

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse  
839 10th Avenue  
Menominee, Michigan 49858

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

The Menominee County Board of Commissioners  
will meet on **Monday ~ November 25, 2014 @ 6:00 p.m. CDT**  
At the Menominee County Courthouse  
Courtroom B ~ 839 10<sup>th</sup> Ave., Menominee

### AGENDA

- A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Approval of the Agenda
  - E. Approval of Previous Minutes  
Nov. 10, 2014 – CB Meeting
  - F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
  - G. Presentations (*limited to twenty minutes*)
  - H. Department Head/Elected Officials Reports (*limited to ten minutes*)
  - I. Action Items
1. (Per Article VI-Section 5 of the Menominee County Bylaws: Nominations by the chairman or any commissioner from the floor) Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint a layperson to the Twin County Airport Commission. Term to expire 12.31.15. (*Interested Candidates: Jeffery Jones; Gary Scholtz Sr.; Greg Paulson; Caleb Fulcher; Mark Erickson. Joseph Ciochetto.*)
  2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve a change in the accounts used for the "Merit Network fiber lateral construction" for the Annex in Stephenson. Due to the County receiving a Hannahville Grant in the amount of \$11,360 for the project, payments are to be disbursed from 101-261-970.00 Capital outlay ~ 2014/15 Merit Fiber-Annex Project. (*The previously approved account was 101-103-998.05 – Designated Building Funds.*)
  3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Commissioner per diems and expenses as recently submitted.
  4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on Nov. 6, 2014 in the amount of \$94,472.58.

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

5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:

a. None

2. Building and Grounds/Park Items:

a. None

3. Miscellaneous Items:

a. Twin County Airport Agreement ~ Changes

4. Finance Items

a. Miscellaneous bills as paid on November 7 & 20, 2014 in the combined amount of \$107,223.30

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.)

O. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to return to open session at \_\_\_\_\_ P.M.

P. Adjourn

November 10, 2014

UNAPPROVED

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

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

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

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

**Absent:** Com. Plutchak (excused).

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

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the October 28, 2014 Regular County Board Meeting. Motion was approved 8-0.

**Public Comment:** None.

**Presentations:** None.

**Department Head/Elected Officials Reports:** None.

Moved by Com. Furlong, seconded by Com. Nelson to approve the Changes to the Menominee County Bylaws, Board Rules, County Policies and Charters of Standing Committees as follows.

**a. R91-15** Commissioners who are appointed to serve on other boards, committees and commissions which have their own reimbursement schedules shall have their reimbursements transferred to the County General Fund. (If mailed directly to the County.) Commissioners will be reimbursed for those meetings at the established reimbursement rate through the regular reimbursement procedure. (R91-10) Any checks Commissioners receive directly from boards/committees for per diems and mileage, are to be subtracted from their County reimbursement schedule. (Commissioners are to make a copy of the check received to include with their County reimbursement schedule.) The County will pay any differences up to \$50 per meeting fee and mileage at the current IRS rate.

**b. CHARTERS OF STANDING COMMITTEES:** Change to reflect page 4 of bylaws.

Alcoholic Beverages at ANY public meeting or holding any public meetings at an establishment which serves alcoholic beverages is strictly prohibited by the Menominee County Board of Commissioners.

All non County Board committee members appointed by the Menominee County Board may

receive a meeting fee. The meeting fee will be determined by each committee, the meeting fee will not exceed fifty dollars (\$50) per meeting. Mileage allowance shall be provided at the IRS rate per mile. (Refers to committees under the direct supervision of the County Board.)

c. PERSONNEL COMMITTEE: REMOVE: May appoint a member of the County Board to assist in union negotiations.

d. ADD the following Committee: NORTHCARE NETWORK – SUBSTANCE USE DISORDER BOARD SHALL:

Consist of one (1) member appointed by each of the 15 Upper Peninsula Counties.

Advise and make recommendations regarding NorthCare Network's budgets for substance use disorder treatment or prevention using non PA 2 (liquor tax) funds.

Advise and make recommendations regarding contracts with substance use disorder treatment or prevention providers.

e. Add the following committee: NEGOTIATIONS COMMITTEE SHALL:

Consist of one member of the Personnel Committee and one member of the Finance Committee. To meet as needed for negotiations.

Moved by Com. Hafeman, seconded by Com. Schei to approve the "Merit Network Service Agreement" to provide fiber lateral construction for the Annex in Stephenson (directional boring) to run the fiber from the road to the building at a cost of \$5,330. Funds for this project to be disbursed from (Designated Building Funds) account #101-103-998.05 ~ 2014/15 Merit Fiber-Annex Project. Discussion ensued. Brian explained that we received a Hannahville 2% Grant for \$11,360 to pay for this. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Schei to approve a bid in the amount of \$10,690 by Alfredson Brothers Construction Co. for Phase one of the West Entrance Vestibule project. Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve Resolution 2014-16 ~ Menominee County-Marquette County Twin County Airport Agreement. Com. Lang does not like the idea of terminating the contract and not having some type of agreement in place. Motion was approved 7-1. Com. Lang voted nay. (Attachment A)

Moved by Com. Nelson, seconded by Com. Hafeman to approve miscellaneous bills as paid on October 21 & 23, 2014 in the combined amount of \$97,360.97. Motion was approved 8-0.

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

**New Business (discussion only)**

**Personnel Items:** None.

**Building and Grounds/Parks Items:** None.

**Miscellaneous Items:**

- a. Twin County Airport Agreement. – Brian explained that we just passed the resolution to terminate the current agreement so we can now discuss what we would like in a new agreement. Com. Hafeman stated that she has questions about the secretary taking minutes at the Airport Commission meetings. Com. Meintz has concerns over how much management Menominee County has to do for the airport. Com. Lang stated that there never use to be all these problems and animosity between Menominee and Marinette County at the airport years ago. Com. Furlong stated that he agrees there is a need to tighten up the agreement. There was further discussion on the equality of the agreement. Com. Hafeman asked questions about the terms of employment as addressed in Article 6 of the agreement. Brian stated that some of these issues are addressed through the county bylaws. Com. Schei volunteered to be on a study committee to help draft the new agreement. Com. Furlong and Com. Nelson feel that Brian should sit down with the Marinette County Administrator and see what can be worked out first before forming a committee.
- b. Twin County Airport Manager – Resignation. – Brian informed the board that Airport Manager Anthony Krysiak has resigned his position effective November 28, 2014. According to the Airport Bylaws, “The Commission will post (advertise) vacant personnel positions, receive applications through the Menominee County Administrator’s office.” Com. Lang asked who decides who to hire as the new Airport Manager. Brian explained that the Airport Commission will make the hire. Com. Hafeman suggests that Brian advertise in both Michigan and Wisconsin to fill the position. Com. Lang discussed the advertisement that was in the newspaper regarding the airport secretary position. Brian further explained the ad to the rest of the board. Com. Nelson discussed the wording of the Airport Commission agreement and how they have the authority to hire a secretary. Com. Schei asked who will manage the airport while there is no manager. Com. Furlong explained how the process worked the last time a new manager was needed. Com. Hafeman asked if this new hire would be effected by the hiring freeze. Com. Nelson explained that Menominee County is not doing the hiring, the Airport Commission will hire the new manager. Com. Schei stated that it is just like the Road Commission.
- c. Twin County Airport Commission – Menominee County layperson member resignation. – Brian explained that Garry Anderson resigned his position on the Twin County Airport Commission effective November 5, 2014. Brian has advertised for this vacancy (term to expire 12/31/2015). The applications are due by noon on November 20, 2014. Com. Meintz asked if the board could appoint someone from the Menominee County Board for the time being. Brian stated that it has to be a layperson. Com. Schei asked if it could be someone who is already in an elected office. Brian stated that Dan Hass is looking into that.

**Finance Items:**

- a. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward for approval at the next meeting.
- b. Miscellaneous bills as paid on November 6, 2014 in the combined amount of \$94,472.58. - Com. Hafeman asked about a bill on page 99 for electricity at Shakey Lakes Park. She feels they are kind of high. Also, she asked why we are still paying AT&T. Brian explained that the bills at Shakey Lakes have actually been less than in previous years. He also stated that we will be switched over to Time Warner by the first of the year. The consensus of the board is to move this item forward for approval at the next meeting.

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

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

Chairman Meintz called for public comment

**Public Comment:**

- Diane Lesperance - Commented about the Airport Bills getting paid. She stated that there are 2 signatures required to pay the bills and 3 people that can sign. The Airport Manager, the Menominee County Treasurer and the Chairman of the Airport Commission Chairman.
- Greg Paulson - Commented on the Airport Commission and the animosity between Menominee and Marinette County.

**Commissioner Comment:**

- Com. Furlong - Commented on the signs at Kleinke Park for being closed and the handmade sign for 50 amp service. He would like to see more professional signs.
- Com. Hafeman - Commented on the 4H banquet last Sunday. She stated that it was nice but she was the only County Commissioner present.
- Com. Nelson - Commented on the first U.P. Substance Abuse Advisory meeting last Thursday. He discussed the amount of money going to each county.
- Com. Meintz - Commented on the Parks Committee and that they are being self sufficient and not asking for anymore appropriations.
- Com. Schei - Wished everyone a Happy Hunting season and good luck.

Moved by Com. Hafeman, seconded by Com. Piche to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing). Parties that will be present are: all commissioners, Administrator Bousley and County Clerk Kleiman. Motion was approved by roll call vote 8-0 at 6:57 p.m.

Moved by Com. Nelson, seconded by Com. Hafeman to return to open session at 7:20 p.m. Motion was approved by roll call vote 8-0.

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

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Twin County Airport Commission – M.C. layperson appointment</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Garry Anderson resigned his position on the Twin County Airport Commission effective Nov. 5, 2014. Discussion, to allow Administration to advertise to fill the vacancy (term to expire 12.31.2015).</p> <p>Administration accepted applications until Nov. 20<sup>th</sup> and received six (6) applications.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To appoint a layperson to the Twin County Airport Commission. Term to expire 12.31.15. <i>(Interested Candidates: Jeffery Jones; Caleb Fulcher; Gary Scholtz Sr.; Greg Paulson; Mark Erickson)</i></p>	

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
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>

11/13/14

From: Jeffery C. Jones  
4508 10<sup>th</sup> Street  
Menominee, MI 49858  
906 863-7445

To: The Menominee County Board of Commissioners  
Menominee County  
839 - 10<sup>th</sup> Avenue  
Menominee, MI 49858

Please accept this letter of interest to serve on the Twin County Airport Commission as a representative for Menominee County.

As a high school senior at Menominee High School I made a career choice to enter into the field of law enforcement, returning to Menominee and accepting employment with the Menominee Police Department on December 1st, 1978 ,where I remained employed for 31 years.

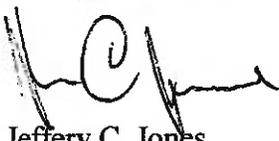
My employment ended with the City of Menominee on November 30th, 2009 due to the elimination of the position of Director of Police/Fire Services, which I held at the time. As an employee of the City of Menominee Police Department I have had the opportunity to advance through the ranks of Patrol Officer, Sergeant, Captain, Acting Chief of Police and Director of Police/Fire Services.

Both my education and career with the Menominee Police and Fire Departments have giving me training and experience that I feel will assist me in carrying out the duties as a Commissioner on the Twin County Airport Commission for Menominee County. In addition to many Criminal Justice and Law Enforcement Courses, my college education included classes in the area of Accounting, Principles of Management, Organizational Behavior, Communication, and Data Processing.

I have also had in-service training in many areas of management and leadership while a member of the Menominee Police and Fire Departments, including Incident Command, Team Building and Problem Solving and Special Events Contingency Planning. I have been involved in the areas of supervising personnel, scheduling, developing and implementing policies and procedures, hiring and discipline, training, and accusation of equipment. I have also developed and administered the Police and/or Fire Department's operating budget from 1994 through 2009.

I am currently employed with the Menominee County Intermediate School District as Truancy Officer and Transition Job Coach for students.

Thank you for your time and consideration of my application for this position.



Jeffery C. Jones

RECEIVED  
NOV 13 2014  
BY: AB

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

I, Jeffery C. Jones, hereby submit an application for appointment to  
NAME  
Twin County Airport Commission for 1 + from Present  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to 12/31/15

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 4508-10<sup>TH</sup> Street Menominee MI 49858  
Street City Zip  
Menominee and have since 1980  
County

Mailing address if different than above: S.A.A.

Telephone: 906 863-7445 Cell Phone: \_\_\_\_\_

Email Address: jcjones@nmuc.edu

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

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

4. Employer: Menominee Co Intermediate School District Telephone: 906-863-5665

a. Indicate nature of your work: Truancy / Job Coach

b. Title: Truancy - Attendance Officer / Transition Job Coach

5. Educational Level and degrees received:

BS Criminal Justice

6. I presently hold the following appointments and elected positions:

None City of Menominee Condensation Board

7. Previously held appointments and/or elected positions:

None

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

No

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

No

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

None

11. Is this an application for reappointment? Yes \_\_\_\_\_ No X

If yes, how many years have you served on this board? N.A.

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

Comments/clarification (only if necessary)

N.A.

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

see Attached letter of Intent

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

Signature

Name (Print or Type)

Jeffery C. Jones

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

- Resume
- Letter of Reference
- Letter of Intent

Rec  
11/14/2014  
14:40  
BRP

**APPLICATION FOR APPOINTMENT  
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**

(Please note only legible applications can be considered)

I, Caleb Fulcher, hereby submit an application for appointment to  
NAME

Twin County Airport Comm. for Remaining term from Start  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to end

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

1. I reside at N 1649 Hwy M-35 Menominee 49858  
Street City Zip

Menominee and have since May 2011  
County

Mailing address if different than above: Same

Telephone: 906-424-4090 Cell Phone: 920-713-1444

Email Address: Caleb.fulcher@gmail.com

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

3. I am currently registered to vote: YES  NO

4. Employer: Kelly Services Telephone: 906-424-4090

a. Indicate nature of your work: Professional Recruiter of Engineers

b. Title: Professional Recruiter - Engineering

5. Educational Level and degrees received:

Bachelor Degree  
- Computer Information Systems - Systems Analysis and Design

6. I presently hold the following appointments and elected positions:

None

7. Previously held appointments and/or elected positions:

Dickinson County Racing Association - Treasurer

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

n/A

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

None

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

None

11. Is this an application for reappointment? Yes \_\_\_\_\_ No X

If yes, how many years have you served on this board? N/A

Please indicate your attendance record for the term(s) served 108 / 108  
No. of meetings attended No. of meetings held

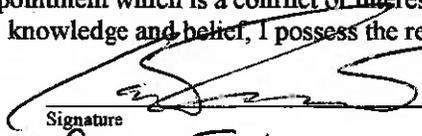
Comments/clarification (only if necessary)

Attendance record is for time served on DCRA Board as Treasurer

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

I have a strong business background with broad knowledge of different industries. I have interest in furthering the Counties position and making the county an inviting place for corporations to land.

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



Signature

Caleb Fulcher

Name (Print or Type)

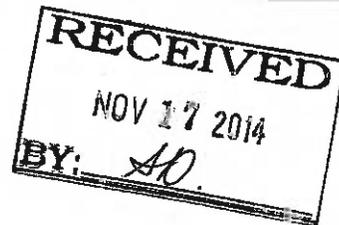
Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

**Sherry DuPont**

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**From:** Gary Scholtz Sr <michigary@yahoo.com>  
**Sent:** Monday, November 17, 2014 12:35 PM  
**To:** Sherry DuPont  
**Subject:** Application for Appointment Submission



**First Name:** Gary

**Last Name:** Scholtz Sr

**Address:** 4716 North Shore Dr

**City:** Menominee

**State:** Michigan

**Zip Code:** 49858

**Email Address:** michigary@yahoo.com

**Phone Number:** 9064244313

**What board or committee are you applying for?:** TC Airport Commission

**Are you at least 18 years of age?:** Yes

**Are you currently registered to vote?:** Yes

**Current Employer and telephone number; Indicate your title and nature of your work.:** Retired

Part time lineman TC airport

**Please indicate education level and degrees received.:** HS diploma Wisconsin Journeyman E/I

**Do you currently hold any County appointments or elected positions? If yes, please explain.:** Yes: Planning Commission member

**Have you previously held any appointments and/or elected positions? If yes, please explain.:** City Commissioner, Munising, MI.

**Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.:** No

**Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment):**  
Appointment may require resignation from current part time lineman position

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: None

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: No

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: As part time lineman I will have some understanding of airport operations and duties.

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

(Please sign the box, by typing your name here.): Gary L. Scholtz Sr

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



I, Paulson Greg P, hereby submit an application for appointment to  
TCAC NAME Balance of Term  
for NAME OF BOARD OR COMMISSION from Exact dates of Appointment  
31 Dec 2015 Number of years  
to \_\_\_\_\_

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

1. I reside at N9490 L3 Lane Daggett 49821-8631  
Street City Zip  
Menominee 21 June 1952  
and have since \_\_\_\_\_  
County

Mailing address if different than above: \_\_\_\_\_  
906-753-2517 906-250-1625  
Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email Address: gppcap@hotmail.com

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

3. I am currently registered to vote: YES  NO

4. Employer: N/A Retired Telephone: \_\_\_\_\_

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

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

5. Educational Level and degrees received: Stephenson High School, Diploma  
Michigan State University, Certificate

6. I presently hold the following appointments and elected positions:

N/A

7. Previously held appointments and/or elected positions:

N/A

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

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No

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

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No

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

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N/A

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11. Is this an application for reappointment? Yes \_\_\_\_\_ No X \_\_\_\_\_

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

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

Comments/clarification (only if necessary)

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12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County. Business Owner-Operator (Dairy Farm), Marinette Marine (Welder), Stephenson Schools (Bus Driver), Wangerin Trucking (Driver).

Organization currently- USAF Civil Air Patrol GLR-WI 049 1Lt with Air and Ground Crew Ratings.

Twin County Air Craft Owners and Pilots Association. North Country Trail (Peter Wolff Chapter).

Private Pilot (30 + Years). CDL Driver (20 + Years). St Stephens Lutheran Church (Member- Past Council President). I hope to use my knowledge of Business, Aviation, and Private/ Public concerns of/for Menominee County to better the TCAC !

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

Greg P Paulson 17 Nov 2014  
Signature

Greg P Paulson  
Name (Print or type)

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

- Resume
- Letter of Reference
- Letter of Intent

## Sherry DuPont

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**From:** Brian Bousley  
**Sent:** Thursday, November 20, 2014 8:18 AM  
**To:** Sherry DuPont  
**Subject:** FW: Airport Commission

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**From:** MErickson@lloydflanders.com [mailto:MErickson@lloydflanders.com]  
**Sent:** Monday, November 17, 2014 8:37 AM  
**To:** Brian Bousley  
**Subject:** Airport Commission

Mr. Bousley. I am interested in serving on the Airport Commission. I have been a Private Pilot since 1987. I am currently an elected member of The Menominee City Council, serving for the last three years. As a pilot and living very close to the Airport, I have been watching The Airport for most of my life. I would like to see the Airport thrive, and development around the Airport continue.

I have earned my Bachelors and Masters Degree from Northern Michigan University in 1979 and 1981. Since that time I have been employed with Lloyd/Flanders Industries as Engineering Manager.

I would appreciate your consideration in this matter, Thank you.

Mark S. Erickson  
1705-18th Ave  
Menominee, Michigan 49858

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

RECEIVED  
NOV 18 2014  
BY:

I, MARK S. ERICKSON, hereby submit an application for appointment to  
NAME

AIRPORT COMMISSION for \_\_\_\_\_ from \_\_\_\_\_  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 12-31-2015.

