  |  | <input type="checkbox"/> Other                    |

Replacing (Status Changes/New Hires):

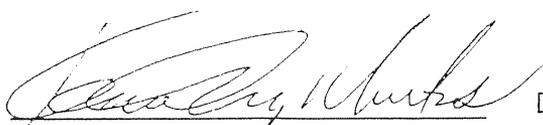
Explanation:

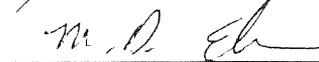
PROMOTING DAVID ASHBY FROM PART TIME TO FULL TIME ROAD PATROL OFFICER

**III. ATTACHMENTS (As Applicable)**

- Employment Application/Interview Selection Record/Background Check
- Evaluation Form
- Letter/Memorandum

**IV. SIGNATURES**

Department Head Authorization:  Date: 08/06/09

County Administrator Approval:  Date: 8/18/09

**V. DISTRIBUTION**

- A. Original with Attachments – Personnel Records
- B. Copy without Attachments – Employee, Department Head(s), Payroll, Insurance Dept., Accounts Payable, County Board of Commissioners

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Acting County Clerk Request
<b>DEPARTMENT:</b>	County Clerk
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>The Personnel Committee referred Ms. Johnson to the County board for approval of a temporary pay increase for Carol Johnson, Acting County Clerk from October 4, 2009 until a County Clerk is appointed. Pay will be adjusted from her current hourly salary of \$17.67 to \$25.35 during her interim as Acting County Clerk.</p>	
<b>RECOMMENDED MOTION</b>	
To approve the temporary pay increase for Carol Johnson.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

October 20, 2009

TO: Personnel Committee  
FROM: Acting County Clerk Carol Johnson

Since October 4, 2009 I have been in the capacity of Acting County Clerk. I am asking the Personnel Committee to consider a salary adjustment for the interim time that I am in this position. The current salary for this position is \$25.35 per hour.

Thank you.

*Carol Johnson*  
*10-20-09*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Acting County Clerk Request
<b>DEPARTMENT:</b>	County Clerk
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>Ms. Johnson has requested the position of Deputy County Clerk/payroll be restored to full-time with benefits due to the severe changes in staffing.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve allowing the Deputy County Clerk/payroll employee to continue in the position of "Full Time" with continuation all benefits until further notice, due to the severe change in staffing in the Clerk's and Register of Deeds offices. <i>(This position would have become Part time with no benefits on Oct. 14<sup>th</sup>, 2009 due to budget cuts.)</i></p>	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

Mike Erdman - County Interim Administrator  
Sherry Smith - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839

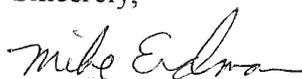
September 30, 2009

Ms. Lisa Frost  
N939 River Dr.  
Menominee, MI 49858

Dear Ms. Frost:

On behalf of the County of Menominee, I regret to inform you that the County has reduced the hours of your full-time Deputy County Clerk/Payroll position with the County of Menominee. Please be advised that effective October 14, 2009, your regular hours are to be changed to 30 hours per week, and your full time benefits will cease. As this is a partial layoff, to the extent you may have any bumping rights under your collective bargaining agreement that you may be entitled to exercise, you should promptly notify your Department Head and your Union Representatives of your intentions. Your cash in lieu payment will be continued through the end of October 2009.

Sincerely,



Mike Erdman  
Interim County Administrator

cc: County Clerk Mike Jasper  
Larry Pepin Union President  
Fran McCarthy Union Business Agent  
Commissioners Gary Anderson, Gary Eichhorn, James Furlong, Bernie Lang, Dick Peterson  
Administration Sherry Smith

Gary Eichhorn - Chairperson

Dick Peterson - Vice Chairperson

Bernie Lang

James Furlong

Garry Anderson

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Accounts Payable/Financial Systems Administrator – Jodie Barrette
<b>DEPARTMENT:</b>	County Clerk
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
To allow Jodie Barrette temporary access her work computer from home, due to the extreme circumstances facing the County Clerk's office. Once the backlog of work is caught up, access can be terminated.	
<b>RECOMMENDED MOTION</b>	
To approve Jodie Barrette temporary access to her work computer from home.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Request for Family Medical Leave
<b>DEPARTMENT:</b>	FOC
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Ms. Bourgeois is requesting Family and medical leave for a maximum of six weeks.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Menominee County  
Board of Commissioners  
839 10<sup>th</sup> Ave  
Menominee, MI 49858

RECEIVED

10/6/09

Menominee County Administrator

October 6, 2009

Dear Commissioners:

I am respectfully requesting a Leave of Absence under the federal Family and Medical Leave Act of 1993. I was informed yesterday by Dr. Richard Harrison that I need to have an Anterior Cervical Fusion. My surgery is scheduled for October 14, 2009. I am expected to be off of work for a minimum of four (4) weeks; maximum of six (6) weeks. I am requesting six (6) weeks Leave, with the intention of returning in less time. I have attached documentation from my physician.

