

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on **Tuesday ~ December 10, 2013 @ 6:00 p.m. CST**  
At the Menominee County (MSU) Annex Building  
S904 U.S. HWY 41, Stephenson, MI 49858

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
  - Nov. 26, 2013 – County Board
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Menominee County Housing Program Procedural Guide for the MSHDA Program.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve payment of Commissioner Per Diems and expenses as recently submitted.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on Oct. 16, 23, 25, 30 & Nov. 7, 2013 in the amount of \$342,263.73.
  - 4. 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. Medical Examiner - vacancy effective March 1, 2014
  - 2. Building and Grounds/Park Items:
    - a. None
  - 3. Miscellaneous Items:

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

- a. CAA Gov. Board & DHS Board~ member vacancies
- b. Bay Area Medical Center Board of Directors appointment

4. Finance Items

- a. Resolution 2013-18 ~ PA 152 of 2011
- b. Courthouse Security
- c. Commissioner Per Diems and expenses
- d. Miscellaneous bills as paid on November 22 and Dec. 5, 2013 in the amount of \$92,885.63.

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

November 26, 2013

UNAPPROVED

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

**Absent:** None.

Chairman Meintz stated that the agenda would need to be amended to add Personnel Item A under New Business. This would be a discussion about the equalization positions. Also add Personnel Item B under New Business. This would be a discussion of the letter the Menominee County Judges wrote to the board in regards to courthouse security. In addition to the added items, Action Item #5, a motion to approve Resolution 2013-15 will need to be adjusted to read Resolution 2013-17.

Moved by Com. Hafeman, seconded by Com. Schei to approve the agenda as amended. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Plutchak to approve the minutes from the November 12, 2013 Regular County Board Meeting. Motion was approved 9-0.

**Public Comment:**

- John Anderson – Asked if the property in Meyer Township was on the agenda. If it is not he will reserve his comments for the Public Comment portion at the end of the meeting.

**Presentations:** None.

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

Moved by Com. Piche, seconded by Com. Hafeman to approve the Section 3 Implementation Plan for Menominee County (MSHDA/HUD). Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Plutchak to approve the Park Lease Policies and Procedures as amended 11/12/2013. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve the Michigan Natural Resources Trust Fund Development Project Agreement for River Park Development. Project number TF12-121. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve Resolution 2013-16 ~ Development of River Park. Motion was approved 9-0. (Attachment A)

Moved by Com. Nelson, seconded by Com. Lang to approve Resolution 2013-17 ~ In Support of CUPPAD application on behalf of the Central Upper Peninsula Regional Prosperity Collaborative. Discussion ensued. Com. Furlong, Meintz and Hafeman stated that they disagree with this resolution. Com. Nelson stated that he would support this resolution. Motion failed by a roll call vote 2-7. Com. Lang and Nelson voted Aye.

Moved by Com. Piche, seconded by Com. Nelson to approve the "revised" Agreement for Extension services provided by Michigan State University to Menominee County. Total cost for services during the period of Oct. 2013 through September 2014 is \$30,000. Payment to be disbursed from account #101-261-801.00. Discussion ensued. Com. Meintz thanked Doug Brahee and Dr. Coon for coming to the board meeting. Both gentlemen then updated the board on the status of the educator position. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve the Final 2012/2013 Budget Amendments, (3total). (Reimbursements from UP911 Authority, computer replacements - \$44,804; Reimbursement for cancelled corrections officer training - \$1,150; Board of Canvassers travel expenses - \$50.) Discussion ensued and Com. Nelson asked Brian about the \$23,000 over budget that the Sheriff's Dept had incurred. Brian responded that will be covered by the deficit elimination plan, after the audit process. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Plutchak to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Schei to approve miscellaneous bills as paid on Oct. 16, 23, 25, 30 & Nov. 7, 2013 in a total amount of \$342,263.73. Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Hafeman to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 9-0.

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

#### **Personnel Items:**

- a. Equalization Position – Brian explained that this is an item that was discussed at the last Personnel Committee meeting. Peggy Schroud (Equalization Director) gave Brian a job description for a Staff Appraiser. Brian explained that this would be a reinstatement of an old position that Peggy previously held before becoming Equalization Director. Brian said that he has discussed this with the union and it doesn't appear that they have an issue with it as long as the board properly posts for the position. Brian also discussed that there will be a need to restructure the Equalization office. Com. Meintz discussed the importance of this position and the sustainability of crucial offices. We can't have the unions putting a choker chain on the county. We should put more pressure on them. Brian explained that Menominee County is an equal opportunity employer, so by placing someone into this position we are not guaranteeing them that they will be the next Equalization Director. When Peggy retires the position will have to be advertised and the person in the position of Staff Appraiser would have to be qualified, and apply for the Director's position the

same as everyone else. Com. Lang also questioned if they were grooming someone to automatically move into the position of Equalization Director. He cautioned the board not to do that because of the possibility of a lawsuit. Com. Plutchak asked how long it would take someone to become trained as a level 3 assessor, which is what is required to be Equalization Director. Peggy explained it would take 3 to 3 ½ years for someone to become a level 3 assessor. Peggy feels that there needs to be two licensed people in her office. Com. Nelson commented that there are currently 2 employees in the Equalization Department and we can't afford to have 3. Com. Schei feels that we need to move forward with this as soon as possible. Brian explained by doing this there would be 3 people in the office. Com. Nelson stated that the other person in the office can just take a different job somewhere else in the county. Com. Meintz asked Brian why he hasn't answered all of these questions in the past 5 weeks since the Personnel Committee meeting. Brian explained that during the Personnel Committee meeting it was never discussed about eliminating the other position for the office. So given the new information presented to him tonight there was no way for him to have the answers. Com. Furlong stated that he does not want to see a disaster, and he does not want us to create a disaster. He asked why we just can't make Annette get the training to become a level 2 assessor and if she refuses to get the training then we can deal with it. Com. Piche feels we should have another Personnel Committee meeting to hash through all of these ideas that were brought up tonight. Peggy stated that it is already past the time to sign up for the level 1 & 2 assessor training. She said that Annette has spoken to her in the past that the board can't make her get the training, and that she doesn't want my job. The consensus of the board is to move this item forward to the next meeting, but to have a Personnel Committee meeting before that, and follow their recommendations.

- b. Courthouse Security – Letter from the Menominee County Judges. – Brian read a letter that was addressed to the board from Judge Hupy, Barstow, Barglund and Ceello. Brian explained that this has come about because of the hiring freeze, budget issues and the loss of employees at the Sheriff Department. The judges would like to see a full time position in the courthouse providing security not just in the courtrooms but also the hallways and other offices. Brian explained that the Sheriff has to provide security in the courtroom, but the Sheriff is not required to provide security in the rest of the courthouse. Com. Nelson suggested that we look at hiring a private security company to provide security in the courthouse if the Sheriff is not going to do this. The commissioners discussed that if there was a need to hire a private security firm, then the cost of it would have to come from the Sheriff Department budget. Com. Plutchak asked if we've looked into hiring a private security firm. Com. Meintz commented, we're using temps in the other offices. Com. Meintz would like to move this forward to the next meeting and have Brian contact the Sheriff and also other private companies. The consensus of the board is to move this item forward to the next meeting.

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

**Miscellaneous Items:**

- a. CAA Gov. Board ~ member vacancy. – Brian explained that a Menominee County Representative on the Community Action Agency Governing Board resigned. Administration received a letter asking for the County Board to appoint another member. We have submitted an advertisement to receive applications until December 5<sup>th</sup> at noon. Applications may also be submitted via the County Website.

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

- b. Menominee County Housing Program Procedural Guide – MSHDA. – The MSHDA funding program requires each county to update their Program Procedural Guide each grant term. Larry Wall has made changes according to current procedures/laws. Commissioners were sent this guide via email on 11/18/13 for their review prior to the board meeting. The consensus of the board is to move this item forward to the next meeting for approval.

**Finance Items:**

- a. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills as paid on November 21, 2013 in the amount of \$108,445.65. - The consensus of the board is to move this item forward to the next meeting for approval.

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

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

Chairman Meintz called for public comment

**Public Comment:**

- John Anderson – Commented on the need for another licensed assessor in the Equalization Department. He also commented on the appraisal of the lot in Meyer Township. He said it is not worth \$18,000. It might be worth \$4,000 - \$6,000 and he feels it should be given over to Meyer Township.
- Gary Eichhorn – Commented on the lot in Meyer Township and that it should be given to Meyer Township. Also thanked commissioner Piche calling a spade a spade (referring to the Sheriff).

**Commissioner Comment:**

- Com. Hafeman – Commented that the Equalization Department plays a major role in tax collection. She is please with the interm director at Pinecrest and the positive work being done there. Commented on some grants that are available that would help Meyer Township purchase the lot in Hermansville from the county, and to have it turned into a parking lot. Also wished everyone a Happy Thanksgiving.
- Com. Schei – Thanked the public for being in attendance and the board for moving things forward tonight. Also Happy Thanksgiving.
- Com. Nelson – He commented that he attended last month’s Meyer Township Board meeting and they thought the lot in Hermansville was suppose to be given to them.
- Com. Lang – Discussed that the county lost another WWII Veteran (Jim Uecke) and he was very instrumental in helping fellow veterans in the county.
- Com. Meintz – wished everyone a Happy Thanksgiving. Thanked Dr. Coon for coming to the meeting. Thanked Peggy Schroud and told everyone to have a safe weekend.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 7:26 p.m. Motion was approved 9-0.

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Charlie Meintz, Chairman

---

Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

|   |  |
|---|--|
| <b>SUBJECT:</b>   | <b>Menominee County Housing Program Procedural Guide</b> |
| <b>DEPARTMENT:</b>  | <b>Administration</b>                                    |
| <b>ATTACHMENTS:</b>   | <b>Yes</b>   |
| <b>SUMMARY:</b>   |  |
| <p>The MSHDA funding program requires each county to update their Program Procedural Guide each grant term. Larry Wall has made changes according to current procedures/laws. Commissioners were sent this guide via email on 11/18/13 for their review prior to the board meeting.</p> |  |
| <b>RECOMMENDED MOTION</b>   |  |
| <p>To approve the Menominee County Housing Program Procedural Guide</p>   |  |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# **Menominee County Housing Program Procedural Guide**

Funded by  
Michigan State Housing  
Development Authority



## TABLE OF CONTENTS

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## **SECTION I**

### **GENERAL PROVISIONS**

#### **PURPOSE OF THE PROGRAM:**

This Program is intended to provide funds for the renovation and repair of owner-occupied, single family residential homes. All repairs must conform to the Michigan Residential Code and Housing and Urban Development's (HUD) Uniform Physical Condition Standards (UPCS), as mandated by the Michigan State Housing Development Authority (MSHDA). The program will comply with local zoning ordinances. This program is not intended to provide new housing, only rehabilitation of existing housing.

#### **PURPOSE OF THE PROGRAM GUIDELINES:**

The purpose of these Guidelines is to establish policies for carrying out the Housing Rehabilitation Program in a manner consistent with HUD requirements and local goals and objectives. Menominee County (The County) is responsible for complying with all changes in HUD regulations pertaining to the CDBG program. If such changes conflict with these Guidelines, as previously stated HUD regulations will have precedence.

Applicable regulations include:

- 24 CFR Part 5: General Program Requirements
- 24 CFR Part 8: Nondiscrimination
- 24 CFR Part 570: Community Development Block Grant
- 24 CFR Part 35: Lead-Based Paint Regulations

#### **HOUSING PROGRAM AUTHORITY**

The County, and The County's Selected Third Party Administrator (collectively referred to as the Housing Program Authority – HPA) has the authority and may, at its discretion, upon prior MSHDA approval exceed any of the guidelines it has established and disregard any of the restrictions it has imposed in any case where the HPA determines that the program purpose will be best served by doing so. The HPA retains the right to re-determine any applicant based on change of income status. Any change to the guidelines must be approved by MSHDA.

## **PROGRAM ACTIVITIES:**

### **Homeowner Rehabilitation (HR)**

Under this activity the home will be rehabilitated to meet code requirements of the program. The maximum amount of CDBG, MSHDA, and/or HOME funds that can be used for all costs on each project is \$40,000.

## **MODIFICATION AND TERMINATION OF PROGRAM**

The County may amend the Procedural Guidelines from time to time by issuance of revised pages, which shall be effective as of the date of issue, or such later date as the amendment shall specify. Administrative memoranda may also be issued which discuss policy interpretations, clarification of procedures and other administrative matters.

Nothing in the Procedural Guide shall be construed in such a manner as to conflict with, alter, or amend any Federal, State and Local regulations.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

11/12/13  
Menominee County Administration

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: ~~\$555~~ mile ~ effective 01 January 2013  
1.565

\*Meals Maximum of \$40 per day.

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

Name: Chris Plutchak ~ District 5

| Date     | Meeting Place        | # of miles | <del>555</del> X<br>1.565/mile | Total Cost               | Account Number |
|----------|----------------------|------------|--------------------------------|--------------------------|----------------|
| 10-8-13  | Cedar River CB       | 58         |                                | 32.77                    | 101-101-860.05 |
| 10-9-13  | Stephenson ExC.      | 40         |                                | 22.60                    | 101-101-860.05 |
| 10-18-13 | Stephenson Personnel | 40         |                                | 22.60                    | 101-101-860.05 |
| 10-22-13 | Cedar River CB       | 58         |                                | 32.77                    | 101-101-860.05 |
|          |                      |            |                                |                          | 101-101-860.05 |
|          |                      |            |                                |                          | 101-101-860.05 |
|          |                      |            |                                |                          | 101-101-860.05 |
|          |                      |            |                                |                          | 101-101-860.05 |
|          |                      |            |                                |                          | 101-101-860.05 |
|          |                      |            | <b>Total Mileage</b>           |                          |                |
|          |                      |            |                                | <b>Total Mileage Fee</b> | 110.74         |

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



Signed

11-1-13

Date

# Commissioner Meeting Fee Expense Form

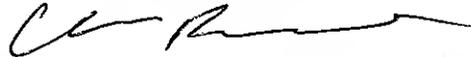
11/12/13  
Menominee County Administration

Name of Commissioner Chris Plutchak

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

| Date                  | Meeting Description & Duration | Meeting Expense |
|-----------------------|--------------------------------|-----------------|
| 10-8-13               | CB Cedar River                 | 50.00           |
| 10-9-13               | EXC. Committee                 | 50.00           |
| 10-15-13              | JCA Board Meeting              | 50.00           |
| 10-18-13              | Personnel Committee Meeting    | 50.00           |
| 10-22-13              | CB Cedar River                 | 50.00           |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
|                       |                                |                 |
| <b>Total Per Diem</b> |                                | <b>250.00</b>   |

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

Commissioner Signature: 

Date: 11-1-13

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**

Menominee County, WI  
11/02/13

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

\*Meals Maximum of \$40 per day.

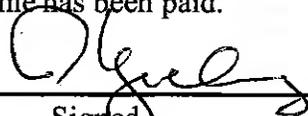
\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: James Furlong ~ District 3

| Date                     | Meeting Place       | # of miles | <del>.555</del> <sup>.565</sup> X<br><del>555</del> /mile | Total Cost | Account Number |
|--------------------------|---------------------|------------|---|------------|----------------|
| 10-22-13                 | Cedarville Township | 44         |   | 24.86      | 101-101-860.03 |
|                          |                     |            |   |            | 101-101-860.03 |
|                          |                     |            |   |            | 101-101-860.03 |
|                          |                     |            |   |            | 101-101-860.03 |
|                          |                     |            |   |            | 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>                                      | 44         |                |
| <b>Total Mileage Fee</b> |                     |            |   |            | 24.86          |

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

  
\_\_\_\_\_  
Signed

11-12-13  
\_\_\_\_\_  
Date



## 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 November 21, 2013 in the amount of \$108,445.65. |                            |
| <b>RECOMMENDED MOTION</b>  |                            |
| To approve Miscellaneous Bills as paid on November 21, 2013 in the amount of \$108,445.65.                         |                            |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