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

1. I reside at 1705-18<sup>TH</sup> AVE MENOMINEE 49858  
Street City Zip

MENOMINEE and have since 1986  
County

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

Telephone: 906-863-5775 Cell Phone: 715-923-0765

Email Address: MERICKSON@LloydFlanders.com

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

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

4. Employer: Lloyd/Flanders Ind. Telephone: 906-863-1954

a. Indicate nature of your work: ENGINEERING OPERATIONS

b. Title: ENGINEERING MANAGER

5. Educational Level and degrees received:

Bachelors and MASTERS Degree from  
Northern Michigan University 1979 and 1981

6. I presently hold the following appointments and elected positions:

2011 — Elected To The Menominee City  
Council. 2009 - Menominee Planning Committee

7. Previously held appointments and/or elected positions:

\_\_\_\_\_

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

NO.

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

NONE

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

NONE

11. Is this an application for reappointment? Yes \_\_\_\_\_ No

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

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

Comments/clarification (only if necessary)

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

PRIVATE Pilot since 1987. I would like to see the Airport Thrive and development around the Airport continue.

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

*Mack S. Erickson*  
Signature

MAck S. ERICKSON  
Name (Print or Type)

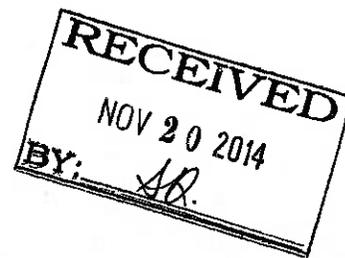
Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

## Sherry DuPont

---

**From:** Joseph Ciochetto <flyjoe\_or\_dontgo@hotmail.com>  
**Sent:** Thursday, November 20, 2014 12:16 AM  
**To:** Sherry DuPont  
**Subject:** Application for Appointment Submission



First Name: Joseph

Last Name: Ciochetto

Address: 3013 13th Street

City: Menominee

State: Michigan

Zip Code: 49858

Email Address: flyjoe\_or\_dontgo@hotmail.com

Phone Number: 906-863-4056

What board or committee are you applying for?: Twin County Airport Commission

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: Silvan Industries, Tool Maker, Maintenance & production support

Please indicate education level and degrees received:: AS Applied Engineering Technology; Journeyman Tool Maker Apprenticeship; Commercial Pilot

Do you currently hold any County appointments or elected positions? If yes, please explain.: no

Have you previously held any appointments and/or elected positions? If yes, please explain.: no

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: no

Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment): no

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: Joseph B Ciochetto, father, probation officer

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: no

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I believe that I can help the TCAC continue it progress of being self-sufficient. Commercial & instructor pilot

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

(Please sign the box, by typing your name here.): Joseph C Ciochetto

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Merit Network Service Agreement – Stephenson Annex</b>
<b>DEPARTMENT:</b>	<b>Administration/Bousley</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>11.10.14 - Funds for this project will be disbursed from account# 101-103-998.05 (Designated Building Funds) 2014/15 Merit Fiber-Annex Project (to be reimbursed into the designated fund if funded by a grant)</p> <p>11.25.14 --Due to an approved grant, we now are changing the account that the project will be paid from. Payments to be disbursed from account # 101-261-970.00 Capital outlay ~ 2014/15 Merit Fiber-Annex project.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve a change in the accounts used for the “Merit Network fiber lateral construction” for the Annex in Stephenson. Due to the County receiving a Hannahville Grant in the amount of \$11,360 for the project, payments are to be disbursed from 101-261-970.00 Capital outlay ~ 2014/15 Merit Fiber-Annex Project. <i>(The previously approved account was 101-103-998.05 – Designated Building Funds)</i></p>	

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
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>



**HANNAHVILLE**  
INDIAN COMMUNITY  
N14911 HANNAHVILLE B1 RD.  
WILSON, MICHIGAN 49896-9728  
Administration: (906) 466-2932 Fax: (906) 466-2933  
Accounting Office: (906) 466-9933 Fax: (906) 466-2001



**COPY**

November 5, 2014

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

*Project Information:*  
*Menominee County*  
*027-15-1114-037M*  
*Office Equipment*

Dear Brian Bousley, County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$11360 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, November 19, 2014 to:

Jill Beaudo  
Resource Development  
Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896.

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by November 19<sup>th</sup> may result in the withdrawal of your grant award.

Please note that information regarding all required grant reporting is enclosed in this packet. Please read all instructions carefully to ensure your compliance with the reporting requirements.

Should you have any questions, please contact Jill Beaudo, Resource Developer at 906-723-2625. Congratulations and good luck with your project.

Sincerely,

Kenneth Meshigaud, Tribal Chairperson

Enclosures

**KENNETH MESHIGAUD**  
Tribal Chairperson

**ELAINE MESHIGAUD**  
Tribal Vice-Chairperson

**TAMMY MESHIGAUD**  
Tribal Secretary

**LISA LITTLE**  
Tribal Treasurer

**Council Members:** John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Leroy Wandahsega, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
OCT 29 2014  
BY: *AR*

Mileage: \$ .56/mile – effective 01 January 2013

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

\*must attach receipt for reimbursement

\*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X.56/mile	Total Cost	Account Number
10/14/14	Co Bd-Stephenson	34		19.04	101-101-860.10
10/15/14	Bd of Health-Pinecrest	14		7.84	101-101-860.10
10/16/14	UPAAC-Casino	30		16.80	101-101-860.10
10/17/14	UPAAC-Casino	30		16.80	101-101-860.10
10/28/14	Co Bd- Stephenson	34		19.04	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		142	<b>Total Mileage</b>	79.52	
<b>Total Mileage Fee</b>					<b>79.52</b>

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

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

*Jan Hafeman*  
\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**  
 OCT 29 2014  
 BY: *AA*

Name of Commissioner Jan Hafeman

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

Date	Meeting Description & Duration	Meeting Expense
10/14/14	Co Board	50.00
10/15/14	Bd of Health	50.00
10/16/14	UPCAP Bd /UPAAC Conf	75.00
10/17/14	UPACC Conf	75.00
10/28/14	Co Board	50.00
<b>Total Per Diem</b>		<b>\$ 300.00</b>

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

Commissioner Signature: *Jan Hafeman*

Date: 10/28/14

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
OCT 29 2014  
BY: *AB*

Mileage: \$ .56/mile ~ effective 01 January 2014

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

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

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
10-6-14	STEPHENSON Yards	40			101-101-860.03
10-14-14	STEPHENSON CB	40			101-101-860.03
10-21-14	STEPHENSON Lib.	40			101-101-860.03
10-28-14	STEPHENSON CB	40			101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			<b>Total Mileage</b>	160	
				<b>Total Mileage Fee</b>	89.60

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

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

*[Signature]*

Signed

10-28-14

Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**  
 OCT 29 2014  
 BY: *AD*

Name of Commissioner James Furlong

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

Date	Meeting Description & Duration	Meeting Expense
10-6-14	Park + Recreation	50. <sup>00</sup>
10-14-14	County Board	50. <sup>00</sup>
10-21-14	Library Board	50. <sup>00</sup>
10-28-14	County Board	50. <sup>00</sup>
<b>Total Per Diem</b>		<b>200.<sup>00</sup></b>

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

Commissioner Signature: *James Furlong*  
 Date: 10-28-14

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
NOV 03 2014  
BY: *[Signature]*

Mileage: \$ .56/mile ~ effective 01 January 2014

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
10/14/14	Road Commission	25		14.00	
10/14/14	County Board - Annex	30		16.80	101-101-860.07
10/28/28	County Board - Annex	30		16.80	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		85	Total Mileage		
<b>Total Mileage Fee</b>					<b>47.60</b>

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

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

*Gerald Piche*

Signed

10/29/14

Date





**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
OCT 31 2014  
BY: *AD*

Mileage: \$ .56/mile ~ effective 01 January 2014

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

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

Name: **Bernie Lang ~ District 2**

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
2014					
10-14	CO. BD.	44			101-101-860.02
10-16	UPAAC	52			101-101-860.02
10-17	UPAAC	52			101-101-860.02
10-28	CO. BD.	44			101-101-860.02
		192	→	107.52	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>107.52</b>

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

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

*B. Lang*

Signed

10-29-14

Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
OCT 31 2014  
BY: *AD*

Mileage: \$.56/mile ~ effective 01 January 2014

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
10/14/14	ANNEX	32		17.92	101-101-860.04
10/15/14	PINECREST	73		40.88	101-101-860.04
10/15/14	ANNEX	32		17.92	101-101-860.04
10/28/14	ANNEX	32		17.92	101-101-860.04
		<u>169</u>		<u>94.64</u>	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			<b>Total Mileage</b>	<u>169</u>	
<b>Total Mileage Fee</b>					<u>94.64</u>

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

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

*Larry Schei*  
\_\_\_\_\_  
Signed

10/31/14  
\_\_\_\_\_  
Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**  
 OCT 31 2014  
 BY: *AS*

Name of Commissioner LARRY SCHEI

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

Date	Meeting Description & Duration	Meeting Expense
10/14/14	COUNTY BOARD	50.00
10/15/14	PUBLIC HEALTH	50.00
10/15/14	FAIR BOARD	50.00
10/28/14	COUNTY BOARD	50.00
<b>Total Per Diem</b>		<b>200.00</b>

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

Commissioner Signature: *Larry Schei*

Date: 10/31/14

# Commissioner Meeting Fee Expense Form

**RECEIVED**  
 OCT 29 2014  
 BY: AB

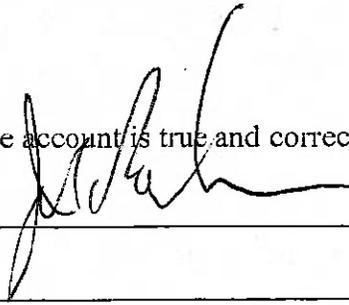
Name of Commissioner JOHN R. NELSON

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

Date	Meeting Description & Duration	Meeting Expense
10/2/14	Mi World ESCORTMAN Mi	50. <sup>00</sup>
10/14/14	Co BD STEPHENSON Mi	50. <sup>00</sup>
10/16/14	EXE Comm, Co BD STEPHENSON Mi	50. <sup>00</sup>
10/23/14 10/13/14	NORTH POINT Finance Comm. <del>KEATING</del> FORD	50. <sup>00</sup>
10/23/14	NORTH POINT BD meet, <del>KEATING</del> FORD, M.	50. <sup>00</sup>
10/28/14	Co. BD STEPHENSON Mi	50. <sup>00</sup>
10/29/14	Reimbursement from N.P. - 2 @ 40.00 ea.	< 80.00 >
<b>Total Per Diem</b>		<b>300.<sup>00</sup></b>

< 80.00 >  
\$ 220.00 **AB**

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

Commissioner Signature: 

Date: 10/28/14

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
OCT 29 2014  
BY: *AD*

Mileage: \$ .56/mile ~ effective 01 January 2014

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
10/2/14	ESCANADA, MI	<del>56</del> 56		31.36	
10/13/14	KENGFORD, MI	56		31.36	101-101-860.11
10/14/14	STEPHENSON, MI	54		30.24	101-101-860.11
10/16/14	STEPHENSON, MI	54		30.24	101-101-860.11
10/23/14	KENGFORD, MI	56		31.36	101-101-860.11
10/28/14	STEPHENSON, MI	54		30.24	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		330		184. <sup>80</sup>	
		330	Total Mileage		184. <sup>80</sup>
Total Mileage Fee					184. <sup>80</sup>

10/29/14 N.P. Reimbursement - 56x2 = 112 mi x .50 = \$56.00

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

**\$128.80**

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

*[Signature]*

Signed

10/28/14

Date

## Sherry DuPont

---

**To:** Adrian, Bill  
**Subject:** RE: Please verify

**From:** Adrian, Bill [mailto:BAAdrian@NBHS.Org]  
**Sent:** Wednesday, October 29, 2014 8:53 AM  
**To:** Sherry DuPont  
**Subject:** RE: Please verify

John was here on 10-13-14 and 10-23-14 at \$40.00 each \$ 80.00 per diem and 56 miles each time total 112 miles @ 50 cents per mile \$56.00 total mileage.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Nov. 6, 2014 in the amount of \$94,472.58	
<b>RECOMMENDED MOTION</b>	
To approve Miscellaneous Bills as paid on Nov. 6, 2014 in the amount of \$94,472.58	

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

### General Fund Expenditures

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

### Special Revenue Funds

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



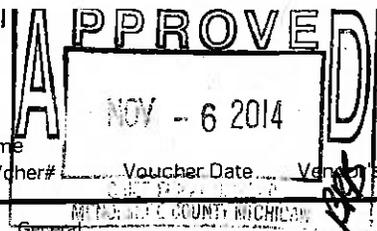
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepChk	Claim Total
Bank Account: General								
Ace Hardware	38759	10/21/2014	212880/2	Inmate Gloves	101-301-770.00	269.50		\$269.50
AIRGAS NORTH CENTRAL	38770	10/17/2014	9032628311	Oxygen	205-315-755.00	7.64		\$7.64
ALGER-DELTA COOPERATIVE ASSOCI	38705	10/31/2014	370500	Shakey Lakes Office/Shop	208-751-920.01	83.63		\$888.34
	38706	10/31/2014	379700	Storage Shed	208-751-920.01	76.96		
	38707	10/31/2014	380300	Shower Building	208-751-920.01	104.16		
	38708	10/31/2014	367100	N8390 Beach House	208-751-920.01	94.60		
	38709	10/31/2014	367200	Northwest Campsites	208-751-920.01	116.65		
	38710	10/31/2014	369802	W8449 Co Rd G12 Campsites	208-751-920.01	43.44		
	38711	10/31/2014	383001	Shakey Lakes Park/Horse	208-751-920.01	36.98		
	38712	10/31/2014	383200	N8380 Co Park Rd 20.5	208-751-920.01	63.73		
	38713	10/31/2014	383301	Shakey Lakes Park/Cattle	208-751-920.01	119.88		
	38714	10/31/2014	1503500	N8380 Co Park Rd. 20.5	208-751-920.01	61.26		
	38715	10/31/2014	1614900	Bath House	208-751-920.01	87.05		
Anderson, Bill	38689	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	28.00		\$28.00
Anderson, Garry	38648	10/31/2014	Per Diem	Airport Commission	101-101-860.08	100.00		\$116.80
	38649	10/31/2014	Reimbursement	Mileage - Airport Commission	101-101-860.08	16.80		
Anderson, Paul	38688	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	11.20		\$11.20
AT&T - Carol Stream, IL	38659	10/19/2014	906863444110	October 19 - November 18, 2014	101-103-850.00	630.37		\$2,215.51
	38660	10/19/2014	906863661410	October 19 - November 18, 2014	266-325-850.00	310.71		
	38704	10/19/2014	906863202310	October 19 - November 18, 2014	101-103-850.00	551.68		
	38732	09/13/2014	616T49897709	August 14 - September 13, 2014	101-301-850.00	27.79		
	38777	11/01/2014	906R41083911	November 1 - November 30, 2014	101-103-850.00	694.96		
AT&T Long Distance	38721	10/19/2014	854528091	Telephone Services	101-103-850.00	2,937.07		\$2,937.07
Automated Confirmations, LLC	38637	10/23/2014	20111164	Automated Certified Transactions...(x50	517-252-727.00	380.00		\$380.00
Badger Mailing & Shipping	38671	10/30/2014	70167	Ink Cartridge	101-253-729.01	164.08		\$164.08
BAYSHORE VETERINARY CLINIC	38765	10/23/2014	176413	Brix - K9 Care	101-301-881.01	10.37		\$144.37
	38766	10/25/2014	176483	Brix - K9 Care	101-301-881.01	15.36		
	38767	10/28/2014	176576	Brix - K9 Care	101-301-881.01	97.13		
	38768	10/24/2014	176466	Brix - K9 Care	101-301-881.01	21.51		
Bob Barker Company, Inc.	38753	10/17/2014	WEB000340036	Inmate Supplies	101-301-770.00	87.66		\$87.66
Bourgeois, Robyn	38718	11/03/2014	Reimbursement	Lunch for Conference in Escanaba	101-141-860.00	9.28		\$9.28
Brunelle, Jennifer	38742	11/03/2014	October 2014	Crisis Intervention	296-668-801.00	660.00		\$1,018.27
	38747	11/05/2014	Reimbursement	Bridge Tolls, Meals, Mileage	296-663-860.00	358.27		



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
CBM Managed Services							\$4,066.51
38760	10/15/2014	STDINV76738	Inmate Meals	101-301-770.00	2,015.90		
38761	10/22/2014	STDINV76989	Inmate Meals	101-301-770.00	2,050.61		
City of Stephenson - P.O. Box 467							\$186.80
38675	10/21/2014	709	Annex - Water/Electric/Sewer	101-261-920.01	17.50		
38675	10/21/2014	709	Annex - Water/Electric/Sewer	101-261-920.02	30.00		
38675	10/21/2014	709	Annex - Water/Electric/Sewer	101-261-920.03	139.30		
CLOVERLAND PAPER CO							\$339.15
38662	10/24/2014	106520	Toilet Tissue (Library)	101-265-755.01	56.49		
38663	10/24/2014	106519	Center Pull Towels (Courthouse)	101-265-755.01	34.63		
38724	10/31/2014	106581	Courthouse	101-265-755.01	56.49		
38754	10/17/2014	106453	Inmate Supplies	101-301-770.00	94.09		
38755	10/24/2014	106518	Inmate Supplies	101-301-770.00	5.47		
38756	10/24/2014	106517	Inmate Supplies	101-301-770.00	91.98		
Coast to Coast Computer Prod.							\$779.92
38639	10/21/2014	A1239194	FOC Printer Cartridges (x5)	101-141-727.00	369.96		
38640	10/17/2014	A1237850	FOC Printer Cartridges (x4)	101-141-727.00	409.96		
Cooper Office Equipment							\$219.13
38775	11/04/2014	116456	Treasurer Copier	101-253-728.00	219.13		
Craig Kopatz							\$1,420.31
38734	09/24/2014	00001	PO# 03009 Ear Pieces for Radio's (x15	205-315-934.01	1,420.31		
Donna Buechler							\$20.16
38687	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	20.16		
Dreamscape Communications							\$139.98
38652	09/20/2014	w3893	Wireless Internet - (Annex)	101-261-850.00	69.99		
38653	08/20/2014	w3855	Wireless Internet - (Annex)	101-261-850.00	69.99		
DTE Energy							\$64.68
38674	11/14/2014	462245200011	Annex	101-261-920.04	64.68		
Eichhorn, Garry							\$98.16
38667	10/28/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	48.16		
38668	10/28/2014	Per Diem	DHS Board	101-601-837.00	50.00		
Employee Benefits Agency, Inc.							\$119.23
38728	11/03/2014	4640	Vision Service Plan	266-326-712.00	32.07		
38728	11/03/2014	4640	Vision Service Plan	266-325-712.00	32.07		
38728	11/03/2014	4640	Vision Service Plan	701-000-231.00	12.40		
38728	11/03/2014	4640	Vision Service Plan	266-325-712.00	12.40		
38728	11/03/2014	4640	Vision Service Plan	266-325-712.00	12.40		
38728	11/03/2014	4640	Vision Service Plan	266-325-712.00	17.89		
Friends Ofc Prod Whse Direct							\$9.79
38703	10/31/2014	021393	Calendar (FOC)	101-141-727.00	9.79		
Furlong, James							\$89.60
38645	10/28/2014	Reimbursement	Mileage - October 2014	101-101-860.03	89.60		



