

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ December 9, 2014 @ 6:00 p.m. CDT**
At Lake Township Hall
County Road 577 & County Road 352 (G12)
Stephenson, MI 49887

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - Nov. 25, 2014 – CB Meeting
- F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only)*
- G. Presentations *(limited to twenty minutes)*
- H. Department Head/Elected Officials Reports *(limited to ten minutes)*
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on November 7 & 20, 2014 in the combined amount of \$107,223.30.
 - 2. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.
- J. New Business (discussion only)
 - 1. Personnel Items:
 - a. None
 - 2. Building and Grounds/Park Items:
 - a. Parks Concessionaire Agreement 2015
 - b. Kleinke & Shakey Lakes Park lease Agreements 2015

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

3. Miscellaneous Items:
 - a. Twin County Airport Agreement ~ Changes
 - b. Resolution 2014-17 ~ Compliance with PA 152 of 2011

4. Finance Items
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills as paid on December 4, 2014 in the amount of \$65,339.05

- K. Misc. Boards/Committees/Commissions Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Moved by _____ seconded by _____ to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.)

- O. Motion by _____ seconded by _____ to return to open session at _____ P.M.

- P. Adjourn

November 25, 2014

UNAPPROVED

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

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

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

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

Absent: Com. Krienke (excused).

Com. Hafeman would like to amend the agenda under New Business, Miscellaneous Items B. Request from Pinecrest for legal representation from Prosecutor Dan Hass in collecting money that is owed from patients.

Moved by Com. Nelson, seconded by Com. Piche to amend the agenda to add under New Business, Miscellaneous Items B. Request from Pinecrest for legal representation from Prosecutor Dan Hass in collecting money that is owed from patients. Motion was approved 8-0.

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

Moved by Com. Schei, seconded by Com. Hafeman to approve the minutes from the November 10, 2014 Regular County Board Meeting. Motion was approved 8-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports: None.

Nominations were asked for by Chairman Meintz for the appointment of a layperson to the Twin County Airport Commission. Term to expire 12/31/15. Com. Furlong nominated Jeffery Jones. Com. Hafeman nominated Caleb Fulcher and Com. Meintz nominated Joseph Ciochetto. Votes were taken in order of nomination. The votes went as follows:

- Jeffery Jones – Yes (Com. Furlong, and Lang)
- Caleb Fulcher – Yes (Com. Furlong, Hafeman, Lang and Piche)

- Joseph Ciochetto – Yes (Com. Furlong, Hafeman, Lang, Meintz, Nelson, Piche, Plutchak and Schei)

Moved by Com. Hafeman, seconded by Com. Plutchak to appoint Joseph Ciochetto a layperson to the Twin County Airport Commission. Term to expire 12/13/15. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to approve a change in the accounts used for the “Merit Network fiber lateral construction” for the Annex in Stephenson. Due to the County receiving a Hannahville Grant in the amount of \$11,360 for the project, payments are to be disbursed from 101-261-970.00 Capital outlay ~ 2014/15 Merit Fiber – Annex Project. (The previously approved account was 101-103-998.05 – Designated Building Funds.) Motion was approved 8-0.

Moved by Com. Piche, seconded by Com. Hafeman to approve Commissioner per diems and expenses as recently submitted. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Plutchak to approve miscellaneous bills as paid on November 6, 2014 in the amount of \$94,472.58. Motion was approved 8-0.

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

New Business (discussion only)

Personnel Items: None.

Building and Grounds/Parks Items: None.

Miscellaneous Items:

- a. Twin County Airport Agreement ~ Changes. – Brian Bousley explained that he met with Marinette County regarding the Twin County Airport Agreement. He stated that they are currently only looking to change the Open Meetings Act requirements. Michigan requires that you post for a meeting 18 hours in advance. Wisconsin has a 24 hour requirement. Marinette County would like us to follow the Wisconsin law. Discussion ensued regarding the Open Meetings Act. Com. Furlong believes we should follow the Wisconsin requirements. In addition there are other requirements like not amending an agenda. Com. Nelson feels that Dan Hass should look at this, especially the portion regarding amending the agenda. Com. Lang feels that complying with the Wisconsin Open Meetings Act will not violate Michigan law. Com. Hafeman read a list of numerous changes that she feels should be in the agreement. 1. Appointed member should be seated at the next Airport Commission meeting. 2. The secretary of the board shall be responsible for meeting minutes. 3. Menominee County is responsible for

monetary transactions, audits and general administrative at no cost to the Twin County Airport Commission. Marinette County is responsible for taking and distributing minutes and maintaining historical records. 4. Any legacy cost resulting from employment shall be the responsibility of both counties equally. 5. The Airport Commission would use the Menominee County PA for legal counsel. Com. Meintz stated that he would like to see the TCAC go from 6 members to 7. This person could come from either Menominee or Marinette County. The reason for a 7th member would be to hopefully prevent tie votes. Much discussion ensued regarding this. The consensus of the board would be to just stick with 6 members. Com. Meintz also feels that the issue of using Dan Hass for the legal counsel should be addressed. Brian will meet with Marinette County and go over the issues that were brought up. This item will be brought back up for discussion at the next meeting.

- b. Pinecrest's request for legal representation. – Char Corrigan from Pinecrest is here to discuss their request. She stated that she has already discussed with Dan Hass the possibility of him helping Pinecrest in the collection of unpaid medical bills. They currently have 4-6 patients that they would be attempting to collect from. The tentative agreement would be for Pinecrest to pay the court filing fees and cost along with Pinecrest filling out the necessary forms. Dan Hass would then take care of the filing. She also stated that Dan is just looking for approval from the County Board before he proceeds. Com. Nelson does not feel that the board needs to approve this. He stated it would be up to Dan to decide to do this or not. Dan is an elected official and he does not need the board approval. Com. Nelson does support this. The consensus of the board is that they support Dan Hass assisting Pinecrest to collect these medical bills. Brian will speak with Dan and decide if he would still like formal approval or not. If so it will be on the next agenda.

Finance Items:

- a. Miscellaneous bills as paid on November 7 & 20, 2014 in the combined amount of \$107,223.30. Com. Hafeman asked about a credit card bill from the Sheriff Department. Brian explained it was for meals at training. The consensus of the board is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment: None.

Commissioner Comment:

- Com. Meintz – Commented about a letter from US Fish and Wildlife Services regarding the Northern Long eared bat. They are extending the comment period.
- Com. Hafeman – Commented that she hopes the TCAC can work things out.
- Com. Piche – Commented that he would like people to pray for the family of the victims of the tragic car accident in Daggett.

Moved by Com. Piche, seconded by Com. Nelson to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing). Parties that will be present are: all commissioners, Administrator Bousley and County Clerk Kleiman. Motion was approved by roll call vote 8-0 at 6:50 p.m.

Moved by Com. Schei, seconded by Com. Nelson to return to open session at 7:21 p.m. Motion was approved by roll call vote 8-0.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 7:22 p.m. Motion was approved 8-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on November 7 & 20, 2014 in the combined amount of \$107,223.30.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on November 7 & 20, 2014 in the combined amount of \$107,223.30.	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

MENOMINEE COUNTY
Claims Audit Report

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



APPROVED
 NOV 20 2014
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
 Claims Audit Report

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



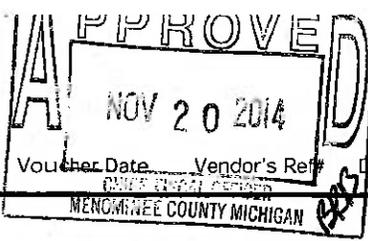
MENOMINEE COUNTY
Claims Audit Report

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

MENOMINEE COUNTY
Claims Audit Report

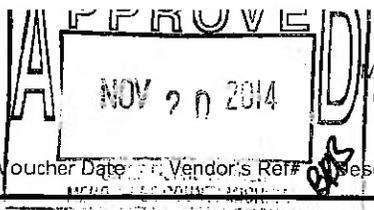
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Grainger 38889	11/06/2014	9588909730	Shaft Coupler Body (x2)	101-265-934.00	63.30		\$146.65
38890	11/06/2014	9588909748	Shaft Coupler Body (x2)	101-265-934.00	83.35		
GREAT AMERICAN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





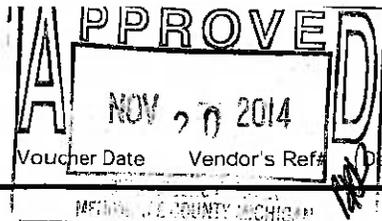
MENOMINEE COUNTY
Claims Audit Report

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



MENOMINEE COUNTY
Claims Audit Report

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

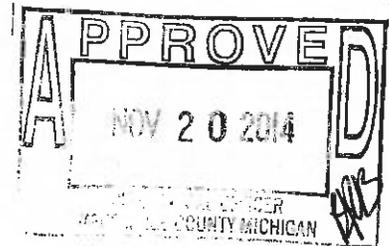


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Office Depot, Inc. 38917	11/03/2014	737149027001	District - Office Supplies	101-136-727.00	76.94		\$76.94
Peterson, Richard 38895	11/12/2014	Reimbursement	Mileage - Board of Canvassers (x3)	101-192-860.00	111.70		\$261.70
38896	11/12/2014	Per Diem	Board of Canvassers (x3)	101-192-705.00	150.00		
PrintersPlus! 38864	10/31/2014	13514	Request Form Pads (x100)	101-301-727.00	125.00		\$422.50
38901	11/12/2014	13550	Security Envelopes (x2500)	101-215-727.00	137.50		
38919	11/12/2014	13551	District Letterhead (x2000)	101-136-727.00	160.00		
Quill Corporation 38947	10/29/2014	7468364	Correction Fluid	101-301-727.00	11.98		\$11.98
Sexton, Richard 38925	11/12/2014	Reimbursement	Mileage	101-426-860.00	298.48		\$298.48
Squires-Stepniak, Rebecca 38933	11/18/2014	Reimbursement	Mileage - October 2014	296-665-860.00	339.92		\$339.92
State of Michigan - Dept. of Management & Budget							
38924	10/31/2014	15-000756	10/1/14 - 3/21/15 - Power to Radios	266-326-942.00	250.00		\$3,250.00
38957	10/31/2014	15-000123	Power to Radio (10/1/14 - 3/31/15)	101-301-934.01	2,850.00	X	
38958	10/31/2014	15-000281	Power to Radio (10/1/14 - 3/31/15)	101-301-934.01	150.00	X	
Stellar Pizza, LLC 38943	11/18/2014	5686	Pizzas for Teen Court	296-667-801.02	61.00		\$61.00
STEPHENSON MARKETING COOPERATI - P O BOX 399							
38928	10/31/2014	462643	Parks - Gasoline Charges	208-751-930.04	182.00		\$2,009.55
38963	10/31/2014	015579	Gasoline Sales - October 2014 Road P.	205-315-742.00	1,827.55		
The Ebco Company, LLC 38918	11/10/2014	014181	District Blue Folders (x200)	101-136-727.00	134.00		\$134.00
Time Warner Cable 38865	10/28/2014	10404620475202800	November 6 - December 5, 2014	101-301-770.00	126.82		\$126.82
TWIN CITY ELECTRIC, Inc. 38913	11/11/2014	79260	Panic Buttom Alarm Maintenance	101-265-934.00	171.90		\$171.90
U.S. Bank Equipment Finance 38975	11/15/2014	266215235	Konica Bizhub 423	101-172-942.00	133.07		\$133.07
UPCAP SERVICES INC							
38874	10/31/2014	767	Work Crew Services (10/6/14)	208-751-930.04	12.00		\$48.00
38875	10/31/2014	766	Work Crew Services (10/6/14)	208-751-930.04	12.00		
38959	10/31/2014	770	Work Crew Services (10/9/14)	101-301-935.00	24.00		
Valenti, Susan F. 38976	10/31/2014	Reimbursement	October 2014 - Mileage & Meals	101-131-860.00	524.20		\$524.20
Verizon Wireless							
38861	11/02/2014	9734674387	Cellular Services - November 2014	101-265-850.01	100.77		\$802.82
38861	11/02/2014	9734674387	Cellular Services - Ncvember 2014	101-301-850.00	394.09		
38861	11/02/2014	9734674387	Cellular Services - November 2014	101-682-850.00	32.43		
38861	11/02/2014	9734674387	Cellular Services - November 2014	205-315-850.00	275.11		
38861	11/02/2014	9734674387	Cellular Services - November 2014	266-325-850.00	0.42		