### General Fund Expenditures

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

### Special Revenue Funds

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

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                              | Vcher# | Voucher Date | Vendor's Ref#    | Description                         | Debit Acct#    | \$Amount | SepCk | Claim Total |
|--|--------|--------------|------------------|-------------------------------------|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>             |        |              |                  |                                     |                |          |       |             |
| <b>AIR COOLED ENGINES</b>                |        |              |                  |                                     |                |          |       |             |
|  | 33310  | 09/30/2013   | 11024580         | John Deere Blade (x3)               | 208-751-930.02 | 37.20    |       | \$37.20     |
| <b>ANDERSON AUTO &amp; RV SALES INC</b>  |        |              |                  |                                     |                |          |       |             |
|  | 33259  | 10/03/2013   | 1262             | Oil Change                          | 205-315-934.02 | 34.95    |       | \$735.55    |
|  | 33260  | 10/10/2013   | 1263             | Oil Change                          | 205-315-934.02 | 60.70    |       |             |
|  | 33261  | 10/16/2013   | 1264             | Ball Joints & Tie Rods, Oil Change  | 205-315-934.02 | 519.95   |       |             |
|  | 33262  | 10/29/2013   | 1265             | Battery                             | 205-315-934.02 | 119.95   |       |             |
| <b>ANGELIS MENOMINEE INC</b>             |        |              |                  |                                     |                |          |       |             |
|  | 33234  | 10/02/2013   | 1230291-IN       | Inmate Groceries                    | 101-301-770.00 | 52.63    |       | \$367.90    |
|  | 33235  | 10/08/2013   | 0095951-IN       | Inmate Groceries                    | 101-301-770.00 | 7.34     |       |             |
|  | 33236  | 10/11/2013   | 0075418-IN       | Inmate Groceries                    | 101-301-770.00 | 109.97   |       |             |
|  | 33237  | 10/17/2013   | 0735391-IN       | Inmate Groceries                    | 101-301-770.00 | 55.85    |       |             |
|  | 33238  | 10/18/2013   | 075913-IN        | Inmate Groceries                    | 101-301-770.00 | 20.76    |       |             |
|  | 33239  | 10/21/2013   | 0073315-IN       | Inmate Groceries                    | 101-301-770.00 | 58.87    |       |             |
|  | 33240  | 11/28/2013   | 0065034-IN       | Inmate Groceries                    | 101-301-770.00 | 62.48    |       |             |
| <b>APCO INTERNATIONAL</b>                |        |              |                  |                                     |                |          |       |             |
|  | 33159  | 11/08/2013   | 245013           | 2014 Membership Dues                | 266-325-802.00 | 92.00    |       | \$92.00     |
| <b>AT&amp;T - Carol Stream, IL</b>       |        |              |                  |                                     |                |          |       |             |
|  | 33173  | 11/01/2013   | 906753458211     | November 1 - November 30, 2013      | 101-103-850.00 | 29.23    |       | \$1,025.82  |
|  | 33176  | 11/01/2013   | 906R41083911     | November 1 - November 30, 2013      | 101-103-850.00 | 691.23   |       |             |
|  | 33191  | 11/01/2013   | 906753220911     | November 1 - November 30, 2013      | 101-103-850.00 | 305.36   |       |             |
| <b>AT&amp;T Mobility</b>                 |        |              |                  |                                     |                |          |       |             |
|  | 33298  | 11/19/2013   | 287252234966     | November 10 - December 9, 2013      | 101-132-850.00 | 36.04    |       | \$67.08     |
|  | 33299  | 11/20/2013   | 287252150867     | November 1 - November 30, 2013      | 101-132-850.00 | 31.04    |       |             |
| <b>Bay Cities Radio</b>                  |        |              |                  |                                     |                |          |       |             |
|  | 33230  | 10/31/2013   | IN-WLS-113092591 | Radio Advertising                   | 101-301-755.00 | 99.00    |       | \$99.00     |
| <b>BAYSHORE VETERINARY CLINIC</b>        |        |              |                  |                                     |                |          |       |             |
|  | 33266  | 11/08/2013   | 165982           | K9 Supplies                         | 101-301-881.01 | 38.41    |       | \$38.41     |
| <b>Big Bear Custom Graphics</b>          |        |              |                  |                                     |                |          |       |             |
|  | 33291  | 10/30/2013   | 370              | Polo Shirts for Teen Court          | 296-667-801.02 | 368.00   |       | \$368.00    |
| <b>Bob Barker Company, Inc.</b>          |        |              |                  |                                     |                |          |       |             |
|  | 33232  | 11/11/2013   | WEB000292385     | Inmate Supplies                     | 101-301-770.00 | 225.41   |       | \$225.41    |
| <b>BP</b>                                |        |              |                  |                                     |                |          |       |             |
|  | 33228  | 11/06/2013   | 39612279         | Sheriff Department - October 2013   | 101-301-742.00 | 424.90   |       | \$424.90    |
| <b>Brian Bousley</b>                     |        |              |                  |                                     |                |          |       |             |
|  | 33158  | 11/07/2013   | Reimbursement    | Mileage - Homeland Security Meeting | 101-426-860.00 | 106.69   |       | \$106.69    |
| <b>Brunelle, Jennifer</b>                |        |              |                  |                                     |                |          |       |             |
|  | 33292  | 11/18/2013   | Reimbursement    | Mileage                             | 296-664-860.00 | 410.19   |       | \$419.39    |
|  | 33295  | 11/18/2013   | Reimbursement    | Meal (Transport of Juvenile J.V.)   | 296-664-860.00 | 9.20     |       |             |
| <b>Cellcom Wisconsin RSA 04</b>          |        |              |                  |                                     |                |          |       |             |
|  | 33208  | 11/05/2013   | 468107           | Medical Examiner Cellular Services  | 101-648-727.00 | 72.72    |       | \$72.72     |
| <b>Cenex Fleetcard</b>                   |        |              |                  |                                     |                |          |       |             |
|  | 33172  | 11/06/2013   | 79692C           | Building Code - October 2013        | 249-371-742.00 | 127.94   |       | \$127.94    |
| <b>City of Stephenson - P.O. Box 467</b> |        |              |                  |                                     |                |          |       |             |
|  | 33253  | 11/07/2013   | Reimbursement    | Law Radios (10/1/13 - 3/31/14)      | 101-301-976.00 | 150.00   |       | \$150.00    |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                           | Vcher# | Voucher Date | Vendor's Ref#      | Description                             | Debit Acct#    | \$Amount  | SepCk | Claim Total        |
|---------------------------------------|--------|--------------|--------------------|---|----------------|-----------|-------|--------------------|
| Bank Account: General                 |        |              |                    |   |                |           |       |                    |
| <b>CLOVERLAND PAPER CO</b>            |        |              |                    |   |                |           |       | <b>\$1,108.25</b>  |
|                                       | 33233  | 11/01/2013   | 103426             | SOS Pads                                | 101-301-770.00 | 46.00     |       |                    |
|                                       | 33268  | 11/15/2013   | 103386             | Ice Melt (x25 bags)                     | 101-265-930.00 | 300.75    |       |                    |
|                                       | 33269  | 11/14/2013   | 103385             | Ice Melt (x50 bags)                     | 101-265-930.00 | 601.50    |       |                    |
|                                       | 33270  | 11/15/2013   | 103548             | Kitchen Towels, Center Towels, Toilet T | 101-265-755.01 | 160.00    |       |                    |
| <b>Cooper Office Equipment</b>        |        |              |                    |   |                |           |       | <b>\$984.88</b>    |
|                                       | 33139  | 11/07/2013   | 105025             | Contract # 1413-01, 11/20/13 - 2/19/14  | 101-136-931.00 | 239.94    |       |                    |
|                                       | 33157  | 11/07/2013   | 105024             | Contract # 1410-01, 11/20/13 - 2/19/14  | 101-267-801.00 | 190.00    |       |                    |
|                                       | 33165  | 11/07/2013   | 105023             | Contract # 1406-01 (11/20/13 - 2/19/14) | 101-172-931.01 | 180.00    |       |                    |
|                                       | 33166  | 11/07/2013   | 105026             | Contract # 1849-01 (11/20/13 - 2/19/14) | 101-172-931.01 | 239.94    |       |                    |
|                                       | 33255  | 11/08/2013   | 105053             | Contract 1408-01, Pinecrest Copier      | 205-315-755.00 | 135.00    |       |                    |
| <b>Country Mile Document Destruct</b> |        |              |                    |   |                |           |       | <b>\$94.87</b>     |
|                                       | 33148  | 11/11/2013   | 16786              | Shredding Documents (11/7/13)           | 101-265-801.00 | 94.87     |       |                    |
| <b>Dave Vandermissen Repair</b>       |        |              |                    |   |                |           |       | <b>\$480.00</b>    |
|                                       | 33251  | 11/02/2013   | 1013               | Materials & Labor - Vehicle Maintenance | 101-301-881.01 | 480.00    |       |                    |
| <b>David F. Oeming, Jr.</b>           |        |              |                    |   |                |           |       | <b>\$160.00</b>    |
|                                       | 33303  | 11/18/2013   | 2013-068-MI        | Court Appointed Legal - Anderia         | 101-148-807.00 | 160.00    |       |                    |
| <b>Dickinson County Treasurer</b>     |        |              |                    |   |                |           |       | <b>\$25,198.07</b> |
|                                       | 33179  | 09/30/2013   | Circuit Court 2013 | July, August, September 2013            | 101-131-702.00 | 21,403.00 |       |                    |
|                                       | 33181  | 11/04/2013   | Circuit Court 2013 | Shared Telephone (Oct, Nov, Dec 2013)   | 101-131-702.00 | 207.26    |       |                    |
|                                       | 33182  | 11/12/2013   | West Law 2013      | Oct, Nov, Dec 2013                      | 289-145-801.00 | 3,587.81  |       |                    |
| <b>EAGLEHERALD PUBLISHING, LLC</b>    |        |              |                    |   |                |           |       | <b>\$17.00</b>     |
|                                       | 33195  | 10/31/2013   | 1408               | Pinecrest Board                         | 101-101-901.00 | 17.00     |       |                    |
| <b>Eldercare Home Pharmacy</b>        |        |              |                    |   |                |           |       | <b>\$399.60</b>    |
|                                       | 33248  | 10/31/2013   | 3981106            | Inmate Medical                          | 101-301-770.01 | 399.60    |       |                    |
| <b>FRIEND OF COURT ASSOCIATION -</b>  |        |              |                    |   |                |           |       | <b>\$350.00</b>    |
|                                       | 33302  | 11/15/2013   | Dues               | 2014 Association Dues                   | 101-141-802.00 | 350.00    |       |                    |
| <b>Friends Ofc Prod Whse Direct</b>   |        |              |                    |   |                |           |       | <b>\$74.60</b>     |
|                                       | 33160  | 11/07/2013   | 018512I            | ROD - Office Supplies                   | 101-268-727.00 | 74.60     |       |                    |
| <b>Furlong, James</b>                 |        |              |                    |   |                |           |       | <b>\$24.86</b>     |
|                                       | 33163  | 11/12/2013   | Reimbursement      | Mileage - October 2013                  | 101-101-860.03 | 24.86     |       |                    |
| <b>GAMBLES STORE</b>                  |        |              |                    |   |                |           |       | <b>\$207.84</b>    |
|                                       | 33309  | 11/05/2013   | October 2013       | Stain for Parks                         | 208-751-930.04 | 207.84    |       |                    |
| <b>Garcia Linda</b>                   |        |              |                    |   |                |           |       | <b>\$90.85</b>     |
|                                       | 33293  | 11/18/2013   | 5347               | Transport of Juvenile (J.V.)            | 101-132-801.01 | 32.50     |       |                    |
|                                       | 33293  | 11/18/2013   | 5347               | Transport of Juvenile (J.V.)            | 101-132-801.00 | 52.00     |       |                    |
|                                       | 33294  | 11/18/2013   | Reimbursement      | Meal (Transport of Juvenile J.V.)       | 101-132-801.00 | 6.35      |       |                    |
| <b>GREAT AMERICAN DISPOSAL CO THE</b> |        |              |                    |   |                |           |       | <b>\$56.02</b>     |
|                                       | 33278  | 11/01/2013   | 3B108901           | Annex - Garage Removal                  | 101-261-942.00 | 56.02     |       |                    |
| <b>Gregory, Raymond G.</b>            |        |              |                    |   |                |           |       | <b>\$95.00</b>     |
|                                       | 33304  | 11/20/2013   | 2013-156-MI        | Court Appointed Legal - Czerp           | 101-148-807.00 | 95.00     |       |                    |
| <b>Ivens, Ruby E.</b>                 |        |              |                    |   |                |           |       | <b>\$54.24</b>     |
|                                       | 33144  | 11/07/2013   | Reimbursement      | Mileage - Parks Committee (November     | 208-751-860.00 | 27.12     |       |                    |
|                                       | 33145  | 11/07/2013   | Reimbursement      | Mileage - Parks Committee (October 20   | 208-751-860.00 | 27.12     |       |                    |
| <b>J S ELECTRONICS, INC.</b>          |        |              |                    |   |                |           |       | <b>\$329.23</b>    |
|                                       | 33263  | 11/05/2013   | 18001              | Squad 5503 - Light Bar Maintenance      | 205-315-934.02 | 329.23    |       |                    |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                     | Vcher# | Voucher Date | Vendor's Ref#    | Description                           | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|---------------------------------|--------|--------------|------------------|---------------------------------------|----------------|----------|-------|-------------------|
| <b>Bank Account: General</b>    |        |              |                  |                                       |                |          |       |                   |
| <b>Joel Hensley, RN</b>         |        |              |                  |                                       |                |          |       | <b>\$1,465.00</b> |
|                                 | 33249  | 11/17/2013   | Nursing Services | Nursing Services                      | 101-301-770.01 | 1,365.00 |       |                   |
|                                 | 33285  | 11/17/2013   | Blood Draw       | T.U. (11/14/13)                       | 101-267-801.01 | 100.00   |       |                   |
| <b>K &amp; M Rentals</b>        |        |              |                  |                                       |                |          |       | <b>\$78.00</b>    |
|                                 | 33167  | 11/12/2013   | 3693             | Portable Toilet - Airport Park        | 208-751-801.00 | 78.00    |       |                   |
| <b>K MART 7031</b>              |        |              |                  |                                       |                |          |       | <b>\$15.98</b>    |
|                                 | 33286  | 11/19/2013   | 70311092960033   | Clorox Wipes                          | 266-325-755.00 | 15.98    |       |                   |
| <b>Kakuk, Tammany</b>           |        |              |                  |                                       |                |          |       | <b>\$372.26</b>   |
|                                 | 33297  | 11/19/2013   | 6352             | Foster Care Cost (C.F.)               | 292-662-843.02 | 372.26   |       |                   |
| <b>LENCA SURVEYING</b>          |        |              |                  |                                       |                |          |       | <b>\$2,441.55</b> |
|                                 | 33187  | 11/14/2013   | 13245            | Remon Yr 2013 (10/30 - 11/13)         | 243-245-801.07 | 2,441.55 |       |                   |
| <b>Lesperance, Diane</b>        |        |              |                  |                                       |                |          |       | <b>\$16.76</b>    |
|                                 | 33161  | 11/13/2013   | Reimbursement    | Mileage                               | 101-253-860.00 | 15.70    |       |                   |
|                                 | 33161  | 11/13/2013   | Reimbursement    | Mileage                               | 517-262-704.00 | 1.06     |       |                   |
| <b>M &amp; M Trucking, Inc.</b> |        |              |                  |                                       |                |          |       | <b>\$165.00</b>   |
|                                 | 33138  | 11/08/2013   | 6911             | Topsoil - Shakey Lakes                | 208-751-930.04 | 165.00   |       |                   |
| <b>Manpower</b>                 |        |              |                  |                                       |                |          |       | <b>\$1,204.88</b> |
|                                 | 33146  | 11/10/2013   | 26354640         | Week Ending 11/10/13 (Regina Mistark) | 215-141-705.00 | 259.88   |       |                   |
|                                 | 33280  | 11/03/2013   | 26322944         | Week Ending 11/3/13 (Kelly Hofer)     | 101-268-704.00 | 472.50   |       |                   |
|                                 | 33307  | 11/10/2013   | 26353092         | Week Ending 11/10/13 (Kelly Hofer)    | 101-268-704.00 | 472.50   |       |                   |
| <b>Mastercard</b>               |        |              |                  |                                       |                |          |       | <b>\$1,636.38</b> |
|                                 | 33306  | 11/11/2013   | Credit Card      | Boyne Highlands                       | 101-141-860.00 | 290.22   |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Boyne Highlands                       | 101-141-860.00 | 290.22   |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Boyne Highlands                       | 101-141-860.00 | 14.26    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | USPS                                  | 208-751-920.00 | 15.95    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Island Hotel                          | 101-101-859.00 | 70.85    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Dell Sales                            | 101-267-970.00 | 316.93   |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Dell Sales                            | 101-267-970.00 | 180.18   |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | USPS                                  | 101-268-729.00 | 5.05     |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Walmart.com                           | 101-172-727.00 | 61.47    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Big Boy                               | 266-325-860.00 | 14.49    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Batteries Plus                        | 266-325-976.00 | 51.80    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Batteries Plus                        | 266-325-755.00 | 50.49    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Appliance Parts Pros                  | 101-265-934.00 | 48.12    |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Perkins                               | 101-132-801.01 | 164.87   |       |                   |
|                                 | 33306  | 11/11/2013   | Credit Card      | Walmart.com                           | 101-172-727.00 | 61.47    |       |                   |
| <b>MATHIEU MARYE</b>            |        |              |                  |                                       |                |          |       | <b>\$51.46</b>    |
|                                 | 33133  | 11/15/2013   | Reimbursement    | Mileage - Jury Commission             | 101-150-860.00 | 1.46     |       |                   |
|                                 | 33134  | 11/15/2013   | Per Diem         | Jury Commission                       | 101-150-860.00 | 50.00    |       |                   |
| <b>Meade, Brenda</b>            |        |              |                  |                                       |                |          |       | <b>\$111.04</b>   |
|                                 | 33289  | 11/12/2013   | 5343             | Transport of a Juvenile (B.B.)        | 101-132-801.01 | 17.50    |       |                   |
|                                 | 33289  | 11/12/2013   | 5343             | Transport of a Juvenile (B.B.)        | 101-132-801.00 | 28.00    |       |                   |
|                                 | 33290  | 11/12/2013   | Reimbursement    | Mileage                               | 101-132-801.00 | 65.54    |       |                   |
| <b>Menacher, Dan</b>            |        |              |                  |                                       |                |          |       | <b>\$54.90</b>    |
|                                 | 33189  | 11/05/2013   | Reimbursement    | Labels & Printer Part                 | 249-371-727.00 | 54.90    |       |                   |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                           | Vcher#     | Voucher Date         | Vendor's Ref#                            | Description    | Debit Acct# | \$Amount | SepCk | Claim Total        |
|---------------------------------------|------------|----------------------|--|----------------|-------------|----------|-------|--------------------|
| <b>Bank Account: General</b>          |            |                      |  |                |             |          |       |                    |
| <b>Menards - Marquette</b>            |            |                      |  |                |             |          |       | <b>\$190.47</b>    |
| 33188                                 | 11/08/2013 | 38140                | Caulk, Clerks Project, Plant Saucer, Bul | 101-265-930.01 | 58.92       |          |       |                    |
| 33277                                 | 11/04/2013 | 37741                | Park Supplies                            | 208-751-755.02 | 109.93      |          |       |                    |
| 33279                                 | 11/04/2013 | 37746                | Flourescent Bulbs & Sealant              | 101-265-930.01 | 21.62       |          |       |                    |
| <b>Menominee Business Development</b> |            |                      |  |                |             |          |       | <b>\$20,000.00</b> |
| 33313                                 | 11/19/2013 | Economic Development | 2013 - 2014 Assessment                   | 101-728-801.00 | 20,000.00   |          |       |                    |
| <b>MENOMINEE COUNTY CLERK</b>         |            |                      |  |                |             |          |       | <b>\$10.00</b>     |
| 33283                                 | 11/18/2013 | Notary Fee           | Robyn Bourgeois                          | 101-141-803.00 | 10.00       |          |       |                    |
| <b>MENOMINEE COUNTY JOURNAL</b>       |            |                      |  |                |             |          |       | <b>\$380.00</b>    |
| 33170                                 | 11/01/2013 | 143                  | Public Land Auction (Nov. 5)             | 517-252-900.00 | 30.00       |          |       |                    |
| 33193                                 | 11/01/2013 | 140                  | Election Notices                         | 101-262-727.00 | 350.00      |          |       |                    |
| <b>MI DEPT OF ENVIRONMENTAL QUAL</b>  |            |                      |  |                |             |          |       | <b>\$260.28</b>    |
| 33274                                 | 10/30/2013 | 834974               | Shakey Lakes Campground                  | 208-751-755.08 | 130.14      |          | x     |                    |
| 33275                                 | 10/30/2013 | 834975               | Shakey Lakes CG - Beach Well             | 208-751-755.08 | 130.14      |          | x     |                    |
| <b>Michigan Assessors Association</b> |            |                      |  |                |             |          |       | <b>\$75.00</b>     |
| 33194                                 | 11/08/2013 | Dues                 | Margaret Schroud                         | 101-257-802.00 | 75.00       |          |       |                    |
| <b>MID-COUNTY SMALL ENGINES, LLC</b>  |            |                      |  |                |             |          |       | <b>\$42.00</b>     |
| 33140                                 | 10/29/2013 | 634                  | Chains                                   | 208-751-930.02 | 42.00       |          |       |                    |
| <b>MILLERS ACTION OFFICE SUPPLY I</b> |            |                      |  |                |             |          |       | <b>\$285.86</b>    |
| 33137                                 | 11/14/2013 | 0097681-001          | Treasurer's Office                       | 101-253-727.00 | 200.90      |          |       |                    |
| 33296                                 | 11/07/2013 | 97584-001            | Toner Cartridges (J. Brunelle)           | 298-664-727.00 | 84.96       |          |       |                    |
| <b>MOORE MEDICAL CORP</b>             |            |                      |  |                |             |          |       | <b>\$287.89</b>    |
| 33245                                 | 11/11/2013 | 82296786 I           | Inmate Medical Supplies                  | 101-301-770.01 | 49.88       |          |       |                    |
| 33246                                 | 11/01/2013 | 97958120 I           | Inmate Medical Supplies                  | 101-301-770.01 | 5.98        |          |       |                    |
| 33247                                 | 11/01/2013 | 97957707 I           | Inmate Medical Supplies                  | 101-301-770.01 | 232.03      |          |       |                    |
| <b>NATIONAL SHERIFF'S ASSOCIATION</b> |            |                      |  |                |             |          |       | <b>\$82.00</b>     |
| 33231                                 | 11/04/2013 | 201248               | Supervisor Program Manual (25972)        | 101-301-755.00 | 82.00       |          |       |                    |
| <b>Office Depot, Inc.</b>             |            |                      |  |                |             |          |       | <b>\$99.49</b>     |
| 33156                                 | 10/31/2013 | 680958813001         | District - Toner                         | 101-136-727.00 | 64.59       |          |       |                    |
| 33183                                 | 11/07/2013 | 661953730001         | Toner - Building Code                    | 249-371-727.00 | 34.90       |          |       |                    |
| <b>PAAM</b>                           |            |                      |  |                |             |          |       | <b>\$2,150.00</b>  |
| 33281                                 | 11/11/2013 | Dues                 | 2014 Membership Dues                     | 101-267-802.00 | 2,150.00    |          |       |                    |
| <b>Pan-O-Gold Baking Co.</b>          |            |                      |  |                |             |          |       | <b>\$90.58</b>     |
| 33241                                 | 11/05/2013 | 00040683330907       | Inmate Groceries                         | 101-301-770.00 | 42.84       |          |       |                    |
| 33242                                 | 10/29/2013 | 00040683330210       | Inmate Groceries                         | 101-301-770.00 | 47.74       |          |       |                    |
| <b>PHDM</b>                           |            |                      |  |                |             |          |       | <b>\$94.00</b>     |
| 33273                                 | 11/12/2013 | 42890                | Court Ordered Testing (Client #112466)   | 101-131-807.00 | 94.00       |          |       |                    |
| <b>Physio-Control Inc.</b>            |            |                      |  |                |             |          |       | <b>\$299.00</b>    |
| 33256                                 | 10/31/2013 | 114081488            | Assembly Battery - Replacement Kit (F    | 205-315-934.01 | 299.00      |          |       |                    |
| <b>PLASTOCON, INC</b>                 |            |                      |  |                |             |          |       | <b>\$408.33</b>    |
| 33264                                 | 11/05/2013 | 79713                | Tray Liners & Lids                       | 280-362-755.00 | 408.33      |          |       |                    |
| <b>Plutchak, Chris</b>                |            |                      |  |                |             |          |       | <b>\$110.74</b>    |
| 33162                                 | 11/01/2013 | Reimbursement        | Mileage - October 2013                   | 101-101-860.05 | 110.74      |          |       |                    |
| <b>Polasky, Nancy</b>                 |            |                      |  |                |             |          |       | <b>\$55.55</b>     |
| 33135                                 | 11/15/2013 | Reimbursement        | Mileage - Jury Commission                | 101-150-860.00 | 5.55        |          |       |                    |
| 33136                                 | 11/15/2013 | Per Diem             | Jury Commission                          | 101-150-710.00 | 50.00       |          |       |                    |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                           | Vchetr# | Voucher Date | Vendor's Ref#  | Description                           | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|---------------------------------------|---------|--------------|----------------|---------------------------------------|----------------|----------|-------|-------------------|
| <b>Bank Account: General</b>          |         |              |                |                                       |                |          |       |                   |
| <b>Poupore Collision &amp; Towing</b> |         |              |                |                                       |                |          |       | <b>\$500.00</b>   |
|                                       | 33257   | 11/12/2013   | Deductible     | 2013 Chevy Impala                     | 205-315-934.02 | 250.00   |       |                   |
|                                       | 33258   | 11/04/2013   | Deductible     | 2012 Chevy Impala                     | 205-315-934.02 | 250.00   |       |                   |
| <b>Quill Corporation</b>              |         |              |                |                                       |                |          |       | <b>\$70.97</b>    |
|                                       | 33149   | 11/07/2013   | 7051235        | PA's Office                           | 101-267-727.00 | 41.99    |       |                   |
|                                       | 33174   | 11/08/2013   | 7011029        | CD/DVD Sleeves - PA's Office          | 101-267-727.00 | 13.99    |       |                   |
|                                       | 33227   | 10/31/2013   | 6860005        | Business Card Holder                  | 101-301-727.00 | 14.99    |       |                   |
| <b>Randall Phillipps</b>              |         |              |                |                                       |                |          |       | <b>\$137.50</b>   |
|                                       | 33150   | 11/12/2013   | 2010-13192-DS  | Court Appointed Legal - Stacey        | 101-131-807.00 | 25.00    |       |                   |
|                                       | 33151   | 11/12/2013   | 1998-008360-DS | Court Appointed Legal - Guard         | 101-131-807.00 | 25.00    |       |                   |
|                                       | 33152   | 11/12/2013   | 2005-011337-DS | Court Appointed Legal - Drossart      | 101-131-807.00 | 25.00    |       |                   |
|                                       | 33153   | 11/12/2013   | 1992-006407-DP | Court Appointed Legal - Larson        | 101-131-807.00 | 25.00    |       |                   |
|                                       | 33154   | 11/12/2013   | 2013-14325-UN  | Court Appointed Legal - Ihde          | 101-131-807.00 | 12.50    |       |                   |
|                                       | 33155   | 11/12/2013   | 08-12624-DP    | Court Appointed Legal - Powell        | 101-131-807.00 | 25.00    |       |                   |
| <b>RCOM</b>                           |         |              |                |                                       |                |          |       | <b>\$153.70</b>   |
|                                       | 33175   | 11/08/2013   | 11409          | Expense Reduction Plan (October 2013  | 101-103-850.00 | 153.70   |       |                   |
| <b>Reinhart Foodservice</b>           |         |              |                |                                       |                |          |       | <b>\$1,078.15</b> |
|                                       | 33243   | 10/29/2013   | 209218         | Inmate Groceries                      | 101-301-770.00 | 476.72   |       |                   |
|                                       | 33244   | 11/07/2013   | 210365         | Inmate Groceries                      | 101-301-770.00 | 601.43   |       |                   |
| <b>Riesterer &amp; Schnell, Inc.</b>  |         |              |                |                                       |                |          |       | <b>\$582.81</b>   |
|                                       | 33143   | 10/11/2013   | 571758         | Blade, Wheel, Kit                     | 101-265-934.00 | 398.55   |       |                   |
|                                       | 33311   | 10/30/2013   | 580622         | Bolt, Lock Nut, Blade                 | 208-751-930.02 | 107.94   |       |                   |
|                                       | 33312   | 10/16/2013   | 573901         | Ball Bearing, Spacer                  | 208-751-930.02 | 76.32    |       |                   |
| <b>Sault Tribe Youth Facility</b>     |         |              |                |                                       |                |          |       | <b>\$1,800.00</b> |
|                                       | 33287   | 11/12/2013   | 5342           | Out of Home Placement Cost (Z.T.K.)   | 292-662-843.05 | 720.00   |       |                   |
|                                       | 33288   | 11/12/2013   | 5341           | Out of Home Placement Cost (T.M.S.)   | 292-662-843.05 | 1,080.00 |       |                   |
| <b>Schraub, Darlene</b>               |         |              |                |                                       |                |          |       | <b>\$51.67</b>    |
|                                       | 33131   | 11/15/2013   | Per Diem       | Jury Commission                       | 101-150-710.00 | 50.00    |       |                   |
|                                       | 33132   | 11/15/2013   | Reimbursement  | Mileage - Jury Commission             | 101-150-880.00 | 1.67     |       |                   |
| <b>Sherwin Williams Company</b>       |         |              |                |                                       |                |          |       | <b>\$161.62</b>   |
|                                       | 33169   | 11/04/2013   | 8158-0         | Paint for Security Doors              | 101-103-970.10 | 18.19    |       |                   |
|                                       | 33271   | 11/14/2013   | 8500-3         | Health Department - West Control Room | 101-265-930.01 | 79.21    |       |                   |
|                                       | 33300   | 11/12/2013   | 8426-1         | Security Wall Partitions Paint        | 101-103-970.10 | 64.22    |       |                   |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name   | Vcher# | Voucher Date | Vendor's Ref#      | Description                           | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|---|--------|--------------|--------------------|---------------------------------------|----------------|----------|-------|-------------------|
| <b>Bank Account: General</b>                              |        |              |                    |                                       |                |          |       |                   |
| <b>Standard Insurance Company</b>                         |        |              |                    |                                       |                |          |       | <b>\$209.30</b>   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-101-713.00 | 20.70    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-132-713.00 | 6.32     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-136-713.00 | 11.50    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-141-713.00 | 9.20     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-148-713.00 | 0.58     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-215-713.00 | 11.50    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-172-713.00 | 4.60     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-261-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-267-713.00 | 9.20     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-288-704.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-253-713.00 | 6.90     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-257-713.00 | 4.60     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-265-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-301-713.00 | 48.30    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-682-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 101-103-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 271-790-713.00 | 9.20     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 296-663-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 296-664-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 296-665-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 208-751-713.00 | 4.60     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 205-316-713.00 | 2.30     |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 205-315-713.00 | 23.00    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 266-325-713.00 | 16.10    |       |                   |
|   | 33305  | 11/20/2013   | December 2013      | Life Insurance Premium                | 266-326-713.00 | 2.30     |       |                   |
| <b>State of Michigan - DNRE Cashier's Office ERMD CGL</b> |        |              |                    |                                       |                |          |       | <b>\$260.28</b>   |
|   | 33141  | 10/30/2013   | 835065             | Shakey Lakes Campground               | 208-751-755.08 | 130.14   |       |                   |
|   | 33142  | 10/30/2013   | 834869             | Kleinke Park                          | 208-751-755.08 | 130.14   | x     |                   |
| <b>State of Michigan-SupremeCourt</b>                     |        |              |                    |                                       |                |          |       | <b>\$1,788.46</b> |
|   | 33180  | 11/04/2013   | Circuit Court 2013 | Oct, Nov, Dec 2013 (Software Support) | 101-131-858.03 | 1,788.46 |       |                   |
| <b>State of Michigan/Notary</b>                           |        |              |                    |                                       |                |          |       | <b>\$10.00</b>    |
|   | 33284  | 11/18/2013   | Notary             | Robyn Bourgeois                       | 101-141-803.00 | 10.00    | x     |                   |
| <b>STEPHENSON MARKETING COOPERATI</b>                     |        |              |                    |                                       |                |          |       | <b>\$2,439.18</b> |
|   | 33164  | 10/31/2013   | 462643             | Park Supplies                         | 208-751-942.00 | 11.95    |       |                   |
|   | 33164  | 10/31/2013   | 462643             | Park Supplies                         | 208-751-942.00 | 60.09    |       |                   |
|   | 33164  | 10/31/2013   | 462643             | Park Supplies                         | 208-751-930.04 | 45.00    |       |                   |
|   | 33254  | 10/31/2013   | 015579             | Gasoline Charges - October 2013       | 205-315-742.00 | 2,322.14 |       |                   |
| <b>The Print Shop - 1340 Main Street</b>                  |        |              |                    |                                       |                |          |       | <b>\$566.30</b>   |
|   | 33177  | 11/07/2013   | 7028571            | Envelopes & Letterhead                | 101-267-727.00 | 210.19   |       |                   |
|   | 33224  | 11/11/2013   | 7028584            | Record Sheets (x80)                   | 101-301-727.00 | 100.28   |       |                   |
|   | 33225  | 11/06/2013   | 7028553            | Abandoned Car Stickers (x105)         | 101-301-727.00 | 83.34    |       |                   |
|   | 33226  | 11/07/2013   | 7028568            | Regular Envelopes (x1000)             | 101-301-727.00 | 172.49   |       |                   |
| <b>TWIN CITY ELECTRIC, Inc.</b>                           |        |              |                    |                                       |                |          |       | <b>\$136.00</b>   |
|   | 33190  | 11/06/2013   | 78683              | Panic Button Maintenance              | 101-103-850.00 | 136.00   |       |                   |
| <b>TWIN CITY SERVICE AGENCY INC</b>                       |        |              |                    |                                       |                |          |       | <b>\$55.00</b>    |
|   | 33282  | 11/13/2013   | Policy #61864504N  | Notary Bond for Robyn Bourgeois       | 101-141-803.00 | 55.00    |       |                   |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name  | Vcher# | Voucher Date | Vendor's Ref#    | Description                          | Debit Acct#    | \$Amount  | SepCk | Claim Total         |
|--|--------|--------------|------------------|--------------------------------------|----------------|-----------|-------|---------------------|
| <b>Bank Account: General</b>                         |        |              |                  |                                      |                |           |       |                     |
| <b>U.E.S. COMPUTERS, INC.</b>                        |        |              |                  |                                      |                |           |       |                     |
|  | 33178  | 10/04/2013   | 65897            | PO# 2852 Building Codes Work Station | 249-371-728.00 | 1,057.00  |       | \$3,604.00          |
|  | 33185  | 11/18/2013   | 66318            | PO# 02850 (Merkel Workstation)       | 101-267-970.00 | 997.00    |       |                     |
|  | 33196  | 11/04/2013   | 39256            | October Computer Maintenance         | 101-103-857.00 | 1,550.00  |       |                     |
| <b>U.S. Bank Equipment Finance</b>                   |        |              |                  |                                      |                |           |       |                     |
|  | 33229  | 11/13/2013   | 240928408        | Konica at Sheriff Department         | 101-301-755.00 | 58.73     |       | \$191.80            |
|  | 33308  | 11/05/2013   | 241065341        | Bizhub 423                           | 101-172-931.01 | 133.07    |       |                     |
| <b>UPCAP SERVICES INC</b>                            |        |              |                  |                                      |                |           |       |                     |
|  | 33186  | 10/31/2013   | 2115             | Work Crew Services                   | 208-751-930.04 | 58.00     |       | \$84.00             |
|  | 33186  | 10/31/2013   | 2116             | Work Crew Services                   | 517-252-931.00 | 8.00      |       |                     |
|  | 33262  | 10/31/2013   | 2117             | Work Crsw Services                   | 101-301-935.00 | 18.00     |       |                     |
| <b>Valley Mechanical, Inc.</b>                       |        |              |                  |                                      |                |           |       |                     |
|  | 33184  | 11/03/2013   | 2628             | PO # 02853 Valves, Parts, Material   | 101-103-998.02 | 6,672.85  |       | \$6,672.85          |
| <b>Vigilant Canine Services Inter</b>                |        |              |                  |                                      |                |           |       |                     |
|  | 33250  | 11/19/2013   | Proposal         | K9 Services                          | 101-301-861.01 | 400.00    |       | \$400.00            |
| <b>Waste Management</b>                              |        |              |                  |                                      |                |           |       |                     |
|  | 33147  | 11/01/2013   | 0009712-0438-3   | October 16 - 31, 2013                | 517-252-801.00 | 13,810.34 |       | \$13,810.34         |
| <b>WEST GROUP PAYMENT CENTER</b>                     |        |              |                  |                                      |                |           |       |                     |
|  | 33171  | 11/01/2013   | 828327660        | October 1 - October 31, 2013         | 269-145-801.00 | 425.18    |       | \$425.18            |
| <b>White Water Associates, Inc.</b>                  |        |              |                  |                                      |                |           |       |                     |
|  | 33276  | 10/25/2013   | 135461           | Water Analysis on 10/15/13           | 208-751-920.00 | 32.00     |       | \$32.00             |
| <b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b> |        |              |                  |                                      |                |           |       |                     |
|  | 33192  | 11/06/2013   | 0402055840-00001 | Jail                                 | 101-265-920.03 | 3,724.07  |       | \$3,764.85          |
|  | 33301  | 11/15/2013   | 0402047856-00005 | Kleinke Park                         | 208-751-920.01 | 40.78     |       |                     |
| <b>Total Amount for Bank Account: General</b>        |        |              |                  |                                      |                |           |       | <b>\$105,603.68</b> |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                                   | Vcher# | Voucher Date | Vendor's Ref# | Description         | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|---|--------|--------------|---------------|---------------------|----------------|----------|-------|-------------------|
| <b>Bank Account: General</b>                  |        |              |               |                     |                |          |       |                   |
| <b>Mastercard</b>                             |        |              |               |                     |                |          |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Intelius            | 101-301-727.00 | 19.95    |       | \$2,841.97        |
|   | 33314  | 11/11/2013   | Credit Card   | Pack N Ship         | 101-301-755.00 | 38.00    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Interest            | 101-301-755.00 | 21.93    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Past Due            | 101-301-755.00 | 23.08    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | American Screening  | 101-301-770.00 | 422.50   |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | amazon              | 101-301-770.01 | 40.77    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Holiday             | 101-301-860.00 | 33.30    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | EZ Mart             | 101-301-881.00 | 43.82    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Capitol City Grill  | 101-301-881.00 | 71.19    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Shell               | 101-301-881.00 | 83.01    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Shell               | 101-301-881.00 | 62.25    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Radisson            | 101-301-881.00 | 355.72   |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Radisson            | 101-301-881.00 | 277.98   |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | McDonalds           | 101-301-881.00 | 13.21    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Big Boy             | 101-301-881.00 | 25.08    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Admiral             | 101-301-881.00 | 40.25    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Radisson            | 101-301-881.00 | 416.07   |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Wendy's             | 101-301-881.00 | 20.46    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Border Grill        | 205-315-860.00 | 10.12    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Buffalo Wild Wings  | 205-315-860.00 | 19.26    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Border Grill        | 205-315-860.00 | 16.48    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Wendy's             | 205-315-860.00 | 8.58     |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Holiday             | 205-315-860.00 | 48.13    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Burger King         | 205-315-860.00 | 12.24    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Subway              | 205-315-860.00 | 11.13    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Hardee's            | 205-315-860.00 | 9.41     |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Holiday Inn         | 205-315-860.00 | 238.50   |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Red Lobster         | 205-315-860.00 | 38.77    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Vierling Restaurant | 205-315-860.00 | 14.91    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Pizza Hut           | 205-315-860.00 | 19.64    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Holiday             | 205-315-860.00 | 36.79    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Buffalo Wild Wings  | 205-315-860.00 | 12.85    |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Hardees             | 205-315-860.00 | 9.84     |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Subway              | 205-315-860.00 | 8.85     |       |                   |
|   | 33314  | 11/11/2013   | Credit Card   | Holiday Inn         | 205-315-860.00 | 318.00   |       |                   |
| <b>Total Amount for Bank Account: General</b> |        |              |               |                     |                |          |       | <b>\$2,841.97</b> |

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

|   |   |
|---|---|
| <b>SUBJECT:</b>   | <b>Miscellaneous Boards/Committees/Commission Reports</b> |
| <b>DEPARTMENT:</b>  | <b>Administration</b>                                     |
| <b>ATTACHMENTS:</b>   | <b>Yes</b>  |
| <b>SUMMARY:</b>   |   |
| Miscellaneous reports discussed at the 11.26.13 County Board meeting                  |   |
| <b>RECOMMENDED MOTION</b>   |   |
| To approve the miscellaneous reports discussed at the 11/26/2013 County Board meeting |   |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Menominee Business Development Corporation  
Board Report – September Activities

**Highlight of Oct. work activities: \***

Continuing work with WODA on FNT/Lloyd House I and II projects. Host Rental Agency in town and tour the building. Meet with press for update. Continue dialogue with the State regarding Oddfellows.