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Garcia Linda								\$208.59
	38738	11/03/2014	5670	Holdover Attendant/Transport	101-132-801.01	16.25		
	38738	11/03/2014	5670	Holdover Attendant/Transport	101-132-801.00	26.00		
	38739	11/03/2014	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	63.67		
	38740	11/03/2014	5672	Transport of Juvenile	101-132-801.01	15.00		
	38740	11/03/2014	5672	Transport of Juvenile	101-132-801.00	24.00		
	38741	11/03/2014	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	63.67		
Governmental Products LLC								\$221.88
	38638	10/09/2014	3295	2 Part Receipt Books (x40)	101-253-727.00	221.88		
Hafeman, Jan								\$79.52
	38644	10/29/2014	Reimbursement	Mileage - October 2014	101-101-860.10	79.52		
Hashimoto Sewer Service, Inc.								\$205.00
	38695	10/30/2014	12034	Grease Pit - Jail	101-265-801.00	205.00		
HERRILD, RENEE								\$24.97
	38702	11/04/2014	Reimbursement	Batteries for Office Equipment	101-141-727.00	24.97		
Hi Tec Building Services								\$1,410.00
	38670	10/30/2014	8263	October 2014 Cleaning Services	101-265-801.00	1,410.00		
IMAGEWORKS								\$55.00
	38701	11/03/2014	7154	Work Jacket - MeKash	101-265-745.00	55.00		
J S ELECTRONICS, INC.								\$6,487.40
	38723	10/05/2014	18521	PO# 03010 Bagley & Cedarville Tower	266-325-970.01	5,888.40		
	38731	11/01/2014	18538	Tower Lease November 2014	266-326-942.00	425.00		
	38769	10/01/2014	18493	Radio Maintenance	101-301-934.01	148.00		
	38771	10/22/2014	18531	Reattached Window Tab for Video Car	205-315-934.00	26.00		
Jeff Naser								\$99.28
	38665	10/28/2014	Per Diem	DHS Board	101-601-837.00	50.00		
	38666	10/28/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28		
Jennings, Patrick L.								\$245.00
	38641	10/24/2014	2014-082-MI	Court Appointed Legal (Webber)	101-148-807.00	85.00		
	38642	10/24/2014	2014-070-MI	Court Appointed Legal (Malinowski)	101-148-807.00	65.00		
	38643	10/24/2014	2014-058-MI	Court Appointed Legal (Bourgeois)	101-148-807.00	95.00		
Joel Hensley, RN								\$2,936.19
	38682	10/27/2014	Medical Examiner	October 2014	101-648-709.00	810.00		
	38682	10/27/2014	Medical Examiner	October 2014	101-648-835.00	760.00		
	38682	10/27/2014	Medical Examiner	October 2014	101-648-727.00	1.19		
	38762	11/02/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
Kieiman, Marc								\$81.76
	38651	10/29/2014	Reimbursement	Mileage - October 2014	101-215-860.00	81.76		
Lang, Bernard								\$107.52
	38757	10/29/2014	Reimbursement	Mileage - October 2014	101-101-860.02	107.52		
LENCA SURVEYING								\$4,649.05
	38646	11/03/2014	14196	Remon Yr 2014 (10/15 - 11/3/14)	243-246-801.07	4,649.05		
Lufts Advertiser								\$270.00
	38677	10/28/2014	10/28/14	Advertising	101-262-727.00	270.00		
Manpower								\$378.00
	38669	10/26/2014	27817799	Week Ending 10/26/14 (Krista Marcinia	101-261-705.00	378.00		



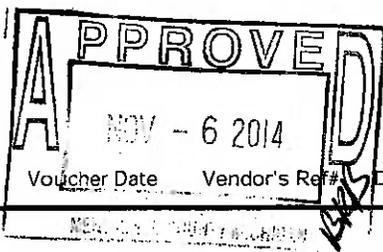
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Massopust, Whitney								
	38683	10/27/2014	Medical Examiner	October 2014	101-648-709.00	240.00		\$430.00
	38683	10/27/2014	Medical Examiner	October 2014	101-648-835.00	190.00		
Mekash, James								
	38696	10/31/2014	Reimbursement	Uniform Allowance	101-265-745.00	53.77		\$53.77
Menards - Marinette								
	38634	10/21/2014	66136	Water Heater & Supply	101-265-755.00	232.94		\$688.87
	38635	10/21/2014	66137	Pledge (x3)	101-265-755.01	11.07		
	38636	10/23/2014	66312	2 Bulb Ballast (x2)	101-265-755.00	39.76		
	38655	10/27/2014	66664	Vestibule Project	101-103-998.04	15.86		
	38656	10/23/2014	66314	Vestibule Project	101-103-998.04	279.43		
	38657	10/24/2014	66418	Vestibule Project	101-103-998.04	9.80		
	38693	10/28/2014	66710	Vestibule Project	101-103-998.04	39.08		
	38698	10/30/2014	66908	Vapor Bulb, Flood Bulbs, Emergency E	101-265-755.00	75.92		
	38699	10/30/2014	66902	Credit Memo (Elbow, Coupling, Primer)	101-103-998.04	-16.57		
	38700	10/31/2014	67004	Vestibule Project	101-103-998.04	1.58		
Michelle Larson								
	38745	11/03/2014	5678	Can Zone	296-668-801.00	82.50		\$103.78
	38746	11/03/2014	Reimbursement	Mileage - Can Zone	296-668-801.00	21.28		
Nelson, John R.								
	38658	10/28/2014	Reimbursement	Mileage - October 2014	101-101-860.11	128.80		\$128.80
NKS Tire & Service, Inc.								
	38772	10/31/2014	112884	Tires (x4)	205-315-934.02	668.03		\$668.03
NMU Financial Services								
	38722	10/31/2014	FY15 03	PO# 0311 Rental for Tower Space on L	266-326-942.00	661.50		\$661.50
Nutt, Michael								
	38744	11/03/2014	Reimbursement	Mileage	296-664-860.00	246.96		\$246.96
OTIS ELEVATOR COMPANY								
	38725	10/29/2014	CVE204300001	Door Close Button Maintenance	101-265-801.00	372.60		\$372.60
Owens, Karen A.								
	38743	11/03/2014	5676	JDFS Program and After School Progr	296-668-801.00	351.00		\$351.00
PAIDL'S TRUE VALUE HARDWARE								
	38719	10/31/2014	150012	Remon Supplies	243-246-765.00	18.99		\$600.58
	38720	10/31/2014	150008	Park Supplies	208-751-755.02	5.58		
	38720	10/31/2014	150008	Park Supplies	208-751-755.05	500.00		
	38720	10/31/2014	150008	Park Supplies	208-751-755.02	76.01		
Pathways Substance Abuse Serv.								
	38673	10/31/2014	Tax	Convention & Tourism Tax (@ 50%)	101-601-835.01	10,348.00		\$10,348.00
Peterson, Charlene								
	38686	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	19.04		\$19.04
Piche, Gerald L.								
	38694	10/29/2014	Reimbursement	Mileage - October 2014	101-101-860.07	47.60		\$47.60
Poupore Collision & Towing								
	38773	10/25/2014	619	2014 Chevy Impala - Vehicle Maintena	205-315-934.02	37.50		\$37.50
Quill Corporation								
	38749	10/29/2014	7394391	Sheriff Department - Office Supplies	101-301-727.00	299.91		\$343.90
	38752	10/15/2014	7064426	Inmate Supplies	101-301-770.00	43.99		



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Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY MICHIGAN								
Ray Allen Manufacturing, Inc.								
	38763	10/23/2014	311313	Embroidered Sheriff Patch Yellow (x2)	101-301-881.01	17.48		\$57.47
	38764	10/17/2014	310304-2	K9 Equipment Bag	101-301-881.01	39.99		
REGISTER OF DEEDS								
	38776	11/04/2014	Copies	Remon Grant Year 2014	243-246-765.00	22.00		\$22.00
S & O LOCK AND PHONE SERVICE								
	38697	10/29/2014	39589	ROD - Rekey Locks & Keys (x7)	101-265-930.01	87.50		\$87.50
Schei, Larry								
	38758	10/31/2014	Reimbursement	Mileage - October 2014	101-101-860.04	94.64		\$94.64
Scholtz Sr., Gary								
	38685	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	22.40		\$22.40
Schultz, Lillian R.								
	38684	10/27/2014	Reimbursement	Mileage - Planning Commission	101-401-710.00	25.76		\$25.76
Sexton, Richard								
	38678	10/29/2014	Reimbursement	Phone, Surge Protector, Generator Ad	101-426-850.00	76.82		\$225.62
	38678	10/29/2014	Reimbursement	Phone, Surge Protector, Generator Ad	101-426-755.00	112.82		
	38678	10/29/2014	Reimbursement	Phone, Surge Protector, Generator Ad	101-426-755.00	35.98		
SPARKS GEOFFERY								
	38748	11/05/2014	620	Additional G.A.L. Fees	101-148-807.00	1,322.50		\$1,322.50
Standard Insurance Company								
	38647	10/24/2014	November 2014	Life Insurance Premium	101-101-713.00	20.70		\$207.00
	38647	10/24/2014	November 2014	Life Insurance Premium	101-132-713.00	6.32		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-136-713.00	11.50		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-141-713.00	9.20		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-148-713.00	0.58		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-215-713.00	11.50		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-172-713.00	4.60		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-267-713.00	9.20		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-268-713.00	4.60		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-253-713.00	6.90		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-257-713.00	4.60		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-265-713.00	4.60		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-301-713.00	46.00		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-682-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	101-103-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	271-790-713.00	9.20		
	38647	10/24/2014	November 2014	Life Insurance Premium	296-663-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	296-664-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	296-665-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	208-751-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	205-316-713.00	2.30		
	38647	10/24/2014	November 2014	Life Insurance Premium	205-315-713.00	23.00		
	38647	10/24/2014	November 2014	Life Insurance Premium	266-325-713.00	16.10		
	38647	10/24/2014	November 2014	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - State Tax Commission								
	38716	11/03/2014	Renewal Fee	Assessor Certification (Kandace R. Cur	101-257-802.00	175.00		\$350.00
	38717	11/03/2014	Renewal Fee	Assessor Certification (Margaret J. Sch	101-257-802.00	175.00	*	
State of Michigan POB 30266								
	38733	07/18/2014	551-397135	Datacomm Line	101-301-976.00	1,750.00		\$1,750.00



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Stephen Van Eyck 38736	11/03/2014	5669	Holdover Attendant/Transport	101-132-801.01	17.50		\$84.50
38736	11/03/2014	5669	Holdover Attendant/Transport	101-132-801.00	28.00		
38737	11/03/2014	5674	Transport of Juvenile	101-132-801.01	15.00		
38737	11/03/2014	5674	Transport of Juvenile	101-132-801.00	24.00		
The First National Bank&Trust 38729	11/05/2014	628840339	FOC Service Charge	101-141-817.00	33.20		\$33.20
THE JANITOR'S CLOSET 38664	10/23/2014	37613	Floor Cleaner	101-265-755.01	60.59		\$60.59
TransUnion Risk & Alternative 38750	09/30/2014	352277	9/1/14 - 9/30/14	101-301-727.00	8.25		\$8.25
U.E.S. COMPUTERS, INC. 38661	10/24/2014	69523	Symantec Antivirus License (x4)	101-103-857.02	96.00		\$2,341.98
38690	10/31/2014	41672	October 2014 Computer Maintenance	101-103-857.00	1,825.00		
38690	10/31/2014	41672	October 2014 Computer Maintenance	101-103-857.03	55.98		
38730	10/29/2014	41849	Set up of IP Phoneat Sheriff Dept	266-325-728.01	365.00		
UNIFORM SHOPPE 38751	10/23/2014	237127	Uniform - Holmes	101-301-745.00	252.25		\$252.25
UP 9-1-1 Authority 38774	10/01/2014	86	Maintenance on Viper Phone System	266-325-728.01	2,197.60		\$30,437.60
38774	10/01/2014	86	Maintenance on Viper Phone System	266-325-727.01	585.00		
38774	10/01/2014	86	Maintenance on Viper Phone System	266-326-728.01	25,155.00		
38774	10/01/2014	86	Maintenance on Viper Phone System	266-325-934.00	2,500.00		
Vanni, Matt 38779	10/28/2014	Reimbursement	Chair Mat	701-000-249.00	57.23		\$57.23
Verizon Wireless 38780	10/21/2014	3153168055	Cellular Services	701-000-249.00	70.29		\$70.29
Waste Management 38679	11/01/2014	1478420-1856-5	November 2014	101-265-801.00	501.99		\$501.99
Wii-Kill Pest Control 38650	10/15/2014	2578199	Health Department	101-265-801.00	32.00		\$94.50
38726	10/24/2014	2563483	Annex	101-265-801.00	31.25		
38727	10/24/2014	2563482	Library	101-265-801.00	31.25		
Wind Rose North Ltd Outfitters 38735	10/14/2014	2-666	Uniform Allowance	205-315-745.00	318.30		\$318.30
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 38672	10/28/2014	0402047856-00004	Courthouse	101-265-920.04	1,526.91		\$5,499.79
38676	10/24/2014	0402047856-00006	Stoney Point	208-751-920.01	33.28		
38680	10/24/2014	1342461515-00000	Bailey House	208-751-920.01	26.06		
38680	10/24/2014	1342461515-00000	Kleinke Park	208-751-920.01	29.33		
38680	10/24/2014	1342461515-00000	Kleinke Park	208-751-920.01	53.87		
38680	10/24/2014	1342461515-00000	Bailey Park	208-751-920.01	12.75		
38691	10/28/2014	0402055840-00001	County Jail	101-265-920.03	3,464.35		
38692	10/28/2014	0402191663-00001	Health Care Center	101-265-920.03	224.63		
38692	10/28/2014	0402191663-00001	Health Care Center	101-265-920.03	128.61		
Xerox Corporation - 26152 Network Place 38778	11/01/2014	076609918	Probation/Parole Office	101-131-942.00	94.99		\$94.99

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Zevitz, Dr. Michael E.	38681	10/31/2014	Medical Examiner	October 2014	101-648-709.00	2,060.00		\$2,060.00
Total Amount for Bank Account: General								\$94,472.58



## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 11.10.2014 County Board meeting	
<b>RECOMMENDED MOTION</b>	
To approve the miscellaneous reports discussed at the 11.10.2014 County Board meeting	

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

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

## MONTHLY BUILDING PERMIT REPORT

11/06/2014

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13110-14	10/01/14	FLEETWOOD NATHAN J	W4658 US HWY 2	SPALDING TWP.	\$219.00
Work :	3.GARAGE	36X50 GARAGE FOR STORAGE AND WORK SHOP			013-206-017-00
P13111-14	10/02/14	JORDAN DENNIS E	N18774 CO RD 551	HARRIS TWP.	\$177.40
Work :	3.GARAGE	30X32 GARAGE 40X16 LEAN-TO			005-111-019-00
P13112-14	10/02/14	DESJARLAIS CENTENNIAL FARMS LL	N9166 CHEESE FACTOR	LAKE TWP.	\$137.72
Work :	3.GARAGE	28X28 GARAGE			008-008-002-00
P13113-14	10/09/14	SCHNEIDER BILL & JOANNE	10108 I-1 LN	DAGGETT TWP.	\$179.00
Work :	2.ADDITION	800 SQ FT ADDITION TO CAMP			002-135-002-00
P13114-14	10/09/14	DEGRAVE TERRY & BRENDA	W699 LOCAL 35 LN	GOURLEY TWP.	\$267.00
Work :	3.GARAGE	40X60 GARAGE			004-011-003-50
P13115-14	10/07/14	MAULE STEPHEN & DEBORAH	W5383 US HWY 2	MEYER TWP.	\$231.80
Work :	3.GARAGE	30X56 GARAGE 10X56 LEAN TO			011-002-025-00
P13116-14	10/08/14	DEAN ROBERT & NANCY ANN	N8649 CO RD 577	LAKE TWP.	\$91.00
Work :	7.DECK/PORCH	400 SQ FT LEAN TO			008-213-008-00
P13117-14	10/08/14	NICKLAUS MICHAEL R & PATRICIA	N4242 HWY M-35	INGALLSTON TWP.	\$185.88
Work :	5.MOVED STRUCTURE	14X66 MOBILE HOME TO REPLACE OLD ONE			007-311-013-00
P13118-14	10/08/14	LUSARDI ENTERPRISE INC	US HWY 2&41		\$387.30
Work :	11.COMMERCIAL	1373 SQ FT SUBWAY RESTAURANT			043-786-006-00
P13119-14	10/14/14	PRESTIN DAVID & KATHIE	W988 CO RD G-12	CEDARVILLE TWP.	\$363.00
Work :	3.GARAGE	40X80 GARAGE 10X80 LEAN TO			001-122-002-00
P13120-14	10/14/14	PIONTEK DENNIS & ANDREA	US HWY 41	MELLEN TWP.	\$136.44
Work :	3.GARAGE	24X32 GARAGE			009-110-006-10

<b>P13121-14</b>	10/14/14	KLEIMAN EDWARD & MARY	W1642 CHEESE FACTOR	HARRIS TWP.	\$104.76
Work :	3.GARAGE	12X31 GARAGE FOR STORAGE			005-021-016-00
<b>P13122-14</b>	10/15/14	KLEIMAN MARK A & REVA H	CO RD 400	HARRIS TWP.	\$299.48
Work :	1.NEW DWELLING	28X40 RECREATIONAL CAMP 40X8 DECK/PORCH			005-121-011-00
<b>P13123-14</b>	10/15/14	CHARLIER RAYMOND & MARILYN	W5699 US HWY 2	MEYER TWP.	\$92.28
Work :	3.GARAGE	12X18 GARAGE/SHOP			011-003-002-00
<b>P13124-14</b>	10/14/14	HUCK GARY & LYNN	HALLFRISCH RD	LAKE TWP.	\$205.56
Work :	1.NEW DWELLING	32X24 RESIDENTIAL CABIN			008-223-012-00
<b>P13125-14</b>	10/14/14	HULSIZER LOREN F & M ANN	N8328 OLD MILL LN 20.	CEDARVILLE TWP.	\$113.40
Work :	3.GARAGE	24X20 GARAGE			001-500-013-00
<b>P13126-14</b>	10/15/14	KOZLOWSKI KEITH & TRACY	W7875 EISERLE LN 27	HOLMES TWP.	\$220.92
Work :	3.GARAGE	48X30 GARAGE 48X16 LOFT FOR STORAGE			006-223-003-00
<b>P13127-14</b>	10/16/14	STRAUSS JEFFREY A	N17072 VEGA RD	MEYER TWP.	\$234.12
Work :	1.NEW DWELLING	36X32 RESIDENTIAL HOME			011-084-022-20
<b>P13128-14</b>	10/22/14	KLITZKE JEFFREY	N4185 JS HWY 41	MENOMINEE TWP.	\$228.60
Work :	3.GARAGE	40X48 GARAGE			010-110-010-50
<b>P13129-14</b>	10/20/14	FRANK JAMES P	W6698 COLE LN	HOLMES TWP.	\$384.82
Work :	1.NEW DWELLING	1590 SQ FT NEW HOME 494 SQ FT ATTACHED GARAGE			006-008-002-25
<b>P13130-14</b>	10/22/14	CAMPBELL CLAUDIA A	N2494 CO RD 577	MENOMINEE TWP.	\$121.08
Work :	3.GARAGE	24X24 GARAGE FOR LAWN EQUIPMENT			010-005-004-00
<b>P13131-14</b>	10/27/14	ANDERSON SR STEVEN W & JUNE	N8706 CO RD G-12	LAKE TWP.	\$124.92
Work :	2.ADDITION	16X24 SUMMER AND FALL CABIN			008-221-014-00
<b>P13132-14</b>	10/29/14	GRONDIN CURTIS J & HEIDE A	N15705 D-1 RD	HARRIS TWP.	\$171.00
Work :	3.GARAGE	30X40 DETACHED GARAGE			005-021-002-75
<b>P13133-14</b>	10/29/14	JOHNSON DAWN M	N5051 HWY M-35	INGALLSTON TWP.	\$387.16
Work :	1.NEW DWELLING	1456 SQ FT NEW HOME 784 SQ FT GARAGE 48 SQ FT DECK/PORCH			007-031-021-00

P13134-14 10/31/14

ERICKSON WAYNE & MARY

N13754 OLD US HWY 4

NADEAU TWP.