MENOMINEE COUNTY
Claims Audit Report

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



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 11.25.2014 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 11.25.2014 County Board meeting	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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

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

MINUTES

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

MEMBERS PRESENT

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

OTHERS PRESENT

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

MEMBERS ABSENT

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

ACCEPTANCE OF SEPTEMBER 4, 2014 GOVERNING BOARD MINUTES

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

ACCEPTANCE OF PASTOR LEVIN'S RESIGNATION

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

FINANCE COMMITTEE REPORT

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

NOMINATING COMMITTEE REPORT

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

ACCEPTANCE OF 9/24/14 EARLY CHILDHOOD MONTHLY REPORT

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

HEAD START UAW CONTRACT

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

APPROVAL OF EXECUTIVE DIRECTOR'S JOB DESCRIPTION

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

APPROVAL OF EXECUTIVE DIRECTOR'S SUCCESSION PLAN POLICY

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

APPROVAL OF CONFLICT OF INTEREST POLICY

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

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

ORGANIZATIONAL STANDARDS UPDATE

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

EXECUTIVE DIRECTOR'S REPORT

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

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

PUBLIC COMMENT/OTHER BUSINESS

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

ADJOURNMENT

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

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

Attachment "A"

FINANCE COMMITTEE MEETING
Wednesday, October 1, 2014
12 noon

MINUTES

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

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

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

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

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

The committee reviewed the HRA credit card charges.

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

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

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

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

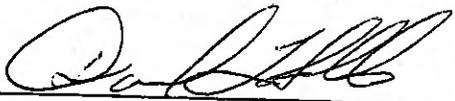
Bill told the members that the Dickinson-Iron CAA missed a deadline to extend their LCA contract. It would take several months if DICSA had to reapply so we have offered to enter into a sub-contract for us act as the fiduciary in order for DICSA to get these funds. Bill assured the members that there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

The meeting adjourned at 1:20 p.m.

Attachment "A"

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

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

SIGNED 
(TREASURER)

DATE 10-1-14

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

MINUTES

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

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

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

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

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

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

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

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

MDS Community Action Agency & HRA Inc.

Board of Directors

CONFLICT OF INTEREST AGREEMENT AND DISCLOSURE

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

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

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

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

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

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

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

_____ Yes _____ No

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

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

_____ Yes _____ No

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

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

_____ Yes _____ No

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

_____ Yes _____ No

If yes, please provide details below:

Agreement

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

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

Printed name of Member

Signature of Member

Date

Return to: Cathy Pearson 507 1st Ave. N. Escanaba, MI 49829

F:\DATA\Admin\My Documents

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

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

MINUTES

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

MEMBERS PRESENT

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

OTHERS PRESENT

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

MEMBERS ABSENT

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

ACCEPTANCE OF SEPTEMBER 4, 2014 GOVERNING BOARD MINUTES

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

ACCEPTANCE OF PASTOR LEVIN'S RESIGNATION

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

FINANCE COMMITTEE REPORT

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

NOMINATING COMMITTEE REPORT

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

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

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

ACCEPTANCE OF UPCAP MONITORING REPORT DATED 9/16/14

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

APPROVAL OF EXECUTIVE DIRECTOR'S JOB DESCRIPTION

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

APPROVAL OF EXECUTIVE DIRECTOR'S SUCCESSION PLAN POLICY

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

APPROVAL OF CONFLICT OF INTEREST POLICY

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

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

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

ORGANIZATIONAL STANDARDS UPDATE

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

EXECUTIVE DIRECTOR'S REPORT

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

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

PUBLIC COMMENT/OTHER BUSINESS

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

ADJOURNMENT

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

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

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

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

SIGNED



(TREASURER)

DATE

10-1-14

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

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

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

Public Participation: No public participation at this time.

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

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

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

Director's Report:

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

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

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

Old Business:

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

New Business:

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

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

Other Board Concerns: No board concerns at this time.

Public Participation: No public participation at this time.

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Parks Concessionaire Agreement 2015
DEPARTMENT:	Parks/Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks Committee has revised the Concessionaire Contract to remove "the operation of a permanent coin operated laundry facility" and the addition of the following: "The Concessionaire will receive two Annual Vehicle stickers per year that are to be affixed to the windshields of the concessionaire's vehicles."</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY PARKS AND RECREATION
LEASE AGREEMENT**

THIS AGREEMENT, made the _____ day of _____, 2014, by and between the Menominee County Board of Commissioners, hereinafter referred to as "Board/ Lessor" and _____ whose address is _____, hereinafter referred to as "Concessionaire/Lessee".

1. **Term.** The Board/Lessor, for the period of three years, effective May 1st, 2014 to April 30th, 2017, leases, demises, and lets the building known as the Shakey Lakes Concession Stand and Laundry facilities located at Shakey Lakes County Park to the Concessionaire/Lessee for the exclusive right to sell food, refreshments, firewood, ice and other camping necessities to the general public at the Shakey Lakes Park Area in Lake Township in said County, with the exception of Fair Days and two (2) additional weekends of the Superintendent's choice; (2) to operate a pleasure boat livery service to such public, and; ~~(3) to operate a permanent coin-operated laundry facility.~~ In addition to the foregoing Board/Lessor also leases to concessionaire/Lessee the right to park a camper behind the main concession stand building without the payment of additional rent. This camper should be used for the soul use of the Lessor and/or concession stand employees and not to be used as a summer cottage. The camper shall be parked at a non-electric site. **No fireworks sales (of any kind) are permitted.** **The Concessionaire will receive two Annual Vehicle stickers per year that are to be affixed to the windshields of the concessionaire's vehicles.**

2. **Consideration.** In consideration for this lease, said Concessionaire/Lessee shall pay the annual fee of **Six Hundred (\$600.00)** to the Board/Lessor. Payment for the year 2014 shall be made within ten (10) days of signing this agreement. Subsequent payments shall be made by May 1st of each year covered by the contract.

The lessee shall be responsible for all utilities and any and all personal & real property tax as may be imposed by Lake Township.

Concessionaire/Lessee shall follow all the campground rules.

3. Said Concessionaire/Lessee shall at all times during the term of this agreement, maintain liability insurance in an amount as stated by the County Board of Commissioners approval (**Minimum of \$1,000,000/\$1,000,000**). Further, said Concessionaires/Lessee jointly and severally, shall execute an indemnification agreement holding harmless the County of Menominee for any liability for loss or damage to any person, firm, or corporation of said concession by said Concessionaires. Said policy of insurance shall be deposited and remain with the County Administrator and at the Parks Office.

4. **Location.** Prior to the operation of said concession, Menominee County Administrator shall designate and identify the specific area in which any structure of any kind shall be used in the operation of said concession.

5. Fair Days. It is also agreed between the Board/Lessor and the Concessionaires/Lessee that the "Fair Days" are excluded from this agreement, in that others also may be given the right to dispense food and refreshments during said "Fair Days".
6. Assignment of Lease. This lease can only be reassigned with written approval of the County Board/Lessor.
7. Termination of Lease by Lessor. If default is made in payment of rent at the times above stated, the Board/Lessor may terminate said lease after giving said Concessionaire/Lessee a five day notice to quit or pay rent. Further, if the Concessionaire/Lessee shall break any of the covenants and agreements herein contained, or shall willfully or maliciously do injury to the premises, or shall file a petition in bankruptcy or have an involuntary petition in bankruptcy filed against him, or make an assignment for the benefit of creditors, the Board/Lessor or their legal representatives shall have the right, at any time thereafter, without notice, to declare this lease void and the term herein contained ended without prejudice to any remedies which the Board/Lessor may have to collect arrears of rent.
8. Hours of operation: The Concessionaire/Lessee agrees to open and operate the Concession stand from Memorial Day weekend through Labor Day weekend with posted daily/weekly scheduled hours. Should the Concessionaire/Lessee fail to open and operate during these posted hours, the building will revert ownership to Menominee County Parks, and personal property will be retained by the Lessee.
9. Care of Premises. The Concessionaire/Lessee agrees to keep the premises in good repair and reasonably clean at his expense. The Board/Lessor shall have the right to inspect the premises at all reasonable times and if the concessionaire/Lessee fails to keep the premises in reasonable good condition, the Board/Lessor may clean the premises and charge the cost thereof to the Concessionaire/Lessee.
10. Property Improvements: The Lessee has the right, at their expense to install a gravity fed septic system according to the Health Department's specifications. In the event that the Lessee sells the concession stand, the new owners would also be entitled to the use of the septic system. However, the septic system for the concession building will remain property of Menominee County Parks. Annual maintenance, I.E. pumping and/or repair shall be the responsibility of the Lessee.
11. Alterations and Repairs by Concessionaire/Lessee. The Concessionaire/Lessee may, at its expense, make such alterations and repairs to the demised premises as may be required for the purpose of its business during the term of this lease. The Concessionaire/Lessee shall receive written approval from Board/Lessor before making any alterations or repairs.

12. Removal of Fixtures. Upon the termination of this agreement or any renewal thereof, the Concessionaire/Lessee may remove any and all improvements owned by the Concessionaire/Lessee and placed upon the premises by the Concessionaire/Lessee.
13. Covenants, Conditions and Terms Binding on Assigns. The covenants, conditions and terms of this lease shall be binding upon the respective parties, their successors and assigns.
14. Option to Renew. Provided that Concessionaire/Lessee is not in default in the performance of this lease, Concessionaire/Lessee shall have the option to renew the lease for an additional term of three (3) years commencing at the expiration of the initial lease term. The option shall be exercised by written notice given to Board/Lessor not less than ninety (90) days prior to the expiration of the initial lease term. If notice is not given in the manner provided herein within the time specified, this option shall expire.

IN WITNESS WHEREOF, this instrument is executed the day and year above written.

MENOMINEE COUNTY BOARD OF COMMISSIONERS
MENOMINEE COUNTY, MICHIGAN

BY:

Charlie Meintz, Chairperson
Menominee County Board of Commissioners
839 10th Avenue
Menominee, Michigan 49858

Date

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

Date

CONCESSIONAIRE

BY:

Date

**MENOMINEE COUNTY PARKS AND RECREATION
INDEMNIFICATION AGREEMENT**

THIS AGREEMENT, made the _____ day of _____, 2015 by and between the Menominee County Board of Commissioners hereinafter referred to as "Board/Lessor" and _____ whose address is _____, hereinafter referred to as "Concessionaire/Lessee".

Concessionaires/Lessee agree to hold Menominee County, the Menominee County Board of Commissioners and the Menominee County Parks & Recreation Commission harmless from any and all claims for damage or injury arising out of the operation of the concession stand, laundry facilities, boat livery or any other activities governed by the lease agreement dated _____. Menominee County, the Menominee County Board of Commissioners or the Menominee County Parks & Recreation Commission shall not be liable for any loss, injury, death, or damage to persons or property or by any person, whosoever may at any time be using or occupying or visiting the concession stand or stands whether such loss, injury, death, or damage shall be caused by or, in any way, result from or arise out of any act, omission or negligence of the concessionaire/lessee or its agent or shall result from or be caused by any other matter or thing whether of the same kind or of a different kind than the matters or things about set forth and the concessionaires/lessee shall indemnify Menominee County, the Menominee County Board of Commissioners, or the Menominee County Parks & Recreation Commission, against all claims, liability, loss, or damage whatsoever, on account of any such loss, injury, death or damage.