Attend CDC meeting in Marquette. Select PR firm to assist with marketing brochure for 15 U.P. counties. This project is funded by the MEDC and will result in a glossy brochure with demographic and other information which can be used with prospects and others. Brochures will be able to be edited and added to by each county.

Work with Dr. Tawni Ferranni and graduate students at NMU to complete Menominee County profile. NMU students gathering statistics and local information for all U.P. counties and will have the update completed by year end. This can be used on the county and city web pages.

Conference call follow up with Explorer Solutions, Airport Commission with Michigan and Wisconsin colleges studying possible flight school location at Twin County airport. Develop schedule for visits of three more companies for early November. Host U.P. North Charter Service at a meeting with the local Manufacturers Association.

Host Lois Ellis in Menominee, meetings with Enstrom, Clearwater Paper, and Aquilla Resources. Introduce Lois to MBDC Board of Directors.

Meet with Tom Kuber and others relative to several issues with Great Lakes Foods. Follow up with City and working on resolutions.

Continue meeting with Cedarville Township on issues. Trail meeting with DNR, local ORV and Snowmobile Clubs, Hannaville Community and township on connecting route from Cedar River to Casino and U.S. 2.

Continue work on Lighthouse Grant application, gathering additional information and researching 2014 grant guidance. Attend city committee meetings and council meetings to set up proper accounting and statement of match dollars being available to complete the work once a grant is approved.

Meet with WI and MI DNR on river cleanup, tracking progress and continuing focus on delisting as an area of concern in the Great Lakes.

**\*edited for confidentiality where required**

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, October 8, 2013.

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

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

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 09/10/13 and 09/30/13 –There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

|   | Receipts   | Expenditures | Payables / Reserves | Balances       |
|---|------------|--------------|---------------------|----------------|
| Balance, September 9, 2013                        |            |              |                     | \$1,165,678.16 |
| Receipts thru 9/30/13                             | 57,906.48  |              |                     |                |
| Expenditures thru 9/30/13                         |            | 222,433.35   |                     |                |
| Balance, September 30, 2013                       |            |              |                     | 1,001,151.29   |
| Michigan Transportation Funds                     | 288,881.67 |              |                     |                |
| Receipts thru 10/07/13                            | 0.00       |              |                     |                |
| Expenditures thru 10/07/13                        |            | 131,789.11   |                     |                |
| State Maint. & Equip. Advances                    |            |              | 142,930.00          |                |
| Balance, October 07, 2013                         | 346,788.15 | 354,222.46   | 142,930.00          | 1,015,313.85   |
| <u>Payables &amp; Reserves</u>                    |            |              |                     |                |
| Payroll 10/10, and 10/24 (Est.)                   |            |              | 125,000.00          |                |
| Soc. Sec. 10/10 and 10/24 (Est.)                  |            |              | 9,562.50            |                |
| Reserve for workers compensation insurance        |            |              | 13,897.35           |                |
| Reserve for liability insurance                   |            |              | 71,845.98           |                |
| Reserve for rental grader lease (Dec 2009)        |            |              | 36,798.06           |                |
| Reserve for rental grader leases (Oct 2010)       |            |              | 193,071.96          |                |
| Reserve for F-4 Lane bridge (Harris Twp)          |            |              | 575.25              |                |
| Reserve for Mussel Surveys on bridges             |            |              | 214.00              |                |
| Reserve for snowplow cutting edges                |            |              | 57,075.84           |                |
| Reserve for design of CR 358 (US41 to K-1 Road)   |            |              | 8,275.00            |                |
| Reserve for Forest Funds                          |            |              | 0.00                |                |
| Reserve for dump box repairs/paint on plow trucks |            |              | 31,857.74           |                |
| Reserve for design of Pach Lane bridge            |            |              | 32,000.00           |                |
| Reserve for rental of crack filling machine       |            |              | 0.00                |                |
| Reserve for rental of stump grinding machine      |            |              | 0.00                |                |
| Reserve for 2013 Federal Aid match                |            |              | 15,629.37           | (595,803.05)   |
|   |            |              |                     | \$ 419,510.80  |

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

Vouchers # 13-0063, 13-0064, 13-0930 and 14-0001 – Moved by Betzinger, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Discuss request for Adopt-A-County Road permit – Moilanen stated that an application had been received from Mary Steele for the Kartheiser-Steele Family to adopt Sobieski Road for approximately 5 miles from US 41 to CR577. Moved by Anderson, seconded by Betzinger to approve the request. Carried unanimously.

Discuss and act on ballot from CRAM regarding changing the name of the Vacationland Council to the East Central Council – Moved by Betzinger, seconded by Anderson to vote "Yes" on the ballot. Carried unanimously.

Permission to have private contractor cut select trees on Bay de Noc Road – Moilanen explained that some of the trees that need to be cut in the ditch are very large and too close to the power lines to have our crew cut them. Moved by Anderson, seconded by Betzinger to have Moilanen obtain quotes to have the trees cut by a private contractor. Carried unanimously.

Any other business – Moilanen presented the board with a copy of a Restrictive Covenant that had been received from Premcor Refining Group, Inc. regarding the Menominee shop property. It was noted that the Restrictive Covenant contains more restrictions that were originally discussed. Moved by Betzinger, seconded by Anderson to not sign the document. Carried unanimously.

Kakuk stated that the Menominee County Farm Bureau had passed a resolution in support of roads and additional road funding at their meeting held the week prior.

Gerald Piche noted that he had attended the Michigan Association of Counties conference and that there had been a discussion regarding county boards taking over road commission operations. It was the general consensus at the meeting that if the road commission is able to work together with the townships that the county board should leave things as they are.

Public Comment – David Wesoloski asked for an update on the CR338 shouldering. Moilanen stated that the shoulders were mowed today by the road commission crew and that the private contractor will be in either today or Wednesday to begin shouldering.

Joe Skrobiak stated that the stump grinder had done a good job and that he hoped it could be rented again next year. He also stated that there was a wet spot on Miscauno Island Lane just past the intersection of State W-2, that could probably use some gravel and grading. Moilanen will check on this.

Larry Barker asked if Moilanen had a chance to look at South Fox Road. Moilanen replied that he and the district foreman had checked on it and that the road would not be graded any wider.

Gerald Piche asked if the grader was using different equipment as he had noticed a road that looked like it had been raked. Moilanen replied that it would depend on whether the grader had teeth or the blade on when they did that road.

There being no further business, Kakuk declared the meeting adjourned at 9:16 a.m.

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Road Commission Finance Director / Clerk

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Chair

# MINUTES

## **TWIN COUNTY AIRPORT COMMISSION**

2801 N. 22ND STREET  
MENOMINEE, MI 49858  
906-863-8408

### **REGULAR SESSION MEETING OCTOBER 15, 2013**

**MEMBERS PRESENT:** Mary Johns, Nick Lakari, Jason Lauzer, Charlie Meintz, Chris Plutchak, and Ted Sauve  
**OTHERS PRESENT:** Airport Manager Tony Krysiak, Wayne Beyer, Nancy Douglas and Ken Connors

**1. Call to order**

Jason Lauzer called the meeting to order at 5:00 pm

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. Roll call**

Roll call taken by Jason Lauzer.

**4. Approve/amend agenda**

**Motion** (Meintz/Lakari) to approve the agenda with the addition of Explorer Solutions update after public comment.

**5. Approve/amend minutes of the September 17, 2013 regular session meeting**

Correct Jason Lauzer's name on item 1, Call to Order.

**Motion** (Sauve/Johns) to approve the minutes of September 17, 2013 with corrections. Motion carried. No negative vote.

**6. Public comment – speakers will be limited to 5 minutes on agenda items only**

Comment on Minimum Standards: Will they still apply only to commercial interests, and will the people that are affected by it have a chance to review before being passed?

Jason responded by explaining that another meeting is intended specifically on minimum standards and no action will be taken tonight.

**6a. Explorer Solutions Update – Nancy Douglas**

They were here a month or two ago with a couple of companies, of which are still actively interested in the airport.

The charter service people were here last week, Wednesday. Met with a number of the Manufacturer's Assoc and have begun to generate some business. When they accrue 600 hours annually, they plan to place an airplane here and will be renting a hangar.

The charter services has a medical air transport team which has been set up to meet with the hospital.

Flight School – working on plan for a fixed and rotary winged flight school.

A helicopter trainer company has continued interest.

Four confirmed companies coming in November to look at the airport for various things.

7. **Discuss/Consider approving Bylaw changes, action, if any**  
Changes to paying Menominee County volunteer \$25/meeting or \$50, if they are a chairperson (page 2).

**MOTION** (Meintz/Sauve) to approve and add this item to the agenda for next month's meeting. Motion carried. No negative vote.

8. **Discuss/Consider Emergency & Security Plan, action, if any**  
Changes made to the Emergency Plan were presented.

Security Plan: Discussion regarding access to the gates due to security risks as well as the need for cameras and window stickers. The Airport Manager is to notify users/tenants of current and future changes to the security plan.

**MOTION** (Sauve/Johns) to approve the Emergency & Security Plan as presented, with the noted changes. Motion carried. Negative vote by Plutchak.

9. **Discuss Consider Tenant Leases, action, if any**  
Item to be discussed at the next meeting. Jason will review with Attorney Dan Hass and bring back to the committee next month for discussion/action.

10. **Discuss/Consider Minimum Standards, action, if any**  
Item to be discussed at a special meeting on November 13, 2013 at 4:30 pm.

Jason will forward the drafted document to the user's group and other users as well as Christian at Explorer's Solutions for comments.

11. **Executive/Finance Committee report:**

- A. Discuss/Consider Profit & Loss for September 2013, action if any
- B. Discuss/Consider Reconciliation Summaries for September 2013, action if any
- C. Discuss/Consider Vendor Balance for September 2013, action if any
- D. Discuss/Consider Customer Balance for September 2013, action if any
- E. Discuss/Consider Check Detail (#12833 - 12850) and in the amount of \$17,926.36 for September 2013, action if any
- F. Discuss/Consider Fuel Sales Report for September 2013, action if any
- G. Discuss/Consider airport traffic for September 2013, action if any

**MOTION** (Meintz/Plutchak) to accept check details #12833 through #12850 in the amount of \$17,926.36 for September 2013 and items A-G. Motion carried. No negative vote.

12. **Communications/correspondence**  
None

13. **Dialog between Airport Manager and the TCAC**

Tony confirmed October 24, 2013 MAP meeting at 10:00 am. One of the items on the agenda is the Consultant Review Process, which was started today. Would like the project completed by the end of the year.

The taxi-lane was completed on Monday.

The fence is two to three days from completion. This completes phase three of the fence rehab which was started in 2006.

- 14. Dialog between airport users and the TCAC**  
Wayne Beyer commented that the taxi-lane came out nice.
- 15. Public comment – speakers will be limited to 5 minutes**  
None
- 16. Future agenda items**  
Tenant Leases  
Minimum Standards will be discussed at a special meeting  
Bylaws
- 17. Schedule next meeting**  
November 13, 2013 at 4:30 pm (Special Meeting)  
November 19, 2013 at 5:00 pm (Regular Meeting)
- 18. Adjourn**  
**MOTION** (Sauve/Johns) to adjourn at 6:52 pm. Motion carried. No negative vote.

Respectfully Submitted,  
Jennifer Seguin  
Marinette County Administrative Secretary

Date approved/corrected:

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

PLANNING COMMITTEE MEETING  
OCTOBER 15<sup>TH</sup>, 4:00 PM  
AIRPORT CONFERENCE ROOM

MINUTES

**Present:** Jason Lauzer, chair; Mary Johns and Charlie Meintz, commissioners; Valerie Mellon, Menominee city engineer; Brian Miller, Marinette city engineer; Tony Krysiak, airport manager.

1. **Call to Order:** The meeting was called to order at 4:09 p.m.
2. **Approve/Amend Agenda** - Approved on a motion by Jason Lazuer seconded by Mary Johns.
3. **Public Comment** – None.
4. **Discuss/Approve Advertisement for Consultant Selection** - Tony Krysiak presented an advertisement aimed at recruiting experienced engineering firms, which must be approved by the Michigan Department of Transportation, for upcoming airport projects. The advertisement will then be distributed by MDOT online. The advertisement, or Request for Qualifications (RFQ) was reviewed by the committee, with input from the city engineers.
4. **Discuss Timeline for Consultant Selection Process** -

Responses to the RFQ will go directly to the airport manager, who will share them with committee members. It is expected that the committee will meet on at 4 p.m. on Nov. 19 to review responses. Companies selected to make presentations will be informed the following day.

Presentations are expected to be held on Dec. 3.

**5. Public Comment – None.**

**6. Future Agenda Items - Review of RFQs. (See above.)**

**7. Schedule Next Meeting - Nov. 19 at 4 p.m.**

**8. Adjourn - The meeting adjourned at 4:42 p.m.**

**Respectfully submitted,**

**Mary Johns, Commissioner**

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Wednesday, October 23, 2013. Chair Kakuk called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Larry Barker.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Act on resolution to allow chair or vice-chair to sign agreements to receive payment for closing the railroad crossing on No. 35.5 Road in Nadeau Township –

Commissioner Betzinger offered the following resolution and moved for its adoption.

WHEREAS, it is the intent of the Menominee County Road Commission to close the railroad crossing at No. 35.5 Road over the Wisconsin Central, LTD Railroad, identified as National Inventory Number 180-517-V.

AND WHEREAS, it is necessary to complete the forms and contracts to receive incentive payment under Michigan Law, MCL 247.661.

NOW THEREFORE BE IT RESOLVED, that the Chair or Vice-Chair are herewith authorized and empowered to enter into and sign any and all agreements necessary to receive State Incentive Payment and/or Federal Incentive Payment and/or Railroad Incentive Payment.

It was supported by Commissioner Kakuk and carried by the following vote:  
Ayes 3; Nays 0.

Permission for Finance Director/Clerk to attend MDOT workshop on equipment audit adjustments being held at the Delta County Road Commission – Moved by Anderson, seconded by Betzinger to grant permission for Savord to attend the workshop. Carried unanimously.

Other business – Moilanen stated that CUPPAD has requested that the Road Commission provide a letter of support for their U.P. Regional Prosperity Collaborative Initiative. Moved by Betzinger, seconded by Anderson to have Moilanen provide the letter of support. Carried unanimously.

Moilanen informed the commissioners that the next meeting of the CRAM Great Lakes Council will be held on Thursday, November 7, 2013 in Baraga. All three commissioners indicated that they will be attending the meeting.

Kakuk thanked Moilanen for getting letters of appreciation out to Delta County Road Commission and Joseph Smeester.

Kakuk stated that he had spoken with Village of Daggett officials and that they are in agreement with the updated cost provided for the crack filling the road commission did on the Village streets. Savord will have an invoice issued to the Village of Daggett for the agreed upon amount. Kakuk also noted that the Village of Daggett wants the road commission to proceed with the design of the portion of CR358 that lies within the Village limits.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:06 a.m.

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Road Commission Finance Director-Clerk

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Road Commission Chair

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|   |   |
|---|---|
| <b>SUBJECT:</b>   | <b>Medical Examiner vacancy effective March 1, 2014</b> |
| <b>DEPARTMENT:</b>  | <b>Administration</b>                                   |
| <b>ATTACHMENTS:</b>   | <b>Yes</b>  |
| <b>SUMMARY:</b>   |   |
| Administration received a letter from Dr. Paul Haupt D.O. (County Medical Examiner) stating that he will no longer be available to serve as the ME for Menominee County, effective March 1, 2014. |   |
|   |   |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

RECEIVED  
12/4/13  
Menominee County Administrator

Paul A. Haupt D.O.

1100 110th St.

Menominee, MI 49858

December 3, 2013

Brian Bousley, Administrator

Menominee County, Michigan

839 10<sup>th</sup> Ave.

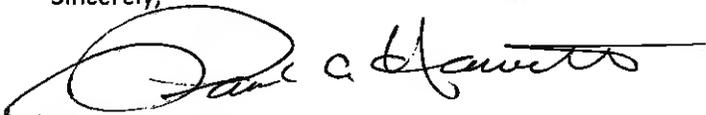
Menominee, MI 49858

Dear Mr. Bousley:

Pursuant to my contract with Menominee County Michigan, I am informing you that I will no longer be available to serve as the medical examiner for Menominee County effective March 1, 2014.

It has been a pleasure to serve Menominee County since 1984 as the chief medical examiner and as the deputy medical examiner prior to that. I will do everything that I can to assist in helping with the transition to my successor. Please do not hesitate to call upon me if you have any questions regarding this matter.

Sincerely,



Paul A. Haupt D.O.

Chief medical examiner, Menominee County Michigan

**CORONERS**  
**Act 345 of 1919**

AN ACT to define the qualifications of coroners in counties having a population of 250,000 inhabitants and upwards; to provide for deputy coroners and assistants; to prescribe their powers and duties; to fix their compensation, or to provide for the fixing thereof; to provide a penalty for non-fulfillment of duty in such counties and to repeal all general, special and local acts contravening the provisions of this act.

**History:** 1919, Act 345, Eff. Aug. 14, 1919.

*The People of the State of Michigan enact:*

**52.111 Coroners in counties over 250,000; qualifications.**

Sec. 1. No person shall hereafter be eligible to serve as coroner or deputy coroner in and for counties having a population of 250,000 inhabitants and upwards who shall not be at the time of his election or appointment a physician or surgeon registered under the laws of the state of Michigan, and a graduate of a regularly incorporated medical college, and who shall not have practiced the profession of physician or surgeon for at least 5 years.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1364;—Am. 1941, Act 158, Eff. Jan. 10, 1942;—CL 1948, 52.111.

**52.112 Coroners in counties over 250,000; compensation.**

Sec. 2. Each of the coroners hereafter elected in any county coming within the provisions of this act, shall hereafter receive in full payment of his services as such, such sum as the board of supervisors of such counties shall determine, which sum shall not be less than \$7,500.00 per year, the same to be paid as the salaries of the other officers within and for said counties: Provided, however, That in counties having a population of 250,000 inhabitants and upwards, but not exceeding 500,000, each coroner so elected shall receive in full payment of his services as such, such sum as the board of supervisors of such county shall determine, which sum shall not be less than \$2,000.00 per year.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—Am. 1927, Act 388, Eff. Sept. 5, 1927;—CL 1929, 1365;—Am. 1941, Act 158, Eff. Jan. 10, 1942;—CL 1948, 52.112.

**52.113 Coroners in counties over 250,000; disposition of fees, itemized statement.**

Sec. 3. All fees hereafter taxed and collected by said coroners or their deputies or clerks for them, shall be paid to the county treasurer on the last day of every month, and the same shall be for the use of such county and placed to the credit of the general fund. Such payment shall in all cases be accompanied by an itemized statement in writing of the coroner or his deputy of the services rendered and the fees collected and that the same is true in every particular, which statement shall be verified by the oath of the officer making the same that such statement is true.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1366;—CL 1948, 52.113.

**52.114 Coroners in counties over 250,000; deputy, appointment, powers, compensation.**

Sec. 4. Each of the said coroners shall, as soon as possible after the effective date of this amendatory act, appoint 1 deputy coroner who shall hold office during the pleasure of said appointing coroner and who shall act under the direction of the coroner appointing him and whose term of office in all cases shall expire at the expiration of the term of office of the appointing coroner. Any deputy coroner shall have power to perform any and all duties of the coroner. The salary of each deputy coroner shall be fixed by the board of supervisors of such county in a sum not less than \$2,500.00 per annum, and said salaries shall be paid in the same manner as the salaries of other county employees: Provided, however, That in counties having a population of 250,000 inhabitants and upwards, but not exceeding 500,000, the salary of each deputy coroner shall be fixed by the board of supervisors of such county in a sum not less than \$1,200.00 per annum.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1367;—Am. 1941, Act 158, Eff. Jan. 10, 1942;—CL 1948, 52.114;—Am. 1953, Act 145, Eff. Oct. 2, 1953.

**52.115 Coroners in counties over 250,000; clerks and assistants, appointment, compensation, terms.**

Sec. 5. The said coroners shall have the power to appoint 2 night clerks, 1 stenographer, 1 property clerk, 2 morgue attendants and 2 investigators, whose salaries shall be fixed by the board of supervisors of such county and said salaries shall be paid in the same manner as the salaries of other county employees. The terms of office of the foregoing employes shall in all cases expire at the expiration of the terms of office of the

coroners so appointing.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1368;—CL 1948, 52.115.

**52.116 Coroner; office hours.**

Sec. 6. The coroner's office shall be open at all times for the transaction of official business.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1369;—CL 1948, 52.116.

**52.117 Construction of act.**

Sec. 7. The provisions of this act shall apply only to counties within the state having a population of 250,000 and upwards. It is the intent of this act by general law to provide for coroners and a coroner's staff sufficient in number and ability to transact a volume of business coming within the jurisdiction of the coroner in counties having a large population.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1370;—CL 1948, 52.117.

**52.118 Violation of act; penalty.**

Sec. 8. If either of said coroners shall fail to comply with the provisions of this act, he shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed 500 dollars or imprisonment in the county jail not to exceed 6 months.

**History:** 1919, Act 345, Eff. Aug. 14, 1919;—CL 1929, 1371;—CL 1948, 52.118.

**TRANSFER OF CORONER'S DUTIES TO HEALTH OFFICER**  
**Act 143 of 1945**

AN ACT to provide that county health officers in certain counties assume and perform the duties of coroners; to provide for such assistants and deputies as the board of supervisors deem necessary; to authorize the fixing of salaries for such health officers, assistants and deputies, the furnishing of office and morgue facilities and the maintenance thereof.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—Am. 1960, Act 95, Eff. Aug. 17, 1960.

*The People of the State of Michigan enact:*

**52.141 Coroner; abolition of office in certain counties; transfer of duties to county health officer; provisions governing.**

Sec. 1. Boards of supervisors in counties in this state now or hereafter having not less than 30,000 nor more than 1,500,000 population, and having a health officer appointed under the provisions of Act No. 306 of the Public Acts of 1927, as amended, being sections 327.201 to 327.208a of the Compiled Laws of 1948, may abolish the office of coroner provided for in sections 52.86 and 52.87 of the Compiled Laws of 1948 and transfer the duties the coroner to the health officer appointed under Act No. 306 of the Public Acts of 1927, as amended.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.141;—Am. 1960, Act 95, Eff. Aug. 17, 1960;—Am. 1963, Act 80, Eff. Sept. 6, 1963.

**52.142 County health officer; compensation; deputies, appointment, powers, compensation.**

Sec. 2. The boards of supervisors shall set the salary of such health officer, provide for the appointment of such deputies as said boards deem necessary, which deputies shall possess the powers of the coroner in his absence and be compensated by such salary or fees as the board of supervisors deem adequate.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.142.

**52.143 Morgue facilities.**

Sec. 3. The boards of supervisors shall provide morgue facilities available to the health officer and such clerical help as the board deems advisable and necessary to the efficient conduct of the office.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.143.

**52.144 County health officer and deputies; payment of compensation.**

Sec. 4. The salaries provided for in this act shall be fixed and paid as and when other county salaries are fixed and paid and if any compensation is provided on a fee basis such fees shall be audited as other claims against the county are audited and paid.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.144.

**52.145 No election of coroners where act effective.**

Sec. 5. In all counties where the provisions of this act are in effect no coroners shall be elected after the expiration of the terms of the incumbent and this act shall not be construed to relieve incumbents of their duties or deprive them of the emoluments of their office during the remainder of the terms for which they were elected.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.145.

**52.146 County health officer; powers.**

Sec. 6. Any health officer functioning under the provisions of this act shall have and be vested with all of the powers previously invested in and enjoyed by coroners elected under the provisions of section 52.86 of the Compiled Laws of 1948.

**History:** 1945, Act 143, Eff. Sept. 6, 1945;—CL 1948, 52.146;—Am. 1960, Act 95, Eff. Aug. 17, 1960.

**COUNTY MEDICAL EXAMINERS**  
**Act 181 of 1953**

AN ACT relative to investigations in certain instances of the causes of death within this state due to violence, negligence or other act or omission of a criminal nature or to protect public health; to provide for the taking of statements from injured persons under certain circumstances; to abolish the office of coroner and to create the office of county medical examiner in certain counties; to prescribe the powers and duties of county medical examiners; to prescribe penalties for violations of the provisions of this act; and to prescribe a referendum thereon.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

*The People of the State of Michigan enact:*

**52.201 Coroner; abolition of office; county medical examiner; appointment; terms; vacancies; civil service; qualifications; agreement among counties.**

Sec. 1. (1) The board of commissioners of each county of this state shall by resolution abolish the office of coroner and appoint a county medical examiner to hold office for a period of 4 years. If the office of county medical examiner becomes vacant before the expiration of the term of office, the board of commissioners may appoint a successor to complete the term of office. In counties with a civil service system, the appointment and tenure of the medical examiner shall be made in accordance with the provisions of that civil service system.

(2) County medical examiners shall be physicians licensed to practice within this state or, if the county does not have an accredited hospital, licensed in another state that borders the county.

(3) Two or more counties, by resolution of the respective boards of commissioners, may enter into an agreement to employ the same person to act as medical examiner for all of the counties.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1959, Act 49, Eff. Mar. 19, 1960;—Am. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 2002, Act 22, Imd. Eff. Mar. 4, 2002;—Am. 2006, Act 3, Imd. Eff. Feb. 3, 2006.

**52.201a Deputy county medical examiner and medical examiner investigators; appointment; qualifications; approval; duties of investigator.**

Sec. 1a. (1) The county board of commissioners may appoint as a deputy county medical examiner any person meeting the qualifications as required by this section and approved by the county medical examiner. Deputy county medical examiners shall be physicians licensed to practice within this state.

(2) The county medical examiner may appoint medical examiner investigators to assist the county medical examiner in carrying out the duties required by this act. The county medical examiner shall determine the qualifications of the medical examiner investigators, taking into consideration the person's education, training, or experience, and shall be solely responsible for determining the duties assigned to the medical examiner investigator.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 1980, Act 401, Imd. Eff. Jan. 8, 1981.