\$129.40

Work : 3.GARAGE

012-008-023-00

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**Total Permits** 25

**Total Fees** \$5,193.04

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

**BUILDING AND GROUNDS COMMITTEE  
MINUTES  
JULY 2, 2014 3:00 PM  
AIRPORT CONFERENCE ROOM**

**Present:** Ted Sauve, chair; Mary Johns, commissioner, Tony Krysiak, airport manager; Gary Scholtz, part-time airport lineman; Shirley Prudhomme, Peshtigo Times

**Call to Order** - Called to order at 3 p.m.

**Approve/Amend Agenda** – Approved on a motion from Mary Johns, seconded by Ted Sauve.

**Approve Minutes of June 6, 2014** - Approved on a motion from Johns, seconded by Sauve.

**Public Comment** - None received.

**Deer Population at Airport.** After Dale Axtell, a member of the public, raised the issue at the June 17 commission meeting, Tony Krysiak asked several airport users if they noticed a deer problem. No problem was reported. A subsequent tour of the airport by the committee did not reveal the presence of deer, but airport staff will check further for hidden gaps in fencing.

**Enstrom Hangar Improvement.** The aesthetics of the hangar were brought up by Wayne Beyer during public comment at the June commission meeting. Enstrom is taking steps to address the hangar's appearance.

**Helicopter Display.** Moving the fence to the south of the terminal parking lot to accommodate a helicopter display will cost approximately \$6,572. It is not known if Enstrom will partner with the airport on this aspect of the project, but the company is committed to refurbishing the helicopter to be donated by Pierre Bayard DuPont. More information will be provided to Enstrom.

**Overall Status of B&G and Airport Equipment.** With the exception of a pickup truck that needs new tires, all airport vehicles are in good condition.

**Public Comment** – None.

**Future Agenda Items** – Include updates on ongoing projects.

**Schedule Next Meeting** – To be called when needed.

**Grounds tour** - The committee toured the airport grounds by van to determine the presence of deer. None sighted.

**Adjourn** – 4:45 p.m. on motion by Johns, seconded by Sauve.

*Approved 11/3/14*

The Menominee County Local Emergency Planning Committee (LEPC) meeting was called to order at 1330 hours on May 15, 2014 by Chairperson Mike Shaffer.

Members Present: Debra Wormwood, Mike Shaffer, Dayna Kapp, Brian Bousley, Darrell Moilanon, Mark Erickson, Philip Everhart, Robert Villas and Peter Van Steen

Review/Approve Agenda: There was a motion by Mark Erickson, second by Dana Kapp to approve the agenda as presented. Motion carried.

Review/Approve Minutes of Last Meeting: There were no minutes of the previous meeting to be approved. The meeting minutes from the November meeting will be approved at the next LPT meeting in August.

No Public Comment.

Old Business:

RRTN: The City of Ironwood Public Safety has taken control of the RRTN equipment and has been outfitting and upgrading the equipment. There still remains hope that there can be a hazmat strike force in the north, south, east and west. Exploring the options of regional strike teams and or supporting members is the continual talk by the Homeland Security Board, but a lot of questions and hurdles still remain funding and personnel payment being the top concerns.

New Business:

Emergency Management Coordinator Position: Interviews have been conducted and background checks are being done on the top two candidates and hopefully the position will be filled within the next month.

Menominee County Hazard Mitigation Plan- update from CUPPAD: Peter Van Steen went reviewed the revisions within the plan. Peter also asked for input from the committee on the following: Menominee County jurisdiction comments to see if anything needed to be added by the respective jurisdictions, adding 911 to Community Service Providers (made by Debra Wormwood), Adding Beacon and IFR for ambulance services in the northwestern portion of the county (made by Debra Wormwood), stating a mutual aid agreement exists between the city of the Menominee and the city of Marinette (made by Mark Erickson), removing the City of Stephenson Police department as a law enforcement agency as the city contracts with the Menominee County Sheriff Department for law enforcement services (made by Brian Bousley), amending the Michigan State Police detachment from the Stephenson Post to the City of Menominee. Motion made by Mark Erickson seconded by Debra Wormwood to accept proposed revisions to the Menominee County Hazard Mitigation Plan.

Adjournment: A motion was made by Dana Kapp, second by Mark Erickson to adjourn at 1410 hours, motion carried.

The Menominee County Local Emergency Planning Committee (LEPC) meeting was called to order at 1330 hours on August 7, 2014 by Chairperson Mike Shaffer.

Members Present: Mike Shaffer, Dayna Kapp, Brian Bousley, Mark Peterson, Philip Everhart, Robert Villas and Michael Holmes

Review/Approve Agenda: There was a motion by Dayna Kapp, second by Mark Peterson to approve the agenda as presented. Motion carried.

Review/Approve Minutes of Last Meeting: There was a motion by Brian Bousley, second by Dayna Kapp to approve the November 7, 2013 and May 15, 2014 minutes as presented. Motion carried.

No Public Comment.

Presentations:

Phil Everhart from the Red Cross was prepared to present, but it was agreed upon due to low census the presentation would be tabled until the November Meeting.

Old Business:

EMC Position: Brian updated the committed on the Emergency Management Coordinator position. The EMC will be Richard Sexton. Richard has an extensive background in the military and has been and is currently a volunteer firefighter. Richard will be a part time employee working 24 hours a week and will be housed at the Stephenson Annex building. At the next meeting Richard will provide updates on projects and possible future projects.

Menominee County Hazard Mitigation Plan: CUPPAD was to attend the meeting to provide an update on the plan, but did contact Brian and said they would be unable attend the meeting. Brian will invite Peter and Anne to the next meeting in November.

New Business:

Emergency Management Coordinator Report: Richard was unable to attend due to attending the Region 8 Homeland Security Meeting in Marquette. Richard will be working on updating all the Emergency Action Plans and working with becoming familiar with the various agencies and personnel associated with each agency.

Menominee County Hazard Mitigation Plan-: CUPPAD was unable to attend the meeting. Discussion was held on the approximate timeframe of the completion of the plan. Brian did offer a list of know county hazardous material sites was forwarded to Anne to be mapped within the plan.

Any Other items of Interest:

Dayna would be willing to provide an update at the next meeting regarding any infectious breakouts and the Ebola strain.

Adjournment:

A motion was made by Dayna Kapp, second by Michael Holmes to adjourn at 13:50 hours, motion carried.

**TWIN COUNTY AIRPORT COMMISSION**  
**SPECIAL MEETING**  
**September 3, 2014**  
**AIRPORT CONFERENCE ROOM**  
**5:00 P.M.**

**1. Call to order**

Ted Sauve called the meeting to order at 5:00 p.m

**2. Pledge of Allegiance – Recited**

**3. Roll Call by Airport Manager Tony Krysiak**

**Members present:** Commissioners Garry Anderson, Charlie Meintz, Don Pazynski, Chris Plutchak, Ted Sauve

**Members absent:** None (Marinette County member at large position vacant)

**4. Approve/amend agenda**

MOTION Anderson/Plutchak to strike items from agenda and just leave 8 and 10 to approve. Motion failed. Sauve, Pazynski, Meintz voting no.

**5. Elect Temporary Chairman, action if any.**

MOTION Meintz/Pazynski to elect pro temp chairperson until Marinette County's compliment is filled and take action at that time to re-elect. Motion carried.

MOTION Meintz/Plutchak nominate Garry Anderson for temporary chairperson.

MOTION Pazynski/Sauve nominate Charlie Meintz for temporary chairperson.

MOTION Plutchak/Meintz to close the nominations.

Roll call vote for Anderson: Meintz, Plutchak, Anderson voting aye, Pazynski, Sauve voting no. Motion carried Anderson is pro tem chairperson and takes over meeting at this point.

**6. Approve Minutes of July 15, 2014 and August 8<sup>th</sup> meetings.**

MOTION Plutchak/Sauve to approve minutes of July 15, 2014 and August 8, 2014 meetings. Motion carried.

**7. Public Comment – Limited to five minutes on agenda items only.**

Comments by Leon Felch, Menominee, regarding Roberts Rules of Order pertaining to Special Meetings.

## TWIN COUNTY AIRPORT MINUTES 9-3-14

### **8. Executive Committee Report – June Financials**

- a. Discuss/Consider Profit & Loss for June 2014, action if any.**
- b. Discuss/Consider Reconciliation Summaries for June 2014, action if any**
- c. Discuss/Consider Vendor Balance for June 2014, action if any.**
- d. Discuss/Consider Customer Balance for June 2014, action if any.**
- e. Discuss/Consider Check Detail (#13026 thru #13059 in the amount of \$70,061.04)**

Motion Meintz/Suave to approve items a thru e to include check #13026 thru #13059 in the amount of \$70,061.04 for June 2014. Motion carried.

- f. Discuss/Consider Fuel Sales Report for June 2014, action if any.**

Motion Meintz/Plutchak to approve Fuel Sales Report for June 2014. Motion carried.

### **9. Discuss/Consider July 2014 Financials.**

- a. Discuss/Consider Profit & Loss for July 2014, action if any.**
- b. Discuss/Consider Reconciliation Summaries for July 2014, action if any.**
- c. Discuss/Consider Vendor Balance for July 2014, action if any.**
- d. Discuss/Consider Customer Balance for July 2014, action if any.**
- e. Discuss/Consider Check Detail for (#13043 thru #13082 in the amount of \$10,106.15) for July 2014, action if any.**

Motion Plutchak/Meintz to approve items a thru e to include checks #13043 thru #13082 in the amount of \$10,106.15 for July 2014. Motion carried.

- f. Discuss/Consider Fuel Sales Report for July 2014, action if any.**

Motion Plutchak/Sauve to approve Fuel Sales Report for July 2014. Motion carried.

### **10. Discuss/Consider Resolution to authorize chairman to sign Sponsor Contract with MDOT for Crack Repair/Seal Project, action if any.**

Motion Sauve/Meintz to authorize chairman to sign Sponsor Contract with MDOT for Crack Repair/Seal Project including contract with engineering firm. Motion carried.

### **11. Communications/Correspondence**

No items to report.

## TWIN COUNTY AIRPORT MINUTES 9-3-14

### **12. a. Dialog between Airport Manager and Twin County Airport Commission.**

Airport Manager Krysiak reports two (2) projects currently being worked on. Building equipment for rehab in Jet A cabinet. Other project is crack seal repair that was voted on tonight should only be a two/three day project and should be done by end of October depending on contractors work load.

### **b. Dialog between airport users and the Twin County Airport Commission.**

Comments by Greg Paulson, general aviation and Civil Air Patrol, regarding gate passes.

Comments by Wayne Bayer, Twin County Pilots Association, regarding gate access and the difficulty that it has presented. Requests Commission revisit the policy and procedures.

Mr. Anderson agrees with Mr. Bayer that security/gate access policies have gone way too far.

### **13. Public Comment – limited to five minutes.**

Mari Negro commented there seems to be an error with check numbering as June detail was numbers 13026 thru 13059 then July detail is numbers 13043 thru 13082 so they are out of sequence and should be checked out.

Airport Manager to check out with bookkeeper and bring back information to next meeting.

### **14. Future Agenda items.**

No action taken regarding future agenda items.

### **15. Schedule Next Meeting**

No action taken regarding scheduling next meeting.

### **16. Adjourn.**

MOTION Meintz/Plutchak to adjourn the meeting at 5:41 p.m. Motion carried.

Respectfully submitted,  
Sally R. Witak, Secretary

Approved 10.21.14

# MENOMINEE COUNTY PLANNING COMMISSION

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

906-753-2209

## MINUTES – Re-Organizational Meeting

September 22, 2014

### Call to Order

The Menominee County Planning Commission re-organizational meeting was called to order at 5:30 pm CDT by Chair Lillian Schultz on September 22, 2014 at the Michigan State University Extension office in Stephenson, MI. The meeting was opened with the pledge of allegiance.

Gary Scholtz (new 3-yr term) was welcomed to the county planning commission.

### Roll Call

Present: Bill Anderson; Paul Anderson; Charlene Peterson; Gary Scholtz; Lillian Schultz and County Commissioner James Furlong. Excused: Donna Buechler

Quorum to vote was present.

### Approval of Agenda

Motion by B. Anderson, support by P. Anderson to approve agenda. Motion carried.

### Nominations for Officers

Chairman – Lillian Schultz by B. Anderson, support by P. Anderson

Vice-Chair – Charlene Peterson by B. Anderson, support by P. Anderson

\*Secretary – *Donna Buechler by P. Anderson, support by J. Furlong*

\*However, as no letter of acceptance to a nomination was in hand, the Secretary's position will remain open until next meeting. In the meantime, Charlene Peterson will continue as pro tem.

All nominations carried unanimously.

Other Business:

Day and Time for MCPC meetings – By consensus of those present, the current time of **5:30 PM on the 4<sup>th</sup> Monday of the month** will remain as our designated meeting time and day. Based on the randomness with which materials for review may be submitted to the MCPC it was also recognized and noted that we may meet as needed. The MCPC is required to meet at least 4 times per calendar year.

Adjournment:

Motion to adjourn by C. Peterson, support by J. Furlong. Carried.

Meeting adjourned at 5:35 pm.

Minutes submitted by:



Charlene Peterson, Secretary pro tem

Menominee County Planning Commission

APPROVED 10-24-14

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
September 22, 2014

Call To Order: Menominee County Planning Commission regular meeting was called to order at 5:36 PM CDT by Chair Lillian Schultz at the Michigan State University Extension office in Stephenson, MI with the Pledge of Allegiance. This meeting was convened immediately following the Re-organizational meeting of the Menominee County Planning Commission.

Roll Call: Present: Bill Anderson, Paul Anderson, Charlene Peterson, Gary Scholtz, Lillian Schultz, and Commissioner James Furlong.

Excused: Donna Buechler

Quorum was present to conduct business.

Approval of Agenda: Motion by J. Furlong to approve agenda, support by B. Anderson. Motion carried.

Approval of Previous Minutes: (work session held on April 16, 2014)  
Motion by L. Schultz, support by C. Peterson. Motion carried.

Public Comment: None present

Old Business:

- a) Brownfield Re-Development Authority – It was noted that the 2014-15 budget contains a \$1000 budget dedicated to this project. It was also noted the MCPC operating expenses budget had been reduced slightly.
- b) Airport Commission Ordinance – still pending with PA
  1. Gary Scholtz will follow up with Administration at courthouse and airport to see what information can be obtained to help with the processing of the changes to the Airport Use Ordinance.
- c) Paul Anderson stated the Ingallston Master Plan was reviewed by the Township and the grammatical cleanup items were corrected. Public hearing was held and then it was passed.

New Business: None.

Next Meeting Date: By consensus, October 27, 2014 at 5:30 will be the 4<sup>th</sup> meeting for 2014.

Adjournment: Motion by B. Anderson, second by G. Scholtz. Motion carried.  
Meeting adjourned at 5:56 pm

Minutes Submitted by:



Charlene Peterson, Secretary pro tem  
Menominee County Planning Commission

APPROVED 10-24-14



**MINUTES OF THE PINECREST  
BOARD OF TRUSTEES**

<b>Date:</b> Wednesday, September 24, 2014	<b>Place:</b> Board Room
<b>Presiding:</b> Barbara Oliver, Chairperson	<b>Time:</b> 2:00 p.m. Central time
<b>Recording Secretary:</b> Lois Ball, Executive Secretary	

**Call to Order:** The meeting was called to order at 2:00 p.m. Central time by Chairperson Oliver.

**Roll Call:** Trustees Present: Gerald Smith, Elaine Boyne, Debbi Springsinguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenaer, Jr. Jeff Naser, Jan Hafeman and Darlene Smith, Administrator

**Trustees Absent:** Mary Bradley and Gary Eichhorn

**Leadership Team Members Present:** Candace Meintz, Susan Williamson, Sharline Corrigan.

**Guests:** Patrick Cory, Michael Peters. Terry Grondine, Todd Flath, Amy Lantagne,

TOPIC	DISCUSSION	OUTCOME
Approval of the September 23, 2014 Agenda	Administrator Smith requested that the following items be added to the Agenda: Under 7, Board Action Items/Resolutions, that the number 1 be: Discussion of IT Plan, that number 2 become Change Medical Records	A motion was made by Trustee Hafeman, supported by Trustee Degenaer, to approve the Agenda with the Additions. Motion carried.

	<p>Specialist into Health Information Technician and request for pay increase. And that number 3 be added as: Annual Fall Director of Nurses Training Conference at Crystal Mountain.</p>	
<p>Board action on Minutes of August 28, 2014 meeting.</p>	<p>The minutes had been sent to the Board Members prior to this meeting for their review.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the minutes as presented. Motion carried.</p>
<p>Review of Financial Statements for August 2014</p>	<p>CFO, Candace Meintz, reviewed the Financial data with the Board.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Springinsguth, to approve the Financial Statements as presented. Motion carried.</p>
<p>Board Action on Manifest of Invoices</p>	<p>The Manifest of Invoices had been mailed to the Board Members prior to this meeting for their review.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Degenauer, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.</p>
<p>Board Committee Reports: Whispering Pines</p>	<p>Trustee Boyne reported on the Whispering Pines meeting held just prior to this. She stated that a motion had been moved and approved to have Whispering Pines purchase a currently leased van needed at one of the homes. There were procedural updates, Corporate Compliance Review, and good reports from all of the homes. She stated that they had had the IT discussion during their meeting and had approved the contract with Mike Peters to be brought before this board. She also stated that</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Hafeman, to accept the report as presented and also to order a plaque in Mary's honor. Motion carried.</p>

	<p>there was discussion concerning showcasing themselves (Whispering Pines) to get more applicants. She noted that Jerry Smith had suggested in light of being notified that Mary Bradley's position will be filled soon, a plaque in honor of her years of service here be presented to her. It was brought to the Pinecrest Board to do the same. The plaques will be presented to Mary at her convenience.</p>	
<p>Board Action Items/Resolutions</p> <p>1. Discussion IT Plan</p>	<p>Administrator Smith introduced Pat Cory and Mike Peters. Pat is currently the IT person for Whispering Pines and Pinecrest. Mike is the owner of a company called Interwoven and does come in to help us with our computer issues. Mrs. Smith announced that Pat had announced his resignation from our company to go to work for Interwoven.</p> <p>Pat outlined the problems that Pinecrest has right now with their computer system. A proposal from Interwoven was brought forward and discussed at length. It was noted that Pat would continue to work in the Pinecrest and Whispering Pines buildings through Interwoven. Interwoven right now does contract with another medical care facility and Mr.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Harrington, to approve the contract between Pinecrest Medical Care Facility/Whispering Pines and Interwoven for our IT needs for a 39 month period. Motion carried.</p>

	<p>Peters had 10 years work experience at a hospital. After further discussion, Pat explained the immediate needs of the facility and assured the Board that he does not plan to just walk out on us.</p>	
<p>2. Change Medical Records specialist into Health Information Technician and request for pay increase.</p>	<p>Administrator Smith explained that our Medical Records Specialist, Cheryl Graham, has been here for about 14 years now and does the clinical building of programs within our Electronic Charting System (ECS) for nursing, medical records, etc. We have a lot of new information coming regarding ICD 10. She requested that Cheryl's wage be increased by \$1.00 per hour to reflect the additional work she will be taking on as she will be fully responsible for the ESC system 24/7 if needed by nursing staff besides getting all the new information into the system as needed. Discussion was held. Mrs. Smith stated that she will bring a new job description to the board for their review next month.</p>	<p>A motion was made by Trustee Naser, supported by Trustee Smith, to approve the change of job title and increase in pay for Mrs. Graham. Motion carried.</p>
<p>3. Annual Director of Nurses Training</p>	<p>Administrator Smith explained that this fall conference is for Director of Nurses. It will be held at Crystal Mountain. Suzie Williamson, DON, will be attending, using the facility van for transportation. The registration of \$135.00 is an approved item. She was asking for 1 night's lodging of \$150.93 and meals.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the cost of lodging and meals for Mrs. Williamson. Motion carried.</p>