IN WITNESS WHEREOF, this instrument is executed the day and year above written.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
MENOMINEE COUNTY, MICHIGAN**

BY: _____
Brian R. Bousley
Menominee County Administrator
839 10th Avenue
Menominee, MI 49858

Date

CONCESSIONAIRE

BY: _____

Date:

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Kleinke & Shakey Lakes Park lease agreements 2015
DEPARTMENT:	Parks/Administration
ATTACHMENTS:	Yes
<p>The Parks Committee has approved the following change for Shakey Lakes Park: "lease agreements will now be due in full by March 1st, additional language, stating vehicle pass must be affixed the windshield of the lessee's vehicle which are registered within this lease agreement."</p> <p>AND the following change for Kleinke Park lease agreements: Payments for Kleinke Park Lease agreements will now be due in full by March 1st</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY PARKS & RECREATION
SHAKEY LAKES PARK
2015
SEASONAL SITE REGISTRATION**

FIRST NAME: _____ LAST NAME: _____ M/INITIAL: _____
ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: () _____ WORK/DAY PHONE: () _____

SPOUSE'S NAME: _____ WORK/DAY PHONE: () _____
(Family consists of: Father, Mother and children.)

NAMES OF CHILDREN:

_____ AGE: _____ AGE: _____ AGE: _____

_____ AGE: _____ AGE: _____ AGE: _____

RV MANUFACTURER: _____ MODEL: _____ LENGTH: _____ WIDTH: _____

(Including slideouts)

YEAR OF MANUF: _____ LIC #: _____ STATE: _____

Current/Valid License Plate: YES ___ No ___
(Rigs over ten years old require management approval each year.)

TYPE: ___ TRAILER ___ FIFTH WHEEL ___ MOTOR HOME ___ PARK MODEL ___ TRUCK CAMPER
___ POP UP ___ OTHER

TRANSPORTATION VEHICLE: (Only two vehicles at site-other vehicle must be kept in guest parking.)

MAKE: _____ MODEL: _____ LIC # _____ STATE: _____

MAKE: _____ MODEL: _____ LIC # _____ STATE: _____

BOAT:

MAKE: _____ MODEL: _____ REG # _____ STATE: _____ LENGTH: _____ BEAM: _____
SITE # _____

Six-month leases will run May 1, 2015 - November 1, 2015.
Five-month lease will run May 1, 2015 - October 1, 2015.

	Menominee Count Resident Rates	Non County Resident
1. Seasonal Rates (6 Months) for Electrical Site (one annual vehicle sticker free)	\$1500.00 _____	\$1680.00 _____
Seasonal Rates (6 Months) for Non-electrical Site (one annual vehicle sticker free)	\$960.00 _____	\$1140.00 _____
Seasonal Rates (5 Months) for Electric Site (one annual vehicle sticker free)	\$1350.00 _____	\$1500.00 _____
Seasonal Rates (5 Months) for Non-electric Site (one annual vehicle sticker free)	\$840.00 _____	\$990.00 _____
2. ONE VEHICLE ANNUAL STICKER	FREE _____	FREE _____
3. LEASE SITE MUST BE PAID IN FULL BY MARCH 1, 2015 . FAILURE TO PAY IN FULL BY MARCH 1, 2015 YOUR SITE MAY BE REASSIGNED TO NEXT AVAILABLE LESSEE.		
4. BOAT ANNUAL PASS		
REGULAR	\$ 20.00 _____	
SENIOR 65 AND OVER	\$ 10.00 _____	
OVER 70 (Menominee County Residents Only)	FREE _____	
5. ELECTRICAL SURCHARGE FEE (please see rate schedule)	_____	
6. TOTAL PAYMENT	_____	

FULL PAYMENT DUE **MARCH 1, 2015**

2015 SEASONAL CAMPSITE LEASE

- PLEASE READ CAREFULLY -

THIS INDENTURE, made this _____ Day of _____, 20____, by and between Menominee County

Parks, Kleinke Park, Ingallston Twp, hereafter referred to as "LESSOR", and

Of _____, hereafter referred to as "LESSEE."

WITNESS, that the Lessor does hereby lease, demise and let unto the Lessee the following described premises situated in the Township of Ingallston, County of Menominee, the State of Michigan, described as Site Number and Area, to-wit:

TERM: To hold for a term of _____ beginning on the ____ Day of _____ and ending on the ____ Day of _____.

RENTAL: Lessee shall pay for the total seasonal rent \$ _____ for the term, payable as follows: One payment to be paid in full by March 1, 2015.

FAMILY & GUESTS: It is agreed and understood that the seasonal family consists of father and/or mother and/or children. The seasonal site rental is for the sole use of your family and that any other person or persons using your camper must register with Lessor and pay the regular overnight campsite fee. All day visitors or overnight guests will be charged an additional fee. Guests must camp in your camping unit only. It is further agreed that dependent children are not allowed to occupy the campsite without their mother or father present. This site may not be sublet or transferred. Guest and visitor passes will be available and issued by the Lessor. LESSEE is responsible for the conduct of their guests and visitors.

SEASONAL CAR PASSES: ALL VEHICLES entering the campground must display 2015 pass or daily use pass. Only two vehicles are allowed at each site, additional vehicles will be parked in (the) guest parking lot. The vehicle pass must be affixed the windshield of the lessee's vehicle which are registered within this lease agreement. Guest and visitor passes are issued at the discretion of the Lessor and may be restricted on holiday or busy weekends.

INSURANCE: All seasonal campers must maintain their own insurance for any or all damage to their property and equipment while parked or stored inside or outside the Lessor's premises.

CONDITION OF CAMPING UNIT: All camping units over ten (10) years old must have prior approval of Lessor. Lessee agrees to keep their camper in proper repair and condition during the term of this agreement. Household type air conditioners are not permitted.

MAINTENANCE OF SITE: Lessee agrees to maintain the area of their site excluding grass cutting which will be performed by the Lessor. All planting of flowers, shrubs, etc., must be approved by Lessor and becomes the property of Lessor. On site sheds (must be of a Rubbermaid or heavy plastic material and maximum size to be determined by Parks Superintendent) (Max. H-8' L-7' W-7' or H-6' W-7' L-8') porches, decks screen houses or other such buildings or structures are permitted with approval of the Parks Committee. All garbage will be placed in appropriate campground receptacles in timely manner. No generators allowed in park.

FIREWOOD, PATIO AND BUG LIGHTS: Patio and bug lights shall be turned off when camper is not occupied and when retiring for the evening. No large wood piles will be allowed without approval of Park's Superintendent.

CAMPGROUND RULES: Lessee acknowledges they have read this agreement as well as the list of campground rules (attached) of the Menominee County Kleinke Park and agrees to abide by both.

LIFEGUARD: The undersigned acknowledges that there will be no lifeguard on duty on the premises. The undersigned, his/her family and guests using boats of any type, swimming or being in the area of the pool, pier, beach or shoreline will be doing so at their own risk and shall hold the Lessor harmless from any liability thereon and shall assume all responsibility for supervision of their family and guests. This contract constitutes acknowledgment of the signing of a full release for this liability and responsibility.

DEFAULT: If the Lessee does or shall neglect to perform and observe any or either of the covenants and conditions hereinbefore contained which on his or her guests part are to be performed, the Lessor lawfully may immediately or at any time thereafter any while such neglect or default continues, evict the said Lessee and those claiming under him and remove their effects without prejudice or any remedies which might otherwise be used for riders of rent and such expulsion in removing, whether by the direct act of the Lessor or his assigns, or through the medium of legal proceedings for the purpose instituted, shall not affect the liability of the Lessee or his representatives, for the past rent due or future rent to accrue under this lease, but the same shall continue as if such removal or expulsion have not taken place. The Lessee further covenants to pay and discharge all responsible costs, attorneys fees and expenses that shall be made and incurred by the Lessor in enforcing the covenant and agreements of this lease.

TERMINATION: Lessor reserves the right to terminate this lease at any time for any reason. If Lessor terminates lease during the term of agreement, LESSOR will refund on a pro-rata basis. Termination may be enforced immediately by Park Superintendent.

LESSEE may within ten (10) days file an appeal to the County Parks Committee. The County Parks Committee must respond with a written response or a scheduled public hearing within thirty (30) days. If the issue is not resolved to lessee's satisfaction, the lessee may within ten (10) days appeal to the Menominee County Board of Commissioners who within sixty (60) days shall respond with a written response or have the issue placed on a monthly agenda.

END OF TERM: The Lessee expressly agrees to quit and deliver of said premises to the Lessor peaceably and quietly at the end of said term. Lessor reserves the right to reject a renewal for the succeeding year, thus terminating future lease agreements.

Send payment to Menominee County Courthouse, Attn: Parks - Camping Lease, 839 10th Ave Menominee, Michigan 49858.

IN WITNESS WHEREOF, the said parties have executed this lease the day and year set forth above.

LESSOR: By: _____

LESSEE: _____

DATE: _____

**MENOMINEE COUNTY PARKS & RECREATION
KLEINKE PARK
M-35 INGALLSTON TOWNSHIP
(906)-863-7525
2015 SEASONAL SITE REGISTRATION**

FIRST NAME: _____ LAST NAME: _____ M/INITIAL: _____
ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: (____) _____ WORK/DAY PHONE: (____) _____

SPOUSE'S NAME: _____ WORK/DAY PHONE: (____) _____
(Family consists of: Father, Mother and children.)

NAMES OF CHILDREN:

AGE: _____ AGE: _____ AGE: _____
RV MANUFACTURER: _____ MODEL: _____ LENGTH: _____ WIDTH: _____

AGE: _____ AGE: _____ AGE: _____

(Including slide outs)

YEAR OF MANUF: _____ LIC #: _____ STATE: _____

Current/Valid License Plate: YES ___ No ___
(Rigs over ten years old require management approval each year.)

TYPE: ___ TRAILER ___ FIFTH WHEEL ___ MOTOR HOME ___ PARK MODEL ___ TRUCK CAMPER
___ POP UP ___ OTHER

TRANSPORTATION VEHICLE: (Only two vehicles at site-other vehicle must be kept in guest parking.)

MAKE: _____ MODEL: _____ LIC # _____ STATE: _____
MAKE: _____ MODEL: _____ LIC # _____ STATE: _____

BOAT:

MAKE: _____ MODEL: _____ REG # _____ STATE: _____ LENGTH: _____ BEAM: _____
SITE # _____

Six month leases will run May 1, 2015 – November 1, 2015 or May 15-2015 to November 15, 2015
Five month lease will run May 1, 2015 – October 1, 2015 or May 15-2015 to October 15, 2015

	Menominee County Resident	Non County Resident
1. Seasonal Rates (6 Months) for Electrical Site	\$1500.00 _____	\$1680.00 _____
Seasonal Rates (5 Months) for Electric Site	\$1350.00 _____	\$1500.00 _____
Four Month Rate for Electric Site	\$1260.00 _____	\$1380.00 _____
Three Month Rate for Electric Site	\$1080.00 _____	\$1170.00 _____
Two Month (back to back) Rate for Electric Site	\$870.00 _____	\$930.00 _____
One Month Rate for Electric Site	\$480.00 _____	\$510.00 _____

LEASE SITE MUST BE PAID IN FULL **BY MARCH 1, 2015**. FAILURE TO PAY
IN FULL **BY MARCH 1, 2015** YOUR SITE MAY BE REASSIGNED
TO NEXT AVAILABLE LESSEE.