**52.201b Repealed. 2002, Act 22, Imd. Eff. Mar. 4, 2002.**

**Compiler's note:** The repealed section pertained to residency requirements for deputy county medical examiners.

**52.201c County medical examiner; powers and duties; establishment of elderly and vulnerable adult death review team.**

Sec. 1c. (1) The county medical examiner is in charge of the office of the county medical examiner and may promulgate rules relative to the conduct of that office. The county medical examiner may delegate any functions of that office to a duly appointed deputy county medical examiner if the deputy county medical examiner is a licensed physician. If the deputy county medical examiner is not a licensed physician, his or her functions are limited as provided by law.

(2) The county medical examiner may establish an elderly and vulnerable adult death review team. The county medical examiner may develop protocols to be used by the elderly and vulnerable adult death review team in conducting a review of the matter. If established, the county medical examiner or deputy county medical examiner, physicians and other health care professionals specializing in geriatric medicine, physicians and other health care professionals employed by long-term care facilities, members of relevant state and local law enforcement agencies, the county prosecutor's office, and members representing the department of human services who are involved with issues regarding adult protective services, adult foster care homes, and homes for the aged shall be allowed to participate on the elderly and vulnerable adult death

review team. The elderly and vulnerable adult death review team may allow participation by others as designated by the team, including, but not limited to, members representing the long-term care ombudsman program, community mental health, and the department of licensing and regulatory affairs who are involved with the licensing and regulation of long-term care facilities.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 2012, Act 171, Imd. Eff. June 19, 2012.

**52.201d Deputy county medical examiners; appointment in counties under civil service.**

Sec. 1d. In counties having a civil service system the county medical examiner shall appoint the deputy medical examiners.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.201e County medical examiner and deputies; compensation and expenses.**

Sec. 1e. The compensation of the county medical examiners and deputy county medical examiners shall be such as is appropriated by the county board of supervisors. The county medical examiner and deputy county medical examiners shall receive, in addition to compensation, their actual and necessary traveling and other expenses, within the appropriation made therefor by the county board of supervisors.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.201f County medical examiner and deputies; removal.**

Sec. 1f. The county board of supervisors shall remove from office any county medical examiner or upon request of the county medical examiner any deputy county medical examiner, after hearing, who fails to discharge properly the duties of his office. In counties having a civil service system, the removal of the county medical examiner shall be made in accordance with the provisions of the civil service system.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.202 Investigation by county medical examiner as to cause and manner of death; prisoners; medical records, papers, or documents; exemption from disclosure; definitions.**

Sec. 2. (1) A county medical examiner or deputy county medical examiner shall investigate the cause and manner of death of an individual under each of the following circumstances:

- (a) The individual dies by violence.
- (b) The individual's death is unexpected.
- (c) The individual dies without medical attendance by a physician, or the individual dies while under home hospice care without medical attendance by a physician or a registered nurse, during the 48 hours immediately preceding the time of death, unless the attending physician, if any, is able to determine accurately the cause of death.

(d) The individual dies as the result of an abortion, whether self-induced or otherwise.

(2) If a prisoner in a county or city jail dies while imprisoned, the county medical examiner or deputy county medical examiner, upon being notified of the death of the prisoner, shall examine the body of the deceased prisoner.

(3) In conducting an investigation under subsection (1) or (2), a county medical examiner or deputy county medical examiner may request the circuit court to issue a subpoena to produce medical records, books, papers, documents, or other items related to the death being investigated. The circuit court may punish failure to obey a subpoena issued under this section as contempt of court.

(4) Medical records, books, papers, documents, or other items that a county medical examiner or deputy county medical examiner obtains in conducting an investigation under this act, whether in response to a subpoena or otherwise, are exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(5) As used in this act:

(a) "Home hospice care" means a program of planned and continuous hospice care provided by a hospice or a hospice residence that consists of a coordinated set of services rendered to an individual at his or her home on a continuous basis for a disease or condition with a terminal prognosis.

(b) "Physician" means an individual licensed as a physician under part 170 or part 175 of the public health code, 1978 PA 368, MCL 333.17001 to 333.17084 and 333.17501 to 333.17556.

(c) "Registered nurse" means an individual licensed as a registered professional nurse under part 172 of the public health code, 1978 PA 368, MCL 333.17201 to 333.17242.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 2001, Act 26, Imd. Eff. June 22, 2001;—Am. 2004, Act 153, Imd. Eff. June 15, 2004;—Am. 2012, Act 171, Imd. Eff. June 19, 2012.

**52.203 Notice to county medical examiner by physician or individual with knowledge of certain deaths; knowledge that 2 or more individuals involved were same age, sex, height, weight, hair color, eye color, and race; notice not required; review by elderly and vulnerable adult death review team; disclosure.**

Sec. 3. (1) Except as otherwise provided in this section, a physician, an individual in charge of any hospital or institution, or any other individual who has first knowledge of any of the following shall immediately notify the county medical examiner or deputy county medical examiner of that fact:

(a) An individual who died suddenly, unexpectedly, accidentally, violently, or as the result of any suspicious circumstances.

(b) An individual who died without medical attendance during the 48 hours prior to the hour of death unless the attending physician, if any, is able to determine accurately the cause of death.

(c) An individual who died as the result of what is commonly known as an abortion, whether self-induced or otherwise.

(2) If the physician, individual in charge of any hospital or institution, or other individual who has first knowledge of the death of an individual as described under subsection (1) has knowledge that there were 2 or more individuals involved in the same incident who were approximately the same age, sex, height, weight, hair color, eye color, and race, then he or she shall make the county medical examiner or deputy county medical examiner aware of that fact and whether or not any of those individuals survived that incident when notifying the county medical examiner or deputy county medical examiner of the death as required under subsection (1). If any of those individuals survived, the county medical examiner or deputy county medical examiner shall also be informed which hospital or institution those individuals were taken to and the hospital or institution shall also be made aware that the incident involved 2 or more individuals with similar attributes.

(3) If a physician, an individual in charge of any hospital or institution, or other individual with knowledge of the death of an individual as described under subsection (1) has knowledge that the death has already been reported to the county medical examiner or deputy county medical examiner under subsection (1), the physician, individual in charge of any hospital or institution, or other individual is not required to notify the county medical examiner or deputy county medical examiner of the death under subsection (1).

(4) If an elderly and vulnerable adult death review team is established under section 1c, a county medical examiner or deputy county medical examiner who receives notice of a death of an elderly or vulnerable adult who died unexpectedly or under suspicious circumstances may refer the case to the elderly and vulnerable adult death review team. Upon receipt of a referral under this subsection, the elderly and vulnerable adult death review team shall conduct a review of this matter. Information obtained under this subsection by an elderly and vulnerable adult death review team established under section 1c is confidential and may be disclosed by the elderly and vulnerable adult death review team only to the county medical examiner, the county prosecutor's office, local law enforcement, or another elder death review team, as appropriate. The information obtained under this subsection by an elderly and vulnerable adult death review team established under section 1c is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 2006, Act 569, Imd. Eff. Jan. 3, 2007;—Am. 2012, Act 171, Imd. Eff. June 19, 2012.

**52.204 Violent, unexpected or medically unattended deaths; removal of body, notice; violation of section, penalty.**

Sec. 4. It shall be unlawful for any funeral director, embalmer or other person to remove the body from the place where death occurred, or to prepare the body for burial or shipment, when such funeral director, embalmer or other person knows or upon reasonable investigation should know that death may have occurred in a manner as indicated in section 3, without first notifying the county medical examiner or his deputy and receiving permission to remove, prepare for burial or ship such body. Any person who violates the provisions of this section is guilty of a misdemeanor and may be imprisoned not exceeding 1 year, or fined not exceeding \$500.00, or both.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.205 Notice of body; manner of death; removal of body to morgue; investigation; designation and duties of medical examiner investigator; list of investigators and qualifications; autopsy; ascertaining identity of decedent and notifying next of kin; impossible identification or knowledge that 2 individuals share same attributes; records; disposition of body; retention of portion of body.**

Sec. 5. (1) If a county medical examiner has notice that the body of an individual who may have died in a manner described in section 3 has been found within the county medical examiner's county, the county medical examiner shall take charge of the body. If after examining the body and investigating the cause and manner of the death the county medical examiner considers a further examination necessary, he or she may cause the body to be removed to the public morgue. If the investigation is solely for the reason that the decedent had no medical attendance during the 48 hours immediately preceding the hour of death, and if the decedent had chosen not to have medical attendance because of his or her bona fide held religious convictions, removal is not required unless there is evidence of other conditions described in section 3. If there is no public morgue, the body may be removed to a private morgue designated by the county medical examiner.

(2) The county medical examiner may designate a medical examiner investigator appointed under section 1a(2) to take charge of the body, make pertinent inquiry, note the circumstances surrounding the death, and, if considered necessary, cause the body to be transported to the morgue for examination by the county medical examiner. The county medical examiner shall maintain a list of medical examiner investigators appointed under section 1a(2) and their qualifications and shall file the list with the local law enforcement agencies. A medical examiner investigator appointed under section 1a(2) shall not be an agent or employee of a person or funeral establishment licensed under article 18 of the occupational code, 1980 PA 299, MCL 339.1801 to 339.1812, receive, directly or indirectly, remuneration in connection with the disposition of the body, or make funeral or burial arrangements without approval of the next of kin, if known, or the individual responsible for the funeral expenses.

(3) The county medical examiner may perform or direct to be performed an autopsy and shall carefully reduce or cause to be reduced to writing each fact and circumstance tending to show the condition of the body and the cause and manner of death, and shall include in that writing the name and address of each individual present at the autopsy. The individual performing the autopsy shall subscribe the writing described in this subsection.

(4) Except as otherwise provided in this subsection, the county medical examiner shall ascertain the identity of the decedent and immediately and as compassionately as possible notify the next of kin of the decedent's death and the location of the body. The notification described in this subsection is not required if a person from the state police, a county sheriff department, a township police department, or a municipal police department states to the county medical examiner that the notification has already occurred.

(5) If visual identification of a decedent is impossible as a result of burns, decomposition, or other disfiguring injuries or if the county medical examiner is aware that the death is the result of an accident that involved 2 or more individuals who were approximately the same age, sex, height, weight, hair color, eye color, and race, then the county medical examiner shall verify the identity of the decedent through fingerprints, dental records, DNA, or other definitive identification procedures and, if the accident resulted in the survival of any individuals with the same attributes, shall notify the respective hospital or institution of his or her findings. The county medical examiner may conduct an autopsy under subsection (3) if he or she determines that an autopsy reasonably appears to be required pursuant to law. After the county medical examiner, a deputy, a person from the state police, a county sheriff department, a township police department, or a municipal police department has made diligent effort to locate and notify the next of kin, the county medical examiner may order and conduct the autopsy with or without the consent of the next of kin of the decedent. The county medical examiner or a deputy shall keep a written record of the efforts to locate and notify the next of kin for a period of 1 year from the date of the autopsy.

(6) Except as otherwise provided in this subsection, the county medical examiner shall promptly deliver or return the body or any portion of the body to relatives or representatives of the decedent after an examination or autopsy is performed under this section. If there are no relatives or representatives of the decedent known to the county medical examiner, he or she may cause the body to be buried pursuant to law. A county medical examiner may retain any portion of the body that he or she considers necessary to establish the cause of death, the conditions contributing to death, or the manner of death, or as evidence of any crime. Except as otherwise provided in this subsection, if a portion of the body retained is an entire organ or limb of the decedent, the county medical examiner shall attempt to verbally or in writing notify the relatives or representatives of the decedent of that retention and offer an opportunity for the relative or representative to request the return of that organ or limb. If notification is verbally made under this subsection, the county medical examiner shall follow up with written notification. The county medical examiner or a deputy shall keep a written record of the efforts to notify the relatives or representatives of the decedent under this subsection for a period of 1 year from the date of the notification or attempt to notify. This subsection does not apply to anatomical gifts made under part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123. Upon determination that retention of the portions of the body is no longer necessary under this subsection, the county medical

examiner shall do all of the following, as applicable:

(a) If requested in writing under this subsection, promptly deliver or return the retained organ or limb to the relatives or representatives of the decedent.

(b) Dispose of any remaining retained body portions in the manner prescribed for medical waste under part 138 of the public health code, 1978 PA 368, MCL 333.13801 to 333.13831.

(7) A county medical examiner or any person acting under the authority of the county medical examiner who performs the medical examiner duties for the retention of body parts, as added by the amendatory act that added this subsection, shall not be liable in a civil action as a result of an act or omission by the person arising out of and in the course of the person's good faith performance of those medical examiner duties unless that person's act or omission was the result of that person's negligence.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969;—Am. 1972, Act 200, Imd. Eff. June 30, 1972;—Am. 1980, Act 401, Imd. Eff. Jan. 8, 1981;—Am. 2006, Act 569, Imd. Eff. Jan. 3, 2007;—Am. 2010, Act 108, Imd. Eff. July 1, 2010.

#### **52.205a Sudden death, cause unknown, of child under age of 2 years; report; request for autopsy; notice of results; costs; rules.**

Sec. 5a. (1) When a child under the age of 2 years dies within this state under circumstances of sudden death, cause unknown, or found dead, cause unknown, that death shall be immediately reported to the county medical examiner or deputy county medical examiner of the county where the body is located. The county medical examiner or deputy county medical examiner shall inform the parents or legal guardians of the child that they may request an autopsy to be performed on the child. The state shall cover the costs of an autopsy requested under this section. The county medical examiner or the deputy county medical examiner shall arrange the autopsy requested under this section and shall promptly notify the parents or legal guardians of the results of that autopsy. The county medical examiner or the deputy county medical examiner shall report the costs of the autopsy performed under this section to the director of the department of community health. If the director determines the claim to be reasonable and proper, he or she shall reimburse the person for the costs incurred under this section out of funds appropriated for this purpose by the legislature. Nothing in this section shall be construed to interfere with the duties and responsibilities of the county medical examiner or deputy county medical examiner as provided in this act.

(2) The department of community health shall promulgate rules and regulations under this act to promote consistency and accuracy among county medical examiners and deputy county medical examiners in determining the cause of death under this section. The department may adopt, by reference in its rules, all or any part of the "State of Michigan Protocols to Determine Cause and Manner of Sudden and Unexplained Child Deaths" published by the Michigan child death review program.

**History:** Add. 1974, Act 350, Imd. Eff. Dec. 21, 1974;—Am. 2004, Act 179, Imd. Eff. July 1, 2004.

#### **52.206 Private morgue; compensation.**

Sec. 6. If the body of a deceased person has been removed to a private morgue for examination upon the order of the medical examiner, the keeper of such morgue shall be allowed compensation for his services as the county medical examiner deems reasonable. Compensation is to be paid out of the county treasury on the order of the examiner. Any expense incurred under the provisions of this act shall be within the appropriations made therefor by the county board of supervisors.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

#### **52.207 Violent, unexpected or medically unattended deaths; investigation by county medical examiner; inquest.**

Sec. 7. Upon the written order of the prosecuting attorney or the attorney general or upon the filing of a petition signed by 6 electors of a county, the county medical examiner or deputy shall conduct an investigation, as provided in section 5, of the circumstances surrounding any death believed to have occurred in the county. Upon determination of the prosecuting attorney or upon the determination of the examiner an inquest shall be held by a district court judge or a municipal court judge.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1959, Act 222, Eff. Mar. 19, 1960;—Am. 1968, Act 274, Eff. Nov. 15, 1968;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

#### **52.208 Violent, unexpected or medically unattended deaths; personalty found on deceased's person, possession, inventory, disposition, use as evidence.**

Sec. 8. In all cases arising under the provisions of this act, in the absence of next of kin of the deceased person, the senior police officer being concerned with the matter, and in the absence of police, the county

medical examiner or his deputy, shall take possession of all property of value found upon the person of the deceased, make an exact inventory report thereof and shall deliver the property, unless required as evidence, to the person entitled to the custody or possession of the body. If the personal property of value is not claimed by the person entitled to the custody or possession of the body of the decedent within 60 days, the property shall be turned over to an administrator or other personal representatives of the decedent's estate to be disposed of according to law; or, if required as evidence, the property within 60 days after the termination of any proceeding or appeal period therefrom permitted by law shall be turned over to the person entitled to the custody or possession of the body, or to an administrator or other personal representative of the decedent's estate. Nothing in this section shall affect the powers and duties of a public administrator.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.209 Body determined suitable for donation; agreement; release of information; conduct of examination within certain time period; section to be known as "Kyle Ray Horning's law."**

Sec. 9. (1) If a county medical examiner or his or her designee receives notification from a person other than a representative of a hospital of a death that requires an investigation by the county medical examiner's office pursuant to this act, the county medical examiner or his or her designee shall take charge of the body. If, upon viewing the body and personally inquiring into the cause and manner of the death, the county medical examiner or his or her designee determines that the body, subject to part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123, and according to criteria established by Michigan's federally designated organ procurement organization, may be suitable for donation or for the donation of body parts, the county medical examiner or his or her designee shall, in a timely manner as prescribed under subsection (2), contact Michigan's federally designated organ procurement organization or its successor organization as defined in section 10102 of the public health code, 1978 PA 368, MCL 333.10102. If contacted by the federally designated organ procurement organization or other procurement organization, or both, the county medical examiner shall enter into an agreement with the federally designated organ procurement organization and other procurement organization that coordinates the recovery and allocation of anatomical donations in that county. The agreement shall outline the procedures and protocols of each party to assure that transplantable organs, tissues, and eyes are obtained from potential donors and shall meet the requirements of part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123. The agreement shall provide that if any extraordinary medical examinations are necessary prior to the removal of organs, tissues, or eyes, the procurement organization shall cover those costs. The county medical examiner or his or her designee may release any information to the federally designated organ procurement organization or other procurement organization that is necessary to identify potential organ, tissue, or eye donors and seek consent for such donations in accordance with part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123. A county medical examiner or his or her designee shall not discuss the option of organ donation with any individual with the authority to make a gift under part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123.

(2) If an investigation of the cause and manner of death, regardless of whether the death occurred in a hospital or not, is required under this act and the county medical examiner or his or her designee has notice that the individual is a donor or that a gift of all or a part of that individual's body has been made pursuant to part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123, the county medical examiner or his or her designee shall conduct the examination of the dead body within a time period that permits organs, tissues, and eyes to remain viable for transplant. If the county medical examiner or his or her designee is unable to conduct the investigation within that period of time, a health professional or technician who is authorized to remove an anatomical gift from a donor under part 101 of the public health code, 1978 PA 368, MCL 333.10101 to 333.10123, may remove the donated tissues or organs, or both, in order to preserve the viability of the donated tissues or organs for transplant upon notifying the county medical examiner or his or her designee. If the county medical examiner or his or her designee determines that an organ may be related to the cause of death, the county medical examiner or his or her designee may do 1 or more of the following:

- (a) Request to be present during the removal of the donated organs.
- (b) Request a biopsy of the donated organs.
- (3) This section shall be known and may be cited as "Kyle Ray Horning's law".

**History:** Add. 2005, Act 176, Imd. Eff. Oct. 19, 2005;—Am. 2008, Act 38, Imd. Eff. Mar. 17, 2008.

**Compiler's note:** Former MCL 52.509, which pertained to penalty for failure by medical examiner to deliver personal property of deceased person, was repealed by Act 92 of 1969, Imd. Eff. July 24, 1969.

**52.210 Removal of body to crematory; permit from county medical examiner; violation of section, penalty.**

Rendered Wednesday, August 14, 2013

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Michigan Compiled Laws Complete Through PA 106 of 2013

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Sec. 10. No funeral director, embalmer or any other person shall remove the body of any deceased person to a crematory or remove for the purpose of cremation such dead body from the county in which death occurred without the signed permit of the medical examiner for such county or his deputy. Any person who violates the provisions of this section is guilty of a misdemeanor and shall be imprisoned not more than 1 year, or fined not more than \$500.00, or both.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.211 County medical examiner; records.**

Sec. 11. Medical examiners shall keep a record of all views of bodies found dead, together with their view and autopsy reports.

**History:** 1953, Act 181, Eff. Jan. 1, 1954.

**52.212 County medical examiner and deputies; testimony, expenses.**

Sec. 12. Any and all medical examiners or their deputies may be required to testify in behalf of the state in any matter arising as the result of any investigation required under this act, and shall testify in behalf of the state and shall receive such actual and necessary expenses as the court shall allow.

**History:** 1953, Act 181, Eff. Jan. 1, 1954;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.213 Coroner; transfer of powers and duties to county medical examiner, abolition of office; transfer of proceedings and records.**

Sec. 13. In counties having a medical examiner under the provisions of this act, the powers and duties vested by law in the office of coroner are hereby transferred to and vested in the county medical examiners and their deputies. In such counties immediately upon the taking effect of this act, the office of coroner shall be abolished, and whenever reference thereto is made in any law of this state, reference shall be deemed to be intended to be made to the medical examiners created by this act, insofar as consistent with the provisions of this act. Any hearing or other proceeding pending before any coroner shall not be abated but shall be deemed to be transferred to the medical examiner of the proper county and shall be conducted and determined by such examiner in accordance with the provisions of law.

All records, files and other papers belonging to any coroner in any such county shall be turned over to the county medical examiner of the proper county and shall be continued as a part of the records and files of said county medical examiner.

**History:** 1953, Act 181, Eff. Jan. 1, 1954.

**52.213a Coroner; transfer of powers and duties to county medical examiner, abolition of office; transfer of proceedings.**

Sec. 13a. The powers and duties vested by law in the office of coroner are transferred to and vested in the county medical examiners and their deputies as provided herein. The office of coroner, as provided for in sections 86 and 87 of chapter 14 of the revised statutes of 1846, as amended, being sections 52.86 and 52.87 of the Compiled Laws of 1948, shall be abolished, and whenever reference thereto is made in any law of this state, reference shall be deemed to be intended to be made to the medical examiners created by this act, insofar as consistent with the provisions of this act. Any hearing or other proceeding pending before any coroner shall not be abated but shall be deemed to be transferred to the medical examiner of the proper county and shall be conducted and determined by such examiner in accordance with the provisions of law.

**History:** Add. 1959, Act 225, Eff. Mar. 19, 1960;—Am. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.213b Coroner; transfer of records.**

Sec. 13b. All records, files and other papers belonging to any coroner in any such county shall be turned over to the county medical examiner of the proper county and shall be continued as a part of the records and files of the county medical examiner.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.213c County health officer; designation as county medical examiner.**

Sec. 13c. Any county having a county health officer appointed under the provisions of Act No. 306 of the Public Acts of 1927, as amended, being sections 327.201 to 327.208a of the Compiled Laws of 1948, may designate the county health officer as medical examiner.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

**52.214, 52.215 Repealed. 1969, Act 92, Imd. Eff. July 24, 1969.**

**Compiler's note:** The repealed sections fixed effective date and referendum for abolition of office of coroner and creation of office of medical examiner.

**52.216 Coroners; completion of term after effective date of act.**

Sec. 16. In all counties a coroner upon the effective date of this amendatory act, the coroner may complete the term for which he was elected.

**History:** Add. 1969, Act 92, Imd. Eff. July 24, 1969.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|   |   |
|---|---|
| <b>SUBJECT:</b>   | <b>Community Action Agency (CAA) &amp; DHS – Member Vacancy</b> |
| <b>DEPARTMENT:</b>  | <b>Administration</b>   |
| <b>ATTACHMENTS:</b>   | <b>Yes</b>  |
| <b>SUMMARY:</b>   |   |
| <p>A Menominee County Representative on the Community Action Agency Governing Board resigned. Administration received a letter asking for the County Board to appoint another member. We have submitted an advertisement to receive applications until December 5<sup>th</sup> @ noon. Applications may also be submitted via the County Website. We have received NO applications for the CAA board nor have we received any applications for the DHS board. Discussion of how to proceed.</p> |   |
| <b>RECOMMENDED MOTION</b>   |   |
|   |   |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**COMMUNITY ACTION AGENCY**  
**HUMAN RESOURCES AUTHORITY**  
Serving Menominee, Delta and Schoolcraft Counties

November 11, 2013

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

Dear County Commissioners:

Enclosed is a letter from Beth Pletcher resigning from her seat on our Governing Board as a representative of the Menominee County Board of Commissioners.

We would appreciate if you would consider appointing someone to replace her.

Let us know if we can be of any assistance.

Sincerely,



William Dubord  
Executive Director

enclosure

*Mission statement: Providing opportunities for people of all ages and means to improve their quality of life through advocacy, education, housing, nutrition, volunteerism and support services.*

DHS/Pinecrest

Mike Kaudman  
Appointment expired

Oct. 31, 2013

THE SOCIAL WELFARE ACT (EXCERPT)  
Act 280 of 1939

**400.46 County social services board; administration of powers and duties; appointment and terms of members; oath; vacancies; conducting business at public meeting; notice; quorum; meetings; chairperson; effect of failure to attend meetings; compensation and expenses; availability of writings to public.**

Sec. 46. (1) The administration of the powers and duties of the county department shall be vested in a county social services board of 3 members, appointed from persons residing within the county and not holding an elective office, for 3-year terms as follows: 2 members shall be appointed by the county board of commissioners, and 1 member by the director of social services. Members appointed before October 27, 1965, shall continue in office until the expiration of their terms and until successors are appointed and qualified. Each member shall qualify by taking and filing with the county clerk the constitutional oath of office, and shall hold office until the appointment and qualification of a successor. Vacancies in the membership of the board shall be filled for the expiration of the unexpired term, in the same manner as provided for appointment of the original members.

(2) The business which the county social services board may perform shall be conducted at a public meeting of the county social services board held in compliance with Act No. 267 of the Public Acts of 1976. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976. A majority of the board constitutes a quorum for the transaction of business. The board shall meet on the call of the chairperson, or on a written request to the chairperson signed by 2 members of the board, or at times and places as prescribed by the rules of the board. The board shall hold not less than 12 meetings each fiscal year with an interval of not more than 5 weeks between 2 meetings.

(3) At the first meeting following the appointment of a new member to the board, the members shall choose 1 member as chairperson, who shall continue to act as chairperson of the board until the selection of a successor.

(4) If a member of the county social services board, upon receiving notification, fails to attend 3 consecutive regularly scheduled meetings of the board, the county board of commissioners after notification from the county social services board of the failure of a member to attend without reasonable cause such as illness or other circumstances beyond the member's control shall by formal vote excuse the member or declare the office vacant. The vacancy shall be filled for the remainder of the unexpired term in the same manner as the original appointment was made.

(5) Members of the board shall be reimbursed for necessary travel and other expenses, and shall be paid such amount as shall be fixed by the board of commissioners or board of county auditors.

(6) Except as prescribed in sections 35 and 64, a writing prepared, owned, used, in the possession of, or retained by the county social services board in the performance of an official function shall be made available to the public in compliance with Act No. 442 of the Public Acts of 1976.

**History:** 1939, Act 280, Imd. Eff. June 16, 1939;—Am. 1945, Act 53, Eff. Sept. 6, 1945;—CL 1948, 400.46;—Am. 1965, Act 401, Imd. Eff. Oct. 27, 1965;—Am. 1967, Act 60, Imd. Eff. June 20, 1967;—Am. 1978, Act 224, Imd. Eff. June 13, 1978.

**Popular name:** Act 280

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|  |  |
|--|--|
| <b>SUBJECT:</b>  | <b>Bay Area Medical Center – Board vacancy – ratification of appointment</b> |
| <b>DEPARTMENT:</b>   | <b>Administration</b>  |
| <b>ATTACHMENTS:</b>  | <b>Yes</b>   |
| <b>SUMMARY:</b>  |  |
| We received a letter from BAMC asking to ratify the appointment of Marc Jamo to the Bay Area Medical Center Board of Directors as a director (four year term). |  |
| <b>RECOMMENDED MOTION</b>  |  |
|  |  |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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



COPY

November 26, 2013

Charlie Meintz, Chair  
Menominee County Board of Commissioners  
Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

**Re: Hospital Board Vacancy**

Dear Mr. Meintz:

At its regular meeting on November 21, 2013, the Bay Area Medical Center Board of Directors unanimously voted to nominate and elect Ms. Marc Jamo, a resident of Menominee County, to her first 4-year term as a Director, effective January 2014 upon her ratification by the Menominee County Board of Commissioners.

