

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Jason Carviou – 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 Wednesday ~ December 26, 2018 @ 6:00 p.m.  
Menominee County MSU-E, Conference Room  
S904 US Hwy 41, Stephenson, MI 49887  
906-753-2209

## AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes  
December 11, 2018 ~ Regular CB Meeting
- F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only):*
- G. Presentations *(limited to twenty minutes):*
- H. Department Head/Elected Officials Reports *(limited to ten minutes):*

### I. Action Items

1. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve MSU Extension Agreement for 10/1/18 - 9/30/19 in the amount of \$71,140. *(The cost of the agreement is for a full time 4-H ~ MSU employee and computer access to MSU programs for county patrons.)*
2. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Salaries of Menominee County Elected officials for FY 2019 with a 2% pay increase as shown below. *(Courthouse/Corrections employees will receive a 2% increase)*

Elected Official	2018 (current)	2% increase 1.1.2019
Clerk/ROD	60,095	61,297
Treasurer	57,094	58,236
Sheriff	67,626	68,979
Prosecuting Atty.	100,661	102,674
Chairman of the board	4,500	4590
County Board members	4,000	4080
Drain Commissioner	537	548

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

3. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a bid in the amount of \_\_\_\_\_ from \_\_\_\_\_ for the generator project at the Bagley Tower as part of the Menominee County Infrastructure improvements. (account: 266-325-970.06)
4. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to appoint two patrons to the Building Code Construction Board of Appeals. (*Interested candidates: David Herold and James Hoffman*) 1. \_\_\_\_\_ term to end 1/31/2021; 2. \_\_\_\_\_ term to end 1/31/2022.
5. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to appoint one patron to the Library Board for a five year term (2/1/2019-1/31/2024). (*Interested candidate: Florence Rivard*) 1. \_\_\_\_\_ term to end 1/31/2024.
6. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to appoint one patron to the M.C. Parks and Recreation Committee for a three year term (2/1/2019-1/31/2022). (*Interested candidate: Richard Peterson*) 1. \_\_\_\_\_ term to end 1/31/2022.
7. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to appoint one patron to the U.P. State Fair Authority Governing Board for a two year term (1/1/2019-12/31/2020). (*Interested Candidate: Janis Linderoth*) 1. \_\_\_\_\_ term to end 12/13/2020.
8. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation from the Airport Committee to approve the Letter of Agreement for the Eagles Flying Club of Menominee, Inc.
9. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Commissioner per diems and expenses as recently submitted.
10. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous bills as paid on Nov. 28-30, 2018 in the combined amount of \$77,683.16.
11. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous boards/committees/commission reports to be placed on file in the office of the County Clerk.

J. New Business (Discussion Only)

1. Personnel Items:
  - a. Veterans Service Officer Job Description (Part-time)
  - b. Drug-Free Workplace Policy
2. Building and Grounds/Park Items:
  - a. None
3. Miscellaneous Items:

- a. Tax Foreclosure Lawsuit
- b. UES Computer Quote

4. Finance Items:

- a. 2019 Grant for Medical Marijuana – Health Dept.
- b. Review Commissioner per diems and expenses
- c. Miscellaneous bills paid on December 7, 13, 18 & 19, 2018 in the combined amount of \$145,656.23.

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

December 11, 2018

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 at the Menominee County Annex, Stephenson, Michigan.

Chairman Piche 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:** Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Charlie Meintz, John Nelson, Larry Phelps, Gerald Piche, and Larry Schei.

**Absent:** None.

Moved by Com. Hafeman, seconded by Com. Schei to amend the agenda by adding New Business, Miscellaneous Item 3d (Discussion on canceling the next regular scheduled Board Meeting on 12/26/18). Motion was approved 9-0.

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

Moved by Com. Cech, seconded by Com. Lang to approve the minutes from the November 27, 2018 Regular County Board Meeting. Motion was approved 9-0.

**Public Comment:** None.

**Presentations:**

- County Emergency Services Coordinator, Rich Sexton – Discussed the MICIMS training dates and times. (December 12, 2018 from 12:00 – 4:00 p.m. and December 19, 2018 from 8:00 – 12:00 and 12:00 – 4:00.) He also discussed the radio towers and meeting with the local schools to work on the school crisis plans.

**Department Head/Elected Officials Reports:**

- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements. (Veterans Affairs Grant, MIDC Grant, and Small Business Revolution Grant).

**Action Items:**

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous bills as paid on November 15 & 16, 2018 in the combined amount of \$91,487.16. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Meintz to approve 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. Emergency Services Coordinator Job Description. – The Personnel Committee met and discussed the Emergency Services Coordinator job description. Richard Sexton will be leaving in late January. He has updated the job description and it is included in the board packet. The position will also now be a full time position (as budgeted) rather than a part time position. Administrator Carviou would like to move this item forward for approval so that the position can be advertised for.

Moved by Com. Nelson, seconded by Com. Hafeman to make the approval of the Emergency Services Coordinator Job Description an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Nelson, seconded by Com. Meintz to approve the Emergency Services Coordinator Job Description. Motion was approved by a roll call vote 9-0.

- b. Security Personnel at County Board Meetings. – The Personnel Committee met and discussed the security at county board meetings. The majority of the discussion is that our county seat (courthouse) has security that we spent a lot of money on. The Sheriff Department is next door if any additional security would be needed. At this meeting the discussion continued regarding the need for additional security and any possible additional cost. At this time there will be no additional action taken on this item.

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

**Miscellaneous Items:**

- a. CUPPAD Regional Commission Membership (dues for 2019). – The consensus of the board is to not pay membership dues to CUPPAD this year.
- b. Resolution 2018-24 ~ Compliance with Public Act 152 of 2011. – Annually the board has to approve a resolution to comply with PA 152 of 2011. Administrator Carviou would like this item moved forward at this meeting for approval.

Moved by Com. Nelson, seconded by Com. Hafeman to make the approval of Resolution 2018-24 ~ Compliance with Public Act 152 of 2011 an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve Resolution 2018-24 ~ Compliance with Public Act 152 of 2011. Motion was approved by a roll call vote 9-0. (Attachment A).

- c. Northpointe Collaborative Mental Health Treatment and Assistance Program Agreement. – Northpointe Collaborative board has sent a new Collaborative Mental Health Treatment and Assistance Program agreement to us. Administrator Carviou has gotten do negative feedback from the judges or the sheriff about this agreement. Administrator Carviou would like this item moved forward at this meeting for approval.

Moved by Com. Nelson, seconded by Com. Hafeman to make the approval of the Northpointe Collaborative Mental Health Treatment and Assistance Program Agreement an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve the Northpointe Collaborative Mental Health Treatment and Assistance Program Agreement. Motion was approved by a roll call vote 9-0.

- d. Regular County Board Meeting on December 26, 2018. – Discussion ensued regarding whether or not the next meeting on December 26, 2018 should be cancelled or not because of the holidays and possible conflicts. The consensus of the board was to leave the next meeting as scheduled as is on December 26, 2018 at 6:00 p.m. at the Annex in Stephenson.

**Finance Items:**

- a. MSU Extension Agreement for 10/1/18-9/30/19 – Administrator Carviou explained that the initial agreement that was sent had an increase which was over what the county budgeted for this year. Jason sent the agreement back and MSU has adjusted the amount back to the \$71,140 that was budgeted for. The consensus of the board is to move this item forward to the next meeting for approval.
- b. Review of Commissioner Per Diems and Expenses. - The consensus of the board is to move this item forward for approval at the next meeting.
- c. Miscellaneous bills as paid on November 28, 29 & 30, 2018 in the combined amount of \$77,683.16. - The consensus of the board is to move this item forward for approval at the next meeting.

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

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

Chairman Piche called for public comment

**Public Comment:** None.

**Commissioner Comment:**

- Com. Nelson – Thanked Rich Sexton for his service to the county.
- Com. Cech – Thanked Rich Sexton for his service to the county and wished everyone a Merry Christmas and Happy Holidays.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 7:13 p.m. Motion was approved 9-0.

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Gerald Piche, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>MSU Extension Services Agreement</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Paul Putnam has forwarded the contract to us for MSU Extension services in Menominee County for the current budget year (18/19). The agreement is for a full time 4-H Program coordinator in the amount of \$71,140.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve MSU Extension Agreement for 10/1/18 - 9/30/19 in the amount of \$71,140. (The cost of the agreement is for a full time 4-H ~ MSU employee and computer access to MSU programs for county patrons.)</p>	

Submitted by: Jason Carviou

12/20/2018

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>

## AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on \_\_\_\_\_ by and between Menominee County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

**NOW THEREFORE** in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

**A. MSUE will provide:**

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

**B. The County will Provide:**

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
  - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
  - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
  - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
  - d. Access to space for delivering Extension programs.
  - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

**0.5 FTE County employed Clerical Support Staff**

*Optional:*

4. Funding for additional Extension educators at **\$0**. (0 FTE \* \$102,695.)
5. Funding for additional 4-H program capacity **0.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**

7. Total Annual Assessment in the amount of **\$71,140.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI 48824

**C. Staffing and Financial Summary**

A. Base Assessment (includes 0.5 FTE 4-H Program Coordination) **\$43,220.**  
Credit to County **\$(3,320).**

**ADDITIONAL PERSONNEL**

B. 0 FTE Clerical Support Staff to be employed by MSU **\$0.**

C. 0 FTE Educator (Program Area: ) **\$0.**

D. 0.5 FTE Additional 4-H Program Coordination **\$31,731.**  
Credit to County **\$(491).**

E. 0 FTE Additional paraprofessional staff **\$0.**

**TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2019: **\$71,140.****

**I. Term and Termination**

The obligations of the parties under this Agreement will commence on October 1, 2018 the first day of the County budget year 2019 and shall terminate on the last day of such County budget year 2019. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Jason Carviou, 839 10th Ave, Menominee, MI 49858, if to the County.

**II. General Terms**

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.

4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification:** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF  
MICHIGAN STATE UNIVERSITY**

**Menominee COUNTY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Evonne Pedawi  
Contract & Grant Administration

Print name: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_  
(title)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Appendix A**  
**Technical Standards for County Internet Connections**

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255  
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)  
35.9.160.36 (1935,443) (authentication)  
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)  
35.9.83.132 (all) (vpn.msu.edu)  
35.9.81.150 (zoom.msu.edu)  
35.9.121.189 and 190 (443) (SharePoint)  
35.8.200.57 (80 and 443) (SharePoint)  
35.9.121.221, 223, and 225 (443) (Exchange)  
35.8.200.56 (80 and 443) (Exchange)  
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)  
35.8.201.200 (443 TCP) (Lync)  
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP - 135, 137-139, 2701-2704, 49152-65535)  
35.8.200.58 (80 and 443) (Lync)  
35.9.14.169 (80 and 443) (D2L - Desire to Learn)

The following applications are necessary on all computers - MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu - 35.8.201.199  
MSUE.anr.msu.edu - 35.8.201.199  
Events.anr.msu.edu - 35.8.200.220  
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220  
Expression Engine - 35.8.201.215  
Web Hosting environment (other ANR websites) - 35.8.201.217  
Master Gardener (External) - 128.120.155.54  
Extension.org (External) - 152.46.27.147  
Msu.zoom.us (External) - 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to [support@anr.msu.edu](mailto:support@anr.msu.edu), where they will be routed to the best person to assist you.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Elected Official FY 2019 Pay increase</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>On January 1<sup>st</sup>, 2019 the Courthouse employees will receive a 2% pay increase. Elected officials normally follow the</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve the Salaries of Menominee County Elected officials for FY 2019 with a 2% pay increase as shown in the chart within the agenda.</p>	

Submitted by: Jason Carviou

12/20/2018

Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

Salaries of Menominee County Elected officials for FY 2019 with a 2% pay increase as shown below. (Courthouse/Corrections employees will receive a 2% increase)

Elected Official	2018 (current)	2% increase 1.1.2019
Clerk/ROD	60,095	61,297
Treasurer	57,094	58,236
Sheriff	67,626	68,979
Prosecuting Atty.	100,661	102,674
Chairman of the board	4,500	4590
County Board members	4,000	4080
Drain Commissioner	537	548

Note: Chief Deputy Clerk - \$55,117 - 1.1.19  
 Asst. P.A. - \$75,747 - 1.1.19  
 Under Sheriff - \$68,869 - 1.1.19

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Bids for Bagley Tower Backup Generator</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Tower Workgroup met on Tuesday (12/18) to open and discuss bids for the Backup Generator for the Bagley Tower. The Workgroup recommend the low bid (Solander Electric).</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve a bid for the generator project at the Bagley Tower as part of the Menominee County Infrastructure improvements. (account: 266-325-970.06)</p>	

Submitted by: Jason Carviou 12/20/2018 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  
MENOMINEE, MICHIGAN**

**BID RECAPITULATION**

**ITEM(S): Bagley Tower Backup generator**

Bids due by: December 14, 2018

Company Name	Bid	Options
Solander Electric, Inc. P.O. Box 367 E118 South Drive Stephenson, MI 49887 906-753-2236	<p align="center"><b>\$9,000</b></p>	Kohler 12RESV ~ 12 KW Kohler 100 Amp Auto Transfer Switch OnCue Plus Kohler Generator Management System Battery & Carburetor Heater Kit 5 year warranty LP Gas hookup/internet service
Master Electric, Inc. 2205 North 19 <sup>th</sup> St. Escanaba, MI 49829 906-786-4600	Proposal #1 ~ Kohler Generator <b>\$10,439</b>  Proposal #2 ~ Generac Generator – <b>\$9,134</b>	Proposal #1 ~ 12 KW, Auto transfer switch, power connections to existing 100 Amp. Service. Battery & Charger; cold weather package. Proposal #2 ~ 11 KW, Auto transfer switch, Battery & charger; Cold weather package.
J. Ranck Electric, Inc. 3137 South Baker Side Rd. Sault Ste. Marie, MI 49783 800-792-3822	Proposal #1 ~ <b>\$14,005</b> Does not include wifi provision or setup  Proposal #2 ~ <b>\$12,733</b> Does not include annual \$50 smart link Subscription (wireless)	Proposal #1 ~ 12kw Kohler Generator OnCue Plus Kohler Generator Management System 100 Amp Auto Transfer switch 5 year warranty Cold weather pkg: Fuel Regulator heater & Battery heater; Proposal #2 ~ 11kw Generac Generator 100 Amp Auto Transfer Switch Cold weather pkg: Oil Heater; Battery heater; Breather heater.

Bids opened on: Tuesday, December 18, 2018 ~@ 9:00 AM

In the presence of: Administrator Carviou,

Recommended Bid Award to: Solander Electric In the Amount of: \$9,000

<u>YENDOR</u>	<u>BRAND</u>	<u>MODEL</u>	<u>OUTPUT</u>	<u>TRANSFER SWITCH</u>	<u>MONITORING SYSTEM</u>	<u>ADDITIONAL</u>	<u>WARRANTY</u>	<u>NOT INCLUDED</u>	<u>PRICE</u>
Solander Electric	Kohler	12RESV	12 KW	Kohler - 100 Amp	OnCue Plus Kohler Generator Management System	Battery & Carburetor Heater Kit	5 Years	LP Gas Hookup/Internet Service	\$9,000.00
Master Electric	Kohler	Not Mentioned	12 KW	Included	Not Mentioned	Cold Weather Package	Not Mentioned	LP Gas Hookup/Internet Service	\$10,439.00
Master Electric	Generac	Not Mentioned	11 KW	Included	Not Mentioned	Cold Weather Package	Not Mentioned	LP Gas Hookup/Internet Service	\$9,134.00
J. Ranck Electric	Generac	G007031-1	11 KW	Generac - 100 Amp	Standard Monitoring System (\$50 annual fee)	Battery, Breather, & Oil Heater	5 Years	LP Gas Hookup/Internet Service	\$12,733.00
J. Ranck Electric	Kohler	12RESV	12 KW	Kohler - 100 Amp	OnCue Plus Kohler Generator Management System	Fuel & Battery Heater	5 Years	LP Gas Hookup/Internet Service	\$14,005.00

\*\*Recommended\*\*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Appointments to Boards/committees</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Admin. placed an ad for misc. boards/committee members with expiring appointments. No applications were received for placement on the Fair Board. No nominations were received from Schools for the Planning Commission. All others are avail. within.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To appoint members to the expiring appoints.</p>	

Submitted by: Jason Carviou

12/20/2018

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 miscellaneous appointments:  
Interested Candidates**

12.26.2018

<p align="center"><b>Building Code Construction Board of Appeals</b></p> <p><u>Interested Candidates:</u> 1. <i>David Herold</i> (expiring member) 2. <i>James Hoffman</i> (expiring member)</p>	<p align="center"><b>Two terms:</b></p> <p align="center">One term ending 1/31/2021 One term ending 1/31/2022</p>
<p align="center"><b>Fair Board</b></p> <p><u>Interested Candidates:</u> 1. <i>none received</i></p>	<p align="center"><b>One ~ 3-year term</b> (2/1/2019 - 1/31/2022)</p>
<p align="center"><b>Library Board</b></p> <p><u>Interested Candidates:</u> 1. <i>Florence Rivard</i> (expiring member)</p>	<p align="center"><b>One ~ 5-year term</b> (2/1/2019 - 1/31/2024)</p>
<p align="center"><b>Park and Recreation Committee</b></p> <p><u>Interested Candidates:</u> 1. <i>Dick Peterson</i> (expiring member)</p>	<p align="center"><b>One ~ 3-year term</b> (2/1/2019 - 1/31/2022)</p>
<p align="center"><b>UP State Fair Authority Gov. Board</b></p> <p><u>Interested Candidates:</u> 1. <i>Janis Linderoth</i> (expiring member)</p>	<p align="center"><b>One ~ 2-year term</b> (1/1/2019 - 12/31/2020)</p>

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

I, David S Herold, hereby submit an application for appointment to  
NAME  
Building Code Appeals for 2 from 1-Feb-2019  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to 30-Jan-2021

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

1. I reside at 5000 13<sup>th</sup> 102 Menominee 49858  
Street City Zip  
Menominee and have since 2012  
County

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

Telephone: \_\_\_\_\_ Cell Phone: 906.792.9028

Email Address: dsherold@yahoo.com

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

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

4. Employer: Self Telephone: \_\_\_\_\_

a. Indicate nature of your work: Painting

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

5. Educational Level and degrees received:  
\_\_\_\_\_  
\_\_\_\_\_

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

7. Previously held appointments and/or elected positions:  
\_\_\_\_\_  
\_\_\_\_\_

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

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

NA

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

NA

11. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? 2

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

Comments/clarification (only if necessary)

No meetings have been held

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

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

Signature

David S Henry  
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

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

I, JAMES Hoffman, hereby submit an application for appointment to

Building Codes Construction for \_\_\_\_\_ from \_\_\_\_\_  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to \_\_\_\_\_

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

1. I reside at 2108 23<sup>rd</sup> ave Menominee MI 49858  
Street City Zip  
Menominee and have since 1990  
County

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

Telephone: 906-863-2382 Cell Phone: 715-587-0554

Email Address: Raggedyann@wev.RR.com

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

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

4. Employer: MJM Trucking Inc. Telephone: 906-863-9598

a. Indicate nature of your work: Supervisor

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

5. Educational Level and degrees received:

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

7. Previously held appointments and/or elected positions:

\_\_\_\_\_  
\_\_\_\_\_

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

NO.

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

NO.

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

11. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? 2 years

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

Comments/clarification (only if necessary)

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

Currently serve on City of Men. Bldg Code committee

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

Signature

Name (Print or Type)

 James Hoffman

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

- Resume
- Letter of Reference
- Letter of Intent

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

I, Florence Ann Riwand, hereby submit an application for appointment to  
NAME  
Library Board for 5 from Feb 2019 - Feb 2024  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to Jan 31 2024

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

1. I reside at W5239 24.5th Daggett Mi 49821  
Street City Zip  
Menominee and have since 1968  
County

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

Telephone: \_\_\_\_\_ Cell Phone: 946-753-2358

Email Address: florence.riwand@yahoo.com

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

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

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

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

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

5. Educational Level and degrees received:

Bachelor Science of Nursing - BSN

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

Adm. Library Board

7. Previously held appointments and/or elected positions:

None

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

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

None

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

None

11. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? 4 mo

Please indicate your attendance record for the term(s) served 3 / 1  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

Long time patron, library and interest in maintaining and improving quality for all county residents

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

Florence A. Ruanid  
Signature

Florence A. Ruanid  
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

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

I, DICK PETERSON, hereby submit an application for appointment to  
NAME  
PARKS for 3 from 2-1-2019  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to 1-31-2022 (or whatever term is correct)

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

1. I reside at N8650 #2175 Rd Stephenson MI 49887  
Street City Zip  
Menominee and have since 2003  
County

Mailing address if different than above: N/A

Telephone: 906-753-6966 Cell Phone: N/A

Email Address: % Charanne 21@gmail.com

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

3. I am currently registered to vote: YES  NO

4. Employer: RETIRED / Volunteer Telephone: \_\_\_\_\_

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

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

5. Educational Level and degrees received:

Northern Michigan University - B.A. graduate

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

Parks, Board of Commissioners - County  
WRISC, Deputy Supervisor, BOR, PC-chrm. = Jurg

7. Previously held appointments and/or elected positions:

County Commissioner & all of above #6

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

NO

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

NO

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

wife serves on several city boards & is an elected sup official

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

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

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

Comments/clarification (only if necessary)

3<sup>rd</sup> & 4<sup>th</sup> term - attend all meetings

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

Interest in recreational & outdoor activities

Have participated in Forest Mgmt & Conservation projects

Participate in an Invasive Species Coalition

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

Signature

Wick Peterson

Name (Print or Type)

RICHARD A. PETERSON

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

- Resume
- Letter of Reference
- Letter of Intent

November 26, 2018

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

Dear Commissioners,

I am writing to express my interest in continuing to represent Menominee County on the U. P. State Fair Authority - Governing Board.

I believe I am highly qualified to represent Menominee County in a professional manner in this position. Following is a list of my experiences and qualifications.

- For the past nine years I have represented Menominee County on the U.P. State Fair Authority Board. As a member of this team I am on the executive committee.  
• Our goal is to work with the management team and staff regarding all fair activities and to develop and update policy and procedures that are aligned with public values
- My agricultural background began with growing up on a dairy farm in the Wallace area. Until retirement, my husband and I were actively involved in a family dairy operation near Daggett.
- I have exhibited at, and been involved in, both County and U.P. State Fairs as a youth, adult, parent and 4-H leader. Projects ranged from livestock to crops to crafty activities.
- For the past 26 years I have served as the advisor to the U.P. Jr. Market Livestock Board and youth exhibitors. This involves being responsible for organizing the Jr. Market Livestock Sale held at the end of each U.P. State Fair. These activities involve advertising, interacting with past buyers, coordinating buyer recognition, communication with livestock leaders, and working with the auctioneers.
- In addition to these pursuits and accomplishments, I was a life skills educator at Stephenson Area Public Schools for 30 years. During my tenure, I worked with youth in the classroom, served as a class advisor and an advisor for student extracurricular activities.

Thank you for considering me for this position.

Janis Linderoth

N9308 Linderoth Road P-3  
Daggett, MI 49821  
906.753.4504

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

I, Janis Linderoth, hereby submit an application for appointment to  
NAME

U.P. State Authority Governing Bd. for 2 from January 2019  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to December 31, 2020

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

1. I reside at N9308 Linderoth Rd P-3 Daggett, MI 49821  
Street City Zip

Menominee and have since August 1963  
County

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

Telephone: 906.753.4504 Cell Phone: \_\_\_\_\_

Email Address: janislinderoth@yahoo.com

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

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

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

a. Indicate nature of your work: Life Skills and Science Educator

b. Title: Teacher

5. Educational Level and degrees received:

BS and MA degree

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

U.P. State Fair Authority Governing Board.

7. Previously held appointments and/or elected positions:

Farm Service Agency Representative for Menominee County  
(3 terms)

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

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

NO

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

Husband - Lake Township Trustee - retired  
Daughter - Shannon Lake Township Trustee - presently  
on Board

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

If yes, how many years have you served on this board? 9

Please indicate your attendance record for the term(s) served 33 / 36  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

Missed meetings in 2018 due to leg fracture - slipped on  
ice.

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

My qualifications include being a fair exhibitor. As a member of the U.P. State Fair Authority I have worked with the management team regarding all Fair activities. I have worked closely with the Jr Market Livestock team to organize and coordinate the Livestock Sale held at the end of the Fair.

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

Janis Linderoth  
Signature  
Janis Linderoth  
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent - Letter sent to Mr. Jason Carvick

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Letter Of Agreement For the Eagles Flying Club of Menominee, Inc.</b>
<b>DEPARTMENT:</b>	<b>Airport</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Airport committee recommended to send the LOA for the Eagles Flying Club of Menominee, Inc. to the full board for approval.</p>	
<b>RECOMMENDED MOTION</b>	
<p>to approve a recommendation from the Airport Committee to approve the Letter of Agreement for the Eagles Flying Club of Menominee, Inc.</p>	

Submitted by: Jason Carviou

12/20/2018

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 Regional Airport  
**LETTER OF AGREEMENT**

This Letter of Agreement, made and entered into this 1<sup>st</sup> day of January, 2019, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity, existing by and under the authority of the laws of the State of Michigan, and EAGLES FLYING CLUB OF MENOMINEE, INC., a domestic nonprofit corporation.

WHEREAS, Menominee County is the owner of the Menominee Regional Airport, and Eagles Flying Club of Menominee, Inc. is desirous of becoming a registered flying club at the Menominee Regional Airport, and to enjoy the rights and privileges prescribed to flying clubs by federal, state, and local laws and regulations; and

NOW, THEREFORE upon approval of this Letter of Agreement by the Menominee County Board of Commissioners, Menominee County recognizes the Eagles Flying Club of Menominee, Inc. as a registered flying club at the Menominee Regional Airport on the following terms and conditions:

1. The Eagles Flying Club of Menominee, Inc. WILL follow all federal, state, and local laws, regulations, and rules pertaining to "flying clubs".
2. All members of the Eagles Flying Club of Menominee, Inc. WILL follow all federal, state, and local laws, regulations, and rules.
3. The Eagles Flying Club of Menominee, Inc. WILL abide by all terms and conditions set forth in the Private Tenant Land Lease, made and entered into the 25<sup>th</sup> day of May, 2018 between Menominee County and the Eagles Flying Club of Menominee, Inc.
4. The Eagles Flying Club of Menominee, Inc. WILL maintain general liability insurance that covers all members of the Eagles Flying Club of Menominee, Inc. OR will require each member to carry their own general liability insurance, a copy of which the Eagles Flying Club of Menominee, Inc. will furnish to Menominee County.
5. All members of the Eagles Flying Club of Menominee, Inc. WILL utilize the Menominee Regional Airport in a safe and responsible manner.
6. Upon request, the Eagles Flying Club of Menominee, Inc. WILL furnish any documents to Menominee County, including but not limited to, Articles of Incorporation, By-Laws, Membership Lists, and financial documents, which Menominee County deems necessary to evaluate and ensure the status of the flying club.
7. The Eagles Flying Club of Menominee, Inc. WILL notify Menominee County in writing within 10 business days every time a member joins or leaves the flying club.
8. Menominee County WILL recognize the privileges of the Eagles Flying Club of Menominee, Inc. as a flying club as prescribed by federal, state, and local laws, regulations, and rules.

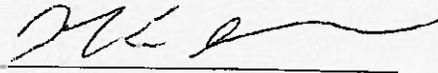
9. The Eagles Flying Club of Menominee, Inc. MAY be required to terminate all operations as a flying club at the Menominee Regional Airport if the flying club violates the requirements for a flying club or permits one or more members to violate the requirements for a flying club.