2. BOAT ANNUAL PASS
REGULAR \$ 20.00 _____
SENIOR 65 and OVER \$ 10.00 _____
OVER 70 (Menominee County Residents Only) FREE _____

3. ELECTRICAL SURCHARGE (please see rate schedule) _____

4. TOTAL _____

FULL PAYMENT DUE MARCH 1, 2015

2015 SEASONAL CAMPSITE LEASE

- PLEASE READ CAREFULLY -

THIS INDENTURE, made this _____ Day of _____, 20____, by and between Menominee County Parks, Kleinke Park, Ingallston Twp, hereafter referred to as "LESSOR", and Of _____, hereafter referred to as "LESSEE."

WITNESS, that the Lessor does hereby lease, demise and let unto the Lessee the following described premises situated in the Township of Ingallston, County of Menominee, the State of Michigan, described as Site Number and Area, to-wit:

TERM: To hold for a term of _____ beginning on the ____ Day of _____ and ending on the ____ Day of _____.

RENTAL: Lessee shall pay for the total seasonal rent \$_____ for the term, payable as follows: One payment to be paid in full by March 1, 2015.

FAMILY & GUESTS: It is agreed and understood that the seasonal family consists of father and/or mother and/or children. The seasonal site rental is for the sole use of your family and that any other person or persons using your camper must register with Lessor and pay the regular overnight campsite fee. All day visitors or overnight guests will be charged an additional fee. Guests must camp in your camping unit only. It is further agreed that dependant children are not allowed to occupy the campsite without their mother or father present. This site may not be sublet or transferred. Guest and visitor passes will be available and issued by the Lessor. LESSEE is responsible for the conduct of their guests and visitors.

SEASONAL CAR PASSES: ALL VEHICLES entering the campground must display 2015 pass or daily use pass. Only two vehicles are allowed at each site, additional vehicles will be parked in (the) guest parking lot. Guest and visitor passes are issued at the discretion of the Lessor and may be restricted on holiday or busy weekends.

INSURANCE: All seasonal campers must maintain their own insurance for any or all damage to their property and equipment while parked or stored inside or outside the Lessor's premises.

CONDITION OF CAMPING UNIT: All camping units over ten (10) years old must have prior approval of Lessor. Lessee agrees to keep their camper in proper repair and condition during the term of this agreement. Household type air conditioners are not permitted.

MAINTENANCE OF SITE: Lessee agrees to maintain the area of their site excluding grass cutting which will be performed by the Lessor. All planting of flowers, shrubs, etc., must be approved by Lessor and becomes the property of Lessor. On site sheds (must be of a Rubbermaid or heavy plastic material and maximum size to be determined by Parks Superintendent), (Max. H-8', L-7'W-7' or H-6'W-7'L-8') porches, decks screen houses or other such buildings or structures are permitted with approval of the Parks Committee. All garbage will be placed in appropriate campground receptacles in timely manner. No generators allowed in park.

FIREWOOD, PATIO AND BUG LIGHTS: Patio and bug lights shall be turned off when camper is not occupied and when retiring for the evening. No large wood piles will be allowed without approval of Park's Superintendent.

CAMPGROUND RULES: Lessee acknowledges they have read this agreement as well as the list of campground rules (attached) of the Menominee County Kleinke Park and agrees to abide by both.

LIFEGUARD: The undersigned acknowledges that there will be no lifeguard on duty on the premises. The undersigned, his/her family and guests using boats of any type, swimming or being in the area of the pool, pier, beach or shoreline will be doing so at their own risk and shall hold the Lessor harmless from any liability thereon and shall assume all responsibility for supervision of their family and guests. This contract constitutes acknowledgment of the signing of a full release for this liability and responsibility.

DEFAULT: If the Lessee does or shall neglect to perform and observe any or either of the covenants and conditions hereinbefore contained which on his or her guests part are to be performed, the Lessor lawfully may immediately or at any time thereafter any while such neglect or default continues, evict the said Lessee and those claiming under him and remove their effects without prejudice or any remedies which might otherwise be used for ridders of rent and such expulsion in removing, whether by the direct act of the Lessor or his assigns, or through the medium of legal proceedings for the purpose instituted, shall not affect the liability of the Lessee or his representatives, for the past rent due or future rent to accrue under this lease, but the same shall continue as if such removal or expulsion have not taken place. The Lessee further covenants to pay and discharge all responsible costs, attorneys fees and expenses that shall be made and incurred by the Lessor in enforcing the covenant and agreements of this lease.

TERMINATION: Lessor reserves the right to terminate this lease at any time for any reason. If Lessor terminates lease during the term of agreement, LESSOR will refund on a pro-rata basis. Termination may be enforced immediately by Park Superintendent.

LESSEE may within ten (10) days file an appeal to the County Parks Committee. The County Parks Committee must respond with a written response or a scheduled public hearing within thirty (30) days. If the issue is not resolved to lessee's satisfaction, the lessee may within ten (10) days appeal to the Menominee County Board of Commissioners who within sixty (60) days shall respond with a written response or have the issue placed on a monthly agenda.

END OF TERM: The Lessee expressly agrees to quit and deliver of said premises to the Lessor peaceably and quietly at the end of said term. Lessor reserves the right to reject a renewal for the succeeding year, thus terminating future lease agreements.

Send payment to Menominee County Courthouse, Attn: Parks - Camping Lease, 839 10th Ave Menominee, Michigan 49858.

IN WITNESS WHEREOF, the said parties have executed this lease the day and year set forth above.

LESSOR: By: _____

LESSEE: _____

DATE: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

P. 1

MENOMINEE - MARINETTE
TWIN COUNTY AIRPORT AGREEMENT

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

RECITALS:

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

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

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

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

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

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

- I. The former twenty-year Agreement between Marinette and

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

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

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

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

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

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

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

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

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

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

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

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

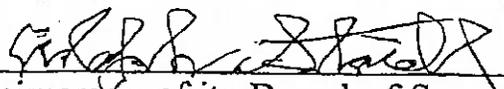
11. In event of liquidation of the Menominee-Marinette Twin County Airport and sale of any of its property, real or personal, there shall be returned to each County their pro-rata share of fund investment based upon the total funds each has invested in said airport. For the purpose of construction of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

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

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

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

COUNTY OF MARINETTE, By:

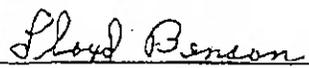


Chairperson of its Board of Supervisors

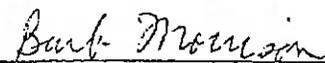


Marinette County Clerk

COUNTY OF MENOMINEE, By:

 2-26-96

Chairman of its Board of Commissioners

 2-26-96

Menominee County Clerk

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COUNTY OF MARINETTE

By Charles E. Collette
Chairman of its Board of Supervisors

By Donald W. John
Its County Clerk

COUNTY OF MENOMINEE

By Hermit P. Brown
Chairman of its Board of Commissioners

By Hermit C. Brown
Its County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Resolution 2014-17 ~ Compliance with PA 152 of 2011
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Per State Law, the County Board must comply with PA 152 of 2011. Approval of this resolution complies.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

MENOMINEE COUNTY RESOLUTION 2014-17 COMPLIANCE WITH PUBLIC ACT 152 OF 2011

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

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

WHEREAS, these limitations will go into effect on January 1, 2015 for Menominee County non-union employees, elected officials and collective bargaining units which did not have a signed contract prior to the date specified in P.A. 152; and

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

THEREFORE, BE IT RESOLVED that the Menominee County board of Commissioners, acting pursuant to the authority granted a county under Section 4 of P.A. 152 of 2011, hereby elects that Menominee County pay not more than 80% of the total annual costs of all the medical benefit plans it offers or contributes to for its employees and elected public officials commencing January 1, 2015.

Charlie Meintz- Chairman

Date

Marc Kleiman, County Clerk

Date

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

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

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

Name: Gerald L. Piche ~ District 7

Table with 6 columns: Date, Meeting Place, # of miles, X .56/mile, Total Cost, Account Number. Includes rows for 11/10/14 and 11/25/14, and a total mileage fee of 80.64.

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

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

Gerald Piche (Signature)

Signed

12/4/14

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on December 4, 2014 in the amount of \$65,339.05	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure



MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Ace Hardware							
39111	11/17/2014	213219/2	Swiff W Jet Cleaner & Oxi Clean	101-265-755.01	24.97		\$69.96
39112	11/26/2014	213310/2	High Velocity 18" Fan	101-265-755.00	44.99		
ALGER-DELTA COOPERATIVE ASSOC							
39127	12/01/2014	1614900	Bath House	208-751-920.01	30.44		\$492.14
39128	12/01/2014	383001	Shakey Lakes Park/Horse	208-751-920.01	29.63		
39129	12/01/2014	383200	N8380 Co Park Rd 20.5	208-751-920.01	28.45		
39130	12/01/2014	383301	Shakey Lake Park/Cattle	208-751-920.01	28.45		
39131	12/01/2014	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	73.73		
39132	12/01/2014	387100	N8390 Beach House	208-751-920.01	29.19		
39133	12/01/2014	367200	Northwest Campsites	208-751-920.01	63.73		
39134	12/01/2014	369802	W8449 Co Rd G12 Campsites	208-751-920.01	35.95		
39135	12/01/2014	370500	Shakey Lakes Office/Shop	208-751-920.01	68.04		
39136	12/01/2014	379700	Storage Shed	208-751-920.01	35.65		
39137	12/01/2014	380300	Shower Building	208-751-920.01	48.88		
Associated Bank							
39016	11/21/2014	22738	Mortgage - Kevin A. Tulley	294-683-835.00	1,204.71		\$1,204.71
AT&T - Carol Stream, IL							
39014	11/19/2014	906863661411	November 19 - December 18, 2014	266-325-850.00	311.94		\$1,471.98
39049	11/19/2014	906863444111	November 19 - December 18, 2014	101-103-850.00	633.68		
39050	11/19/2014	906863202311	November 19 - December 18, 2014	101-103-850.00	554.15		
39073	11/13/2014	616T49897711	CREDIT MEMO October 14 - Novembe	101-301-727.00	-27.79		
AT&T Mobility							
39116	11/09/2014	287252234966	906-792-5968 (November 10 - Decembr	101-132-850.00	31.27		\$31.27
Badger Mailing & Shipping							
39056	11/21/2014	70485	Postage Machine Pressure Sensitive Te	101-253-729.01	44.23		\$44.23
Bastien Family Enterprises, LL							
39037	11/25/2014	Fall 2014	Foreclosure Personal Property Visits (x	517-252-801.00	3,150.00		\$3,150.00
Bob Barker Company, Inc.							
39080	11/14/2014	WEB000344206	Inmate Supplies	101-301-770.00	172.70		\$172.70
Brunelle, Jennifer							
39086	12/03/2014	November 2014	Crisis Intervention	298-668-801.00	665.00		\$665.00
CBM Managed Services							
39082	11/19/2014	STDINV78016	Inmate Meals	101-301-770.00	2,048.87		\$4,124.45
39083	11/12/2014	STDINV77792	Inmate Meals	101-301-770.00	2,075.58		
Cellcom Wisconsin RSA 04							
39000	11/05/2014	672430	Medical Examiner - Cellular Services	101-648-727.00	59.89		\$235.75
39117	11/05/2014	669516	Cellular Services	298-663-850.00	58.62		
39117	11/05/2014	669516	Cellular Services	298-664-850.00	58.62		
39117	11/05/2014	669516	Cellular Services	298-665-850.00	58.62		
City of Stephenson - P.O. Box 467							
39047	11/20/2014	709	Annex - Water/Electric/Sewer	101-261-920.01	20.83		\$191.43
39047	11/20/2014	709	Annex - Water/Electric/Sewer	101-261-920.02	32.25		
39047	11/20/2014	709	Annex - Water/Electric/Sewer	101-261-920.03	138.35		