<p>Unfinished and New Business Report of Quality Assurance and Resident Council.</p>	<p>Susan Williamson, DON, reported on the Resident Council Meetings at each home for September. Each home reviewed the abuse policy. Pinecrest residents requested a breakfast outing. Some Pine Grove residents requested to be put on the list to attend a fish fry. The use of power strips in residents' rooms was discussed. Residents are not happy that they will not be allowed to use them any longer.</p> <p>Mrs. Williamson also reviewed the monthly QA Meeting and the departments that reported at this meeting. She stated that they mostly worked on the answer to the State survey regarding an incident that the facility had called in. The complaint was not substantiated, but the State did cite us on a couple of issues regarding the investigation around the incident and a couple of our policies.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the reports of Quality Assurance and Resident Council.</p>
<p>Safety Committee Meeting Report</p>	<p>Lois Ball reported on the September Safety Committee Meeting. She noted that the Facility had gone through Active Shooter Training and Candy noted that she has a disc for employees to review that training. Lois also discussed the purchase of bariatric equipment to aide</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Boyne, to approve the Safety Committee Report. Motion carried.</p>

	<p>staff in caring for bariatric residents as well as keeping the staff and residents safe. All incidents and accidents had been reviewed by the Committee.</p>	
<p>Updates on HVAC System, Maple Grove, Nurse Call System.</p>	<p>Mrs. Smith stated that the HVAC system is done now, that Maple Grove is ready to admit clients next week and that there are a couple of things left to do with the nurse call system but all in all that is finished now too.</p>	
<p>Report on Timber Survey</p>	<p>Trustee Naser reported that the surveyor should be starting to run lines within a couple of weeks. Mrs. Smith added that he had been out to the facility and had reviewed property deeds. Lois has the copies of the deeds requested ready for him to pick up next week and then he will be getting started.</p>	
<p>House Committee Meeting immediately following this Board Meeting.</p>	<p>Due to a previous engagement, Trustee Boyne, Chairperson of the House Committee, appointed Trustee Smith to replace her at today's meeting.</p>	
<p>Abbreviated State Survey of August 27<sup>th</sup></p>	<p>This was discussed during Quality Assurance.</p>	
<p>Employee Recognition Dinner</p>	<p>Mrs. Smith reminded the Board that the annual dinner is October 2<sup>nd</sup> beginning at 5:30 for a social and dinner is at 6:00 pm</p>	
<p>Meetings and Conferences Attended</p>	<p>Mrs. Smith noted that she will be attending the MCF meeting in Crystal Falls tomorrow. She attended the District 1 meeting in Marquette, the Iron</p>	

	<p>Mountain Networking Meeting, the Alzheimer's Support Group, the Job Force Board, Career Connections and STEM meetings. She also noted that she had attended the Joint Provider meeting yesterday at which she spoke about our garden project with the Girl Scout Troop.</p>	
Public Comments	<p>There were no public comments at this time.</p>	
Adjournment	<p>The meeting adjourned at 2:51 p.m. The next meeting of the Pinecrest Board of Trustees is scheduled for Thursday, October 23, 2014 at 2:00 p.m. Central time in the Board Room.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer, to adjourn the meeting. Motion carried.</p>

Elaine Boyne, Secretary

*Elaine Boyne*

Darlene Smith, Acting Secretary

*Darlene Smith*

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**September 25, 2014 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Board Vice-Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Connors, Peggy	*X (4:03 pm)			Martin, Ann	X		
DeDie, William		X		Negro, Mari	X		
Dehn, Janet	**X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen		X	
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

\*(video television conference from the Northpointe Iron River office)

\*\*\*(phone)

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, T. Wendt, L. Dionne, M. Wendt  
G. Takala, (video television conference-Iron River office)

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

**PUBLIC COMMENTS** – No public comments

**APPROVAL OF THE CONSENT AGENDA:**

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

- a. Approval of Minutes-August 28, 2014 Regular Monthly Board Meeting
- b. Finance Committee Meeting Report-September 15, 2014
- c. Personnel Committee Meeting Report-September 15, 2014

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

**Motion by:** C. Spence, supported by P. Freeman. **Motion carried unanimously.**

**APPROVAL OF THE AGENDA:**

(Request for additional agenda items).

There were no additions to the agenda.

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

**Motion by:** M. Hofer, supported by M. Zevitz. **Motion carried unanimously**

**PRESENTATION:** No presentation

P. Connors present at 4:03 p.m.

**CEO REPORT**

Karen Thekan stated that her September 2014 CEO Report was in Board packets; she provided the following updates and highlights:

**Federal/State:**

- At the State directors' meeting Lynda Zeller presented information on concerns regarding three single Community Mental Health (CMH) agencies in the State that have the dual roles. There also was information presented at this meeting regarding proposed changes to the Mental Health Code.

**Regional:**

- In the Medicaid proposed budget Northpointe is slated to lose \$154,000.00 in the Hab.Waiver program. This is due to the State "smoothing" rates to try and make rates more even across the State.

- The MI Child payments will now be the responsibility of the NorthCare regional entity for managing these dollars.

**Local:**

- A grant was written by Karen Thekan and Theresa Harvey to the Superior Health Foundation to help fund an Automated External Defibrillator (AED) unit for Northpointe. A \$925.00 grant was approved by them to purchase an AED and Ms. Harvey will be attending the November Superior Health Foundation meeting to accept this grant check.
- A meeting was held on September 24 with Northpointe's health insurance carrier and health insurance options for staff will be presented to the Board in October.

**USE OF VOCATIONAL SERVICES-NEW POLICY**

Karen Thekan stated that this is a new policy but it is not a new procedure. The use of vocational services was actually outlined in Northpointe's Written Plan for Professional Services but to be more compliant with the evidence based practice of supported employment a new policy was developed for use of vocational services. Miscellaneous questions were addressed by Ms. Thekan

**ACTION:** A motion was made by M. Hofer, supported by P. Freeman to approve the new policy Use of Vocational Services. **Motion carried unanimously.**

**REVISED FISCAL YEAR(FY) 2013-14 BUDGET**

Bill Adrian reviewed the revised FY2013-14 budget. Miscellaneous questions were addressed by Mr. Adrian.

**ACTION:** A motion was made by C. Spence, supported by A. Martin to approve the revised FY2013-14 budget.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**GENERAL FUND (GF) CONTRACT**

Karen Thekan stated that the GF contract has been received but there is no GF allocation included in it. Ms. Thekan highlighted the main changes to this contract and stated that the contract will need to be approved with the start of the new fiscal year on October 1, 2014. Ms. Thekan also stated that if anyone would like a copy of the GF contract she will provide them with one. Miscellaneous questions were addressed by Ms. Thekan.

**ACTION:** A motion was made by M. Hofer, supported by J. Nelson to approve the GF contract with the State of Michigan.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**DR. RAZDAN CONTRACT**

**ACTION:** A motion was made by J. Nelson, supported by J. Dehn to approve Dr. Razdan's contract.

**DISCUSSION:** John Nelson stated that he would like to thank Millie Hofer for requesting that Dr. Razdan's contract be provided to Board members for their review/information. After reviewing this contract, Ms. Hofer pointed out items that were included in it that should have been deleted. Discussion ensued and miscellaneous questions were addressed by Karen Thekan.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**HOME MANAGER PAY SCALE CHANGE**

Peggy Freeman stated it was discussed at the Personnel Committee meeting a change to the home manager pay scale. The change to the pay scale was proposed to try and stabilize the home manager position and to recognize their responsibilities which include: supervising residential staff, providing direct care services, running the home, and being on 24/7 on-call. Ms. Freeman stated that the change to the home manager pay scale is from \$24,726.00-\$35,905.00 to \$27,000.00-\$36,720.00.

**ACTION:** A motion was made by P. Freeman, supported by P. Connors to approve the change to the home manager pay scale from \$24,726.00-\$35,905.00 to \$27,000.00-\$36,720.00 effective the first pay period in October.

**DISCUSSION:** John Nelson stated that the 24/7 on-call is not changing so what was the rationale for changing this pay scale increase - was it for retention or was it just assumed that this was the underlying problem? Karen Thekan stated that Terri Wendt has been meeting with the home managers and it is a combination of issues - not just the 24/7 on-call. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**ASSISTANT HOME MANAGER CHANGE IN STEP**

Peggy Freeman stated it was discussed at the Personnel Committee meeting that when staff were converted to the 5-step and 8-step pay scales the assistant home managers, at Step 5, are earning less than the community support aides that they supervise. Ms. Freeman further stated that now at Step 5 a community support aide makes \$13.40/hour and at Step 5 an assistant home manager makes \$13.27/hour. It was felt that this should be corrected so it is being proposed that at Step 5, only for assistant home managers, this step be changed from \$13.27/hour to \$13.50/hour.

**ACTION:** A motion was made by P. Freeman, supported by A. Martin to approve that Step 5 for assistant home managers be changed from \$13.27/hour to \$13.50/hour.

**DISCUSSION:** John Nelson asked if this has been an inherent problem since changing to the step scales. Karen Thekan stated that it has and was not recognized until recently. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

**ROLL CALL VOTE:**

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

**Motion carried unanimously**

**MOVING EXPENSE INCENTIVE FOR RECRUITING PROFESSIONAL CLINICAL STAFF**

Peggy Freeman stated that it was discussed at the Personnel Committee meeting that it has been difficult to recruit for professional clinical staff, particularly in the Menominee area. Personnel Committee members looked at various

ways to enhance recruitment for professional staff and it was proposed to start with recommending that moving expenses be paid up to \$5,000.00 with receipts to assist in a recruitment incentive. Millie Hofer asked if a new staff after 6 months, decided to leave employment or is terminated, would Northpointe then be out the \$5,000.00 they paid for moving expenses? Ms. Hofer stated that a policy needs to be in place so there is a contingency plan regarding the moving expense incentive. Janet Dehn stated that her original idea was to provide a sign-on bonus contingent upon staff staying employed for two years or whatever time period agreed upon. Discussion ensued. Miscellaneous questions were addressed by Karen Thekan.

**ACTION:** This issue will be tabled until a policy is drafted that can be reviewed regarding a moving expense incentive for recruiting professional clinical staff.

**NEW BUSINESS** – No new business

**UNFINISHED BUSINESS**

• **Board Policies & Board By-Laws**

Karen Thekan stated that Mari Negro and John Nelson have worked on revising the Board By-Laws in regards to changing the committee meeting structure to Committee of the Whole (COW) meetings. Ms. Negro reviewed the proposed changes to the by-laws. Ms. Negro also reviewed the process on how COW meetings are conducted. Discussion ensued and miscellaneous questions were addressed by Ms. Negro and Mr. Nelson. Ms. Thekan stated the Board By-Laws with the changes/revisions, along with Board Policies, and a draft 201 Board meeting calendar will be presented to the Board at their October 23, 2014 Board meeting for their review.

**NORTHCARE REPORT**

Mari Negro highlighted information from the September NorthCare Board meeting: The 3% increase in salary budget does not guarantee that NorthCare staff will receive these raises as this was a preliminary budget and the items were included in the proposal as a place holder. If the funding allows for this it is subject to further discussion, review, and approval by the NorthCare Board. Discussion ensued and miscellaneous questions were addressed by Ms. Negro.

P. Connors excused at 5:45 p.m.

**CHAIRPERSONS REPORT**

- Joan Luhtanen stated that Karen Raether and Millie Hofer will be attending the Fall Board Association conference in Traverse City and asked if there were any other Board members that would be attending this conference. Discussion ensued. Ms. Luhtanen stated at this time since there are no other Board members attending this conference that Ms. Raether and Ms. Hofer would be named the voting delegates for the conference.

**BOARD PREROGATIVE** - No Board prerogative

**PUBLIC COMMENTS** – No public comments

**ADJOURNMENT**

Vice-Chairperson Luhtanen stated the meeting adjourned. Meeting adjourned at 5:50 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, October 23, 2014 in Kingsford, Michigan at 4:00 p.m.**

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Joan Luhtanen, Vice-Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary

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

**BOARD MEMBERS**  
**JEFF NASER, CHAIR**  
**MARY BRADLEY**  
**GARY EICHHORN**

**DIRECTOR**  
**RUSSELL K. SEXTON**

**Date:** September 30, 2014

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

Present: Jeff Naser, Board Member; Gary Eichhorn, Board Member; Sue Asplund, Acting Board Secretary.

Absent: Mary Bradley, Board Member (excused).

Others Present: Bernie Lang, Menominee County Board of Commissioners.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF AUGUST 26, 2014 MINUTES:**

Minutes of the August 26, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for August 2014 was reviewed. There were \$197.44 in expenditures for the DHS Board; leaving a balance of \$5,067.92.

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

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

**DIRECTOR'S REPORT:**

Ms. Asplund provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor who supervises some assistance payments staff in Delta County, Indian

outreach worker in Menominee county and adult services specialists in Delta, Dickinson and Menominee counties. There is also 1 tri-county community resource coordinator who operates the volunteer services program, fund raising activities, medical transportation volunteer drivers, contracting and various other functions. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist. Total Menominee County staff on-board count is 21. Total payroll is 1.04 Million dollars.

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

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

**Business Plan Update:** Ms. Asplund provided the board with an update on current performance data including:

- Operating Funds: Menominee County allocation for FY 2014 is: \$37,406.00. Year to date expenditures are: \$38,475.69, which equates to 102.9% of the allocation expended with 91% of the year elapsed.
- Travel Funds: Menominee County allocation for FY 2014 is: \$32,991.00. Year to date expenditures are: \$22,245.15, which equates to 82.6% of the allocation expended with 91% of the year elapsed.

**Assistance Payments:**

Assistance Payments Standard of Promptness: for Menominee County for June was 97 %. Business Services Center 1 average is 96% and State average is 96%. Family Independence Program Work Participation Rate: Menominee County for the month of July is 75%. Goal is 50%.

**Child Welfare:**

There is no current data due to the implementation of the MiSACWIS system. We have to work out the bugs and build the data base prior to us being able to obtain accurate child welfare data.

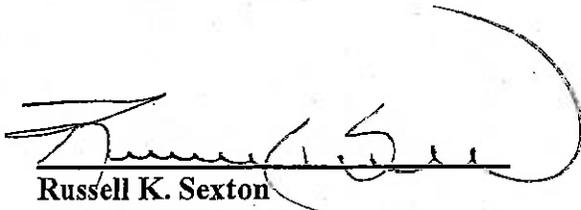
**Miscellaneous:**

Ms. Asplund reviewed with the board customer information as follows:

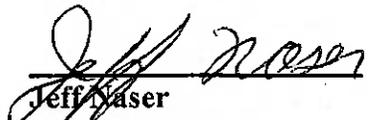
Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits:

- Family Independence Program: 26 cases; 58 recipients; \$8249.00 in benefits.
- Food Assistance Program: 1,538 cases; 2,909 recipients; \$329,639.00 in benefits.
- State Disability Assistance: 12 cases; 12 recipients; \$2,292.00 in benefits.
- Child Development and Care: 22 cases; 35 recipients; \$6,243.00 in benefits.
- State Emergency Relief: 1 cases; \$600.00 in benefits.
- Unduplicated total: 1,553 cases; 2,931 recipients; \$347,023.00 in benefits.

A question was asked in regard to Native American access to these programs due to some Tribes having their own social service programs. Native Americans have the same access



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



**Jeff Naser**  
**Board Chairperson**

Pc: DHS Board Members  
Menominee County BOC

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Twin County Airport Agreement ~ Changes</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>At the 11.10.14 CB meeting, the consensus of the board was to have Admin. Bousley discuss changes with Marinette Co. Administrator. There is currently no administrator in place at Marinette county.</p> <p>The Menominee County Board is to discuss "specifically" what changes they would like to see within the agreement. Then Admin. Bousley can take the changes to Marinette Co. for discussion.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE - MARINETTE**  
**TWIN COUNTY AIRPORT AGREEMENT**

An Agreement made this 26<sup>th</sup> day of February, 1996, by and between the County of Marinette, Wisconsin, and the County of Menominee, Michigan, for the purpose of defining the counties' continuing relationship as to the ownership and operation of the Menominee-Marinette Twin County Airport located in the City of Menominee, Michigan.

**RECITALS:**

WHEREAS, Marinette and Menominee counties are now and have been the joint owners of an airport facility located in the City of Menominee, Michigan known as the Menominee-Marinette Twin County Airport, and

WHEREAS, Marinette and Menominee counties entered into a twenty-year agreement on December 15th, 1975, which agreement set forth the relationship of the two counties as to the operation of said airport facility, and

WHEREAS, the initial term of said agreement will end on December 15, 1995, and

WHEREAS, Marinette County did by Resolution No. 94-95-45 give written notice to Menominee County of Marinette County's intent to terminate the agreement dated December 15, 1975, in accordance with the terms of said agreement, and

WHEREAS, it is the intent of Marinette and Menominee counties to continue their relationship as to the Twin County Airport under different terms and conditions after December 15, 1995, which are stated in this replacement Agreement.

**NOW, THEREFORE, THE COUNTIES OF MARINETTE AND**  
**MENOMINEE DO AGREE AND COVENANT AS FOLLOWS:**

1. The former twenty-year Agreement between Marinette and

Menominee counties dated December 15th, 1975, which agreement set forth the relationship of the two counties as to the operation of the Menominee-Marquette Twin County Airport, is hereby terminated by mutual consent of both counties and is replaced with this Agreement, effective as of midnight on December 14, 1995.

2. From and after the date of this agreement that airport known as the Menominee-Marquette Twin County Airport and shall be managed by a Twin County Airport Commission consisting of six members, two of whom shall be members of the Board of Supervisors of Marinette County, two of whom shall be members of the Board of Commissioners of Menominee County, one of whom shall be a lay person who is a resident of Marinette County and one of whom shall be a lay person who is a resident of Menominee County.

3. The members of the Twin County Airport Commission shall be appointed by the chairperson of their respective county boards subject to approval of said boards on such terms as each county shall deem appropriate.

4. The Twin County Airport Commission shall elect as its officers a chairperson, a vice-chairperson, and a secretary, who shall serve terms of one year each. The chairperson shall preside at all meetings and shall perform such other duties as shall prescribed by resolution of the Airport Commission. The secretary shall take minutes of all meetings and perform such other duties as be prescribed by law and by resolution of the Airport Commission. The vice-chairperson shall perform the duties of the chairperson in his or her absence.

5. Each county shall pay the Commissioners that it has appointed such compensation that it deems appropriate from its respective county budget; the Airport Commission shall not budget for or be responsible for pay to the Commissioners for their services.

6. The management of the airport by the Airport Commission shall include authority to control the day to day operations of said airport; to hire

and fix the salaries and wages of airport employees; to establish the terms and conditions of employment of airport employees; to make expenditures for airport purposes within the budget provided by the respective county boards; to lease airport property not required for airport operations; and otherwise to exercise all authority with respect to said airport not required to be directly exercised by the county boards of the Counties of Marinette and Menominee. Employees of the Twin County Airport shall be paid on a salary basis; private direct commissions to employees are not permitted.

7. All funds pertaining to the operation and improvement of Menominee-Marinette Twin County Airport shall be deposited at least weekly into a depository account authorized by Menominee County's depository policy which shall also be approved and supervised by the Twin County Airport Commission. Said account shall be interest-bearing if possible. Monthly financial Reports shall be made available to Menominee County's Chief Fiscal Officer, Treasurer, Board Chairperson, and Marinette County's Finance Director. The Airport Commission shall, not later than June 1st of each year, prepare and present to each county board an annual tentative budget. The fiscal year of the Twin County Airport shall be the same as Menominee County, commencing October 1, 1996. The Airport Commission is also required to: attempt to operate the Twin County Airport on a self-sufficient financial basis as soon as possible; to provide quarterly revenue - expenditure statements to the county boards of both counties; and to annually review user fees for the generation of revenue. The Menominee-Marinette Twin County Airport shall use the Menominee County Federal Identification Number and the airport employee payroll shall be prepared by Menominee County. The Twin County Airport management staff shall provide such other financial information and reports as may be requested. Menominee County's auditor shall conduct an annual audit of the financial operations of the Twin County Airport, and shall provide copies to Menominee County's Chief Fiscal Officer, Treasurer, Board Chairperson, and Marinette County's Finance Director and Board Chairperson.

8. It is expressly understood that by execution of this agreement Marinette County does not assume any responsibility or liability heretofore

imposed upon Menominee County by previous federal government grant agreements No. 8-26-0065-01 and No. 8-26-0065-02, nor any other previous grant agreements prior to December 15, 1975, if any, which may still be in effect. Marinette County and Menominee County shall share equally in providing the local funds required for the future operation, expansion, and improvement of said airport. Any contributions by the State of Wisconsin shall not be considered a part of the local funds to be provided by Marinette County and any contributions by the State of Michigan shall not be considered a part of the local funds to be provided by Menominee County.

9. In event either county fails to provide its share of the annual budget required for the operation of said airport, or declines to participate in the further development of said airport, the other county shall continue to operate said airport and until such time as the defaulting county shall fulfill its obligations hereunder its Airport Commission members shall have no vote but shall serve solely in an advisory capacity.

10. Title to all property, real and personal, hereafter acquired on or after December 15, 1975 for the operation and expansion of said airport shall vest an undivided one-half interest in Marinette County and an undivided one-half interest in Menominee County.

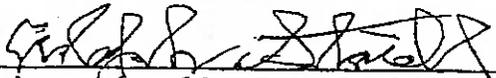
11. In event of liquidation of the Menominee-Marinette Twin County Airport and sale of any of its property, real or personal, there shall be returned to each County their pro-rata share of fund investment based upon the total funds each has invested in said airport. For the purpose of construction of this provision, all funds contributed prior to December 15, 1975, regardless of source, shall be considered as having been contributed by Menominee County. After December 15, 1975, all federal funds contributed shall be considered as having been contributed one-half on behalf of Marinette County and one-half on behalf of Menominee County; local contributions shall not include State contributions as hereinbefore provided.

12. This agreement shall continue for an initial term of five years commencing at 0001 hours on December 15, 1995 and for successive terms

of five years each thereafter unless either County shall, not less than one year prior to the expiration of any term, advise the other County in writing that it has determined that this agreement shall be terminated. This is a revised version of an agreement approved by the parties effective as of 0001 hours on December 15, 1995; the revisions are all accounting revisions and are all contained in Paragraph 7.

IN WITNESS WHEREOF each County has caused this agreement to be executed by the chairman of its county board and by its County Clerk as of the day and year first above written.

COUNTY OF MARINETTE, By:

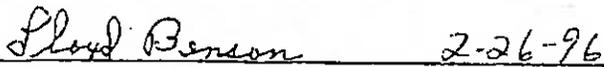


Chairperson of its Board of Supervisors

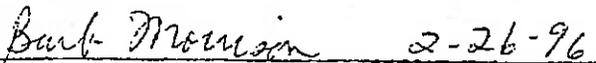


Marinette County Clerk

COUNTY OF MENOMINEE, By:

 2-26-96

Chairman of its Board of Commissioners

 2-26-96

Menominee County Clerk

THIS AGREEMENT entered into as of this 15th day of Dec., 1975, by and between the County of Marinette, Wisconsin, and the County of Menominee, Michigan; WITNESSETH:

1. From and after the date of this agreement that airport now known as Menominee County Airport shall become known as Menominee-Marinette Twin County Airport and shall be managed by a Twin County Airport Commission consisting of six members, two of whom shall be members of the Board of Supervisors of Marinette County, two of whom shall be members of the Board of Commissioners of Menominee County, one of whom shall be a lay person who is a resident of Marinette County and one of whom shall be a lay person who is a resident of Menominee County.
2. Members of the Twin County Airport Commission shall be appointed by the chairman of their respective county boards subject to approval of said boards.
- ① 3. Members shall be appointed for terms of six years each, provided that upon initial appointments being made one member shall be elected for a two year term, one for a four year term, and one for a six year term. In event a member of the Airport Commission who is also a member of his county board shall not seek reelection as a member of his county board, or seek reelection as a member of the county board and is not reelected, he shall be considered to have resigned as a member of the Airport Commission and a vacancy shall thereby be created. Any vacancy so created, or created for any other reason, shall be filled for the unexpired term thereof by appointment and board approval in the same manner as is provided in paragraph 2. above.

The Twin County Airport Commission shall elect as its officers a chairman, a vice-chairman, and a secretary, who shall serve terms of one year each. The chairman shall preside at all meetings and shall perform such other duties as be prescribed by resolution of the Airport Commission. The secretary shall take minutes of all meetings and perform such other duties as be prescribed by law and by resolution of the Airport Commission. The vice-chairman shall perform the duties of the chairman in his absence.

5. The members of the Airport Commission shall be paid such compensation as be annually fixed by the county boards.

6. The management of the airport by the Airport Commission shall include authority to control the day to day operations of said airport; to hire and fix the salaries and wages of airport employees; to make expenditures for airport purposes within the budget provided by the respective county boards; to lease airport property not required for airport operations; and otherwise to exercise all authority with respect to said airport not required to be directly exercised by the county boards of the Counties of Marinette and Menominee.

7. All funds pertaining to the operation and improvement of Menominee-Marinette Twin County Airport shall be deposited with and accounted for by the treasurer of Menominee County. The Airport Commission shall, by not later than March 15th of each year, prepare and present to each county board an annual tentative budget.

8. It is expressly understood that by execution of this agreement Marinette County does not assume any responsibility or liability heretofore imposed upon Menominee County by previous federal government grant agreements No. 8-26-0065-01 and No. 8-26-0065-02, nor any other previous grant agreements, if

any, which may still be in effect, it being the intention of this agreement that Marinette County and Menominee County shall share equally in providing the local funds required for the future operation and expansion and improvement of said airport, including the presently planned expansion of said airport at an estimated cost of Eight Million Dollars. Any contributions by the State of Wisconsin shall be considered a part of the local funds to be provided by Marinette County and any contributions by the State of Michigan shall be considered a part of the local funds to be provided by Menominee County.

9. In event either county fails to provide its share of the annual budget required for the operation of said airport, or declines to participate in the further development of said airport, the other county shall continue to operate said airport and until such time as the defaulting county shall fulfill its obligations hereunder its Airport Commission members shall have no vote but shall serve solely in an advisory capacity.

10. Title to all property, real and personal, hereafter acquired for the operation and expansion of said airport shall vest an undivided one-half interest in Marinette County and an undivided one-half interest in Menominee County.

11. In event of liquidation of the Menominee-Marinette Twin County Airport and sale of any of its property, real or personal, there shall be returned to each County their pro-rata share of fund investment based upon the total funds each has invested in said airport. For the purpose of construction of this provision, all funds contributed prior to the date of this agreement, regardless of source, shall be considered as having been contributed by Menominee County. After the date of this agreement, all federal funds con-

tributed shall be considered as having been contributed one-half on behalf of Marinette County and one-half on behalf of Menominee County, and local contributions shall include State contributions as hereinbefore provided.

12. This agreement shall continue for a primary term of twenty years and for successive terms of five years each thereafter unless either County shall, not less than one year prior to the expiration of any term, advise the other County that it has determined that this agreement shall be terminated.

IN WITNESS WHEREOF each County has caused this agreement to be executed by the chairman of its county board and by its County Clerk as of the day and year first above written.

COUNTY OF MARINETTE

By Charles E. Collette  
Chairman of its Board of Supervisors

By Donald W. John  
Its County Clerk

COUNTY OF MENOMINEE

By Hermit P. Pomeroy  
Chairman of its Board of Commissioners

By Russell C. Prouse  
Its County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Nov. 7 & 20, 2014 in the combined amount of \$107,223.30.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     Brian Bousley    

    11/20/2014      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

### General Fund Expenditures

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

### Special Revenue Funds

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

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Manpower	38784	11/02/2014	27854015	Week Ending 11/2/14 (Krista Marciniak)	101-261-705.00	441.00		\$441.00
Marinette County Sheriff Dept.	38783	10/30/2014	1414865DP	Civil Process (Linsmeier/Milatzo)	101-267-804.00	107.00		\$107.00
Pfeiffer, William A.	38782	11/07/2014	2014-112-MI	Court Appointed Legal - Richards	101-148-807.00	75.00		\$75.00
Short, Mary Kay	38785	11/06/2014	D14-3642-FH	Transcripts (Chapman)	101-131-806.00	77.55		\$77.55
State of Michigan - MI Dept. of Environmental Qua								
	38786	10/30/2014	891290	Shakey Lakes Campground	208-751-755.08	130.47		\$521.88
	38787	10/30/2014	891289	Kleinke Park	208-751-755.08	130.47	*	
	38788	10/30/2014	891295	Shakey Lakes	208-751-755.08	130.47	*	
	38789	10/30/2014	891296	Shakey Lakes - Beach Well	208-751-755.08	130.47	*	
U.E.S. COMPUTERS, INC.								
	38781	11/04/2014	69617	Stereo Speakers & Monitor	101-136-931.00	165.98		\$778.98
	38790	11/04/2014	69607	PO# 3012 SMARTNET Maintenance	101-103-857.02	613.00		
Total Amount for Bank Account: General								\$2,001.41





MENOMINEE COUNTY  
Claims Audit Report

Vendor Name Vcher	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General	CHIEF FISCAL OFFICER MEMORINEE COUNTY MICHIGAN						
Ace Hardware							\$1,421.90
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-755.00	6.87		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-755.00	14.48		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-755.00	6.00		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-931.00	13.99		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-103-998.04	5.37		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-103-998.04	21.48		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-103-998.04	5.48		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-103-998.04	10.74		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-930.00	343.00		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-755.00	39.99		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-930.00	343.00		
38927	11/03/2014	281	PO# 03015 Snow Removal Salt & Vesti	101-265-930.00	342.00		
38954	11/03/2014	410	Inmate Supplies	101-301-770.00	269.50		
ANDERSON AUTO & RV SALES INC							\$1,014.05
38965	10/01/2014	1310	2006 Impala Vehicle Maintenance	101-301-981.00	474.95		
38966	10/06/2014	1311	2002 Impala Vehicle Maintenance	205-315-934.02	405.00		
38967	10/21/2014	1312	Chevy Tahoe Vehicle Maintenance	205-315-934.02	39.20		
38968	10/24/2014	1313	2012 Impala Vehicle Maintenance	205-315-934.02	59.95		
38969	10/24/2014	1314	2011 Impala Vehicle Maintenance	205-315-934.02	34.95		
Anderson, Garry							\$58.40
38837	11/09/2014	Reimbursement	Mileage - Airport Commission	101-101-860.08	8.40		
38838	11/09/2014	Per Diem	Airport Commission	101-101-860.08	50.00		
ANGELIS MEMORINEE INC							\$23.09
38915	10/23/2014	00655614-IN	Groceries for Training	266-326-881.00	23.09		
AT&T - Carol Stream, IL							\$396.91
38880	11/01/2014	906753458211	November 1 - November 30, 2014	101-103-850.00	33.68		
38881	11/01/2014	906753220911	November 1 - November 30, 2014	101-103-850.00	363.23		
AT&T Mobility							\$31.27
38961	11/18/2014	287252150867	November 1 - November 30, 2014	101-132-850.00	31.27		
Bay Cities Radio							\$99.00
38949	11/03/2014	3114199	Radio Advertising	101-301-755.00	99.00		
BELSON CO.							\$368.62
38951	11/11/2014	155145	Drain Valve	101-301-770.00	368.62		
Big O's Lube and Service, Inc.							\$921.39
38868	11/03/2014	15476	2013 Chevy Tahoe	205-315-934.02	161.95		
38869	11/07/2014	15523	2012 Chevy Tahoe	205-315-934.02	156.49		
38870	11/10/2014	15538	2014 Chevy Impala	205-315-934.02	135.00		
38871	10/27/2014	15424	2013 Chevy Impala	205-315-934.02	176.95		
38872	11/07/2014	15526	2013 Chevy Impala	205-315-934.02	149.00		
38873	11/11/2014	15548	2014 Chevy Impala	205-315-934.02	142.00		
Body Works Plus							\$43.23
38964	11/05/2014	1969519271	2012 Chevy Impala	205-315-934.02	43.23		
BP							\$420.71
38946	11/05/2014	42749659	Gasoline Charges - Sheriff Dept	101-301-742.00	420.71		
CBM Managed Services							\$4,100.98
38952	10/29/2014	STNINV77241	Inmate Meals	101-301-770.00	2,062.78		
38953	11/05/2014	STNINV77527	Inmate Meals	101-301-770.00	2,038.20		



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Cenex Fleetcard								\$194.67
	38926	11/06/2014	95782C	Building Code Gasoline Charges	249-371-742.00	194.67		
CITY OF MENOMINEE - 2511 10TH ST.								\$3,699.75
	38908	09/30/2014	3846	Gasoline Sales	101-265-742.00	127.47		
	38908	09/30/2014	3846	Gasoline Sales	101-257-742.00	45.49		
	38908	09/30/2014	3846	Gasoline Sales	266-325-860.00	35.59		
	38916	11/18/2014	October 2014	Monthly Rent	266-326-942.00	351.67		
	38962	11/05/2014	3845	Gasoline Sales - Road Patrol	205-315-742.00	3,139.53		
CLOVERLAND PAPER CO								\$350.28
	38866	10/31/2014	106582	Inmate Supplies	101-301-770.00	28.68		
	38903	11/14/2014	106696	Courthouse Supplies	101-265-755.01	112.98		
	38921	11/07/2014	106647	Towels, Tissues	101-265-755.01	105.43		
	38955	11/07/2014	106648	Inmate Supplies	101-301-770.00	103.19		
Country Mile Document Destruct								\$49.82
	38923	11/11/2014	19566	Shred Documents (11/6/14)	101-265-801.00	49.82		
Cozy's Polaris								\$3,159.94
	38835	11/09/2014	PO# 02982	Accessories for Side By Side	205-315-981.00	3,159.94		
Delta Dental of Michigan								\$323.80
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-326-712.00	120.39		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-326-712.00	-8.40		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-325-712.00	69.97		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	701-000-231.00	37.96		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	701-000-231.00	-8.40		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-325-712.00	37.96		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-325-712.00	37.96		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-325-712.00	69.98		
	38974	11/20/2014	RIS0000665212	December 2014 Dental Premium	266-325-712.00	-33.62		
Dougovito, Greg								\$202.25
	38935	11/18/2014	5691	Holdover Attendant & Transport of Juve	101-132-801.01	21.25		
	38935	11/18/2014	5691	Holdover Attendant & Transport of Juve	101-132-801.00	34.00		
	38936	11/18/2014	5692	Transport of Juvenile	101-132-801.01	30.00		
	38936	11/18/2014	5692	Transport of Juvenile	101-132-801.00	48.00		
	38937	11/18/2014	5693	Transport of Juvenile	101-132-801.01	45.00		
	38937	11/18/2014	5693	Transport of Juvenile	101-132-801.00	24.00		
Durocher, Tony								\$226.26
	38934	11/18/2014	5688	Transport of Juvenile	101-132-801.01	13.75		
	38934	11/18/2014	5688	Transport of Juvenile	101-132-801.00	22.00		
	38940	11/18/2014	5696	Transport of Juvenile	101-132-801.01	15.00		
	38940	11/18/2014	5696	Transport of Juvenile	101-132-801.00	24.00		
	38941	11/18/2014	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	70.00		
	38944	11/18/2014	Reimbursement	Meals & Mileage	101-132-801.00	81.51		
EAGLEHERALD PUBLISHING, LLC								\$1,007.40
	38876	11/12/2014	1445	Applications for Appointment - Airport C	101-101-901.00	178.12		
	38884	10/30/2014	1445	PO# 03013 Election Notice	101-262-727.00	829.28		
Eichhorn, Jayne Marie								\$190.72
	38897	11/12/2014	Per Diem	Board of Canvassers (x2)	101-192-705.00	100.00		
	38898	11/12/2014	Reimbursement	Mileage - Board of Canvassers (x2)	101-192-860.00	90.72		
Excel Systems Group, Inc.								\$423.99
	38942	11/18/2014	5685	Casebinders for Family Court	101-132-727.00	423.99		

MENOMINEE COUNTY  
Claims Audit Report

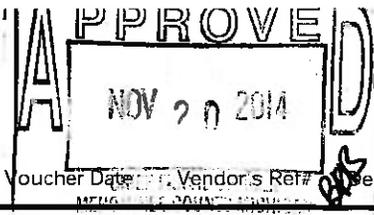
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Grainger	38889	11/06/2014	9588909730	Shaft Coupler Body (x2)	101-265-934.00	63.30		\$146.65
	38890	11/06/2014	9588909748	Shaft Coupler Body (x2)	101-265-934.00	83.35		
GREAT AMERICAN DISPOSAL CO THE	38836	11/01/2014	4B113402	Annex - Trash Removal	101-261-930.04	55.27		\$55.27
Hafeman, William	38891	11/12/2014	Per Diem	Board of Canvassers (x2)	101-192-705.00	100.00		\$187.36
	38892	11/12/2014	Reimbursement	Mileage - Board of Canvassers (x2)	101-192-860.00	87.36		
J S ELECTRONICS, INC.	38960	11/12/2014	18548	PO# 03017 - 2 Portable Radios for Jail	101-301-934.00	647.50		\$647.50
Joel Hensley, RN	38867	11/12/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00		\$1,765.00
	38902	11/16/2014	Blood Draws	A.S. (11/4) W.J. (10/16) N.P. (11/14) K.	101-267-801.01	400.00		
Kleiman, Marc	38882	11/12/2014	Reimbursement	Election Mileage	101-262-860.00	39.20		\$39.20
Koehne	38899	11/12/2014	88954	2008 Chevy Impala	101-265-981.00	21.32		\$21.32
KOZIKOWSKI WELL & PUMP INC	38920	11/11/2014	D10774	Well Cap & Galvanized Plug	101-265-934.00	329.19		\$329.19
LENCA SURVEYING	38973	11/18/2014	14206	Reimon Yr 2014 (11/4 - 11/13/14)	243-246-801.07	4,777.13		\$4,777.13
Lithocrafters Printing, Inc.	38922	11/10/2014	83379	FOC Window Envelopes (x4000)	101-141-727.00	182.00		\$182.00
Manpower	38914	11/09/2014	27881631	Week Ending 11/9/14 (Krista Marciniak	101-261-705.00	543.38		\$543.38