If you have any further questions, please contact me.

Sincerely,

  
Robyn Bourgeois

Caseworker

Friend of the Court Office

715-923-6612 (cell)

906-863-8981 (work)

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Parks & Rec. Committee ~ Preparation of meeting agendas
<b>DEPARTMENT:</b>	Parks
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b> The County Administrative office has always prepared an agenda for the Parks and Rec. Committee. Mr. Erdman asked the committee to handle preparation of their agenda because of a lack of time in the Admin. office. Parks & Recreation Committee are advising the County Board members that they are an advisory committee and have no capacity to post the agenda to the county website.	
<b>RECOMMENDED MOTION</b> To direct the County Administrator's office to continue to prepare the Agenda for the County Parks & Recreation Committee.	

Submitted by:     Gary Eichhorn    

    10/23/2009    

Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County  
Parks and Recreation Committee  
September 9, 2009  
Minutes

Members Present: Mark Aubert, Judy Bright, Commissioner James Furlong, and Jason Lauzer.  
Absent: Vola Bleile and Commissioner Dick Peterson. (Position vacated by Mike Lyons still had not been filled as of meeting date.) Also in attendance: Steve Wery, Parks Superintendent.

The meeting was held at the Stephenson Annex and was called to order at 6:00 pm by Chairman Aubert.

Motion to approve agenda as presented made Judy Bright, seconded by Jason Lauzer. Motion carried.

Motion to approve August 12, 2009 minutes with reference to "Mike Aubert" being corrected to "Mark Aubert" was made by Jason Lauzer, seconded by James Furlong. Motion carried.

There was no public comment.

Since the last committee meeting, Chairman Aubert was advised by the interim county administrator that the secretary of the committee should prepare the agenda, since his office does not have the time to do this. The consensus was that the committee is advisory only and has no capacity to post the agenda to the county web site. A motion to return the agenda preparation to the county administrator in conjunction with the parks superintendent was made by James Furlong, seconded by Jason Lauzer. Motion carried.

A motion to approve the By-Laws as amended in their final form was made by Jason Lauzer and seconded by James Furlong. Roll call vote: Aubert – aye; Lauzer – aye; Furlong – aye; Bright – aye. Motion carried 4-0.

The committee has been made aware that the position of Building and Grounds and Parks Superintendent (equal to one full-time position and currently held by Steve Wery) is in jeopardy of being eliminated through the 2009-10 budget process. In discussion that followed, Chairman Aubert read into the minutes and shared a lengthy list of grants received and various improvements to the county parks (copy attached) while Superintendent Wery has been in charge of the parks. Jason Lauzer commented on Steve Wery's dedication to and interest in his position. James Furlong questioned long term effects on the parks by cutting this position. Judy Bright commented that she has seen many positive improvements in the parks over the past ten years. Following further discussion about the need for a parks superintendent, a motion was made by Jason Lauzer, seconded by James Furlong to "to support keeping Steve Wery on as Parks Superintendent and to authorize Chairman Aubert to advise the county of such motion." The secretary will draft a letter to the commissioners and the interim administrator advising them of this action. (Copy of letter attached.)

Superintendent Wery advised the committee that the new park fee schedule for 2010 was approved by the county board and that the resolution supporting efforts of the Front 40 group died for lack of a second.

Mark Aubert inquired into the status of filling the vacancy created by the resignation of Mike Lyons. Commissioner Furlong updated the committee stating that a new application process is a "work in progress" at this moment, but was hopeful that someone would be appointed by our next meeting in October.

Public comment:

Arlen Bright, Wallace, spoke to the cumulative effect of reduced outlays by the county over the years as revenues have increased at the parks.

Tina Lesperance, past committee member for 17 years, spoke in support of Mr. Wery and how he gets the job done. If there have been any problems with Mr. Wery's performance, there has been no documentation. She asked the committee to speak out as a group at the next meeting of the commissioners.

Kandace Curran, MSU Extension Secretary and Fair Board Manager, complimented Mr. Wery on his ability to find the money needed for projects and not waiting for money to come to the county. She further added that Mr. Wery was proactive in resolving any fair issues.

Karen Kayser, parks employee at Shakey Lakes Park, commented that Steve is her manager, is very conscientious and is always there.

Steve Sobay, seasonal camper, stated that Steve does things right and any issues at the park are resolved.

Following public comment, Steve Wery thanked everyone in attendance and said that this would probably be the last meeting he attends as parks superintendent. It has been a pleasure working for the county, and his dealings with the county board had always been positive, until this past February. He further commented that buildings and parks are major operations, and commended his workforce for their efforts and good work. He is also trying to arrange a walk-through to let the county board know the current status of the parks and buildings.

James Furlong advised all in attendance that it is very important for citizens to give input to their commissioners, since they represent the community and need to know what their constituents think.