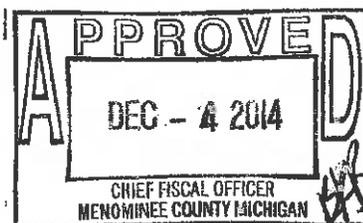


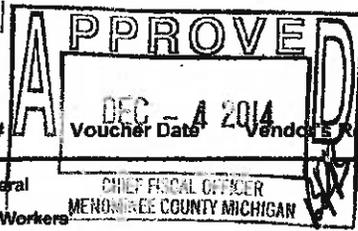
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
CLOVERLAND PAPER CO							\$422.37
39082	11/24/2014	106747	Towels, Spray	101-265-755.01	88.32		
39063	11/21/2014	106748	Liners, Towels, Tissue	101-265-755.01	258.28		
39064	11/21/2014	106754	Janitorial Supplies	101-265-755.01	45.18		
39079	11/14/2014	106697	Towels (Jail)	101-301-770.00	30.59		
CMP Distributors							\$132.75
39108	11/17/2014	42484	Uniform Allowance - Vince Studer	205-315-745.00	52.50		
39109	11/18/2014	42510	Uniform Allowance - Vince Studer	205-315-745.00	80.25		
Cooper Office Equipment							\$1,004.88
39033	11/18/2014	116933	District Court Office - 11/20/14 - 2/19/15	101-136-931.00	239.94		
39045	11/18/2014	116934	First Floor Copy Room (1/20/14 - 2/19/15)	101-172-931.01	239.94		
39046	11/18/2014	116931	Second Floor Hallway (11/20/14 - 2/19/15)	101-172-931.01	200.00		
39068	11/18/2014	116932	PA's Office Konica (11/20/14 - 2/19/15)	101-267-801.00	190.00		
39089	11/20/2014	117016	Road Patrol	205-315-727.00	135.00		
Dan's Faster Lube							\$36.75
39085	12/01/2014	305570	Oil Change	101-301-881.01	36.75		
David Ashby							\$121.45
39106	12/03/2014	Reimbursement	Uniform Allowance	205-315-745.00	121.45		
DEKETO, LLC							\$750.00
39017	12/01/2014	DK 12-14	November 2014 Documents (x364)	256-277-857.00	750.00		
Delta Chamber of Commerce							\$65.00
39002	11/13/2014	11946	Tourism Summit-Registration	101-172-802.00	65.00		
Friends Ofc Prod Whse Direct							\$20.58
39034	12/01/2014	021592	Monthly Calendar - Equalization	101-257-727.00	20.58		
Gregory, Raymond G.							\$175.00
39103	11/26/2014	2014-116-MI	Court Appointed Legal (Sowers)	101-148-807.00	175.00		
Hafeman, Jan							\$92.96
39053	12/01/2014	Reimbursement	Mileage - November 2014	101-101-860.10	92.96		
Hi Tac Building Services							\$1,410.00
39066	11/30/2014	008431	November 2014 Cleaning Services	101-265-801.00	1,410.00		
ID NETWORKS							\$750.00
39078	12/01/2014	288714	Annual Service Maintenance Fee	101-301-755.00	750.00		
INSTITUTE OF CONTINUING LEGAL							\$103.50
39101	11/25/2014	986134	MI Model Civil Jury Instructions	101-132-802.00	51.75		
39101	11/25/2014	986134	MI Model Civil Jury Instructions	101-148-802.00	51.75		
International Police Work Dog							\$90.00
39087	11/28/2014	Member 2328	David Ashby	101-301-881.01	45.00		
39088	11/28/2014	Member 2244	Tina Nast	101-301-881.01	45.00		
J S ELECTRONICS, INC.							\$540.34
39087	12/01/2014	18577	Paging Service	101-267-850.00	27.00		
39092	10/22/2014	18527	PO# 3023 Mini Red/Blue LED Light Bar	205-315-955.00	513.34		
Joel Hensley, RN							\$4,220.00
39084	12/01/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
39094	11/25/2014	Medical Examiner	November 2014	101-648-709.00	825.00		
39094	11/25/2014	Medical Examiner	November 2014	101-648-835.00	2,030.00		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
K & M Rentals	39001	11/22/2014	4556	Portable Toilet - Airport Park	208-751-801.00	80.00		\$80.00
Kewley, Diane	39099	12/03/2014	5702	Saturday Detention (P.T.)	101-132-801.01	52.00		\$52.00
Lang, Bernard	39013	11/26/2014	Reimbursement	Mileage - November 2014	101-101-860.07	5.04		\$5.04
LENCA SURVEYING	39123	12/03/2014	14213	Remon Yr 2014 (11/13 - 12/2/14)	243-246-801.07	4,233.50		\$4,233.50
LexisNexis Matthew Bender	39091	11/17/2014	8568866X	MI Penal & Motor Vehicle 2014 Edition	205-315-934.03	498.74		\$498.74
Lithocrafters Printing, Inc.	39042	11/21/2014	83385	Circuit Court Letterhead (x 500)	101-141-727.00	62.50		\$62.50
Lufts Advertiser	39048	11/25/2014	11/25/14	Advertising	101-101-901.00	32.00		\$32.00
M.A.C.V.C. - Sanilac County Veterans Affair	39139	10/01/2014	Dues	2015 Membership Dues - Michael A. De	101-682-802.00	55.00		\$55.00
Manpower	39003	11/18/2014	27907029	Week Ending 11/16/14 (Krista Marciniak)	101-261-705.00	378.00		\$661.50
	39124	11/30/2014	27966077	Week Ending 11/30/14 (Krista Marciniak)	101-261-705.00	283.50		
Marinette County Sheriff Dept.	39072	11/25/2014	1414928DP	Civil Process Serving	101-267-804.00	37.00		\$37.00
Massopust, Whitney	39095	11/25/2014	Medical Examiner	November 2014	101-848-709.00	255.00		\$575.00
	39095	11/25/2014	Medical Examiner	November 2014	101-848-835.00	320.00		
MEIERS SIGNS INC	39090	10/16/2014	30656	Vinyl Lettering to Side by Side	205-315-955.00	226.28		\$226.28
Menacher, Dan	39011	11/26/2014	Reimbursement	Mileage	249-371-742.00	100.24		\$100.24
Menards - Marinette	39019	11/21/2014	68686	Oxi Clean	101-265-755.01	29.97		\$107.07
	39020	11/19/2014	68483	Plug, Appliance Cord, Toggle Switch, B	101-265-755.00	48.06		
	39058	11/24/2014	68874	Batteries, Wheel Bearing Grease	101-265-755.00	29.04		
MENOMINEE COUNTY CLERK	39115	12/04/2014	Notary Bond	Sherry L. DuPont	101-172-727.00	10.00		\$10.00
MENOMINEE COUNTY JOURNAL	39076	12/01/2014	Subscription	One Year Subscription (Jal)	101-301-755.00	30.00		\$30.00
MICH COMM DIRECTORS ASSOC	39007	11/26/2014	2014	Annual Membership Fee	266-325-802.00	100.00		\$100.00



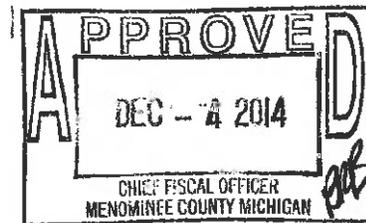


MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
Michigan Counties Workers								\$18,453.00
39138	12/04/2014	9864	2015 1st Qtr	101-101-716.00	130.77			
39138	12/04/2014	9864	2015 1st Qtr	101-131-716.00	28.92			
39138	12/04/2014	9864	2015 1st Qtr	101-132-716.00	70.00			
39138	12/04/2014	9864	2015 1st Qtr	101-136-716.00	245.34			
39138	12/04/2014	9864	2015 1st Qtr	101-141-716.00	324.01			
39138	12/04/2014	9864	2015 1st Qtr	101-148-716.00	21.03			
39138	12/04/2014	9864	2015 1st Qtr	101-150-716.00	1.92			
39138	12/04/2014	9864	2015 1st Qtr	101-172-716.00	238.12			
39138	12/04/2014	9864	2015 1st Qtr	101-215-716.00	134.68			
39138	12/04/2014	9864	2015 1st Qtr	101-253-716.00	99.11			
39138	12/04/2014	9864	2015 1st Qtr	101-257-716.00	193.53			
39138	12/04/2014	9864	2015 1st Qtr	101-261-716.00	12.36			
39138	12/04/2014	9864	2015 1st Qtr	101-261-801.00	2.17			
39138	12/04/2014	9864	2015 1st Qtr	101-265-716.00	1,088.52			
39138	12/04/2014	9864	2015 1st Qtr	101-267-716.00	479.21			
39138	12/04/2014	9864	2015 1st Qtr	101-268-716.00	47.45			
39138	12/04/2014	9864	2015 1st Qtr	101-301-716.00	8,407.58			
39138	12/04/2014	9864	2015 1st Qtr	101-331-716.00	7.43			
39138	12/04/2014	9864	2015 1st Qtr	101-426-716.00	14.00			
39138	12/04/2014	9864	2015 1st Qtr	101-648-716.00	33.64			
39138	12/04/2014	9864	2015 1st Qtr	101-682-716.00	26.22			
39138	12/04/2014	9864	2015 1st Qtr	205-315-716.00	4,958.11			
39138	12/04/2014	9864	2015 1st Qtr	205-316-716.00	311.06			
39138	12/04/2014	9864	2015 1st Qtr	208-751-716.00	468.36			
39138	12/04/2014	9864	2015 1st Qtr	249-371-716.00	49.01			
39138	12/04/2014	9864	2015 1st Qtr	266-325-716.00	252.50			
39138	12/04/2014	9864	2015 1st Qtr	266-326-716.00	23.73			
39138	12/04/2014	9864	2015 1st Qtr	271-790-716.00	437.15			
39138	12/04/2014	9864	2015 1st Qtr	296-663-716.00	128.93			
39138	12/04/2014	9864	2015 1st Qtr	296-684-716.00	108.37			
39138	12/04/2014	9864	2015 1st Qtr	296-685-716.00	111.79			
Michigan Sheriffs' Association								\$665.00
39077	11/21/2014	20141093	2015 Professional Association Dues	101-301-755.00	665.00			
MILLERS ACTION OFFICE SUPPLY I								\$102.80
39052	11/19/2014	0105540-001	Admin Office Chair Repair (Left Arm)	101-172-931.00	15.00			
39074	11/20/2014	0105555-001	Window Envelopes (x100)	101-301-727.00	13.98			
39075	11/19/2014	0105532-001	CD/DVD Envelopes (x50)	101-301-727.00	6.99			
39100	12/03/2014	105544 & 105553	Office Supplies	296-663-727.00	66.63			
Motion Industries								\$98.39
39005	11/24/2014	WI27-387214	Shaft Collar	101-265-934.00	1.66			
39006	11/24/2014	WI27-387188	Building & Grounds Equipment	101-265-934.00	18.09			
39059	11/25/2014	WI27-387246	1" Rubber Cyl Cartridge	101-265-934.00	78.64			
Nutt, Michael								\$81.59
39097	12/03/2014	Reimbursement	Mileage - November 2014	296-664-660.00	55.55			
39098	12/03/2014	Reimbursement	Teen Court Supplies	296-667-801.02	26.04			
OTIS ELEVATOR COMPANY								\$628.38
39065	11/20/2014	CVE05003C14	Service 12/1/14 - 2/28/15	101-265-801.00	628.38			