Ms. Jamo served as a reserve member of the Board of Directors from February to June 2011, at which time she was elected by the BAMC Board and ratified by the Menominee County Board to fulfill the remainder of Jim Hodge's 4-year term, which ends in January 2014. Ms. Jamo resides in the city of Menominee.

As directed by the Board of Directors, I respectfully submit Marc Jamo's name for ratification as a Director on the Bay Area Medical Center Board.

Sincerely,

A handwritten signature in black ink that reads "E. A. Harding".

Edward A. Harding, FACHE  
President and CEO

c: ✓ Brian Bousley, Menominee County Administrator  
Marc Kleiman, Menominee County Clerk  
BAMC Board of Directors

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

|  |  |
|--|--|
| <b>SUBJECT:</b>  | <b>Resolution 2013-18 ~ Compliance with PA 152 of 2011</b> |
| <b>DEPARTMENT:</b>   | <b>Administration</b>                                      |
| <b>ATTACHMENTS:</b>  | <b>Yes</b>   |
| <b>SUMMARY:</b>  |  |
| Per State Law, the county board must comply with PA 152 of 2011. Approval of this resolution complies. |  |
| <b>RECOMMENDED MOTION</b>  |  |
|  |  |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### **RESOLUTION 2013-18 COMPLIANCE WITH PUBLIC ACT 152 OF 2011**

The Menominee County Board of Commissioners respectfully submits the following resolution:

**WHEREAS**, the Menominee County board of Commissioners will abide by the set of laws described in P.A. 152; and

**WHEREAS**, these limitations will go into effect on January 1, 2014 for Menominee County non-union employees, elected officials and collective bargaining units which did not have a signed contract prior to the date specified in P.A. 152; and

**WHEREAS**, Section 4 of P.A. 152 allows a public employer to elect to pay not more than 80% of the total annual cost of all of the medical benefit plans it offers or contributes to for its employees and elected public officials; now

**THEREFORE, BE IT RESOLVED** that the Menominee County board of Commissioners, acting pursuant to the authority granted a county under Section 4 of P.A. 152 of 2011, hereby elects that Menominee County pay not more than 80% of the total annual costs of all the medical benefit plans it offers or contributes to for its employees and elected public officials commencing January 1, 2014.

\_\_\_\_\_  
Charlie Meintz- Chairman

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

**PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT**  
**Act 152 of 2011**

AN ACT to limit a public employer's expenditures for employee medical benefit plans; to provide the power and duties of certain state agencies and officials; to provide for exceptions; and to provide for sanctions.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

*The People of the State of Michigan enact:*

**15.561 Short title.**

Sec. 1. This act shall be known and may be cited as the "publicly funded health insurance contribution act".

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

**15.562 Definitions.**

Sec. 2. As used in this act:

(a) "Designated state official" means:

(i) For an election affecting employees and officers in the judicial branch of state government, the state court administrator.

(ii) For an election affecting senate employees and officers, the secretary of the senate.

(iii) For an election affecting house of representatives employees and officers, the clerk of the house.

(iv) For an election affecting legislative council employees, the legislative council.

(v) For an election affecting employees in the state classified service, the civil service commission.

(vi) For an election affecting executive branch employees who are not in the state classified service, the state employer.

(b) "Flexible spending account" means a medical expense flexible spending account in conjunction with a cafeteria plan as permitted under the federal internal revenue code of 1986.

(c) "Health savings account" means an account as permitted under section 223 of the internal revenue code of 1986, 26 USC 223.

(d) "Local unit of government" means a city, village, township, or county, a municipal electric utility system as defined in section 4 of the Michigan energy employment act of 1976, 1976 PA 448, MCL 460.804, an authority created under chapter VIA of the aeronautics code of the state of Michigan, 1945 PA 327, MCL 259.108 to 259.125c, or an authority created under 1939 PA 147, MCL 119.51 to 119.62.

(e) "Medical benefit plan" means a plan established and maintained by a carrier, a voluntary employees' beneficiary association described in section 501(c)(9) of the internal revenue code of 1986, 26 USC 501, or by 1 or more public employers, that provides for the payment of medical benefits, including, but not limited to, hospital and physician services, prescription drugs, and related benefits, for public employees or elected public officials. Medical benefit plan does not include benefits provided to individuals retired from a public employer.

(f) "Public employer" means this state; a local unit of government or other political subdivision of this state; any intergovernmental, metropolitan, or local department, agency, or authority, or other local political subdivision; a school district, a public school academy, or an intermediate school district, as those terms are defined in sections 4 to 6 of the revised school code, 1976 PA 451, MCL 380.4 to 380.6; a community college or junior college described in section 7 of article VIII of the state constitution of 1963; or an institution of higher education described in section 4 of article VIII of the state constitution of 1963.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

**15.563 Public employer contribution to medical benefit plan; limitation on amount.**

Sec. 3. Except as otherwise provided in this act, a public employer that offers or contributes to a medical benefit plan for its employees or elected public officials shall pay no more of the annual costs or illustrative rate and any payments for reimbursement of co-pays, deductibles, or payments into health savings accounts, flexible spending accounts, or similar accounts used for health care costs, than a total amount equal to \$5,500.00 times the number of employees with single person coverage, \$11,000.00 times the number of employees with individual and spouse coverage, plus \$15,000.00 times the number of employees with family coverage, for a medical benefit plan coverage year beginning on or after January 1, 2012. A public employer may allocate its payments for medical benefit plan costs among its employees and elected public officials as it sees fit. By October 1 of each year after 2011, the state treasurer shall adjust the maximum payment permitted

under this section for each coverage category for medical benefit plan coverage years beginning the succeeding calendar year, based on the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available from the United States department of labor, bureau of labor statistics.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

#### **15.564 Public employer contribution to medical benefit plan; limitation on percentage of annual costs.**

Sec. 4. (1) By a majority vote of its governing body, a public employer, excluding this state, may elect to comply with this section for a medical benefit plan coverage year instead of the requirements in section 3. The designated state official may elect to comply with this section instead of section 3 as to medical benefit plans for state employees and state officers.

(2) For medical benefit plan coverage years beginning on or after January 1, 2012, a public employer shall pay not more than 80% of the total annual costs of all of the medical benefit plans it offers or contributes to for its employees and elected public officials. For purposes of this subsection, total annual costs includes the premium or illustrative rate of the medical benefit plan and all employer payments for reimbursement of co-pays, deductibles, and payments into health savings accounts, flexible spending accounts, or similar accounts used for health care but does not include beneficiary-paid copayments, coinsurance, deductibles, other out-of-pocket expenses, other service-related fees that are assessed to the coverage beneficiary, or beneficiary payments into health savings accounts, flexible spending accounts, or similar accounts used for health care. Each elected public official who participates in a medical benefit plan offered by a public employer shall be required to pay 20% or more of the total annual costs of that plan. The public employer may allocate the employees' share of total annual costs of the medical benefit plans among the employees of the public employer as it sees fit.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

#### **15.565 Collective bargaining agreement or other contract in effect; inconsistent terms.**

Sec. 5. (1) If a collective bargaining agreement or other contract that is inconsistent with sections 3 and 4 is in effect for a group of employees of a public employer on the effective date of this act, the requirements of section 3 or 4 do not apply to that group of employees until the contract expires. A public employer's expenditures for medical benefit plans under a collective bargaining agreement or other contract described in this subsection shall be excluded from calculation of the public employer's maximum payment under section 4. The requirements of sections 3 and 4 apply to any extension or renewal of the contract.

(2) A collective bargaining agreement or other contract that is executed on or after September 15, 2011 shall not include terms that are inconsistent with the requirements of sections 3 and 4.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

#### **15.566 Deduction by public employer.**

Sec. 6. A public employer may deduct the covered employee's or elected public official's portion of the cost of a medical benefit plan from compensation due to the covered employee or elected public official. The employer may condition eligibility for the medical benefit plan on the employee's or elected public official's authorizing the public employer to make the deduction.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

#### **15.567 Applicability of requirements to medical benefit plans of public employees and elected public officials; scope; effect of certain sections found to be invalid.**

Sec. 7. (1) The requirements of this act apply to medical benefit plans of all public employees and elected public officials to the greatest extent consistent with constitutionally allocated powers, whether or not a public employee is a member of a collective bargaining unit.

(2) If a court finds the requirements of section 3 to be invalid, the expenditure limit in section 4 shall apply to a public employer that does not exempt itself under section 8, except that the requirement for a majority vote of the governing body of the public employer in section 4 shall not apply. If a court finds section 4 to be invalid, the expenditure limit in section 3 shall apply to each public employer that does not exempt itself under section 8.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

#### **15.568 Exemption.**

Sec. 8. (1) By a 2/3 vote of its governing body each year, a local unit of government may exempt itself

from the requirements of this act for the next succeeding year.

(2) A 2/3 vote of the governing body of the local unit of government is required to extend an exemption under this section to a new year.

(3) An exemption under this section is not effective for a city with a mayor who is both the chief executive and chief administrator, unless the mayor also approves the exemption.

(4) An exemption under this section is not effective for a county with a county executive who is both the chief executive and chief administrator, unless the county executive also approves the exemption.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

**15.569 Noncompliance by public employer; penalty.**

Sec. 9. If a public employer fails to comply with this act, the public employer shall permit the state treasurer to reduce by 10% each economic vitality incentive program payment received under 2011 PA 63 and the department of education shall assess the public employer a penalty equal to 10% of each payment of any funds for which the public employer qualifies under the state school aid act of 1979, 1979 PA 94, MCL 388.1601 to 388.1772, during the period that the public employer fails to comply with this act. Any reduction setoff or penalty amounts recovered shall be returned to the fund from which the reduction is assessed or upon which the penalty is determined. The department of education may also refer the penalty collection to the department of treasury for collection consistent with section 13 of 1941 PA 122, MCL 205.13.

**History:** 2011, Act 152, Imd. Eff. Sept. 27, 2011.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|   |                            |
|---|----------------------------|
| <b>SUBJECT:</b>   | <b>Courthouse Security</b> |
| <b>DEPARTMENT:</b>  | <b>Administration</b>      |
| <b>ATTACHMENTS:</b>   | <b>No</b>                  |
| <b>SUMMARY:</b>   |                            |
| Discussion about courthouse security, per the letter from the judges. |                            |
| <b>RECOMMENDED MOTION</b>   |                            |
|   |                            |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MR. Alan J. Helgeson**  
72 North Raymond Street  
Marinette  
(715) 587 - 7067

November 27, 2013

Sir:  
Menominee County Commissioner  
Menominee County Board of Commissioners  
Menominee, MI. 49858

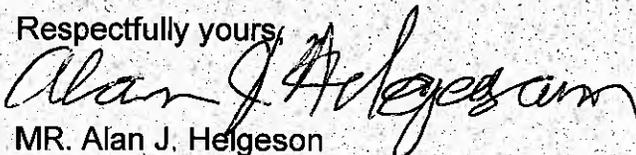
Dear Sir::

In response to your recent need for courthouse security, please find enclosed with this letter the following information regarding a very professional private security company.

As you can see from the enclosed information regarding this company's diverse capabilities, make this company a very strong candidate for the position of providing courthouse security at the Menominee County courthouse.

Please find enclosed the contact information for Mr. Tom Parrella the President of BulletProof Security.  
Thank you for your consideration.

Respectfully yours,

  
MR. Alan J. Helgeson

Enclosure:



- Executive Protection / Personal Security Detail
- Eco-Terrorism & Economic Sabotage Security
- Site Security / Static Security
- Quick Reaction Forces/Force Protection
- Helo Deployment Services
- Border Security Force
- Armored Vehicle Services
- Technical Surveillance Countermeasures Services (De-Bugging)
- Surveillance & Investigations
- Electronic Access & Detection Systems
- Firearms Training
- References
- Medical Responders



## Site Security/Static Security

Site security, also referred to as static security is an essential element to the successful operation and longevity of almost any facility component in society. From charter schools, office buildings and mining operations to fuel, water and power facilities, Bulletproof Securities provides site security teams with custom operational plans and state of the art equipment to keep your facility and its occupants secure. BPS will perform the necessary security assessments and design operational plans specifically for your site. Depending on the operation, our highly trained and experienced security operators work in suits, business casual, uniformed and/or tactical uniforms. BPS operators have a wide array of personal equipment to choose from dependent on the mission at hand. To provide the highest level of security at your facility, our security operators have many weapon systems (lethal and less-lethal), optics, night vision, thermal vision, armor, and lighting options to choose from. We will also make recommendations on how to improve physical security measures and have the capability to implement new protocols such as electronic access, CCTV, digital recorders, and barriers. Complacency is no longer an option when a breach can result in excessive amounts of lost time, money and additional liability for your firm. BPS site security operators are experienced in securing residential structures and hotel areas for short or long term stays.

|               |              |
|---------------|--------------|
| Company Name  | Contact Name |
| Email Address | Phone Number |
| Address       | City         |
| State         | Zip          |

Services Interested In  
**Home/Business Security Systems**

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[NSA Chief Offered to Resign After Leaks](#)

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[Written testimony of TSA Deputy Administrator John Halinski for a House Committee on Homeland Security Subcommittee on](#)



Our operators can protect your infrastructure in any extreme environment.

• Executive Protection / Personal Security Detail

• Eco-Terrorism & Economic Sabotage Security

• Site Security / Static Security

• Quick Reaction Forces/Force Protection

• Helo Deployment Services

• Border Security Force

• Armored Vehicle Services

• Technical Surveillance Countermeasures Services (De-Bugging)

• Surveillance & Investigations

• Electronic Access & Detection Systems

• Firearms Training

• References

• Medical Responders



## Profile

Tom Parrella, President, brings a vast array of both practical experience and education to our firm. Believing knowledge conquers fear, Tom has a Bachelors of Science degree In Criminal Justice from Arizona State University and a Masters Degree in Educational Leadership from Northern Arizona University. Tom has spent time both in the government and the private sector. He is a certified firearms instructor and continually trains and teaches at various locations.

Bulletproofs operators and instructors come from a vast array of backgrounds ranging from military, police, and private sector backgrounds. Bulletproof designates operators with the appropriate skill sets for each individual contract if and when the contract is accepted. Bulletproof strives to create secure environments to allow good people to exercise their freedoms.

Our client's confidentiality is held to the utmost importance. Our clients require security for many reasons and most wish to remain anonymous. Because of this, it is our company policy to NEVER discuss our clients outside of a Bulletproof Securities meeting room.

When facing a potentially volatile situation, you will need a No Compromise Security Force, Bulletproof Securities Inc.

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| Company Name                          | Contact Name                         |
| Email Address                         | Phone Number                         |
| Address                               | City                                 |
| State                                 | Zip                                  |
| Services Interested In                |                                      |
| Home/Business Security Systems        |                                      |
| <input type="button" value="Submit"/> | <input type="button" value="Clear"/> |

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- Eco-Terrorism & Economic Sabotage Security
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- Halo Deployment Services
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- Armored Vehicle Services
- Technical Surveillance Countermeasures Services (De-Bugging)
- Surveillance & Investigations
- Electronic Access & Detection Systems
- Firearms Training
- References
- Medical Responders



## No Compromise Security Force

Bulletproof Securities has a strong record of accurately assessing risk and providing a security solution to control the risk rather than react to it. Strong leadership guides our professional operators to instinctively and smoothly manage surrounding threats so our clients can go about their business even in the most hostile environments.

Bulletproof utilizes a vast combination of contractors with a wide range of skill sets to provide security solutions for just about any 21st century need. We train daily because threats can change daily. Bulletproof's operators and instructors come from a wide array of backgrounds with military, police, and private sector experience. Bulletproof also offers bi-lingual operators when your comfort and security depend on it.

Whether transporting high value materials or providing site security, our forces will work out a solution to keep you and your assets safe and secure. We combine logistics from our highly educated staff with tactical support to provide a finely tuned security service. Bulletproof only utilizes the best equipment, resources and personnel to provide a fast and efficient service to its clients. Our training is what makes us better.

### In response to increased threats along the U.S. and Mexico border...

...and after completing numerous successful border security operations, Bulletproof Securities has officially added Border Security to its list of services. We are fully equipped to secure and protect those working along our southern border. More on our border security services

### As seen on Channel 12 News



Licensed, Bonded and Insured  
 AZ #1560831 Guard  
 AZ #1616264 Private Invest.  
 DUNS #113725555  
 FFL #98XXXXXXXXX02399  
 SOT #2007149-XXX-035  
 Registered on CCR as a Small Business

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| Company Name                          | Contact Name                         |
| Email Address                         | Phone Number                         |
| Address                               | City                                 |
| State                                 | Zip                                  |
| Services Interested in                |                                      |
| Home/Business Security Systems        |                                      |
| <input type="submit" value="Submit"/> | <input type="button" value="Clear"/> |

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- [DHS Outlines Deferred Action for Childhood Arrivals Process](#)
- [Statement By Director Of Communications Matt Chandler On Secretary Napolitano's Upcoming Visit To Alaska](#)
- [Written testimony of ICE for a House Oversight & Gov't Reform Subcommittee on Gov't Organization, Efficiency & Financial Mgmt hearing titled "Unresolved Internal Investigations at DHS: Oversight of Investigation Management in the Office of the DHS IG"](#)
- [Written testimony of TSA Deputy Administrator John Halinski for a House Committee on Homeland Security, Subcommittee on](#)

- Executive Protection / Personal Security Detail
- Eco-Terrorism & Economic Sabotage Security
- Site Security / Static Security
- Quick Reaction Forces/Force Protection
- Helo Deployment Services
- Border Security Force
- Armored Vehicle Services
- Technical Surveillance Countermeasures Services (De-Bugging)
- Surveillance & Investigations
- Electronic Access & Detection Systems
- Firearms Training
- References
- Medical Responders



## Contact

Bulletproof Securityes  
8341 East Gelding Drive  
Scottsdale, AZ 85260  
Office: 480-994-3090  
Cell 24/7: 480-797-0802  
Fax: 480-994-3095

Licensed, Bonded and Insured  
AZ #1560831 Guard  
AZ #1616264 Private Invest.  
DUNS #113725555  
FFL #98XXXXXXXXX02399  
SOT #2007149-XXX-035  
Registered on CCR as a Small Business

|  |                                      |
|--|--------------------------------------|
| Company Name   | Contact Name                         |
| Email Address  | Phone Number                         |
| Address  | City                                 |
| State  | Zip                                  |
| Services Interested In:<br><b>Home/Business Security Systems</b> |                                      |
| <input type="submit" value="Submit"/>                            | <input type="button" value="Clear"/> |

- [The CIA Turned Guantanamo Prisoners Into Double Agents](#)
- [NSA Chief Offered to Resign After Leaks](#)
- [Gigantic Cargo Plane Mistakes Tiny Airport for Air Force Base](#)
- [U.S. and Afghanistan Finalize Agreement Allowing Troop Presence Through 2024](#)
- [Should Commissary Clerk Jobs be Classified as 'Sensitive' National Security Positions?](#)
- [New Deal Could Keep U.S. Troops in Afghanistan for 10 More Years](#)
- [Security Insiders: Next NSA Chief Should Be a Civilian](#)
- [DHS Still Hasn't Fired Black Supremacist Who Called for Mass Murder of Whites](#)
- [Bad Accounting Practices May be Standard Procedure at the Pentagon](#)
- [State Department Offers \\$10 Million for Benghazi Information](#)
- [Readout of Secretary Napolitano's Visit to Anchorage](#)
- [Zone Extended for Border Crossing Card Holders in New Mexico](#)
- [Readout of Secretary Napolitano's Visit to Cold Bay and Kodiak, Alaska](#)
- [Statement by Secretary Napolitano on Shooting in Wisconsin](#)
- [Written testimony of U.S. Coast Guard Commandant Admiral Robert Papp, Jr. for a Senate Committee on Appropriations, Subcommittee on Homeland Security field hearing titled "U.S. Coast Guard Operations in Alaska"](#)
- [DHS Describe Proceso De Accion Diferida Para Los Llegados En La Infancia](#)
- [DHS Outlines Defined Action for Childhood Arrivals Process](#)
- [Statement By Director Of Communications Matt Chandler On Secretary Napolitano's Upcoming Visit To Alaska](#)
- [Written testimony of ICE for a House Oversight & Gov't Reform Subcommittee on Gov't Organization, Efficiency & Financial Mgmt hearing titled "Unresolved Internal Investigations at DHS: Oversight of Investigation Management in the Office of the DHS IG"](#)
- [Written testimony of TSA Deputy Administrator John Halinski for a House Committee on Homeland Security, Subcommittee on](#)

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED

11/25/13

Menominee County Administrator

[COPY]

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

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

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

Name: Doug Krienke ~ District 1

| Date    | Meeting Place   | # of miles | X<br>.565/mile           | Total<br>Cost                  | Account<br>Number |
|---------|-----------------|------------|--------------------------|--------------------------------|-------------------|
| 10-8-13 | CB Cedarville   | 46         |                          | 25.99                          | 101-101-860.01    |
|         |                 |            |                          |                                | 101-101-860.01    |
| 10      | CBA             | 108/486 mi |                          | 51.84                          | 101-101-860.01    |
|         |                 |            |                          |                                | 101-101-860.01    |
| 18      | Personnel Annex | 42         |                          | 23.73                          | 101-101-860.01    |
|         |                 |            |                          |                                | 101-101-860.01    |
| 22      | CB Cedarville   | 46         |                          | 25.99                          | 101-101-860.01    |
|         |                 |            |                          |                                | 101-101-860.01    |
|         |                 |            |                          |                                | 101-101-860.01    |
|         |                 |            | <b>Total<br/>Mileage</b> | 75.71<br>51.84 / 127.55 + 0.00 |                   |
|         |                 |            |                          | <b>Total Mileage Fee</b>       | 127.55            |

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

Doug Krienke  
Signed

11-28-2013  
Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**

11/25/13

Menominee County Administrator

COPY

Name of Commissioner Doug Krienke

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

| Date                  | Meeting Description & Duration             | Meeting Expense |
|-----------------------|--|-----------------|
| 10-8-13               | MBDC missed meeting<br>unexcused NO excuse | /               |
| 8                     | County Board Cedarville                    | 50.00           |
| 10                    | CAA Esby                                   | NC              |
| 18                    | Personel Annex                             | 50.00           |
| 22                    | County Board Cedarville                    | 50.00           |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
| <b>Total Per Diem</b> |  | <b>150.00</b>   |

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

Commissioner Signature: Doug Krienke

Date: 11-28-2013

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
12/3/13  
Menominee County Administrator

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

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: **Bernie Lang ~ District 2**

2013

| Date                     | Meeting Place | # of miles | X<br>.565/mile           | Total<br>Cost | Account<br>Number |
|--------------------------|---------------|------------|--------------------------|---------------|-------------------|
| 11-12                    | CO. BD.       | 3          |                          |               | 101-101-860.02    |
| 11-26                    | CO. BD.       | 3          |                          |               | 101-101-860.02    |
| 11-26                    | CO. BD.       | 4          |                          |               | 101-101-860.02    |
|                          |               |            |                          |               | 101-101-860.02    |
|                          |               |            |                          |               | 101-101-860.02    |
|                          |               |            |                          |               | 101-101-860.02    |
|                          |               |            |                          |               | 101-101-860.02    |
|                          |               |            |                          |               | 101-101-860.02    |
|                          |               | 10         |                          |               | 101-101-860.02    |
|                          |               |            | <b>Total<br/>Mileage</b> |               |                   |
| <b>Total Mileage Fee</b> |               |            |                          |               | <b>5.65</b>       |

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

12-03-13

Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**COPY**

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

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

| Date     | Meeting Place | # of miles | X<br>.565/mile           | Total<br>Cost            | Account<br>Number |
|----------|---------------|------------|--------------------------|--------------------------|-------------------|
| 11/12/13 | COURTHOUSE    | 16         |                          | 9.04                     | 101-101-860.04    |
| 11/26/13 | COURTHOUSE    | 16         |                          | 9.04                     | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            |                          |                          | 101-101-860.04    |
|          |               |            | <b>Total<br/>Mileage</b> | <b>32</b>                |                   |
|          |               |            |                          | <b>Total Mileage Fee</b> | <b>18.08</b>      |

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

Larry Schei

Signed

12/01/13

Date





# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

**COPY**

**RECEIVED**

11/27/13

Menominee County Administrator

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

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche ~ District 7

| Date     | Meeting Place             | # of miles | X<br>555/mile<br>.565    | Total<br>Cost            | Account<br>Number |
|----------|---------------------------|------------|--------------------------|--------------------------|-------------------|
| 11/12/13 | Road Commission - Sargatt | 25         |                          | 14.13                    | 101-101-860.07    |
| 11/12/13 | Board - Court House       | 72         |                          | 40.68                    | 101-101-860.07    |
| 11/26/13 | Board - Court House       | 72         |                          | 40.68                    | 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    |
|          |                           | 169        | <b>Total<br/>Mileage</b> |                          |                   |
|          |                           |            |                          | <b>Total Mileage Fee</b> | 95.49             |

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

*Gerald L. Piche*

Signed

11/27/13

Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
11/26/13  
Menominee County Administrator

COPY

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

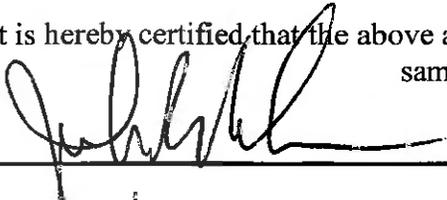
\*Meals Maximum of \$40 per day.

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

Name: **John R. Nelson ~ District 9**

| Date                     | Meeting Place                     | # of miles | .565 X<br><del>.555</del> /mile | Total Cost | Account Number |
|--------------------------|-----------------------------------|------------|---------------------------------|------------|----------------|
| 11/7/13                  | MI WORKS ESCORT, MI               | 56         | <del>31.64</del>                | 31.64      | 101-101-860.11 |
| 11/12/13                 | Co. Board, Menominee, MI          | 94         |                                 | 53.11      | 101-101-860.11 |
| 11/18/13                 | Finance Comm, North Pt, Kingsford | 74         |                                 | 41.81      | 101-101-860.11 |
| 11/25/13                 | NORTHPOINT, KINGSTON, MI          | 74         |                                 | 41.81      | 101-101-860.11 |
| 11/26/13                 | Co. Board, Menominee, MI          | 94         |                                 | 53.11      | 101-101-860.11 |
|                          |                                   |            |                                 |            | 101-101-860.11 |
|                          |                                   |            |                                 |            | 101-101-860.11 |
|                          |                                   |            |                                 |            | 101-101-860.11 |
|                          |                                   | 392        |                                 | 221.50     |                |
|                          |                                   |            | <b>Total Mileage</b>            |            |                |
| <b>Total Mileage Fee</b> |                                   |            |                                 |            | <b>221.50</b>  |

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

  
 \_\_\_\_\_  
 Signed

11/26/13  
 \_\_\_\_\_  
 Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**

11/26/13

Menominee County Administrator

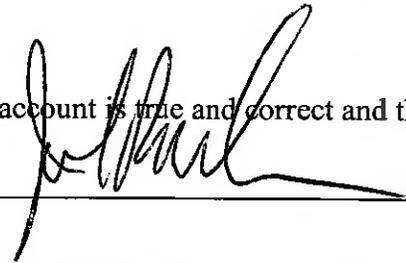
[COPY]

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 |
|-----------------------|--|-----------------|
| 11/7/13               | MI WORKS BOARD MEETING, ESCANABA         | 50.             |
| 11/12/13              | CO. BOARD REG MEETING, MENOMINEE         | 50.             |
| 11/18/13              | NORTH POINT FINANCE Comm, KINGSTON       | 50.             |
| 11/25/13              | NORTH POINT REG. BOARD MEETING, KINGSTON | 50.             |
| 11/26/13              | Co. BOARD, MENOMINEE, MI                 | 50.             |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
|                       |  |                 |
| <b>Total Per Diem</b> |  | <b>250.00</b>   |

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

Commissioner Signature: 

Date: 11/26/13

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**COPY**

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

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

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

Name: Jan Hafeman ~ District 8

| Date                     | Meeting Place             | # of miles | X<br>.565/mile           | Total<br>Cost | Account<br>Number |
|--------------------------|---------------------------|------------|--------------------------|---------------|-------------------|
| 11/12/13                 | Co.Bd.- Menominee         | 76         |                          |               | 101-101-860.10    |
| 11/21/13                 | Pinecrest Bd Mtg - Powers | 14         |                          |               | 101-101-860.10    |
| 11/26/13                 | Co. Bd - Menominee        | 76         |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           |            |                          |               | 101-101-860.10    |
|                          |                           | <b>166</b> | <b>Total<br/>Mileage</b> |               |                   |
| <b>Total Mileage Fee</b> |                           |            |                          |               | <b>\$93.79</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.