In Witness Whereof, the authorized representatives of the parties hereto have executed this instrument on the day and year first above written.

MENOMINEE COUNTY

EAGLES FLYING CLUB OF MENOMINEE, INC.

By: \_\_\_\_\_  
Gerald Piche, County Board Chair

By:   
Nicholas Miller, President

Dated: \_\_\_\_\_

Dated: 12-12-18

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Commissioner Expenses &amp; Per Diems</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>	
Approve Commissioner Per diems and expenses as recently submitted	

Submitted by: Jason Carviou

12/20/2018

Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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











MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

COPY

Mileage: .545 cents/mile ~ effective 01 January 2018

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

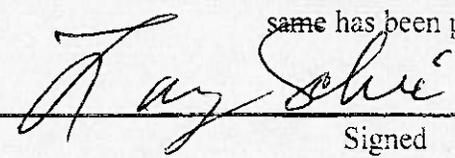
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
11/01/18	PINECREST-POWERS	73		\$ 39.79	101-101-860.04
11/13/18	COUNTY LIBRARY-STEPHENSON	32		\$ 17.44	101-101-860.04
11/13/18	COURTHOUSE	16		\$ 8.72	101-101-860.04
11/13/18	COURTHOUSE	16		\$ 8.72	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 Mileage</b>	137	
				<b>Total Mileage Fee</b>	\$ 74.67

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  
 11/29/18  
 \_\_\_\_\_  
 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> Miscellaneous bills as paid on Nov. 28-30, 2018 in the combined amount of \$77,683.16	
<b>RECOMMENDED MOTION</b> To approve miscellaneous bills as paid on Nov. 28-30, 2018 in the combined amount of \$77,683.16	

Submitted by: Jason Carviou

12/20/2018

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>

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 11/28/2018 - 11/28/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

APPROVED

NOV 29 2018

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	CHIEF FISCAL OFFICER AMOUNT DUE	Amnt Due	Status
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Credit Card 61988*	Mastercard Court House, Bldg Code, 911	11/11/2018 jessicaw	11/28/2018	2,594.46		2,594.46	Open
	101-267-860.00 PAAM			40.00			
	249-371-729.00 USPS			150.00			
	101-101-859.00 Island Hotel			85.50			
	101-172-860.00 Island Hotel			85.50			
	101-268-729.00 USPS			6.70			
	101-141-860.00 Holiday			29.61			
	101-141-860.00 Boyne Falls			291.96			
	215-141-860.00 BP			37.81			
	101-132-860.00 Superior Touchless			11.00			
	101-132-860.00 Bennigans			21.76			
	101-132-860.00 BP			28.28			
	101-132-860.00 Comfort Inn			76.50			
	101-265-930.01 Amazon			66.64			
	101-132-860.00 Marathon Petro			40.90			
	101-132-860.00 Kwik Trip			38.60			
	101-265-755.00 Amazon			39.68			
	101-268-729.00 USPS			6.70			
	101-268-729.00 USPS			6.70			
	266-325-881.01 Mackinac Bridge			4.00			
	266-325-881.01 Shell Oil			39.00			
	266-325-881.01 Olive Garden			37.61			
	266-325-881.01 Family Table Cafe			20.00			
	101-268-729.00 USPS			6.70			
	266-325-881.01 TGI Friday			36.87			
	101-268-729.00 USPS			6.70			
	266-325-881.01 AppleBees			19.64			
	266-325-881.01 Speedway			48.00			
	101-268-729.00 USPS			6.70			
	266-325-881.01 FRC Greak Lakes Rest.			45.00			
	266-325-881.01 Dimitris OPA			27.96			
	266-325-728.00 BestBuy			47.69			
	266-325-881.01 TGI Friday			45.58			
	266-325-728.00 BestBuy			296.78			
	266-325-881.01 Andy's Party Store			20.52			
	266-325-881.01 Burger King			15.51			
	266-325-881.01 Mackinac Bridge			4.00			
	266-325-881.01 The Store			10.15			
	266-325-881.01 Shell Oil			29.01			
	266-325-881.01 Hyatt Place			629.65			
	266-325-881.01 Hyatt Place			629.65			
	101-268-729.00 USPS			6.70			
	101-141-727.00 Amazon			37.84			
	101-265-755.00 OTHER OPERATING SUPPLIES			37.69			
	296-667-801.02 Domino's Pizza			34.40			
	296-667-801.02 Jack's			25.63			
	292-668-801.00 Subway			100.00			
	101-141-860.00 Credit Memo - Boyne			(414.42)			
	215-141-360.00 Credit Memo - Mountain Grd Lodge			(122.47)			
	101-141-860.00 Credit Memo - Mountain Grd Lodge			(21.42)			
	101-141-860.00 Credit Voucher - PayPal			(75.00)			
	101-265-755.00 Credit Voucher - Amazon			(39.68)			
	266-325-881.01 Credit Voucher - Hyatt			(32.70)			
	265-325-881.01 Credit Voucher - Hyatt			(32.67)			

Credit Card 61989	Mastercard Airport	11/11/2018 jessicaw	11/28/2018	82.05		82.05	Open
	216-585-742.00 Holiday			82.05			

Credit Card 61990	Mastercard Sheriff Dept & Road Patrol	11/11/2018 jessicaw	11/28/2018	3,471.58		3,471.58	Open
	101-301-742.00 Shell			30.25			
	101-301-742.00 Holiday			31.51			

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 11/28/2018 - 11/28/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

APPROVED  
 NOV 29 2018

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	SHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	Inv Amt Due	Status
101-301-742.00	GL Distribution	BP		60.13			
101-301-742.00	Speedway			39.06			
101-301-742.00	Exxon Mobil			51.27			
101-301-742.00	Holiday			36.00			
101-301-742.00	Shell Oil			25.77			
101-301-742.00	Superior Touchless			11.00			
101-301-770.00	Bob Barker			468.15			
101-301-770.00	Bob Barker			375.36			
101-301-770.01	Moore Medical			92.56			
101-301-860.00	Ramada Inn			168.00			
101-301-860.00	Coachlight			14.66			
101-301-860.00	Happy's Pizza			30.17			
101-301-860.00	Buffalo Wild Wings			21.01			
101-301-860.00	Mackinac Bridge			4.00			
101-301-860.00	Happy's Pizza			26.34			
101-301-860.00	Radisson Hotels			475.94			
101-301-860.00	Radisson Hotels			468.36			
101-301-860.00	Mackinac Bridge			4.00			
101-301-860.00	Crowne Plaza			290.44			
101-301-860.00	Kensington Court			210.90			
205-315-742.00	Krist Oil			47.35			
205-315-860.00	Ramada Inn			159.00			
205-315-860.00	Coachlight			12.72			
205-315-860.00	Coachlight			12.72			
205-315-860.00	Coachlight			14.26			
205-315-860.00	VillaCapri			20.62			
205-315-860.00	Portside Inn			17.49			
205-315-860.00	Ramada Inn			252.54			

# of Invoices:	3	# Due:	3	Totals:	6,148.09	6,148.09
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					6,148.09	6,148.09

\* 1 Net Invoices have Credits Totalling: (738.36)

--- TOTALS BY FUND ---

101 - GENERAL FUND	3,362.72	3,362.72
205 - ROAD PATROL	536.70	536.70
215 - FRIEND OF COURT	(84.66)	(84.66)
216 - MENOMINEE REGIONAL AIRPORT	82.05	82.05
249 - BUILDING CODE DEPARTMENT	150.00	150.00
266 - EMERGENCY 911	1,941.25	1,941.25
292 - CHILD CARE	100.00	100.00
296 - STATE-SPECIAL CHILD CARE	60.03	60.03

--- TOTALS BY DEPT/ACTIVITY ---

101 - BOARD OF COMMISSIONERS	85.50	85.50
132 - FAMILY COURT	217.04	217.04
141 - FRIEND OF COURT	(236.09)	(236.09)
172 - ADMINISTRATION	85.50	85.50
265 - BUILDINGS AND GROUNDS	104.33	104.33
267 - PROSECUTING ATTORNEY	40.00	40.00
268 - REGISTER OF DEEDS	46.90	46.90
301 - SHERIFF DEPARTMENT	2,934.88	2,934.88
316 - ROAD PATROL	536.70	536.70
325 - EMERGENCY 911	1,941.25	1,941.25
371 - BUILDING CODE DEPARTMENT	150.00	150.00
585 - AIRPORT EXPENDITURE	82.05	82.05
667 - JUVENILE JUSTICE DIVERSION	60.03	60.03
668 - BASIC GRANT SERVICES	100.00	100.00

NOV 29 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863298611	Telephone Services	101-103-850.00	39.24	39.24
906863298911	Telephone Services	101-103-850.00	39.24	39.24
906863299111	Telephone Services	101-103-850.00	39.24	39.24
TOTAL VENDOR AT&T - CAROL STREAM, IL				117.72
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
25165	Pre Employment Physicals (911)	266-325-755.00	266.00	266.00
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				266.00
VENDOR NAME: BELLIN HEALTH				
12709979	Employment Screen	101-301-835.00	30.00	30.00
TOTAL VENDOR BELLIN HEALTH				30.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
1707	Vehicle Maintenance - 2015 Chevy Impala	205-315-934.02	33.15	33.15
1712	Vehicle Maintenance - 2017 Ford Intercept	205-315-934.02	190.66	190.66
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				223.81
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E92421	Inmate Supplies	101-301-770.00	189.00	189.00
1621842088	Parks & B/G Supplies	208-751-755.02	17.16	34.72
		101-265-930.01	17.56	
TOTAL VENDOR BLUETARP FINANCIAL, INC.				223.72
VENDOR NAME: BODY WORKS PLUS, LLC				
M269002	Deductible & Wings on Brush Guard	205-315-934.02	420.00	420.00
TOTAL VENDOR BODY WORKS PLUS, LLC				420.00
VENDOR NAME: BOURQUE, PENNY				
Reimbursement	Uniform Allowance	266-325-745.00	100.00	100.00
TOTAL VENDOR BOURQUE, PENNY				100.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - November 2018	101-101-860.00	42.51	42.51
TOTAL VENDOR CECH, WILLIAM				42.51
VENDOR NAME: CITY OF MENOMINEE				
Rent-1005	November 2018 911 Rent	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				351.67
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.06	214.63
		101-261-920.02	34.20	
		101-261-920.03	160.37	
TOTAL VENDOR CITY OF STEPHENSON				214.63
VENDOR NAME: CLOVERLAND PAPER CO				
118411	Inmate Supplies	101-301-770.00	30.59	30.59
118416	Inmate Supplies	101-301-770.00	68.76	68.76
118475	Inmate Supplies	101-301-770.00	30.59	30.59
118472	Courthouse - Janitorial Supplies	101-265-755.01	277.28	277.28
TOTAL VENDOR CLOVERLAND PAPER CO				407.22
VENDOR NAME: COHL STOKER & TOSKEY P C				
49677	Legal Fees	101-211-807.00	6,386.90	6,386.90
TOTAL VENDOR COHL STOKER & TOSKEY P C				6,386.90
VENDOR NAME: COOPER OFFICE EQUIPMENT				
161275	Contract # 3025-01	101-103-931.00	457.44	457.44
TOTAL VENDOR COOPER OFFICE EQUIPMENT				457.44
VENDOR NAME: DELUXE				
02043865436	District Forms	101-136-727.00	291.23	291.23

*Handwritten notes:*  
 4500 / 10/10/18  
 240 911 Rent  
 295 P.C.  
 200 supplies  
 Total

NOV 29 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY	AMOUNT
VENDOR NAME: DELUXE					
TOTAL VENDOR DELUXE					291.23
VENDOR NAME: DTE ENERGY 910020910998	Annex	101-261-920.04	79.38		79.38
TOTAL VENDOR DTE ENERGY					79.38
VENDOR NAME: DUCAINE-WHITING, KERRI Reimbursement	Uniform Allowance	266-325-745.00	100.00		100.00
TOTAL VENDOR DUCAINE-WHITING, KERRI					100.00
VENDOR NAME: HENSLEY, RN, JOEL November 2018	Inmate Nursing Services	101-301-770.01	1,365.00		1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL					1,365.00
VENDOR NAME: ID NETWORKS, INC. 274125	Annual Service Maintenance Fee	101-301-976.00	750.00		750.00
TOTAL VENDOR ID NETWORKS, INC.					750.00
VENDOR NAME: IMAGEWORKS 12977	Uniforms (911)	266-325-745.00	180.00		180.00
TOTAL VENDOR IMAGEWORKS					180.00
VENDOR NAME: J S ELECTRONICS, INC. 20270	Tower Lease October 2018	266-325-976.00	517.63		517.63
TOTAL VENDOR J S ELECTRONICS, INC.					517.63
VENDOR NAME: JACK'S FRESH MARKET 10/1/18	Inmate Supplies	101-301-770.00	10.89		10.89
TOTAL VENDOR JACK'S FRESH MARKET					10.89
VENDOR NAME: JET INDUSTRIAL 97882	Airport - Plow Blade Bolts	216-585-981.00	123.75		123.75
TOTAL VENDOR JET INDUSTRIAL					123.75
VENDOR NAME: LARSON, MICHELLE October 2018	Can Zone/Duby Park	292-668-801.00	135.00		162.25
TOTAL VENDOR LARSON, MICHELLE					162.25
VENDOR NAME: MANPOWER, INC. 33384682	Week Ending 11/25/18 (D. Averill)	216-585-704.00	272.00		272.00
33363271	Week Ending 11/18/18 (D. Averill)	216-585-704.00	289.00		289.00
TOTAL VENDOR MANPOWER, INC.					561.00
VENDOR NAME: MARINETTE MENOMINEE AREA CHAMBER 14137	Annual Membership Investment	101-103-802.00	275.00		275.00
TOTAL VENDOR MARINETTE MENOMINEE AREA CHAMBER					275.00
VENDOR NAME: MENARDS - MARINETTE 72588	Building Maintenance Supplies	101-265-930.01	32.96		32.96
69735	Remon Supplies - PVC Pipe	243-246-765.00	35.98		35.98
71793	Operating Supplies	101-265-755.00	92.25		92.25
71921	Building Supplies	101-265-930.01	58.82		58.82
71920	Building Supplies - Credit Memo	101-265-930.01	(14.97)		(14.97)
71162	Inmate Supplies	101-301-770.00	85.15		85.15
69711	Building Maintenance	101-265-930.01	35.47		35.47
TOTAL VENDOR MENARDS - MARINETTE					325.66
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI 11183	Power to Radio	101-301-934.01	34.52		34.52
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI					34.52
VENDOR NAME: MICHIGAN COUNTIES WORKERS'					

CHIEF CLERK OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				
1781	2019 First Quarter Invoice	101-101-716.00	60.45	32,614.49
		101-132-716.00	111.61	
		101-136-716.00	359.24	
		101-141-716.00	586.88	
		101-148-716.00	43.12	
		101-150-716.00	2.95	
		101-172-716.00	370.51	
		101-215-716.00	239.44	
		101-253-716.00	166.28	
		101-257-716.00	317.03	
		101-261-716.00	23.38	
		101-265-716.00	1,322.58	
		101-267-716.00	705.08	
		101-268-716.00	86.96	
		101-301-716.00	15,029.55	
		101-331-716.00	43.28	
		101-426-716.00	48.13	
		101-648-716.00	54.26	
		101-682-716.00	42.65	
		205-315-716.00	8,379.77	
		205-316-716.00	569.50	
		208-751-716.00	877.60	
		216-585-716.00	1,139.07	
		249-371-716.00	89.86	
		266-325-716.00	498.77	
		271-790-716.00	781.43	
		292-663-716.00	243.60	
		292-664-716.00	208.29	
		292-665-716.00	213.22	
TOTAL VENDOR MICHIGAN COUNTIES WORKERS'				32,614.49
VENDOR NAME: MICHIGAN PROBATE JUDGES ASSOC.				
Dues	2018/19 Dues (Probate/Family)	101-132-802.00	212.50	425.00
		101-148-802.00	212.50	
TOTAL VENDOR MICHIGAN PROBATE JUDGES ASSOC.				425.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0141688-001	Office Supplies (Probate/Family)	101-148-727.00	28.46	56.93
		101-132-727.00	28.47	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				56.93
VENDOR NAME: NESTEGG MARINE				
43058	Marine Supplies	101-331-755.00	9.60	9.60
TOTAL VENDOR NESTEGG MARINE				9.60
VENDOR NAME: NIEMI, DANIEL				
1115	Transport	101-132-801.01	35.00	119.00
		101-132-801.00	84.00	
11/28/18	Holdover	101-132-801.01	17.50	59.50
		101-132-801.00	42.00	
TOTAL VENDOR NIEMI, DANIEL				178.50
VENDOR NAME: OFFICE DEPOT, INC.				
229912808001	District Court - Office Supplies	101-136-727.00	56.69	56.69
226615357001	District Court - Office Supplies	101-136-727.00	47.32	
226615356001	District Court - Office Supplies	101-136-727.00	84.13	84.13
233169134001	Airport - Office Supplies	216-585-727.00	18.38	
226149668001	Credit Memo - Admin	101-172-727.00	(7.83)	18.38
233122511001	Airport - Office Supplies	216-585-727.00	20.10	(7.83)
				20.10

NOV 29 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISC OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: OFFICE DEPOT, INC.					
233169135001	Airport - Office Supplies	216-585-727.00	8.99		8.99
TOTAL VENDOR OFFICE DEPOT, INC.					227.78
VENDOR NAME: OTIS ELEVATOR COMPANY					
CVE05003C18	12/1/18 - 2/28/19	101-265-801.00	700.65		700.65
TOTAL VENDOR OTIS ELEVATOR COMPANY					700.65
VENDOR NAME: PAN-O-GOLD BAKING CO.					
40068318306001	Inmate Supplies	101-301-770.00	111.84		111.84
40068318313001	Inmate Supplies	101-301-770.00	113.29		113.29
40068318320004	Inmate Supplies	101-301-770.00	112.28		112.28
TOTAL VENDOR PAN-O-GOLD BAKING CO.					337.41
VENDOR NAME: PAUL W. CAMPBELL CONSTRUCTION					
866620	Topsoil for Parks	208-751-930.04	165.00		165.00
TOTAL VENDOR PAUL W. CAMPBELL CONSTRUCTION					165.00
VENDOR NAME: PLUTCHAK FAB, LLC					
46102	Building Maintenance	101-265-930.01	49.06		49.06
TOTAL VENDOR PLUTCHAK FAB, LLC					49.06
VENDOR NAME: PSYCHOLOGIE CLINIQUE, S.C.					
96101	Pre-Employment (A. Giese)	101-301-835.00	495.00		495.00
TOTAL VENDOR PSYCHOLOGIE CLINIQUE, S.C.					495.00
VENDOR NAME: QAAK, BRENDA					
11/27 - 11/28/18	Holdover	101-132-801.01	52.50		178.50
		101-132-801.00	126.00		
11/15/18	Transport	101-132-801.01	31.25		231.60
		101-132-801.00	75.00		
		101-132-801.00	125.35		
TOTAL VENDOR QAAK, BRENDA					410.10
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY					
007198201810	Drug Testing Supplies	296-667-730.00	6.50		6.50
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY					6.50
VENDOR NAME: REGISTER OF DEEDS					
Copies	Remon Copies - Grant Year 2018	243-246-709.00	76.00		76.00
TOTAL VENDOR REGISTER OF DEEDS					76.00
VENDOR NAME: REINHART FOODSERVICE					
604219	Inmate Supplies	101-301-770.00	1,354.36		1,354.36
609258	Inmate Supplies	101-301-770.00	1,601.95		1,601.95
610852	Inmate Supplies	101-301-770.00	26.56		26.56
TOTAL VENDOR REINHART FOODSERVICE					2,982.87
VENDOR NAME: RIVERSIDE AUTO SALES					
6057903/1	Front Shocks on Plow Truck	101-265-981.00	461.90		461.90
TOTAL VENDOR RIVERSIDE AUTO SALES					461.90
VENDOR NAME: SCHEI, LARRY					
Reimbursement	Mileage - November 2018	101-101-860.00	74.67		74.67
TOTAL VENDOR SCHEI, LARRY					74.67
VENDOR NAME: SEXTON, RICHARD					
Reimbursement	Cellular Services	101-426-850.00	68.06		68.06
TOTAL VENDOR SEXTON, RICHARD					68.06
VENDOR NAME: SHERWIN WILLIAMS COMPANY					
5513-3	Paint	101-265-930.01	39.55		39.55
5451-2	Paint	101-265-930.01	39.55		39.55

CITY FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SHERWIN WILLIAMS COMPANY TOTAL VENDOR SHERWIN WILLIAMS COMPANY				79.10
VENDOR NAME: SMITH, GREG Reimbursement Uniform Allowance				74.85
		205-315-745.00	74.85	74.85
TOTAL VENDOR SMITH, GREG				74.85
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA Reimbursement Mileage - October 2018				232.17
		292-665-860.00	232.17	232.17
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				232.17
VENDOR NAME: ST. OF MI-MANAG/BUDGET/PO30681 18-001781 Activation of 2 Radios (7/25 - 8/1/18)				500.00
		205-315-934.01	500.00	500.00
TOTAL VENDOR ST. OF MI-MANAG/BUDGET/PO30681				500.00
VENDOR NAME: STANDARD INSURANCE COMPANY December 2018 Life Insurance Premium				228.92
		101-101-713.00	21.24	
		101-132-713.00	4.13	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	2.95	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	54.28	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	25.96	
		266-325-713.00	23.60	
TOTAL VENDOR STANDARD INSURANCE COMPANY				228.92
VENDOR NAME: STATE OF MICHIGAN				
C41	October, November, December 2018	101-131-858.03	1,939.24	1,939.24
D95A	October, November, December 2018	101-136-931.01	3,727.35	3,727.35
P55	October, November, December 2018	101-132-858.03	2,816.63	2,816.63
TOTAL VENDOR STATE OF MICHIGAN				8,483.22
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
81404	Balance Due - Booking Room	280-362-755.00	378.00	378.00
81395	Relocate Telephone Extensions (FOC)	215-141-931.00	170.00	170.00
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				548.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
80222	911 - USB Extension Cable	266-325-728.01	33.00	33.00
80172	Road Patrol - Office Supplies	205-315-727.00	197.98	197.98
80239	1 Yr Service - Barracuda Cloud (x180)	101-103-857.02	4,860.00	4,860.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				5,090.98
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
371022369	Bizhub 423 Copier	101-103-931.00	133.07	133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				133.07
VENDOR NAME: WHITE, JESSICA				
Reimbursement	November General - Election Mileage	101-262-860.00	23.98	23.98
TOTAL VENDOR WHITE, JESSICA				23.98

11/29/2018 12:35 PM  
User: jessicaw  
DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 11/29/2018 - 11/29/2018  
UNJOURNALIZED  
OPEN

APPROVED

NOV 29 2018

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00005	Kleinke Park	208-751-920.01	41.92	41.92
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				41.92
GRAND TOTAL:				68,793.66

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 11/30/2018 - 11/30/2018  
 UNJOURNALIZED  
 OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	PRINT ON SEP CHECK
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863470511	November 19 - December 18, 2018	101-103-850.00	95.14	95.14 N
906863202311	November 19 - December 18, 2018	101-103-850.00	433.19	433.19 N
906863444111	November 19 - December 18, 2018	101-103-850.00	563.62	563.62 N
TOTAL VENDOR AT&T - CAROL STREAM, IL			1,091.95	1,091.95
VENDOR NAME: BRUNELLE, JENNIFER				
November 2018	Crisis Intervention	292-668-801.00	625.00	625.00 N
TOTAL VENDOR BRUNELLE, JENNIFER			625.00	625.00
VENDOR NAME: EICHHORN, GARY				
11/27/18	DHS Per Diem	101-601-837.00	50.00	50.00 N
TOTAL VENDOR EICHHORN, GARY			50.00	50.00
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - November 2018	101-101-860.00	61.59	61.59 N
TOTAL VENDOR LANG, BERNARD			61.59	61.59
VENDOR NAME: NASER, JEFF				
11/27/18	DHS Per Diem	101-601-837.00	50.00	50.00 N
TOTAL VENDOR NASER, JEFF			50.00	50.00
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - November 2018	292-664-860.00	119.36	119.36 N
November 2018	Crisis Intervention	292-668-801.00	50.00	50.00 N
TOTAL VENDOR NUTT, MICHAEL			169.36	169.36
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1463429	Lawmower Throttle Cable	101-265-934.00	61.40	61.40 N
TOTAL VENDOR RIESTERER & SCHNELL, INC.			61.40	61.40
VENDOR NAME: SPALDING TOWNSHIP				
11/27/18	DHS Board Meeting	101-601-837.00	50.00	50.00 N
TOTAL VENDOR SPALDING TOWNSHIP			50.00	50.00
VENDOR NAME: TIME WARNER CABLE				
71000840112618	December 2 - January 1, 2019	101-103-850.00	532.11	532.11 N
TOTAL VENDOR TIME WARNER CABLE			532.11	532.11
VENDOR NAME: VERAGHEN, SHEILA				
11/27/18	DHS Per Diem	101-601-837.00	50.00	50.00 N
TOTAL VENDOR VERAGHEN, SHEILA			50.00	50.00
GRAND TOTAL:			2,741.41	2,741.41

APPROVED

NOV 30 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

## 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>	
The Board to review Miscellaneous Boards/Committees/Commission Reports	
<b>RECOMMENDED MOTION</b>	
Approve Miscellaneous Boards/Committees/Commission Reports to be placed on file in the office of the County Clerk	

Submitted by: Jason Carviou

12/20/2018

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

**BOARD MEMBERS**  
**JEFF NASER, CHAIR**  
**GARY EICHHORN**  
**SHEILA VERAGHEN**

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

**Date:** October 30, 2018

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:05 a.m. Central Time. The meeting was held at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan.

Present: Jeff Naser, Board Chair; Gary Eichhorn, Board Member, and Russell Sexton, Board Secretary.

Absent: Sheila Veraghen, Board Member.

Others Present: Bernie Lang, Menominee County Board of Commissioners

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the September 25, 2018 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for September 2018 was reviewed. There were \$100.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure to Spaulding Township for the use of their facility; leaving a balance of \$2,100.00.

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

**DIRECTOR'S REPORT:**

Mr. Sexton provided the board with an update on the current staffing situation in Menominee County.

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

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

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

FY 2018 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$22,360.19. This constitutes 86.3% of the allocation spent with 100% of the fiscal year elapsed.

FY 2018 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$0. This constitutes 0% of the allocation spent with 0% of the year elapsed (the data for this allocation is not available).

Assistance Payments:

Assistance Payments Standard of Promptness: 95.44%. Business Service Center 1 average is 87.41%. Statewide Average is 96.16%.

Family Independence Program Work Participation Rate: N/A for August. Year to date average for CY 2018 is 0%. Federal goal is 50%. U.P. average is 44.78%, statewide average is 57.84%.