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
PAIDL'S TRUE VALUE HARDWARE								\$93.55
	39054	11/30/2014	150008	Parks	208-751-755.02	5.49		
	39054	11/30/2014	150008	Parks	208-751-981.00	36.99		
	39054	11/30/2014	150008	Parks	208-751-755.02	14.08		
	39054	11/30/2014	150008	Parks	208-751-981.00	36.99		
Quill Corporation								\$537.34
	39009	11/12/2014	7806722	PA's Office Supplies	101-267-727.00	203.96		
	39069	11/25/2014	8187326	Correction Tape & Binder Clips	101-267-727.00	28.97		
	39070	11/21/2014	8107752	End Tab Fastener Folders	101-267-727.00	135.00		
	39081	11/24/2014	8149251	Inmate Supplies	101-301-770.00	169.41		
REDWOOD TOXICOLOGY LABORATORY								\$8.75
	39008	10/31/2014	007184201410	Drug Testing	101-136-727.00	8.75		
REGISTER OF DEEDS								\$4.00
	39120	12/03/2014	Copies	Remon Grant Year 2014	243-246-785.00	4.00		
Rlesterer & Schnell, Inc.								\$396.20
	39035	12/02/2014	756026	Snow Blower Drive Train	101-265-934.00	298.53		
	39118	12/02/2014	756029	Tire Chain for Riding Tractor	208-751-930.02	97.67		
Schei, Larry								\$94.08
	39122	12/04/2014	Reimbursement	Mileage	101-101-860.04	94.08		
Securus Technologies								\$211.61
	39086	10/31/2014	134098	Inmate Telephone Cards	101-301-850.01	211.61		
Sexton, Richard								\$87.82
	39018	11/24/2014	Reimbursement	Phone & Postage	101-426-860.00	76.83		
	39018	11/24/2014	Reimbursement	Phone & Postage	101-426-729.00	10.99		
SimplexGrinnell								\$494.32
	39104	11/24/2014	40747051	PO# 03004 Courthouse Fire Alarm Syst	101-285-934.00	494.32		



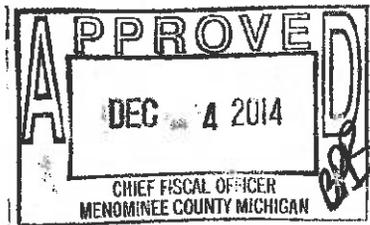


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Standard Insurance Company							
38999	11/26/2014	December 2014	Life Insurance Premium	101-101-713.00	20.70		\$207.00
38999	11/26/2014	December 2014	Life Insurance Premium	101-132-713.00	6.32		
38999	11/26/2014	December 2014	Life Insurance Premium	101-136-713.00	11.50		
38999	11/26/2014	December 2014	Life Insurance Premium	101-141-713.00	9.20		
38999	11/26/2014	December 2014	Life Insurance Premium	101-148-713.00	0.58		
38999	11/26/2014	December 2014	Life Insurance Premium	101-215-713.00	11.50		
38999	11/26/2014	December 2014	Life Insurance Premium	101-172-713.00	4.60		
38999	11/26/2014	December 2014	Life Insurance Premium	101-267-713.00	9.20		
38999	11/26/2014	December 2014	Life Insurance Premium	101-268-713.00	4.60		
38999	11/26/2014	December 2014	Life Insurance Premium	101-253-713.00	6.90		
38999	11/26/2014	December 2014	Life Insurance Premium	101-257-713.00	4.60		
38999	11/26/2014	December 2014	Life Insurance Premium	101-257-713.00	4.60		
38999	11/26/2014	December 2014	Life Insurance Premium	101-285-713.00	4.60		
38999	11/26/2014	December 2014	Life Insurance Premium	101-301-713.00	46.00		
38999	11/26/2014	December 2014	Life Insurance Premium	101-682-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	101-103-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	271-790-713.00	9.20		
38999	11/26/2014	December 2014	Life insurance Premium	296-663-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	296-664-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	296-665-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	208-751-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	205-316-713.00	2.30		
38999	11/26/2014	December 2014	Life Insurance Premium	205-315-713.00	23.00		
38999	11/26/2014	December 2014	Life Insurance Premium	266-325-713.00	16.10		
38999	11/26/2014	December 2014	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - MI Dept. of State/Cash/Notary							
39125	12/04/2014	Notary	Sherry L. DuPont	101-172-727.00	10.00		\$10.00
Stephenson National Bank&Trust - 1111 10th Street							
39039	12/01/2014	22740	Mortgage - Phillip L. Simmons	294-683-835.00	355.94		\$355.94
Stephenson National Bank&Trust - 1820 Hall Avenue							
39015	11/21/2014	22739	Car Loan - Kevin A. Tulley	294-683-835.00	376.96		\$376.96
The Current							
39126	12/02/2014	1500	Airport Board Appointment	101-101-901.00	40.05		\$40.05
The First National Bank&Trust							
39110	11/28/2014	628840339	FOC - Service Charge	101-141-817.00	32.80		\$32.80
TWIN CITY ELECTRIC, inc.							
39040	11/21/2014	79294	Jail - Video/Audio Maintenance	101-103-857.01	340.00		\$340.00
TWIN CITY SERVICE AGENCY INC							
39121	12/02/2014	62232338N	Notary Bond (Sherry DuPont)	101-172-727.01	55.00		\$55.00
U.E.S. COMPUTERS, INC.							
39113	11/26/2014	69799	Toner (J. White)	101-215-727.00	94.00		\$663.00
39114	12/02/2014	69836	Toner (J. Klumb)	101-215-727.00	69.00		
39119	12/01/2014	69826	Remote Maintenance (Windows Update	101-103-857.02	400.00		
Vaienti, Susan F.							
39004	11/06/2014	M14-14902-PH	Transcripts (Schwanz v Felch)	101-267-806.00	25.50		\$25.50

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
VIQ Solutions, Inc.								\$1,822.68
39071	12/01/2014	6076	PO# 03022 Software Support & Mainte	101-136-931.00	641.34			
39071	12/01/2014	6076	PO# 03022 Software Support & Mainte	101-132-931.00	320.67			
39071	12/01/2014	6076	PO# 03022 Software Support & Mainte	101-148-931.00	320.67			
39071	12/01/2014	6076	PO# 03022 Software Support & Mainte	101-131-858.03	540.00			
Waste Management of Central WI								\$489.35
39044	12/01/2014	1480760-1856-0	December 2014	101-265-801.00	489.35			
WATER AND WASTEWATER BOARD								\$246.22
39038	12/01/2014	25852	Water - Phillip L. Simmons	294-683-835.00	246.22			
WI-KII Pest Control								\$94.26
39060	11/21/2014	2582580	Health Department	101-265-801.00	32.00			
39061	11/21/2014	2581689	Courthouse	101-265-801.00	62.26			
Wind Rose North Ltd Outfitters								\$265.75
39107	11/06/2014	2-781	Uniform Allowance - Greg Smith	205-315-745.00	265.75			
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$7,772.85
39036	11/26/2014	0402047856-00004	Courthouse	101-265-920.04	2,866.26			
39041	12/01/2014	25851	PO# 03021 Electrical Bill - Phillip L. Sirr	294-683-835.00	814.65			
39043	11/26/2014	0402191663-00001	Health Care Center - Gas/Electric	101-265-920.03	212.37			
39043	11/26/2014	0402191663-00001	Health Care Center - Gas/Electric	101-265-920.04	340.22			
39051	11/24/2014	0402047856-00006	Stoney Point Electrical Services	208-751-920.01	33.28			
39057	11/24/2014	1350531479-00000	Bailey House	208-751-920.01	23.33			
39057	11/24/2014	1350531479-00000	Kleinke Park	208-751-920.01	29.33			
39057	11/24/2014	1350531479-00000	Bailey Park	208-751-920.01	12.75			
39102	11/26/2014	0402055840-00001	Jail	101-265-920.03	3,440.66			
Zevitz, Dr. Michael E.								\$2,030.00
39093	11/25/2014	Medical Examiner	November 2014	101-648-709.00	2,030.00			
Total Amount for Bank Account: General								\$65,339.06



MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 12/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

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

MONTHLY BUILDING PERMIT REPORT

12/02/2014

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13135-14	11/03/14	NORDIN ROBERT & WIFE	W4340 23.5 LN	DAGGETT TWP.	\$156.92
Work :	3.GARAGE	24X32 GARAGE 16X32 UPPER FLOOR			002-005-007-00
P13136-14	11/12/14	WITT DENISE	W5008 BIRCH CREEK R	MENOMINEE TWP.	\$213.24
Work :	3.GARAGE	36X48 GARAGE			010-136-024-00
P13137-14	11/18/14	WILLIAMS BRUCE & WILLIAMS JEFFN	11107 EFFA LN	HOLMES TWP.	\$121.08
Work :	3.GARAGE	24X24 GARAGE FOR STORAGE			006-213-010-00
P13138-14	11/26/14	MAAS DANIEL A & NANCY A TRUST	WOODLAND RD (CEDAR	HARRIS TWP.	\$220.44
Work :	1.NEW DWELLING	32X24 HUNTING CABIN 6X30 PORCH 32X6 PORCH			005-336-009-00

Total Permits 4
Total Fees \$711.68



Approved 11/20/14

MINUTES OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, October 23, 2014	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central time
Recording Secretary: Lois Ball, Executive Secretary	

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

Roll Call: Trustees present: Gerald Smith, Elaine Boyne, Debbl Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenauer, Jr, Jeff Naser. Darlene Smith, Administrator.

Trustees Absent: Mary Bradley, Gary Eichhorn and Jan Hafeman.

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

Guests: Scott Nowack, Barbara Blahnik, David Vandermissen Jr, David Kausak, Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the October 23, 2014 Agenda	Administrator Smith requested that one item be added: Trustee Naser to report on the Timber Cut and Surveyor, and to change make Scott Nowack's report to 4A to report on our circle drive. Trustee	A motion was made by Trustee Degenauer, supported by Trustee Smith, to approve the agenda with changes. Motion carried.