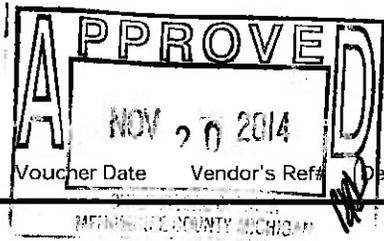
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$5,073.85
	38929	11/18/2014		Credit Card MSA	101-301-755.00	160.00	*	
	38929	11/18/2014		Credit Card TLO Transunion	101-301-755.00	8.25	*	
	38929	11/18/2014		Credit Card Intellius	101-301-755.00	19.95	*	
	38929	11/18/2014		Credit Card American Screening	101-301-770.00	332.00	*	
	38929	11/18/2014		Credit Card Village Mart	101-301-860.00	75.50	*	
	38929	11/18/2014		Credit Card Exxon	101-301-860.00	32.12	*	
	38929	11/18/2014		Credit Card McCamly Plaza	101-301-860.00	22.45	*	
	38929	11/18/2014		Credit Card Buffalo Wild Wings	101-301-860.00	45.00	*	
	38929	11/18/2014		Credit Card Wendy's	101-301-860.00	8.26	*	
	38929	11/18/2014		Credit Card Big Boy	101-301-860.00	41.07	*	
	38929	11/18/2014		Credit Card Shell	101-301-860.00	60.82	*	
	38929	11/18/2014		Credit Card Shell	101-301-860.00	64.00	*	
	38929	11/18/2014		Credit Card McCamly Plaza	101-301-860.00	311.85	*	
	38929	11/18/2014		Credit Card McCamly Plaza	101-301-860.00	207.90	*	
	38929	11/18/2014		Credit Card McCamly Plaza	101-301-860.00	207.90	*	
	38929	11/18/2014		Credit Card Exxon	101-301-860.00	38.44	*	
	38929	11/18/2014		Credit Card Exxon	101-301-860.00	29.54	*	
	38929	11/18/2014		Credit Card Candle Wood Suites	101-301-860.00	423.75	*	
	38929	11/18/2014		Credit Card Wal Mart	205-315-755.00	51.18	*	
	38929	11/18/2014		Credit Card S & O Lock	205-315-755.00	24.95	*	
	38929	11/18/2014		Credit Card Ramada Inn	205-315-860.00	8.36	*	
	38929	11/18/2014		Credit Card McDonalds	205-315-860.00	6.12	*	
	38929	11/18/2014		Credit Card Mackinac Bridge Toll	205-315-860.00	4.00	*	
	38929	11/18/2014		Credit Card Holiday	205-315-860.00	45.54	*	
	38929	11/18/2014		Credit Card Franks Press Box	205-315-860.00	19.89	*	
	38929	11/18/2014		Credit Card Franks Press Box	205-315-860.00	14.69	*	
	38929	11/18/2014		Credit Card Marathon	205-315-860.00	44.64	*	
	38929	11/18/2014		Credit Card Buffalo Wild Wings	205-315-860.00	18.74	*	
	38929	11/18/2014		Credit Card Franks Press Box	205-315-860.00	11.99	*	
	38929	11/18/2014		Credit Card Big Boy	205-315-860.00	10.68	*	
	38929	11/18/2014		Credit Card Crystla MNT Lodge	205-315-860.00	126.36	*	
	38929	11/18/2014		Credit Card Marathon	205-315-860.00	40.78	*	
	38929	11/18/2014		Credit Card La Seniotrity	205-315-860.00	21.61	*	
	38929	11/18/2014		Credit Card Holiday Inn Express	205-315-860.00	384.20	*	
	38929	11/18/2014		Credit Card MCOOSA	205-315-881.03	150.00	*	
	38945	11/11/2014		Credit Card Boyne Highlands Lodge	101-141-860.00	409.20	*	
	38945	11/11/2014		Credit Card Boyne Highlands Lodge	101-141-860.00	409.20	*	
	38945	11/11/2014		Credit Card Boyne Highlands Lodge	101-141-860.00	424.70	*	
	38945	11/11/2014		Credit Card Boyne Highlands Lodge	101-141-860.00	4.00	*	
	38945	11/11/2014		Credit Card Taco Bell	101-257-742.00	6.03	*	
	38945	11/11/2014		Credit Card Boyne Highlands	101-141-860.00	12.46	*	
	38945	11/11/2014		Credit Card Boyne Highlands	101-141-860.00	7.69	*	
	38945	11/11/2014		Credit Card Shell Oil	101-257-742.00	38.60	*	
	38945	11/11/2014		Credit Card Shanty Creek Resorts	101-257-860.00	385.40	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card Island Hotel	101-101-859.00	70.85	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card Americinn	266-326-881.00	75.00	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	
	38945	11/11/2014		Credit Card USPS	101-268-729.00	5.05	*	



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								
	38945	11/11/2014		Credit Card	Hong Kong Cuisine	101-141-860.00	10.28	\$5,073.85
	38945	11/11/2014		Credit Card	TreeTops Resort	296-663-860.00	93.85	
	38945	11/11/2014		Credit Card	Bobaloon's Cafe	101-141-860.00	9.01	
	38945	11/11/2014		Credit Card	USPS	101-268-729.00	5.05	
	38945	11/11/2014		Credit Card	USPS	101-268-729.00	5.05	
	38945	11/11/2014		Credit Card	USPS	101-268-729.00	5.05	
	38945	11/11/2014		Credit Card	USPS	101-268-729.00	5.05	
	38945	11/11/2014		Credit Card	USPS	101-268-729.00	5.05	
	38945	11/11/2014		Credit Card	Credit Voucher	101-141-860.00	-15.50	
	38945	11/11/2014		Credit Card	Credit Voucher	296-663-860.00	-5.10	
Meade, Brenda								
	38938	11/18/2014	5694	Transport of Juvenile	101-132-801.01	27.50		\$156.62
	38938	11/18/2014	5694	Transport of Juvenile	101-132-801.00	44.00		
	38939	11/18/2014	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	85.12		
Menards - Marinette								
	38885	11/04/2014	67291	Credit Memo - PVC Pipe	101-103-998.04	-30.81		\$635.16
	38886	11/04/2014	67298	Textured Panel, Screws, Wallplate, Out	101-265-755.00	93.26		
	38887	11/04/2014	67300	Supplies for Vestibule Project	101-103-998.04	136.78		
	38888	11/05/2014	67352	Adapter, Bushing, Broom & Dust Pan	101-265-755.00	20.69		
	38905	11/14/2014	68104	Building & Ground Supplies	101-265-755.00	104.62		
	38906	11/14/2014	68084	Connector Plate & Deck Lobe	101-265-755.00	18.47		
	38910	11/13/2014	67997	Bracket & Shelf	101-265-755.00	13.76		
	38911	11/13/2014	67995	Trash Can, Terry Towels, Power Scrub	101-265-755.01	218.40		
	38912	11/13/2014	67996	Tool Set	101-265-931.00	59.99		
MENOMINEE COUNTY JOURNAL								
	38883	11/12/2014	118	PO# 03014 Election Notice	101-262-727.00	657.00		\$657.00
MENOMINEE COUNTY ROAD COMMISSI								
	38950	11/12/2014	10850	Power to Radios - Oct & Nov 2014	101-301-755.00	106.59		\$106.59
Michigan Assessors Association								
	38972	11/20/2014	Dues	Membership Dues (M. Schroud & K. Cl	101-257-802.00	150.00		\$150.00
Michigan Municipal Risk								
	38877	11/11/2014	M0001135	10/1/14 - 10/1/15	101-103-831.00	49,641.00		\$59,641.00
	38878	11/11/2014	R0001135	10/1/14 - 10/1/15	101-103-831.00	10,000.00		
Michigan Sheriffs' Association								
	38948	11/07/2014	20140993	Polo Shirts x 4 (Holmes)	101-301-745.00	119.80		\$394.80
	38970	11/17/2014	20140633	Registration for Fall Conference (Kenny	264-363-881.00	275.00		
Michigan State University - ANR Communications Event Svcs								
	38930	11/18/2014	Registration	New County Commissioner Workshop (	101-101-859.00	460.00		\$460.00
MID-COUNTY SMALL ENGINES, LLC								
	38879	10/27/2014	897	Park Equipment Supplies	208-751-930.02	41.75		\$41.75
MILLERS ACTION OFFICE SUPPLY I								
	38931	10/20/2014	0104794-001	Office Supplies	101-132-727.00	216.11		\$387.57
	38931	10/20/2014	0104794-001	Office Supplies	101-148-727.00	165.47		
	38932	10/29/2014	0105044-001	Office Supplies	101-148-727.00	5.99		
Motorola								
	38956	11/06/2014	13037255	Cable	101-301-881.01	120.00		\$120.00



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Office Depot, Inc. 38917	11/03/2014	737149027001	District - Office Supplies	101-136-727.00	76.94		\$76.94
Peterson, Richard 38895	11/12/2014	Reimbursement	Mileage - Board of Canvassers (x3)	101-192-860.00	111.70		\$261.70
38896	11/12/2014	Per Diem	Board of Canvassers (x3)	101-192-705.00	150.00		
PrintersPlus! 38864	10/31/2014	13514	Request Form Pads (x100)	101-301-727.00	125.00		\$422.50
38901	11/12/2014	13550	Security Envelopes (x2500)	101-215-727.00	137.50		
38919	11/12/2014	13551	District Letterhead (x2000)	101-136-727.00	160.00		
Quill Corporation 38947	10/29/2014	7468364	Correction Fluid	101-301-727.00	11.98		\$11.98
Sexton, Richard 38925	11/12/2014	Reimbursement	Mileage	101-426-860.00	298.48		\$298.48
Squires-Stepniak, Rebecca 38933	11/18/2014	Reimbursement	Mileage - October 2014	296-665-860.00	339.92		\$339.92
State of Michigan - Dept. of Management & Budget 38924	10/31/2014	15-000756	10/1/14 - 3/21/15 - Power to Radios	266-326-942.00	250.00		\$3,250.00
38957	10/31/2014	15-000123	Power to Radio (10/1/14 - 3/31/15)	101-301-934.01	2,850.00	*	
38959	10/31/2014	15-000281	Power to Radio (10/1/14 - 3/31/15)	101-301-934.01	150.00	*	
Stellar Pizza, LLC 38943	11/18/2014	5686	Pizzas for Teen Court	296-667-801.02	61.00		\$61.00
STEPHENSON MARKETING COOPERATI - P O BOX 399 38928	10/31/2014	462643	Parks - Gasoline Charges	208-751-930.04	182.00		\$2,009.55
38963	10/31/2014	015579	Gasoline Sales - October 2014 Road P.	205-315-742.00	1,827.55		
The Ebco Company, LLC 38918	11/10/2014	014181	District Blue Folders (x200)	101-136-727.00	134.00		\$134.00
Time Warner Cable 38865	10/28/2014	10404620475202800	November 6 - December 5, 2014	101-301-770.00	126.82		\$126.82
TWIN CITY ELECTRIC, Inc. 38913	11/11/2014	79260	Panic Buttom Alarm Maintenance	101-265-934.00	171.90		\$171.90
U.S. Bank Equipment Finance 38975	11/15/2014	266215235	Konica Bizhub 423	101-172-942.00	133.07		\$133.07
UPCAP SERVICES INC 38874	10/31/2014	767	Work Crew Services (10/6/14)	208-751-930.04	12.00		\$48.00
38875	10/31/2014	766	Work Crew Services (10/6/14)	208-751-930.04	12.00		
38959	10/31/2014	770	Work Crew Services (10/9/14)	101-301-935.00	24.00		
Valenti, Susan F. 38976	10/31/2014	Reimbursement	October 2014 - Mileage & Meals	101-131-860.00	524.20		\$524.20
Verizon Wireless 38861	11/02/2014	9734674387	Cellular Services - November 2014	101-265-850.01	100.77		\$802.82
38861	11/02/2014	9734674387	Cellular Services - November 2014	101-301-850.00	394.09		
38861	11/02/2014	9734674387	Cellular Services - November 2014	101-682-850.00	32.43		
38861	11/02/2014	9734674387	Cellular Services - November 2014	205-315-850.00	275.11		
38861	11/02/2014	9734674387	Cellular Services - November 2014	266-325-850.00	0.42		

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Wennergren, Mary Jo	38893	11/12/2014	Reimbursement	Mileage - Board of Canvassers (x3)	101-192-860.00	8.40		\$158.40
	38894	11/12/2014	Per Diem	Board of Canvassers (x3)	101-192-705.00	150.00		
WEST GROUP PAYMENT CENTER	38907	11/01/2014	830630029	October 1 - October 31, 2014	269-145-801.00	446.44		\$446.44
Wil-Kil Pest Control	38900	10/27/2014	2563462	Courthouse	101-265-801.00	62.25		\$62.25
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	38904	11/17/2014	0402047856-00005	Kleinke Park	208-751-920.01	62.13		\$62.13
Xerox Corporation - 26152 Network Place	38862	11/01/2014	076609916	Sheriff Department	101-301-727.00	41.30		\$422.07
	38863	11/01/2014	076609917	Sheriff Department	101-301-727.00	380.77		
Zeratsky Extreme Heating &	38909	11/08/2014	7579	Replace Indoor Blower Amp Sensor	101-265-934.00	150.95		\$150.95
Total Amount for Bank Account: General								\$105,221.89



## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by:     **Brian Bousley**    

    **11/20/2014**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

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

**GOVERNING BOARD MEETING  
Thursday, October 9, 2014  
1:30 p.m.**

**MINUTES**

Chair Karen Wigand called the meeting to order at 1:31 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Doug Krienke, Menominee  
Susan Kleikamp, Menominee  
Lee Robbert, Schoolcraft  
Tom Lippens, Delta  
Geri Nelson, Delta  
Ken Penokie, Delta  
Myra Croasdell, Delta  
John Stapleton, Schoolcraft  
Dan LaFoilie, Schoolcraft  
Karen Wigand, Delta  
Omer Doran, Schoolcraft  
Kristi Wood, Schoolcraft  
Ann Jousma-Miller, Delta  
Mari Negro, Menominee

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Connie Maule, SCP Director  
Mary Bunnin, FGP Director  
Kim Johnson, ECP Director  
Theresa Nelson, RSVP Director  
Joe Dehlin, WX Director

**MEMBERS ABSENT**

Susan Phillips, excused  
Julie Moberg, excused  
Ken Bryant, excused  
Dave Moyle  
Cathy Mercier  
Dave Anthony

**ACCEPTANCE OF SEPTEMBER 4, 2014 GOVERNING BOARD MINUTES**

Members received a draft of the September 4, 2014 Governing Board minutes for their review. There were no questions or comments and **THEY WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

**ACCEPTANCE OF PASTOR LEVIN'S RESIGNATION**

Members were mailed a copy of Pastor Levin's resignation letter. **MR. LAFOILLE MOVED TO ACCEPT PASTOR LEVIN'S RESIGNATION WITH REGRET AND GRATITUDE AND DIRECTED STAFF TO PRESENT HIM WITH A PLAQUE OF APPRECIATION. THE MOTION WAS SUPPORTED BY MARY NEGRO; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Chair Wigand called on Treasurer Dan LaFoilie who reported that the Finance Committee met on October 1<sup>st</sup> and reviewed the August Accounts Payable Schedule and recommends their approval. **JOHN STAPLETON MOVED TO APPROVE THE CAA AUGUST ACCOUNTS PAYABLE SCHEDULE, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachment "A")** He reported that the committee also reviewed a sole source bid for the Creative Curriculum that the program has used the past several years in the amount of \$7,506.50 **AND IT WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY KEN PENOKIE; MOTION CARRIED.** The Finance Committee report was accepted with a **MOTION FROM MR. DORAN, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED.**

**NOMINATING COMMITTEE REPORT**

Karen Wigand called on Mr. LaFoille who reported that the Nominating Committee met today and reviewed the status of the board vacancies and attendance. Pastor Levin was representing the FGP PAC so we could look to that group for a replacement. The vacancy from Gil Vandenhouten's resignation remains open. The Mid-County Senior Center PAC has a member, Clyde Thoune, who is interested and willing to serve. That committee will see if the PAC wishes to appoint him as their representative. Mr. Dubord reminded the board that John Stapleton's term expired at the end of July. He is still interested in serving but waiting to see whether or not Schoolcraft County Transit will reappoint him. He has moved to Delta County but still serves both Schoolcraft and Delta County Transit. The committee recommends extending John Stapleton's term on the board until the end of December. **TOM LIPPENS MOVED TO EXTEND JOHN STAPLETON'S TERM UNTIL THE END OF DECEMBER WHILE WAITING TO SEE IF HE WILL BE APPOINTED BY THE SCHOOLCRAFT COUNTY TRANSIT, GERI NELSON SECONDED THE MOTION; MOTION CARRIED.** Mr. LaFoille told the members that the committee discussed whether we should look at reducing the board size from 21-18 through attrition. It was noted that the by-laws will need to be revised if we decide to change. **BY CONSENSUS THE BOARD AGREED TO HAVE STAFF LOOK AT CHANGING THE SIZE OF THE BOARD FROM 21-18 THROUGH ATTRITION. SUSAN KLEIKAMP MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, SECONDED BY KEN PENOKIE; MOTION CARRIED. (see attachment "B")**

**ACCEPTANCE OF 9/24/14 EARLY CHILDHOOD MONTHLY REPORT**

Members received a copy of the 9/24/14 ECP monthly report for their review **AND IT WAS ACCEPTED WITH A MOTION FROM MR. STAPLETON, SECONDED BY OMER DORAN; MOTION CARRIED.**

**HEAD START UAW CONTRACT**

The Chair called on Bill Dubord who reminded the members that the contract expired in October of 2013, however there were no major issues with the contract renewal and the international rep. has been extremely busy with contracts that had more issues. The bargaining unit members have ratified the new contract language. **JOHN STAPLETON MOVED TO APPROVE THE HEAD START UAW CONTRACT SECONDED BY TOM LIPPENS; MOTION CARRIED.**

**APPROVAL OF EXECUTIVE DIRECTOR'S JOB DESCRIPTION**

Members received a copy of the Executive Director's job description for their review and **IT WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY LEE ROBBERT; MOTION CARRIED.**

**APPROVAL OF EXECUTIVE DIRECTOR'S SUCCESSION PLAN POLICY**

Members were provided a draft of the Executive Director's Succession Plan Policy for their review. There were no questions or comments **AND IT WAS APPROVED WITH A MOTION FROM OMER DORAN, SUPPORTED BY MR. LIPPENS; MOTION CARRIED.**

**APPROVAL OF CONFLICT OF INTEREST POLICY**

Members had received a draft of the Conflict of Interest Policy at the September board meeting and there was a recommendation for some language changes to clarify the intent of the document. These changes were incorporated and mailed to members in draft form. **THE CONFLICT OF INTEREST POLICY WAS**

**APPROVED WITH A MOTION FROM KEN PENOKIE, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.** We need a copy on file for each of our board members and will do so annually. (*see attachment "C"*)

#### **ORGANIZATIONAL STANDARDS UPDATE**

Ms. Wigand called on Bill Dubord who noted that we have been extremely busy this past month so have nothing new to report except that the Executive Director's Job Description, the E.D. Succession Plan Policy and the Conflict of Interest Policy are all part of the new standards to we are making progress.

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

The Chair called on the Executive Director who reported that he, Sally Kidd, Kim Johnson and Patti LeMire looked at several properties in Menominee for consideration to house our Early Childhood Program and preferably our Senior Citizen and Client Services Programs as well. One of the facilities could possibly serve our ECP but not the Senior Program. The Catholic School may still be viable for all of our services but there is a lot of work to be done before any decision is made in that regard.

The Early Childhood Program has contracted to bring a nationally recognized speaker, Donna Beagle, for training on November 3<sup>rd</sup> at Bay College on working with at risk families. **There is limited room remaining but if any board members wish to attend they should contact Kim Johnson by October 24<sup>th</sup>.**

#### **PUBLIC COMMENT/OTHER BUSINESS**

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

#### **ADJOURNMENT**

There being no other business **THE MEETING ADJOURNED AT 2:12 P.M. WITH A MOTION FROM GERI NELSON, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

**THE NEXT MEETING IS NOVEMBER 6, 2014 AT 1:30 P.M.**

**FINANCE COMMITTEE MEETING**  
**Wednesday, October 1, 2014**  
**12 noon**

**MINUTES**

The meeting was called to order at 12 noon. The following were present: Dan LaFoille, Omer Doran, Julie Moberg, Karen Wigand, Bill Dubord, Cathy Pearson, Kim Johnson, Sally Kidd and Kris Thibeault (by phone)

Bill asked Kris to update the board on how things seem to be working since she has been out of the office and trying to take care of her work responsibilities remotely from home. She noted that her staff (especially Jill Johnsen) are stepping up to help make sure that year end tasks as well as regular work is done.

It was noted that Pastor Levin has resigned so we have a vacancy on the Finance Committee. Karen asked the committee to give some thought who might be good and able to devote the time to serve on this committee. Bill indicated we might consider doing some meetings by phone or video conference if that would help.

Members reviewed the CAA credit card charges. Bill noted that the interest charge was waived and we are working to streamline our internal process so it doesn't happen again.

The committee reviewed the CAA August Accounts Payable Schedule. The committee asked many questions about a high cost training item that occurred. Kim noted that the board approved this line item but will try to remind the members of big ticket items regardless if they have already been approved. **THE AUGUST ACCOUNTS PAYABLE SCHEDULE WAS APPROVED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

The committee reviewed the HRA credit card charges.

The committee reviewed the HRA August Accounts Payable Schedules and **THEY WERE APPROVED WITH A MOTION FROM MR. DORAN, SUPPORTED BY JULIE MOBERG; MOTION CARRIED.**

Members were mailed a copy of a sole source purchase for the Creative Curriculum for the Early Childhood Program. They were reminded they are the only providers of this particular portfolio service and we have utilized them the past several years. **THE SOLE SOURCE PURCHASE FOR CREATIVE CURRICULUM for \$7506.50 WAS APPROVED UPON A MOTION FROM MS. MOBERG, SECONDED BY OMER DORAN; MOTION CARRIED.**

Members were given recommendations for the Senior Citizen Program charted positions. It was noted that staff would like to table the recommendation until more information is known about the Medicare/Medicaid dual enrollment that will occur soon and when we know about our reimbursement rate from UPCAP. We really want to raise the Personal Care Aides to a Level IV position because of the type of work they do.

At the last Finance meeting it was suggested that we visit the mileage reimbursement rate. Members were given a chart reflecting what different increases in mileage would mean to the Senior Citizen Program since it is one of our biggest programs. This will be revisited at a later date along with the consideration of a wage increase certain Senior Program chart positions. The committee understands that the Executive Director has the authority to adjust mileage rates as long as they do not exceed the federal rate.

Bill told the members that the Dickinson-Iron CAA missed a deadline to extend their LCA contract. It would take several months if DICSА had to reapply so we have offered to enter into a sub-contract for us act as the fiduciary in order for DICSА to get these funds. Bill assured the members that there is no risk in us doing this.

The meeting adjourned at 1:20 p.m.

Attachment "A"

THE FINANCE COMMITTEE HAS REVIEWED THE AUGUST 2014 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	125,527
EARLY HEAD START		57,027
EARLY-ON CHILDHOOD		61
GSRP		13,262
ASSET & LIABILITY ACCOUNTS		38,860
<b>TOTAL</b>	<b>\$</b>	<b>234,737</b>

SIGNED



(TREASURER)

DATE

10-1-14

**NOMINATING COMMITTEE MEETING**  
**Thursday, October 9, 2014**  
**12:45 p.m.**

**MINUTES**

The meeting was called to order at 12:45 p.m. and the following were present: Omer Doran, Dan LaFoilie, Karen Wigand, John Stapleton and Bill Dubord. Susan Phillips and Julie Moberg asked to be excused.

Members received a copy of Pastor Levin's resignation letter and will recommend that the board accept his resignation with regret. Pastor Levin was representing the Schoolcraft FGP PAC. It was noted that Pastor also served on the Finance Committee. Karen Wigand noted that we will seek at least one more person to serve on the Finance Committee, possibly two but it would be preferable to get someone from Menominee and/or Delta Counties since we already have two from Schoolcraft.

The committee was reminded that there is a vacancy in the consumer sector from Gil Vandenhouten's resignation. Bill reported that Clyde Thoun from the Mid-County Policy Advisory Committee is interested and willing to serve.

John Stapleton's term expired at the end of July. It was noted that John was representing the Schoolcraft Co. Transit Board. He has moved to Delta County (Garden) and works for Schoolcraft and Delta County Transit. He is waiting to see whether or not they will reappoint them. It was suggested that we extend John's term until December 31, 2014 while we wait to find out if he is reappointed.

The members were notified that Ken Bryant is not doing well and it is likely he may not return to serve on the board.

Members were provided a copy of the board attendance from July, 2013 – Sept., 2014 for their review. It was noted that no one has missed three consecutive meetings except Dave Moyle; however he has an alternate that can act in his absence.

It was mentioned that we may want to consider reducing the board from 21 members to 18 through attrition. With the vacancy caused by Pastor Levin's resignation and possibly one in the near future from Mr. Bryant, it may provide the opportunity to do so without having to ask someone to step down. If we decided to do this the By-laws would have to be changed. Karen indicated someone like Ken Penokie might be amenable to serving as a legal advisor rather than be on the board.

There being no other business **THE MEETING ADJOURNED AT 1:26 P.M.**

## MDS Community Action Agency & HRA Inc.

### Board of Directors

#### **CONFLICT OF INTEREST AGREEMENT AND DISCLOSURE**

In the course of conducting business for the Menominee, Delta & Schoolcraft Agency & Human Resources, Inc. (MDS CAA/HRA), both real and apparent conflicts of interest may arise. For the most part, these conflicts occur because the Board of Director members have multiple interests, affiliations, and positions within their communities.

Within this context, Conflict of Interest shall refer to any MDS CAA/HRA Board of Directors decision-making situation where an independent observer may reasonably question the influence of personal interests, concerns, relationships, affiliations or positions held by any individual member(s) of the Board. Such Conflicts are undesirable because they potentially, apparently or actually place the personal advantage of such decision-maker(s) ahead of what is best for MDA CAA/HRA and its obligations to its charitable purposes, mission, and public interest. However, real or apparent conflicts that are harmless to all individuals and entities involved **WILL NOT** require termination of board membership.

Head Start grant requirements do not allow board members to serve if they have immediate family members employed by Head Start. This does not apply to the elected sector. Immediate family is defined as: Husband, Wife, Father, Mother, Brother, Sister, Son, Daughter, any family with the prefix "step" (i.e. step-child), any family with the prefix "grand" (i.e. grandchild), and any family with the suffix "in-law" (i.e. brother in-law).

Therefore, because members of MDS CAA/HRA's Board of Directors may be involved with other organizations that may have business dealings, affiliations or seek grants from MDS CAA/HRA, the following general principle has been established:

*In the event a Board Member or a member of his or her family has a personal or business interest in, or is involved in any way with, an organization with whom the Board is considering a business contract or other dealing, such interest or involvement shall be disclosed to the Board. In such an event, said Board Member may not participate in discussion of the matter and shall abstain from voting on the matter. Minutes of the meeting shall indicate the disclosed Conflict of Interest in the matter being considered by the Board, whether said member participated in the discussion, and that said member abstained from voting on the matter.*

Please complete the following questions, and submit this form to the appropriate designated individual as noted on the bottom of this form.

1. Are you or a member of your immediate family an officer, director, trustee, partner (general or limited), employee or regularly retained consultant of any company, firm or organization that presently has business dealings with MDS CAA or which might reasonably be expected to have business dealings with MDS CAA in the coming year?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please list the name of the company, firm or organization, the position held, and the nature of the business which is currently being conducted with MDS CAA in the coming year:

2. Do you or does any member of your immediate family have a financial interest, direct or indirect, in a company, firm or organization which currently has business dealings with MDS CAA or which may reasonably be expected to have such business dealings with MDS CAA in the coming year?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please list the name of the company, firm or organization, the nature of the interest and the name of the person holding the interest, and the nature of the business which is currently being conducted with MDS CAA or which may reasonably be expected to be conducted with MDS CAA in the coming year:

3. Do you or does any member of your immediate family have a financial or personal interest in an entity in which MDS CAA has a financial or other vested interest.

\_\_\_\_\_ Yes \_\_\_\_\_ No

4. Is any member of your immediate family an employee of MDSCAA or the Head Start/Early Head Start Program?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please provide details below:

### Agreement

I acknowledge that this disclosure does not relieve me of the obligation to make further disclosure of potential conflicts of which I become aware after this date.

**I HAVE READ AND UNDERSTAND THE CONFLICT OF INTEREST POLICY. I AGREE TO ITS TERMS AND MY ACTIONS HAVE BEEN AND WILL CONTINUE TO BE GUIDED THEREBY.**

\_\_\_\_\_  
Printed name of Member

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

**Return to: Cathy Pearson 507 1<sup>st</sup> Ave. N. Escanaba, MI 49829**

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

**GOVERNING BOARD MEETING  
Thursday, October 9, 2014  
1:45 p.m.**

**MINUTES**

Chair Karen Wigand called the meeting to order at 2:13 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Doug Krienke, Menominee  
Susan Kleikamp, Menominee  
Lee Robbert, Schoolcraft  
Tom Lippens, Delta  
Geri Nelson, Delta  
Ken Penokie, Delta  
Myra Croasdell, Delta  
John Stapleton, Schoolcraft  
Dan LaFoilie, Schoolcraft  
Karen Wigand, Delta  
Omer Doran, Schoolcraft  
Kristi Wood, Schoolcraft  
Ann Jousma-Miller, Delta  
Mari Negro, Menominee

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Connie Maule, SCP Director  
Mary Bunnin, FGP Director  
Kim Johnson, ECP Director  
Theresa Nelson, RSVP Director  
Joe Dehlin, WX Director

**MEMBERS ABSENT**

Susan Phillips, excused  
Julie Moberg, excused  
Ken Bryant, excused  
Dave Moyle  
Cathy Mercier  
Dave Anthony

**ACCEPTANCE OF SEPTEMBER 4, 2014 GOVERNING BOARD MINUTES**

Members received a draft of the September 4, 2014 Governing Board minutes for their review. There were no questions or comments and **THEY WERE ACCEPTED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

**ACCEPTANCE OF PASTOR LEVIN'S RESIGNATION**

Members were mailed a copy of Pastor Levin's resignation letter. **MR. LAFOILLE MOVED TO ACCEPT PASTOR LEVIN'S RESIGNATION WITH REGRET AND GRATITUDE AND DIRECTED STAFF TO PRESENT HIM WITH A PLAQUE OF APPRECIATION. THE MOTION WAS SUPPORTED BY MARY NEGRO; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Chair Wigand called on Treasurer Dan LaFoilie who reported that the Finance Committee met on October 1<sup>st</sup> and reviewed the August Accounts Payable Schedule and recommends their approval. **SUSAN KLEIKAMP MOVED TO APPROVE THE HRA AUGUST ACCOUNTS PAYABLE SCHEDULES, SECONDED BY GERI NELSON; MOTION CARRIED. (see attachment "A")** He reported that the committee tabled a potential wage increase for the Senior Citizen chartered positions until further information is gathered on unit reimbursement. The Finance Committee report was accepted with a **MOTION FROM MR. DORAN, SUPPORTED BY LEE ROBBERT; MOTION CARRIED.**

**NOMINATING COMMITTEE REPORT**

Karen Wigand called on Mr. LaFoille who reported that the Nominating Committee met today and reviewed the status of the board vacancies and attendance. Pastor Levin was representing the FGP PAC so we could look to that group for a replacement. The vacancy from Gil Vandenhouten's resignation remains open. The Mid-County Senior Center PAC has a member, Clyde Thoune, who is interested and willing to serve. That committee will see if the PAC wishes to appoint him as their representative. Mr. Dubord reminded the board that John Stapleton's term expired at the end of July. He is still interested in serving but waiting to see whether or not Schoolcraft County Transit will reappoint him. He has moved to Delta County but still serves both Schoolcraft and Delta County Transit. The committee recommends extending John Stapleton's term on the board until the end of December. **TOM LIPPENS MOVED TO EXTEND JOHN STAPLETON'S TERM UNTIL THE END OF DECEMBER WHILE WAITING TO SEE IF HE WILL BE APPOINTED BY THE SCHOOLCRAFT COUNTY TRANSIT, GERI NELSON SECONDED THE MOTION; MOTION CARRIED.** Mr. LaFoille told the members that the committee discussed whether we should look at reducing the board size from 21-18 through attrition. It was noted that the by-laws will need to be revised if we decide to change. **BY CONSENSUS THE BOARD AGREED TO HAVE STAFF LOOK AT CHANGING THE SIZE OF THE BOARD FROM 21-18 THROUGH ATTRITION. MARY NEGRO MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, SECONDED BY KEN PENOKIE; MOTION CARRIED. (see attachment "B")**

**ACCEPTANCE OF PROGRAM MONTHLY REPORTS**

Members received copies of the FGP and Senior Citizen Program reports for their review **AND THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY MARI NEGRO; MOTION CARRIED.**

**ACCEPTANCE OF UPCAP MONITORING REPORT DATED 9/16/14**

Members were mailed a copy of the UPCAP monitoring report dated 9/16/14 and it **WAS ACCEPTED WITH A MOTION FROM TOM LIPPENS, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED.**

**APPROVAL OF EXECUTIVE DIRECTOR'S JOB DESCRIPTION**

Members received a copy of the Executive Director's job description for their review and **IT WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

**APPROVAL OF EXECUTIVE DIRECTOR'S SUCCESSION PLAN POLICY**

Members were provided a draft of the Executive Director's Succession Plan Policy for their review. There were no questions or comments **AND IT WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY MR. LAFOILLE; MOTION CARRIED.**

**APPROVAL OF CONFLICT OF INTEREST POLICY**

Members had received a draft of the Conflict of Interest Policy at the September board meeting and there was a recommendation for some language changes to clarify the intent of the document. These changes were incorporated and mailed to members in draft form. **THE CONFLICT OF INTEREST POLICY WAS APPROVED WITH A MOTION FROM ANN JOUSMA-MILLER, SUPPORTED BY GERI NELSON; MOTION CARRIED.** We need a copy on file for each of our board members and will do so annually. **(see attachment "C")**

**AUTHORIZATION TO ENTER INTO SUB-CONTRACT WITH DICSA FOR DELIVERABLE FUEL**

Ms. Wigand called on Bill Dubord who explained that we were approached DHS to act as a fiduciary for the Dickinson-Iron Community Services Agency for their deliverable fuel program. They have a brand new director and amid all the flurry of emails regarding various funding amendments, she missed the deadline to sign and return the contract and if they had to start all over with a new application it could take several months. Since we don't want the citizens of Dickinson & Iron Counties to be denied these funds due to an oversight, we would like to sub-contract with DISCSA. We have been assured that this is pass-through only and we would be held harmless should there be any disallowed costs. Mr. LaFolle directed staff to check with our auditors to ensure there will be no compliance issues in helping DICSA. **MARI NEGRO MOVED TO AUTHORIZE US TO ENTER INTO A SUB-CONTRACT WITH DICSA FOR DELIVERABLE FUEL, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

**ORGANIZATIONAL STANDARDS UPDATE**

Ms. Wigand called on Bill Dubord who noted that we have been extremely busy this past month so have nothing new to report except that the Executive Director's Job Description, the E.D. Succession Plan Policy and the Conflict of Interest Policy are all part of the new standards to we are making progress.

**EXECUTIVE DIRECTOR'S REPORT**

The Chair called on the Executive Director who reported that he, Sally Kidd, Kim Johnson and Patti LeMire looked at several properties in Menominee for consideration to house our Early Childhood Program and preferably our Senior Citizen and Client Services Programs as well. One of the facilities could possibly serve our ECP but not the Senior Program. The Catholic School may still be viable for all of our services but there is a lot of work to be done before any decision is made in that regard.

Ms. Wigand called on Bill Dubord who noted that since we have no December meeting scheduled he will be presenting a proposed board schedule for 2015 at the November board meeting. He noted that the by-laws dictate that we have a minimum of eight meetings and the last few years we have scheduled nine. He proposed that along with no meetings in June, August and December, that we not schedule one for February. Additionally he noted that some of our members have to be at other board meetings on the second Thursday of the month, so if we could move the meeting time up a bit that would be helpful. After much discussion the committee directed Bill to prepare the proposed schedule with no February meeting and a change in meeting time to 12:30 (EST) with lunch being provided.

**PUBLIC COMMENT/OTHER BUSINESS**

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

**ADJOURNMENT**

There being no other business **THE MEETING ADJOURNED AT 2:40 P.M. WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

**THE NEXT MEETING IS NOVEMBER 6, 2014 AT 1:45 P.M.**

Attachment "A"

THE FINANCE COMMITTEE HAS REVIEWED THE AUGUST 2014 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

SENIOR CITIZENS	\$	123,076
VOLUNTEER PROGRAMS		37,550
NUTRITION		70,928
STATE & LOCAL PROGRAMS		105,512
ENERGY AND HOUSING		13,991
ASSET & LIABILITY ACCOUNTS		43,511
<b>TOTAL</b>	<b>\$</b>	<b>394,569</b>

SIGNED   
(TREASURER)

DATE 10-1-14

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, October 21, 2014.

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

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

Public Participation: No public participation at this time.

C. Peterson moved to approve the minutes from the September 16, 2014 meeting. Seconded by J. Freis, motion carried.

C. Peterson moved to approve September preliminary year-end financial reports. Seconded by J. Bejgrowicz, motion carried.

C. Peterson moved to pay the October bills. Seconded by J. Bejgrowicz, motion carried.

#### Director's Report:

- A. The monthly circulation stat comparisons for September were in the board packets.
- B. The Friends of the Library met on Thursday, September 25. They held their Fall Gathering on October 5 at the Belgiumtown Restaurant. The food was delicious and Deb Kapplinger did an excellent presentation on her trip to Africa.

The Friends will hold a Halloween Story-time on Monday, October 27 at 6:30 PM, and the Stephenson High School National Honor Society students will be reading to the children.

- C. The bookmobile has added another stop on the second Friday of each month at Erica's Big House Daycare on Meintz Road in Stephenson.

#### Old Business:

- A. FY 2014-2015 Preliminary Budget – Update – The budget was approved by the County Board on September 23, 2014, and there were no changes to the library budget.
- B. Hermansville Branch Library – Personnel – We held the open house on Tuesday September 30. Many patrons stopped by to thank Laurie Riedy for her service and to welcome Linda Cooley.

#### New Business:

- A. U.P.R.L.C. Annual Meeting and Conflict of Interest Form – P. Cheski attended the annual meeting and was re-elected to the board of trustees. She completed and returned the required Conflict of Interest form. State Librarian Randy Riley opened the meeting. He and all the other speakers gave very interesting and informative presentations.
- B. Superiorland Library Cooperative Board – Joan Brown will continue to represent our library this fiscal year, but she will no longer be a voting member.

- C. Xerox Work Center #4118 Copier Lease – After discussion, C. Peterson moved to cancel the lease with Xerox and replace it with a lease from Cooper Office Equipment. Seconded by J. Bejgrowicz, motion carried. This will save approximately \$25.00 per month at the current number of copies printed each month.
- D. MelCat Participation – Annual Review – We just completed our first year participating in MelCat. We borrowed 170 items and loaned 241 items to Michigan libraries.
- E. Library Director Evaluation – Discuss Format – After discussion, the board decided to use the same evaluation form and evaluate the director in closed session at the November meeting.

Other Board Concerns: No board concerns at this time.

Public Participation: No public participation at this time.

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by C. Peterson, motion carried. The meeting adjourned at 11:15 AM.