**Miscellaneous:** Mr. Sexton reviewed with the board customer information as follows:

June 2018 data:

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

- Family Independence Program: 11 cases; 25 recipients; \$7,056.00 in benefits.
- Food Assistance Program: 1,222 cases; 2,224 recipients; \$252,026.00 in benefits.
- State Disability Assistance: 7 cases; 7 recipients; \$1,249.00 in benefits.
- Child Development and Care: 37 cases; 60 recipients; \$31,653.00 in benefits.
- State Emergency Relief: 3 cases; \$1,862.00 in benefits.
- Unduplicated total: 1,253 cases; 2,269 recipients; \$293,847.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 707 cases; 1,502 recipients
- Other Children < Age 21: 102 cases; 114 recipients
- Pregnant Women & Children Under 19: 465 cases; 841 recipients
- MIChild: 61 cases; 100 Recipients

- Non-SSI Aged, Blind & Disabled: 626 cases; 653 recipients
- SSI Aged, Blind & Disabled: 475 cases; 475 recipients
- Medicaid Eligible Total: 2,205 cases; 3,686 recipients
- Healthy Michigan Program Total: 1,201 cases; 1,348 recipients

This information is available on the [www.michigan.gov/dhs](http://www.michigan.gov/dhs) website in the "Green Book"

**Board Member Input/Suggestions:** None

A motion to accept the Director's Report was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**Unit Report:** None.

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

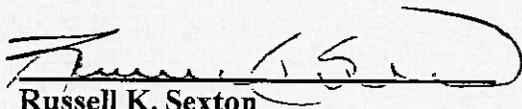
Vouchers for September 2018 were reviewed. A motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**NEW BUSINESS:** There was no new business presented.

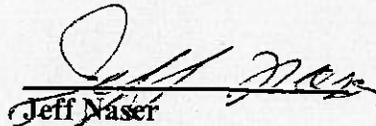
**PUBLIC COMMENT:** None.

**NEXT MEETING:** November, 27 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0929 a.m.



**Russell K. Sexton**  
Board Secretary



**Jeff Naser**  
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

# Menominee County Parks and Recreation Committee

## Meeting Minutes – November 5, 2018

1. The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at The Annex in Stephenson.
2. Pledge of Allegiance
3. **Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Mike Kass, Administrator Jason Carviou and County Commissioners Bill Cech and Larry Phelps. Excused were Vola Bleile. Others present were Noreen Johnson.
4. **Approval of agenda:** Mike Kass asked to add to the agenda item H Dog signs and dispensers supported by Bill Cech with all in favor. Motion by Bill Cech to approve the amended agenda supported by Dick Peterson with all in favor.
5. **Minutes:** Bill Cech made a motion to accept the October 1, 2018 minutes supported by Mike Kass. All were in agreement. Motion carried.
6. **Public Comments:** Noreen Johnson asked when the logging project was going to start by Bailey Park. Dick Peterson said it would start in December when the frost was deep enough to not cause damage. Noreen stated they have been working on walking trails, which now consist of 3 miles, and the wording in the contract talks about cutting trees on the East side of the road. In the spring Dan Spiegel, DNR official from Lansing, will be coming up to look at their trails and add them to the walking trails available and tie it in with the history of the area. Bob Desjarlais stated to be careful so we do not end up with another situation like we have at River and Stoney point where the DNR has a hold on the property due to wording in the grant.

Noreen also reported that the septic is done and paid for. They plan on pouring the concrete next spring and have one bid for \$15,500. She also stated they need architectural approved drawings and have an amount of \$8,500 from UP Architects. The house needs painting (this was last done in the 90's) and they received a quote from Quinoa for \$17,000. They were going to ask for a re-bid to do the upper part only and volunteers would do the bottom portion.

### 7. Business:

- a. **Review Financials** – The financials presented showed were for one month only. The profit at the end of 2017-18 was \$30,000. At present our fund balances show account 208 County Parks \$96,491.61 and 220 Parks Improvement Fund \$77,651.61.
- b. **Picnic Tables** – To do the 40 tables we would like is over \$5,000 and should be put on bids. Due to our research and the quality of the table frames we purchased last year it was decided to ask the County Board for an exemption of a bid for this project. The wood is approximately \$60 per table (3-2X8X8 and 2-2X10X8) and \$139 per frame with free shipping.
- c. **Electrical at Shakey Lakes and Bailey** – Jason asked for a drawing on the map to present to the County Board indicating which would be updated sites and which

would be additional electrical sites. Bob and Kathy will do the map and send to Jason. Bailey Park will be determined when the drawings are brought up to date.

- d. **New restrooms at Shakey Lakes (replace pit toilets)** – The pit toilets are in bad shape and cost about \$5,000 per year to pump. The proposal would be replaced with 1 male with 1 stool and 1 urinal and a women's side with 2 stalls – hot water tank could be placed between the two. The thought is to replace 4 pit toilets with 2 new buildings as stated above. One would be close to the Fair Building and the other between sites 63 & 64. Estimated cost \$20,000 would be paid within 4 years.
- e. **Ask Board for Engineering Study on New Restrooms** – Bob asked Jason to ask the County Board for permission to get an engineered study for the new restrooms from DGR in Carney.
- f. **Price list for Shakey Lakes & Kleinke** – Jason handed out the revised price list for both parks. A new category was added to allow seasonal from May 15 to October 15 at Shakey Lakes. Dick Peterson stated an asterisk should be added if they want to start earlier or stay later it would be calculated on daily rates.
- g. **Whose terms expire on December 31, 2018** – The next expiration is Dick Peterson whose term is up on January 31, 2019. Dick is not interested in a renewal of his term.

When studying the expiration dates it was noted that three terms expire on January 31, 2020. A suggestion was made to have the terms expire 2, 2 and 1 NOT 3, 1, 1 to keep more continuity on the Parks Board. Jason will look into this.

- h. **Dog signs and dispensers** – Mike Kass did some research on the cost of the dispensers. The cost went up from last year – the price list shows \$89 for one, \$84 ea. for 3 and \$79 ea. for 10. Bob Desjarlais made a motion to order 10 dispensers supported by Kathy Branz, all were in favor. It was decided to put 6-7 at Shakey Lakes, one at Mason Park, one at Airport Park and one at Stoney.

**8. Correspondence:** None.

**9. Any other item Members Wish to Present:** None.

**10. Public Comment:** None.

**11. Adjournment** – Motion by Bill Cech to adjourn supported by Mike Kass with all in favor at 7:00PM

**12. Next meeting** will be at The Annex in Stephenson on December 3, 2018 at 6PM.

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**November 8, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet*	X			Negro, Mari**	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia**	X		
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Martin, Ann	X			Korpi, Thomas	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** Bill Adrian, B. Ducoli, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda. B. Adrian requested Van Bids be added as an Action Item under CEO Round 2 Interview Questions.

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

**Motion by:** J. Hafeman supported by M. Hofer to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

**ACTION:** Moved to approve 10-25-18 Special Meeting 1, 2 and Regular Board meeting minutes and 11-1-18 Ad Hoc Committee Minutes.

G. McCole requested change to Special Meeting 2 noting his participation by phone for interviews.

**Motion by:** J. Hafeman supported by N. Pasternak to approve the 10-25-18 Special Meeting 2 minutes as amended and the 10-25-18 Special Meeting 1, 10-25-18 Regular Meeting, and 11-1-18 Ad Hoc Meeting minutes as presented.

**Motion carried unanimously.**

**PRESENTATION** – None.

**ACTION ITEMS**

• **Finance**

a) Check Disbursement – September 2018

**ACTION:** Moved to approve the September 2018 Check Disbursement.

**Motion by:** G. McCole supported by M. Hofer to approve the September 2018 Check Disbursement as presented.

**Motion carried unanimously.**

• **Personnel Report Information Requested**

Reviewed suggestion for semi-annual report from A. Martin and monthly report provided.

**Outcome:** Have Ad Hoc Committee work on information to be provided to the Board in future reports.

J. Dehn arrived at 4:40 p.m. in Menominee.

- CEO Round 2 Interview Questions from Ad Hoc Committee**  
 Discussed updated format of interviews to include a copy of questions to candidates at the interview. Reviewed homework and interview questions. Applicants provided with job description, contract, plan of service and draft strategic plan.  
**ACTION:** Moved to approve CEO Round 2 Interview Questions.  
**Motion by:** G. McCole supported by J. Hafeman to approve the Round 2 CEO Interview questions as presented.  
**Motion carried unanimously.**
- Van Bids**  
 Returned to agenda from 10-25-18 meeting. The approved 2018 Dodge Grand Caravan SEs are no longer available. Recommendation to change to the 2019 Dodge Grand Caravan SEs from bid. Purchase price is \$1,128.00 more on each vehicle for a total of \$4,512.00.  
**ACTION:** Moved to approve purchase of 4 2019 Dodge Grand Caravan SEs from Riverside.  
**Motion by:** M. Negro supported by J. Hafeman to approve the additional \$4,512.00 to purchase 2019 models.  
**Motion carried unanimously.**

**NEW BUSINESS (Discussion only)**

- CEO Hiring Update**  
**Outcome:** Return to next agenda.
- Finance**

  - a) **Contract Grid 11-8-18 (TRICO Lease, TRICO Vocational, Case Management of MI)**  
 Miscellaneous questions addressed.  
**Outcome:** Action Item at next meeting.
- Health Insurance 80/20 vs. Hard Capitation**  
 Discussed Hard Cap option being unaffordable, and under the law cannot choose an unaffordable plan. Discussed self-funding pharmacy expense beginning January 1, 2019, will provide savings to Northpointe and Employees.  
**Motion by:** J. Hafeman supported by M. Hofer to move Health Insurance 80/20 vs. Hard Capitation to Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Korpi	X	
Negro	X		Luhtanen	X	

**ACTION:** Moved to approve the 80/20 Health Insurance option.  
**Motion by:** J. Hafeman supported by T. Korpi to approve the 80/20 Health Insurance option as presented.  
**Motion carried unanimously.**

**MISCELLANEOUS BOARD/COMMITTEE REPORTS** – None.

**PUBLIC COMMENTS** – None

**BOARD COMMENTS**

J. Luhtanen advised members that Community Connect is having a presentation at the YMCA on Friday, November 9, 2018 from 11:00 a.m. to 1:00 p.m. She will be attending.

J. Luhtanen advised members that GLRMH will be having a conference September 8, 9, and 10, 2019 in Houghton.

J. Luhtanen advised members that NAMI is hoping to have their Christmas party on December 6, 2018.

J. Luhtanen advised members that the new Boardworks DVDs have arrived. Short ones will be presentations at future Board meetings. Members encouraged to check out the longer ones.

**ADJOURN**

**ACTION:** Motion by G. McCole supported by J. Hafeman to adjourn meeting.

**Motion carried unanimously.**

Meeting adjourned at 5:00 p.m.

The next Special Board meeting is scheduled for Monday, November 19, 2018 in Kingsford, Michigan at 4:00 p.m.

The next Regular Board meeting is scheduled for Thursday, November 29, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

Special Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

November 19, 2018 – 3:00 p.m.

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 3:09 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Dehn, Janet		X		Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia	X		
Roberge, Robert	X			Zevitz, Michael **	X		
Martin, Ann	X			Korpi, Thomas	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** Bill Adrian, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda.

**ACTION:** Moved to approve agenda.

**Motion by:** J. Hafeman supported by P. Phillips to approve agenda as presented.

**Motion carried unanimously.**

**ACTION ITEMS**

J. Luhtanen reviewed protocol for interviews with Board members. Scoring sheets and essay answers for each candidate provided to members.

• **CEO CANDIDATE INTERVIEWS**

Marc Marcotte interviewed at 3:15 p.m.

Chair Luhtanen declared a recess for B. Adrian to tally scoresheets. They recessed for 15 minutes. Meeting resumed at 4:30 p.m.

Jennifer Cescolini interviewed at 4:30 p.m.

Chair Luhtanen declared a recess for B. Adrian to tally scoresheets. They recessed for 10 minutes. Meeting resumed at 6:00 p.m.

Chair Luhtanen inquired if Board members were ready to vote at the present meeting.

	YES	NO		YES	NO
Pasternak	X		Negro	X	
Hafeman	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Korpi	X	
Luhtanen	X				

**Outcome:** All members prepared to vote at present meeting.

• **HIRE A NEW CEO**

Results of interview questions reviewed. Discussed strengths and weaknesses of each candidate and what criteria Board was looking for in the next CEO. Board members asked to vote for the candidate of their choice.

	<u>Jennifer</u>	<u>Marc</u>		<u>Jennifer</u>	<u>Marc</u>
Pasternak		X	Negro	X	
Hafeman	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Korpi	X	
Luhtanen	X				

**Outcome:** Voting results were 10 for J. Cescolini and 1 for M. Marcotte. New CEO is J. Cescolini. Chairperson Luhtanen, B. Adrian, and J. Cescolini to meet and negotiate contract.

**PUBLIC COMMENTS** - None

**BOARD COMMENTS** - None

**ADJOURN**

**ACTION:** Motion by M. Negro supported by R. Roberge to adjourn meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:20 p.m.

The next regular Board meeting is scheduled for Thursday, November 29, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

---

Patricia Phillips, Secretary

---

Kelly Stankevich, Administrative Assistant

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Veterans Service Officer Job Description (Part-time)</b>
<b>DEPARTMENT:</b>	<b>Administration / Veterans' Services</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Administrator Carviou has discussed the job description for the Veteran's services officer. (PT for the grant). Changes have been made accordingly.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou 12/20/2018 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, Michigan Position Description**

**Title:** Part-Time Veterans Service Officer  
**Department:** Veterans Service  
**Date:** December 2018

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### **Purpose of Position**

The purpose of this position is to assist veterans, their dependents and surviving spouses in applying for benefits, programs, and services they may be entitled to as a result of their military service. This position works under the discretion of the County Administrator and in coordination with Menominee County's full-time Veteran Service Officer.

### **Essential Duties and Responsibilities**

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Primarily works remotely at different locations throughout Menominee County to meet with and interview veterans, their dependents and surviving spouses to determine eligibility for benefits, programs, and services; counsels and advises claimants and assists in developing claims.
- Review, discuss, and explain claim decisions with veterans, their dependents and surviving spouses; assists in appeals of decisions.
- Schedules home visits to veterans, their dependants and surviving spouses that are unable to travel to the Veterans' Service Office to inform and assist them in applying for benefits, programs, and services.
- Responsible for the reporting requirements of the County Veteran Service Fund Grant provided by the Michigan Veterans Affairs Agency.
- Represents Menominee County and the Veterans Service Office at various functions, such as meeting with veterans' organizations, community agencies, and other civic and business organizations.
- Performs other related functions as assigned or required.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High School Diploma and one year experience in a Veterans Service Office or in a similar position; or any equivalent combination of education, training, and experience which provides the necessary knowledge, skills, and abilities to perform the duties of this position.
- Must complete accreditation training as a Veterans Service Officer within 1 year of hire.
- Must maintain accreditation by attending necessary training or conferences.

- Must have served in the U.S. Military.
- Must have a valid driver's license and good driving record.

### **Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **❖ Language Ability and Interpersonal Communication**

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to utilize a variety of reference, descriptive and/or advisory data and information such as claim forms, invoices, federal regulations and professional journals, laws, medical and legal references, policies, procedures, guidelines and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the County Administrator, veterans, their dependents and surviving spouses, counselors, doctors, source persons, the media and the public.

#### **❖ Mathematical Ability**

- Requires the ability to perform addition, subtraction, multiplication and division; and to calculate percentages and decimals.

#### **❖ Physical Requirements**

- Requires the ability to operate and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

### **Environmental Adaptability**

- Ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses a very limited risk of injury.

### **Salary and Benefit Information**

- This position is funded by a grant made available by the Michigan Veterans Affairs Agency. Employment remains contingent upon Menominee County receiving this grant each year to fund the position.
- This position is a part-time position not to exceed 24 hours per week/1248 hours per year.
- Starting pay for this position will be \$17.00 per hour.

- This position is **NOT** eligible for benefits.
- This is a non-union position. This is an at-will position, and the employee may be terminated at the discretion of the employer.

Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Drug-Free Workplace Policy</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Administration received an update from Attorney Stoker's office in reference to updating existing policies due to the legalization of Marijuana in the state laws. (not federal)	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

12/20/2018

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>

COHL, STOKER & TOSKEY, P.C.  
ATTORNEYS AND COUNSELORS  
601 NORTH CAPITOL AVENUE  
LANSING, MICHIGAN 48933  
(517) 372-9000

SHAREHOLDERS  
PETER A. COHL  
DAVID G. STOKER  
BONNIE G. TOSKEY  
ROBERT D. TOWNSEND  
TIMOTHY M. PERRONE  
MATTIS D. NORDEFJORD

ASSOCIATES  
GORDON J. LOVE  
COURTNEY A. GABBARA  
SARAH K. OSBURN  
  
OF COUNSEL  
RICHARD D. McNULTY

## **IMPORTANT CLIENT UPDATE**

### **Legalization of possession and usage of Marijuana pursuant to the passage of Proposal 1**

On November 6, 2018 voters in the State of Michigan voted in favor of legalizing marijuana. Therefore, as of December 6, 2018 the possession and use of marijuana for recreational purposes is now legal in Michigan. This does not mean that employers are now unable to disqualify an employee from work for a positive marijuana test. However, it is important to clearly communicate to employees what the policy will be for marijuana possession and use.

We recommend that you review your existing policies and revise them to clarify that employees will still be screened for marijuana use during drug testing and that employees are prohibited from being under the influence of marijuana while on the job. Unlike alcohol, there is no test to determine "under the influence" of marijuana. As such you may want to state in your policy that any confirmed positive test for marijuana will establish use or constitute "under the influence."

If you receive Federal grants it is important to remain in compliance with the Drug-Free Work Place Act of 1988. To do so, we recommend that you amend your Drug-Free Work Place Policy Statement to specifically state that the policy includes marijuana, as marijuana remains a controlled substance under Federal law.

We have attached a sample revision to drug screening policies for your review. Please do not hesitate to contact us if you have any questions and concern.

Mattis D. Nordfjord [mnordi@cstmlaw.com](mailto:mnordi@cstmlaw.com)  
Sarah K. Osburn [sosburn@cstmlaw.com](mailto:sosburn@cstmlaw.com)  
Cohl, Stoker & Toskey, P.C.  
601 N. Capitol Ave.  
Lansing, MI 48933

December 11, 2018

## **Sample Drug-Free Work Place Policy Statement:**

Illegal drugs in the work place present a danger to us all. Drugs impair safety and health, promote crime, lower productivity and work quality and undermine public confidence. The County will not tolerate the illegal use of drugs, and now, by law, it cannot. Under the federal Drug-Free Work Place Act of 1988, in order for the County to be considered a "responsible source" for the receipt of federal grant funds, the County has adopted the following policy:

Effective immediately all County premises, including work sites and all County vehicles, are declared to be drug-free work places. This means:

All employees are absolutely prohibited from ~~unlawfully~~ manufacturing, distributing, dispensing, possessing, or using controlled substances in the work place. This includes manufacturing, distributing, dispensing, possessing or using marijuana in the work place as marijuana remains a controlled substances under Federal law.

Employees violating this policy are subject to appropriate personnel/disciplinary action, up to and including termination for the first offense, and/or other remedial measures as the individual circumstances warrant.

Employees have the right to know the dangers of drug abuse in the work place, the County's policy regarding drug use, and what help is available to combat drug problems. The County will provide for a drug awareness program for all employees on the dangers of drug abuse in the work place. To assist employees in overcoming drug abuse problems, the County may offer an Employee Assistance Program. See your supervisor, the Personnel Director or the County Board of Commissioners for information regarding this.

Any employee convicted of violating a criminal drug statute in a County work place must inform the County of such conviction (including pleas of guilty and nolo contendere) within five days of the conviction occurring. Failure to so inform the County subjects the employee to disciplinary action, up to and including termination for the first offense. By law, the County must notify the granting agency within 10 days of receiving such notice from an employee or otherwise receiving notice of such a conviction.

The County reserves the right to offer employees convicted of violating a criminal drug statute in the work place participation in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such a program is offered and accepted by the employee, then the employee must satisfactorily participate in and complete the program as a condition of continued employment.

The County supports the purpose and goals of the Act and by this policy, announces its intention to comply with the Act and make continuing "good faith" efforts to provide a drug-free work place. All employees are expected to cooperate and give this policy their full support.

**ALL EMPLOYEES ARE ASKED TO ACKNOWLEDGE THAT THEY HAVE READ THE ABOVE POLICY AND AGREE TO ABIDE BY IT IN ALL RESPECTS. BY LAW, THIS ACKNOWLEDGMENT AND AGREEMENT ARE REQUIRED OF YOU AS A CONDITION OF CONTINUED EMPLOYMENT.**

DATE: \_\_\_\_\_

Signature: \_\_\_\_\_

## MENOMINEE COUNTY

### *Drug-Free Workplace Policy*

Illegal drugs in the work place present a danger to us all. Drugs impair safety and health, promote crime, lower productivity and work quality, and undermine public confidence. Menominee County will not tolerate the illegal use of drugs. The Drug-Free Workplace Act of 1988 requires Menominee County to maintain a drug-free workplace in order to be considered a "responsible source" for the receipt of federal grant funds. As such, Menominee County has adopted the following policy:

Effective immediately all Menominee County premises, including worksites, temporary worksites, and county vehicles are declared to be drug-free work places. This means:

All employees, officials, and independent contractors are absolutely prohibited from manufacturing, distributing, dispensing, possessing, or using controlled substances in the workplace. Controlled substances are those defined by The Controlled Substances Act (21 U.S.C. Chapter 13). This includes manufacturing, distributing, possessing, or using marijuana in the work place as marijuana remains a controlled substances under Federal law. Any confirmed positive test for marijuana will establish "use" and be considered in violation of this policy.

All employees, officials, and independent contractors are absolutely prohibited from manufacturing, distributing, dispensing, possessing, or using alcohol in the workplace. Any employee under the influence of alcohol in or on any county worksite, temporary worksite, or county vehicle shall be considered in violation of this policy. All employees, officials, and independent contractors may be subject to discipline, up to and including termination.

This policy is not to be construed to prohibit any employees, officials, or independent contractors from using a medication prescribed by a licensed physician, given that the medication is being used in accordance with the physician's instructions.

Elected officials and department heads may have their own drug-free workplace policies due to the job duties and responsibilities of employees within certain departments. These policies may be more restrictive than this policy, but not less restrictive. All employees, officials, and independent contractors are covered by this policy.

Employees, officials, and independent contractors violating this policy are subject to appropriate personnel/disciplinary action, up to and including termination for the first offense, and/or other remedial measures as the individual circumstances warrant.

Employees, officials, and independent contractors have a right to know the dangers of drug abuse in the workplace, the County's policy regarding drug use, and what help is available to combat drug problems. To assist employees in overcoming drug abuse problems, Menominee

County will provide drug counselling, rehabilitation, and employee assistance program information.

Drug or alcohol testing may be required with suspicion of violation. Drug testing may be required preceding return to work following rehabilitation. Testing will be at the expense of the agency.

Any employee, official, or independent contractor convicted of violating a criminal drug statute in a County workplace or convicted of an operating while intoxicated/driving under the influence statute in a county vehicle must inform the County of such conviction (including pleas of guilty and nolo contendere) within five days of the conviction occurring. Failure to so inform the County subjects the employee, official, and independent contractor to disciplinary action, up to and including termination for the first offense.

The County reserves the right to offer employees, officials, and independent contractors convicted of violating a criminal drug statute in the work place participation in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such a program is offered and accepted by the employee, official, or independent contractor, then the employee, official, or independent contractor must satisfactorily participate in and complete the program as a condition of continued employment.

The County supports the purpose and goals of the Act and by this policy, announces its intention to comply with the Act and make continuing "good faith" efforts to provide a drug-free work place. All employees, officials, or independent contractors are expected to cooperate and give this policy their full support.

**ALL EMPLOYEES ARE ASKED TO ACKNOWLEDGE THAT THEY HAVE READ THE ABOVE POLICY AND AGREE TO ABIDE BY IT IN ALL RESPECTS. BY LAW, THIS ACKNOWLEDGMENT AND AGREEMENT ARE REQUIRED OF YOU AS A CONDITION OF CONTINUED EMPLOYMENT.**

DATE: \_\_\_\_\_ Signature: \_\_\_\_\_

## MENOMINEE COUNTY

### *Drug-Free Workplace Policy*

Illegal drugs in the work place present a danger to us all. Drugs impair safety and health, promote crime, lower productivity and work quality, and undermine public confidence. Menominee County will not tolerate the illegal use of drugs. The Drug-Free Workplace Act of 1988 requires Menominee County to maintain a drug-free workplace in order to be considered a "responsible source" for the receipt of federal grant funds. As such, Menominee County has adopted the following policy:

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All employees are absolutely prohibited from manufacturing, distributing, dispensing, possessing, or using alcohol in the workplace. Any employee under the influence of alcohol in or on any county worksite, temporary worksite, or county vehicle shall be considered in violation of this policy. All employees may be subject to discipline, up to and including termination.

This policy is not to be construed to prohibit any employees from using a medication prescribed by a licensed physician, given that the medication is being used in accordance with the physician's instructions.

Elected officials and department heads may have their own drug-free workplace policies due to the job duties and responsibilities of employees within certain departments. These policies may be more restrictive than this policy, but not less restrictive. All employees covered by this policy.

Employees violating this policy are subject to appropriate personnel/disciplinary action, up to and including termination for the first offense, and/or other remedial measures as the individual circumstances warrant.

Employees have a right to know the dangers of drug abuse in the workplace, the County's policy regarding drug use, and what help is available to combat drug problems. To assist employees in overcoming drug abuse problems, Menominee County will provide drug counselling, rehabilitation, and employee assistance program information.

Drug or alcohol testing may be required with suspicion of violation. Drug testing may be required preceding return to work following rehabilitation. Testing will be at the expense of the agency.

Any employee convicted of violating a criminal drug statute in a County workplace or convicted of an operating while intoxicated/driving under the influence statute in a county vehicle must inform the County of such conviction (including pleas of guilty and nolo contendere) within five days of the conviction occurring. Failure to so inform the County subjects the employee to disciplinary action, up to and including termination for the first offense.

The County reserves the right to offer employees convicted of violating a criminal drug statute in the work place participation in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such a program is offered and accepted by the employee then the employee must satisfactorily participate in and complete the program as a condition of continued employment.

The County supports the purpose and goals of the Act and by this policy, announces its intention to comply with the Act and make continuing "good faith" efforts to provide a drug-free work place. All employees are expected to cooperate and give this policy their full support.

**ALL EMPLOYEES ARE ASKED TO ACKNOWLEDGE THAT THEY HAVE READ THE ABOVE POLICY AND AGREE TO ABIDE BY IT IN ALL RESPECTS. BY LAW, THIS ACKNOWLEDGMENT AND AGREEMENT ARE REQUIRED OF YOU AS A CONDITION OF CONTINUED EMPLOYMENT.**

DATE: \_\_\_\_\_ Signature: \_\_\_\_\_

MENOMINEE COUNTY

This certification is required by regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR Part 76, Part F. The regulations published in the January 31, 1989 Federal Register, require certification by grantees that they will maintain a drug-free workplace.

Menominee County's policy of maintaining a drug-free workplace:

Drugs shall be prohibited in the workplace, agency owned vehicles or in places designated on a temporary basis as a "workplace". i.e. Conference/meeting place locations, etc. Drugs shall be defined as: controlled substances as defined in the Michigan Public Health Code (marijuana, amphetamines, heroin, cocaine, barbiturates, psychedelic drugs, etc.) and alcohol. Drugs shall not be used by any employee during work hours or any time when work performance could be affected, unless they are over-the-counter drugs or drugs prescribed by a licensed physician and used in accordance with the physician's instructions.

Drug counseling, rehabilitation and employee assistance program information shall be available to employees.

With respect to positions that due to their job duties require handling or possession of legal or illegal substances as defined by the Drug-Free Workplace Act, this policy does not apply in those circumstances.

With respect to positions that could affect the safety of clients and/or other employees, drug testing may be required with suspicion of violation. Drug testing may be required preceding return to work following rehabilitation. Testing will be at the expense of the agency.

The penalties that will be imposed upon employees for drug abuse violation occurring as a condition of employment may include suspension and/or termination. The employee will be asked to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement or other appropriate agency.

As a condition of employment, the employee will:

1. Abide by the terms of this statement; and
2. Notify the employer of any criminal drug status conviction for any violation occurring in the workplace no later than five (5) days after such conviction.

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
DATE

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Tax Foreclosure Lawsuit</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>We recently received notice from MMRMA that a class action lawsuit is being filed on many counties in Michigan. Menominee County has not as of yet, but our Liability ins. carrier sent us information about what we should do if we have a lawsuit filed against Menominee County. MMRMA would like the county to utilize Allan Vander Laan, an attorney that is used regularly by MMRMA; and has experience with this particular case.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

12/20/2018

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>

## Jason Carviou

---

**From:** Christopher Flechsig <cflechsig@mrrma.org>  
**Sent:** Thursday, December 13, 2018 1:49 PM  
**To:** Jason Carviou; Sherry DuPont  
**Subject:** Tax Foreclosure Suit  
**Attachments:** MMRMA Lawsuit Reporting Form.pdf; mrrma\_liability\_incident\_report\_-\_2018 (4).pdf

Jason-

Thanks again for speaking with me today. As mentioned, attached are the updated forms that will need to be filled out. One is a liability/claim report, and the other form is a lawsuit reporting form which should be filled out and sent back to me as soon as the county is served with the suit.

Lastly, please confirm the County's willingness to utilize Allan Vander Laan along with the other named counties. Allan is a partner in the firm Cummings, McClorey, Davis and Acho in Grand Rapids. He has experience with this particular cases and is one of the attorneys we use on a very regular basis.

Thank you.

Christopher S. Flechsig, Esq.  
Claims Attorney  
Michigan Municipal Risk Management Authority  
14001 Merriman Road  
Livonia, MI 48154  
Main (734) 513-0300 - Fax (734) 513-0318  
[cflechsig@mrrma.org](mailto:cflechsig@mrrma.org)

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MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

## Reporting Lawsuits to MMRMA

Lawsuit was received via:            Mail            In-Person service  
(Circle one)

Who was served:            Name(s): \_\_\_\_\_

Date of Service:            Date: \_\_\_\_\_

Identify all member employee(s)/Official(s) named in the complaint:

---

---

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Send MMRMA a copy of the Summons and Complaint as well as any other attached documents, such as exhibits, interrogatories, etc.

Also, if served by mail, send a copy of the envelope with postage mark to reflect postage date.

Lawsuit can be emailed, faxed or mailed to MMRMA.

Claims Adjuster:            Chris Flechsig            cflechsig@mmrma.org

Administrative Assistant:    Denise Benton            dbenton@mmrma.org

Legal Service Manager:      Starr Kincaid            skincaid@mmrma.org

Fax Number:                (734) 513-0318

MMRMA Address:            14001 Merriman Road  
Livonia, MI 48154

## LIABILITY CLAIM / INCIDENT REPORT

\*Use this form to report: 1) any claim which caused bodily injury or property damage to a Claimant or 2) any incident that has potential to cause bodily injury or property damage to a Claimant.

(1) Name of MMRMA Member:	(2) Member Department:	(3) Member Department Phone #:	(4) Reported By:
(5) Exact Location of Claim/Incident:	(6) Date of Claim/Incident:	(7) Time of Incident: A.M. <input type="checkbox"/> P.M. <input type="checkbox"/>	(8) Date Reported By Department:

(9) **TYPE OF CLAIM:**

<input type="checkbox"/> Bodily Injury	<input type="checkbox"/> Civil Rights Complaint	<input type="checkbox"/> Open Meetings Act	<input type="checkbox"/> Zoning Dispute	<input type="checkbox"/> Personal Injury
<input type="checkbox"/> Property Damage	<input type="checkbox"/> EEOC/MDCR Complaint	<input type="checkbox"/> Freedom of Information Act	<input type="checkbox"/> Land Use Dispute	<input type="checkbox"/> Data Breach / Cyber

Claim  Notice Only

**CLAIMANT INFORMATION**

(10) Claimant's Name:  Name of Parent or Guardian (if applicable):	Claimant's Address:	Claimant's Telephone #: Cell #: Home #: Work #:
--	---------------------	--

BODILY INJURY INFORMATION	PROPERTY DAMAGE INFORMATION
(11) Claimant's Age: _____ Date of Birth: _____	(18) Describe Property Damaged:
(12) Describe Injury:	
(13) Part of Body Injured:	(19) Cause of Damage:
(14) Claimant's Employer:	(20) Extent of Damage:
(16) Did Claimant Lose Work Time? Yes <input type="checkbox"/> No <input type="checkbox"/>	(17) Claimant Social Security #: _____
	(21) Estimated Cost to Repair: \$ _____
	(22) Actual Cost to Repair: \$ _____

(23) Name of Witness:	Witness Address	Witness Telephone #
1)		
2)		
3)		

(24) Photographs Taken? Yes <input type="checkbox"/> No <input type="checkbox"/> Photographs Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	(25) Other Supporting Documents? Yes <input type="checkbox"/> No <input type="checkbox"/> Supporting Documents Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	(26) Police Report #: Police Report Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>
--	--	---

(27) Please describe in detail how the claim/incident occurred (attach any supporting data):

<b>(28) LAWSUIT</b>	D. Please List Employees / Officials of Member who are Identified on the Complaint
A. Date of Service	1) _____ 6) _____
B. Method of Service <input type="checkbox"/> In Person <input type="checkbox"/> Mail	2) _____ 7) _____
C. Name of Person Served and Title	3) _____ 8) _____
	4) _____ 9) _____
	5) _____ 10) _____

(29) Submitted by:	(30) Title:	(31) Date:
--------------------	-------------	------------

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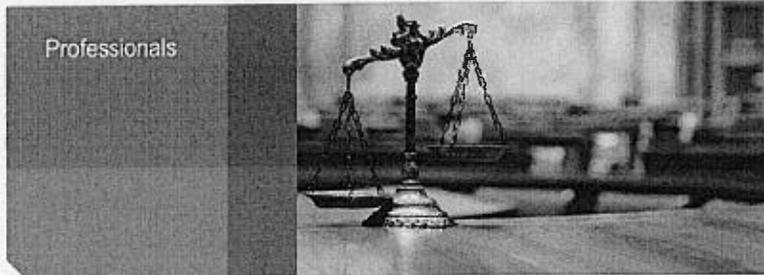
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Insurance Defense (21)

Law Enforcement Defense and Litigation (5)

Municipal Law (14)

Plaintiffs Personal Injury (3)

Uncategorized (3)

Utility Law (4)

- Go back to directory.
- Add to Address Book.

### Allan C. Vander Laan

Partner  
Grand Rapids, MI Office

Work Phone: (616) 975-7470  
Work Fax: (616) 975-7471

Work Email: avanderlaan@cnda-law.com



### Biography

#### Summary of Experience

Allan C. Vander Laan is a partner in our Grand Rapids office where he focuses his practice on insurance defense, municipal law, and employment and labor law.

Mr. Vander Laan represents municipalities and governmental agencies throughout Michigan in employment matters and civil rights cases, including constitutional claims arising under the First Amendment, Fourth Amendment, Eighth Amendment and Fourteenth Amendments of the United States Constitution.

Additionally, Mr. Vander Laan has a wealth of experience with insurance matters, including arson and fraudulent claims investigation and defense, subrogation cases, wrongful death and major property damage, no-fault, and personal injury protection.

He frequently gives speeches and lectures to a variety of audiences on topics such as spoliation of evidence, arson investigations, Freedom of Information Act, updates in municipal law and many others.

Search by Office Location

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Municipal Law

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+ Honors

+ Representative Cases

+ Additional Jurisdiction and Court Admissions

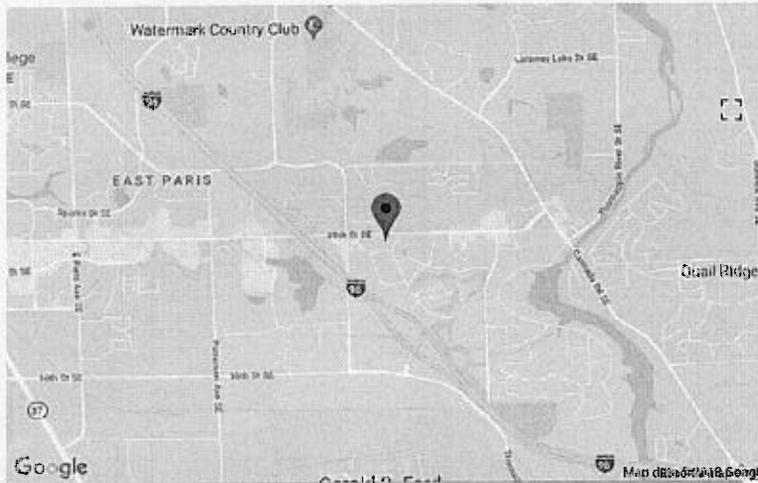
+ Memberships and Associations

+ Presentations and Articles

+ Published Articles

Notes

□



CONTACT US

PRACTICE GROUPS

OUR FIRM

Livonia, MI: (734) 261-2400  
 Grand Rapids, MI: (616) 975-7470  
 Clinton Twp, MI: (566) 228-5800  
 Traverse City, MI: (231) 922-1868  
 Kansas City, MO: (816) 842-1880  
 Riverside, CA: (951) 376-4420

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 Educational Law  
 Estate Planning / Elder Law  
 Employment / Labor Law  
 Insurance Defense  
 Municipal Law  
 Plaintiff's Personal Injury  
 Law Enforcement Defense & Litigation  
 Utility Law

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Correspondence from Philip L. Ellison, MBA, JD, Esq.  
Business Counselor & Attorney at Law  
pellison@olcplc.com

August 3, 2018  
SENT VIA US MAIL

Hon. Bill Schuette, Michigan Attorney General  
Michigan Department of Attorney General  
525 W. Ottawa Street  
P.O. Box 30212  
Lansing, Michigan 48909

**Re: Notice Pursuant to Federal Court Order  
Freed v. Thomas, et. al.  
US-MIED Case No. 17-cv-13519**

Dear Attorney General Schuette:

Pursuant to a federal court order dated August 3, 2018 issued in accordance with 28 U.S.C. § 2403 and Fed. R. Civ. P. 5.1, this law office is providing notice that a state statute has been constitutionally questioned and the parties do not include the state, one of its agencies, or one of its officers or employees in an official capacity.

This lawsuit questions whether Michigan's *General Property Tax Act* is unconstitutional because it provides no mechanism for the return to the delinquent taxpayer of the "surplus equity" (i.e., the difference between the equity and the tax bill) or, in the event that the property is sold for less than fair market value, for the return to the delinquent taxpayer of the difference between the sale proceeds and the tax bill. See the attached order (ECF No. 42).

Enclosed is a copy of the complaint and a copy of Federal Judge Bernard A. Friedman's order dated August 3, 2018 (ECF No. 42). Please allow this letter to serve as the requisite notice contemplated by the federal court's directions.

Best regards,

A handwritten signature in black ink that reads "Philip L. Ellison".

Philip L. Ellison, MBA, JD, Esq.  
Attorney at Law

Great Lakes Bay Region  
PO Box 107  
Hemlock, MI 48626  
Direct (989) 642-0055  
Fax (888) 398-7009

IT IS ORDERED that plaintiff "file a notice of constitutional question stating the question and identifying the paper that raises it," as required by Fed. R. Civ. P. 5.1(a)(1).

IT IS FURTHER ORDERED that plaintiff "serve the notice and paper on the . . . state attorney general . . . either by certified or registered mail or by sending it to an electronic address designated by the attorney general for this purpose," as required by Fed. R. Civ. P. 5.1(a)(2).

IT IS FURTHER CERTIFIED to the Michigan Attorney General, pursuant to Fed. R. Civ. P. 5.1(b), that the constitutionality of Mich. Comp. Laws § 211.78m(8)(a)-(h) has been questioned in this case. If he wishes to do so, the Michigan Attorney General may intervene in this matter within sixty days of the date of this order.

IT IS FURTHER ORDERED that the Clerk of Court mail a copy of this order to the Michigan Attorney General at the following address: 525 W. Ottawa Street, P.O. Box 30212, Lansing, Michigan 48909.

Dated: August 3, 2018  
Detroit, Michigan

s/Bernard A. Friedman  
BERNARD A. FRIEDMAN  
SENIOR UNITED STATES DISTRICT JUDGE

**CERTIFICATE OF SERVICE**

The undersigned certifies that a copy of the foregoing order was served upon each attorney or party of record herein by electronic means or first class U.S. mail on August 3, 2018.

s/Johnetta M. Curry-Williams  
Case Manager

**US DISTRICT COURT  
FOR THE EASTERN DISTRICT OF MICHIGAN**

DONALD FREED,  
Plaintiff,

Case No.: 17-cv-13519  
Honorable \_\_\_\_\_

v.

**COMPLAINT  
JURY DEMANDED**

MICHELLE THOMAS, sued in her  
official and individual capacities;  
and COUNTY OF GRATIOT,  
Defendants

---

OUTSIDE LEGAL COUNSEL PLC  
PHILIP L. ELLISON (P74117)  
Counsel for Plaintiff  
PO Box 107  
Hemlock, MI 48626  
(989) 642-0055  
pellison@olcplc.com

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**COMPLAINT FOR MONEY DAMAGES WITH INJUNCTIVE  
AND DECLARATORY RELIEF FOR CONSTITUTIONAL VIOLATIONS**

**INTRODUCTION**

1. In this case, Defendant COUNTY OF GRATIOT and its treasurer, Defendant MICHELLE THOMAS, took Plaintiff DONALD FREED's property worth \$97,000.00 to satisfy a past due tax of \$735.43 (plus other expenses), and then refused to refund any of the difference beyond what needed to satisfy that debt.

2. In some legal precincts and some federal judges reviewing said action call it theft; but under the Michigan *General Property Tax Act*, is called tax collection.

3. The practice is governance for profit.

4. This case seeks to establish that these actions cause violations of the Fifth, Eighth, and Fourteenth Amendments to the United States Constitution.

5. Michigan state courts are inadequate and unwilling to treat this as the unconstitutional wrongful action that it is.

### **PARTIES**

6. Plaintiff DONALD FREED is a resident of the County of Gratiot in the State of Michigan.

7. Defendant MICHELLE THOMAS is a resident of and the treasurer of the COUNTY OF GRATIOT and is sued in her official and personal capacities.

8. Defendant COUNTY OF GRATIOT is a legal entity formed and/or existing under the laws of the State of Michigan.

### **JURISDICTION**

9. This is a civil action brought pursuant to 42 U.S.C. § 1983 seeking injunctive and declaratory relief together with monetary damages against Defendants for violations of the Fifth, Eighth and Fourteenth Amendments of the United States Constitution.

10. This Court has jurisdiction pursuant to 28 U.S.C. § 1331, which authorizes federal courts to decide cases concerning federal questions; 28 U.S.C. § 1343, which authorizes federal courts to hear civil rights cases; and 28 U.S.C. § 2201, which authorizes declaratory judgments via the Declaratory Judgment Act.

11. Venue is proper in this Court as Defendants, individually and collectively, conduct their business in the Eastern District of Michigan.

### **GENERAL ALLEGATIONS**

12. Prior to actions taken by Defendant MICHELLE THOMAS, personally and/or on behalf of Defendant COUNTY OF GRATIOT, Plaintiff DONALD FREED owned Parcel No. 13-026-006-10 commonly known as 7706 Bliss Rd, Elwell, MI 48832 in the County of Gratiot, State of Michigan (hereinafter the "Freed Property").

13. The Freed Property is approximately 35 acres of land and was Plaintiff DONALD FREED's home.

14. The ownership of the Freed Property was the result of years of hard word by Plaintiff DONALD FREED.

15. By Defendant COUNTY OF GRATIOT's own valuation, the Freed Property was or is worth \$97,000.00, Exhibit B.

16. Plaintiff DONALD FREED owed a mere \$735.43 in past due taxes, together with administrative expenses, costs and interest to total \$1,109.06.

17. Until the forfeiture, Plaintiff DONALD FREED made and continued to make various payments but did not know or understand the extent he was behind on this small amount of property tax.

18. This is because Plaintiff DONALD FREED cannot read to a sufficient enough level when provided certain written notice(s) of the past due tax.

19. Defendant MICHELLE THOMAS admitted, by counsel, that the required statutory requirements impose by state law were not met for notice of forfeiture, which required verbal notice as mandated by MCL 211.78i(3).

20. Defendant MICHELLE THOMAS sought and obtained a tax foreclosure judgment from the Michigan Circuit Court for the County of Gratiot taking the property interests of Appellant DONALD FREED due to unpaid taxes and administrative expenses, costs and interest of \$1,109.06 related to Parcel No. 13-026-006-10, see Exhibit A.

21. Afterwards, the Freed Property was sold for \$42,000.00 to a third party, Exhibit C.

22. Defendant MICHELLE THOMAS and Defendant COUNTY OF GRATIOT refused to return the excess equity beyond the unsatisfied tax debt and administrative expenses, costs and interest of \$1,109.06 and have appropriated property's equity worth \$97,000.00 for public use by Defendant COUNTY OF GRATIOT.

**COUNT I**  
**FIFTH/FOURTEENTH AMENDMENTS VIOLATION**  
**42 U.S.C. § 1983**

**TAKING**

23. The prior allegations are realleged word for word herein.

24. Defendant MICHELLE THOMAS and Defendant COUNTY OF GRATIOT have taken property in the form of equity and/or monies beyond the amount of unpaid taxes and administrative expenses, costs and interest of \$1,109.06 and have appropriated said monies for public use without the payment of just compensation.

25. Said action violates the Fifth and Fourteenth Amendments to the United States Constitution.

26. No state court inverse condemnation or takings procedure is unavailable by operation of Michigan case law, *Rafaelli LLC v Oakland County*, Court of Appeals Case No. 330696 (issued Oct 24, 2017, copy attached as Exhibit D).<sup>1</sup>

27. The lack of state court inverse condemnation or takings procedure makes such a non-existing process inadequate by operation of Michigan case law, *Rafaelli LLC v Oakland County*, Court of Appeals Case No. 330696 (issued Oct 24, 2017, copy attached as Exhibit D).<sup>2</sup>

28. This claim is ripe without exhaustion of state compensation remedies for prudential reasons because the State of Michigan's courts recently and clearly failed to recognize such a taking as existing as a matter of state law, see *Rafaelli LLC v Oakland County*, Court of Appeals Case No. 330696 (issued Oct 24, 2017, copy attached as Exhibit D), and thusly cannot

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<sup>1</sup> *Williamson County* ripeness is a prudential doctrine, not a jurisdictional bar, which can be easily overcome by showing a state does not provide an adequate procedure or remedy to challenge a taking. *Wilkins v. Daniels*, 744 F.3d 409, 418 (6th Cir. 2014)(citing *Suitum v. Tahoe Reg'l Planning Agency*, 520 U.S. 725, 733-34 (1997)).

<sup>2</sup> *Williamson County* ripeness is a prudential doctrine, not a jurisdictional bar, which can be easily overcome by showing a state does not provide an adequate procedure or remedy to challenge a taking. *Wilkins v. Daniels*, 744 F.3d 409, 418 (6th Cir. 2014)(citing *Suitum v. Tahoe Reg'l Planning Agency*, 520 U.S. 725, 733-34 (1997)).

and will not provide adequate/available procedures to obtain relief to the point of near certainly of not compensating for such a taking.

29. It is clear, by the *Rafaelli* decision, the State of Michigan and its subordinate officers and created/empowered entities, including Defendant MICHELLE THOMAS and Defendant COUNTY OF GRATIOT, do not intend to be required or otherwise will pay just compensation by or via any procedures, making any such procedures unavailable or inadequate.

30. The actions described herein is a policy, custom, and/or practice of Defendant COUNTY OF GRATIOT or its final policymaker sufficient to impose damages and other relief pursuant to *Monell v. New York City Department of Social Services* and its progeny.

31. Plaintiff DONALD FREED has previously and continues to suffer and/or be entitled to an award of damages as result of Defendants' violation of his rights under the United States Constitution.

32. The conduct of Defendants was reckless and undertaken with complete in indifference to Plaintiff DONALD FREED's federal rights to be free from violations of the Fifth and Fourteenth Amendments to the United States Constitution.

**COUNT II  
EIGHTH AMENDMENT VIOLATION  
42 U.S.C. § 1983**

**EXCESSIVE FINE FORFEITURE**

33. The prior allegations are realleged word for word herein.

34. The Eighth Amendment to the United States Constitution is the part of the United States Bill of Rights prohibiting the government from imposing excessive fines, which the US Supreme Court has applied to action(s) involving forfeitures.

35. By imposing and retaining an excessive fine in the form of the forfeiture of value of Plaintiff DONALD FREED's equity interest in the Freed Property in excess of eighty times the value of the unpaid taxes and administrative expenses, costs and interest of \$1,109.06, Plaintiff DONALD FREED's Eighth Amendment rights have been violated.

36. The actions described herein is a policy, custom, and/or practice of Defendant COUNTY OF GRATIOT or its final policymaker sufficient to impose damages and other relief pursuant to *Monell v. New York City Department of Social Services* and its progeny.

37. Plaintiff DONALD FREED has previously and continues to suffer and/or be entitled to an award of damages as result of Defendants' violation of his rights under the United States Constitution.

38. The conduct of Defendants was reckless and undertaken with complete in indifference to Plaintiff DONALD FREED's federal rights to be free from violations of the Eighth Amendment to the United States Constitution.

### RELIEF REQUESTED

39. WHEREFORE, Plaintiff DONALD FREED respectfully requests this Court to do all of the following—

- a. Enter an order, pursuant to the Declaratory Judgment Act, declaring the conduct of Defendants as being unconstitutional;
- b. Enter an order, pursuant to the Declaratory Judgment Act, declaring the *General Property Tax Act*, Act 206 of 1893, as applied to Plaintiff DONALD FREED as being unconstitutional and enjoin its future application in the same manner against Plaintiff DONALD FREED by Defendants;
- c. Enter an order for injunctive relief to halt the illegal processes and procedures of Defendants in violation of the Fifth, Eighth and/or Fourteenth Amendments to the United States Constitution;
- d. Enter an order for damages in the amount of taken and/or forfeited equity and/or funds in excess of the unpaid taxes and administrative expenses, costs and interest of \$1,109.06 obtained and retained by Defendants by its illegal actions;

- e. Enter an order for an award of nominal and/or punitive damages;
- f. Enter an order for an award of actual reasonable attorney fees and litigation expenses pursuant to 42 U.S.C. § 1988 and all other applicable laws, rules, or statutes; and
- g. Enter an order for all such other relief the court deems equitable.

**JURY DEMAND**

40. For all triable issues, a jury is hereby demanded.

Date: October 28, 2017

RESPECTFULLY SUBMITTED:

/s/ Philip L. Ellison  
OUTSIDE LEGAL COUNSEL PLC  
BY PHILIP L. ELLISON (P74117)  
Counsel for Plaintiff  
PO Box 107 · Hemlock, MI 48626  
(989) 642-0055  
pellison@olcplc.com

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>UES Computer Quote</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>We have enclosed a quote from UES to begin the computer rotation process. As was discussed by Jason Carviou during the budget process, the county needs to start a rotation of computers. A lot of the computers here are 5-7 years old and need to be replaced before they crash. Jason's idea is to replace approx. 20 per year to keep us up to date, starting with the oldest ones. He would like to discuss getting them ordered from UES. He's checked many other entities for the same computers and UES can get them for us at the lowest cost to the county.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

12/20/2018

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>

**U.E.S. Computers**  
 Suite 101  
 2035 Marinette Ave.  
 Marinette, WI 54143-3864  
 715-732-9103 Fax: 715-732-9107

Quote #:	35208
Quote Date:	12/6/2018
Page:	1
Customer #:	3304

Quoted To:

Menominee Cnty Admin. Office  
 839 10th Ave.  
 Menominee, MI 49858-3000  
 USA



Valid Through: 12/6/2018

Phone: 906-863-7779		Cust PO:		Terms: Net 30	
Reference: 22-Opti/LCD/Cbl		Ship Via: UPS		Salesperson: GREGD	
Stock Code	Description	Quantity	Price	Extended	
DELL-23LCD-E	Dell 23" LCD Monitor, 1920x1080, HDMI/VGA	22.00	132.00	2,904.00	
DS-DELL-MFS18	Dell Micro All-In-One Monitor & Micro PC Stand, 100mm VESA, Height/Tilt/Swivel/Pivot	22.00	99.00	2,178.00	
OPTI3060M-I5256S	Dell Optiplex 3060 Micro PC, Core i5-8500T, 8gb, 256gb SSD, Win 10 Pro, KB/Mouse, HDMI/DP, NO DVD	22.00	712.00	15,664.00	
XXX	Micro Stand Qty. 20+ Price Break Discount	22.00	-8.00	-176.00	
XXXX	Dell LCD Qty. 20+ Price Break Discount	22.00	-8.00	-176.00	
XXXXX	Optiplex Qty. 20+ Price Break Discount	22.00	-31.00	-682.00	

All of the QTY. 20+ price discounts are only applied when a single order is QTY 20 or more.

12/07 Update

Used requested Dell monitor stands added to the order. Dell stands only support 100x100 VESA so the quoted LG monitors had to be changed to the Dell 23" LCD.

NOTE: The Dell lcd's information page state that an HDMI cable ships with monitor. Removed the quoted 6' HDMI cables from this quote. However, manufacturer information vs. what actually in the box has been known to be incorrect. If the HDMI cable is not in the box user WOULD BE RESPONSIBLE to purchase the cable ( \$14 - \$ 2.50 QTY 20+ Discount = \$ 11.50 p/Cable)

SubTotal:	19,712.00
Tax:	0.00
Shipping:	0.00
Total:	19,712.00

UES COMPUTERS IS NOT LIABLE FOR SOFTWARE PERFORMANCE OR INTEGRITY.  
 Network service time is portal (UES location) to depart of customers location.  
 All UES warranty repairs do not include same day service without additional charges  
 Hardware is warranted for manufacturer defect ONLY (by manufacturer). Software is non-returnable. All used parts are AS IS.

Maximize your budget with up to 35% savings on select PCs before 2018 ends. Use coupon SAVE35 in cart to access savings. Shop Now ([//www.dell.com/en-us/work/shop/deals/exclusive-pc-deals?ref=525\\_interstitial](http://www.dell.com/en-us/work/shop/deals/exclusive-pc-deals?ref=525_interstitial)) | Questions about delivery? Call 1-877-302-3355 or Click to Chat ([//channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29?newtab=1](http://channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29?newtab=1))

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Need something sooner? Our Small Business Technology Advisors are here to help. Call 1-877-302-3355 or Click to Chat ([//channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29](http://channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29))

**Subtotal (1 Item):**

**\$686.22**

Checkout

Check out with **PayPal**

Express Checkout ▼



New OptiPlex 3060 Micro

[Edit](#) | [Save for later](#) | [Remove](#)

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OptiPlex 3060 Micro

OptiPlex 3060 Micro Form Factor BTX

**Processor**

Intel Core™ i5-8500T (6 Cores/9MB/6T/up to 3.5GHz/35W); supports Windows 10/Linux

**Operating System**

Windows 10 Pro 64bit English, French, Spanish

**Microsoft Office**

Microsoft Office 30 Day Trial

**Memory**

8GB 1X8GB DDR4 2666MHz Non-ECC

**Hard Drive**

M.2 256GB SATA Class 20 Solid State Drive

**Systems Management**

No Out-of-Band Systems Management

**Additional Hard Drive**

No Additional Hard Drive

**Wireless**

Qualcomm® QCA9377 Dual-band 1x1 802.11ac Wireless with MU-MIMO + Bluetooth 4.1 with Internal Antenna

**Driver**

Qualcomm Wireless QCA9377 1x1 driver

**Serial Port/PS2 Adapter (Active)**

No Parallel or Serial Port

**Chassis Options**

OptiPlex 3060 Micro with 65W up to 87% efficient adapter

**Back Cover**

No Cable Cover

**External Speakers**

No External Speaker

**Stands and Mounts**

No Integrated Stand option

**■ Non-Microsoft Application Software**

Windows 10 Non-Embedded

**Operating System Recovery Options**

OS-Windows Media Not Included

**E-Star**

Energy Star

**Hard Drive Software**

NO INTEL RESPONSIVE

**Power Supply**

65 Watt AC Adapter

**FGA Module**

3060MFF\_1H19\_019/US/BTS

**Protect Your New PC**

No Security Software

**Optical Software**

PowerDVD Software not included

**TPM Security**

Trusted Platform Module (Discrete TPM Enabled)

**Power Cord**

System Power Cord (Philippine/US)

**Processor Branding**

Intel(R) Core(TM) i5 Processor Label

**UPC Label**

Print on Demand Label

**Documentation/Disks**

Safety/Environment and Regulatory Guide (English/French Multi-language)

**CompuTrace Offerings + Stoptrack Label**

No Computrace

**Canada Ship Options**

US No Canada Ship Charge

**Regulatory Label**

 Mexico Regulatory LBL for Micro Chassis 65W

**Packaging**

Ship Material for OptiPlex Micro Form Factor

**Placemat**

Documentation, English, French, Dell OptiPlex 3060

**Transportation from ODM to region**

BTS/BTP Shipment

**External Optical Device**

No External ODD

**TAA**

No TAA

**Hardware Support Services**

3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnosis

**Keyboard**

Black Dell KB216 Wired Keyboard

**Mouse**

Dell MS116 Wired Mouse

**Cables and Dongles**

No Additional Cable

Quantity

1 

Market Price

\$1,055.72

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- \$369.50

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Buy an OptiPlex, Latitude, or Precision PC and get a Chromebook laptop for as low as \$119.99

Details ()

35% off list price after applying coupon SAVE35 in cart.

Details ()

No interest if paid in full within 90 days on qualifying OptiPlex

desktops \$699 or more!

Details ()

Item Total:

\$686.22

### Coupons

Coupon code	Apply Coupon
-------------	--------------

Find coupons (<https://www.dell.com/en-us/work/shop/dell-coupons-codes/ab/dell-coupons-codes>) or chat with an agent (<https://channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC>) for additional help.

- ✓ Coupon SAVE35 has been applied.  
Save 35% off select business PCs with coupon SAVE35  
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### Customers who bought items in your order also bought



OptiPlex Micro Cable Cover Kit

\$19.99  
Add To Cart (<https://www.dell.com/en-us/shop/serviceselection/305-shop?c=us&l=en&cs=04&s=bsd&ref=sd3&rb=04&s=bsd&ref=sd3&rb=04>)



OptiPlex Micro Dust Filter, Kit

\$19.99  
Add To Cart (<https://www.dell.com/en-us/shop/serviceselection/750-shop?c=us&l=en&cs=04&s=bsd&ref=sd3&rb=04&s=bsd&ref=sd3&rb=04>)



OptiPlex Micro VESA Mount with adapter b...

\$29.99  
Add To Cart (<https://www.dell.com/en-us/shop/serviceselection/452-shop?c=us&l=en&cs=04&s=bsd&ref=sd3&rb=04&s=bsd&ref=sd3&rb=04>)



Dell OptiPlex M Enclosure Mou.

\$89.99  
Add To Cart (<https://www.dell.com/en-us/shop/serviceselection/452-shop?c=us&l=en&cs=04&s=bsd&ref=sd3&rb=04&s=bsd&ref=sd3&rb=04>)

### ► Rewards

### Summary (1 Item)

Subtotal

\$686.22

Maximize your budget with up to 35% savings on select PCs before 2018 ends. Use coupon SAVE35 in cart to access savings. Shop Now ([//www.dell.com/en-us/work/shop/deals/exclusive-pc-deals?ref=525\\_interstitial](http://www.dell.com/en-us/work/shop/deals/exclusive-pc-deals?ref=525_interstitial)) | Questions about delivery? Call 1-877-302-3355 or Click to Chat ([//channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29?newtab=1](http://channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC&nareferer=%27+escape%28document.location%29?newtab=1))

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**Subtotal (1 Item):**

**\$714.07**

[Checkout](#)

Check out with **PayPal**

[Express Checkout](#) ▼



**New OptiPlex 3060 Small Form Factor**

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▶ [View full specs](#)

Quantity

▼

Market Price

\$1,098.57

▼ Hide savings

- \$384.50

Save 35% off select business PCs with coupon SAVE35

Details ()

Buy an OptiPlex, Latitude, or Precision PC and get a Chromebook laptop for as low as \$119.99

Details ()

35% off list price after applying coupon SAVE35 in cart.

Details ()

No interest if paid in full within 90 days on qualifying OptiPlex desktops \$699 or more!

Details ()

Item Total:

\$714.07

New OptiPlex 3060 Micro (/en-us/work/shop/cty/pdp/spd/optiplex-3060-micro/s019o3060mffus) was removed from your cart. Undo

### Coupons

Coupon code

Apply Coupon

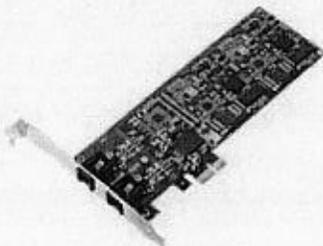
Find coupons (<https://www.dell.com/en-us/work/shop/dell-coupons-codes/ab/dell-coupons-codes>) or chat with an agent (<https://channels.us.dell.com/netagent/cimlogin.aspx?questid=049FD634-AFAA-423A-B417-A2F31B42EAF4&portid=88B394DE-1D38-42BB-8901-89FE759FA0FC>) for additional help.

✓ Coupon SAVE35 has been applied.

Save 35% off select business PCs with coupon SAVE35

Details | Remove

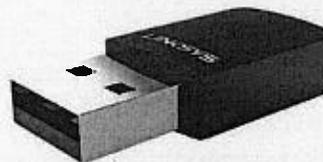
### Customers who bought items in your order also bought



IQ EXPRESS 4-PORT



Dell Keyboard Palmrest for KB212 and KM6...



Linksys WUSB6100M Max-Stream™ AC600 Wi-F...



APC Back-UPS Battery Backup

# Shopping cart

## Cart summary

Product	Qty	Each	Total
 HP ProDesk 400 G5 Small Form Factor PC U.S. - English localization SKU: 4DQ09UT#ABA Add a care pack Contract: MI - REMC (NASPO VP PC) [REMC-HP-NASPO-15] Remove	<input type="text" value="22"/> Update	USD \$746.46	USD \$16,422.12

Continue shopping

## Summary

Subtotal  
USD \$16,422.12

Checkout

If the bill to company and address you wish to use is not present at the time of check out please enter it in the "Shipping Instructions" box. The order management team will make sure it is billed to the correct location.

# Search

Your Search Selections
<p><b>Category</b></p> <p>✕ Desktops</p>
<p><b>Hard Drive Capacity</b></p> <p>✕ 250GB or more</p>
<p><b>Hard Drive Type</b></p> <p>✕ Solid State Drive</p>
<p><b>OS Provided</b></p> <p>✕ Windows 10 Pro 64-bit Edition</p>
<p><b>Processor Type</b></p> <p>✕ Core i5</p>
<p><b>Part Warranty</b></p> <p>✕ 3 Years</p>
<p><b>List Price</b></p> <p>✕ \$600 - \$800</p>
<p><b>Number of Cores</b></p> <p>✕ 6-core</p>
<p><b>RAM (max)</b></p>

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✖ 8GB or more

**Refine Your Results**

Search Within

In Stock items only

	Product	Availability ⓘ	Price
	<p><b><u>HP ProDesk 400 G5 3GHz Core i5 8GB RAM 256GB hard drive</u></b>                      HP Inc.</p> <ul style="list-style-type: none"> <li>• Item #: 35771972</li> <li>• Mfr Part#: 4DQ09UT#ABA</li> <li>• Platform: PC</li> <li>• 3GHz Intel Core i5 8500 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD-Writer</li> </ul> <p><b>See All:</b> Desktops</p>	In Stock	\$729.00
	<p><b><u>Dell OptiPlex 3060 3GHz Core i5 8GB RAM 256GB hard drive</u></b>                      Dell</p> <ul style="list-style-type: none"> <li>• Item #: 35694330</li> <li>• Mfr Part#: KM82W</li> <li>• Platform: PC</li> <li>• 3GHz Intel Core i5 8500 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD±RW</li> </ul> <p><b>See All:</b> Desktops</p>	In Stock	\$747.57
	<p><b><u>Lenovo ThinkCentre M720 2.8GHz Core i5 8GB RAM 256GB hard drive</u></b>                      Lenovo</p> <ul style="list-style-type: none"> <li>• Item #: 35786234</li> <li>• Mfr Part#: 10ST002FUS</li> <li>• Platform: PC</li> <li>• 2.8GHz Intel Core i5 8400 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD±RW</li> </ul> <p><b>See All:</b> Desktops</p>	In Stock	\$739.02

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Product	Availability ⓘ	Price
	<a href="#"><u>Lenovo ThinkCentre M720 1.7GHz Core i5 8GB RAM 256GB hard drive</u></a>	In Stock \$649.00
Lenovo <ul style="list-style-type: none"> <li>• Item #: 35861898</li> <li>• Mfr Part#: 10T7002CUS</li> <li>• Platform: PC</li> <li>• 1.7GHz Intel Core i5 8400T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		
<a href="#">See All: Desktops</a>		
	<a href="#"><u>Lenovo ThinkCentre M720 2.8GHz Core i5 8GB RAM 256GB hard drive</u></a>	In Stock \$749.00
Lenovo <ul style="list-style-type: none"> <li>• Item #: 35786242</li> <li>• Mfr Part#: 10SQ001GUS</li> <li>• Platform: PC</li> <li>• 2.8GHz Intel Core i5 8400 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD±RW</li> </ul>		
<a href="#">See All: Desktops</a>		
	<a href="#"><u>Lenovo ThinkCentre M720 1.7GHz Core i5 8GB RAM 256GB hard drive</u></a>	Partial Quantity Available \$699.02
Lenovo <ul style="list-style-type: none"> <li>• Item #: 35861919</li> <li>• Mfr Part#: 10T7001HUS</li> <li>• Platform: PC</li> <li>• 1.7GHz Intel Core i5 8400T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		
<a href="#">See All: Desktops</a>		
	<a href="#"><u>HP ProDesk 400 G4 2.1GHz Core i5 8GB RAM 256GB hard drive</u></a>	Temporarily Out-of-Stock \$709.00
HP Inc. <ul style="list-style-type: none"> <li>• Item #: 35771711</li> <li>• Mfr Part#: 4BC39UT#ABA</li> <li>• Platform: PC</li> <li>• 2.1GHz Intel Core i5 8500T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		
<a href="#">See All: Desktops</a>		

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Product	Availability ⓘ	Price
	Temporarily Out-of-Stock	\$718.47
<u><b>Dell OptiPlex 3060 2.1GHz Core i5 8GB RAM 256GB hard drive</b></u>		
Dell		
<ul style="list-style-type: none"> <li>• Item #: 35694508</li> <li>• Mfr Part#: XKF5K</li> <li>• Platform: PC</li> <li>• 2.1GHz Intel Core i5 8500T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		
<b>See All: Desktops</b>		
	Temporarily Out-of-Stock	\$759.03
<u><b>Lenovo ThinkCentre M720 2.8GHz Core i5 8GB RAM 256GB hard drive</b></u>		
Lenovo		
<ul style="list-style-type: none"> <li>• Item #: 35786251</li> <li>• Mfr Part#: 10ST0024US</li> <li>• Platform: PC</li> <li>• 2.8GHz Intel Core i5 8400 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD±RW</li> </ul>		
<b>See All: Desktops</b>		
	Temporarily Out-of-Stock	\$727.67
<u><b>HP ProDesk 400 G4 2.1GHz Core i5 8GB RAM 256GB hard drive</b></u>		
HP Inc.		
<ul style="list-style-type: none"> <li>• Item #: 36124161</li> <li>• Mfr Part#: 4JC30UT#ABA</li> <li>• Platform: PC</li> <li>• 2.1GHz Intel Core i5 8500T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		
<b>See All: Desktops</b>		
	Temporarily Out-of-Stock	\$709.02
<u><b>Lenovo ThinkCentre M720 1.7GHz Core i5 8GB RAM 256GB hard drive</b></u>		
Lenovo		
<ul style="list-style-type: none"> <li>• Item #: 35796061</li> <li>• Mfr Part#: 10T7004YUS</li> <li>• Platform: PC</li> <li>• 1.7GHz Intel Core i5 8400T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul>		

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Product	Availability ⓘ	Price
	<p><b><u>Lenovo ThinkCentre M720 2.8GHz Core i5 8GB RAM 256GB hard drive</u></b></p> <p><u>Lenovo</u></p> <ul style="list-style-type: none"> <li>• Item #: 35786269</li> <li>• Mfr Part#: 10SQ0013US</li> <li>• Platform: PC</li> <li>• 2.8GHz Intel Core i5 8400 / 8GB DDR4 SDRAM / 256GB Hard Drive / DVD±RW</li> </ul> <p><b>See All:</b> Desktops</p>	<p><b>Temporarily Out-of-Stock</b></p> <p><b>\$759.03</b></p>
	<p><b><u>Lenovo ThinkCentre M720 1.7GHz Core i5 8GB RAM 256GB hard drive</u></b></p> <p><u>Lenovo</u></p> <ul style="list-style-type: none"> <li>• Item #: 35796070</li> <li>• Mfr Part#: 10T7003DUS</li> <li>• Platform: PC</li> <li>• 1.7GHz Intel Core i5 8400T / 8GB DDR4 SDRAM / 256GB Hard Drive / No Optical Drive</li> </ul> <p><b>See All:</b> Desktops</p>	<p><b>Temporarily Out-of-Stock</b></p> <p><b>\$719.02</b></p>

**Featured Results**



**HP ProDesk 400 G5**  
**3GHz Core i5 8GB RAM**  
**256GB hard drive**

**\$729.00**

Item #: 35771972



**Lenovo ThinkCentre**  
**M720 1.7GHz Core i5**  
**8GB RAM 256GB hard drive**

**\$649.00**

Item #: 35861898



**Dell OptiPlex 3060**  
**3GHz Core i5 8GB RAM**  
**256GB hard drive**

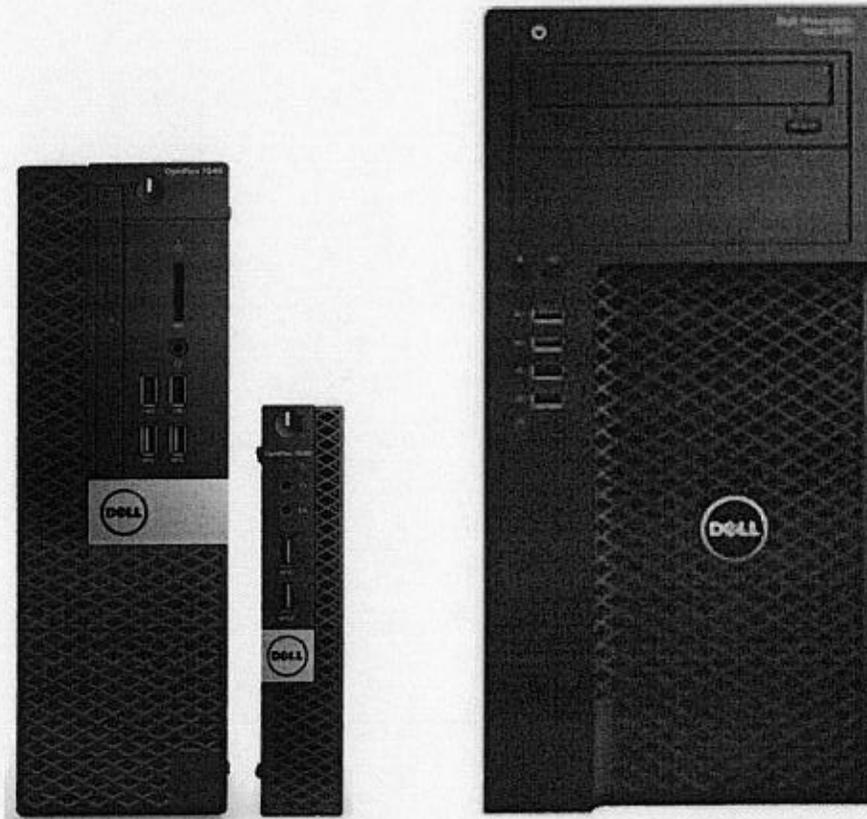
**\$747.57**

Item #: 35694330

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State of Michigan Desktop Comparison Guide  
As of 10/24/18

For the purpose of this document, we define a **desktop** as a personal **computer** in a form intended for regular use at a single location desk/table due to its size and power requirements. There are three desktops available: Dell OptiPlex 7060 Small Form Factor (available with or without monitor), Dell OptiPlex 7060 Micro (available with or without monitor), and the Dell Precision Tower 3620.



**NOTE:** Numbers listed in this document (DXX) are Sigma numbers.

How to decide which machine is best for you

The decision will be based primarily on personal preference, but these facts may help you decide on the device that is the best fit for you:

- If you are looking to save space on your desk, choose the OptiPlex 7060 Micro.
- If you need to perform DVD writing, choose the OptiPlex 7060 Small Form Factor.
- If you need a high performing PC, choose the Dell Precision Tower 3620.

## Details on each model

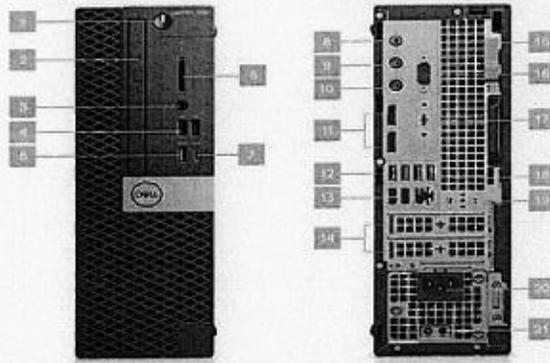
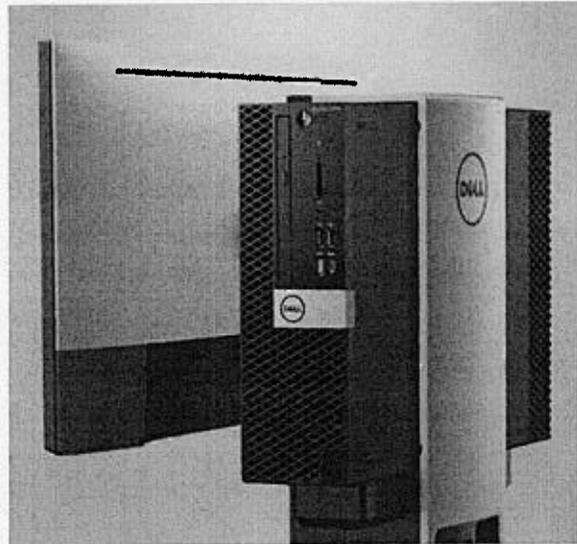
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### **Dell OptiPlex 7060 Small Form Factor (D100) –**

This desktop model comes with a 4 year warranty. This model comes with a DVD+/-RW drive. This model has two Sigma numbers since one comes with a 22" Dell flat-panel Monitor (D101) and the other comes with no monitor (D100). **Note: This model is Windows 10 only.**

#### **Technical Specifications**

- Intel® Core™ i5
- 8GB (2x4G) 2666MHz DDR4 Memory
- 256GB Solid State Drive (SSD)
- DVD RW
- 4 USB 2.0 (1 with Powershare)
- 5 USB 3.1 Gen 1
- 1 USB 3.1 Gen 2 Type-C port with Powershare
- 2 DisplayPort's
- Serial port
- RJ-45



### **Ports & Slots – Small Form Factor**

1. Power Button | 2. Optical Drive (Optional) | 3. Universal Audio Jack | 4. USB 2.0 Ports (2) (1 with Powershare) | 5. USB 3.1 Gen 1 Port | 6. SD Media Card Reader (Optional) | 7. USB 3.1 Gen 2 Type-C Port with Powershare | 8. Line-out | 9. PS/2 Keyboard Port | 10. PS/2 Mouse Port | 11. DisplayPorts (2) | 12. USB 3.1 Gen 1 Ports (4) | 13. USB 2.0 Gen 1 Ports (2) | 14. PCIe card Slot (2) | 15. Release Latch | 16. Serial Port | 17. Video Port (Optional) | 18. RJ-45 | 19. Knock-out Slots for Wireless Antennas | 20. Power Connection | 21. Power Supply Diagnostic Button

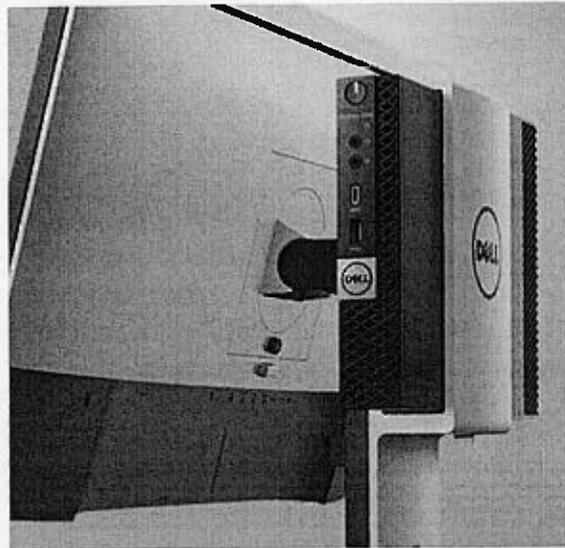
## **Dell OptiPlex 7060 Micro (D102) –**

This desktop model has a 4-year warranty. This model has two Sigma numbers since one comes with a 22" Dell flat-panel Monitor (D103) and the other comes with no monitor (D102).

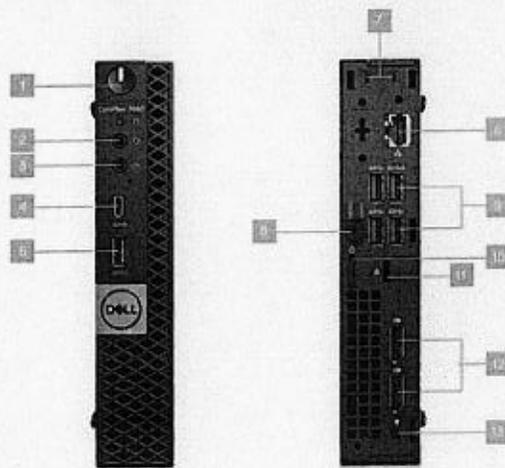
**Note: This model is Windows 10 only.**

### **Technical Specifications**

- Intel® Core™ i5
- 8GB 2666MHz DDR4 Memory
- 256GB Solid State Drive (SSD)
- 1 USB 3.1 Gen 2 Type-C
- 1 USB 3.1 Gen 1 port with Powershare
- 1 RJ-45
- 4 USB 3.1 Gen 1 ports
- 2 DisplayPort's



Shown below are the ports on this model



### **Ports & Slots**

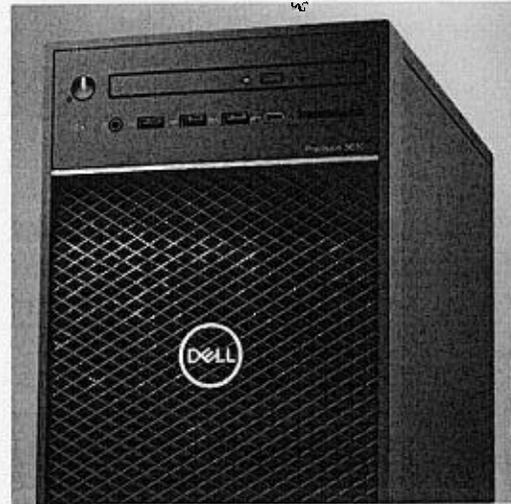
1. Power Button | 2. Universal Audio Jack | 3. Line-out | 4. USB 3.1 Gen 2 Type-C Port | 5. USB 3.1 Gen 1 Port (with Powershare) | 6. Thumbscrew | 7. Knock-out Slots for Wireless Antennas | 8. RJ-45 | 9. USB 3.1 Gen 1 Ports (4) | 10. Padlock Loop | 11. K-lock Slot | 12. DisplayPorts (2) | 13. Power Connection

## Dell Precision Tower 3630 (Pending) -

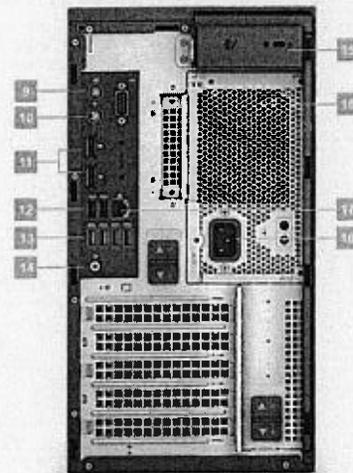
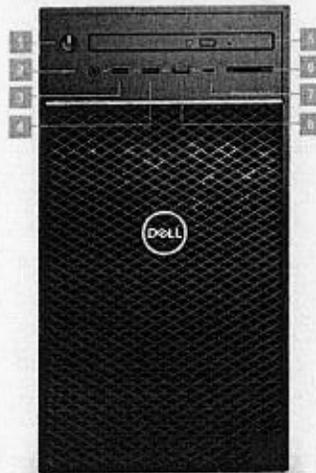
This desktop is designed for dealing with multitasking with demanding applications. This tower can power through intensive tasks easily. This model has a 4-year warranty. This model does not come with a monitor. This model is not yet available as a catalog item in Sigma.

### Technical Specifications

- Intel® Core™ i7-8700 Processor (Six Core)
- 16GB DDR4
- 256GB Solid State Drive (SSD)
- 1TB Hard Drive
- 8x DVD+/-RW Drive
- 3 USB 3.1 (2 Type A, 1 Type C)
- 3 USB 2.0 Type A (1 with Powershare)
- 1 RJ-45
- 2 Display Ports



Shown below are the ports on this model



### Ports & Slots

1. Power Button | 2. Universal Audio Jack | 3. USB 2.0, Type A | 4. USB 2.0, Type A | 5. Optical Drive (Optional) | 6. SD Card reader (Optional) | 7. USB 3.1, Type C [10Gb] | 8. USB 3.1, Type A [5Gb] | 9. PS2 Keyboard | 10. PS2 Mouse | 11. DisplayPort (2) | 12. USB 2.0 Type A (with SmartPower) (2) | 13. USB 3.1, Type A (1) | 14. Universal Audio Jack | 15. Kensington Lock slot | 16. PDU | 17. RJ45 Network Connection | 18. Power Connection

Comparison

	<b>OptiPlex 7060 Small Form Factor</b>		<b>OptiPlex 7050 Micro</b>	
	D101	D100	D103	D102
Processor	i5	i5	i5	i5
Storage	256 GB SSD	256 GB SSD	256 GB SSD	256 GB SSD
Keyboard	Yes	Yes	Yes	Yes
Memory	8 GB DDR4	8 GB DDR4	8 GB DDR4	8 GB DDR4
USB Ports	10	10	6	6
Display Ports	2	2	2	2
Monitor	Yes, 22"	No	Yes, 22"	No
Optical Drive	DVD+/-RW	DVD+/-RW	-	-
Warranty	4 year	4 year	4 year	4 year

	<b>Dell Precision CAD/GIS/Technical</b>
	Pending
Processor	i7
Storage	1TB SATA HD/ 256GB SSD
Keyboard	Yes
Memory	16GB DDR4
USB Ports	6
Display Ports	2
Monitor	No
Optical Drive	8x DVD+/-RW
Warranty	4 year

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>2019 Medical Marijuana Grant ~ Changes</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Since the legalization of Marijuana in MI, the State is still providing grants to Counties for Medical Marijuana ONLY for Educational, Communications, and outreach programs...no longer law enforcement officers. The Delta/Menominee Health Department is applying for the funds through this grant. Menominee County will be a "pass through" for the grant money (for Menominee County), if approved.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou 12/21/2018 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>

**Department of Licensing and Regulatory Affairs  
Bureau of Medical Marihuana Regulation**

**Medical Marihuana Operation and Oversight Grants**

**2019 Grant Application Information and Instructions**

1. The Michigan Legislature has appropriated a total of \$3 million dollars for the Medical Marihuana Operation and Oversight Grants. These grants, which are available to counties, will only be approved by the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation for the education, communication, and outreach regarding the Michigan Medical Marihuana Act, 2008 IL, MCL 333.26421 to 333.26430. Grants provided under this section must not be used for law enforcement purposes.
2. The Medical Marihuana Operation and Oversight grant application must be received electronically no later than **January 1, 2019** at the following email address: **Shaun Lampkins, LampkinsS@michigan.gov**.
3. The amount of funds available to each county are posted on the department website. Potential grant amounts are calculated based on the proportion of the number of registry identification cards issued or renewed in the county as of **September 30, 2018**.
4. The county must submit **financial status reports** to the Department of Licensing and Regulatory Affairs on **April 1, 2019, July 1, 2019, and September 15, 2019**.
5. On **September 15, 2019**, a **final report** must be submitted detailing how the total grant was expended. The final report should include:
  - A summary of the project implementation plan and any deviations from the original project as proposed.
  - Accomplishments and problems experienced while carrying out the project activities.
  - Coordinated efforts with other organizations to complete the project.
  - Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
  - Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
  - Any experience in applying the project products and anticipated “next steps.”
  - Actual budget expenditures compared to the budget in the agreement and the reason for any discrepancies.
6. Applicants must be EFT compliant and obtain (if they have not already) a SIGMA Vendor Customer ID number. SIGMA Vendor information can be obtained at the following website: <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>

Questions regarding the Medical Marihuana Operation and Oversight Grants are to be directed to the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation,

**Department of Licensing and Regulatory Affairs  
Bureau of Medical Marihuana Regulation**

**Shaun Lampkins at (517) 284-8563, [LampkinsS@michigan.gov](mailto:LampkinsS@michigan.gov).**

The Department of Licensing and Regulatory Affairs is only responsible for processing grant applications that meet the requirements as set forth by Section 901 of 2018 PA 207, the expending of grant funds, and the compiling of the required reports.

**Medical Marihuana Operation and Oversight Grants  
2018 PA 207 (Section 901)**

Sec. 901. (1) The department shall expend the funds appropriated in part 1 for medical marihuana operation and oversight grants for grants to counties for education and outreach programs relating to the Michigan medical marihuana program pursuant to section 6(l) of the Michigan medical marihuana act, 2008 IL 1, MCL 333.26426. These grants shall be distributed proportionately based on the number of registry identification cards issued to or renewed for the residents of each county that applied for a grant under subsection (2). For the purposes of this subsection, operation and oversight grants are for education, communication, and outreach regarding the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430. Grants provided under this section must not be used for law enforcement purposes.

(2) Not later than December 1, the department shall post a listing of potential grant money available to each county on its website. In addition, the department shall work collaboratively with counties regarding the availability of these grant funds. A county requesting a grant shall apply on a form developed by the department and available on its website. The form shall contain the county's specific projected plan for use of the money and its agreement to maintain all records and to submit documentation to the department to support the use of the grant money.

(3) In order to be eligible to receive a grant under subsection (1), a county shall apply not later than January 1 and agree to report how the grant was expended and to provide that report to the department not later than September 15. The department shall submit a report not later than October 15 of the subsequent fiscal year to the state budget director, the subcommittees, and the senate and house fiscal agencies detailing the grant amounts by recipient and the reported uses of the grants in the preceding fiscal year.

**MCL Section 333.26426(1):** The Michigan medical marihuana fund is created within the state treasury. All fees collected under this act shall be deposited into the fund. The state treasurer may receive money or other assets from any source for deposit into the fund. The state treasurer shall direct the investment of the fund. The state treasurer shall credit to the fund interest and earnings from fund investments. Money in the fund at the close of the fiscal year shall remain in the fund and shall not lapse to the general fund. The department of licensing and regulatory affairs shall be the administrator of the fund for auditing purposes. The department of licensing and regulatory affairs shall expend money from the fund, upon appropriation, for the operation and oversight of the Michigan medical marihuana program.

Department of Licensing and Regulatory Affairs  
Bureau of Medical Marihuana Regulation

Medical Marihuana Operation and Oversight Grants

2019 Grant Application

Authority: Michigan Medical Marihuana Act  
2008 IL 1, Section 6(I), MCL 333.26426

This application must be submitted electronically to Shaun Lampkins at [LampkinsS@michigan.gov](mailto:LampkinsS@michigan.gov)  
at the Bureau of Medical Marihuana Regulation on or before January 1, 2019.

**Section I: Grant Applicant Information**

**Delta County**

**Applicant**

VS 49829  
SIGMA Vendor Customer ID No. Mail Code

**Section II: Grant Administrator Information**

**Name**

Philip Strom, County Administrator

**Address**

310 Ludington Street

**City**

Escanaba

**State**

MI

**Zip Code**

49829

**Area Code/Telephone Number**

(906) 789-5100

**Email Address**

pstrom@deltacountymi.org

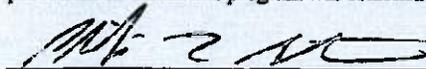
**Section III: Description of Grant Program**

Funds must be used for education, communication and outreach regarding the Michigan Medical Marihuana Act, 2008 IL 1, MCL 333.26421 to 333.26430. On county letterhead, submit your proposal that includes the items listed below:

- Describe the project(s) for which funds are requested with an implementation plan.
- Explain how funds will be used to coordinate efforts with other agencies, if applicable.
- Describe the impact will these funds have on the community and what you hope to accomplish.
- Explain how these funds will be combined with other funding to complete the project, if necessary
- Explain anticipated outcomes that will result from this grant.
- Submit a detailed budget showing how the requested funds will be expended.

**Section IV: Certification**

I certify and agree to report how the grant was expended and to provide a report to the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation, no later than September 15, 2019. By signing below, I also agree to meet and follow the statutory provisions in which this program was established pursuant to Section 901 of 2018 PA 207.



Signature of County Grant Administrator (Original Signature Required)

12-20-18

Date

Delta County Administrator Title

# DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE  
310 LUDINGTON STREET  
ESCANABA, MICHIGAN 49829  
PHONE: 906-789-5100  
FAX: 906-789-5197



## **Describe the project(s) for which funds are requested with an implementation plan.**

Delta County boasts strong partnerships between organizations and throughout the community. The funds requested in this proposal will be provided to Public Health, Delta & Menominee Counties as grant sub-recipients. Delta County agrees to retain fiduciary and Grant Administrator responsibilities.

Public Health, Delta & Menominee County proposes a multi-strategy approach to Medical Marijuana outreach and education. An implementation plan including goals, objectives, key action steps, expected outcomes, responsible parties, and timelines follows this narrative.

The first strategy utilizes an existing community platform that captures a wide audience. Starting in 2003, Public Health, Delta & Menominee Counties has participated in the planning of an annual "Awareness Conference" that provides participants with information on local drugs trends and evolves with each yearly iteration to address key and emerging local issues. The Awareness Conference attracts roughly 300 participants each year from around the region representing healthcare, mental health, public health, education, first responders/emergency services, amongst other sectors. In 2019, these funds will be used to support the keynote speaker who will educate participants about Medical Marijuana.

The second strategy aims to capitalize on the momentum gained at the Awareness Conference by providing a focus group targeting Awareness Conference participants and other representatives from healthcare, mental health, public health, public safety, and education providers within Delta County. This focus group will gather important qualitative data surrounding current knowledge, experience, gaps, opportunities, and unmet needs in these sectors regarding Medical Marijuana education and outreach. The results of this focus group will be used to help inform and improve ongoing outreach efforts.

Finally, the third strategy is targeted to the community-at-large. A customizable 30 to 60 minute in-person education seminar will be developed and marketed to community organizations, including but not limited to: volunteer organizations, rotary clubs, faith-based organizations, human services organizations, etc. This presentation will be direct marketed to townships, cities, County Board of Commissioners and the Board of Health. These presentations will be scheduled and implemented during the duration of the funding period, as requested, and will increase awareness and knowledge more broadly than the previous two strategies.

## **Explain how funds will be used to coordinate efforts with other agencies, if applicable.**

The Awareness Conference is a collaborative effort between several agencies including Public Health, Delta & Menominee Counties; Hannahville Indian Community; NorthCare Network; Delta County Communities That Care; United Way of Delta County; Community Action Agency & Human Resources Authority, Inc. Early Childhood Program; and Delta-Schoolcraft Intermediate School District. These funds will be used to support conference fees to keep participant registration fees at \$30 per person. Continuing Education credits are also

*Delta County is an equal opportunity provider and employer.*

provided, and the Medical Marijuana focus will help facilitate authorization of these credits. Additionally, by marketing education seminars directly to townships, cities, County Board of Commissioners, and the Board of Health, more systematic and coordinated decisions may be made across Delta County.

**Describe the impact these funds will have on the community and what you hope to accomplish.**

By targeting a broad spectrum of providers as well as the general community, Public Health, Delta & Menominee Counties will raise the overall fact-based knowledge within Delta County. In the age of the internet, social media, and myriad other opportunities for information sharing, the aim is to facilitate dialogue based on facts. Community leaders and elected officials will have a common knowledge-base on which to frame future decisions impacting townships, cities, and the County.

**Explain how these funds will be combined with other funding to complete the project, if necessary.**

The Awareness Conference is largely funded by Hannahville Indian Community 2% grant funds with support from participant registrations. Shortfalls have been absorbed by Communities That Care in previous years. These funds will help reduce the potential of shortfalls and will ensure participant registration fees do not increase.

Additionally, Public Health, Delta & Menominee Counties has limited local dollars allocated to Community Health Promotion in the event that community Medical Marijuana presentation requests surpass budgeted Health Educator time during the project period. Supervisory time for the Health Educator and Prevention Specialist will be provided in-kind totaling \$2857.

**Explain anticipated outcomes that will result from this grant.**

Awareness Conference participants will increase their knowledge of Medical Marijuana. Focus group participants will provide qualitative data that will help educators develop future outreach efforts. Delta County community members will gain information and perspective from fact-based sources. Community leaders and elected officials will have a common knowledge-base on which to base future decisions. Overall, the intent is to initiate fact-based dialogue to a variety of audiences in Delta County.

**Submit a detailed budget showing how the requested funds will be expended.**

Prevention Specialist <i>110 hours</i>	\$3691
Health Educator <i>88 hours</i>	\$3004
Focus Group <i>Facility rental, beverage/catering services</i>	\$1500
Awareness Conference <i>Speaker fees, travel, lodging, supplies</i>	\$750
Travel <i>Local travel for outreach presentations</i>	\$250

Miscellaneous <i>Postage, supplies</i>	<u>\$1087</u>
Total Request	<u>\$10,282</u>
In Kind Contribution	\$2857
Total Project Cost	\$13,139

## Delta County Medical Marijuana Education and Outreach Implementation Plan

Goal 1: Educate healthcare, public health, mental health, emergency services/first response, and education professionals on Medical Marijuana.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Use annual Awareness Conference as platform to educate providers on Medical Marijuana	Identify qualified Medical Marijuana educator/speaker for annual Awareness Conference	No later than March 29, 2019	Speaker will be retained and fees/travel/lodging arrangements will be agreed upon.	Public Health, Delta & Menominee Counties (PHDM) Prevention Specialist	May 2019
	Keynote speaker will provide Medical Marijuana education/information to all conference participants	May 2019	Through participant evaluations, a majority of participants will report increased Medical Marijuana knowledge.	Conference Speaker; PHDM Prevention Specialist	May 2019
Goal 2: Conduct healthcare, public health, mental health, emergency services/first response, and education professionals focus groups to determine needs and better target Medical Marijuana messaging for these sectors.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Conduct one focus group targeting Delta County providers	Create invitation list, including Awareness Conference participants	June 2019	Comprehensive mailing list generated that includes a vast array of providers	PHDM Prevention Specialist, PHDM Health Educator	June 2019
	Set date/location for focus group	June-July 2019	Determine available room space and date/time most appropriately suited to complete focus group	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Determine facility logistics (reservation fees, catering/beverage service fees, etc.)	June-July 2019	Location will be set, room will be reserved, and logistics/fees will be agreed upon	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Send invitations and gather registrations	July 2019	Track invitees and record registrations. If response is low, reach out to invitees a second time to encourage participation.	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Facilitate focus group	August 2019	Provide expectations and guidelines for the focus group to all participants and ask each question allowing for adequate time for participants to respond. A recorder will facilitate note taking, and participants may be asked for permission to audio record the session provided no responder identifying data is presented in the notes.	PHDM Prevention Specialist, PHDM Health Educator	August 2019

Goal 2: Conduct healthcare, public health, mental health, emergency services/first response, and education professionals focus groups to determine needs and better target Medical Marijuana messaging for these sectors.			
	Develop qualitative data report capturing participant feedback and key issues that will be used to inform future messaging	August 2019	PHDM Prevention Specialist, PHDM Health Educator
	A qualitative report summarizing the common themes, most common responses, and key issues/gaps/areas to target future messaging will be developed to inform County and State officials.		August 2019

Goal 3: Provide opportunities for in-person Medical Marijuana outreach and education sessions for community groups.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Develop and market Medical Marijuana education sessions	Develop customizable 30 – 60 minute Medical Marijuana in-person education presentation	January – August 2019	Increase general Medical Marijuana knowledge within the community	PHDM Prevention Specialist, PHDM Health Educator	August 2019
	Market to community groups, including but not limited to: volunteer organizations, rotary clubs, faith-based organizations, human services organizations, etc.	January – August 2019	Schedule presentations and provide education, as requested.	PHDM Prevention Specialist, PHDM Health Educator	August 2019

Goal 4: Ensure timely reporting of status of funded activities to Grant Administrator.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Complete required grant reports	Report applicable data/grant activities to County Administrator/Grant Administrator	As requested, through September 15, 2019	County Administrator/Grant Administrator will be able to submit completed reporting requirements in accordance with established deliverables timeline.	PHDM Prevention Specialist, PHDM Health Educator, County Administrator/Grant Administrator	No later than September 15, 2019

Department of Licensing and Regulatory Affairs  
Bureau of Medical Marihuana Regulation

Medical Marihuana Operation and Oversight Grants

**2019 Grant Application**

Authority: Michigan Medical Marihuana Act  
2008 IL 1, Section 6(I), MCL 333.26426

This application must be submitted electronically to Shaun Lampkins at [LampkinsS@michigan.gov](mailto:LampkinsS@michigan.gov)  
at the Bureau of Medical Marihuana Regulation on or before January 1, 2019.

**Section I: Grant Applicant Information**

Menominee County

**Applicant**

CV0048192  
SIGMA Vendor Customer ID No.

49858  
Mail Code

**Section II: Grant Administrator Information**

**Name**

Jason Carviou, County Administrator

**Address**

839 10th Avenue

**City**

Menominee

**State**

MI

**Zip Code**

49859

**Area Code/Telephone Number**

(906) 863-7779

**Email Address**

JCarviou@Menomineeco.com

**Section III: Description of Grant Program**

Funds must be used for education, communication and outreach regarding the Michigan Medical Marihuana Act, 2008 IL 1, MCL 333.26421 to 333.26430. On county letterhead, submit your proposal that includes the items listed below:

- Describe the project(s) for which funds are requested with an implementation plan.
- Explain how funds will be used to coordinate efforts with other agencies, if applicable.
- Describe the impact will these funds have on the community and what you hope to accomplish.
- Explain how these funds will be combined with other funding to complete the project, if necessary.
- Explain anticipated outcomes that will result from this grant.
- Submit a detailed budget showing how the requested funds will be expended.

**Section IV: Certification**

I certify and agree to report how the grant was expended and to provide a report to the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation, no later than September 15, 2019. By signing below, I also agree to meet and follow the statutory provisions in which this program was established pursuant to Section 901 of 2018 PA 207.

Jason Carviou 12-17-18  
Signature of County Grant Administrator (Original Signature Required) Date  
County Administrator Title

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

*Jason Carviou – County Administrator  
Sherry DuPont – Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### **Describe the project(s) for which funds are requested with an implementation plan.**

Menominee County boasts strong partnerships between organizations and throughout the community. The funds requested in this proposal will be provided to Public Health, Delta & Menominee Counties as grant sub-recipients. Menominee County agrees to retain fiduciary and Grant Administrator responsibilities.

Public Health, Delta & Menominee County proposes a multi-strategy approach to Medical Marijuana outreach and education. An implementation plan including goals, objectives, key action steps, expected outcomes, responsible parties, and timelines follows this narrative.

The first strategy utilizes an existing community platform that captures a wide audience. Starting in 2013, Public Health, Delta & Menominee Counties has participated in the planning of an annual "Awareness Conference" that provides participants with information on local drugs trends and evolves with each yearly iteration to address key and emerging local issues. The Awareness Conference attracts roughly 300 participants each year from around the region representing healthcare, mental health, public health, education, first responders/emergency services, amongst other sectors. In 2019, these funds will be used to support the keynote speaker who will educate participants about Medical Marijuana.

The second strategy aims to capitalize on the momentum gained at the Awareness Conference by providing a focus group targeting Awareness Conference participants and other representatives from healthcare, mental health, public health, public safety, and education providers within Menominee County and neighboring Marinette, Wisconsin and the Medical Marijuana dispensary located in Daggett, MI. This focus group will gather important qualitative data surrounding current knowledge, experience, gaps, opportunities, and unmet needs in these sectors regarding Medical Marijuana education and outreach. The results of this focus group will be used to help inform and improve ongoing outreach efforts.

Finally, the third strategy is targeted to the community-at-large. A customizable 30 to 60 minute in-person education seminar will be developed and marketed to community organizations, including but not limited to: volunteer organizations, rotary clubs, faith-based organizations, human services organizations, etc. This presentation will be direct marketed to townships, cities, County Board of Commissioners and the Board of Health. These presentations will be scheduled and implemented during the duration of the funding period, as requested, and will increase awareness and knowledge more broadly than the previous two strategies.

### **Explain how funds will be used to coordinate efforts with other agencies, if applicable.**

The Awareness Conference is a collaborative effort between several agencies including Public Health, Delta & Menominee Counties; Hannahville Indian Community; NorthCare Network; Delta County Communities That Care; United Way of Delta County; Community Action Agency & Human Resources Authority, Inc. Early Childhood Program; and Delta-Schoolcraft Intermediate School District. These funds will be used to support conference fees to keep participant registration fees at \$30 per person.

*Steven Gromala*

*Gerald Piche – Chairperson*

*William Cech – Vice Chairperson*

*Larry Phelps*

*John Nelson*

*Jan Hufeman*

*Charlie Meintz*

*Bernie Lang*

*Larry Schei*

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

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Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

Continuing Education credits are also provided, and the Medical Marihuana focus will help facilitate authorization of these credits. Additionally, by marketing education seminars directly to townships, cities, County Board of Commissioners, and the Board of Health, more systematic and coordinated decisions may be made across Menominee County.

### **Describe the impact these funds will have on the community and what you hope to accomplish.**

By targeting a broad spectrum of providers as well as the general community, Public Health, Delta & Menominee Counties will raise the overall fact-based knowledge within Menominee County. In the age of the internet, social media, and myriad other opportunities for information sharing, the aim is to facilitate dialogue based on facts. Community leaders and elected officials will have a common knowledge base on which to frame future decisions impacting townships, cities, and the County.

### **Explain how these funds will be combined with other funding to complete the project, if necessary.**

The Awareness Conference is largely funded by Hannahville Indian Community 2% grant funds with support from participant registrations. Shortfalls have been absorbed by Communities That Care in previous years. These funds will help reduce the potential of shortfalls and will ensure participant registration fees do not increase.

Additionally, Public Health, Delta & Menominee Counties has limited local dollars allocated to Community Health Promotion in the event that community Medical Marihuana presentation requests surpass budgeted Health Educator time during the project period. Supervisory time for the Health Educator and Prevention Specialist will be provided in-kind totaling \$1345.

### **Explain anticipated outcomes that will result from this grant.**

Awareness Conference participants will increase their knowledge of Medical Marihuana. Focus group participants will provide qualitative data that will help educators develop future outreach efforts. Menominee County community members will gain information and perspective from fact-based sources. Community leaders and elected officials will have a common knowledge-base on which to base future decisions. Overall, the intent is to initiate fact-based dialogue to a variety of audiences in Menominee County.

*Steven Gromala*

*Gerald Piche – Chairperson*

*William Cech – Vice Chairperson*

*Larry Phelps*

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*Jan Hafeman*

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839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

*Jason Carviou – County Administrator  
Sherry DuPont – Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

**Submit a detailed budget showing how the requested funds will be expended.**

Prevention Specialist <i>52 hours</i>	\$1737
Health Educator <i>42 hours</i>	\$1413
Focus Group <i>Facility rental, beverage/catering services</i>	\$1000
Awareness Conference <i>Speaker fees, travel, lodging, supplies</i>	\$1000
Travel <i>Local travel for outreach presentations</i>	\$500
Miscellaneous <i>Postage, supplies</i>	<u>\$1342</u>
<b>Total Request</b>	<b><u>\$6,992</u></b>
In Kind Contribution	\$1345
Total Project Cost	\$8,337

*Steven Gromala*

*Gerald Piche – Chairperson*

*William Cech – Vice Chairperson*

*Larry Phelps*

*John Nelson*

*Jan Hafeman*

*Charlie Meintz*

*Bernie Lang*

*Larry Schei*

## Menominee County Medical Marihuana Education and Outreach Implementation Plan

Goal 1: Educate healthcare, public health, mental health, emergency services/first response, and education professionals on Medical Marihuana.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Use annual Awareness Conference as platform to educate providers on Medical Marihuana	Identify qualified Medical Marihuana educator/speaker for annual Awareness Conference	No later than March 29, 2019	Speaker will be retained and fees/travel/lodging arrangements will be agreed upon.	Public Health, Delta & Menominee Counties (PHDM) Prevention Specialist	May 2019
	Keynote speaker will provide Medical Marijuana education/information to all conference participants	May 2019	Through participant evaluations, a majority of participants will report increased Medical Marihuana knowledge.	Conference Speaker; PHDM Prevention Specialist	May 2019

Goal 2: Conduct healthcare, public health, mental health, emergency services/first response, and education professionals focus groups to determine needs and better target Medical Marihuana messaging for these sectors.					
Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Conduct one focus group targeting Menominee County providers	Create invitation list, including Awareness Conference participants	June 2019	Comprehensive mailing list generated that includes a vast array of providers	PHDM Prevention Specialist, PHDM Health Educator	June 2019
	Set date/location for focus group	June-July 2019	Determine available room space and date/time most appropriately suited to complete focus group	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Determine facility logistics (reservation fees, catering/beverage service fees, etc.)	June-July 2019	Location will be set, room will be reserved, and logistics/fees will be agreed upon	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Send invitations and gather registrations	July 2019	Track invitees and record registrations. If response is low, reach out to invitees a second time to encourage participation.	PHDM Prevention Specialist, PHDM Health Educator	July 2019
	Facilitate focus group	August 2019	Provide expectations and guidelines for the focus group to all participants and ask each question allowing for adequate time for participants to respond. A recorder will facilitate note taking, and participants may be asked for permission to audio record the session provided no responder identifying data is presented in the notes.	PHDM Prevention Specialist, PHDM Health Educator	August 2019

**Goal 2: Conduct healthcare, public health, mental health, emergency services/first response, and education professionals focus groups to determine needs and better target Medical Marijuana messaging for these sectors.**

	Develop qualitative data report capturing participant feedback and key issues that will be used to inform future messaging	August 2019	A qualitative report summarizing the common themes, most common responses, and key issues/gaps/areas to target future messaging will be developed to inform County and State officials.	PHDM Prevention Specialist, PHDM Health Educator	August 2019
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**Goal 3: Provide opportunities for in-person Medical Marijuana outreach and education sessions for community groups.**

Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Develop and market Medical Marijuana education sessions	Develop customizable 30 – 60 minute Medical Marijuana in-person education presentation Market to community groups, including but not limited to: volunteer organizations, rotary clubs, faith-based organizations, human services organizations, townships, cities, boards, etc.	January – August 2019  January – August 2019	Increase general Medical Marijuana knowledge within the community  Schedule presentations and provide education, as requested.	PHDM Prevention Specialist, PHDM Health Educator  PHDM Prevention Specialist, PHDM Health Educator	August 2019  August 2019

**Goal 4: Ensure timely reporting of status of funded activities to Grant Administrator.**

Objective	Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Completion Date
Complete required grant reports	Report applicable data/grant activities to County Administrator/Grant Administrator	As requested, through September 15, 2019	County Administrator/Grant Administrator will be able to submit completed reporting requirements in accordance with established deliverables timeline.	PHDM Prevention Specialist, PHDM Health Educator, County Administrator/Grant Administrator	No later than September 15, 2019

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Commissioner Per Diems &amp; Expenses</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review Commission Per Diems & Expenses as recently submitted for payment	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

12/20/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

COPY

Mileage: .545 cents/mile ~ effective 01 January 2018

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

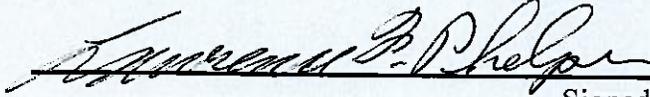
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
11/13/18	Co. Garage	40	.545	21.80	101-101-860.03
11/13/18	Menom. Courthouse	5	.545	2.73	101-101-860.03
11/22/18	Menom. Courthouse	5	.545	2.73	101-101-860.03
12/7/18	Menom. Courthouse	5	.545	2.73	101-101-860.03
12/11/18	Co. Garage	40	.545	21.80	101-101-860.03
12/11/18	Co. Annex	39	.545	19.62	101-101-860.03
					101-101-860.03
					101-101-860.03
		131			101-101-860.03
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>77.40</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

12/13/18  
\_\_\_\_\_  
Date









# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: \$ .545/mile – effective 01 January 2018

\*Meals: Breakfast - \$ 9.00

Lunch - \$11.00 Dinner \$20.00

\*must attach receipt for reimbursement

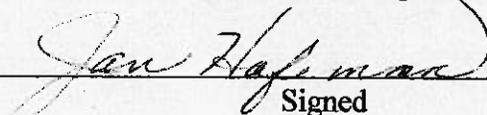
\*meals provided by conference will NOT be reimbursed

**Name: Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
11/1/18	BOH-Powers	14		7.63	101-101-860.10
11/8/18	Northpointe-Kingsford.	N/A			101-101-860.10
11/13/18	CB-Menominee	76		41.42	101-101-860.10
11/19/18	Northpointe-Kingsford	N/A			101-101-860.10
11/21/18	Pinecrest-Powers	14		7.63	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		104	<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>56.68</b>

**Expenses shall be submitted to 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

12/9/18

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 Miscellaneous bills paid on December 7, 13, 18 & 19, 2018 in the combined amount of \$145,656.23	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Jason Carviou

Date 12/20/2018

### 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>

APPROVED

DEC 07 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
383101	Bass Lakes Campsites	208-751-920.01	29.22	29.22
1614900	Bath House	208-751-920.01	29.22	29.22
367100	N8390 Beach House	208-751-920.01	29.22	29.22
367200	Northwest Campsites	208-751-920.01	35.10	35.10
369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.51	29.51
370500	Shakey Lakes Office/Shop	208-751-920.01	111.60	111.60
379700	Storage Shed	208-751-920.01	75.53	75.53
380300	Shower Building	208-751-920.01	29.22	29.22
383001	Shakey Lakes Park/Horse	208-751-920.01	29.22	29.22
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.22	29.22
383301	Shakey Lakes Park/Cattle	208-751-920.01	29.22	29.22
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	76.26	76.26
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				532.54
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661411	Telephone Services	266-325-850.00	294.53	294.53
TOTAL VENDOR AT&T - CAROL STREAM, IL				294.53
VENDOR NAME: BASTIEN FAMILY ENTERPRISES, LLC				
11/30/18	Foreclosure Site Visits (x101)	517-252-801.00	4,040.00	4,040.00
TOTAL VENDOR BASTIEN FAMILY ENTERPRISES, LLC				4,040.00
VENDOR NAME: BS&A SOFTWARE				
121065	Electronic Export Programming	256-277-705.00	3,000.00	6,000.00
		517-252-801.00	3,000.00	
TOTAL VENDOR BS&A SOFTWARE				6,000.00
VENDOR NAME: CITY OF MENOMINEE				
4825	Gasoline Sales	101-265-742.00	343.79	681.12
		101-257-742.00	103.98	
		101-148-860.00	4.61	
		292-664-860.00	81.98	
		101-172-860.00	33.65	
		101-141-860.00	13.12	
		101-301-742.00	16.53	
		101-103-755.00	83.46	
TOTAL VENDOR CITY OF MENOMINEE				681.12
VENDOR NAME: COOPER OFFICE EQUIPMENT				
161550	Contract # 2146-01	101-103-931.00	253.68	253.68
161549	Annex - Contract # 2418-01	101-103-931.00	765.85	765.85
TOTAL VENDOR COOPER OFFICE EQUIPMENT				1,019.53
VENDOR NAME: DEKETO, LLC				
DK 11-18	November 2018 Documents (x394)	256-277-857.00	788.00	788.00
TOTAL VENDOR DEKETO, LLC				788.00
VENDOR NAME: FREUDENTHAL MANUFACTURING				
179718	Picnic Table Frames	208-751-970.02	5,053.00	5,053.00
TOTAL VENDOR FREUDENTHAL MANUFACTURING				5,053.00
VENDOR NAME: FRIEND OF COURT ASSOCIATION				
Dues	2019 Association Dues	101-141-802.00	375.00	375.00
TOTAL VENDOR FRIEND OF COURT ASSOCIATION				375.00
VENDOR NAME: GBS INC.				
18-35182	General Election Ballots	101-262-727.00	12,481.80	12,481.80
TOTAL VENDOR GBS INC.				12,481.80
VENDOR NAME: GRONHOUT, KAREN E.				
November 2018	CAFA	260-266-801.01	750.00	1,350.00
		260-266-801.02	600.00	

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: GROENHOUT, KAREN E.					
TOTAL VENDOR GROENHOUT, KAREN E.					1,350.00
VENDOR NAME: HANSEN, JANE C.W.					
November 2018	CAFA	260-266-801.01	600.00		625.00
		260-266-801.02	25.00		
TOTAL VENDOR HANSEN, JANE C.W.					625.00
VENDOR NAME: KASS, MICHAEL					
12/3/18	Parks Committee	208-751-860.00	50.00		71.80
		208-751-860.00	21.80		
TOTAL VENDOR KASS, MICHAEL					71.80
VENDOR NAME: KLEIMAN, MARC					
Reimbursement	Bridge Fare, Meals	263-215-860.00	60.59		60.59
TOTAL VENDOR KLEIMAN, MARC					60.59
VENDOR NAME: KLUMB, JOSEPH					
November 2018	CAFA	260-266-801.02	200.00		200.00
TOTAL VENDOR KLUMB, JOSEPH					200.00
VENDOR NAME: LENCA SURVEYING					
18181	Remon Yr 2018 (11/13 - 12/5/18)	243-246-801.07	3,112.22		3,612.22
		243-246-709.00	500.00		
TOTAL VENDOR LENCA SURVEYING					3,612.22
VENDOR NAME: LINDEROTH, JANIS					
11/30/18	UP State Fair Authority	101-101-710.00	47.96		47.96
TOTAL VENDOR LINDEROTH, JANIS					47.96
VENDOR NAME: MANPOWER, INC.					
33409502	Week Ending 12/2/18 (D. Averill)	216-585-704.00	306.00		306.00
TOTAL VENDOR MANPOWER, INC.					306.00
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.					
30260	Gas Control Valve	101-265-934.00	325.00		325.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.					325.00
VENDOR NAME: MENARDS - MARINETTE					
73177	B&G Operating Supplies	101-265-755.00	47.36		47.36
TOTAL VENDOR MENARDS - MARINETTE					47.36
VENDOR NAME: MENOMINEE COUNTY JOURNAL					
729	Non Payment Property Tax	517-252-900.00	2,561.32		2,561.32
TOTAL VENDOR MENOMINEE COUNTY JOURNAL					2,561.32
VENDOR NAME: MICHIGAN ASSESSORS ASSOCIATION					
Membership Fee	Kandace Curran	101-257-802.00	90.00		90.00
Membership Fee	Nikki Linder-Laurilla	101-257-802.00	90.00		90.00
TOTAL VENDOR MICHIGAN ASSESSORS ASSOCIATION					180.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0142044-001	Folders (Clerk's Office)	101-215-727.00	22.17		22.17
0141955-001	Office Supplies (Family/Probate)	101-132-727.00	8.88		17.77
		101-148-727.00	8.89		
0141920-001	Office Supplies (Clerk's Office)	101-215-727.00	26.09		26.09
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I					66.03
VENDOR NAME: NATIONAL ASSOC OF COUNTIES					
220065	Membership Dues (1/1 - 12/31/19)	101-103-802.00	481.00		481.00

APPROVED

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NATIONAL ASSOC OF COUNTIES				
TOTAL VENDOR NATIONAL ASSOC OF COUNTIES				481.00
VENDOR NAME: NORWAY SPRINGS, INC.				
577452	Monthly Rental (Airport)	216-585-801.00	9.49	9.49
TOTAL VENDOR NORWAY SPRINGS, INC.				9.49
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park Supplies	208-751-930.02	33.02	33.02
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				33.02
VENDOR NAME: PFANKUCH, MIKE				
Reimbursement	Continuing Education Credits	101-136-802.00	117.00	117.00
TOTAL VENDOR PFANKUCH, MIKE				117.00
VENDOR NAME: PHILIPPS, RANDALL				
November 2018	Show Cause - Court Appointed	101-132-807.00	500.00	1,500.00
		101-131-807.00	1,000.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage	101-101-860.00	116.63	116.63
TOTAL VENDOR PICHE, GERALD L.				116.63
VENDOR NAME: POMP'S TIRE SERVICE, INC.				
670027292	Road Service (Airport)	216-585-981.00	170.00	170.00
TOTAL VENDOR POMP'S TIRE SERVICE, INC.				170.00
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
49768	Rekey Cylinder & Keys	101-265-930.01	31.25	31.25
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				31.25
VENDOR NAME: SEABORG, SARA D.				
November 2018	CAFA	260-266-801.01	600.00	1,200.00
		260-266-801.02	600.00	
TOTAL VENDOR SEABORG, SARA D.				1,200.00
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
5532-9	Paint	101-265-930.01	158.20	158.20
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				158.20
VENDOR NAME: SHORT, MARY KAY				
18-3965-FH	Transcripts (M. J. Saunier)	101-131-806.00	86.95	152.60
Reimbursement	Mileage	101-131-860.00	152.60	
TOTAL VENDOR SHORT, MARY KAY				239.55
VENDOR NAME: STANARD & ASSOCIATES, INC.				
SA000039428	911 Testing	266-325-755.00	285.00	285.00
TOTAL VENDOR STANARD & ASSOCIATES, INC.				285.00
VENDOR NAME: STATE OF MICHIGAN				
12/6/18	Annual Elevator Inspection	101-265-801.00	125.00	125.00
TOTAL VENDOR STATE OF MICHIGAN				125.00
VENDOR NAME: STATELINE APPAREL				
54390	Uniform Allowance - M. Sieg	101-265-745.00	79.99	79.99
TOTAL VENDOR STATELINE APPAREL				79.99
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
008096	Bldg Code - Gasoline Charges	249-371-742.00	72.04	87.59
462643	Parks	208-751-981.00	87.59	
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				159.63

**APPROVED**

DEC 07 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SYN-TECH SYSTEMS				CHIEF FISCAL OFFICER
180890	Extended Warranty on Pedestal	216-585-981.01	550.00	550.00
TOTAL VENDOR SYN-TECH SYSTEMS				550.00
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				MENOMINEE COUNTY MICHIGAN
628840339	FOC Service Charge	101-141-817.00	33.20	33.20
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.20
VENDOR NAME: TIME WARNER CABLE				
621199203112618	Airport	216-585-850.00	305.31	305.31
TOTAL VENDOR TIME WARNER CABLE				305.31
VENDOR NAME: U.E.S. COMPUTERS, INC.				
80332	Work Station (x2 - Kandace & Doreen)	101-103-970.18	1,898.00	1,898.00
80311	Office Programs (Doreen & Kandace)	101-103-970.18	660.00	660.00
49164	Weekly Computer Maintenance	101-103-857.02	3,247.49	3,247.49
		101-215-727.00	19.99	
TOTAL VENDOR U.E.S. COMPUTERS, INC.				5,825.48
VENDOR NAME: UWC				
9067532209	Telephone Services	101-103-850.00	4.37	4.37
9068634441	Telephone Services	101-103-850.00	35.74	35.74
9068632023	Telephone Services	101-103-850.00	26.66	26.66
9068634705	Telephone Services	101-103-850.00	10.30	10.30
TOTAL VENDOR UWC				77.07
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-981.00	3.99	3.99
TOTAL VENDOR WALTER BROTHERS INC				3.99
VENDOR NAME: WASTE MANAGEMENT, INC.				
1618965-1856-0	Airport	216-585-801.00	173.81	173.81
1618374-1856-5	Court House	101-265-801.00	618.93	618.93
TOTAL VENDOR WASTE MANAGEMENT, INC.				792.74
VENDOR NAME: WIL-KIL PEST CONTROL				
3525422	Health Department	101-265-801.00	33.25	33.25
3525229	Jail & Courthouse	101-265-801.00	64.50	64.50
TOTAL VENDOR WIL-KIL PEST CONTROL				97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402055840-00001	County Jail	101-265-920.03	3,576.30	3,576.30
0402191663-00001	Health Care Center	101-265-920.03	485.02	485.02
0402047856-00004	Courthouse	101-265-920.04	2,036.30	2,036.30
2547905547-00000	Airport	216-585-920.00	143.57	1,111.57
		216-585-920.03	559.08	
		216-585-920.00	166.49	
		216-585-920.03	99.69	
		216-585-920.00	142.74	
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	38.13	38.13
2548686920-00000	County Parks	208-751-920.01	20.87	100.26
		208-751-920.01	33.39	
		208-751-920.01	14.10	
		208-751-920.01	31.90	
0403823200-00005	Airport - Gate Center	216-585-981.00	32.48	32.48
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	32.28	32.28
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				7,412.34
GRAND TOTAL:				60,522.44

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER	AMOUNT
VENDOR NAME: ABILITA					
181206	Phone Line Reduction	101-103-850.00	1,741.27	MENOMINEE COUNTY MICHIGAN	1,741.27
TOTAL VENDOR ABILITA					1,741.27
VENDOR NAME: AIRGAS NORTH CENTRAL					
9082646903	Oxygen	205-315-755.00	9.84		9.84
TOTAL VENDOR AIRGAS NORTH CENTRAL					9.84
VENDOR NAME: ANDERSON AUTO & RV SALES INC					
11/19/18	Leased Automobile 6/18 - 9/19/18	205-315-755.00	900.00		900.00
1395 & 1396	Vehicle Maintenece	205-315-934.02	119.90		119.90
TOTAL VENDOR ANDERSON AUTO & RV SALES INC					1,019.90
VENDOR NAME: APCO INTERNATIONAL					
556558	2019 Membership Dues	266-325-860.00	92.00		92.00
551974	2019 Membership Dues	266-325-860.00	69.00		69.00
TOTAL VENDOR APCO INTERNATIONAL					161.00
VENDOR NAME: AT&T - CAROL STREAM, IL					
906753458212	Shakey Lakes - Telephone Services	208-751-850.00	50.72		50.72
906753220912	Annex - Telephone Services	101-103-850.00	222.06		222.06
TOTAL VENDOR AT&T - CAROL STREAM, IL					272.78
VENDOR NAME: AT&T MOBILITY					
287252150867X1208201	906-792-0211 & 906-792-5968	101-132-850.00	66.80		66.80
TOTAL VENDOR AT&T MOBILITY					66.80
VENDOR NAME: BRANZ, KATHLEEN					
Parks Committee	Mileage & Per Diem (x3)	208-751-860.00	150.00		226.30
		208-751-860.00	76.30		
TOTAL VENDOR BRANZ, KATHLEEN					226.30
VENDOR NAME: BURKHART, LEWANDOWSKI & MILLER					
93959	Legal Services (Airport)	101-211-807.00	1,263.00		1,263.00
TOTAL VENDOR BURKHART, LEWANDOWSKI & MILLER					1,263.00
VENDOR NAME: CEDAR RIVER PLAZA					
MEC011/30	Road Patrol - Gasoline	205-315-742.00	40.61		40.61
TOTAL VENDOR CEDAR RIVER PLAZA					40.61
VENDOR NAME: CENEX FLEETCARD					
168118	Gasoline Charges	292-665-860.00	34.99		48.09
		101-426-860.00	13.10		
TOTAL VENDOR CENEX FLEETCARD					48.09
VENDOR NAME: CITY OF MENOMINEE					
4829	Road Patrol & Work Van - Gasoline	206-301-742.00	107.90		2,390.06
		205-315-742.00	2,282.16		
TOTAL VENDOR CITY OF MENOMINEE					2,390.06
VENDOR NAME: CCAST TO COAST COMPUTER PROD.					
A1906776	FOC - Toner	101-141-931.00	259.98		259.98
TOTAL VENDOR COAST TO COAST COMPUTER PROD.					259.98
VENDOR NAME: COLEMAN ENGINEERING COMPANY					
32809	GIS Services & Support	101-103-851.08	5,000.00		5,000.00
TOTAL VENDOR COLEMAN ENGINEERING COMPANY					5,000.00
VENDOR NAME: COOPER OFFICE EQUIPMENT					
161274	Contract # 2721-01	101-267-727.00	286.59		286.59
161552	Contract # 2997-01	101-682-801.00	313.47		313.47

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: COOPER OFFICE EQUIPMENT					600.06
TOTAL VENDOR COOPER OFFICE EQUIPMENT					600.06
VENDOR NAME: CVS PHARMACY INC.					
6005432044049416	Inmate Medication	101-301-770.01	659.53		659.53
TOTAL VENDOR CVS PHARMACY INC.					659.53
VENDOR NAME: DICKEY, TODD					
2018-119-MI	Court Appointed - Siedlecki	101-148-807.00	285.00		285.00
TOTAL VENDOR DICKEY, TODD					285.00
VENDOR NAME: FORTRESS FENCE					
186589201	Fence (Airport)	216-585-981.01	1,466.00		1,466.00
TOTAL VENDOR FORTRESS FENCE					1,466.00
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT					
04243	VA's Office - Toner	101-682-727.00	57.99		57.99
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT					57.99
VENDOR NAME: HAFEMAN, JAN					
Reimbursement	Mileage - November 2018	101-101-860.00	56.68		56.68
TOTAL VENDOR HAFEMAN, JAN					56.68
VENDOR NAME: HENSLEY, RN, JOEL					
December 2018	Inmate Nursing Services	101-301-770.01	1,365.00		1,365.00
Blood Draws	Inmate Blood Draws (x3)	101-267-801.01	900.00		900.00
Reimbursement	Cellular Svcs, Stamps, Envelopes, Mileage	101-648-850.00	38.36		116.00
		101-648-860.00	60.00		
		101-648-729.00	10.00		
		101-648-727.00	7.64		
December 2018	Medical Examiner	101-648-709.00	1,080.00		3,930.00
		101-648-835.00	2,850.00		
TOTAL VENDOR HENSLEY, RN, JOEL					6,311.00
VENDOR NAME: HIERS, PATRICIA					
11/7 - 11/21/18	Ward: Annabella Hiers	292-662-843.05	241.36		241.36
TOTAL VENDOR HIERS, PATRICIA					241.36
VENDOR NAME: J S ELECTRONICS, INC.					
20321	Tower Lease - December 2018	266-325-976.00	517.63		517.63
20316	Antennas for Jail Radios (x3)	101-301-934.01	68.97		68.97
20324	New Radio Antenna	205-315-934.01	35.00		35.00
TOTAL VENDOR J S ELECTRONICS, INC.					621.60
VENDOR NAME: K & M RENTALS					
8590	Portable Toilet (Parks)	208-751-942.00	90.00		90.00
TOTAL VENDOR K & M RENTALS					90.00
VENDOR NAME: LINDA A. MENACHER					
Transcripts	Transcripts (x5)	101-267-806.00	53.73		53.73
Transcripts	Transcripts (x7)	101-136-806.00	408.95		408.95
TOTAL VENDOR LINDA A. MENACHER					462.68
VENDOR NAME: MANPOWER, INC.					
33431308	Week Ending 12/9/18 (D. Averill)	216-585-704.00	340.00		340.00
TOTAL VENDOR MANPOWER, INC.					340.00
VENDOR NAME: MENARDS - MARINETTE					
73173	Parks - Picnic Table Supplies	208-751-970.02	708.60		708.60
73084	Sheriff Department	101-301-728.00	13.52		13.52
TOTAL VENDOR MENARDS - MARINETTE					722.12
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY					
10545940	Airport Supplies	216-585-981.00	54.85		54.85

**APPROVED**

DEC 13 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				54.85
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: MGT OF AMERICA, INC.				
34454	PA - CRP Billing Services	101-267-801.00	1,000.00	1,000.00
34614	FY 2018 Dashboard	101-103-755.00	4,000.00	4,000.00
TOTAL VENDOR MGT OF AMERICA, INC.				5,000.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0142019-001	Sheriff Dept - Task Chairs (x2)	101-301-728.00	616.88	616.88
0142021-001	Sheriff Dept - Office Chairs (x8)	101-301-728.00	1,514.32	1,514.32
0141999-001	Sheriff Dept - Office Supplies	101-301-727.00	119.44	119.44
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				2,250.64
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	Mileage - November 2018	101-101-860.00	102.46	102.46
TOTAL VENDOR NELSON, JOHN R.				102.46
VENDOR NAME: OFFICE DEPOT, INC.				
240106237001	Sheriff Dept - Office Supplies	101-301-727.00	5.99	5.99
240106477001	Sheriff Dept - Office Supplies	101-301-727.00	410.97	410.97
TOTAL VENDOR OFFICE DEPOT, INC.				416.96
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318328001	Inmate Supplies	101-301-770.00	45.08	45.08
TOTAL VENDOR PAN-O-GOLD BAKING CO.				45.08
VENDOR NAME: QUAAK, BRENDA				
12/6/18	Detention	101-132-801.01	34.00	34.00
TOTAL VENDOR QUAAK, BRENDA				34.00
VENDOR NAME: QUILL CORPORATION				
3143813	911 - Office Equipment	266-325-728.00	35.99	35.99
3143812	911 - Office Equipment	266-325-728.01	82.39	82.39
3122931	PA - Office Supplies	101-267-727.00	216.99	216.99
3123320	PA - Office Supplies	101-267-727.00	62.84	62.84
2527799	PA - Office Supplies	101-267-727.00	113.39	113.39
2893332	PA - Office Supplies	101-267-727.00	45.96	45.96
TOTAL VENDOR QUILL CORPORATION				557.56
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
007184201811	Drug Testing Supplies	101-136-727.00	20.63	20.63
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				20.63
VENDOR NAME: REINHART FOODSERVICE				
614701	Inmate Supplies	101-301-770.00	774.21	774.21
619725	Inmate Supplies	101-301-770.00	1,452.26	1,452.26
620767	Credit - Inmate Supplies	101-301-770.00	(79.16)	(79.16)
TOTAL VENDOR REINHART FOODSERVICE				2,147.31
VENDOR NAME: ROGG, JEFFREY				
Reimbursement	Meal	101-267-860.00	11.00	11.00
TOTAL VENDOR ROGG, JEFFREY				11.00
VENDOR NAME: STATE OF MICHIGAN POB 30266				
551-529508	AVPN 4-Way Line (Lien System)	101-301-976.00	1,325.00	1,325.00
TOTAL VENDOR STATE OF MICHIGAN POB 30266				1,325.00
VENDOR NAME: STERICYCLE, INC.				
4008248489	Sheriff Dept	101-301-755.00	16.81	16.81
		101-301-881.00	68.18	68.18
TOTAL VENDOR STERICYCLE, INC.				84.99
VENDOR NAME: THE PRINT SHOP				
7033326	Sheriff Dept - Request Forms	101-301-770.00	193.50	193.50
12/7/18	Building Code Forms	249-371-727.00	68.00	68.00
7033300	PA - Office Supplies	101-267-727.00	334.27	334.27

APPROVED

DEC 13 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: THE PRINT SHOP				
TOTAL VENDOR THE PRINT SHOP				595.77
VENDOR NAME: TIME WARNER CABLE				
620475202113018	Inmate/Sheriff Dept	101-301-770.00	139.55	139.55
TOTAL VENDOR TIME WARNER CABLE				139.55
VENDOR NAME: TIMEKEEPING SYSTEMS, INC.				
MEN0061822390	Guard 1 Plus Support (Sheriff Dept)	101-301-770.00	295.00	295.00
TOTAL VENDOR TIMEKEEPING SYSTEMS, INC.				295.00
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277	November 2018	101-301-755.00	25.00	25.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				25.00
VENDOR NAME: VERIZON WIRELESS				
9819428560	Cellular Services	101-265-850.01	142.09	952.70
		101-301-850.00	378.17	
		101-426-850.00	52.62	
		101-682-850.00	40.42	
		205-315-850.00	337.42	
		266-325-850.00	1.98	
TOTAL VENDOR VERIZON WIRELESS				952.70
VENDOR NAME: WALTER BROTHERS INC				
C141032	Marine Supplies (Acct# 13216)	101-331-755.00	4.68	4.68
TOTAL VENDOR WALTER BROTHERS INC				4.68
VENDOR NAME: XEROX CORPORATION				
095267703	Sheriff Department	101-301-727.00	41.39	41.39
095267704	Sheriff Department	101-301-727.00	338.91	338.91
TOTAL VENDOR XEROX CORPORATION				380.30
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
December 2018	Medical Examiner	101-648-709.00	2,030.00	2,030.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,030.00
GRAND TOTAL:				40,887.13

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

12/18/2018 01:40 PM  
User: jessicaw  
DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 12/18/2018 - 12/18/2018  
UNJOURNALIZED  
OPEN

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-755.00	26.24	
		101-301-770.00	426.22	
		280-362-755.00	529.00	
		701-000-276.00	31.87	
				1,013.33
TOTAL VENDOR SAM'S CLUB MC/SYNCB				1,013.33
GRAND TOTAL:				1,013.33

DEC 19 2018  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 12/19/2018 - 12/19/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 62425	Mastercard Sheriff/Road Patrol	12/18/2018 jessicaw	12/19/2018	1,775.85	1,775.85	Open
	101-301-742.00	Superior Touchless		11.00		
	101-301-742.00	Superior Touchless		11.00		
	101-301-742.00	Superior Touchless		11.00		
	101-301-755.00	Galls		225.00		
	101-301-770.00	Bob Barker		33.91		
	101-301-770.00	Belson		160.00		
	101-301-770.00	Cloverland Paper		275.62		
	101-301-770.00	Walmart		128.00		
	101-301-770.00	Readers Digest		19.98		
	101-301-770.00	Bob Barker		112.83		
	101-301-770.01	CVS		535.17		
	101-301-770.01	CVS		188.19		
	101-301-860.00	Marquette Downtown Development		1.00		
	101-301-881.00	Safety Restraining Chair		25.00		
	205-315-755.00	Paidl's Do It		38.15		

APPROVED

DEC 19 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

Credit Card 62426	Mastercard Airport	12/12/2018 jessicaw	12/19/2018	111.55	111.55	Open
	216-585-742.00	Holiday		111.55		

Credit Card 62427	Mastercard Courthouse, 911, Child Care	12/12/2018 jessicaw	12/19/2018	1,043.59	1,043.59	Open
	101-265-745.00	Amazon		99.97		
	266-325-934.00	Headset Direct		212.75		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	263-215-860.00	Shell Oil		32.66		
	101-265-755.00	FredPryor CareerTrack		179.00		
	296-667-801.02	Dominos Pizza		30.50		
	101-265-930.01	Amazon		36.37		
	101-101-859.00	MSU		125.00		
	263-215-860.00	Citgo		47.00		
	101-265-745.00	Cabellas		116.49		
	101-265-755.01	AutoZone		37.98		
	101-265-931.00	Amazon		24.87		
	101-265-934.00	Amazon		38.75		
	101-265-930.01	Amazon		34.95		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		

# of Invoices: 3 # Due: 3 Totals:  
 # of Credit Memos: 0 # Due: 0 Totals:

2,930.99  
 0.00  
 2,930.99

Net of Invoices and Credit Memos:

2,930.99  
 2,930.99

--- TOTALS BY FUND ---

101 - GENERAL FUND	2,458.38	2,458.38
205 - ROAD PATROL	38.15	38.15
216 - MENOMINEE REGIONAL AIRPORT	111.55	111.55
263 - CONCEALED PISTOL LICENSING	79.66	79.66
266 - EMERGENCY 911	212.75	212.75
296 - STATE-SPECIAL CHILD CARE	30.50	30.50

--- TOTALS BY DEPT/ACTIVITY ---

101 - BOARD OF COMMISSIONERS	125.00	125.00
215 - COUNTY CLERK	79.66	79.66
265 - BUILDINGS AND GROUNDS	568.88	568.88
268 - REGISTER OF DEEDS	28.80	28.80
301 - SHERIFF DEPARTMENT	1,737.70	1,737.70
315 - ROAD PATROL	38.15	38.15
325 - EMERGENCY 911	212.75	212.75
585 - AIRPORT EXPENDITURE	111.55	111.55
667 - JUVENILE JUSTICE DIVERSION	30.50	30.50

APPROVED

DEC 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863299112	Telephone Services	101-103-850.00	39.24	39.24
906863298912	Telephone Services	101-103-850.00	39.24	39.24
906863298612	Telephone Services	101-103-850.00	39.24	39.24
TOTAL VENDOR AT&T - CAROL STREAM, IL				117.72
VENDOR NAME: BATTERIES PLUS				
988-P9285035	Bulbs - Bldg Maintenance	101-265-930.01	57.25	57.25
TOTAL VENDOR BATTERIES PLUS				57.25
VENDOR NAME: BERGSTROM, EVAN				
Reimbursement	Uniform Allowance	205-315-745.00	368.60	368.60
TOTAL VENDOR BERGSTROM, EVAN				368.60
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
1501	Additional Payment - Vehicle Maintenance	101-265-981.00	50.00	50.00
1590	Vehicle Maintenance	205-315-934.02	443.92	443.92
1695	Vehicle Maintenance	205-315-934.02	30.20	30.20
1790	Vehicle Maintenance	205-315-934.02	38.10	38.10
1816	Vehicle Maintenance	205-315-934.02	771.00	771.00
1851	Vehicle Maintenance	205-315-934.02	38.10	38.10
1863	Vehicle Maintenance	205-315-934.02	263.15	263.15
1906	Vehicle Maintenance	205-315-934.02	38.10	38.10
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				1,672.57
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E96762	Inmate Supplies	101-301-770.00	344.00	344.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				344.00
VENDOR NAME: BP				
54887767	RP Gasoline Sales	205-315-742.00	647.84	647.84
TOTAL VENDOR BP				647.84
VENDOR NAME: BRAZEAU, DAWN				
18-3947-FH	Transcripts (Martin)	101-131-806.00	190.35	190.35
TOTAL VENDOR BRAZEAU, DAWN				190.35
VENDOR NAME: BUSINESS RADIO LICENSING				
Renewal	Airport	216-585-755.03	95.00	95.00
TOTAL VENDOR BUSINESS RADIO LICENSING				95.00
VENDOR NAME: CELLCOM				
010309	Airport Cellular Services	216-585-850.00	56.10	56.10
006603	Cellular Services	292-663-850.00	40.29	120.87
		292-664-850.00	40.29	
		292-665-850.00	40.29	
TOTAL VENDOR CELLCOM				176.97
VENDOR NAME: CLAIRMONT, PATRICIA & CHRIS				
November 2018	Ward: Abigail Szabo	292-662-843.05	817.20	817.20
November 2018	Ward: Kaleb Szabo	292-662-843.05	517.20	517.20
TOTAL VENDOR CLAIRMONT, PATRICIA & CHRIS				1,334.40
VENDOR NAME: CLOVERLAND PAPER CO				
118647	Courthouse - Operational Supplies	101-265-755.01	193.30	193.30
118552	Janitorial Supplies (Courthouse)	101-265-755.01	243.40	243.40
118608	Janitorial Supplies (Courthouse)	101-265-755.01	185.38	185.38
118558	Inmate Supplies	101-301-770.00	321.87	321.87
118609	Inmate Supplies	101-301-770.00	54.61	54.61
118610	Inmate Supplies	101-301-770.00	131.86	131.86
118648	Inmate Supplies	101-301-770.00	434.08	434.08
TOTAL VENDOR CLOVERLAND PAPER CO				1,564.50
VENDOR NAME: COHL STOKER & TOSKEY P C				
49763	Legal Services (Road Commission)	101-211-807.00	1,215.33	1,215.33
TOTAL VENDOR COHL STOKER & TOSKEY P C				1,215.33

DEC 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
33849	Shredding Documents (12/6/18)	101-265-801.00	74.15	74.15
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				74.15
VENDOR NAME: DERBY INDUSTRIES				
053216	Inmate Supplies	280-362-755.00	287.64	287.64
TOTAL VENDOR DERBY INDUSTRIES				287.64
VENDOR NAME: EICKMEYER HEATING & SHEET ME				
12790	Pressure Switch (Airport)	216-585-981.02	49.10	49.10
TOTAL VENDOR EICKMEYER HEATING & SHEET ME				49.10
VENDOR NAME: HENSLEY, RN, JOEL				
December 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: JACK'S FRESH MARKET				
171-27	Inmate Supplies	101-301-770.00	10.93	10.93
TOTAL VENDOR JACK'S FRESH MARKET				10.93
VENDOR NAME: LENCA SURVEYING				
18184	Remon Yr 2018 (12/6 - 12/16/18)	243-246-801.07	3,910.10	4,110.10
		243-246-709.00	200.00	
TOTAL VENDOR LENCA SURVEYING				4,110.10
VENDOR NAME: LINDWALL, SYLVIA RDN				
12/14/18	RD Consult & Mileage	101-301-770.00	461.76	461.76
TOTAL VENDOR LINDWALL, SYLVIA RDN				461.76
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
98839	Envelopes (Probate/Family)	101-148-727.00	176.00	352.00
		101-132-727.00	176.00	
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				352.00
VENDOR NAME: MAXIMUS, INC.				
003	April - June 2018	101-267-801.00	700.00	700.00
TOTAL VENDOR MAXIMUS, INC.				700.00
VENDOR NAME: MENARDS - MARINETTE				
72866	Operating Supplies	101-265-755.00	56.68	56.68
72869	Vehicle Maintenance Supplies	101-265-981.00	112.94	112.94
73356	Credit Memo	101-265-755.00	(47.36)	(47.36)
73471	Operating Supplies	101-265-755.00	7.88	7.88
73470	Annex Security Supplies	101-172-934.03	119.00	119.00
73473	Annex Security Supplies	101-172-934.03	417.51	417.51
73359	B & G and Parks Supplies	208-751-930.03	647.76	809.70
		101-265-930.01	161.94	
73922	Inmate Supplies	101-301-770.00	71.57	71.57
TOTAL VENDOR MENARDS - MARINETTE				1,547.92
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
11191	Power to Radio (November 2018)	101-301-934.01	36.52	36.52
11164	Power to Radio	101-301-934.01	27.33	27.33
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				63.85
VENDOR NAME: MGT OF AMERICA, INC.				
34718	FY 2019 CRP Billing (FOC)	101-141-801.00	1,277.20	1,277.20
TOTAL VENDOR MGT OF AMERICA, INC.				1,277.20
VENDOR NAME: MICHIGAN SHERIFFS' ASSOCIATION				
20180946	Professional Dues (2019)	101-301-802.00	750.00	750.00

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MICHIGAN SHERIFFS' ASSOCIATION TOTAL VENDOR MICHIGAN SHERIFFS' ASSOCIATION				750.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0142278-001	District Court - Office Supplies	101-136-727.00	257.99	257.99
0142095-001	Sheriff Dept - Office Supplies	101-301-727.00	10.90	10.90
0142163-001	Desk	101-301-728.00	899.00	899.00
0142416-001	RP - Office Supplies	205-315-727.00	34.72	34.72
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				1,202.61
VENDOR NAME: NESTEGG MARINE 12/18/18 Marine - Cold Storage & Winterization of Boats				3,156.42
TOTAL VENDOR NESTEGG MARINE				3,156.42
VENDOR NAME: PAN-O-GOLD BAKING CO. 40068318334001 Inmate Supplies				113.29
31390	Inmate Supplies	101-301-770.00	28.16	26.10
		101-301-770.00	(6.06)	
		101-301-770.00	4.00	
TOTAL VENDOR PAN-O-GOLD BAKING CO.				139.39
VENDOR NAME: PFANKUCH, MIKE Reimbursement CCJP 2 year renewal				145.00
TOTAL VENDOR PFANKUCH, MIKE				145.00
VENDOR NAME: PHELPS, LARRY Reimbursement Mileage				71.40
TOTAL VENDOR PHELPS, LARRY				71.40
VENDOR NAME: REINHART FOODSERVICE 625569 Inmate Supplies				1,361.42
TOTAL VENDOR REINHART FOODSERVICE				1,361.42
VENDOR NAME: ROACH, TODD Reimbursement Uniform Allowance				355.00
TOTAL VENDOR ROACH, TODD				355.00
VENDOR NAME: SEXTON, RICHARD Reimbursement Mileage				96.47
TOTAL VENDOR SEXTON, RICHARD				96.47
VENDOR NAME: STATE OF MICHIGAN November 2018 Offset Billing				5,874.66
TOTAL VENDOR STATE OF MICHIGAN				5,874.66
VENDOR NAME: STEPHENSON MARKETING COOPERATI 008096 Building Code - Gasoline Charges				139.09
015579	RP Gasoline Sales	249-371-742.00	1,680.84	1,680.84
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				1,819.93
VENDOR NAME: TAYLOR BROTHERS DOOR LOCK, LLC 5697 Nightlock Lockdown, Tools & Shipping (EMS)				5,000.00
TOTAL VENDOR TAYLOR BROTHERS DOOR LOCK, LLC				5,000.00
VENDOR NAME: TD CARWASH 201932 Car Washes (x20)				280.00
TOTAL VENDOR TD CARWASH				280.00
VENDOR NAME: TERENCE WANIC 11/9/18 Peer Group (2018 Grant Yr)				90.00
TOTAL VENDOR TERENCE WANIC				90.00
VENDOR NAME: U.E.S. COMPUTERS, INC. 80391 FOC Computer Maintenance				1,327.00
80380	Credit Memo	101-103-970.18	(18.00)	(18.00)
80386	Computer Supplies	101-103-970.18	33.96	33.96

DEC 19 2018  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 12/19/2018 - 12/19/2018  
 UNJOURNALIZED  
 OPEN

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: U.E.S. COMPUTERS, INC.				
80377	Extension Cable	101-103-970.18	33.00	33.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				33.00
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	Mileage & Meals - November 2018	101-131-860.00	258.90	258.90
TOTAL VENDOR VALENTI, SUSAN F.				258.90
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00010	1000 9th Street	101-265-920.03	183.69	183.69
0402047856-00011	1004 9th Street	101-265-920.03	57.31	57.31
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				241.00
GRAND TOTAL:				40,302.34

DEC 19 2018  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MISHIGAN

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commissions Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review/Discuss Miscellaneous Boards/Committees/Commission reports	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Jason Carviou

12/20/2018  
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 BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

## MONTHLY BUILDING PERMIT REPORT

12/10/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13782-18</b>	11/05/18	WALECHKA FRANK	W1321 CO RD 374	GOURLEY TWP.	\$192.00
Work :	4.MANUFACTURED	13.4 x 56 home			004-021-013-00
<b>P13783-18</b>	11/15/18	KLEE KENNETH J	N15892 MAPLE ST	SPALDING TWP.	\$219.00
Work :	2.ADDITION	1st and second floor addition			013-215-022-00
<b>P13784-18</b>	11/14/18	FROST KEVIN E & LISA S	W7760 WOODHAVEN DR	MENOMINEE TWP.	\$484.10
Work :	1.NEW BUILDING	new home, attached garage and deck			010-640-011-00
<b>P13785-18</b>	11/19/18	POUPORE TIMOTHY J & POUPORE	W58 CO RD G-18	NADEAU TWP.	\$268.40
Work :	2.ADDITION	19 x 36 addition			042-019-070-50
<b>P13788-18</b>	11/29/18	KROPF JUDITH H	N7076 HWY M-35	INGALLSTON TWP.	\$356.00
Work :	2.ADDITION	1780 sq ft addition			007-004-008-00
<b>Total Permits</b>					<b>5</b>
<b>Total Fees</b>					<b>\$1,519.50</b>

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

715 Pyle Drive, Kingsford, MI

November 29, 2018 – 4:30 p.m.

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet*	X			Negro, Mari	X		
Hafeman, Jan		X		Pasternak, Nancy	X		
Hofer, Millie*	X			Phillips, Patricia	X		
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Martin, Ann	X			Korpi, Thomas	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** Bill Adrian, B. Ducoli, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda. G. McCole requested addition of Payment for attending the Executive Board Meetings in Lansing under New Business.

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

**Motion by:** G. McCole supported by P. Phillips to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

**ACTION:** Moved to approve 11-19-18 Special Meeting and 11-8-18 Regular Board meeting minutes.

**Motion by:** M. Negro supported by G. McCole to approve the 11-19-18 Special meeting and 11-8-18 Regular meeting minutes as presented.

**Motion carried unanimously.**

**PRESENTATION** – MACMHB Boardworks DVD – Fundamentals

DVD of Boardworks Fundamentals played for Board. More lessons will be planned for future meetings. Longer lessons will be broken into several meetings.

**ACTION ITEMS**

- Finance

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	TRICO	Lease	10-1-18 to 9-30-18	\$1,356.29/month	\$1,356.29/month	None
B	TRICO Vocational	Vocational	10/1/18 to 9/30/19	Out of Home pre-voc habilitation - \$12.51/hr. Monitoring at Distance - \$12.96/hr. Supported integrated employment Enclave or Mobile work - \$37.68/hr. Individual Placement - \$38.74/hr.	\$12.64/hour then \$12.89/hour \$13.08/hour then \$13.35/hour \$38.06/hour then \$38.81/hour \$39.13/hour then \$39.90/hour	1% increase for 6 months with additional 2% for final 6 months.

C	Case Management of MI	Case Management of MI	10/1/18 to 9/30/18	Case Management Individual Therapy \$60.00/unit \$62.00/encounter Group Therapy \$40.11/encounter Treatment Planning \$53.00/encounter Assess for Behavioral Health \$200/encounter Psych Eval \$150.00/encounter Med Review/Physician/NP \$77.75/encounter Medicine Injection \$21.00/encounter Health Assessment \$100.00/encounter RN Services \$29.91/unit Annual CSM Assessment \$110.00/encounter Multidisciplinary Eval \$20.60/encounter Support Coordination \$63.00/unit	\$60.00/unit	Case Management Individual Therapy \$60.00/unit \$62.00/encounter Group Therapy \$40.11/encounter Treatment Planning \$53.00/encounter Assess for Behavioral Health \$200/encounter Psych Eval \$150.00/encounter Med Review/Physician/NP \$77.75/encounter Medicine Injection \$21.00/encounter Health Assessment \$100.00/encounter RN Services \$29.91/unit Annual CSM Assessment \$110.00/encounter Multidisciplinary Eval \$20.60/encounter Support Coordination \$63.00/unit	None
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a) Contract Grid 11-8-18 (*TRICO Lease, TRICO Vocational, Case Management of MI*)

**ACTION:** Moved to approve Contract Grid 11-8-18.

**Motion by:** M. Negro supported by P. Phillips to approve Contract Grid 11-8-18 as presented.

**Motion carried unanimously.**

**NEW BUSINESS (Discussion only)**

- **CEO Hiring Update**

Request by B. Adrian to move CEO update to Action Item at present meeting.

**Motion by:** M. Negro supported by A. Martin to move CEO update to Action Item at present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Korpi	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Luhtanen	X	
Negro	X				

**Motion carried unanimously.**

J. Luhtanen, Board Chairperson, and B. Adrian, Interim CEO, met with J. Cescolini to negotiate contract wages and start date. Negotiated wage of \$100,000 for first year and increase to \$104,000 for second year with a start date of Monday, December 3, 2018 presented for consideration. B. Adrian's last day will be Friday, November 30, 2018 in office but available for any questions she may have.

**Motion by:** G. McCole supported by T. Korpi to accept terms of contract and hire J. Cescolini as CEO.

**Motion carried unanimously.**

- **Finance**

a) **Check Disbursement – October 2018**

**Outcome:** Action Item at next meeting.

b) **11-29-18 Contract Grid (*Schlaud AFC*)**

**Outcome:** Action Item at next meeting.

- **Great Lakes Center for Autism Treatment and Research – New Contract**

B. Adrian requested approval to enter into a contract with Great Lakes Center for Autism Treatment and Research. Contract to specify parents are responsible for room and board and must participate in treatment with Northpointe team and facility. Miscellaneous questions addressed. B. Adrian requested this be moved to an Action Item at present meeting and permission to sign when it arrives based on rates provided to Board.

**Motion by:** M. Negro supported by G. McCole to move approval of a contract with Great Lakes Center for Autism Treatment and Research and authorize CEO to sign said contract, once received, to an Action Item at present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Korpi	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Luhtanen	X	
Negro	X				

**Motion carried unanimously.**

**Motion by:** M. Negro supported by P. Phillips to approve a contract with Great Lakes Center for Autism Treatment and Research and authorize CEO to sign said contract upon receipt.

**Motion carried unanimously.**

- **Employee Recognition Program Policy**

Discussed policy written and suggestions from members. Miscellaneous questions addressed.

**Outcome:** Action item for next meeting.

- **Reimbursement for CEO candidate travel expenses**

Candidate submitted travel expenses at the request of B. Adrian per policy on recruitment cost reimbursement.

**Motion by:** M. Negro supported by A. Martin to move Reimbursement of recruitment expenses submitted by candidate to an Action Item at present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Korpi	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Luhtanen	X	
Negro	X				

**Motion carried unanimously.**

**Motion by:** M. Negro supported by G. McCole to approve payment of recruitment expenses submitted by M. Marcotte for \$618.00.

**Motion carried unanimously.**

- **2019 Tentative Board meeting schedule**

Discussed tentative dates proposed.

**Motion by:** M. Negro supported by P. Phillips to move 2019 Tentative Board meeting schedule to Action Item at present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Korpi	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Luhtanen	X	
Negro	X				

**Motion carried unanimously.**

**Motion by:** M. Negro supported by T. Korpi to approve proposed 2019 meeting schedule as presented.

**Motion carried unanimously.**

- **Board by-laws and policies**

G. McCole requested Board by-laws and policy discussion be placed on hold until after the 1<sup>st</sup> of the new year. New government will be in place in all 3 counties and the new Northpointe CEO and CFO will be on board at that time. He recommends an Ad Hoc Committee be formed to review and propose changes prior to the March 22<sup>nd</sup> renewal date. M. Negro believes the entire Board should be involved.

**Outcome:** Will return to agenda on the first meeting in January 2019 as discussion item to determine if Ad Hoc Committee or entire Board will review.

- **Intake Contract – Gogebic**

B. Adrian requested moving a contract with Gogebic for Intakes be moved to an Action Item at present meeting. Staff hired to do intakes in Iron County will not be licensed for one to three months. No pricing for services available at this time but would like to have in place immediately to make certain Northpointe meets the indicator for incentive program and does not lose on general fund monies.

**Motion by:** G. McCole supported by R. Roberge to move Gogebic Intake Contract to Action Item at present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Korpi	X		Phillips	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
McCole	X		Luhtanen	X	
Negro	X				

**Motion carried unanimously.**

**Motion by:** G. McCole supported by T. Korpi to approve Gogebic Intake Contract without contract rates in the event it becomes necessary prior to returning contract to the Board with rates included.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak		X
Korpi		X	Phillips	X	
Hofer	X		Roberge	X	
Martin		X	Zevitz		X
McCole	X		Luhtanen	X	
Negro		X			

**Motion carries in 6/5 vote.**

B. Adrian announced that the Director of Nursing position was offered to Amber Lindholm and she has accepted with a start date in January.

B. Adrian announced that the Director of Finance position is being offered to Jane Lindow. She has not spoken with Human Resources yet regarding this position.

- **Payment for attending Executive Board meetings in Lansing**

G. McCole requested payment for expenses incurred on August 2 and 3, 2018 and for future expenses on December 6 and 7, 2018 for travelling to attend the Executive Board meetings in Lansing. Executive meetings are not addressed under Board Policies and occur six times per year.

**Outcome:** Board recommends attending meetings by phone as accomplished by members in the past. G. McCole will continue to pay for travel himself.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- **CMHAM 2018 Fall Conference Report – G. McCole**

M. Hofer thanked G. McCole for his written conference summary.

**Outcome:** Place on file.

- **NorthCare Governing Board Minutes 10-10-18**  
**Outcome:** Place on file.

**PUBLIC COMMENTS**

S. Hoke, whose individual hopes to begin treatment at Great Lakes Center, stated that she and M. Buffington toured the facility and was very impressed. She feels this option will benefit the consumer in ways we are currently unable to onsite. They both plan to visit the facility quarterly during the consumers stay and to help parents during the transition. She thanked the Board for approving the contract.

Kevin Pirlot, Dickinson County's newly elected Commissioner, introduced himself in case he is appointed to be the new Northpointe representative replacing A. Martin.

**BOARD COMMENTS**

R. Roberge commented that the hiring process for the new CEO went very well and he hopes to have an equally successful process in place for the annual evaluation. J. Luhtanen stated that her intention is to have an Ad Hoc Committee formed to work on this so there are no misunderstandings on expectations between the Board and the new CEO.

M. Hofer thanked B. Ducoli for his work as Northpointe's CFO. The Board wished him well in his upcoming retirement.

J. Luhtanen reminded members that the NAMI Christmas Party is going to be on December 13, 2018 at the Maranatha Church at noon.

J. Luhtanen thanked B. Adrian and B. Ducoli again for their services to Northpointe.

**ADJOURN**

**ACTION:** Motion by G. McCole supported by P. Phillips to adjourn meeting.  
**Motion carried unanimously.**

Meeting adjourned at 5:55 p.m.

The next Regular Board meeting is scheduled for Thursday, December 13, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

**MENOMINEE COUNTY LIBRARY BOARD**  
**Minutes November 13, 2018**

Approved: December 11, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:00 PM on Tuesday November 13, 2018.

Present: C. Peterson, N. Tuinstra, M. Fagan, Ann Rivard and Commissioner L. Schei.

Excused: J. Freis

M. Fagan moved to approve the agenda, support by N. Tuinstra. Motion carried.

Public Participation: No public present.

A. Rivard moved to approve the minutes from the October 9, 2018 meeting, support by N. Tuinstra. Motion carried.

M. Fagan moved to approve the September and October financials, support by A. Rivard. Motion carried.

N. Tuinstra moved to approve the November bills, support by A. Rivard. Motion carried.

Director's Report

Kent District Library announced that they have received their new bookmobile so we no longer have the newest bookmobile in the State.

We started a partnership with the Stephenson Subway. They are providing kid's meals certificates as incentives for a youth reading challenge. We participated with "Libraries for Life" program with displays at both the Main Library and at the Hermansville Branch. The Halloween Evening Storytime with the 4-H Youth Leadership Council was well attended. Just over 200 kids signed up for the stuffed Cobra give away on the bookmobile. Our cake pan collection is cataloged and ready for check out.

Several local authors will be signing books at the Library on November 24<sup>th</sup>. Scheduled to start in January is both a 6 week sign language class and a loom knitting workshop.

The Friends of the Library had their annual fundraising raffle on November 3<sup>rd</sup>. The winners all were pleased with their prizes. The Friends subsidized additional space on Bookmobile garage bump out. This construction project has been completed. Jim Hoffman of M&M Trucking did a great job and everything was finished before the weather changed.

Superiorland Library Cooperative reports that Lissa Potter has started as the ILS System Manager and that the Network Administrator has been filled.

New Business: N. Tuinstra gave a brief report on the Menominee County Literacy Council and their activities.

Public Participation: No public present.

As there was no further business, M. Fagan moved to adjourn the meeting, support by N. Tuinstra. Motion carried. Meeting adjourned at 4:31 PM.

Submitted by:

Amanda Winnicki, Library Director

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

**BOARD MEMBERS**

**JEFF NASER, CHAIR  
GARY EICHHORN  
SHEILA VERAGHEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** November 27, 2018

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Jeff Naser, Board Chair, at 9:00 a.m. Central Time. The meeting was held at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan.

Present: Jeff Naser, Board Chair; Gary Eichhorn, Board Member; Sheila Veraghen, Board Member, and Russell Sexton, Board Secretary.

Others Present: None

**APPROVAL OF AGENDA:**

A motion to approve the agenda was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

**APPROVAL OF MINUTES:**

Minutes of the October 30, 2018 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

**FINANCIAL REPORT:**

An allocation of \$3,000.00 was received from the Menominee County Board of Commissioners for FY 2019 MDHHS Board operations.

The financial report for October 2018 was reviewed. There were \$100.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure to Spaulding Township for the use of their facility; leaving a balance of \$2,850.00.

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

**DIRECTOR'S REPORT:**

Mr. Sexton provided the board with an update on the current staffing situation in Menominee County.

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

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

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

FY 2018 Operating Funds: Menominee County allocation for FY 2019 has not yet been received. Year-to-date expenditures are: \$0.00. This constitutes 0% of the allocation spent with 0% of the fiscal year elapsed.

FY 2018 Travel Funds: Menominee County allocation has not yet been received. Year-to-date expenditures are: \$0. This constitutes 0% of the allocation spent with 0% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 81.5%. Business Service Center 1 average is 75.33%. Statewide Average is 94.92%.

Family Independence Program Work Participation Rate: N/A for September. Year to date average for CY 2019 is 0%. Federal goal is 50%. U.P. average is 44.15%, statewide average is 57.90%.

**Miscellaneous:** Mr. Sexton reviewed with the board customer information as follows:

September 2018 data:

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

- Family Independence Program: 10 cases; 21 recipients; \$2,951.00 in benefits.
- Food Assistance Program: 1,193 cases; 2,149 recipients; \$237,362.00 in benefits.
- State Disability Assistance: 6 cases; 6 recipients; \$1,000.00 in benefits.
- Child Development and Care: 35 cases; 56 recipients; \$17,398.00 in benefits.
- State Emergency Relief: 0 cases; \$0.00 in benefits.
- Unduplicated total: 1,224 cases; 2,189 recipients; \$258,711.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 714 cases; 1,526 recipients
- Other Children < Age 21: 98 cases; 108 recipients
- Pregnant Women & Children Under 19: 465 cases; 846 recipients

- MICHild: 55 cases; 95 Recipients
- Non-SSI Aged, Blind & Disabled: 627 cases; 653 recipients
- SSI Aged, Blind & Disabled: 468 cases; 468 recipients
- Medicaid Eligible Total: 2,210 cases; 3,697 recipients
- Healthy Michigan Program Total: 1,185 cases; 1,339 recipients

This information is available on the [www.michigan.gov/dhs](http://www.michigan.gov/dhs) website in the “Green Book”

Child Welfare:

CPS Commencement	90%
CPS F2F Investigations	100%
CPS Ongoing F2F	74%
CPS Ongoing Caregiver F2F	77%
CPS Services Plans	96%
CPS Plan Approval	95%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	100%
Dental	67%
Worker/Child Contacts	67%
Worker/Parent Contacts	100%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	36%

Percentages are not valid as it takes 33 cases minimum to meet statistical reliability. With the small caseload, one missed contact can throw off the percentages by a significant amount. The child welfare unit is doing a great job.

**Board Member Input/Suggestions:** None

A motion to accept the Director’s Report was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

**Unit Report:** None.

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

Vouchers for October 2018 were reviewed. A motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

**2. MCSSA:**

An invoice from the Michigan County Social Services Association was received seeking FY 2019 statewide dues in the amount of \$869.98.

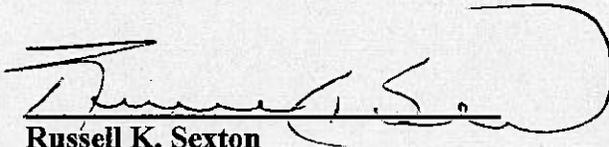
The invoice will not be paid as no motion was made to either join MCSSA or pay dues.

**NEW BUSINESS:** There was no new business presented.

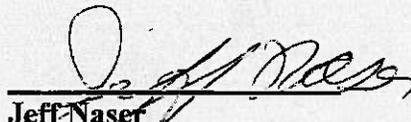
**PUBLIC COMMENT:** None.

**NEXT MEETING:** December 18, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0930 a.m.



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



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

Pc: DHS Board Members; Menominee County BOC