A motion to adjourn was made by James Furlong, seconded by Jason Lauzer. Motion carried. Meeting adjourned at 7:15 pm.

Judy Bright, Secretary  
Menominee County  
Parks and Recreation Committee

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Parks By-laws
<b>DEPARTMENT:</b>	Parks & Rec. Committee
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
The Parks and recreation committee have revised some areas of their by-laws.	
<b>RECOMMENDED MOTION</b>	
To approve the Parks & Recreation Committee Bylaws as amended on August 12, 2009.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## BYLAWS

ARTICLE I: Name. Menominee County Parks & Recreation Committee.

ARTICLE II: Purpose. To act as an advisory committee to the Menominee County Parks & Recreation System.

ARTICLE III: Members. Amended August 12, 2009, by the Parks & Recreation Committee.

The members of this Committee are those persons who have been appointed by the Board of Commissioners. **There shall be five (5) public at-large representatives and two (2) County Board representatives.** All have voting powers.

All Public at-large representatives will serve three year staggered terms.

Section 1. Voting. All members who are present shall vote whenever the question is put by the Chair. **The Secretary or designee shall be the recorder.**

Sub. Section 1. Abstention.  
No member may abstain from voting "yes or no" unless excused by a majority of those present.

ARTICLE IV: Officers

ARTICLE IV - Amended August 12, 2009 by Parks & Recreation Committee.

Section 1. The officers of this Committee shall be a **Chairperson, a Vice Chairperson and a Secretary.**

Section 2. The term of office shall be for one year. The individual may succeed her/himself.

Section 3. These officers shall be elected at its first meeting of the year.

Section 4. Candidates for these offices shall be nominated from the floor. It shall take a simple majority vote of the Committee to elect. The vote will be taken by a randomly selected call of the roll.

Section 5. Officer Powers and Duties.  
Except for those powers and duties prescribed to the Chair by the

County Board, the Chair has no power to act on behalf of the Committee unless the Committee specifically grants that power.

ARTICLE V. Meetings

ARTICLE V - Amended August 12, 2009 by Parks & Recreation Committee.

Section 1. A schedule containing the date, time and place of regular monthly meetings of the Committee shall be established at the first meeting of the year. **The Committee shall meet a minimum of six (6) times per year.**

Section 2. Special meetings, procedure; notice; Open Meetings Act, compliance. (MSA 5.330) Sec. 10.

A special meeting of the Parks & Recreation Committee shall be held only when requested by at least **two (2) members** of the Parks & Recreation Committee. The request shall be in writing, shall be addressed to the County Administrator, and shall specify the time, date, place, and purpose of the meeting. Upon the reception of a request, the County Administrator shall immediately give notice in writing to each of the Committee members by causing the same to be delivered to the Committee member personally, or by leaving the same at the place of residence of the Committee members, or by mailing a copy of the notice to his or her post office address by certified mail with return receipt requested, at least 10 days before the time of the meeting. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976.

Section 3. Quorum and Majority. (MSA 5.323) Sec. 3.

A majority of the members of the County Parks & Recreation Committee shall constitute a quorum for the transaction of the ordinary business of the Committee, and questions which arise at its meetings shall be determined by the votes of a majority of the members present.

Section 4. Minutes. Recording names and votes on actions. The names and votes of members shall be recorded on an action which is taken by the Parks and Recreation Committee if the action is on an ordinance, resolution, or appointment or election of an Officer. The vote and the name of the member voting on other questions or motions shall be recorded at the request of: 1/5 of the members present if the question or motion is before the Board, or 1/3 of the members present if the question or motion is before a Committee of the Board. A record which is made pursuant to this section shall be available for public inspection.

ARTICLE VI: Rules, Regulations, Policies of the Committee.

Section 1. The Committee may adopt by 2/3 vote those rules and regulations it feels necessary to allow for the orderly conduct of business of the Committee.

Section 2. The Committee may adopt at a regular meeting by a 2/3 vote and if submitted in writing at the previous regular Committee meeting policy statements which pertain to the operation of all facets of County Parks & Recreation which are within the jurisdiction of this Committee. Policies of the Committee may not be suspended. Policies may be amended under the same rules governing the amending of the Bylaws.

ARTICLE VII. Parliamentary Authority.

The Scott, Foresman "Robert's Rules of Order" Newly Revised, Tenth (10) edition, ISBN 0-7382-0307-6 shall be the Parliamentary Authority. The rules, with special attention to small Committees, contained in the above mentioned reference shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or any special rules or policies the Committee may adopt.

ARTICLE VII. Amendment of Bylaws.

Section 1. These Bylaws may not be suspended.