	<p>Boyme pointed out that the Agenda date should read October.</p> <p>The minutes were sent to Board Members prior to this meeting for their review.</p>	<p>A motion was made by Trustee Smith, supported by Trustee VanGasse, to approve the minutes as presented. Motion carried.</p>
<p>Review of Financial Statements for September</p>	<p>Candace Meintz, CFO, reviewed the financials with the Board.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Springinsguth, to approve the Financial Statements as presented. Motion carried.</p>
<p>Presentation by Scott Nowack, P.E. of Coleman Engineering regarding the circle drive.</p>	<p>Scott outlined the problems he found with the retaining wall along either side of the chip bin. The wall is in need of repair caused for years of salt and run off. He offered two solutions:</p> <ol style="list-style-type: none"> 1) Coleman Engineering's proposal was \$175,000 plus \$30,000 for their engineering costs. 2) Dean Hulce's company, which does concrete repair work, could come in and make repairs. He would strip the wall apart and rebuild it once he gets to good concrete. His estimate was for \$36,000. A lengthy discussed ensued on the work needed to repair the wall and redo the circle drive to make it shed water away from the wall. This project is slated for spring. 	<p>A motion was made by Trustee Degenauer, supported by Trustee Smith, to table this issue to next month and act on it at the next month's meeting. Motion carried.</p>

	<p>Administrator Smith stated that Mr. Hulce had suggested that the side of the boiler house be sand blasted and recoated and tied into the retaining wall.</p> <p>Trustee Smith requested that this item be tabled until next month so the Board has time to think it through.</p>	
<p>Board Committee Report</p>	<p>Whispering Pines/Powers Activity Center Committee Report was given by Trustee Boyne. She stated that they had done a wage review. The Committee recommended to apply changes to attract more people to apply, as they are short handed. Whispering Pines Gladstone had a 100% survey. Willow Creek had some sewer problems to alleviate. Maple Creek is moving residents in the first week of November.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Spinginsguth, to accept the report as presented. Motion carried.</p>
<p>Board Action Items/Resolutions</p>	<p>The Bad Debt Write Off was reviewed by CFO, Candy Meintz and Sharline Corrigan, Billing Specialist. They stated that the Attorney General's office had rejected all of the cases Shar had sent to them, suggested that we get a lien put on these people's property and suggested we take it to civil court. They outlined a plan to have our County Prosecuting Attorney take some of our cases. Attorney Haas</p>	<p>A motion was made by Trustee Smith, supported by Trustee Boyne, to approve the Bad Debt Write in the amount of \$38,258.62. Motion carried.</p>

	<p>would take the cases for \$75.00 per case. County Administrator, Brian Bousley asked that it go to the County Board so that they approve the attorney to do that for us. Administrator Smith stated that she also contacted an Attorney Bacon in Gladstone who will take some of our cases to recoup fees. He charges \$225.00 per hour.</p>	
<p>Report of Quality Assurance and Resident Council Committees – Susan Williamson</p>	<p>Susan Williamson, DON, reported on the monthly QA and Resident Council Meetings. There were no major issues reported. She did state that there is a surveyor in the building at this time, and things are going well. She stated that they have been inservicing all staff on the Abuse Policy and the HIPPA Policy.</p>	<p>A motion was made by Trustee Naser, supported by Trustee Smith, to accept the Quality Assurance and Resident Council Reports as presented. Motion carried.</p>
<p>Report of Safety Committee – Lois Ball</p>	<p>Lois Ball, Safety Committee Secretary reported that all employee and resident incidents and accidents were reviewed. She stated that facility safety had been discussed (keeping exit doors locked, keeping vehicles locked, report people wandering around the parking lots or facility grounds at night). She also discussed a MIOSHA grant she is working on. We hope to ask for money to purchase bariatric items and lifts at hat are needed.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Smith, to approve the Safety Committee Report as presented. Motion carried.</p>

<p>Appointment of Jeff Nasser to the Menominee DS/Pinecrest Board of Trustees for a 3 year term</p>	<p>Administrator Smith reported that she had received a letter from the Menominee County Administrator to inform us that Jeff Naser had been appointed to the DHS Board for a 3 year term. Mr. Naser was congratulated on the appointment.</p>	
<p>Report on Facility Reported Incident to State and approval of Plan of Correction of last F.R.I.</p>	<p>The reported incident was accepted by our licensing officer in Gaylord without the surveyors coming back here.</p>	
<p>Request permission for Administrator and CFO to attend MCMCFC Fall Financial Conference in Mount Pleasant on November 6th and 7th Update on Interwoven</p>	<p>Administrator Smith requested lodging in the amount of \$300.00</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer, to approve the request for lodging in the amount of \$300.00 Motion carried.</p>
<p>House Committee Meeting</p>	<p>Administrator Smith reported that we had signed the contract with Interwoven and things seem to be going very well. They are doing an inventory and getting us organized. At the same time we are letting our residents know that we will not be providing computer support to them. We will get them hooked up into the guest WIFI but we won't have our contracted company do work on resident' personal computers.</p>	
<p>Employee Recognition Dinner</p>	<p>Administrator Smith stated that there will be a House Committee Meeting immediately following this meeting to discuss employee grievances.</p>	
	<p>Administrator Smith stated that we had received a lot of great comments and</p>	

	<p>thanked and the Board and Staff for helping to make it a success.</p>	
<p>Maple Grove</p>	<p>Administrator Smith reported that tenants will be moving in the first week of November.</p>	
<p>Report on Timber Cut by Trustee Naser</p>	<p>Trustee Naser reported on the progress of the proposed timber cut. The surveyor has finished his work, a map of the area was presented. Trustee Naser and Rory Mattson will run the property lines from the marked corners. Bids for the timber harvest will be sent out in January or February 2015 for a winter cut, 2015-2016. The Board will need to decide if we want to do a soft cut (select cut) or a hard cut where the cedar will be harvested along with other species.) Mr. Mattson suggests a hard cut as that will be best for all wild life. Mr. Mattson will also cruise the property that ATC will want to cut and verify the cordage and stumpage being harvested during their cut is correct.</p> <p>Administrator Smith read a letter she had received from ATC which outlined the work that would be done and the contractors that will be coming in to do the work.</p>	
<p>Reassignments on the Board's Sub-Committees</p>	<p>Chairperson Oliver stated that due to Mary Bradley no longer serving on the Menominee County DHS Board, and the</p>	

	<p>Pinecrest Board, the Committee Assignments need to be shifted. This would affect Menominee County Trustees for the House, Public Relations and Whispering Pines Committees. Trustee Naser nominated Trustee Jan Hafeman to serve on the House Committee. Motion carried. Chairperson; Oliver noted that the Public Relations Committee was not used and therefore no one need be nominated. Trustee Naser was asked to take the Whispering Pines Committee and he accepted.</p>	
<p>Meetings and Conferences Attended</p>	<p>Administrator Smith reported that during October she attended the Perspectives Advisor Meeting on the 1st; OSF advisory Meeting on the 7th; a Women's Forum with Candy featuring Dr. Dan Benishek on the 14th; and the Ellen K. Russell/Michael Miketinac/Charitable Trust Meeting on the 21st.</p>	
<p>Cell Phone Policy revisions</p>	<p>Administrator Smith stated that we had mailed the policy out with the packet prior to the meeting for the Board to review it. She stated that it has become necessary to change the wording in the policy from cell phone to reflect as many of the personal electronic devices as we could. Kindles and iPads and iPods and a whole list of other devise have become popular and are making their way into</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Smith, to approve the revisions to the Cell Phone Policy, which as been renamed the "Employee Personal Electronic Device Usage Policy". Motion carried.</p>

Comments from the Public	the building with employees. We do not want these devices used in the patient areas.	
	<p>Lois Ball announced to the Board that there is a Fall Festival Bazaar in the Multipurpose Room on Saturday. It is hosted by the Caring Spirit Committee and will run from 9 to 4.</p> <p>Trustee Naser stated that we had signed a 1 year (?) contract with Integrys and we needed to watch for that. Trustee Degenauer stated that Integrys had sold out to WE Energies and he did not think that they planned to honor those contracts.</p>	
Adjournments	The meeting adjourned at 3:06 p.m.	A motion was made by Trustee Smith, supported by Trustee VanGasse, to adjourn the meeting. Motion carried.

Jeet Naser
 Elaine Boyne, Secretary

Jeet Naser

Darlene Smith, Acting Secretary

Darlene Smith

*Approved
11/18/14*

MINUTES
TWIN COUNTY AIRPORT COMMISSION

October 21, 2014
AIRPORT CONFERENCE ROOM
5:00 P.M.

1. Call to order

Chairperson Garry Anderson called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

Commissioners forego Pledge of Allegiance as recited at previous 4:00 p.m. meeting

3. Roll call

Members present: Chair Garry Anderson, Commissioners Ronald Holmes, Charlie Meintz, Don Pazynski, Chris Plutchak, Ted Sauve

Members absent: None

4. Approve/amend agenda

MOTION Meintz/Sauve to approve the agenda as presented. Motion carried.

5. Approve/amend minutes

MOTION Pazynski/Meintz to approve September 3, 2014 minutes. Motion carried.

MOTION Meintz/Plutchak to approve September 16, 2014 minutes. After discussion by Commissioners, Meintz rescinded his motion and made MOTION to table approval of September 16, 2014 minutes to the next regularly scheduled meeting. Supported by Plutchak. Motion carried.

6. Public Comment-speakers will be limited to 5 minutes on agenda items only.

Wayne Bayer, Twin County Pilots Association, commented on agenda Item 11, airport security. An informal meeting was held with all interested parties, both private and business, and it was generally agreed that the current security policy is excessive.

Twin County Airport Minutes 10-21-14

Mari Negro commented that Michigan open meetings law states the minutes need to be approved or disapproved at the next meeting held by the governmental body.

7. Discuss/consider hiring a person to take Airport Commission minutes, action if any.

MOTION Sauve/Pazynski to hire Sally Witak as the official minute secretary for the Twin County Airport Commission.
After discussion by Commissioners, Sauve rescinded his motion.

MOTION Meintz/Holmes to authorize the interim temporary hiring of Sally Witak to take minutes until proper advertising of the position and the hiring process can be completed. Motion carried.

8. Airport manager's job description and duties, discussion only.

Discussion regarding whether it was the airport managers duty to handle the distribution of minutes and agendas to all designated parties. No decision made.

9. Discuss airport manager's request for compensatory hours for holiday. Action, if any.

MOTION Sauve/Pazynski to accept Airport Manager Tony Krysiak's request for 5 hours compensatory time if a holiday falls during the Monday through Friday normal work week. Holidays are defined as those observed by the Menominee County employees. Commissioners Meintz, Plutchak, and Anderson voted no. Motion failed.

10. Discuss/consider letter from Department of Transportation re: shortening runway 14/32, action if any.

MOTION Pazynski/Meintz to have Commissioner Pazynski and Manager Krysiak draft letter from Airport Commission strongly opposing the shortening of runway 14/32 and Commission's desire to meet with the Department of Transportation to discuss the matter. Said letter to be brought back to the full Commission for approval at a future meeting. Motion carried.

11. Discuss airport security

Anderson advised commission he has asked the Navy, Enstrom Helicopters, Lockheed Martin, and others to send the Commission letters regarding the level of security needed by each entity at the airport. The commission referred the matter to the Buildings and Grounds Committee to come up with a policy recommendation regarding security.

12. Municipal Employee's Retirement System (MERS), discussion only.

Current retirement for airport employees is paid up. Menominee County will be going to a defined retirement contribution system for newly hired full time employees. The Commission requests copies of what Menominee County is doing be provided for the next meeting.

13. Review and discuss Twin County Airport Agreement.

Discussion held regarding the Twin County Airport Agreement between Menominee and Marinette Counties. Both counties will be reviewing the agreement and may request changes and/or additions to same.

14. Discuss fees for airport users

A. UP Helicopter Tours

B. Aircraft Mechanics

C. Aircraft Flight Instructors

Discussion regarding fees for airport users decided not to charge UP Helicopter Tours, aircraft mechanics, or aircraft flight instructors fees at this time. Use will be monitored and fees may be initiated at a later date.

15. Discuss maintenance building water supply line.

Concern was reported regarding the water supply line that connects to the maintenance building running beneath the blacktop in the parking lot. A temporary fix was done to the line several years ago so there is a good possibility the line will fail again. There is a new water line to the main hangar and it was suggested that the maintenance building water supply line could possibly be connected to the new line. The matter was referred to the Buildings and Grounds Committee.

16. Rent-a-Cars, discussion only.

Airport Manager Krysiak reported he has not received any responses from any of the vendors he contacted regarding operating a rent-a-car business at the airport.

17. Discuss/Consider September 2014 Financials

A. Discuss/Consider Profit & Loss for September 2014, action, if any.

B. Discuss/Consider Reconciliation Summaries for September 2014, action if any.

C. Discuss/Consider Vendor Balance for September 2014, action if any.

D. Discuss/Consider Customer Balance for September 2014, action if any.

E. Discuss/Consider Check Detail

MOTION Plutchak/Holmes to approve items A through E to include checks # 13101 through #13120 in the amount of \$49,981.22 for September 2014.

Motion carried.

F. Discuss/Consider Fuel Sales report for September 2014, action if any.

MOTION Meintz/Pazynski to approve Fuel Sales Report for September 2014. Motion carried.