  
\_\_\_\_\_  
Signed

11-26-13  
\_\_\_\_\_  
Date





## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION 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 November 22 and Dec. 5, 2013 in the amount of \$92,885.63. |                            |
| <b>RECOMMENDED MOTION</b>  |                            |
|  |                            |

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

### General Fund Expenditures

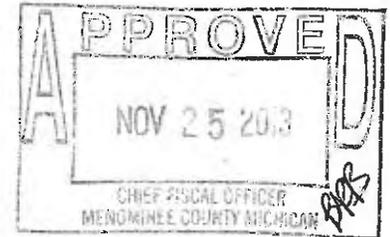
101-101 Board of Commissioners  
101-103 Other Legislative  
101-131 Circuit/Family Court  
101-132 Family Court  
101-136 District Court  
101-141 Friend of Court  
101-148 Probate Court  
101-150 Jury Commission  
101-172 County Administrator  
101-192 Board of Canvassers  
101-211 Legal  
101-215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

### Special Revenue Funds

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

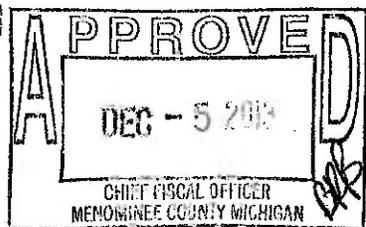
MENOMINEE COUNTY  
Claims Audit Report

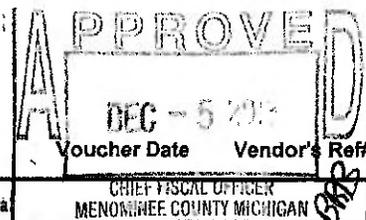
| Vendor Name<br>Vcher#                  | Voucher Date | Vendor's Ref# | Description       | Debit Acct#    | \$Amount | SepCk | Claim Total |
|--|--------------|---------------|-------------------|----------------|----------|-------|-------------|
| Bank Account: General                  |              |               |                   |                |          |       |             |
| Verizon Wireless                       |              |               |                   |                |          |       | \$939.73    |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 101-265-850.01 | 88.64    |       |             |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 101-301-850.00 | 454.59   |       |             |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 101-426-850.00 | 61.65    |       |             |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 101-682-850.00 | 32.64    |       |             |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 205-315-850.00 | 300.57   |       |             |
| 33315                                  | 11/01/2013   | 9714176478    | Cellular Services | 266-325-850.00 | 1.64     |       |             |
| Total Amount for Bank Account: General |              |               |                   |                |          |       | \$939.73    |



**MENOMINEE COUNTY  
Claims Audit Report**

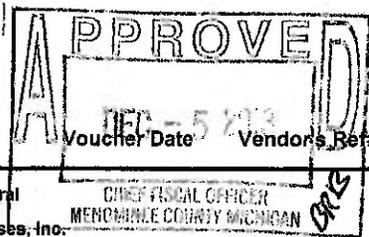
| Vendor Name                           | Vcher# | Voucher Date | Vendor's Ref# | Description                             | Debit Acct#    | \$Amount | SepCk | Claim Total |
|---------------------------------------|--------|--------------|---------------|---|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>          |        |              |               |   |                |          |       |             |
| Adam Cocco                            | 33500  | 12/03/2013   | 13-001-DL-1   | Witness \$6.00 Mileage \$33.90          | 101-132-804.00 | 39.90    |       | \$39.90     |
| <b>AIRGAS NORTH CENTRAL</b>           |        |              |               |   |                |          |       | \$6.18      |
|                                       | 33360  | 11/20/2013   | 9021938675    | Oxygen                                  | 205-315-755.00 | 6.18     |       |             |
| <b>AT&amp;T - Carol Stream, IL</b>    |        |              |               |   |                |          |       | \$1,266.06  |
|                                       | 33370  | 11/19/2013   | 906883861411  | November 19 - December 18, 2013         | 288-325-850.00 | 265.13   |       |             |
|                                       | 33468  | 11/19/2013   | 906883444111  | November 19 - December 18, 2013         | 101-103-850.00 | 544.49   |       |             |
|                                       | 33473  | 11/19/2013   | 906883202311  | November 19 - December 18, 2013         | 101-103-850.00 | 456.44   |       |             |
| <b>AT&amp;T Long Distance</b>         |        |              |               |   |                |          |       | \$1,811.29  |
|                                       | 33472  | 11/19/2013   | 854528091     | Telephones Services                     | 101-103-850.00 | 1,811.29 |       |             |
| <b>Barbara Charlier</b>               |        |              |               |   |                |          |       | \$300.00    |
|                                       | 33511  | 11/23/2013   | Burial        | Lawrence Charlier                       | 101-681-833.00 | 300.00   |       |             |
| <b>Bastien Family Enterprises, LL</b> |        |              |               |   |                |          |       | \$3,270.00  |
|                                       | 33409  | 11/25/2013   | Fall 2013     | Foreclosure Personal Property Visits (x | 517-252-801.00 | 3,270.00 |       |             |
| <b>BELSON CO.</b>                     |        |              |               |   |                |          |       | \$161.09    |
|                                       | 33349  | 11/19/2013   | 0000115681    | Washer & Dryer Maintenance              | 101-301-770.00 | 161.09   |       |             |
| <b>Benson Law, P.C.</b>               |        |              |               |   |                |          |       | \$100.00    |
|                                       | 33403  | 11/26/2013   | Various       | Court Appointed Legal - Walters         | 101-131-807.00 | 37.50    |       |             |
|                                       | 33495  | 11/26/2013   | 09-12795-DP   | Court Appointed Legal - Rupiper         | 101-148-807.00 | 25.00    |       |             |
|                                       | 33496  | 11/26/2013   | 07-12219-DM   | Court Appointed Legal - Willis          | 101-148-807.00 | 37.50    |       |             |
| <b>Beverly Bird</b>                   |        |              |               |   |                |          |       | \$300.00    |
|                                       | 33522  | 11/23/2013   | Burial        | Earl Bird Jr.                           | 101-681-833.00 | 300.00   |       |             |
| <b>Big O's Lube and Service, Inc.</b> |        |              |               |   |                |          |       | \$1,928.65  |
|                                       | 33362  | 11/22/2013   | 12964         | Mount & Balance Tires, Wiper Blads      | 205-315-934.02 | 61.98    |       |             |
|                                       | 33363  | 11/18/2013   | 12912         | Tie Rod (2011 Chevy Impala)             | 205-315-934.02 | 168.81   |       |             |
|                                       | 33364  | 11/05/2013   | 12818         | Mount & Balance Tires (2008 Chevy Ta    | 205-315-934.02 | 62.00    |       |             |
|                                       | 33365  | 11/05/2013   | 12817         | Oil Change & Tire Balance (2013 Chev)   | 205-315-934.02 | 78.90    |       |             |
|                                       | 33366  | 11/05/2013   | 12816         | Oil Change & Tire Balance (2013 Chev)   | 205-315-934.02 | 78.90    |       |             |
|                                       | 33367  | 11/05/2013   | 12815         | Mount & Balance Tires (2013 Chevy Ta    | 205-315-934.02 | 55.00    |       |             |
|                                       | 33368  | 11/05/2013   | 12814         | Tires, Mount & Balance (2011 Impala)    | 205-315-934.02 | 427.66   |       |             |
|                                       | 33369  | 11/07/2013   | 12839         | Mount & Balance Tires (2011 Impala)     | 205-315-742.00 | 48.00    |       |             |
|                                       | 33481  | 11/13/2013   | 12882         | 1998 Dodge Ram - Vehicle Maintenance    | 208-751-981.00 | 947.50   |       |             |
| <b>Bob Barker Company, Inc.</b>       |        |              |               |   |                |          |       | \$58.44     |
|                                       | 33348  | 11/21/2013   | WEB000294045  | Inmate Supplies                         | 101-301-770.00 | 58.44    |       |             |
| <b>Body Works Plus</b>                |        |              |               |   |                |          |       | \$462.50    |
|                                       | 33413  | 11/26/2013   | 1969519100    | Remove all Decals & Brush Gard          | 101-285-981.00 | 462.50   |       |             |
| <b>BRANYAN WESLEY C</b>               |        |              |               |   |                |          |       | \$55.65     |
|                                       | 33385  | 12/02/2013   | Per Diem      | Board of Canvassers - November 2013     | 101-192-705.00 | 50.00    |       |             |
|                                       | 33390  | 12/02/2013   | Reimbursement | Mileage - Board of Canvassers           | 101-192-860.00 | 5.65     |       |             |





MENOMINEE COUNTY  
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| Vendor Name                                       | Vcher# | Voucher Date | Vendor's Ref# | Description                           | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|---|--------|--------------|---------------|---------------------------------------|----------------|----------|-------|-------------------|
| Bank Account: General                             |        |              |               |                                       |                |          |       |                   |
| CHIEF FISCAL OFFICER<br>MENOMINEE COUNTY MICHIGAN |        |              |               |                                       |                |          |       |                   |
| <b>CADIEU FUNERAL HOME</b>                        |        |              |               |                                       |                |          |       |                   |
|   |        |              |               |                                       |                |          |       | <b>\$3,000.00</b> |
|   | 33510  | 11/23/2013   | Burial        | Donald Albert Salewsky, Sr.           | 101-681-833.00 | 300.00   |       |                   |
|   | 33512  | 11/23/2013   | Burial        | Henry Walter Anderson                 | 101-681-833.00 | 300.00   |       |                   |
|   | 33513  | 11/23/2013   | Burial        | William Robert Crane                  | 101-681-833.00 | 300.00   |       |                   |
|   | 33514  | 11/23/2013   | Burial        | Violet Arnold                         | 101-681-833.00 | 300.00   |       |                   |
|   | 33515  | 11/23/2013   | Burial        | Thomas Joseph Hannon Sr.              | 101-681-833.00 | 300.00   |       |                   |
|   | 33517  | 11/23/2013   | Burial        | Richard Edwad Bretl                   | 101-681-833.00 | 300.00   |       |                   |
|   | 33518  | 11/23/2013   | Burial        | Robert Lee Burttts                    | 101-681-833.00 | 300.00   |       |                   |
|   | 33519  | 11/23/2013   | Burial        | Glen Roy Hofer                        | 101-681-833.00 | 300.00   |       |                   |
|   | 33520  | 11/23/2013   | Burial        | Dorothy L. Beaudoo                    | 101-681-833.00 | 300.00   |       |                   |
|   | 33521  | 11/23/2013   | Burial        | Mark Robert Bromund                   | 101-681-833.00 | 300.00   |       |                   |
| <b>CITY OF MENOMINEE - 2511 10TH ST.</b>          |        |              |               |                                       |                |          |       |                   |
|   | 33359  | 11/20/2013   | 3597          | Gasoline Sales - October 2013         | 205-315-742.00 | 3,420.95 |       | <b>\$3,752.43</b> |
|   | 33485  | 11/20/2013   | 3593          | Gasoline Charges - October 2013       | 101-428-860.00 | 24.75    |       |                   |
|   | 33485  | 11/20/2013   | 3593          | Gasoline Charges - October 2013       | 101-257-742.00 | 21.57    |       |                   |
|   | 33485  | 11/20/2013   | 3593          | Gasoline Charges - October 2013       | 101-141-860.00 | 79.96    |       |                   |
|   | 33485  | 11/20/2013   | 3593          | Gasoline Charges - October 2013       | 101-265-742.00 | 124.29   |       |                   |
|   | 33485  | 11/20/2013   | 3593          | Gasoline Charges - October 2013       | 268-325-860.00 | 80.91    |       |                   |
| <b>City of Stephenson - P.O. Box 467</b>          |        |              |               |                                       |                |          |       |                   |
|   | 33353  | 11/21/2013   | 709           | Annex - Water, Electric, Sewer        | 101-261-920.01 | 17.50    |       | <b>\$212.24</b>   |
|   | 33353  | 11/21/2013   | 709           | Annex - Water, Electric, Sewer        | 101-261-920.02 | 30.00    |       |                   |
|   | 33353  | 11/21/2013   | 709           | Annex - Water, Electric, Sewer        | 101-261-920.03 | 164.74   |       |                   |
| <b>CLOVERLAND PAPER CO</b>                        |        |              |               |                                       |                |          |       |                   |
|   | 33347  | 11/15/2013   | 103547        | Sheriff Department                    | 101-301-770.00 | 163.46   |       | <b>\$429.64</b>   |
|   | 33400  | 11/22/2013   | 103597        | Janitorial Supplies - Courthouse      | 101-265-765.01 | 266.18   |       |                   |
| <b>Cooper Office Equipment</b>                    |        |              |               |                                       |                |          |       |                   |
|   | 33421  | 11/07/2013   | 105022        | Contract # 1411-01 Annex              | 101-261-942.00 | 535.47   |       | <b>\$800.14</b>   |
|   | 33489  | 11/21/2013   | 105491        | Contract # 1949-01 (Copier Maintenanc | 101-172-931.00 | 264.67   |       |                   |
| <b>DEKETO, LLC</b>                                |        |              |               |                                       |                |          |       |                   |
|   | 33423  | 12/03/2013   | DK 11-13      | November 2013 Documents (x395)        | 258-277-857.00 | 790.00   |       | <b>\$790.00</b>   |
| <b>Dennis-Ruléau, Dawn</b>                        |        |              |               |                                       |                |          |       |                   |
|   | 33504  | 12/03/2013   | November 2013 | Crisis Intervention                   | 298-668-801.00 | 660.00   |       | <b>\$660.00</b>   |
| <b>Desirae Belec</b>                              |        |              |               |                                       |                |          |       |                   |
|   | 33498  | 12/03/2013   | 13-001-DL-1   | Witness \$6.00 Mileage \$33.90        | 101-132-804.00 | 39.90    |       | <b>\$39.90</b>    |
| <b>dmi Studios</b>                                |        |              |               |                                       |                |          |       |                   |
|   | 33478  | 11/30/2013   | 4775          | Web Production Services               | 101-103-851.00 | 100.00   |       | <b>\$100.00</b>   |
| <b>Doug Shimek</b>                                |        |              |               |                                       |                |          |       |                   |
|   | 33410  | 11/13/2013   | 21005         | PO# 2857 - Firewood for Cecil H. Keep | 294-683-835.00 | 900.00   |       | <b>\$900.00</b>   |
| <b>Dougovito, Greg</b>                            |        |              |               |                                       |                |          |       |                   |
|   | 33508  | 12/03/2013   | 5358          | Transport of Juvenile (J.V.)          | 101-132-801.01 | 30.00    |       | <b>\$78.00</b>    |
|   | 33508  | 12/03/2013   | 5358          | Transport of Juvenile (J.V.)          | 101-132-801.00 | 48.00    |       |                   |
| <b>DTE Energy</b>                                 |        |              |               |                                       |                |          |       |                   |
|   | 33397  | 11/21/2013   | 462245200011  | Annex                                 | 101-261-920.04 | 96.67    |       | <b>\$96.67</b>    |
| <b>Elchhorn, Jayne Marie</b>                      |        |              |               |                                       |                |          |       |                   |
|   | 33386  | 12/02/2013   | Per Dlem      | Board of Canvassers - November 2013   | 101-192-705.00 | 50.00    |       | <b>\$95.77</b>    |
|   | 33387  | 12/02/2013   | Reimbursement | Mileage - Board of Canvassers         | 101-192-860.00 | 45.77    |       |                   |
| <b>Employee Benefits Agency, Inc.</b>             |        |              |               |                                       |                |          |       |                   |
|   | 33484  | 12/01/2013   | 3863          | ABS Monthly Administration Fees (Dec  | 101-103-712.02 | 96.00    |       | <b>\$96.00</b>    |



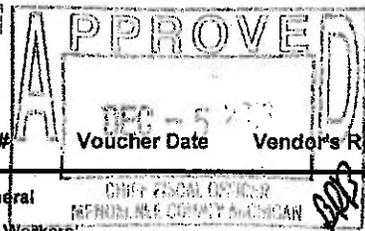
MENOMINEE COUNTY  
Claims Audit Report

| Vendor Name                   | Voucher# | Voucher Date | Vendor's Ref#    | Description                            | Debit Acct#    | \$Amount | SepCk | Claim Total |          |
|-------------------------------|----------|--------------|------------------|--|----------------|----------|-------|-------------|----------|
| Bank Account: General         |          |              |                  |  |                |          |       |             |          |
| Forms Trac Enterprises, Inc.  | 33382    | 11/25/2013   | 61328            | District Forms NCR Continuous (x10,00  | 101-136-727.00 | 250.56   |       | \$250.56    |          |
| Hafeman, Jan                  | 33407    | 11/26/2013   | Reimbursement    | Mileage - November 2013                | 101-101-860.10 | 93.79    |       | \$93.79     |          |
| Hafeman, William              | 33383    | 12/02/2013   | Per Diem         | Board of Canvassers - November 2013    | 101-192-705.00 | 50.00    |       | \$94.07     |          |
|                               | 33388    | 12/02/2013   | Reimbursement    | Mileage - Board of Canvassers          | 101-192-860.00 | 44.07    |       |             |          |
| Hi Tec Building Services      | 33477    | 11/30/2013   | 006383           | Cleaning - November 2013               | 101-265-801.00 | 1,410.00 |       | \$1,410.00  |          |
| ID NETWORKS                   | 33358    | 12/01/2013   | 267612           | Annual Service Maintenance Fee (12/1   | 101-301-934.01 | 750.00   |       | \$750.00    |          |
| INSTITUTE OF CONTINUING LEGAL |          |              |                  |  |                |          |       | \$640.00    |          |
|                               | 33457    | 11/29/2013   | 691189           | Criminal Jury Instructions (2013/2014) | 101-136-802.00 | 92.50    |       | \$640.00    |          |
|                               | 33470    | 11/26/2013   | 959841           | Civil Jury Instruction                 | 269-145-982.00 | 92.50    |       |             |          |
|                               | 33471    | 11/26/2013   | 959842           | Civil Jury Instruction                 | 269-145-982.00 | 92.50    |       |             |          |
|                               | 33475    | 11/29/2013   | 960764           | Criminal Jury Instruction              | 269-145-982.00 | 177.50   |       |             |          |
|                               | 33506    | 11/26/2013   | 690487           | Civil Jury Instructions                | 101-132-802.00 | 46.25    |       |             |          |
|                               | 33506    | 11/26/2013   | 690487           | Civil Jury Instructions                | 101-148-802.00 | 46.25    |       |             |          |
|                               | 33507    | 11/29/2013   | 691188           | Criminal Jury Instructions             | 101-132-802.00 | 46.25    |       |             |          |
|                               | 33507    | 11/29/2013   | 691188           | Criminal Jury Instructions             | 101-148-802.00 | 46.25    |       |             |          |
| Integrated Imaging, Inc.      | 33509    | 11/06/2013   | 59901            | PO# 2860 Annual Maintenance Agreem     | 256-277-857.00 | 793.00   |       |             | \$793.00 |
| Isabel Williams               | 33523    | 11/23/2013   | Burial           | Michael Williams                       | 101-681-833.00 | 300.00   |       |             | \$300.00 |
| J S ELECTRONICS, INC.         |          |              |                  |  |                |          |       | \$525.00    |          |
|                               | 33374    | 11/20/2013   | 18015            | Outfitted - Reserve Squad              | 205-315-934.02 | 100.00   |       | \$525.00    |          |
|                               | 33454    | 12/01/2013   | 18026            | Tower Lease - December 2013            | 266-326-942.00 | 425.00   |       |             |          |
| Jeff Nasar                    |          |              |                  |  |                |          |       | \$99.72     |          |
|                               | 33458    | 11/26/2013   | Per Diem         | DHS Board                              | 101-601-837.00 | 50.00    |       | \$99.72     |          |
|                               | 33459    | 11/26/2013   | Reimbursement    | Mileage - DHS Board                    | 101-601-837.00 | 49.72    |       |             |          |
| Joel Hensley, RN              | 33357    | 12/01/2013   | Nursing Services | Nursing Services                       | 101-301-770.01 | 1,365.00 |       | \$1,365.00  |          |
| Kakuk, Tammany                | 33501    | 12/03/2013   | 5355             | Foster Care Cost (C.F.)                | 292-662-843.02 | 372.26   |       | \$372.26    |          |
| Kaufman, Michael              | 33460    | 11/26/2013   | Per Diem         | DHS Board                              | 101-601-837.00 | 50.00    |       | \$50.00     |          |
| Krienke, Doug                 | 33484    | 11/28/2013   | Reimbursement    | Mileage - October 2013                 | 101-101-860.01 | 127.55   |       | \$127.55    |          |
| Lang, Bernard                 | 33425    | 12/03/2013   | Reimbursement    | Mileage - November 2013                | 101-101-860.02 | 5.65     |       | \$5.65      |          |
| Lauzer, Jason                 | 33422    | 11/22/2013   | Per Diem         | Airport Commission                     | 101-101-860.08 | 200.00   |       | \$200.00    |          |
| LENCA SURVEYING               | 33402    | 11/25/2013   | 13248            | Remon Yr 2013 (11/14 - 11/21/13)       | 243-245-801.07 | 2,952.00 |       | \$2,952.00  |          |
| Lithocrafters Printing, Inc.  | 33414    | 11/21/2013   | 79822            | FOC - Window Envelopes (x3000)         | 101-141-727.00 | 358.60   |       | \$358.60    |          |

**MENOMINEE COUNTY  
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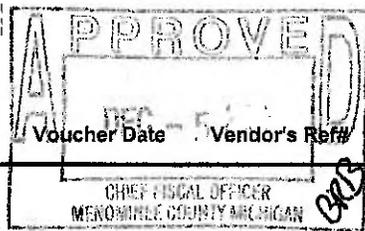
| Vendor Name                       | Vcher# | Voucher Date | Vendor's Ref# | Description                              | Debit Acct#    | \$Amount | SepCk | Claim Total       |
|-----------------------------------|--------|--------------|---------------|--|----------------|----------|-------|-------------------|
| <b>Bank Account: General</b>      |        |              |               |  |                |          |       |                   |
| <b>Lufts Advertiser</b>           |        |              |               |  |                |          |       | <b>\$236.50</b>   |
|                                   | 33474  | 11/26/2013   | November 2013 | Advertising                              | 101-101-901.00 | 236.50   |       |                   |
| <b>Manpower</b>                   |        |              |               |  |                |          |       | <b>\$1,086.76</b> |
|                                   | 33393  | 11/24/2013   | 26414170      | Week Ending 11/24/13 (Regina Mistark     | 215-141-705.00 | 86.63    |       |                   |
|                                   | 33396  | 11/24/2013   | 26410465      | Week Ending 11/24/13 (Kelly Hofer)       | 101-268-704.00 | 472.50   |       |                   |
|                                   | 33524  | 12/01/2013   | 26440544      | Week Ending 12/1/13 (Kelly Hofer)        | 101-268-704.00 | 291.38   |       |                   |
|                                   | 33526  | 12/01/2013   | 26438430      | Week Ending 12/1/13 (Regina Mistark)     | 215-141-705.00 | 236.25   |       |                   |
| <b>Marana Cruz</b>                |        |              |               |  |                |          |       | <b>\$300.00</b>   |
|                                   | 33516  | 11/23/2013   | Burial        | Angelo M. Cruz                           | 101-681-833.00 | 300.00   |       |                   |
| <b>MCBAP</b>                      |        |              |               |  |                |          |       | <b>\$85.00</b>    |
|                                   | 33415  | 11/26/2013   | Renewal       | 2014 Certified Criminal Justice Addictio | 101-136-802.00 | 85.00    |       |                   |
| <b>Meade, Brenda</b>              |        |              |               |  |                |          |       | <b>\$200.04</b>   |
|                                   | 33502  | 12/03/2013   | 5356          | Transport of Juvenile (J.V.)             | 101-132-801.01 | 30.00    |       |                   |
|                                   | 33502  | 12/03/2013   | 5356          | Transport of Juvenile (J.V.)             | 101-132-801.00 | 48.00    |       |                   |
|                                   | 33503  | 12/03/2013   | Reimbursement | Mileage - Transport of Juvenile          | 101-132-801.00 | 122.04   |       |                   |
| <b>Menards - Marinette</b>        |        |              |               |  |                |          |       | <b>\$193.03</b>   |
|                                   | 33398  | 11/22/2013   | 39329         | Laminate Counter Top (Treasurer's Offi   | 101-253-728.00 | 96.89    |       |                   |
|                                   | 33419  | 11/19/2013   | 39034         | Threadlocker, TV Mount, Knock out Sex    | 101-265-930.01 | 49.42    |       |                   |
|                                   | 33469  | 11/22/2013   | 39289         | CH Security                              | 101-103-970.10 | 46.62    |       |                   |
| <b>MENOMINEE COUNTY TREASURER</b> |        |              |               |  |                |          |       | <b>\$35.00</b>    |
|                                   | 33395  | 11/26/2013   | Plat Book     | Plat Book for E911                       | 266-325-755.00 | 35.00    |       |                   |
| <b>MI Asso. of County Clerks</b>  |        |              |               |  |                |          |       | <b>\$150.00</b>   |
|                                   | 33487  | 12/04/2013   | Dues          | 2014 Association Dues                    | 101-215-802.00 | 150.00   |       |                   |





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Claims Audit Report

| Vendor Name                    | Vcher# | Voucher Date | Vendor's Ref# | Description                            | Debit Acct#    | \$Amount  | SepCk | Claim Total |
|--------------------------------|--------|--------------|---------------|--|----------------|-----------|-------|-------------|
| Bank Account: General          |        |              |               |  |                |           |       |             |
| Michigan Counties Workers      |        |              |               |  |                |           |       | \$23,778.25 |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-101-716.00 | 184.08    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-131-716.00 | 40.73     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-132-716.00 | 99.66     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-136-716.00 | 338.30    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-141-716.00 | 446.11    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-148-716.00 | 29.19     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-150-716.00 | 2.71      |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-172-716.00 | 333.74    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-215-716.00 | 180.95    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-253-716.00 | 135.60    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-257-716.00 | 264.78    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-261-716.00 | 24.56     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-265-716.00 | 1,051.08  |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-267-716.00 | 659.60    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-268-716.00 | 51.98     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-301-716.00 | 10,842.52 |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-331-716.00 | 10.46     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-426-716.00 | 33.41     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-648-716.00 | 47.36     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 101-682-716.00 | 35.30     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 205-315-716.00 | 5,992.65  |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 205-316-716.00 | 451.78    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 208-751-716.00 | 905.53    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 249-371-716.00 | 109.46    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 266-325-716.00 | 349.05    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 266-326-716.00 | 32.74     |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 271-790-716.00 | 604.75    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 296-663-716.00 | 202.58    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 296-684-716.00 | 164.70    |       |             |
| 33492                          |        | 11/11/2013   | 9518          | 2014 First Qtr                         | 296-685-716.00 | 152.89    |       |             |
| MID-COUNTY SMALL ENGINES, LLC  |        |              |               |  |                |           |       | \$48.00     |
| 33476                          |        | 11/05/2013   | 835           | Park Supplies                          | 208-751-930.02 | 48.00     |       |             |
| MILLERS ACTION OFFICE SUPPLY I |        |              |               |  |                |           |       | \$316.53    |
| 33488                          |        | 11/21/2013   | 0097866-001   | Clerks Office Supplies & Laminating Su | 101-215-983.00 | 59.97     |       |             |
| 33488                          |        | 11/21/2013   | 0097866-001   | Clerks Office Supplies & Laminating Su | 101-215-727.00 | 256.56    |       |             |
| MNITA                          |        |              |               |  |                |           |       | \$50.00     |
| 33480                          |        | 12/02/2013   | Dues          | 2014 Dues - Diane Lesperance           | 101-253-802.00 | 50.00     |       |             |
| MOORE MEDICAL CORP             |        |              |               |  |                |           |       | \$391.79    |
| 33356                          |        | 11/26/2013   | 979849488 I   | Inmate Medical Supplies                | 101-301-770.01 | 391.79    |       |             |
| Nelson, John R.                |        |              |               |  |                |           |       | \$221.50    |
| 33406                          |        | 11/26/2013   | Reimbursement | Mileage - November 2013                | 101-101-860.11 | 221.50    |       |             |
| NKS Tire & Service, Inc.       |        |              |               |  |                |           |       | \$1,346.30  |
| 33379                          |        | 11/12/2013   | 101507        | PO# 2858 Tires (x4) 2012 Chevy Impala  | 205-315-934.02 | 653.28    |       |             |
| 33380                          |        | 11/11/2013   | 101495        | PO# 2859 Tires (x4) 2012 Chevy Impala  | 205-315-934.02 | 648.03    |       |             |
| 33381                          |        | 11/11/2013   | 101483        | Alignment                              | 205-315-934.02 | 44.99     |       |             |
| NMCCS                          |        |              |               |  |                |           |       | \$50.00     |
| 33346                          |        | 11/14/2013   | GED Testing   | Megan Cornell                          | 101-301-770.00 | 50.00     |       |             |
| NMU Financial Services         |        |              |               |  |                |           |       | \$480.00    |
| 33361                          |        | 11/21/2013   | mecosh-59     | Evidence Technician - Greg Peterson    | 205-315-881.03 | 480.00    |       |             |



**MENOMINEE COUNTY  
Claims Audit Report**

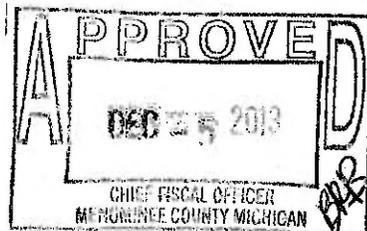
| Vendor Name                           | Vcher# | Voucher Date | Vendor's Ref#  | Description                              | Debit Acct#    | \$Amount  | SepCk | Claim Total        |
|---------------------------------------|--------|--------------|----------------|--|----------------|-----------|-------|--------------------|
| Bank Account: General                 |        |              |                |  |                |           |       |                    |
| Noah Poupore                          | 33497  | 12/03/2013   | 13-001-DL-1    | Witness \$6.00 Mileage \$36.16           | 101-132-804.00 | 42.16     |       | \$42.16            |
| <b>OTIS ELEVATOR COMPANY</b>          |        |              |                |  |                |           |       | <b>\$611.49</b>    |
|                                       | 33418  | 11/20/2013   | CVE05003C13    | Elevator Service 12/1/13 - 2/28/14       | 101-265-801.00 | 611.49    |       |                    |
| <b>PAIDL'S TRUE VALUE HARDWARE</b>    |        |              |                |  |                |           |       | <b>\$129.25</b>    |
|                                       | 33461  | 11/05/2013   | A70001         | Key (x2)                                 | 208-751-755.02 | 5.18      |       |                    |
|                                       | 33462  | 11/06/2013   | A70052         | Tray Liners, Marking covers, Roller Frar | 208-751-755.02 | 22.00     |       |                    |
|                                       | 33463  | 11/06/2013   | B70963         | Sealant                                  | 208-751-755.02 | 9.88      |       |                    |
|                                       | 33464  | 11/07/2013   | B70978         | Electronic Ballast, Wire Connector       | 208-751-755.02 | 28.98     |       |                    |
|                                       | 33465  | 11/07/2013   | B70988         | 1x4x8 (x8)                               | 208-751-755.02 | 29.52     |       |                    |
|                                       | 33466  | 11/07/2013   | A70113         | Credit of 1x4x8 (x8), 1x6x8 (x8)         | 208-751-755.02 | 13.60     |       |                    |
|                                       | 33467  | 11/08/2013   | B71086         | Foldable Ear Muffs                       | 208-751-755.02 | 19.99     |       |                    |
| <b>Pan-O-Gold Baking Co.</b>          |        |              |                |  |                |           |       | <b>\$70.14</b>     |
|                                       | 33350  | 11/19/2013   | 00040683332310 | Inmate Groceries                         | 101-301-770.00 | 31.15     |       |                    |
|                                       | 33351  | 11/12/2013   | 00040683331609 | Inmate Groceries                         | 101-301-770.00 | 38.99     |       |                    |
| <b>Pathways Substance Abuse Serv.</b> |        |              |                |  |                |           |       | <b>\$13,993.50</b> |
|                                       | 33525  | 12/04/2013   | Tax            | Convention & Tourism Tax                 | 101-801-835.01 | 13,993.50 |       |                    |
| <b>Pfankuch, Mike</b>                 |        |              |                |  |                |           |       | <b>\$154.85</b>    |
|                                       | 33417  | 11/26/2013   | Reimbursement  | Online Classes                           | 101-136-802.00 | 154.85    |       |                    |
| <b>PHDM</b>                           |        |              |                |  |                |           |       | <b>\$94.00</b>     |
|                                       | 33401  | 11/21/2013   | 42903          | Court Ordered Testing (Client A.S.G.)    | 101-131-807.00 | 94.00     |       |                    |
| <b>Piche, Gerald L.</b>               |        |              |                |  |                |           |       | <b>\$95.49</b>     |
|                                       | 33399  | 11/27/2013   | Reimbursement  | Mileage - November 2013                  | 101-101-860.07 | 95.49     |       |                    |
| <b>Pomp's Tire Service, Inc.</b>      |        |              |                |  |                |           |       | <b>\$3,538.44</b>  |
|                                       | 33377  | 10/24/2013   | 100031120      | PO# 2851 Tires for Squad Cars            | 205-315-934.02 | 1,802.68  |       |                    |
|                                       | 33378  | 10/24/2013   | 100030111      | PO# 2851 Tires for Squad Cars            | 205-315-934.02 | 1,735.76  |       |                    |
| <b>Poupore Collision &amp; Towing</b> |        |              |                |  |                |           |       | <b>\$91.97</b>     |
|                                       | 33373  | 11/27/2013   | 582            | 2011 Chevy Impala - Vehicle Maintenanc   | 205-315-934.02 | 91.97     |       |                    |
| <b>PrintersPlus!</b>                  |        |              |                |  |                |           |       | <b>\$303.00</b>    |
|                                       | 33411  | 11/22/2013   | 12824          | District Court - Envelopes               | 101-136-727.00 | 303.00    |       |                    |
| <b>Quill Corporation</b>              |        |              |                |  |                |           |       | <b>\$263.39</b>    |
|                                       | 33344  | 11/26/2013   | 7563429        | Envelopes - Sheriff Department           | 101-301-727.00 | 32.99     |       |                    |
|                                       | 33345  | 11/26/2013   | 7567902        | Sheriff Department Office Supplies       | 101-301-727.00 | 147.43    |       |                    |
|                                       | 33412  | 11/21/2013   | 7415630        | PA's Office - Office Supplies            | 101-267-727.00 | 82.97     |       |                    |
| <b>Rayann LaFord</b>                  |        |              |                |  |                |           |       | <b>\$51.20</b>     |
|                                       | 33499  | 12/03/2013   | 13-001-DL-1    | Witness \$6.00 Mileage \$45.20           | 101-132-804.00 | 51.20     |       |                    |
| <b>REDWOOD TOXICOLOGY LABORATORY</b>  |        |              |                |  |                |           |       | <b>\$8.75</b>      |
|                                       | 33420  | 10/31/2013   | 007184201310   | Drug Testing Supplies                    | 101-136-704.00 | 8.75      |       |                    |
| <b>REGISTER OF DEEDS</b>              |        |              |                |  |                |           |       | <b>\$9.00</b>      |
|                                       | 33455  | 12/03/2013   | Copies         | Remon Copies - Grant Year 2013           | 243-245-801.07 | 9.00      |       |                    |
| <b>Reinhart Foodservice</b>           |        |              |                |  |                |           |       | <b>\$1,107.14</b>  |
|                                       | 33352  | 11/26/2013   | 213286         | Inmate Groceries                         | 101-301-770.00 | 474.53    |       |                    |
|                                       | 33355  | 11/19/2013   | 212141         | Inmate Groceries                         | 101-301-770.00 | 632.61    |       |                    |
| <b>Schel, Larry</b>                   |        |              |                |  |                |           |       | <b>\$18.08</b>     |
|                                       | 33394  | 12/01/2013   | Reimbursement  | Mileage - November 2013                  | 101-101-860.04 | 18.08     |       |                    |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                                   | Vcher# | Voucher Date | Vendor's Ref#       | Description                             | Debit Acct#    | \$Amount | SepCk | Claim Total |
|---|--------|--------------|---------------------|---|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>                  |        |              |                     |   |                |          |       |             |
| Squlres-Stepniak, Rebecca                     | 33505  | 12/04/2013   | Reimbursement       | Mileage - November 2013                 | 286-665-860.00 | 243.52   |       | \$243.52    |
| Sustean, Inc.                                 | 33376  | 11/19/2013   | 8833627-IN          | PO# 2854 Mobile License Review          | 205-315-934.01 | 800.00   |       | \$800.00    |
| TARGET INFORMATION MANAGEMENT                 | 33493  | 12/02/2013   | 274324              | Notice to Quit to Recover, Demand for F | 101-136-727.00 | 47.58    |       | \$47.58     |
| The First National Bank&Trust                 | 33404  | 11/29/2013   | 628840339           | Service Charge - FOC                    | 101-141-817.00 | 33.40    |       | \$33.40     |
| Time Warner Cable                             | 33405  | 11/18/2013   | 10404 700185701 000 | Court House - (11/25 - 12/24/13)        | 101-103-851.01 | 329.95   |       | \$329.95    |
| TopComp Incorporated                          | 33371  | 12/01/2013   | 2013046             | Spreadsheet comparing ESNs to CAD (     | 266-325-727.01 | 100.50   |       | \$100.50    |
| Town & Country Veterinary Clin                | 33375  | 11/19/2013   | 164495              | PO# 2855 - Surgical Procedure (Avery)   | 101-301-881.01 | 2,099.84 |       | \$2,099.84  |
| TWIN CITY ELECTRIC, Inc.                      | 33372  | 11/27/2013   | 78716               | Mark Circuits in 911 Equipment Room     | 266-325-934.00 | 119.00   |       | \$2,440.64  |
|   | 33483  | 11/20/2013   | 78708               | Overhead 12 Strand Fiber (Jail/Courtho  | 101-103-970.00 | 2,321.64 |       |             |
| U.E.S. COMPUTERS, INC.                        | 33478  | 12/02/2013   | 39490               | November 2013 Maintenance               | 266-325-934.00 | 51.99    |       | \$1,121.98  |
|   | 33478  | 12/02/2013   | 39490               | November 2013 Maintenance               | 101-103-857.00 | 1,004.99 |       |             |
|   | 33482  | 11/20/2013   | 39368               | Router Issues - D. Krienke              | 101-101-727.00 | 65.00    |       |             |
| Valenti, Susan F.                             | 33416  | 11/30/2013   | Reimbursement       | Mileage & Meals - November 2013         | 101-131-860.00 | 171.19   |       | \$171.19    |
| WALTER BROTHERS INC                           | 33354  | 11/27/2013   | C30295              | Tow Strap & Anchor Shackle              | 101-265-755.00 | 25.98    |       | \$25.98     |
| Waste Management                              | 33486  | 12/01/2013   | 1444503-1856-9      | December 2013                           | 101-265-801.00 | 506.65   |       | \$506.65    |
| Wennergren, Mary Jo                           | 33384  | 12/02/2013   | Per Diem            | Board of Canvassers - November 2013     | 101-192-705.00 | 50.00    |       | \$52.83     |
|   | 33389  | 12/02/2013   | Reimbursement       | Mileage - Board of Canvassers           | 101-192-860.00 | 2.83     |       |             |
| WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 | 33391  | 11/26/2013   | 0402047856-00004    | Courthouse - Gas                        | 101-265-920.04 | 2,512.16 |       | \$3,120.48  |
|   | 33392  | 11/26/2013   | 0402191663-00001    | Health Care Center - Gas & Electric     | 101-265-920.03 | 265.96   |       |             |
|   | 33392  | 11/26/2013   | 0402191663-00001    | Health Care Center - Gas & Electric     | 101-265-920.04 | 254.66   |       |             |
|   | 33408  | 11/22/2013   | 0402047856-00006    | Stoney Point Street Lighting            | 101-103-850.00 | 33.22    |       |             |
|   | 33490  | 11/22/2013   | 1252769640-00000    | Bailey House                            | 208-751-920.01 | 22.52    |       |             |
|   | 33490  | 11/22/2013   | 1252769640-00000    | Kleinke Street Lighting                 | 208-751-920.01 | 29.24    |       |             |
|   | 33490  | 11/22/2013   | 1252769640-00000    | Bailey Street Lighting                  | 208-751-920.01 | 12.72    |       |             |
| Xerox Corporation - 26152 Network Place       | 33453  | 12/01/2013   | 071310192           | Probation/Parole Office                 | 101-131-942.00 | 103.08   |       | \$103.08    |

Total Amount for Bank Account: General

\$91,945.90



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by:     **Brian Bousley**    

    **12/05/2013**      
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 Business Development Corporation  
Board Report – September Activities

**Highlight of Oct. work activities: \***

Continuing work with WODA on FNT/Lloyd House I and II projects. Host Rental Agency in town and tour the building. Meet with press for update. Continue dialogue with the State regarding Oddfellows.

Attend CDC meeting in Marquette. Select PR firm to assist with marketing brochure for 15 U.P. counties. This project is funded by the MEDC and will result in a glossy brochure with demographic and other information which can be used with prospects and others. Brochures will be able to be edited and added to by each county.

Work with Dr. Tawni Ferranni and graduate students at NMU to complete Menominee County profile. NMU students gathering statistics and local information for all U.P. counties and will have the update completed by year end. This can be used on the county and city web pages.

Conference call follow up with Explorer Solutions, Airport Commission with Michigan and Wisconsin colleges studying possible flight school location at Twin County airport. Develop schedule for visits of three more companies for early November. Host U.P. North Charter Service at a meeting with the local Manufacturers Association.

Host Lois Ellis in Menominee, meetings with Enstrom, Clearwater Paper, and Aquilla Resources. Introduce Lois to MBDC Board of Directors.

Meet with Tom Kuber and others relative to several issues with Great Lakes Foods. Follow up with City and working on resolutions.

Continue meeting with Cedarville Township on issues. Trail meeting with DNR, local ORV and Snowmobile Clubs, Hannaville Community and township on connecting route from Cedar River to Casino and U.S. 2.

Continue work on Lighthouse Grant application, gathering additional information and researching 2014 grant guidance. Attend city committee meetings and council meetings to set up proper accounting and statement of match dollars being available to complete the work once a grant is approved.

Meet with WI and MI DNR on river cleanup, tracking progress and continuing focus on delisting as an area of concern in the Great Lakes.

**\*edited for confidentiality where required**

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
September 23, 2013

Call To Order: Menominee County Planning Commission regular meeting was called to order at 5:35 PM by Chair Lillian Schultz at the Michigan State University Extension office in Stephenson, MI with the pledge of allegiance.

Roll Call: Present: Paul Anderson, Donna Buechler, Charlene Peterson, Lillian Schultz, Warren Suchovsky. Absent: Bill Anderson and Commissioner James Furlong. Quorum was present to conduct business. Guest: Ron Yesney of MI DNR.

Public Comment: None (Bob Desjarlais and Dick Peterson present)

Approval of Agenda: Motion by Peterson to approve agenda; support by Suchovsky. Motion carried.

Approval of Minutes: Motion by Suchovsky to approve June 24, 2013 minutes as presented, support by Peterson. Motion carried.

Old Business: Brownfield Redevelopment Authority - No report.

New Business: Brian Bousley, County Administrator sent a letter to the Planning Commission informing them of the County Board's bylaw change re: Committees to now allow payment of per diems for all non-County Board members attending meetings up to \$50 / person per meeting. The annual budget for the Planning Commission is only \$1000.00 per year. Budgets would not be increased to cover meeting fees. PC members wanted to know why there were no guidelines; the Planning Commission members all felt they were there to represent a specific area of interest, not to be paid; the possible idea of a postponement to take action until the PC is re-organized in the Spring of 2014 was also presented. Suchovsky made the following motion supported by P. Anderson: *County Board should establish the volunteer per diem fee equal for all board members including the County Commissioner members assigned to the respective boards.*

PA 116 forms – file.

**PRESENTATION:** Ron Yesney of the MICHIGAN DNR

Ron presented a lengthy program on the potential for trail development and use opportunities in Menominee County. The hope is that this will assist in the promotion of more tourism in the county. Multi-use trails rather than separate ones for each type of outdoor activity seem to be the wave of the future for equestrians, ORV and ATV and Snowmobile riders as well as bikers and hikers. Many issues need to be addressed including financial and law enforcement before any development occurs.

Suchovsky proposed a recommendation the Menominee County Planning Commission advise the Menominee County Parks and Recreation Board that when they next review the 5-year Recreation Plan that an amendment to recognize the potential for trail opportunities be included. Buechler supported this motion. Motion carried.

Next Meeting Date: MONDAY, January 27, 2013 – 5:00 pm.

Adjournment: Motion by Peterson to adjourn; support by P. Anderson.

Motion carried.

Meeting adjourned at 7:03 PM.

Minutes Submitted by:

Donna Buechler  
Menominee County Planning Commission

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**October 24, 2013 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:06 p.m. Ms. Raether stated that at last month's Board meeting some Board members were using their phones, computers, other electronic devices, whispering during the meeting and there was not enough attention being paid to what was going on. In order to get through a meeting in a timely fashion everyone's attention must be on the business being conducted. Ms. Raether further stated that she knows that some Board members do receive important calls during a meeting and when they do they should leave the meeting to take their call so business can continue to be conducted. Mary Wendt, Board Secretary, conducted the roll call.

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

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, T. Wendt, L. Dionne, J. Pelc, J. Doll, M. Wendt  
G. Takala (video television conference)

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

**PUBLIC COMMENTS**

- Josef Pelc stated that his last day of employment with Northpointe is October 25 and that he has appreciated working for Northpointe.

**APPROVAL OF THE CONSENT AGENDA:**

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

- Approval of the Minutes-September 26, 2013 regular monthly Board meeting
- Finance Committee Meeting Report-October 14, 2013
- Recipient Rights Committee Meeting Report-October 14, 2013
- Planning Committee Meeting Report-October 14, 2013
- Personnel Committee Meeting Report-October 16, 2013

**ACTION:** The consent agenda was amended to remove from the Finance Committee Meeting Report: Contract for Network Administration Support, CHAMPS, and the Lane Street Home to the agenda. Moved to approve the amended consent agenda as presented.

**Motion by:** A. Martin; supported by P. Connors. **Motion carried unanimously.**

**APPROVAL OF THE AGENDA:**

(Request for additional agenda items).

The agenda was amended to add Contract for Network Administration Support, CHAMPS, and the Lane Street Home to the agenda.

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

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

**PRESENTATION:** Infant Mental Health - Brittany Anderson & Beth Hellman

Beth Hellman stated that she and Brittany Anderson are therapists on the Homebased/Infant Mental Health team along with two other members, Missy Gauthier and Michelle Rexses. Ms. Hellman played a video internet synopsis which spoke about the infants/toddlers and families they work with in their program. Ms. Hellman and Ms. Anderson

each shared a synopsis on a case regarding a setting when they begin working with infants/toddlers and their families. Ms. Hellman stated that the Infant Mental Health Model is followed when they begin working with babies who have multiples challenges so they can go on to form healthy, happy, successful relationships, and development. Ms. Anderson shared a power point presentation from the Association of Infant Mental Health. Questions were addressed.

**CONTRACT FOR NETWORK ADMINISTRATION SUPPORT**

Karen Thekan stated this contract is for Board approval to manage Northpointe’s network administration as Mr. Pelc is leaving Northpointe employment. Northpointe is in the process of hiring an individual for the IT department but this has not yet been finalized. Ms. Thekan stated this is a contract from, Camera Corner out of Green Bay, for \$1500.00/month with a 3 month recurring contract and a 30 day out. This contract will continue to support what Northpointe has today; network administration, making sure servers are up and running, etc. Camera Corner will be able to remotely monitor Northpointe’s IT performance from Green Bay. Ms. Thekan stated that if Camera Corner would have to be brought onsite it would be an additional cost. It is being anticipated that this contract would not be needed for any longer than 6 months. Ms. Thekan also stated that bids were obtained.

**ACTION:** A motion was made by J. Nelson, supported by P. Connors to approve the contract with Camera Corner for \$1500.00/month.

**DISCUSSION:** Mari Negro asked if companies were checked anywhere in Michigan for bids, i.e. Marquette. Ms. Thekan stated that Mr. Pelc did check locally. Ms. Negro stated that she is not too excited about Michigan tax dollars going to Wisconsin.

**ROLL CALL VOTE:**

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

**Motion carried: 11 ayes, 1 nay.**

**CHAMPS**

Bill Adrian stated that CHAMPS is the State of Michigan billing system for Medicaid and fee for service billings. Mr. Adrian stated the CHAMPS program is requesting that Board members’ information be added to their data system which was similarly done for Board members when they previously provided information for the excluded parties check information system. The CHAMPS program is asking for one additional piece of information for their program, birthdates, which Board members did not provide for the excluded parties check information. Ms. Thekan stated this information inputted into the CHAMPS system is to make sure that an individual has not committed any Medicaid fraud. Mr. Adrian stated that he would also need to know if anyone on the Board is related to another Board member as CHAMPS also needs to know this information. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian and Ms. Thekan. Board members provided their date of birth to Mary Wendt and that there are no Board members related to another.

**LANE STREET HOME**

Janet Dehn asked if the Lane Street Home is sold for \$62,000.00 where does this money go when it comes back into the Northpointe system. Bill Adrian stated that these dollars will go into Northpointe’s fund balance. Karen Thekan stated that there were questions regarding the sale of the Lane Street Home at the Finance Committee meeting on the appraisal of the home and the sale price of the home. Ms. Thekan stated that in the Mental Health Code it states that when a property is sold the guardians and the residents who reside on this property be notified to provide them with an opportunity to ask questions which Northpointe will do. Ms. Thekan also stated that this is the first property that Northpointe has ever sold and it was checked out with the Northpointe auditors and Pathways (as they have sold properties) that the property does not have to be listed or put out for sale. The current individual now managing the Lane Street Home, Ken Fayas, wants to buy this home. Ms. Thekan stated that selling it for less than the appraised value is a choice that can be made as a Board. Miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

**ACTION:** A motion was made by J. Nelson, supported by M. Hofer to sell the Lane Street Home for \$62,000.00 to Mr. Fayas.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**CEO REPORT**

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

**State/Federal Activity:**

- The State of Michigan was awarded \$2 million for mental health efforts that will be funneled through the Department of Education to help teachers identify signs of mental illness in schools and improve mental health services in schools.
- The Marketplace is encouraging individuals to sign up via the phone.
- A handout on the new Pre-Paid Inpatient Health Plans (PIHPs) regional map was provided to Board members. Information from the fall conference Executive Board meeting and Member Assembly meeting is available to Board members if they are interested in receiving this information.
- There was a Dual Eligible Public Forum on October 23 in Marquette attended by Ms. Thekan and Ms. Raether. At this point in time there has not been an announcement or awarding of the integrated care organization for dual eligibles.

**Local Activity:**

- Northpointe is starting off the new fiscal year with no individuals residing in the State hospital.
- Ongoing meetings are being held with clinical directors to plan and project for the future.
- The Northpointe Powers office has opened and intakes, group therapy, case management, and therapy appointments are being done there.
- Northpointe is working with the builders at the FNT building in Menominee. A grant was received to renovate the FNT building and a requirement for part of the grant money that the company receives is that they have to partner with a health provider. Bay Hospital was going to partner with them but has now changed their mind so the company was looking for another partner to keep their grant money. Northpointe contacted them and the company is doing an amendment to their grant so hopefully Northpointe will be able to locate their Menominee Clubhouse program in this building.
- Renting space in the TRICO building was Board approved last month and Northpointe is in the process of relocating community support and transportation offices to the TRICO building. In the future, a drop-in center will also be developed and located in the TRICO building.

M. Negro excused at 5:19 p.m.

**NEW BUSINESS**

- Employee Health Insurance

Karen Thekan stated that annually the Board has to pass a motion whether an 80/20 split will be done for the cost of employee health insurance or go with capitation rates. Ms. Thekan reviewed information on the 2014 health insurance cost for employees on the 80/20 split.

**ACTION:** A motion was made by P. Connors, supported by P. Erickson to approve the 80/20 split for insurance cost for employees. Miscellaneous questions were addressed by Ms. Thekan.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

- **2014 Board Meeting Dates**  
Karen Raether stated that a draft of 2014 Board meeting dates was provided for review and asked if anyone saw conflicts with these dates. Millie Hofer stated that when a Board member works they cannot attend committee meetings because of the time of these meetings and asked if there was a possibility that the meeting time could be changed. Discussion ensued and it was provided that if someone works and wants to be on a committee, that if their work schedule permits, they can participate in a committee via the telephone.  
**ACTION:** A motion was made by J. Nelson, supported by P. Connors to approve the 2014 Board meeting schedule. **Motion carried unanimously.**
- **Venipuncture Policy**  
Karen Thekan stated this policy will enable Northpointe to begin doing lab draws in the office. This procedure will be first implemented in the Dickinson County office and will expand eventually to the other two offices. The policy was reviewed at the Planning Committee meeting, further input was provided, and the policy will now need Board approval.  
**ACTION:** A motion was made by P. Erickson, supported by J. Nelson to approve the Venipuncture Policy. **Motion carried unanimously.**

### **UNFINISHED BUSINESS**

- **Contract-Karen Thekan, CEO**  
Peggy Erickson stated that the Personnel Committee met on October 16 to discuss Ms. Thekan's contract. Further information was then provided to Board members for their review. Ms. Erickson stated that the Personnel Committee in 2014 will begin revising Ms. Thekan's annual evaluation. Ms. Erickson stated that the Personnel Committee is recommending an extension of Ms. Thekan's contract to become effective November 4, 2013 to November 3, 2015 with a 4% wage increase in year 1 and a 4% increase in year 2. In addition, based upon recommendations, it was delineated that Ms. Thekan's job description was included in her contract as an attachment as was a listing of Ms. Thekan's benefits.  
**ACTION:** A motion was made by P. Erickson, supported by J. Luhtanen to approve an extension of Ms. Thekan's contract to become effective November 4, 2013 to November 3, 2015 with a 4% wage increase in year 1 and a 4% increase in year 2.

#### **ROLL CALL VOTE:**

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

**Motion carried: 10 ayes, 1 nay.**

**DISCUSSION:** Millie Hofer stated that her yes vote for the increase in Ms. Thekan's salary is based on performance, competency, experience, education, and the enormity of the job. Ms. Thekan thanked the Board and stated that she appreciated the two year extension to her contract.

### **NORTHCARE REPORT**

Karen Raether highlighted information from a draft of the September 25, 2013 NorthCare Advisory meeting minutes. The next NorthCare Advisory meeting is scheduled for November 11, 2013. Karen Thekan stated that the NorthCare Report will now be a standing Northpointe agenda item as there needs to be a mechanism in place for the Northpointe Board to discuss issues that will be going for a vote at NorthCare meetings. The three Northpointe designees on the NorthCare Board should be representing Northpointe as a whole Board. Discussion ensued. Ms. Raether stated that she provided a handout on NorthCare Network Region 1 for Board information.

### **CHAIRPERSONS REPORT - K. Raether**

- The Fall conference in Mt. Pleasant was attended by Karen Raether, Millie Hofer, Janet Dehn, Lisa Dionne, and Karen Thekan. Ms. Hofer highlighted information on a handout from Debbie Stabenow that she received at the conference. Ms. Dehn provided information on the workshops she attended and Ms. Dionne also provided information on the workshops she attended. Ms. Raether provided information on a meeting she attended for the new PIHPs affiliation.

**BOARD PREROGATIVE/AMBASSADOR MOMENT**

- Joan Luhtanen provided information on how she has had individuals thank her for making information available to them on mental health services.
- Dr. Zevitz provided information on accessing the Marketplace on Healthcare.gov and that it took him less than 10 minutes to get an account.

**PUBLIC COMMENTS** – No public comments.

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:01 p.m.

The next regular monthly Board meeting is scheduled for **MONDAY, NOVEMBER 25, 2013** in Kingsford, Michigan at 4:00 p.m.

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary



MINUTES OF THE MEETING OF THE  
PINECREST BOARD OF TRUSTEES

|   |                     |
|---|---------------------|
| DATE: October 24, 2013                              | PLACE: Board Room   |
| PRESIDING: Gerald Smith, Chairperson                | TIME: 2:00 p.m. CST |
| RECORDING SECRETARY: Lois Ball, Executive Secretary |                     |

|               |  |
|---------------|--|
| Call to order | Chairperson Smith called the meeting to order at 2:00 p.m. CST |
|---------------|--|

**Roll Call:** Gerald Smith, Debbi Springinsguth, Elaine Boyne, Barbara Oliver, Randall VanGasse, Michael Kaufman, Jess Naser and Richard Mapes, Administrator  
**Trustees Absent:** Katie Driscoll, Mary Bradley  
**Liaison Members Present:** Mary Harrington, Jan Hafeman  
**Liaison Members Absent:** John Degenaer, Jr.  
**Also Present:** Darlene Smith, Candace Meintz, Sharline Corrigan.  
**Guests:** Terry Grondine, Rosemary Trudell, Peggy Eichhorn, Todd Flath, Amy Lantagne, Jessica Boucher, Kelly Bellmore, Laurie

Britton, Susan Massey, Deirdre Linder.

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

| TOPIC   | DISCUSSION  | OUTCOME   |
|---|---|---|
| Approval of Agenda  |   | A motion was made by Trustee VanGasse, supported by Trustee Oliver, to approve the Agenda. Motion carried.                                    |
| Approval of Minutes of the September 26, 2013 meeting     | The minutes had been sent to Board Members prior to this meeting for their review.  | A motion was made by Trustee Oliver, supported by Trustee Springinguth, to approve the minutes as presented. Motion carried.                  |
| Review of Financial Statements for September 2013         | Candace Meintz, CFO, reviewed the Financial Statements. She noted that we are now over the 85% in census for the month. A discussion was held regarding bond market prices related to Pinecrest's net operating expenses. Administrator Mapes explained that the losses were on the revenue side, primarily the census. The Manifest of Invoices had been sent to Board Members prior to this meeting for their review. | A motion to approve the Financial Statements as presented was made by Trustee Boyne, supported by Trustee Springinguth. Motion carried.       |
| Board Action on the Manifest of Invoices                  |   | A motion was made by Trustee Driscoll, supported by Trustee Kaufman, to accept the Manifest of Invoices and to pay the bills. Motion carried. |
| Whispering Pines/Powers Activity Center Committee Report. | Trustee Boyne reported on each home and office and activities at each. It was noted that a new home opened up recently and that the renovations at this home made it just beautiful.  | A motion was made by Trustee Boyne, supported by Trustee Springinguth, to table the discussed items until after the holidays. Motion carried. |

|                |   |   |
|----------------|---|---|
|                | <p>Jessica Boucher and Kelly Bellmore reviewed the budget assumptions for 2014 for Whispering Pines, including that health insurance is expected to increase at least 3%, that in June of 2014 they will reevaluate the waiver program at the Harbors, that each group home would strive to maintain an average of 37 residents in the 7 group homes, there would be a pay out to Pinecrest of \$15,000 per quarter, and that the Administrator's home would become a group home for Whispering Pines in June 2014.</p> <p>A lengthy discussion followed related to these items as well as the topic of separating Whispering Pines and Great Northern Home Care from Pinecrest. Chairperson Smith suggested that they table the issue discussions related to Whispering Pines separating from Pinecrest until after the holidays, then scheduling a meeting with the Board and the three counties.</p> |   |
| Action Item 1: | Bad Debt Write Off: the accounts were reviewed by Sharline Corrigan. Trustee Naser asked if there was a plan to collect debts and Sharline replied that they are taking many of these to Northern Service Bureau for collection.  | A motion was made by Trustee Boyne, supported by Trustee VanGasse, to accept the Bad Debt Write off in the amount of \$12,578.33. Motion carried. |
| Action Item 2: | Policy and Procedure Review: Administrator Mapes noted that several changes had been made to the policy for "Off Duty Employee  | A motion was made by Trustee Naser, supported by Trustee VanGasse, to support the revisions to this policy.                                       |

|   | Visitation"   | Motion carried.  |
|---|---|--|
| <p>Report of Quality Assurance and Resident Council Meetings.</p> | <p>Darlene Smith reported on the monthly Quality Assurance Meeting and each of the home's Resident Council Meetings.</p>  | <p>A motion was made by Trustee Boyne, supported by Trustee Oliver, to accept the Quality Assurance/Resident Council Meetings. Motion carried.</p> |
| <p>Safety Committee Meeting</p>                                   | <p>Lois Ball reported that the Committee had met on October 8<sup>th</sup>. She noted that they had reviewed all of the drills held (tornado, elopement and fire drills). She explained "Have Bed" which makes information of how many beds the facility has available on line for emergency coordinators. If an emergency happens somewhere else they can see what beds we have open and make arrangements to transfer residents to us if an evacuation is necessary somewhere else</p>  | <p>A motion was made by Trustee Kaufman, supported by Trustee Springingsuth, to accept the report as presented. Motion carried.</p>                |
| <p>Report on Meetings and Conferences attended.</p>               | <p>Administrator Mapes reported that he and Mrs. Smith had attended a meeting in regards to integrated care. UPHP is the provider of choice. He discussed dual eligible. In the future, we will submit all bills to UPHP for payment. Mrs. Smith stated that it emphasized readmissions to a hospital are very important. Right now they are looking at the hospitals when a resident is readmitted back to them</p> <p>Mrs. Smith also reported that on the 17<sup>th</sup> and 18<sup>th</sup> she had attended a DON meeting in Mount Pleasant where they discussed rehospitization and the documentation and reasons needed on our (nursing home) side. The hospitals will be</p> | <p>A motion was made by Trustee Springingsuth, supported by Trustee Boyne, to accept the report as presented. Motion carried.</p>                  |

|                               |  |  |
|-------------------------------|--|--|
|                               | <p>penalized if a resident it sent back to them. She also reported that Surveyors are looking to be sure we have policies up to date. She attended a meeting in Marquette where they again discussed readmissions to a hospital. On the second Tuesday of each month she attends a DON meeting with DONs from local nursing homes and she co-chairs the Alzheimer's Support Group in Escanaba. She also attended a meeting of the Home, Health and Hospice group.</p>  |  |
| <p>Administrator's Report</p> | <ol style="list-style-type: none"> <li>1) Budget Assumptions – Candace Meintz, CFO, reviewed the budget assumptions for 2014 for Pinecrest. A discussion was held regarding the proposed assumptions.</li> <li>2) 2013 Capital Budget Updates – Candace Meintz reviewed the Capital Budget, substitutions made and also reported that we have used 87% of the budget year to date (through the end of September).</li> <li>3) SOAR report – Administrator Mapes reviewed the report with the Board. The report shows performance measures from all areas. A discussion of the report followed.</li> <li>4) Timber Management Plan – Administrator Mapes stated that Rory Mattson is continuing to work on the</li> </ol> |  |

|                               |  |   |
|-------------------------------|--|---|
| Closed Session                | <p>selection of a surveyor.</p> <p>Under Section 8 of the Open Meetings Act the Board went into closed session at 3:14 p.m. The Administrator and the Recording Secretary were asked to remain. At 4:06 p.m. the Administrator and Recording Secretary were asked to leave the room. The Board came out of Closed Session at 4:25 p.m.</p>   | <p>A motion was made by Trustee VanGasse, supported by Trustee Oliver, to go back into open session. Motion carried.</p>    |
| Dismissal of Administrator    | <p>A motion was made by Trustee Springinsguth, supported by Trustee Naser to dismiss without cause. Trustee Kaufman requested a roll call vote.</p> <p>Trustee Smith – support<br/> Trustee Boyne – support<br/> Trustee Springinsguth – support<br/> Trustee Driscoll – Absent<br/> Trustee Oliver - support<br/> Trustee VanGasse – No<br/> Trustee Bradley – Absent<br/> Trustee Kaufman – No<br/> Trustee Naser – support<br/> Motion carried.</p> <p>Chairperson Smith dismissed the Administrator.</p> |   |
| Motion to Adjourn             |  | <p>At 4:27 p.m. a motion was made by Trustee Kaufman supported by Trustee Naser to adjourn the meeting. Motion carried.</p> |
| Request to reopen the meeting | <p>Liaison Member Harrington requested that the Board reopen the meeting to finish the agenda.</p>   | <p>At 4:28 p.m. a motion was made by Trustee Boyne, supported by Trustee Oliver to reopen the meeting. Motion</p>           |

|                         |  |   |
|-------------------------|--|---|
| Liaison Member Comments | No comments were made at this time.  | carried.  |
| Public Comment          | Employee, Amy Lantagne, discussed the recently adopted Off Duty Visitation Policy. Chairman Smith asked if this issue could be tabled until the November Meeting. Ms. Lantagne agreed to this. |   |
| Adjournment             | The meeting adjourned at 4:34 p.m.   | A motion was made by Trustee Boyne, supported by Trustee Springinsguth, to adjourn the meeting. Motion carried. |

Mary Bradley, Secretary

*Mary Bradley*

Darlene Smith, Interim Administrator

*Darlene Smith Int. adm.*

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

**BOARD MEMBERS**

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

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** October 29, 2013

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

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

Excused Absence: Mary Bradley, Board Member.

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

**APPROVAL OF AGENDA:**

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

**APPROVAL of SEPTEMBER 24, 2013 MINUTES:**

Minutes of the September 24, 2013 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for September 2013 was reviewed. There was \$51.98 in expenditures for DHS Board Meeting attendance and \$843.67 in expenditures for MCSSA Statewide dues; leaving a balance of \$5,555.45.

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. Kaufman and supported by Mr. Naser. Motion passed without opposition.

A Dues Statement from MCSSA District One was received for FY 2014 annual dues in the amount of \$150.00. A motion to pay MCSSA District One dues of \$150.00 was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.

### **DIRECTOR'S REPORT:**

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

**Statewide Director's Meeting Information:** Mr. Sexton reviewed his notes from the recent statewide director's meeting with the board.

**Collaborative Issues:** There was a discussion regarding management's ability to participate in local collaborative efforts.

**Business Plan Update:** Mr. Sexton reviewed the current performance of Menominee County DHS with the board and reviewed several sources of data.

**Miscellaneous:** None

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

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

**UNIT REPORT:** Andy Laurin, Child Welfare Supervisor, provided the board with a comprehensive report on all of the Child Welfare programs. The board members had a variety of questions, which we answered by Mr. Laurin and Mr. Sexton.

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

### **BOARD BUSINESS:**

1. **Approval of Vouchers:**  
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.
2. **MCSSA:** The next meeting is on January 15, 2014 at a location to be determined.
3. **Menominee County Board of Commissioner Board Appointment:** Mr. Kaufman stated that he did not receive an extension of his appointment to the Menominee County DHS Board and that his term is supposed to end on October 31, 2013.

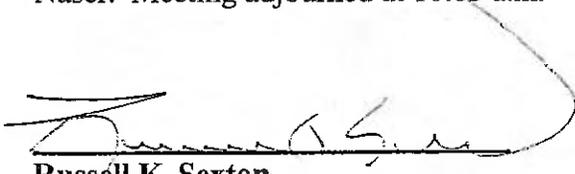
We have received no notification from the Menominee County Board of Commissioners as to who would be replacing Mr. Kaufman.

**NEW BUSINESS:** No new business was presented.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** November 26, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mr. Kaufman and supported by Mr. Naser. Meeting adjourned at 10:03 a.m.



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



**Vacant**  
**Chairperson**

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

## MINUTES

TWIN COUNTY AIRPORT COMMISSION  
2801 NORTH 22ND STREET  
MENOMINEE, MI 49858  
906-863-8408

**Executive / Finance Committee Meeting, 11 / 12 / 2013 - 4:00 p.m.**

MEMBERS PRESENT: Jason Lauzer, Nick Lakari, and Ted Sauve  
MEMBERS EXCUSED: None  
OTHERS PRESENT: Airport Manager - Tony Krysaik; Bill Clyma - Peshtigo Times  
Larry Barker - Menominee Township Trustee

**1. Call to order**

Vice Chair Lakari called the meeting to order at 4:01 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion (Sauve / Lakari) to approve the agenda as presented. Motion carried.

**5. Public comment**

None

**6. Approve / Amend Minutes of October 8, 2013, action, if any.**

Motion (Lakari - Sauve) to approve the minutes as presented. Motion carried.

Lakari called for a brief recess at 4:05 p.m.

Chair Lauzer arrived at 4:09 p.m. and reconvened the meeting.

**7. Discuss / consider User Study. Action, if any.**

Chair Lauzer summarized a series of events that led to the need for resubmitting recommendations to MDOT. Additional information is being gathered to describe the potential impact of Explorer Solutions Phase I and II economic study. Moreover, questions have been raised about the projected savings reflected in Appendix D of the User Study. An early December 2013 deadline is expected to be met. Further discussion will occur at the November 19, 2013 Commission meeting.

**8. Discuss / consider Avis letter. Action, if any.**

The implications of the contents of a letter received from Avis regarding vehicle rentals at Twin County Airport were reviewed. A general consensus was reached that Avis is attempting to find a mutually agreeable method to relieve airport maintenance staff time for vehicle rentals. The topic will be discussed further at the November 19, 2013 Commission meeting.

**9. Discuss / consider October 2013 Financials. Action, if any.**

Questions were raised about several entries in the Check Detail, and Profit & Loss Budget Performance summary. Airport Manager Krysiak was directed to review the entries and be prepared to summarize his findings with the Commission on November 19, 2013. The usual process of recommending payment of checks was deferred until the Commission meeting.

**10. Public Comment – limited to 5 minutes.**

Mr. Barker asked if the Enstrom expansion project is on schedule. To our knowledge, the project is expected to be completed by December 31, 2013.

**11. Future Agenda Items**

November financials; Amendments to Enstrom lease agreement;

**12. Schedule Next Meeting**

The next meeting is scheduled for December 12, 2013, beginning at 4:00 p.m.

**13. Adjourn**

Motion ( Sauve / Lakari ) to adjourn at 5:03 p.m. Motion carried.

Respectfully submitted,  
Nick Lakari

Date approved/corrected:

## MINUTES

### TWIN COUNTY AIRPORT COMMISSION

2801 N. 22ND STREET  
MENOMINEE, MI 49858  
906-863-8408

#### SPECIAL SESSION COMMISSION MEETING NOVEMBER 13, 2013, 4:30 PM TWIN COUNTY AIRPORT CONFERENCE ROOM

**MEMBERS PRESENT:** Mary Johns, Nick Lakari, Jason Lauzer, Chris Plutchak, and Ted Sauve  
**MEMBERS EXCUSED:** Charlie Meintz  
**OTHERS PRESENT:** Airport Manager, Tony Krysiak and Dan Kehoe

1. Call to order  
Chairperson Jason Lauzer called the meeting to order at 4:36 pm.
2. Pledge of Allegiance  
The Pledge of Allegiance was recited.
3. Roll call  
Roll call taken by Jason Lauzer.
4. Approve/amend agenda  
**Motion** (Sauve/Lakari) to approve the agenda as presented. Motion carried. No negative vote.
5. Public comment – speakers will be limited to 5 minutes on agenda items only  
Dan Kehoe introduced himself, Meat & Hunt Engineering in Lansing, MI.
6. Discuss/consider Twin County Airport Minimum Standards, action, if any  
The Minimum Standards were reviewed. Some typos, formatting, and language corrections were made. Updates are to be reviewed by the commission.
- 6a. Discuss User Survey Report, discussion only
  - Redo the user summary based on recent developments with Entrom Helicopter Corp. and Explorer Solutions.
  - Reduce total savings cost of shortening the runway.
7. Public comment – speakers will be limited to 5 minutes  
None.
8. Future agenda items  
As needed.
9. Schedule next meeting  
Regular session scheduled for November 19.
10. Adjourn  
Motion (Plutchak/John) to adjourn at 6:00 pm. Motion carried. No negative vote.

Respectfully submitted,  
Jennifer Seguin  
Marinette County Administrative Secretary

Personnel Committee  
October 18, 2013  
Minutes

~~~~~APPROVED 12.04.13~~~~~

The Personnel Committee of the Menominee County Board met on October 18, 2013 at 7:30 AM at the County Annex Building in Stephenson.

**Call Meeting to order:** 7:30 AM

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Roll Call:** Coms. Krienke, Plutchak, Piche are present. Com. Furlong is absent.

**Agenda:** Com. Plutchak, I'd like to switch item "a" and item "c". Moved by Com. Piche and supported by Com. Krienke to approve the agenda with the switch of items a and c.

**Previous Minutes:** 12/13/2011~Moved by Com. Plutchak (none of us were there) supported by Com. Piche.

**Public Comment:** None

**Business:**

**a. Discussion of Equalization Director, succession plan:** Plutchak: Peg will be leaving, sometime, years down the road, hopefully. Right now we don't have anyone that can fill that position. So we need to come up with a plan to fill that position and it takes years of training for that position to be filled. 70% of the county income comes from that department and there's a lot of state mandates that need to be met. We do have someone in the county that has been taking the training, and has passed the first section of that training. What I'm thinking is we need to go to the board and ask to have Kandace Curran transferred to work with Peggy so that Peggy can train her over the next few years, while Kandace finishes her training. Krienke: Did she agree to do that? Plutchak: We need to ask her that yet, that's something Brian can do. If that's her long term plan, to stay with the county and move into that position, we should get her there now let her start learning while Peggy's there to train her. Brian: Looking at the other counties, they are having problems filling "that spot" when their equalization director leaves. It's something that we do have to plan for. I've talked to Peggy a lot. I hope she's not planning on retiring soon, but she said she's at that age that she can anytime she wants to. So we do have to do some planning. Delta is now going to an independent company to do their equalization. Peggy Schroud: I think the contract is for around \$120,000. I found out that the man who owns the company is from Missouri and he is not a certified assessor. What they're doing is hiring a level 4 because of the value of their assessed valuation. We require a level three. The education that she needs, it will take her three to three and one half years before she gets to the level. I think there needs to be two new certified people in the office. I've been in the office for 15 years. I've been in all three positions, Staff cartographer, Staff appraiser, and Equalization Director. It changes every year, you just have to keep learning and keep going to courses. This year they require 14 hrs. of

continuing education to keep the certification. Plutchak: In your personal opinion, do you think that would be a good move, to have Kandace moved into your office so she can learn? Peggy: I think it's a good plan, for the equalization dept. to always have someone waiting in the wings. I think you need to have certified people in there. Piche: If Kandace goes to full time (EQ), the position she is holding now, will we fill that position? Plutchak: Filling or possibly transfer or combining. That's still up in the air. There's a few things in the air yet with MSU. We do still have to supply an office person for building code (per the contract with Delta Co.). Brian: Also, we need to look at a job description for that position, because it'll be a different position than what is in there currently. That's probably a union position, so I'll have to talk to the union too. There are a lot of different factors before we move forward. Piche: As far as her work here, is it considered full time or part time? Brian: It's full time.

**b. Discussion of Buildings and grounds, Asst. Maintenance Superintendent:** Brian: Al will retiring as of the 31<sup>st</sup> of October. My plan is, we have Jim MeKash (who has been Al's asst. for a few years now). I'd like to put Jim into Al's spot and over the winter months pull the park rangers to the courthouse to help out. Once spring comes the rangers will go back to the park, we could hire a seasonal person during the summer to help out at the courthouse until we get the DC into play. Jim's already under that contract. It's not a new person coming in. I think the seasonal thing will bite us in the long run. The only thing Jim is concerned about is the snowplowing. He's never done that here before. The park rangers are willing to teach Jim how. Plutchak: Are there any requirements? I believe the plows were donated. Brian: We can't sell them. Plutchak: RECESS for a few moments while Brian takes an emergency call. Brian: I think we can get through it this year. Krienke: Jim will be in the old MERS then? Brian: Yes, he was hired under the current MERS. Plutchak: One pay grade increase? Brian: Yes and I think a 10 year vesting. Plutchak: Al's at a pay grade 9 right now, so a grade nine to a grade 10. We need to move this forward to the board.

**c. Discussion of Emergency Management Coordinator:** Brian: With Trina being gone, I've stepped in but I don't have the knowledge or experience that she had. It's up to you on how you want to fill that position. Delta County contracts out. Dickenson County has it under their Sheriff Dept. Marinette Co. has Eric at 35 hrs/wk and he has an asst. in there. Delta and Schoolcraft share. Plutchak: have you spoken to that person to see if he is interested in accepting another county? Brian: he already has Delta and Schoolcraft. I think he's already got a full plate. Plutchak: you think? Brian: Well, he also has Hannahville. I think...I haven't had a conversation with him yet. Plutchak: I suggest you ask him and see if he has any interest. As long as all of the objectives are met in the work agreement, then we'll get the 37%. If something is missed, you won't get that. Krienke: So a lot of this position is applying for grants. Brian went through some of the duties assigned. It will be hard to find an employee as dedicated as she was. She put in way beyond the 40 hours per week. Plutchak: Might be an option until this hiring freeze ends, to ask the Delta Co. contractor if he'll do it until we are able to hire someone. Piche: Full time/part time...I received a lot of phone calls from everyone pushing for full time. But I did receive calls from people wanting it to be part time. Brian: I can approach Bob Beerbaum to see.

**d. Discussion of Administrative Assistant to the Sheriff:** Plutchak: A couple of questions that came to me. Years ago, part of this position was put into emergency management? Ken Marks:

No it hasn't. We did discuss this a long time ago, when the sheriff dept. had two administrative assistants. Plutchak: Is any of your time spent on the 24 hr. road patrol program? Is that time being billed to the Road Patrol. Carol Rye: I do some of the administrative services, but that falls under the sheriff dept./corrections. I may do a maximum of two hours a week in the Road Patrol. Piche: I'm not aware well enough what has transpired. Plutchak: The question is should we be billing her time spent working on Road Patrol rather than the Sheriff Dept.

**e. Discussion of Personnel Committee Representative for labor negotiations:** Plutchak:

We're looking at needing one or two commissioner to sit with Brian through the labor negotiations. More questions can be asked and more things to pay attention to, more support. Do you think it's a viable option? Piche: I personally think it's important for someone to see what Brian has to go through. Krienke: I agree. I think the more informed the board is, the better. Brian: I can take it or leave it. I think one member will be good. Plutchak: I suggest that one person from the personnel committee be assigned. Jerry would you be interested in it? Piche: Yes, I would be interested. Plutchak: Bring to the board to name Jerry Piche to sit in on labor negotiations with the County Administrator.

**f. Discussion of performance criteria for County Administrator:** Brian: in the packet is the performance review that the County Administrator has used. There were also three others emailed to you. Plutchak: Which would you feel more comfortable using? Brian: I think a mixture of them. I think what we should do is, let me pull them together. You tell me what you feel should be on the performance evaluation and I'll add some things in. Plutchak: Do the department heads do annual reviews? Brian: Not that I'm aware of, I don't think they ever have. Marc: when you hire someone you have a 6 month probationary period, you do it then but not after they've been hired. Brian: Department Heads/elected officials usually get together once a month. If there are any personnel issues, they're pretty good about talking to me about it. There is a six month probationary period and after that it can be extended for up to a year if need be. Krienke: Do employees have input on what's working what's not working? Each department talks about improving things. Plutchak: This sample has a place where employees can fill out where improvements can be made. Marc: I'm not opposed to it, we just don't have anything in play right now. Plutchak: I do feel like this is something that needs to be put into play. Brian: I'll get with department heads and get something together and bring it back for discussion.

**g. Discussion of employee review guidelines:** this subject was incorporated in the previous item.

**h. Discussion of consolidation/cross training of employees:** Plutchak: What can we do to get some cross training going? What happens if a key employee quits, we should have some kind of idea what is done in that area so it can continue if someone quits. Brian: are you talking about within departments? Plutchak: Well, let's say someone is out for medical reasons for 6 months. If someone else in the courthouse has training, they could perhaps sit in that position, temporarily until someone permanent can be hired. Brian: I can discuss this with department heads as well. It'll have to be on a case by case basis. Plutchak: what do we have in place to cover someone out on medical leave? Marc: Within each department I think that is already set up. Right now we're at a minimum staffing level that I don't think any department has an

employee not doing anything where they can give up a person to “fill in” in another department. In the past we brought in temporary employees. Carol Rye: Standard operating procedures, I have this available, should I need to be out for an extended time someone can step in and follow the procedures to fill in. Krienke: That sounds like an idea that each department should have. Piche: I agree it’s needed. When you don’t have an excess of people it’s hard. It’s something that we should make an attempt at. Brian: Step one, see if the operating procedures can be done for each position, Step two would be to see if there are any cross departmental duties that can be done.

**Public Comment:**

Charlene Peterson: Emergency Management Coordinator position should be a full time position. There are still a lot of things that need to be done. We’ve got to get away from the idea that everything is in place. Trina was a gift to us, and it’ll be hard to replace her. Cross training, suggest you keep it simple. I like the idea of employee input as well, that gives you feedback. Larry Schei: I commend the Personnel Committee for a good meeting. I think the county has some very dedicated employees and I think the County Board should support them in any way we can. I also think the Emergency Management Coordinator should be a full time position.

**Commissioner Comment:** Jerry Piche: I got an email a few weeks ago. It showed a pic of the fence at the airport with a “No trespassing” sign on the fence...caption was “welcome to Menominee County”. It bothered me a bit. No trespassing signs can go both ways. I refused to put no trespassing signs on my farm. A no trespassing sign to me means “you stay off or you’re in trouble” to me, No sign at all means “respect the property”. Krienke: I think it’s important to address the equalization succession and to keep the personnel evaluation simple. As far as the cross training of the employees, you can’t expect the employee to come in to take Marc’s place, but perhaps a secretary can handle some things there. Plutchak: We had a real good meeting and a bunch of things headed in the right direction again. Brian will gather some information and we’ll have another meeting.

**Adjournment:** Moved by Com. Krienke supported by Com. Piche to adjourn at 8:30 AM