Section 2. These Bylaws may be amended at any regular meeting of the County Board by a 2/3 majority of the County Board, provided that the amendment is submitted in writing at the previous regular Parks & Recreation Committee meeting. An amendment to this amendment may be made during discussion at the meeting at which the amendment is taken up provided it does not limit the rights of the minority nor expand the rights of the majority. Amendments to the amendment which do the immediately aforementioned limiting and expanding of rights may, if they were presented in writing, be considered as a new amendment at the next regular meeting of the Committee.

Section 3. These Bylaws, Rules, Regulations and Policies shall remain in effect until properly amended or suspended as appropriate.

ATTESTED TO:

---

Clerk of Menominee County

---

Gary Eichhorn, Chairman  
Menominee County Board of  
Commissioners

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Proposal from Cooper Office Equipment
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b> The county copier machine lease with Banc of America for the Admin. office is currently expired (Oct. 2, 2009). Cooper office equipment is offering to buy out the lease from Banc of America and save the county \$100 per month to lease through cooper.	
<b>RECOMMENDED MOTION</b> To accept the 32 month lease with Cooper Office Equipment at a savings of \$3,200 to the County.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

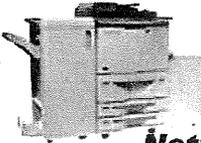


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## MENOMINEE COUNTY ADMINISTRATION MENOMINEE- MICHIGAN

October 23, 2009

Monthly lease cost of your current Konica 7145

\$ 246.34

Proposed lease cost of the 7145

\$ 146.34

**Your total cost SAVINGS is  
\$100.00 per month or \$3,200.00 over the 32 month term.**

**Menominee County lease cost for the 32 month extension is \$4,682.88**

- This copier bid was awarded to Cooper Office Equipment Inc. 3 years ago and the lease is now up.
- This copier is set-up on the County network for printing and scanning and is still in excellent operating condition with much life remaining.
- Because of the network complexities, reconfiguring all the computers and logistics of replacing this unit, Cooper Office Equipment is willing to lease this unit to the county for another 32 month term at a reduced cost of \$146.34 per month.
- This will save the county \$3,200.00 over the bid price per month over the 32 month term and eliminate the need to replace this copier at this time.
- The current maintenance and supply agreement will remain in effect.

Thank You!

Rob Cooper



**Contract Number:** 2248871

Dear Customer: This Equipment Lease ("Lease") is written in simple and easy-to-read language. Please read this Lease thoroughly and feel free to ask us any questions you may have about it. The words YOU and YOUR refer to the Lessee. The words WE, US and OUR refer to the Lessor, Banc of America Leasing & Capital, LLC, a Delaware limited liability company.

### Customer & Billing Contact Information

Lessee Full Legal Name Menominee, County of		Social Security No. and Date of Birth (Sale Proprietorship Only) SSN: _____ DOB: _____	
Billing Contact Person Jamie Wenzel	Billing Contact Phone No. 906-863-7779	Federal Tax ID # 38-6005907	Organization ID # (if any) State of Organization Michigan
Billing Address 839 10th Ave.	Address City Menominee	County Menominee	State MI Zip 49858
Equipment Location	Address City Menominee	County Menominee	State MI Zip 49858

### Equipment Description

Complete Equipment Location only if different from billing address

Quantity	Manufacturer	Model Number	Description	Serial Number
1	Konica Minolta	7145	Digital Copier	40LE23297
1	Konica Minolta	7145	Digital Copier	40LE23205

*Replaced 10/9/08*  
*Consent*  
*ADMIN*  
*Currently pay 246.34/month*

### Term/Lease Payment Schedule

Term (months) 36	Security Deposit/Advance Payment (Check One Only) <input type="checkbox"/> Security Deposit(s) \$ _____ <input type="checkbox"/> Advance Payment(s) \$ _____	Lease End Purchase Option <input checked="" type="checkbox"/> FMV (defined in Section 17) <input type="checkbox"/> \$1 <input type="checkbox"/> Other: _____	Base Monthly Lease Payment* *Plus Applicable Taxes - See Section 11 \$ 492.68
---------------------	--	--	---

### Terms/Conditions

**IMPORTANT: NEITHER THE SUPPLIER NOR ANY SALESPERSON ARE OUR AGENT. THEY HAVE NO AUTHORITY TO SPEAK ON OUR BEHALF OR MAKE ANY CHANGES TO THIS LEASE. THEIR STATEMENTS WILL NOT AFFECT YOUR RIGHTS OR OBLIGATIONS UNDER THIS LEASE.**

1. LEASE AGREEMENT; PAYMENTS: We agree to lease to you and you agree to lease from us the equipment listed above or identified in any attached Equipment Schedule ("Equipment Schedule"), together with all replacements, parts, attachments, accessories and substitutions therefor ("Equipment"). You promise to pay us the Lease payments according to the terms of the Payment Schedule shown above or any Equipment Schedule hereto, plus all other charges (see Sections 4, 9, 11, 13, and 16).

Continued on Page 2

### Lessee Authorized Signature

**THIS LEASE MAY NOT BE CANCELED**

Authorized Signer <i>X Brian Neumeier</i>	Date 10-2-06	Print Name Brian J. Neumeier
	Title County Administrator	Indicate President, Partner, Proprietor, etc.

### Personal Guaranty

I or ME means Guarantor(s) and YOU or YOUR means Lessor. I have read and understand this Lease and expressly agree to its terms, conditions, consents and waivers. If Lessee defaults by failing to pay or perform any obligation under this Lease then I agree to pay or perform all such obligations to you in accordance with this Lease. I waive any notice of any default or modifications or alterations which may be made by you and the Lessee, and any defenses which I may have against enforcement of this Guaranty based upon suretyship principles or the impairment of any collateral security for this Lease. I will reimburse you for all expenses and attorney fees you incur in enforcing any of your rights against the Lessee or me. I CONSENT TO MICHIGAN LAW, JURISDICTION OVER MY PERSON, AND VENUE IN ANY MICHIGAN COURT AND WAIVE TRIAL BY JURY IN ANY MATTER RELATING TO THIS LEASE, GUARANTY OR THE EQUIPMENT.

Personal Guarantor <i>X</i>	DO NOT INCLUDE TITLE	Date	Personal Guarantor <i>X</i>	DO NOT INCLUDE TITLE	Date
Print Name	Date of Birth		Print Name	Date of Birth	
Driver's License Number and State	Social Security Number		Driver's License Number and State	Social Security Number	

### Equipment Acceptance Certificate

You certify that all of the Equipment referred to in this Lease has been delivered and received by you, and that any and all installation and set up has been completed. You have examined the Equipment and it is in good operating condition and is satisfactory to you and you have accepted the Equipment. This Lease cannot be modified or rescinded except by a writing signed by you and us. ACCORDINGLY YOU AUTHORIZE US TO PURCHASE THE EQUIPMENT FOR YOUR USE.

Authorized Signer <i>X Brian Neumeier</i>	Date 10-2-06	Print Name Brian J. Neumeier
	Title County Administrator	Indicate President, Partner, Proprietor, etc.

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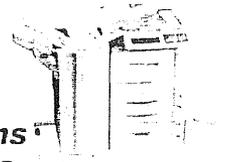


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Toll Free: (800) 432-7682  
www.cooperoffice.com



Konica Minolta - Sharp - Panasonic  
Copiers - Printers - Scanners - Fax



Digital Document Solutions  
Networked Digital High Speed Systems

Menominee County  
839 10<sup>th</sup> Ave.  
Menominee, MI 49858

*Current - \$346.50 paid Quarterly*

## COMPLETE MAINTENANCE AND SUPPLY AGREEMENT

At a rate of .0079 per copy Cooper Office Equipment, Inc. will provide the necessary maintenance items as follows: Toner, Developer, Parts, Labor, Drum Unit and Travel Time. Paper and Staples are additional.

Agreement coverage is for 60 months. The above rate will remain for a minimum of 12 months; thereafter a maximum annual addition of .001 per copy may apply because of cost increases to Parts, Supplies and/or Service. If written notice isn't received 30 days prior to the expiration term, the maintenance and supply agreement will renew for successive one year periods from expiration of original term.

In the event that this copier is connected as a printer - problems related to computer hardware and/or hardware changes, software corrections, or equipment incompatibilities will be addressed on a time and materials basis.

If Cooper Office determines that mis-use, malicious destruction, fire, thief, etc... has caused unnecessary expense, the customer will be responsible for the cost of correcting the occurrence.

This agreement will start at 800 copies for each copier and a base volume of 35,000 copies per quarter, per copier applies.

The Toner Supplied in this agreement remains the property of Cooper Office Equipment and shall be returned to Cooper Office Equipment at end of the stated agreement term.

### THIS AGREEMENT WILL APPLY TO THE FOLLOWING EQUIPMENT

QUANTITY	DESCRIPTION - MODEL	SERIAL #
1	Admin: Konica Minolta 7145 Digital Copier System	40LE23297
1	Annex: Konica Minolta 7145 Digital Copier System	40LE23205

Supplier: Cooper Office Equipment, Inc.

By: Rollie L. Lopez

Date: 10/02/06

Accepted By: Brian J. Neumeier

Printed Name: BRIAN J. Neumeier

Title: County Administrator

Date: 10-2-06

Phone #: 868-7779

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	2009 Apportionment Report
<b>DEPARTMENT:</b>	Equalization
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
The 2009 Apportionment report has been included for discussion	
<b>RECOMMENDED MOTION</b>	
To approve the 2009 Apportionment Report as submitted by the Equalization Department.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

October *	<p><b>October apportionment session of the County Board of Commissioners.</b> Board examines certificates, directs spread of taxes in terms of millage rates to be spread on Taxable Valuations. County Equalization Director submits apportionment report to the STC. MCL 211.37 and 207.12.</p> <p><b>County prosecutor is obligated by statute to furnish legal advice promptly regarding the apportionment report.</b> A County Board of Commissioners shall not authorize the levy of a tax unless the governing body of the taxing jurisdiction has certified that the requested millage has been reduced, if necessary, in compliance with Section 31 of Article 9 of the State Constitution of 1963 and MCL 211.34d, and 211.34(1). The County Board also receives certifications that Truth in Taxation hearings have been held if required. MCL 211.24e.</p>
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\* Notes requirements of Section 31 of Article 9 of State Constitution and of MCL 211.34d and 211.34(1).





**DO NOT MAIL A PRINTED APPORTIONMENT REPORT TO THE STC  
DO NOT FAX A PRINTED APPORTIONMENT REPORT TO THE STC**

**EMAIL THIS EXCEL FILE TO: marusichd@michigan.gov**

**Continue to mail in copies of all L-4029s submitted to your office.**

**Print pages 1 through 3 of this report and this certification statement, sign and retain in your office per the usual county retention schedule. If in the future we should need to verify the certification of this report, we will request a copy of the signed original.**

**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>	BS&A.Net Upgrade
<b>DEPARTMENT:</b>	Equalization
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b> The current Budget has been approved for upgrades to BS&A.Net upgrade for 5 county townships and the City of Menominee.	
<b>RECOMMENDED MOTION</b> To accept the agreement with BS&A for upgrades to the dot.Net software as proposed.	

Submitted by:     Gary Eichhorn    

    10/23/2009      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

## Menominee County Equalization Department

839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
(906) 863-2683

October 15, 2009

TO: Cedarville Township  
Holmes Township  
Ingallston Township  
Menomincc Township  
Meyer Township  
City of Menominee

FROM: Peggy Schroud   
Menominee County Equalization Director

RE: BSA .Net software upgrade

On September 29, 2009, the Menominee County Board passed the 2009-10 budget which includes paying for the initial cost of the BSA .net upgrade for your unit. Enclosed, please find the hardware requirements for Equalizer Systems. Net Version. Additionally, BSA has an on-line test that can be performed on your computer that is available at [www.bsasoftware.com](http://www.bsasoftware.com).

It should be noted that the annual service and support fees for all units in Menominee County are the responsibility of each individual unit and will **not** be paid for by Menominee County.

Menominee County would like to get the signed proposal sent to BS&A as soon as possible so please respond to this memorandum by letter if your unit would like to opt in to the .net software update and have Menominee County pay the appropriate fee for this upgrade for your unit.

If you have any questions, please feel free to contact me at (906) 863-2683. Thank you.

Enclosure(s)

TOWNSHIP	STATUS	ASSESSOR	BS&A	BS&A.net cost
Cedarville Township	Zoned	Jill Schwanz	No pay	\$ 2,800.00
Menominee Township	Not Zoned	Jill Schwanz	No pay	\$ 5,600.00
Holmes Township	Not Zoned	Geri Zajac	No pay	\$ 2,800.00
Ingallston Township	Zoned	Paul Anderson	No pay	\$ 3,835.00
Daggett Township	Not Zoned	John Anderson	County	\$ -
Gourley Township	Not Zoned	John Anderson	County	\$ -
Lake Township	Zoned	John Anderson	County	\$ -
Spalding Township	Not Zoned	John Anderson	County	\$ -
Stephenson Township	Zoned	John Anderson	County	\$ -
Faithorn Township	Not Zoned	Bob Desjarlais	County	\$ -
Mellen Township	Zoned	Bob Desjarlais	County	\$ -
Meyer Township	Not Zoned	Bob Desjarlais	County	\$ <sup>\$ 1750.00</sup> -
Nadeau Township	Not Zoned	Ron Jenkins	County	\$ -
Harris Township	Zoned	Pete Kleiman	County	\$ -
City of Menominee	Zoned	Peggy Bastien	No pay	\$ 12,170.00
City of Stephenson	Zoned	Geri Zajac	No pay	\$ -
<b>TOTAL:</b>				<b>\$ 28,955</b>

## HARDWARE REQUIREMENTS FOR EQUALIZER SYSTEMS, .NET VERSION

Please note: the recommended requirements are subject to change; please contact us for an updated list if needed.

### WORKSTATION REQUIREMENTS

#### Recommended

3 GHz (or Faster) Pentium Processor\*  
2048 MEG RAM  
40 GIG **free** disk space\*\*  
Windows XP Professional

#### Minimum

*2 GHz Processor*  
*1024 MEG RAM*  
*20 GIG free disk space\*\**  
*Windows XP Professional*

*\*Core2Duo 1.5 Ghz processor is equivalent to a 3Ghz single core processor.*

*\*\*Disk space listed above is for machines expecting to run the program with data local to the machine. In a network environment, 4 GIG of free disk space on the local machine is sufficient.*

### SERVER RECOMMENDATIONS

Please visit IT Right's website for server recommendations

<http://www.itright.com/BSASoftware/tabid/759/Default.aspx>

It is highly recommended if you are running both the Pervasive versions and Microsoft .Net versions of the Equalizer applications that the data for each version reside on separate servers.

### PRINTER RECOMMENDATIONS

All printers used with Equalizer.NET programs MUST be on the Microsoft Hardware Compatibility List:

visit <http://winqual.microsoft.com/hcl/Default.aspx> for a complete list.

### RECEIPT PRINTER RECOMMENDATIONS (Cash Receipting System)

Receipt printers must be Microsoft OPOS.Net compatible.

<http://www.microsoft.com/dynamics/rms/product/hardwarecompatibility.mspx?category=Printer>

Example: **Epson TM-H6000III with Validation**

**\*\*\*PLEASE NOTE:** the Ithaca Series 90/150 printers are compatible with Windows XP. Ithaca series 90/150 printers will not work on Windows Vista.\*\*\*

### QUESTIONS & CONCERNS

Please contact Tech Support at 517.641.8900 or [tech@bsasoftware.com](mailto:tech@bsasoftware.com)



BS&A SOFTWARE  
 14965 ABBEY LANE  
 BATH, MI 48808  
 PHONE: 517-641-8900  
 FAX: 517-641-8960  
 www.bsasoftware.com

<b>Nadeau Twp- Quoted Mar 26</b> <i>Network Version</i> Prices based on approx. 1,626 parcels.	<u>Tax System</u>	<u>Assessing System</u>
	<b>Free Upgrade</b> <i>Windows customer since 4/2007</i>	<b>Free Upgrade</b> <i>Windows customer since 4/2007</i>

<b>Powers Village</b> <i>Stand Alone Version</i> Prices based on approx. 168 parcels.	<u>Tax System</u>
	<b>Free Upgrade</b> <i>Windows customer since 4/2007</i>

<b>Spalding Township</b> <i>Network Version</i> Prices based on approx. 1,181 parcels.	<u>Tax System</u>	<u>Assessing System</u>
	<b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>	<b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>

<b>Stephenson Township</b> <i>Network Version</i> Prices based on approx. 1,181 parcels.	<u>Tax System</u>	<u>Assessing System</u>
	<b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>	<b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>

<b>C of Menominee- Quoted Mar 12</b> <i>Network Version</i> Prices based on approx. 4,617 parcels.	<u>Tax System</u>	<u>Assessing System</u>
	<b>\$4,000 (\$5,000 x 20% Discount)</b> <i>Windows customer since 10/1999</i>	<b>\$4,800 (\$6,000 x 20% Discount)</b> <i>Windows customer since 11/1999</i>
	<u>D.P.P. System</u>	<u>Special Assessment System</u>
	<b>\$375 (\$1,495 x 75% Discount)</b> <i>Windows customer since 4/1995</i>	<b>\$2,995</b> <i>Windows customer since 10/1999</i>

<b>City of Stephenson- Quoted Feb 25</b> <i>Stand Alone Version</i> Prices based on approx. 518 parcels.	<u>Tax System</u>	<u>Assessing System</u>
	<b>Free Upgrade</b> <i>Windows customer since 4/2007</i>	<b>Free Upgrade</b> <i>Windows customer since 4/2007</i>

**Summary of Proposed Fees:**

Tax Program	Assessing Program	Special Assessment Program	D.P.P. Program
\$10,995	\$14,590	\$2,995	\$375

*Prices good for a period of 90 days from date on proposal.*



BS&A SOFTWARE  
 14965 ABBEY LANE  
 BATH, MI 48808  
 PHONE: 517-641-8900  
 FAX: 517-641-8960  
 www.bsasoftware.com

**PROPOSAL FOR  
 MENOMINEE COUNTY GOVERNMENTAL UNITS**

**EQUALIZER PROPERTY BASED .NET SYSTEMS**

*Please Note: To efficiently run these applications the Hardware requirements have increased. Please review our required specifications prior to ordering these applications.*

	<u>Tax System</u>	<u>Assessing System</u>
<b>Cedarville Twp-Quoted Mar 12</b>	<b>\$1,400 (\$1,750 x 20% Discount)</b>	<b>\$1,400 (\$1,750 x 20% Discount)</b>
<i>Stand Alone Version</i>	<i>Windows customer since 8/2001</i>	<i>Windows customer since 8/2001</i>
Prices based on approx. 778 parcels.		

	<u>Tax System</u>	<u>Assessing System</u>
<b>Daggett Twp</b>	<b>Signed-Free Upgrade</b>	<b>Signed-Free Upgrade</b>
<i>Stand Alone Version</i>	<i>Windows customer since 4/2007</i>	<i>Windows customer since 4/2007</i>
Prices based on approx. 721 parcels.		

	<u>Tax System</u>
<b>Daggett Village</b>	<b>Free Upgrade</b>
<i>Stand Alone Version</i>	<i>Windows customer since 4/2007</i>
Prices based on approx. 176 parcels.	

	<u>Tax System</u>	<u>Assessing System</u>
<b>Faithorn Twp</b>	<b>Signed-Free Upgrade</b>	<b>Signed-Free Upgrade</b>
<i>Stand Alone Version</i>	<i>Windows customer since 4/2007</i>	<i>Windows customer since 4/2007</i>
Prices based on approx. 597 parcels.		

	<u>Tax System</u>	<u>Assessing System</u>
<b>Gourley Twp</b>	<b>Signed-Free Upgrade</b>	<b>Signed-Free Upgrade</b>
<i>Stand Alone Version</i>	<i>Windows customer since 4/2007</i>	<i>Windows customer since 4/2007</i>
Prices based on approx. 562 parcels.		



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 www.bsasoftware.com

<b>Harris Twp</b> <i>Stand-Alone Version</i> Prices based on approx. 1,887 parcels.	<u>Tax System</u> <b>Free Upgrade</b> <i>Windows customer since 4/2007</i>	<u>Assessing System</u> <b>Free Upgrade</b> <i>Windows customer since 4/2007</i>
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<b>Holmes Twp-Quoted Mar 12</b> <i>Stand-Alone Version</i> Prices based on approx. 909 parcels.	<u>Tax System</u> <b>\$1,400 (\$1,750 x 20% Discount)</b> <i>Windows customer since 5/2003</i>	<u>Assessing System</u> <b>\$1,400 (\$1,750 x 20% Discount)</b> <i>Windows customer since 5/2003</i>
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<b>Ingallston Twp-Quoted Mar 12</b> <i>Stand-Alone Version</i> Prices based on approx. 1,451 parcels.	<u>Tax System</u> <b>\$1,755 (\$2,195 x 20% Discount)</b> <i>Windows customer since 9/2002</i>	<u>Assessing System</u> <b>\$2,080 (\$2,600 x 20% Discount)</b> <i>Windows customer since 10/2002</i>
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<b>Lake Twp</b> <i>Stand-Alone Version</i> Prices based on approx. 1,122 parcels.	<u>Tax System</u> <b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>	<u>Assessing System</u> <b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>
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<b>Mellen Twp</b> <i>Network Version</i> Prices based on approx. 1,181 parcels.	<u>Tax System</u> <b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>	<u>Assessing System</u> <b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>
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<b>Menominee Twp-Quoted Mar 12</b> <i>Stand-Alone Version</i> Prices based on approx. 2,869 parcels.	<u>Tax System</u> <b>\$2,440 (\$3,050 x 20% Discount)</b> <i>Windows customer since 8/2001</i>	<u>Assessing System</u> <b>\$3,160 (\$3,950 x 20% Discount)</b> <i>Windows customer since 10/1999</i>
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<b>Meyer Twp</b> <i>Stand-Alone Version</i> Prices based on approx. 1,170 parcels.	<u>Tax System</u> <b>Signed-Free Upgrade</b> <i>Windows customer since 4/2007</i>	<u>Assessing System</u> <b>Signed-\$1,750</b> <i>Windows customer since 5/2002</i>
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**Possible Program Installation Fee - Per Gov Unit:**

**\*\*Installation will be performed remotely at no cost. (PC will need to have access to high speed internet connection)**

**On-site Installation (only if required):**

Without high-speed Internet connection: Est. 1 day @ \$500/day	\$500
Est. Travel 2 days @ \$500/day	\$1,000

(On-site installation fees may be shared by multiple units for same-day service)

**Please mark box if you wish to take advantage of deferred billing.**       2 – year

**ANNUAL SERVICE AND SUPPORT - (Below fees are effective at your next renewal period)**

	Tax System	Assessing System	S.P.A. System	D.P.P. System
Cedarville Township	\$355	\$360		
Daggett Township	\$350	\$350		
Daggett Village	\$160			
Faithorn Township	\$325	\$325		
Gourley Township	\$325	\$325		
Harris Township	\$460	\$560		
Holmes Township	\$350	\$350		
Ingallston Township	\$455	\$520		
Lake Township	\$430	\$520		
Mellen Township	\$430	\$520		
Menominee Township	\$720	\$865		
Meyer Township	\$460	\$520		
Nadeau Township	\$460	\$560		
Powers Village	\$160			
Spalding Township	\$560	\$560		
Stephenson Township	\$350	\$350		
City of Menominee	\$1,000	\$1,200	\$600	\$300
City of Stephenson	\$325	\$325		
<b>Total:</b>	<b>\$7,675</b>	<b>\$8,210</b>	<b>\$600</b>	<b>\$300</b>

BS&A Software reserves the right to increase the annual fee by no more than the yearly Consumers Price Index (CPI).