18. Communications/Correspondence.

No items to report.

19. Dialog between Manager and the TCAC.

Crack sealing and joint repair has been completed. The commission needs to pass the 2015 year budget.

20. Dialog between airport users and the TCAC.

Greg Paulson asked if the FAA study was done before Waupaca, Marinette Marine, and Enstrom expanded. The Mead & Hunt study done before Enstrom expanded.

Twin County Airport Minutes 10-21-14

Wayne Bayer commented fees should not be charged to the individuals airport users hire to wash/repair aircraft, do maintenance on hangars, or provide occasional flight school sessions.

21. Public Comment-speakers will be limited to 5 minutes.

No public comment was heard.

22. Schedule next meeting

The Commission's next regular meeting will be November 18, 2014 at 5:00 p.m.

23. Adjourn

MOTION Plutchak/Meintz to adjourn at 7:00 p.m. Motion carried.

MINUTES
TWIN COUNTY AIRPORT COMMISSION
REORGANIZATIONAL MEETING

*Approved
11/18/14*

October 21, 2014
AIRPORT CONFERENCE ROOM
4:00 P.M.

1. Call to order

Pro-temp Chairperson, Garry Anderson, called the meeting to order at 4:00 p.m. and turned the meeting over to Secretary Ted Sauve for election.

2. Pledge of Allegiance

Recited

3. Roll call by Airport Manager Tony Krysiak /Introduction of new Commissioner

Newly elected Ronald D. Holmes, Marinette County member-at-large, was introduced by Commissioner Sauve.

Members present: Chair Garry Anderson, Commissioners Ronald Holmes, Charlie Meintz, Don Pazynski, Chris Plutchak, Ted Sauve

Members absent: None

4. Approve/amend agenda

MOTION Pazynski/Holmes to strike #7 (Discuss/Consider the selection/appointment of the standing committees) from the agenda
AMENDED to include striking portion of #6 (nomination and election of Secretary/Treasurer). Motion failed. Meintz, Plutchak, Anderson voting no.

MOTION Meintz/Plutchak to eliminate nomination and election of Secretary/ Treasurer from agenda. Motion carried.

MOTION Plutchak/Holmes to approve the amended agenda. Motion carried, Anderson voting no.

5. Public Comment-speakers will be limited to 5 minutes on agenda items only.

No public comment was made.

6. Discuss/consider the nomination and election of the following officers, action if any:

Chairman: Nominations for Chairman:

Meintz/Plutchak nominate Anderson

Sauve/Holmes nominate Pazynski

MOTION Pazynski/Meintz to close nominations. Motion carried.

Roll Call vote for Anderson:

Meintz, Plutchak, Anderson – Yes

Holmes, Pazynski, Sauve – No

Roll Call vote for Pazynski:

Holmes, Pazynski, Sauve – Yes

Meintz, Plutchak, Anderson – No

Election failed.

Second Roll Call vote for Anderson:

Meintz, Plutchak, Anderson – Yes

Holmes, Pazynski, Sauve – No

Second Roll Call vote for Pazynski:

Holmes, Pazynski, Sauve – Yes

Meintz, Plutchak, Anderson – No

Election failed.

Third Roll Call vote for Anderson:

Anderson, Meintz, Plutchak, Holmes – Yes

Pazynski, Sauve – No

Anderson elected Chairman.

Vice-Chairman: Nominations for Vice-Chairman

Holmes/Sauve nominate Pazynski

MOTION Meintz/Plutchak to close nominations and cast a unanimous ballot for Pazynski. Motion carried.

Secretary/Treasurer: Striken from agenda

7. Discuss/consider the selection/appointment of the following standing committees, Action if any

Anderson continued meeting with following list of members and chairpersons to serve on committees: (first name listed is chairperson)

Executive Committee: Anderson, Sauve, Pazynski

By-laws Committee: Plutchak, Holmes, Meintz

Planning Committee: Meintz, Pazynski, Holmes

Building/Grounds Committee: Sauve, Anderson, Meintz

Personnel Committee: Anderson, Sauve, Plutchak

Motion Sauve/Meintz to approve the committee assignments as presented by Anderson. Motion Carried.

8. Dates, times, and location of Commission meetings remain as approved on 1/21/2014.

Dates are selected in January as tentative dates and can be changed if someone is unable to attend a meeting during the year.

9. Communications/Correspondence

No items to report.

10. Dialog between Airport Manager and the TCAC.

No discussion.

11. Dialog between airport users and the TCAC.

No discussion.

12. Public Comment-speakers will be limited to 5 minutes.

Wayne Bayer regarding open meetings act he has researched. There are special airport statutes in both states pertaining to the issue. Statutes relating to Wisconsin law can be found in Section 114.11(2) and Michigan law is in Section 259.126(a).

Mari Negro commented the Statutes mentioned are what gives the states the authority to operate the joint airport facility.

Shirley Prudhomme, Peshtigo Times, stated on behalf of Wisconsin media, the Wisconsin open meetings law protects the public's right to be informed.

In the interest of being good neighbors and citizens she requests the Commission operate under both states laws.

13. Adjourn

MOTION Sauve/Plutchak to adjourn at 4:53 p.m. Motion carried.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
October 23, 2014 - 4:00 p.m.

*Approved
11/20/14*

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William		X		Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(4:10 pm)		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, J. Doll, M. Haavisto, M. Wendt
G. Takala, (video television conference-Iron River office)

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

PUBLIC COMMENTS – No public comments

APPROVAL OF THE CONSENT AGENDA:

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

- a. Approval of Minutes-September 25, 2014 Regular Monthly Board Meeting
- b. Personnel Committee Meeting Report-October 9, 2014
- c. Finance Committee Meeting Report-October 13, 2014
- d. Recipient Rights Committee Meeting Report-October 13, 2014

ACTION: Millie Hofer asked that from the Personnel Committee Meeting report the Table of Organization be added to the agenda. Moved to approve the amended consent agenda as presented.

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

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

Karen Raether stated that the agenda would be amended as there will not be a Board presentation and the Table of Organization will be added to agenda. Millie Hofer stated that she would also like to add Waiting List for the Severely Mentally Ill to agenda.

ACTION: Moved to approve the amended agenda as presented.

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

PRESENTATION: No presentation

M. Zevitz - present 4:10 p.m.

TABLE OF ORGANIZATION

Millie Hofer stated that on the Table of Organization there is a new job description listed called Corporate Compliance Officer and asked when this was added. Karen Thekan stated that this is not a new job description, it has been on the Table of Organization for quite a while, and is an added responsibility that Lisa Dionne, Quality Improvement Manger, took on. Ms. Hofer asked if there was an increase in salary for this. Ms. Thekan stated that Ms. Dionne's pay scale did not change when she took on this added responsibility. Miscellaneous questions were addressed by Ms. Thekan.

CEO REPORT

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

Federal/State:

- The Board Association member assembly meeting will be held during the fall conference. Ms. Thekan, Ms. Raether, and Ms. Hofer are the voting delegates at the fall conference and Ms. Thekan asked if there were any concerns from Board members regarding the Board Association By-Laws that will be voted on regarding the 10 Pre-Paid Inpatient Health Plans that are being added to the Association. No discussion. Ms. Hofer asked if there were any Board members that would like to take her place at the fall conference. Ms. Thekan stated that the registration fee would be lost if Ms. Hofer does not attend the conference. Ms. Hofer stated that she will discuss this further after today's Board meeting with Ms. Thekan. Miscellaneous questions were addressed by Ms. Thekan.

NEW POLICY-BREACH NOTIFICATION

Karen Thekan stated that NorthCare has recommended that the community mental health (CMH) agencies have a specific policy on breach notification. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by P. Connors, supported by J. Luhtanen to approve the Breach Notification Policy. **Motion carried unanimously.**

2011 PUBLIC ACT 152: 80%/20% EMPLOYER/EMPLOYEE SHARE CONTRIBUTION FOR 2015 HEALTH INSURANCE

Karen Thekan stated that part of this public act states that annually the Board votes on whether to have the 80/20 split in terms of health insurance contribution or go with the capitation rates. The capitation rates are set by the Department of Treasury every year and Northpointe is still above the capitation rates. Ms. Thekan stated that the recommendation is go with the 80/20 split as this has been done since the inception of this public act. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by M. Negro, supported by J. Dehn to approve the 80%/20% employer/employee share contribution for health insurance for 2015.

ROLL CALL VOTE:

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

Motion carried unanimously.

COMMUNITY SUPPORT MANAGER PAY SCALE CHANGE

Karen Thekan stated it is being recommended to create efficiencies that the 3 Community Support Assistant Managers be retitled to Community Support Managers, they would take on the responsibility of supervising the peer support specialists, and their pay scale would change from \$24,736.00-\$35,904.00 to \$27,000.00-\$36,720.00. The vacant Community Support Supervisor position (which previously supervised the peer support specialists) will not be backfilled and the 3 Community Support Managers will report to the County Directors. Ms. Thekan stated that even though there would be a pay scale change there would be a net savings of \$39,765.00, in salary alone, by not backfilling the Community Support Supervisor position.

ACTION: A motion was made by J. Luhtanen, supported by P. Connors to approve that the Community Support Assistant Managers be changed to Community Support Managers and their pay scale be changed from \$24,736.00-\$35,904.00 to \$27,000.00-\$36,720.00.

DISCUSSION: Mari Negro stated that because technically there is money being saved by shuffling of funds from one place to another her question would be is Northpointe going to wait list? Ms. Negro further stated that she cannot, in good faith, look at increasing any wage if individuals in the community will be turned away from the agency. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ROLL CALL VOTE:

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

Motion carried: 8 ayes; 3 nays.

GENERAL FUND

Karen Thekan reviewed a General Fund (GF) power point informational presentation on Northpointe's GF allocation of \$1.1 million for fiscal year 2015. After Ms. Thekan presented GF information a lengthy discussion ensued and questions were addressed Ms. Thekan and Mr. Adrian. (Power point presentation available upon request).

WAITING LIST FOR THE SEVERELY MENTALLY ILL

ACTION: A motion was made by J. Dehn, supported by M. Negro to not have a waiting list.

DISCUSSION: Ann Martin stated that liabilities are faced every single day; in the classroom, out on the street, in neighborhoods and she trusts that Northpointe is able to manage the situation and has the expertise as to who needs services. Ms. Martin further stated that she is in favor of a waiting list. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

ROLL CALL VOTE:

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

Motion carried: 6 ayes; 5 nays.

NEW BUSINESS – No new business

UNFINISHED BUSINESS

- Board Policies & Board By-Laws
- Recruitment Expense Policy

Karen Raether stated that the unfinished business would be tabled until the November Board meeting.

NORTHCARE REPORT

Mari Negro stated that the 3% raise was again discussed at the NorthCare meeting and the raise will not go into effect unless it goes before the NorthCare Board. Dr. Zevitz stated that meetings continue between NorthCare and State agencies to implement ongoing infrastructure and policies. Karen Raether stated that, at this point in time, NorthCare is down staff due to illness or family situations.

CHAIRPERSONS REPORT

Karen Raether stated that Karen Thekan, Millie Hofer, and herself will be attending the fall Board Association conference from Oct. 26-28.

BOARD PREROGATIVE

- Joan Luhtanen stated that she would like to personally thank and recognize Janet King, who works at the Hughitt Street Apartments, as she will be retiring after working for Northpointe for 25 years. Ms. Luhtanen further stated that Ms. King is the perfect personification of a caring, wonderful person.
- John Nelson stated that he will be attending the first substance abuse advisory board meeting on November 6.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:53 p.m.

The next regular monthly Board meeting is scheduled for **MONDAY, NOVEMBER 24, 2014 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary