

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

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

The Menominee County Board of Commissioners
will meet on Tuesday ~ February 13, 2018 @ 6:00 p.m.
Annex Conference Room, Stephenson
S904 US HWY 41, 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
 - January 23, 2018 – Regular County Board Meeting
 - January 29, 2018 – Special County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*): Slide Show Presentation – Economic Quality Growth
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)

- I. Action Items
 - 1. Moved by _____ supported by _____ to approve the venue changes on February 27, 2018 to the Courthouse and August 28th, 2018 to the Spalding Township Hall for the County Board Meetings Schedule
 - 2. Moved by _____ supported by _____ to approve 2% salary increase for Elected Officials
 - 3. Moved by _____ supported by _____ to approve the Library's Bookmobile Assistant & Library Assistant Job Descriptions as recommended by the Personnel Committee
 - 4. Moved by _____ supported by _____ to allow the Library to hire 2 part-time employees replacing one full time employee for a trial period of 6 months as recommended by the Personnel Committee
 - 5. Moved by _____ supported by _____ to approve FOC/PA Investigator Job Description as recommended by the Personnel Committee
 - 6. Moved by _____ supported by _____ to allow the PA/FOC Investigator position to relocate to the FOC office as recommended by the Personnel Committee
 - 7. Moved by _____ supported by _____ to approve Budget Amendments #1 (1-29) for FY 2017/18 as recommended by the Finance Committee

Steven Gromala

Charlie McIntz

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Gerald Piche - Chairman

Bernie Lang

Larry Schei

8. Moved by _____ supported by _____ to approve Resolution 2018-04 – Office of Emergency Management (Civil Defense) Emergency Action Guide
9. Moved by _____ supported by _____ to approve the Fair Building Electrical Rewire by Solander Electric, Inc. in the amount of \$11,615.00, as recommended by the Parks & Recreation Committee
10. Moved by _____ supported by _____ to approve the installation of 4 ~ 50 AMP Pedestals at Shakey Lakes Campground by Solander Electric, Inc. in the amount of \$6,300.00, as recommended by the Parks & Recreation Committee
11. Moved by _____ supported by _____ to approve payment for the 2018 Season Advertising for Menominee County Parks in the amount of \$2,600.00, as recommended by the Parks & Recreation Committee
12. Moved by _____ supported by _____ to approve payment of 2018 Annual Membership Dues for UP RC&D in the amount of \$350.00
13. Motion by _____ supported by _____ to approve the corrections made to Resolution 2018-05 ~ Tentative Agreement between the Menominee County Board of Commissioners and the County Clerk, the County Treasurer, Probate Court, Prosecuting Attorney, and 41st Circuit Court AND General Teamsters, International Brotherhood of Teamsters, Local Union No. 406, effective 1.1.2018 through 9.30.2021.
14. Moved by _____ supported by _____ to have Mr. Timothy P. Smith, of Smith & Johnson, Attorneys, P.C. come in to speak at a County Board Meeting on the Opioid Litigation and Menominee County's Involvement
15. Moved by _____ supported by _____ to approve the Commissioner per Diems and Expenses
16. Moved by _____ supported by _____ to approve miscellaneous bills as paid on January 11, 2018, in the amount of \$29,622.21
17. Moved by _____ supported by _____ to approve miscellaneous boards/committees/commission reports to be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. MERS – HCSP ~ County Administrator and Investigator
2. Building and Grounds/Park Items:
 - a. Emergency Sewer Repair – boiler room pipes UPDATE
3. Miscellaneous Items:
 - a. None
4. Finance Items:
 - a. CUPPAD Commission – Annual Membership Dues in the amount of \$9,000
 - b. Medical Examiner ~ Contract Expiration ~ March 25, 2018
 - c. Commissioner per Diems and Expenses

d. Miscellaneous bills as paid on January 24 & 26, 2018 and February 5 & 9, 2018 in the amount of \$137,972.14

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

- N. Moved by _____ to go into closed session, for strategy and negotiations of the Teamsters “Corrections” and “Road Patrol” collective bargaining agreements (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(c)); and to review contents of applicant background/referral information prior to consideration of the County Administrator position. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(f)); motion supported by _____

Individuals attending closed session _____ (Note Time) _____

- O. Return to Open Session at _____ (time)

- P. Motion by _____ supported by _____ to approve the recommendation of the Negotiating Committee to proceed with hiring Jeff Thornton as the Menominee County Administrator

- Q. Motion by _____ supported by _____ to approve Resolution 2018-06 ~ Tentative Agreement between the Menominee County Board of Commissioners and the Menominee County Sheriff Road Patrol Officers AND General Teamsters, International Brotherhood of Teamsters, Local Union No. 406, effective 1.1.2018 through 9.30.2021.

- R. Motion by _____ supported by _____ to approve Resolution 2018-07 ~ Tentative Agreement between the Menominee County Board of Commissioners and the Menominee County Sheriff Corrections Officers AND General Teamsters, International Brotherhood of Teamsters, Local Union No. 406, effective 1.1.2018 through 9.30.2021

- S. Adjourn

January 23, 2018

UNAPPROVED

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

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

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

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Charlie Meintz (6:12 p.m.), Larry Phelps, Gerald Piche, and Larry Schei.

Absent: John Nelson (excused).

Com. Piche stated that the agenda will need to be amended to add a change to the Airport Committee assignment.

Moved by Com. Hafeman, seconded by Com. Schei to amend the agenda by adding a motion to replace Com. Meintz on the Airport Committee. Motion was approved 7-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve the agenda as amended. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve the minutes from the January 9, 2018 Re-organizational County Board Meeting, the January 9, 2018 Regular County Board Meeting and the January 15, 2018 Special County Board Meeting. Motion was approved 7-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports: None.

Action Items:

Moved by Com. Cech, seconded by Com. Lang to appoint Judith Dobnikar to the Menominee County Fair Board for a term to expire 1.31.2021. Motion was approved by a roll call vote 6-1. Com. Hafeman voted nay.

Moved by Com. Hafeman, seconded by Com. Schei to appoint Nancy Tuinstra to the Menominee County Library Board for a term to expire 1.31.2023. Motion was approved 7-0.

Moved by Com. Cech, seconded by Com. Hafeman to appoint Vola Bleile to the Menominee County Parks and Recreation Committee for a term to expire 1.31.2021. Motion was approved by a roll call vote 7-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approved Commissioner per diems and expenses as recently submitted. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve miscellaneous bills as paid on January 3 & 4, 2018 in the combined amount of \$73,699.00. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Schei to remove Com. Meintz from the Menominee County Airport Committee and replace him with Com. Piche. Motion was approved by roll call vote 5-2. Com. Cech and Lang voted nay.

New Business (discussion only)

Personnel Items:

- a. None.

Com. Meintz arrived at the meeting at 6:12 p.m.

Building and Grounds/Parks Items:

- a. Emergency Sewer Repair – boiler room pipes. – Sherry DuPont and Jim Mekash updated the board on this. The sewer pipe was damaged by the boring company when the fiber optics were installed last year. Jim has contacted the company about paying for the cost of the emergency repair. He does not have an answer yet but will keep the board updated.

Miscellaneous Items:

- a. Resolution 2018-04 ~ Emergency Action Guideline (EAG) Office of Emergency Management (Civil Defense). – Sherry DuPont informed the board that Richard Sexton is currently working on this and will bring it back to the board when it is complete.
- b. Opioid Litigation – Update. – Sherry DuPont informed the board that she was contacted by MAC regarding this issue. We still do not have enough information to proceed. Sherry will keep monitoring it.

Finance Items:

- a. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills as paid on January 11, 2018 in the combined amount of \$29,622.21. - The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Piche called for public comment

Public Comment: None.

Commissioner Comment:

- Com. Hafeman – Commented that she hopes it warms up soon.
- Com. Gromala – Commented that he recently took a trip to the norther part of Menominee County and our Road Commission did an excellent job with the roads. He also had a very good meeting with Hannahville Tribal Chairman Ken Meshigaud.
- Com. Piche – Let Com. Meintz know that he read the resignation letter that Com. Meintz provide resigning from the Airport Committee. He also let him know that he appointed himself to the committee.
- Com. Schei – Thanked Com. Meintz for his service on the Airport Committee.

Moved by Com. Hafeman, seconded by Com. Cech to go into closed session, for strategy and negotiations of the Teamsters “Corrections, Courthouse and Road Patrol” collective bargaining agreement. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(c)). Motion was approved at 6:48 p.m. by a roll call vote 8-0. Present will be all nine commissioners, Sherry DuPont and County Clerk Marc Kleiman.

The board returned to open session at 7:58 p.m.

Moved by Com. Gromala, seconded by Com. Phelps to approve Resolution 2018-05 ~ Tentative Agreement between the Menominee County Board of Commissioners and the County Clerk, the County Treasurer, Probate Court, Prosecuting Attorney and 41st Circuit Court AND General Teamsters, International Brotherhood of Teamsters, Local Union No. 406, effective 1.1.2018 through 9.30.2021. Motion was approved by a roll call vote 7-1. Com. Meintz voted nay.

Moved by Com. Gromala, seconded by Com. Meintz to table Action Item Q, Resolution 2018-06 ~ Tentative Agreement between the Menominee County Board of Commissioners and the Menominee County Sheriff Road Patrol Officers AND General Teamsters, International Brotherhood of Teamsters, Local Union No. 406, effective 1.1.2018 through 9.30.2021. Motion was approved by roll call vote 8-0.

Moved by Com. Hafeman, seconded by Com. Cech to adjourn at 8:01 p.m. Motion was approved 8-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

January 29, 2018

UNAPPROVED

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

Chairman Piche called the meeting to order at 9:33 A.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Larry Phelps, and Gerald Piche.

Absent: Commissioners: Charlie Meintz, John Nelson and Larry Schei. (All excused)

Public Comment: None.

Moved by Com. Hafeman, seconded by Com. Cech to approve the agenda. Motion was approved 6-0.

Discussion Items:

- Sharon Klumpp from Springsted/Waters, briefed the commissioners on the interview process for the County Administrator Applicants.
- First interview, applicant John Ardaugh. 10:02 a.m. – 11:05 a.m.
- Second interview, applicant Jeff Thornton. 11:18 a.m. – 12:25 p.m.
- County Board in recess at 12:26 p.m.
- County Board resumed at 1:13 p.m.
- Third interview, applicant Jason Carviou. 1:13 p.m. – 2:23 p.m.
- Fourth interview, applicant Joseph Fitzgerald. 2:33 p.m. – 3:26 p.m.
- County Board began deliberation regarding the four interviews at 3:34 p.m.

It is the consensus of the board to have Sharon Klumpp contact applicant Jeff Thornton and let him know the board would like to make him an offer for the position of County Administrator. The Negotiating Committee will meet this week to discuss a contract offer. Sharon will also contact the other applicants and let them know that they are still under consideration, but we are in talks with one of the applicants.

Public Comment: None.

Moved by Com. Hafeman, seconded by Com. Gromala to adjourn at 4:33 p.m. Motion was approved 6-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS ADENDA ITEM

SUBJECT:	COUNTY BOARD MEETING SCHEDULED CHANGE
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Approve venue change for the February 27, 2018 meeting to Courtroom B and the August 28 th , 2018 meeting to the Spalding Township Hall	
RECOMMENDED MOTION:	
Approve venue change for the February 27, 2018 meeting to Courtroom B and the August 28 th , 2018 meeting to the Spalding Township Hall	

Submitted by: Sherry DuPont

02/09/2018
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):

**COUNTY BOARD OF COMMISSIONERS
COUNTY BOARD MEETINGS**

2018 Schedule - Revision - Draft

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 9, 2018	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 23, 2018	6:00 PM	COURTROOM B
<u>FEBRUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	February 13, 2018	6:00 PM	Annex-Stephenson
COUNTY BOARD	February 27, 2018	6:00 PM	COURTROOM B
<u>MARCH</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	March 13, 2018	6:00 PM	COURTROOM B
COUNTY BOARD	March 27, 2018	6:00 PM	COURTROOM B
<u>APRIL</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD - Equalization Session	April 10, 2018	5.45 PM	Annex - Stephenson
COUNTY BOARD	April 10, 2018	6.00 PM	Annex - Stephenson
COUNTY BOARD	April 24, 2018	6:00 PM	Annex - Stephenson
<u>MAY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	May 8, 2018	6:00 PM	COURTROOM B
COUNTY BOARD	May 22, 2018	6:00 PM	COURTROOM B
<u>JUNE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	June 12, 2018	6:00 PM	Annex-Stephenson
COUNTY BOARD	June 26, 2018	6:00 PM	Annex-Stephenson
<u>JULY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	July 10, 2018	6:00 PM	COURTROOM B
COUNTY BOARD	July 24, 2018	6:00 PM	COURTROOM B
<u>AUGUST</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	August 14, 2018	6:00 PM	Spalding Twp. Hall
COUNTY BOARD	August 28, 2018	6:00 PM	Spalding Twp. Hall
<u>SEPTEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	September 11, 2018	6:00 PM	COURTROOM B
COUNTY BOARD	September 25, 2018	6:00 PM	COURTROOM B
<u>OCTOBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	October 9, 2018	6:00 PM	Annex-Stephenson
COUNTY BOARD	October 23, 2018	6:00 PM	Annex-Stephenson
<u>NOVEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	November 13, 2018	6:00 PM	COURTROOM B
COUNTY BOARD	November 27, 2018	6:00 PM	COURTROOM B
<u>DECEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	December 11, 2018	6:00 PM	Annex-Stephenson
COUNTY BOARD	December 26, 2018**	6:00 PM	Annex-Stephenson

** Wednesday

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Elected Officials – 2% Salary Increase
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	A request has been made to have a 2% salary increase for Elected Officials
RECOMMENDED MOTION:	Approve a 2% salary increase for the Elected Officials

Submitted by: Sherry DuPont

02/09/2018
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):

**ELECTED OFFICIAL ANNUAL SALARIES
2018**

from Nov. 2017

Elected Official	2017 Current	2018 1.1.2018
		0% increase
Clerk/ROD	58,917	58,917
Treasurer	55,974	55,974
Sheriff	66,300	66,300
Prosecuting Atty.	98,687	98,687
Chairman of the board	4,500	4,500
County Board members	4,000	4,000
Drain Commissioner	526	526

Should an increase in the Courthouse Union contract happen, request to allow the above positions the same percentage of increase.

**UPDATE: The courthouse employees received a 2% increase
beginning 1.24.2018**

Elected Official	2017 Current	2018 2.14.18
		2% Increase
Clerk/ROD	58,917	60,095.34
Treasurer	55,974	57,093.48
Sheriff	66,300	67,626.00
Prosecuting Atty.	98,687	100,660.74
Chairman of the board	4,500	4,590
County Board members	4,000	4,080
Drain Commissioner	526	536.52

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
ADENDA ITEM**

SUBJECT:	Bookmobile Assistant & Library Assistant Job Descriptions
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Recommendation of the Personnel Committee to approve Bookmobile Assistant & Library Assistant job descriptions.	
RECOMMENDED MOTION: Approve Bookmobile Assistant & Library Assistant job descriptions.	

Submitted by: Sherry DuPont

02/07/2018
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, Michigan Position Description

Title: Bookmobile Assistant
Department: Library
Date: Draft

Purpose of Position

The purpose of this position is to assist with the operation of the Bookmobile and Library. The work is performed under the direction of the Library Director and the Outreach Coordinator.

Essential Duties and Responsibilities

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

- Performs Bookmobile and Library circulation and reference duties; assisting students and patrons; checks materials in and out; assists patron with internet access and reference searches; requests and receives interlibrary loans; and recommends authors and books. Prepares and delivers classroom loans.
- Prepares publicity and public relations items for print and electronic posting. Prepares a variety of lists, correspondence and materials; collates statistics. Prepares web page information, new book lists, station books, overdue lists.
- Prepares and conducts programs for all ages including summer reading and storytime.
- Assists with building, collection and supply inventories.
- Shelves, shelf-reads and files materials and books in library and on bookmobile. Selects materials for specific purposes.
- Assists in maintaining and cleaning the bookmobile.
- Performs other related functions as assigned or required.
- Operate bookmobile in absence of outreach coordinator.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with vocational/technical training in Library Science or a related field with one year of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities. Position requires possession of a valid Michigan driver's license and chauffer's license.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to process complex information. **Including the ability to perform subsequent action based on** ~~perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose.~~ Requires discretion in determining and referencing such to established standards **and** to recognize interactive effects and relationships.
- ~~Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.~~
- Requires the ability to utilize a variety of reference, descriptive ~~and/or advisory~~ data and information ~~such as class and reading lists, requests, schedules, logs, reference materials, policies, manuals, procedures, guidelines and non-routine correspondence.~~
- Requires the ability to communicate orally and in writing with the Library Director and all library **staff personnel**, teachers, students, ~~the media~~, patrons and the public.

Mathematical Ability

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

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines, bookmobile, hand truck, and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing 35-40 pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

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

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

Employee's Signature

Supervisor's Signature

Date

Date

Menominee County, Michigan Position Description

Title: Library Assistant
Department: Library
Date: Draft

Purpose of Position

The purpose of this position is to assist with circulation and back room **Library** operations. The work is performed under the direction of the Library Director.

Essential Duties and Responsibilities

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

- Performs **Library** circulation and reference **duties desk tasks; assisting patrons; checks materials books in and out; answers phones and assists callers; assists patrons with internet access and reference searches; requests and receives interlibrary loans; and recommends authors and books.** ~~in finding references and information in books and on the computer.~~
- Assists in **technical services by back-room tasks in** preparing books and materials for circulation; repairs and covers books; ~~files new book cards.~~
- Prepares ~~for~~ and conducts **programs for all ages and storytime readings and fingerplays; prepares crafts for children and decorates the library seasonally children's section.**
- **Prepares publicity and public relations items for print and electronic posting. Prepares a variety of lists, correspondence and materials: collates statistics.**
- Shelves, ~~and shelf-reads and files materials books and materials~~ in library and on bookmobile. **Selects materials for specific purposes.**
- Performs other related functions as assigned or required.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with vocational/technical training in Library Science or a related field and one year of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to process, calculate, compute, summate, and/or tabulate data and/or **complex** information. Includes **ing** the ability to perform subsequent action ~~in relation to~~ **based on** established standards and to recognize effects and relationships ~~these computational operations~~.
- ~~Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.~~
- Requires the ability to utilize a wide variety of reference and descriptive data and information ~~such as requests, attendance records, childrens' books, references materials and databases, correspondence and general operating manuals.~~
- Requires the ability to communicate orally and in writing with the Library Director and all library staff, patrons and the public.

Mathematical Ability

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

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing **35-40** ~~five to ten~~ pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

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

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

Employee's Signature

Supervisor's Signature

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Bookmobile Assistant & Library Assistant
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>Motion to allow the Library to hire 2 part-time employees to replace one full time employee for a trial period of 6 months, as recommended by the Personnel Committee</p>	
RECOMMENDED MOTION:	
<p>Allow the Library to hire 2 part-time employees to replace one full time employee for a trial period of 6 months,</p>	

Submitted by: Sherry DuPont

02/09/2018
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
ADENDA ITEM**

SUBJECT:	FOC/PA Investigator Job Description
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Recommendation of the Personnel Committee to approve the FOC/PA Investigator Job Description	
RECOMMENDED MOTION: Approve the FOC/PA Investigator Job Description	

Submitted by: Sherry DuPont

02/07/2018
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, Michigan Position Description

Title: FOC/PA Investigator
Department: Friend of the Court
Date: January 2018

Purpose of Position

The purpose of this position is to investigate civil matters under the jurisdiction of the Friend of the Court, to prepare legal pleadings, and to prepare for and attend court hearings. The work is performed under the direction of the Friend of the Court as defined by the Management Agreement and/or Contract between the Friend of the Court and the Prosecuting Attorney.

Essential Duties and Responsibilities

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

- Reviews Department of Health and Human Services (DHHS) referrals requesting paternity, support action or Foster Care; enters data, determines course of action and prepares legal documents.
- Interviews plaintiffs and defendants; obtains and verifies financial and other information; investigates location of and contacts and negotiates cooperation and/or support agreements with absent parents; explains legal procedures and constitutional rights and prepares relevant documents and correspondence.
- Provides technical assistance to plaintiffs, defendants, attorneys and others regarding paternity, support, family law, custody and parenting rights. Researches domestic relations laws and court decisions to assist the Friend of the Court, Prosecuting Attorney and Judges. Informs DHHS of potential welfare fraud.
- Performs paternity buccal swab tests; furnishes results to involved parties; attempts to obtain voluntary acknowledgments of paternity to file with the Central Paternity Registry.
- Processes electronic payments through Govpay.net and receipts monies.
- Prepares a variety of legal documents, subpoenas, court hearing memorandums for the 41st Circuit Court Judges, legal notices by publication, etc.
- Appears in court with the Prosecuting Attorney or the Friend of the Court and provides testimony.
- Prepares child support recommendations, determines if imputing income is appropriate after considering the potential income factors, and determines if it is appropriate to seek birth expense reimbursement in accordance with IV-D Policy.

- Takes required training and is granted access to applications such MiCSES, Business Objects, CPR/BRS, the Department of Defense, QUICK and LMS to perform investigative duties. Monitors and takes required annual trainings. Required to be trained in the use of EGrAMS application used to enter and submit all Cooperative Reimbursement Program monthly billings, reports, line item transfers, budget amendments and contract applications.
- Prepares timesheets and summaries, keeps a visitors log, tracks FTI, takes annual security training and is required to pass annual security tests.
- Performs other related functions as assigned or required.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in Investigation Procedures or a related field with 3-5 years of investigation experience or any combination of education and experience that provides equivalent knowledge, skills and abilities. Position requires Notary Public certification and the possession of a valid Michigan driver's license.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.
- Requires the ability to utilize a variety of reference, descriptive and/or advisory data and information such as legal documents, court orders, complaints, summons, warrants, reports, test results, laws, manuals, policies, procedures, guidelines and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the Friend of the Court and Prosecuting Attorney and all department personnel, other departments, military personnel, post office, employers, agencies, banks, law enforcement agencies, victims, witnesses, the media and the public, attorneys, judges, and clients.

Mathematical Ability

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

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.

- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as disease or violence may cause discomfort and poses a limited risk of injury.

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

Employee's Signature

Supervisor's Signature

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	FOC/PA Investigator
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
Motion to allow the PA/FOC Investigator position to relocate to the FOC office, as recommended by the Personnel Committee	
RECOMMENDED MOTION:	
Allow the PA/FOC Investigator position to relocate to the FOC office	

Submitted by: Sherry DuPont

02/09/2018
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
ADENDA ITEM**

SUBJECT:	FY 2017/18 Budget Amendments #1 (1-29)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Recommendation of the Finance Committee to approve FY 2017/18 Budget Amendments #1 (1-29)	
RECOMMENDED MOTION: Approve FY 2017/18 Budget Amendments #1 (1-29)	

Submitted by: Sherry DuPont

02/09/2018
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):

2017/18 Budget Amendment's #1 ~ (#1-29)

<u>Number</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Account</u>
1	12/19/2017	Hannahville Grants Received	\$ 16,200.00	205-000-441.00
		for Panasonic Tough Books	\$ 16,200.00	205-315-934.03
		for New Vehicle (Sheriff Dept)	\$ 10,000.00	101-000-441.02
			\$ 10,000.00	101-301-934.03
2	1/21/2018	EMS Grant Received for Radio	\$ 4,162.00	101-000-441.04
			\$ 4,162.00	101-426-934.02
		From GF Balance for new EOC Phone Service	\$ 250.00	101-426-850.00
3	1/21/2018	Board Approved Additional GIS mapping for Cedarville & Menominee Townships From PA123 Fund Balance	\$ 20,000.00	517-252-970.00
4	1/21/2018	Overlooked at Budget approval - typo when entering the numbers for approval from Road Patrol Fund Balance (\$8325 entered, when it should have been \$83250)	\$ 74,925.00	205-315-742.00
5	1/21/2018	MERS Flat rate now being charged for Airport From Airport Fund Balance	\$ 6,180.00	216-585-718.01
6	1/21/2018	Airport Loan Interest & Principal Amount Changes	\$ 411.39	216-585-990.00
			\$ (411.39)	216-585-990.01
7	1/21/2018	Reimbursement received from SOM for the move of Probation/Parole to New Building	\$ 10,000.00	101-000-677.00
8	1/21/2018	New Accounts Created for Energy Conservation Expenses & Refunds. To be included on Non-Lapsing Carry Over spreadsheet in future	\$ 1,613.52	101-000-677.15
			\$ 1,613.52	101-265-970.12
9	1/21/2018	New Account Created for Park Improvements	\$ 44,874.00	220-000-642.06
		Tree Harvesting (For all Parks) - Move Budget	\$ (10,000.00)	220-000-642.01
		from individual budgeted accounts	\$ (5,000.00)	220-000-642.02
			\$ (5,000.00)	220-000-642.03
			\$ (5,000.00)	220-000-642.04
		\$ (20,000.00)	220-000-642.05	
10	1/21/2018	Larger Refund Received for County Stabilization Authority than Budgeted	\$ 100,838.25	101-000-573.00

Menominee County
Request for Budget Amendment

Budget Year: 2017-2018

Please Increase

Revenue Account

<u>205-000-441-00</u>	by	<u>\$16,200.00</u>
<u>101-000-441-02</u>		<u>\$10,000.00</u>
<u> </u>		<u> </u>

Please Increase

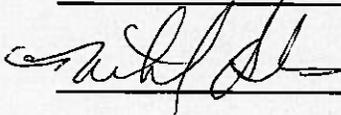
Expenditure Account

<u>205-315-934-03</u>	by	<u>\$16,200.00</u>
<u>101-301-934-03</u>		<u>\$10,000.00</u>
<u> </u>		<u> </u>

Date of Request 12/19/2017

Justification Hannahville Fall Grants: 205 = Panasonic Tough Books; 101 = New vehicle contribution

Requesting Department Sheriff

Elected Official/Dept. Head 

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:



HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



November 8, 2017

Menominee County Sheriff's Department
Sheriff Kenny Marks
831 10th Ave.
Menominee, MI 49858

Project Information:
Menominee County Sheriff's Department
033-18-1117-072M
Panasonic Tough Books

Dear Sheriff Kenny Marks:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$16200 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Monday, November 27, 2017 to:

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

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by November 27th may result in the withdrawal of your grant award.

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

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

Sincerely,

Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD
Tribal Chairperson

ELAINE MESHIGAUD
Tribal Vice-Chairperson

TAMMY SAGATAW
Tribal Secretary

LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., Noreena Meshigaud-Dwyer, Robin Halfaday, Jeremy Brunette
Christopher Halfaday, Tonto Wandahsega, Amanda Hess, Lois Tovar



HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



November 8, 2017

Menominee County Sheriff's Department
Sheriff Kenny Marks
831 10th Ave.
Menominee, MI 49858

Project Information:
Menominee County Sheriff's Department
033-18-1117-073M
Squad Vehicle Replacement

Dear Sheriff Kenny Marks:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$10000 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Monday, November 27, 2017 to:

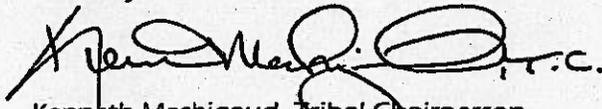
Jill Beaudo
Resource Development
Hannahville Indian Community
N14911 Hannahville B-1 Rd.
Wilson, MI 49896.

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by November 27th may result in the withdrawal of your grant award.

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

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

Sincerely,


Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD
Tribal Chairperson

ELAINE MESHIGAUD
Tribal Vice-Chairperson

TAMMY SAGATAW
Tribal Secretary

LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., Noreena Meshigaud-Dwyer, Robin Halfaday, Jeremy Brunette
Christopher Halfaday, Tonto Wandahsega, Amanda Hess, Lois Tovar

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Expense Account

<u>101-426-850.00</u> Telephone	by	<u>\$250.00</u> for new EOC phone service
<u>101-426-934.02</u> Hannahville Grant		<u>\$4,162.00</u> 1-Dual band 800MHZ/VHF radio for emergency services

Please Increase
Revenue Account

<u>101-000-441.04</u> Hanahville Grant	by	<u>\$4,162.00</u>

Please Decrease
Revenue Account

<u>101-000- fund balance</u> General fund - fund balance		<u>\$250.00</u>

Date of Request 1/21/2018

Justification \$250 to pay for monthly service of one phone for EOC operations
\$4,162 to purchase 800/VHF radio - grant received for full cost.

Requesting Department Emergency Services

Elected Official/Dept. Head Richard Sexton

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

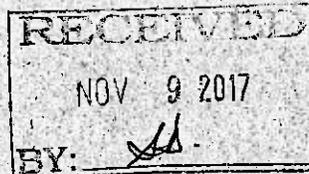


HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



November 8, 2017

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



Project Information:
Menominee County Emergency Services
033 18 1117 017M
Emergency Management Multiband Radio Project

Dear County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$4162 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Monday, November 27, 2017 to:

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

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by November 27th may result in the withdrawal of your grant award.

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

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

Sincerely,

Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD
Tribal Chairperson

ELAINE MESHIGAUD
Tribal Vice-Chairperson

TAMMY SAGATAW
Tribal Secretary

LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., Noreena Meshigaud-Dwyer, Robin Halfaday, Jeremy Brunette
Christopher Halfaday, Tonto Wandahsega, Amanda Hess, Lois Tovar

Hannahville Indian Community
 N14911 Hannahville B-1 Rd.
 Wilson, MI 49896

Grant Number:
 033-18-1117-047M

1. Granting Agency: Hannahville Indian Community
 2. Amendment No. If Applicable:

3. Award Date: November 6, 2017
 4. Project Period: December 1, 2017 – November 30, 2018

5. Recipient Organization Name and Address:
 Menominee County
 839 10th Ave.
 Menominee, MI 49858
 6. Project Name and Agency:
 Agency: Menominee County
 Project Name: Emergency Management Multiband Radio Project

7. County: Menominee
 8. Name & Phone of Project Contact:
 Richard Sexton
 (906) 295-0309
 9. Township:

10. Approved Budget:		11. Amount Awarded This Cycle: \$4162	
Salaries.....	\$ -		
Fringe Benefits.....	\$ -		
Travel.....	\$ -	12. Total Awarded this Project (Subject to Available Funding) \$4162	
Supplies.....	\$ -		
Consultants/Contractual.....	\$ -		
Training.....	\$ -	13. Date of Distribution for this Cycle: November 6, 2017	
Equipment.....	\$ 4,162.00		
Construction.....	\$ -		
Other.....	\$ -		
Total Direct Costs.....	\$ 4,162.00		
	\$ 4,162.00		

14. Remarks:
 Approved amount for Funding Cycle December 1, 2017 – November 30, 2018 is \$4162.
 Original grant request was for \$4162.
 Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.

15. Granting Agency Contact:
 Jill Beaudo
 Hannahville Indian Community
 N14911 Hannahville B-1 Rd.
 Wilson, MI 49896
 Phone: (906) 723-2625
 Fax: (906) 466-2933
 E-mail: jillbeaudo@hannahville.org

16. Signature and Title of Grantee Authorizing Official: *Sherry L. Dupont* Date: 11/9/2017
 County Administrator - Chatham Co. Admin. Phone: 906-863-7779

15. Signature Certifying Fund Availability: *Kenneth Meshigaud* Date: 11/27/2017
 Kenneth Meshigaud, Tribal Chairperson Phone: (906) 466-2932

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase

Expenditure Account	<u>517-252-970.00</u>	by	<u>\$20,000.00</u>
	<u>PA123 Foreclosure-capital outlay</u>		
	_____		_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Please Decrease

Revenue Account	<u>517-000-fund balance</u>	by	<u>\$20,000.00</u>
	<u>PA123 Foreclosure</u>		
	_____		_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Date of Request 1/21/2018

Justification Board approved additional GIS mapping for Cedarville & Men. Townships. (\$5,000 & \$15,000) - From PA 123 foreclosure fund

Requesting Department Treasurer

Elected Official/Dept. Head Diane Lesperance

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Jessica White

From: Sherry DuPont
Sent: Tuesday, September 19, 2017 4:45 PM
To: Jessica White
Cc: Diane Lesperance
Subject: FW: Cedarville and Menominee Township - Parcel mapping

Another Budget amendment for Thurs. We had this project budgeted in the PA123 accounts. We would have to amend that account (with Diane's approval) for an additional \$20,000 to get this project done. 517-252-970.00 (capital outlay)

Sherry DuPont
Interim County Administrator
Menominee County
839 10th Ave.
Menominee, MI 49858
906-863-7779
Fax: 906-863-8839
Visit us on the web: www.menomineecounty.com

517-252-970

*"Life isn't about waiting for the storm to pass,
It's about learning to dance in the rain." Vivian Greene*

Confidentiality: The information contained in this electronic mail message or facsimile and any attachments is intended for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of this electronic mail message or facsimile is strictly prohibited. If you have received this message in error, please notify me immediately and delete the original message from your system.

From: Gary Hoaglund [mailto:ghoaglund@coleman-engineering.com]
Sent: Tuesday, September 19, 2017 2:48 PM
To: Sherry DuPont <SDuPont@menomineeco.com>
Cc: Diane Lesperance <dlesperance@Menomineeco.com>; Peggy Schroud <PSchroud@Menomineeco.com>
Subject: Cedarville and Menominee Township - Parcel mapping

Hi Sherry

As we discussed and from conversations with Peggy Schroud and Diane Lesperance I revised our costs to map Cedarville and Menominee Townships.

The cost is as follows:

- Menominee Township - \$15,000.00
 - Approximately 2,920 parcels
- Cedarville Township - \$5,000.00

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Expense Account

<u>205-315-742.00</u>	by	<u>\$74,925.00</u>
<u>Road Patrol Gas/oil</u>		
<hr/>		

Please Decrease
Revenue Account

<u>205-000-Fund Balance</u>	by	<u>\$74,925.00</u>
<hr/>		

Date of Request 1/21/2018

Justification Overlooked at budget approval, only \$8,325 was budgeted
\$83,250 should be budgeted - Typo budgeting

Requesting Department Sheriff Dept./Administration

Elected Official/Dept. Head Mike Holmes/Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Road Patrol Budget - Expenditures
Fund: Special Revenue (205)
Activity: Road Patrol (315)

<u>Account Number</u>	<u>Account Title</u>	<u>2014/15 Budget</u>	<u>2014/15 Actual</u>	<u>2015/16 Budget</u>	<u>2015/16 Actual</u>	<u>2016/17 Budget</u>	<u>2017/18 Budget</u>
704.00	Salaries/shift diff/holiday	490,392	503,772	548,504	545,399	558,989	562,535
705.00	Salaries-part time	62,858	42,707	65,874	31,288	73,025	78,104
706.00	OT/call in	39,000	43,201	39,000	56,065	39,000	39,000
707.00	Longevity	5,750	5,750	6,300	6,200	6,600	6,200
712.00	BCBS	133,532	150,359	146,022	156,814	143,623	141,316
713.00	Life Ins.	300	290	330	305	330	330
715.00	FICA	35,006	34,549	39,009	38,520	40,530	40,781
715.01	FICA MED	8,187	8,082	9,123	8,996	9,479	9,538
716.00	Work Comp	27,078	19,834	26,844	28,510	29,963	34,168
718.00	MERS - DC	80,204	46,357	12,000	890	-	3,816
718.01	MERS unfunded liability	50,000	36,920	100,476	100,476	104,496	109,812
727.00	Office Supplies	3,000	2,316	3,500	3,239	3,500	3,588
742.00	Gas, Oil, Etc	81,000	50,989	81,000	49,293	81,000	8,325
745.00	Uniforms	9,100	10,331	9,400	8,711	9,400	9,635
755.00	Other Operating Expenses	5,000	7,357	5,000	4,529	5,000	5,125
755.02	Other Operating/Weapons, etc.	5,075	16,451	5,075	5,689	6,000	6,150
850.00	Telephone	5,100	4,479	5,500	3,856	5,500	5,637
850.01	Merit fiber-annex.5	-	-	1,600	-	1,600	1,600
860.00	Travel	3,075	2,581	3,075	4,632	3,075	3,152
881.00	Justice Training - 302	-	-	-	-	-	-
881.03	General Training	4,590	4,592	4,590	2,953	4,590	4,705
934.00	Equipment Repair	3,060	1,039	3,060	622	3,060	3,137
934.01	Equip Repair & Maint/Radio	5,100	2,831	5,500	2,117	5,500	5,638
934.02	Equip Repair & Maint/vehicles	27,000	29,924	30,000	42,048	30,000	30,750
934.03	Casino Grant	-	36,218	34,514	34,139	14,802	-
934.04	MMRMA Grant Expenses	-	-	-	833	-	-
955.00	RP Misc. Expense	-	740	-	-	-	-
957.00	Chargeback Tax refunds	-	814	-	379	-	-
970.00	Capital Outlay (RMS& AVL)	-	-	-	-	-	-
974.00	Hannahville Grant - Tahoe	-	-	-	-	-	100,000
981.00	Vehicle maintenance	43,000	61,388	56,833	141,256	79,260	-
997.00	Transfer Out	-	-	-	-	-	75,092
	Total	\$ 1,126,406	\$ 1,123,868	1,242,129	1,277,758	\$ 1,258,322	\$ 1,288,133

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Expense Account

<u>216-585-718.01</u>	by	<u>\$6,180.00</u>
<u>Airport-MERS Flat Rate</u>		
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Please Decrease
Revenue Account

<u>216-000-Fund Balance</u>	by	<u>\$6,180.00</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Date of Request 1/21/2018

Justification MERS Flat rate now being charged for Airport
\$515 per month in 2017/18

Requesting Department Administration

Elected Official/Dept. Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

From: Karima LaJoie [mailto:klajoie@mersofmich.com]

Sent: Monday, May 23, 2016 11:24 AM

To: Joann Klumb <jklumb@Menomineeeco.com>; Brian Bousley <bbousley@Menomineeeco.com>

Cc: Terra Langham <tlangham@mersofmich.com>

Subject: 2015 Annual Actuarial Valuation - Menominee Co #5502 REF:0021525

Good morning,

Enclosed is your **2015 Annual Actuarial Valuation**, which provides your plan's liabilities, funding levels, required contributions, and necessary GASB information. A copy of this report has also been added to your Employer Portal, under the Defined Benefit Reporting / Program Summary tab.

Contribution Rates & The Experience Study

The impacts of the most recent Experience Study are reflected within this report. While you are only required to pay the phased-in contribution amount, we highly encourage you to consider paying the full impact contribution amount reflected in Table 1. Based on the information we have on file and the phased-in contribution determined by your report, your 2017 rates are shown below. If these rates reflected below are different than what is in your attached report, it is most likely due to plan or provision changes you have made since 12/31/15.

Division Number	Division Name	Effective	Employer rate (monthly)	Employee rate
01	Arprt Emplys	10/01/2017	\$515	0.00%
02	Shrf Non Union	10/01/2017	\$0	0.00%
10	Courthouse	10/01/2017	\$10,136	0.00%
15	Bldg Gds Sprndt	10/01/2017	\$14	2.30%
16	Crthse Employ	10/01/2017	\$24,531	1.50%
17	Administrator	10/01/2017	\$8,917	0.00%
18	911 Employees	10/01/2017	\$5,778	0.00%
20	Shrf Lcl 328	10/01/2017	\$21,837	2.30%
23	RdPtrl Deputies	10/01/2017	\$9,151	2.30%
HA	Adm af 10/1/11	10/01/2017	6.36%	0.00%

Please share these rates with anyone at your municipality who is responsible for payroll processing and contribution payments.

Resources to Assist You

- We have dedicated an entire section within this report commenting on the investment markets as well as provided volatility and additional contribution scenarios to assist you with making

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase

Expenditure Account	<u>216-585-990.00</u>	by	<u>\$411.39</u>
	<hr/>		<hr/>

Please decrease
Expense Account

	<u>216-585-990.01</u>	by	<u>\$411.39</u>
	<hr/>		<hr/>

Date of Request 1/21/2018

Justification Airport loan interest and principal amount changes

Requesting Department Administration

Elected Official/Dept. Head Sherry DuPont

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

**MICHIGAN DEPARTMENT OF TRANSPORTATION
FINANCIAL OPERATIONS DIVISION
AIRPORT LOAN AMORTIZATION SCHEDULES/ACTIVITY**

Airport Loan # 348031
Menominee County Airport

Date Due /Received	Check #	Payment Amount	@ X days	Interest		Principal Amount	Balance
				Calc	Amount		
21-Sep-12							50,750.00
21-Sep-13	Due	\$6,072.00	365	1,725.50	1,725.50	4,346.50	46,403.50
21-Sep-14	Due	6,072.00	365	1,577.72	1,577.72	4,494.28	41,909.22
21-Sep-15	Due	6,072.00	365	1,424.91	1,424.91	4,647.09	37,262.13
21-Sep-16	Due	6,072.00	365	1,266.91	1,266.91	4,805.09	32,457.04
21-Sep-17	Due	6,072.00	365	1,103.54	1,103.54	4,968.46	27,488.58
21-Sep-18	Due	6,072.00	365	934.61	934.61	5,137.39	22,351.19
21-Sep-19	Due	6,072.00	365	759.94	759.94	5,312.06	17,039.13
21-Sep-20	Due	6,072.00	365	579.33	579.33	5,492.67	11,546.46
21-Sep-21	Due	6,072.00	365	392.58	392.58	5,679.42	5,867.04
21-Sep-22	Due	6,066.52	365	199.48	199.48	5,867.04	0.00
		<u>60,714.52</u>			<u>9,964.52</u>	<u>50,750.00</u>	

Menominee Revised

S:\FIN\Fiscal_ACCNTG\COMMON\Quiring\FYE 2013\Airport Loans2013 Airport Loans Amortization Schedules.xls

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Expense Account

	by	

Please Increase
Revenue Account

101-000-677.00	by	\$10,000.00
Misc. Reimbursements		

Please Decrease
Revenue Account

Date of Request

1/21/2018

Justification

Reimbursements received from the State of MI for the move
of the Probation/Parole office in the 9th St. Bldg.

Requesting Department

Administration

Elected Official/Dept. Head

Sherry DuPont

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:



MENOMINEE COUNTY COURTHOUSE
839 10TH. AVE.
MENOMINEE, MI 49858
906-863-8408

INVOICE

BILL TO:

Probation & Parole Office
1000 9th Street
Menominee, MI 49858

DATE	INVOICE
11/21/17	9222017

Payment due upon receipt

Description	Quantity	Unit Price	TOTAL
Cablling, Networking and Phones for 9th Street Location (Total Cost \$41,765.00)			\$8,940.00
Underground Boring - fiber (Total Cost \$3,175.00)			\$1,060.00
To move three (3) State Employees Probation & Parole Offices to 1000 9th Street, Menominee, MI 49858			
		Total	\$10,000.00

Thank you for your business!

*Please note the new address for submitting checks: Make Payable to:
Menominee County Treasurer, 839 10th Ave. Menominee, MI 49858*

*Received
11/21/17
SD*

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Expense Account

<u>101-265-970.12</u>	by	<u>\$1,613.52</u>
<u>Energy Conservation</u>		
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Please Increase
Revenue Account

<u>101-000-677.15</u>	by	<u>\$1,613.52</u>
<u>Energy Conservation</u>		
_____		_____
_____		_____

Please Decrease
Revenue Account

_____		_____
_____		_____
_____		_____
_____		_____

Date of Request 1/21/2018

Justification New Accounts created for energy conservation expenses and refunds
Accounts to be on non-lapsing account for future use.

Requesting Department Building & Grounds

Elected Official/Dept. Head Jim Mekash

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

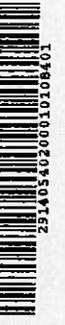
Posted by: _____



WISCONSIN PUBLIC SERVICE CORP.
EFFICIENCY UNITED REBATE CHECK
3100 WEST ROAD
BUILDING 3, SUITE 200
EAST LANSING MI 48823

PAYMENT INFORMATION

DATE: October 18, 2017
CHECK NUMBER: 000001
AMOUNT PAID: \$134.40
ACCOUNT NUMBER: 835167388
TRACE NUMBER: 0000000018030527
VENDOR ID: SUP-00003766
VENDOR NAME: Menominee County



000001084-1 CPL0 2A 29117-2 VN - A0101353

MENOMINEE COUNTY
ATTN: JIM MEKASH
839 10TH AVE
MENOMINEE MI 49858

Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
10/18/2017	INV-1409468-G9Q7F	1004 9th St	\$89.60	\$0.00	\$89.60
10/18/2017	INV-1409471-D9S4B	1000 9th St	\$44.80	\$0.00	\$44.80
Totals			\$134.40	\$0.00	\$134.40

EASE DETACH BEFORE DEPOSITING CHECK



WISCONSIN PUBLIC SERVICE CORP.
EFFICIENCY UNITED REBATE CHECK
3100 WEST ROAD
BUILDING 3, SUITE 200
EAST LANSING MI 48823

CHECK NUMBER: 000001

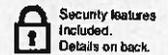
32-61
1110

October 18, 2017

*** VOID AFTER 90 DAYS ***

PAY TO THE ORDER OF: MENOMINEE COUNTY
ATTN: JIM MEKASH
839 10TH AVE
MENOMINEE MI 49858

AMOUNT
\$134.40



Security features included. Details on back.

One Hundred Thirty-Four And 40/100 Dollars

Authorized Signatures

JPMorgan Chase Bank NA, Dallas, TX

⑈00000 1⑈ ⑈ 1 10006 14⑈

835167388⑈



WISCONSIN PUBLIC ELECTRIC CORP.
 EFFICIENCY UNITED REBATE CHECK
 3100 WEST ROAD
 BUILDING 3, SUITE 200
 EAST LANSING MI 48823

PAYMENT INFORMATION	
DATE:	October 18, 2017
CHECK NUMBER:	000001
AMOUNT PAID:	\$1,479.12
ACCOUNT NUMBER:	835167529
TRACE NUMBER:	0000000018030465
VENDOR ID:	SUP-00003766
VENDOR NAME:	Menominee County



000001091-1 CPLD 2A 29117-2 VN - A0101353

MENOMINEE COUNTY
 ATTN: JIM MEKASH
 839 10TH AVE
 MENOMINEE MI 49858

Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
10/18/2017	INV-1409491-J1S1K	1004 9th St	\$1,101.68	\$0.00	\$1,101.68
10/18/2017	INV-1409476-P5D9Q	1000 9th St	\$377.44	\$0.00	\$377.44
		Totals	\$1,479.12	\$0.00	\$1,479.12

LEASE DETACH BEFORE DEPOSITING CHECK



WISCONSIN PUBLIC ELECTRIC CORP.
 EFFICIENCY UNITED REBATE CHECK
 3100 WEST ROAD
 BUILDING 3, SUITE 200
 EAST LANSING MI 48823

CHECK NUMBER: 000001

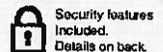
32-61
1110

October 18, 2017

*** VOID AFTER 90 DAYS ***

PAY TO THE ORDER OF: MENOMINEE COUNTY
 ATTN: JIM MEKASH
 839 10TH AVE
 MENOMINEE MI 49858

AMOUNT
\$1,479.12



One Thousand Four Hundred Seventy-Nine And 12/100 Dollars

Authorized Signatures

JPMorgan Chase Bank NA, Dallas, TX

⑈00000 1⑈ ⑆111000614⑆ 835167529⑈

Menominee County
Request for Budget Amendment

Budget Year: 2017/2018

Please Increase
Revenue Account

<u>220-000-642.06</u>	by	<u>\$44,874.00</u>
<u>Tree Harvest - all parks</u>		
<u>New Account Created</u>		

Please Decrease
Revenue Account

<u>220-000-642.01</u>	by	<u>\$10,000.00</u>
<u>220-000-642.02</u>		<u>\$5,000.00</u>
<u>220-000-642.03</u>		<u>\$5,000.00</u>
<u>220-000-642.04</u>		<u>\$5,000.00</u>
<u>220-000-642.05</u>		<u>\$20,000.00</u>

Date of Request 1/21/2018

Justification New account created for park Improvement accounts
2nd deposit from UP Land Management.

Requesting Department Administration

Elected Official/Dept. Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 220 - PARK IMPROVEMENT FUND						
Revenues						
Dept 000						
220-000-541.00	STATE PAYMENT	0.00	0.00	0.00	0.00	0.00
220-000-542.00	STATE GRANTS/FISHING MUSEUM	0.00	0.00	0.00	0.00	0.00
220-000-580.00	LOCAL GRANT-STONEY POINT	0.00	0.00	0.00	0.00	0.00
220-000-580.01	LOCAL GRANT-BAILY PARK	0.00	0.00	0.00	0.00	0.00
220-000-580.02	Local Grant/Shakey Lakes	0.00	0.00	0.00	0.00	0.00
220-000-580.03	LOCAL GRANT - RIVER PARK	0.00	0.00	0.00	0.00	0.00
220-000-642.01	TREE HARVESTING - SHAKEY LAKES	10,000.00	0.00	0.00	10,000.00	0.00
220-000-642.02	TREE HARVESTING - KLEINKE PARK	5,000.00	0.00	0.00	5,000.00	0.00
220-000-642.03	TREE HARVESTING - BAILEY PARK	5,000.00	0.00	0.00	5,000.00	0.00
220-000-642.04	TREE HARVESTING - RIVER PARK	5,000.00	0.00	0.00	5,000.00	0.00
220-000-642.05	TREE HARVESTING - STONEY POINT	20,000.00	0.00	0.00	20,000.00	0.00
220-000-642.06	TREE HARVEST - ALL PARKS	0.00	44,874.88	0.00	(44,874.88)	100.00
220-000-652.01	BOAT FEES	4,000.00	70.00	20.00	3,930.00	1.75
220-000-676.00	MISCELLANEOUS RECEIPTS	4,000.00	0.00	0.00	4,000.00	0.00
220-000-699.00	TRANSFERS/APPROPRIATION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		53,000.00	44,944.88	20.00	8,055.12	84.80
TOTAL REVENUES						
		53,000.00	44,944.88	20.00	8,055.12	84.80
Expenditures						
Dept 752						
220-752-953.01	SHAKEY LAKES IMPROVEMENT	5,000.00	0.00	0.00	5,000.00	0.00
220-752-953.02	KLEINKE PARK IMPROVEMENT	5,000.00	0.00	0.00	5,000.00	0.00
220-752-953.03	RIVER PARK IMPROVEMENT	5,000.00	0.00	0.00	5,000.00	0.00
220-752-953.04	BAILEY PARK IMPROVEMENT	5,000.00	0.00	0.00	5,000.00	0.00
220-752-953.05	STONEY POINT IMPROVEMENTS	5,000.00	0.00	0.00	5,000.00	0.00
220-752-970.00	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
220-752-970.01	SHAKEY LAKE CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
220-752-975.04	BOAT LAUNCH CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
Total Dept 752		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES						
		25,000.00	0.00	0.00	25,000.00	0.00
Fund 220 - PARK IMPROVEMENT FUND:						
TOTAL REVENUES		53,000.00	44,944.88	20.00	8,055.12	84.80
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES		28,000.00	44,944.88	20.00	(16,944.88)	160.52

Disput Amount

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-000-573.00</u>	by	\$	<u>100,838.25</u>
	<u>Local Community Stabilization</u>			
	<u>Appropriation</u>			

Please Decrease

Revenue/Expenditure Account		by		

Date of Request: January 21, 2018

Justification: County Stabilization Authority PPT Reimbursement

Requesting Department: Administration

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

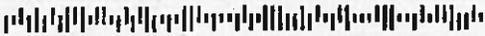
Date Posted to G/L _____

Posted by: _____

LOCAL COMMUNITY STABILIZATION AUTHORITY
P.O. BOX 30338
LANSING, MI 48909



000937-000953-11202017
MENOMINEE COUNTY
TREASURER
839 10TH AVENUE
MENOMINEE, MI 49858-3000



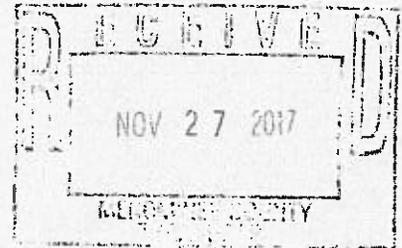
RECEIPT

LOCAL COMMUNITY STABILIZATION AUTHORITY
P.O. BOX 30338
LANSING, MI 48909

CHECK NUMBER: 120945
DATE: 11/20/17
CHECK AMOUNT: \$208,450.25

PAYEE: MENOMINEE COUNTY
TREASURER

MEMO: MCL 123.1357 DISTRIBUTIONWWW.MICHIG
ADDITIONAL INFORMATION:
an.gov/pptreimbursementswww.lcsami.gov
GOV



****NON-NEGOTIABLE RECEIPT****
(DETACH CHECK BELOW)

General fund

11	10/1/2017	From Non Lapsing as of 9/30/17 Vestibule Project	\$	3,500.00	101-103-998.04
12	10/1/2017	From Non Lapsing as of 9/30/17 Emergency Generator Project	\$	109,748.84	101-103-998.05
13	10/1/2017	From Non Lapsing as of 9/30/17 Jail Emergency Exit/Security Fence	\$	341.00	101-103-998.06
14	10/1/2017	From Non Lapsing as of 9/30/17 Jail/B&G Camera/Light Access	\$	40,000.00	101-103-998.09
15	10/1/2017	From Non Lapsing as of 9/30/17 Building Purchase	\$	3,001.68	101-103-998.11
16	10/1/2017	From Non Lapsing as of 9/30/17 Admin Salary Account (for Administrator Search)	\$	51,698.64	101-172-704.00
17	10/1/2017	From Non Lapsing as of 9/30/17 B&G Capital Outlay	\$	5,704.96	101-265-970.00
18	10/1/2017	From Non Lapsing as of 9/30/17 Backflow Preventer	\$	13,500.00	101-265-970.05
19	10/1/2017	From Non Lapsing as of 9/30/17 Security Door/Window (Sheriff)	\$	7,889.98	101-265-970.07
20	10/1/2017	From Non Lapsing as of 9/30/17 PA302 (Justice Training)	\$	15,810.57	205-315-881.00
21	10/1/2017	From Non Lapsing as of 9/30/17 Airport Capital Outlay & Courtesy Van	\$	27,245.09	216-585-970.00
			\$	15,000.00	216-585-970.01
22	10/1/2017	From Non Lapsing as of 9/30/17 911 Capital Outlay (Grant for console)	\$	10,000.00	266-325-970.00
23	10/1/2017	From Non Lapsing as of 9/30/17 Casino Grant (Sheriff Department)	\$	3,046.48	101-301-934.03
24	10/1/2017	From Non Lapsing as of 9/30/17 Casino Grant (Road Patrol)	\$	8,140.80	205-315-934.03
25	10/1/2017	From Non Lapsing as of 9/30/17 Grant for ORV Equipment	\$	2,807.75	101-334-985.00
26	10/1/2017	From Non Lapsing as of 9/30/17 Grant for Snowmobile Grant	\$	303.59	101-332-985.00
27	10/1/2017	From Non Lapsing as of 9/30/17 Marine Expenses	\$	6,330.21	101-331-755.01
28	10/1/2017	From Non Lapsing as of 9/30/17 Library - Restricted Purchases	\$	6,304.03	271-790-727.03
29	10/1/2017	From Non Lapsing as of 9/30/17 Community Beautification Svcs, Teen Court & Drug Testing Supplies	\$	4,916.76	296-667-801.01
			\$	1,999.62	296-667-802.02
			\$	3,520.14	296-667-730.00

2017-18

BUDGET AMENDMENT
NUMBER: 11
October 1, 2017

Re: From Non Lapsing - Vestible Project

Account Number	DESCRIPTION	Budget
101-103-998.04	Vestibule Project	\$ 3,500.00

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-05/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-103-998.04</u>	\$	<u>3,500.00</u>
	<u>Vestibule Project</u>		
	<hr/>		<hr/>
	<hr/>		<hr/>
	<hr/>		<hr/>

Please Decrease

Revenue/Expenditure Account		by	
	<hr/>		<hr/>

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Other Legislation

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval

Date Posted to G/L

Posted by:

2017-18

BUDGET AMENDMENT
NUMBER: 12
October 1, 2017

Re: From Non Lapsing - Emergency Generator Project

Account Number	DESCRIPTION	Budget
101-103-998.05	Emergency Generator	\$ 109,748.84

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-06/2017-18

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-103-998.05</u>	\$	<u>109,748.84</u>
	<u>Emergency Generator</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Other Legislation

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 13
October 1, 2017

Re: From Non Lapsing - Jail Emergency Exit & Security Fence

Account Number	DESCRIPTION	Budget
101-103-998.06	Jail Emergency Exit/Security Fence	\$ 341.00

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-07/2017-18

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-103-998.06</u>	\$	<u>341.00</u>
	<u>Jail Emergency Exit/Security Fence</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Other Legislation

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 14
October 1, 2017

Re: From Non Lapsing - Jail/B&G Camera/Light

Account Number	DESCRIPTION		Budget
101-103-998.09	Jail/B&G Camera/Light	\$	40,000.00

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-08/2017-18

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-103-998.09</u>	\$	<u>40,000.00</u>
	<u>Jail/B&G Camera/Light</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Other Legislation

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT

NUMBER: 15

October 1, 2017

Re: From Non Lapsing - Building Purchase

Account Number	DESCRIPTION		Budget
101-103-998.11	Building Purchase	\$	3,001.68

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-09/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-103-998.11</u>	\$	<u>3,001.68</u>
	<u>Building Purchase</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Other Legislation

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT

NUMBER: 16

October 1, 2017

Re: From Non Lapsing - Admin Salary Account (For Admin Search)

Account Number	DESCRIPTION		Budget
101-172-704.00	Admin Salary	\$	51,698.64

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-09/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-172-704.00</u>	\$	<u>51,698.64</u>
	<u>Admin Salary</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Administration

Elected Official/Dept Head Sherry DuPont

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT

NUMBER: 17

October 1, 2017

Re: From Non Lapsing - B&G Capital Outlay

Account Number	DESCRIPTION		Budget
101-265-970.00	B&G Capital Outlay	\$	5,704.96

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-11/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-265-970.00</u>	\$	<u>5,704.96</u>
	<u>Capital Outlay</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Building & Grounds

Elected Official/Dept Head James Mekash

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 18
October 1, 2017

Re: From Non Lapsing - Backflow Preventer

Account Number	DESCRIPTION		Budget
101-265-970.05	B&G Backflow Preventer	\$	13,500.00

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-12/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-265-970.05</u>	\$	<u>13,500.00</u>
	<u>B&G Backflow Preventer</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: _____ October 1, 2017 _____

Justification: _____ From Non Lapsing at YE 9/30/17 _____

Requesting Department: _____ Building & Grounds _____

Elected Official/Dept Head _____ James Mekash _____

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 19
October 1, 2017

Re: From Non Lapsing - Security Door & Window (Sheriff Dept)

Account Number	DESCRIPTION		Budget
101-265-970.07	Security Door/Window (Sheriff)	\$	7,889.98

A JE will be done moving the funds from the designated fund balance to the GF fund balance

JE# 2-13/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-265-970.0</u>	\$	<u>7,889.98</u>
	<u>Security Door/Window (Sheriff)</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: _____ October 1, 2017 _____

Justification: _____ From Non Lapsing at YE 9/30/17 _____

Requesting Department: _____ Building & Grounds _____

Elected Official/Dept Head _____ James Mekash _____

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 20
October 1, 2017

Re: From Non Lapsing - PA302 Fund (Justice Training)

Account Number	DESCRIPTION		Budget
205-315-881.00	Justice Training	\$	15,810.57

A JE will be done moving the funds from the designated fund balance to the fund balance for Road Patrol

JE# 2-14/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>205-315-881.00</u>	\$	<u>15,810.57</u>
	<u>PA302 - Justice Training</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: _____ October 1, 2017 _____

Justification: _____ From Non Lapsing at YE 9/30/17 _____

Requesting Department: _____ Road Patrol _____

Elected Official/Dept Head _____ Mike Holmes _____

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 21
October 1, 2017

Re: From Non Lapsing - Airport Capital Outlay

Account Number	DESCRIPTION		Budget
216-585-970.00	Capital Outlay	\$	27,245.09
216-585-970.01	Capital Outlay - Courtesy Van	\$	15,000.00

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-15/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>216-585-970.00</u>	\$	<u>27,245.09</u>
	Capital Outlay		
	<u>216-585-970.01</u>	\$	<u>15,000.00</u>
	Courtesy Van		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Airport

Elected Official/Dept Head Sherry DuPont/Jeff LeFleur

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 22
October 1, 2017

Re: From Non Lapsing - 911 Grant (Console)

Account Number	DESCRIPTION		Budget
266-325-970.00	Capital Outlay	\$	10,000.00

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-16/2017-18

2017-18

BUDGET AMENDMENT

NUMBER: 23

October 1, 2017

Re: From Non Lapsing - Sheriff Dept Casino Grant Expenditures

Account Number	DESCRIPTION		Budget
101-301-934.03	Casino Grant Expenditures	\$	3,046.48

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-17/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-301-934.03</u>	\$	<u>3,046.48</u>
	<u>Casino Grant Expenditures</u>		
	_____		_____
	_____		_____

Please Decrease

Revenue/Expenditure Account		by	
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Sheriff Department

Elected Official/Dept Head Mike Holmes

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 24
October 1, 2017

Re: From Non Lapsing - Road Patrol Grant

Account Number	DESCRIPTION		Budget
205-315-934.03	Casino Grant Expenditures	\$	8,140.80

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-18/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>205-315-934.03</u>	\$	<u>8,140.80</u>
	<u>Casino Grant Expenditures</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: _____ October 1, 2017 _____

Justification: _____ From Non Lapsing at YE 9/30/17 _____

Requesting Department: _____ Road Patrol _____

Elected Official/Dept Head _____ Mike Holmes _____

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT

NUMBER: 25

October 1, 2017

Re: From Non Lapsing (ORV Equipment)

Account Number	DESCRIPTION		Budget
101-334-985.00	ORV Equipment	\$	2,807.75

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-19/2017-18

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-334.985.00</u>	\$	<u>2,807.75</u>
	<u>ORV Equipment</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: ORV

Elected Official/Dept Head Mike Holmes

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 26
October 1, 2017

Re: From Non Lapsing - Snowmobile Grant

Account Number	DESCRIPTION		Budget
101-332-985.00	Snowmobile Grant	\$	303.59

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-20/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-332-985.00</u> <u>Snowmobile Grant</u>	\$	<u>303.59</u>

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Snowmobile Grant

Elected Official/Dept Head Mike Holmes

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 27
October 1, 2017

Re: From Non Lapsing - Marine Department

Account Number	DESCRIPTION	Budget
101-331-755.01	Marine Expenses	\$ 6,330.21

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-21/2017-18

MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>101-331-755.01</u>	\$	<u>6,330.21</u>
	<u>Marine Expenses</u>		
	<hr/>		
	<hr/>		
	<hr/>		

Please Decrease

Revenue/Expenditure Account	<hr/>	by	<hr/>
	<hr/>		<hr/>
	<hr/>		<hr/>
	<hr/>		<hr/>

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Marine

Elected Official/Dept Head Mike Holmes

Chief Fiscal Officer's Approval

Date Posted to G/L

Posted by:

2017-18

BUDGET AMENDMENT

NUMBER: 28

October 1, 2017

Re: From Non Lapsing - Library Restricted Purchases

Account Number	DESCRIPTION	Budget
271-790-727.03	Restricted Purchases	\$ 6,304.03

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-22/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>271-790-727.03</u>	\$	<u>6,304.03</u>
	<u>Library Restricted Purchase</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Library

Elected Official/Dept Head Amanda Winicki

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

2017-18

BUDGET AMENDMENT
NUMBER: 29
October 1, 2017

Re: From Non Lapsing - Special Child Care Fund

Account Number	DESCRIPTION		Budget
296-667-801.01	Community Beautifcation Svcs	\$	4,916.76
296-667-801.02	Teen Court	\$	1,999.62
296-667-730.00	Drug Testing Supplies	\$	3,520.14

A JE will be done moving the funds from the designated fund balance to the fund balance

JE# 2-23/2017-18

**MENOMINEE COUNTY
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2017-18

Please Increase

Revenue/Expenditure Account	<u>296-667-801.01</u>	\$	<u>4,916.76</u>
	<u>Community Beautification Svcs</u>		
	<u>296-667-801.02</u>	\$	<u>1,999.62</u>
	<u>Teen Court</u>		
	<u>296-667-730.00</u>	\$	<u>3,520.14</u>
	<u>Drug Testing Supplies</u>		

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____

Date of Request: October 1, 2017

Justification: From Non Lapsing at YE 9/30/17

Requesting Department: Special Child Care Fund

Elected Official/Dept Head Jenny Brunelle

Chief Fiscal Officer's Approval _____

Date Posted to G/L _____

Posted by: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2018-04 ~ Office of Emergency Management (Civil Defense) Emergency Action Guideline
DEPARTMENT:	Emergency Management
ATTACHMENTS:	Yes
SUMMARY:	
Richard Sexton has been working on updating the EAG (Emergency Action Guideline). The County board has had the draft available in the drop box for quite some time. Please view the EAG for any conflicts/updates you may have.	
RECOMMENDED MOTION	
Approve & adopt Resolution 2018-04 Emergency Action Guideline	

Submitted by: Sherry DuPont

02/07/2018
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
ADENDA ITEM**

SUBJECT:	Fair Building Electrical Rewire
DEPARTMENT:	Administration/Parks & Recreation
ATTACHMENTS:	Yes
SUMMARY:	
Recommendation of the Parks & Recreation Committee to approve and aware Solander Electric, Inc. with the Fair Building Electrical Rewire for the amount of \$11,615.00.	
RECOMMENDED MOTION:	
Approve Solander Electric, Inc. with the Fair Building Electrical Rewire for the amount of \$11,615.00	

Submitted by: Sherry DuPont

02/08/2018
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
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Fair Building Electrical Rewire

Bids were due by: Friday, Feb. 2, 2018

Company Name	Bid	After added options
Twin City Electric, Inc. N1203 US-41 PO Box 511 Menominee, MI 49858	\$14,110.00	
Solander Electric, Inc. P.O. Box 367 Stephenson, MI 49887	\$11,615.00	Includes removing and disposing of existing wiring, receptacles and fixtures
First Contracting Incorporated P.O. Box 75 Ovid, MI 48866	\$14,900.00	

Bids opened on: February 5, 2018

In the presence of: Interim Administrator, Sherry DuPont; Menominee County Parks Committee; Commissioners Phelps, & Cech

Recommended Bid Award to: Solander Electric, Inc. In the Amount of: \$11,615.00

MENOMINEE COUNTY BOARD OF COMMISSIONERS ADENDA ITEM

SUBJECT:	4 ~ 50 AMP Pedestals for Shakey Lakes Campgrounds
DEPARTMENT:	Administration/Parks & Recreation
ATTACHMENTS:	Yes
SUMMARY:	
<p>Recommendation of the Parks & Recreations Committee to approve and award Solander Electric, Inc. with the installation of 4 ~ 50 AMP Pedestals at Shakey Lakes Campgrounds for the amount of \$6,000.00</p>	
RECOMMENDED MOTION:	
<p>Approve Solander Electric, Inc. with the installation of 50 AMP Pedestals at Shakey Lakes Campgrounds for the amount of \$6,300.00</p>	

Submitted by: Sherry DuPont

02/09/2018
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
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): 50 AMP Pedestals

Bids were due by: Friday, Feb. 2, 2018

Company Name	Bid	After added options
Twin City Electric, Inc. N1203 US-41 PO Box 511 Menominee, MI 49858	\$14,515.00	
Solander Electric, Inc. P.O. Box 367 Stephenson, MI 49887	\$6,300.00	Includes directional bore 3" PVC pipe from existing equipment on east side of parking lot to west side.
First Contracting Incorporated P.O. Box 75 Ovid, MI 48866	\$15,900.00	

Bids opened on: February 5, 2018

In the presence of: Interim Administrator, Sherry DuPont; Menominee County Parks Committee; Commissioners Phelps, & Cech

Recommended Bid Award to: Solander Electric, Inc. In the Amount of: \$6,300.00

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
ADENDA ITEM**

SUBJECT:	2018 Season Advertising – Menominee County
DEPARTMENT:	Administration/Parks & Recreation Committee
ATTACHMENTS:	Yes
SUMMARY:	
Recommendation of the Parks & Recreation Committee to approve payment for the 2018 Season Advertising – Menominee County in the amount of \$2,600.00	
RECOMMENDED MOTION:	
Approve payment for the 2018 Season Advertising – Menominee County in the amount of \$2,600.00	

Submitted by: Sherry DuPont

02/08/2018
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):

Sherry DuPont

From: Colleen Van Ells <morningdoveproductions@gmail.com>
Sent: Monday, January 15, 2018 2:47 PM
To: Sherry DuPont
Subject: 2018 season advertising
Attachments: Invoice #270 Menominee County Michigan 2018 season.doc

Hi Sherry

I hope that life has been good to you and that you are well and happy. I tried to call you a few times to thank you for the wonderful letter that you sent to me. It meant so much to know how you felt. Unfortunately, I did not get through to you when I called and then when I looked at the county calendar I realized that you must be a twin of the energizer bunny. There are never enough hours in the day. Upon looking at this months calendar for the county I see that it is probably best that I send an email to you instead. Then you can read this when you have a chance.

People have actually come up to me to tell me that they look forward to seeing the video on Menominee County. I have had that happen on several occasions and one person who works at one of the businesses mentioned it to me twice. Another person from Menominee sent me an email on it and asked if I had it on the internet. Would you like me to post it on YouTube? I was going to except I wanted to ask you first.

I have attached the invoice for the 2018 season and as usual I will commence the promotional ads as of the first Sunday in April which is April 1st for a period of 26 weeks. I was a little late getting this off because I had been sick, probably with what is going around. Now I am trying to catch up.

I did continue to run your ads longer at no charge because the weather was so nice and I thought that it may provide an incentive for people to drive up for the colors and check the area out for this year.

I plan on getting additional video to possibly add in. I wish I wouldn't have missed the otter that went right past me. Maybe I will get lucky this year on capturing more wild life.

If there is anything that you think of that I should add, please let me know.

Take Care
Colleen

Colleen Van Ells

Creator & Producer of the television shows:

Welcome To Our North

*2/5/18
Parks Com.
Recommend CB
to approve
payment*

Morning Dove Productions

INVOICE

Morning Dove Productions
PO Box 65 Shawano, WI 54166
715-524-4664



DATE:
INVOICE #
FOR:

January 11, 2018
#270
Sponsorship

Bill To:

Menominee County Michigan
839 10th Ave.
Menominee, Michigan
906-863-7779

DESCRIPTION	AMOUNT
<p>\$2600.00 Due upon receipt for sponsorship on the POLKA! POLKA! POLKA! TV Show. Two ads per show scheduled to air for 26 weeks for a total of 52 spots. Renewal to start airing April 1 of 2018 for 26 weeks</p> <p>Colleen Van Ells Producer POLKA! POLKA! POLKA! TV Show</p>	<p>\$2,600.00</p>
<p>Total</p>	<p>\$2,600.00</p>
<p>Please make all checks payable to Morning Dove Productions If you have any questions concerning this invoice, contact Colleen Van Ells 715-524-4664</p>	
<p>Thank You</p>	

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
ADENDA ITEM**

SUBJECT:	UP RC&D 2018 Annual Membership Dues
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Approve 2018 Annual Membership Dues for the UP RC&D in the amount of \$350.00	
RECOMMENDED MOTION: Approve 2018 Annual Membership Dues for the UP RC&D in the amount of \$350.00	

Submitted by: Sherry DuPont

02/08/2018
Date

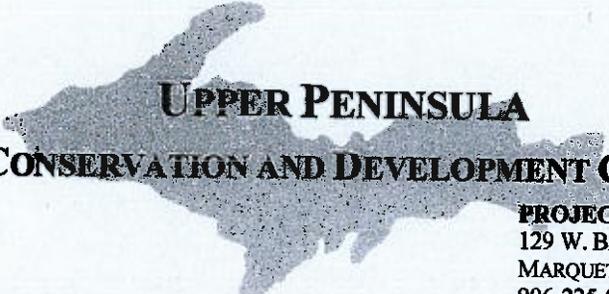
WORKSHOP ACTION

<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):

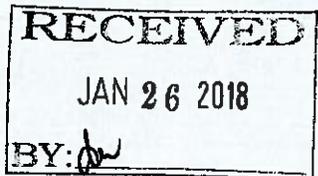
COUNTY BOARD ACTION

DATE:

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



UPPER PENINSULA
RESOURCE CONSERVATION AND DEVELOPMENT COUNCIL



PROJECT OFFICE
129 W. BARAGA AVENUE, SUITE F
MARQUETTE, MICHIGAN 49855
906-225-0215 WWW.UPRC.D.ORG

January 22, 2018

TO: Upper Peninsula County Commissions

SUBJECT: 2018 Dues Notice

The Upper Peninsula RC&D Council is requesting \$350.00 from each county to support the operation of the U.P. RC&D in 2018. Our Council has active projects in all 15 UP Counties, as well as several multi-county projects. The UP RC&D Council tends to keep a pretty low profile, but the impacts of our ability to bring grant funds to the UP, and spend those grant funds to help solve conservation problems have been enormous. In just the past 7 years, we have secured 10 grants totaling \$3,145,530. We have also secured another \$2,901,814 in non-federal matching funds for a total investment of \$6,047,344. We are very proud of the role we have played in bringing tax dollars back to the UP, but we could not have done it without the contributions and expertise that we have received from our project partners. U.P. County Conservation Districts, and state and federal agency partners have played a major role in securing these grants. Most of our federal grants have required matching non-federal funds, and many of those match contributions have been provided by local county conservation districts. As partners in our projects, we have been able to pass grant funds through to them to conduct landowner education and outreach, invasive species mapping and management activities, followed by native habitat restoration. In those same 7 years, we have passed \$308,951 in grant funds to conservation district partners, and paid contractors another \$748,557 to conduct invasive species treatments across the UP. We have also provided thousands of dollars of supplies and educational materials to our conservation district partners and used additional grant funds to pay our own staff to coordinate and implement these UP-wide projects. The funds passed through to conservation districts help support jobs in their organizations and help them achieve their local county conservation goals. These values will be even more impressive when we finish spending the grant funds we have received in the past two years. Some of those funds have not yet been passed through to partners or invested in treatment, restoration and protection work. Highlights of this work include conducting garlic mustard management on 478 acres throughout the UP, mapping over 2,000 acres of non-native phragmites, and securing the necessary DEQ permits and landowner permission to treat more than 1,800 of those acres with herbicide, and providing leadership and financial resources to all five Cooperative Invasive Species Management Areas that work throughout the region.

However, most of these grant funds are for specific projects and may not legally be used to cover general council operational expenses. Funds provided by the 15 sponsoring County Board of Commissioners are used for meeting expenses, printing, postage, insurance, office space and administrative assistance. Without the support that we receive from the UP counties in the form of dues, we will not be able to sustain our Council and will not be able to bring these much-needed competitive grant funds to the UP to help solve these important ecological problems. When the UP RC&D Council was created back in the 1970s, the counties were the sponsoring entities and at that time we had a Coordinator which was a federal employee, federally funded office space, and other federal support. This federal assistance to our Council was terminated 7 years ago, and we have been in the process of modifying the way we operate since then to find the best format for financial sustainability. The UP Council now meets quarterly with half the meetings being held at the Council office in Marquette, and the remaining meetings held by teleconference call. Your county representative, and all other interested persons, may attend the meetings in person or call in to the meetings. Modifications to our council structure were finalized when we approved changes to our bylaws at the UP RC&D Council meeting on June 6, 2014, and these bylaws are available on our website.

For more information about these UP-wide invasive plant projects and how we are working with your conservation districts and other state and federal partners, visit our website at www.uprcd.org. UP RC&D Council meeting dates for 2018 are March 2 (teleconference meeting), June 1 (UP RC&D office), September 7 (teleconference meeting), and December 7 (UP RC&D office), all beginning at 10 am Eastern time. Any changes to these meeting times will be posted on our website, so please check there for any changes to the schedule. Your continued support of the RC&D Program is greatly appreciated. We thank you for your support and interest in local and regional resource conservation activities, and look forward to partnering with the UP counties to seek additional funding for future projects.

Sincerely,

William D. Rice, U.P. RC&D Council Chairman

2018 Dues Statement/Invoice

2018 U.P. RC&D Council Dues (All Counties) of \$350 can be made payable and sent to the Council Office at:

**U.P. Resource Conservation & Development Council
129 W. Baraga Avenue, Suite F
Marquette, Michigan 49855**

Please confirm your County's RC&D Appointee and Alternate for 2018. Please include name, address, phone number and e-mail address so that we may update our mailing and e-mail lists.

Appointee: Bernie Lang
Address: 1204 23rd St., Menominee
Phone: 906-863-6702
e-mail: blang@menomineeco.com

Alternate: _____
Address: _____
Phone: _____
e-mail: _____

Thanks for your support of the U.P. RC&D Council!

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
ADENDA ITEM**

SUBJECT:	Correction to Resolution 2018-05
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	A correction needed to be made on passed Resolution 2018-5
RECOMMENDED MOTION:	Signatures are needed

Submitted by: Sherry DuPont

02/08/2018
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, MI 49858

Sherry DuPont -- Interim County Administrator
Doreen Averill -- Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839

RESOLUTION 2018-05

RESOLUTION APPROVING TENTATIVE AGREEMENT REACHED BETWEEN MENOMINEE COUNTY, MENOMINEE COUNTY CLERK, COUNTY TREASURER, PROBATE COURT, PROSECUTING ATTORNEY AND 41ST JUDICIAL CIRCUIT COURT AND GENERAL TEAMSTERS INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL UNION NO. 406

WHEREAS, a tentative agreement has been reached between representatives of Menominee County, Teamsters Local 406 and the Menominee County Clerk, County Treasurer, Probate Court, Prosecuting Attorney and 41st Judicial Circuit Court for the period of January 1, 2018 through September 30, 2021; and

WHEREAS, the tentative agreement has been ratified by the employees within the bargaining agreement; and

WHEREAS, the provisions of the bargaining agreement have been reviewed by the County Board of Commissioners' ~~Committee of the Whole~~

THEREFORE, **BE IT RESOLVED**, that the Menominee County Board of Commissioners hereby approves the contract between Menominee County and Menominee County Clerk, County Treasurer, Probate Court, Prosecuting Attorney and 41st Judicial Circuit Court for the period January 1, 2018 through December 31, 2021.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners and the County Clerk are authorized to sign the contract on behalf of the County.

Gerald Piche, Chairman, Menominee County Board of Commissioners

Marc Kleiman, County Clerk

Teamsters Local 406
Co. Administrator

Corrected highlighted areas added Teamster 406

Bernie Lang Charlie McIntz William Coch -- Vice Chairperson Jan Hofeman

John Nelson Larry Schei Gerald Piche - Chairman Steven Gromala Larry Phelps

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

RESOLUTION 2018-05

Corrected

RESOLUTION APPROVING TENTATIVE AGREEMENT REACHED BETWEEN MENOMINEE COUNTY, MENOMINEE COUNTY CLERK, COUNTY TREASURER, PROBATE COURT, PROSECUTING ATTORNEY AND 41ST JUDICIAL CIRCUIT COURT AND GENERAL TEAMSTERS INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL UNION NO. 406

WHEREAS, a tentative agreement has been reached between representatives of Menominee County, Teamsters Local 406 and the Menominee County Clerk, County Treasurer, Probate Court, Prosecuting Attorney and 41st Judicial Circuit Court for the period of January 1, 2018 through September 30, 2021; and

WHEREAS, the tentative agreement has been ratified by the employees within the bargaining agreement; and

WHEREAS, the provisions of the bargaining agreement have been reviewed by the County Board of Commissioners.

THEREFORE, BE IT RESOLVED, that the Menominee County Board of Commissioners hereby approve the contract between Menominee County and Teamsters Local 406 and the Menominee County Clerk, County Treasurer, Probate Court, Prosecuting Attorney and 41st Judicial Circuit Court for the period January 1, 2018 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners, the County Administrator and the County Clerk are authorized to sign the contract on behalf of the County.

Gerald Piche, Chairman, Menominee County Board of Commissioners

Marc Kleiman, County Clerk

Bernie Lang Charlie Meintz William Cech – Vice Chairperson Jan Hafeman

John Nelson Larry Schei Gerald Piche - Chairman Steven Gromala Larry Phelps

MENOMINEE COUNTY BOARD OF COMMISSIONERS ADENDA ITEM

SUBJECT:	Opioid Litigation – Menominee County
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
A motion to have Mr. Timothy P. Smith, Smith & Johnson, Attorneys, P.C. come in and speak on the Opioid Litigation and Menominee County's Involvement	
RECOMMENDED MOTION:	
A motion to have Mr. Timothy P. Smith, Smith & Johnson, Attorneys, P.C. come in and speak on the Opioid Litigation and Menominee County's Involvement	

Submitted by: Sherry DuPont

02/09/2018
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):

Sherry DuPont

From: Tim Smith <tsmith@smith-johnson.com>
Sent: Wednesday, February 07, 2018 3:52 PM
To: Sherry DuPont
Subject: Re: Michigan Municipal Opioid Litigation - Update
Attachments: MAC Legislative Update 1-19-18.docx

Let them know that the following counties retained us since my last email:

Alger
Gratiot
Washtenaw
Lenawee
Osceola

A number of counties were very uninterested in this litigation, but that memo from Steve Currie at Michigan Association of Counties [MAC] really changed some commissioners opinion re: the litigation. Osceola was a "no" in December, but voted to retain us yesterday because of MAC's recommendation.

From the 1/19 MAC Legislative Update memo previously sent:

MAC encourages counties to retain counsel on opioids issue

With the number of public entities filing or joining lawsuits against pharmaceutical firms over the opioids crisis growing, MAC is advising member counties to interview and retain legal counsel for such a lawsuit to ensure they are part of any settlement that may occur. <http://www.chicagotribune.com/news/nationworld/politics/ct-governors-trump-opioid-crisis-20180118-story.html>

Only public entities that are parties to a lawsuit would be eligible for any damages awarded out of a case stemming from the public health, law enforcement and even foster care crises stemming from the abuse of opioids. <https://www.npr.org/2017/12/23/573021632/the-foster-care-system-is-flooded-with-children-of-the-opioid-epidemic>

If you have questions about this issue, contact Executive Director Stephan Currie at scurrie@micounties.org.

Let me know if there is any possibility of being placed on an upcoming agenda. We'll be in Baraga and Houghton next week.

Timothy P. Smith
Smith & Johnson, Attorneys, P.C.
603 Bay St.
Traverse City, MI 49684
231.946.0700
www.smith-johnson.com

MAC Legislative Update 1-19-18

Legislature takes votes on income tax changes

Prompted by recent changes to federal tax law, both the House and Senate this week voted to enlarge the personal exemption that Michigan residents can use on their state income forms. Depending on which version of the expansion wins out, the state could find itself with reduced General Fund (GF) revenues, thereby imperiling programs tied to the GF, such as county revenue sharing.

Michigan allows individuals to claim a personal exemption, which can then be multiplied by the number of personal and dependent exemptions allowed on a federal income tax return. With the new federal law removing these exemptions for tax returns filed in 2019 and beyond, Michigan filers would be looking at larger tax bills to the state, if no action is taken.

Legislators in both Houses voted for plans that would null out those tax increases via larger personal exemptions. However, the plans would expand the exemption to such amounts that the state would end up losing revenue.

The governor has proposed simply amending the law and current deduction amount to keep the fiscal status quo. The Senate and House have disagreed, so far.

According to estimates, the Senate plan would reduce tax revenue by just over \$200 million by 2021, while the House version would reduce revenue by \$157 million in the same year. Additionally, the House version also would provide an additional \$100 credit to each senior age 62 or older. This would reduce revenue by an additional \$200 million.

While consensus exists on mitigating the federal tax change, debate on state exemptions beyond that figure remains in flux. The results could have far-reaching impacts on the state budget; MAC will continue to closely monitor the debate and advise.

For more information on this issue, contact Chris Jones, 517-372-5374 or jones@micounties.org.

MAC conveys concerns on TIF bills to House committee

Legislation to alter state law on tax-increment financing authorities has value, but more is needed to reform these "tax capture" districts' effects on special millages, MAC told a House committee this week.

During testimony before the House Local Government Committee on Senate Bill 393 by Sen. Ken Horn (R-Saginaw) and House Bill 5070 by Rep. Ben Frederick (R-Shiawassee), MAC's Chris Jones said, "Our opinion has always been that those special millages were voted for a specific purpose by the populace to serve that particular purpose, and we believe that that should be what those dollars are used for.

The current legislation would combine all current authority TIF statutes into one act, provide additional transparency and repeal two unneeded TIF statutes that are not currently used. While MAC does value these changes, and agrees that more transparency and reporting is required for these authority activities, the bill does not address some of the more pressing issues with tax capture districts.

MAC, therefore, remains neutral on the legislation.

For more information on this issue, contact Chris Jones, 517-372-5374 or jones@micounties.org

Child Care Fund reforms advance to House floor

Bills to codify Child Care Fund (CCF) handbook policies and streamline the CCF process by eliminating billing status changes and require payment of undisputed charges passed the House Families, Children and Seniors Committee unanimously this week.

Senate Bills 529 (<http://legislature.mi.gov/doc.aspx?2017-SB-0529>) and 530 (<http://legislature.mi.gov/doc.aspx?2017-SB-0530>), sponsored by Sen. Peter MacGregor (R- Kent), are backed by MAC. We anticipate quick floor action on this legislation and final approval by the governor in coming weeks.

The House committee did amend the legislation to include software costs related to risk and needs assessment tools for an in-home care program as a direct cost. While some case management systems that track youth progress and collect data would not be included under this definition, there is a 10 percent administrative payment that will be automatically distributed to the county on a month basis.

MAC appreciates the work and focus by Sen. MacGregor on this topic.

For more information, contact Meghann Keit at keit@micounties.org or 517-372-5374.

House task force releases mental health reforms report

The Michigan House C.A.R.E.S. Taskforce (<http://house.mi.gov/cares/>) released its report (<https://house.mi.gov/PDFs/HouseCARESTaskForceReport.pdf>) and recommendations to reform our mental health system. House Speaker Tom Leonard (R-Clinton) made it a priority to review and enhance services to the most vulnerable in our local communities. The task force, co-chaired by Rep. Klint Kesto (R- Oakland) and Rep. Hank Vaupel (R- Livingston) met several times around the state in 2017 to discuss ideas and hear from stakeholders, including courts, sheriffs and community mental health and veteran agencies.

The report recommends increased access to crisis intervention training for local sheriffs to aid in diverting people with mental illness from the criminal justice system. It also suggests additional financial support for our problem-solving courts and encouraging expansion of these programs. A standardized mental health screening at jails and pursuit of a federal waiver to allow Medicaid coverage during incarceration were also advised.

Over the next several weeks, bills will be introduced and reviewed to implement the report's ideas. MAC will report on these developments as work proceeds at the State Capitol.

For more information on these issue, contact Meghann Keit at keit@micounties.org or 517-372-5374.

MAC encourages counties to retain counsel on opioids issue

With the number of public entities filing or joining lawsuits against pharmaceutical firms over the opioids crisis growing, MAC is advising member counties to interview and retain legal counsel for such a lawsuit to ensure they are part of any settlement that may occur.

<http://www.chicagotribune.com/news/nationworld/politics/ct-governors-trump-opioid-crisis-20180118-story.html>

Only public entities that are parties to a lawsuit would be eligible for any damages awarded out of a case stemming from the public health, law enforcement and even foster care crises stemming from the abuse of opioids. <https://www.npr.org/2017/12/23/573021632/the-foster-care-system-is-flooded-with-children-of-the-opioid-epidemic>

If you have questions about this issue, contact Executive Director Stephan Currie at scurrie@micounties.org.

It's time to register for 2018 Legislative Conference

County leaders can now register for the 2018 MAC-MCMCFC Legislative Conference, March 26-28 in Lansing.

<https://events.r20.constantcontact.com/register/eventReg?oeidk=a07eezbt0l22f142726&oseq=&c=&ch=>

The theme of the event, "Building a Better Commissioner," reflects MAC's goal of assisting members in the myriad challenges they face each day in their local communities.

The conference will include in-depth policy breakouts on everything from the opioid crisis to how to handle a media storm. Check details in the Registration Packet for which sessions have been designated as part of MAC's "Better Commissioner" Program.

Plenary sessions will feature an "Elections '18" panel of media and political experts, plus "State of MAC" and "Legislative Update" reports from MAC staffers.

New this year will be an Exhibitor Show & Reception, included in your conference fee, that provides complimentary appetizers and beverages as you stroll the booths of the more than 30 vendors expected at the conference.

MCMCFC members are provided workshops on all three days geared for professional development and, where relevant, submitted for continuing education credits.

NOTE: The deadline for early-bird registration, with the best pricing available, is Feb. 23.

Please direct any questions on registration to Conference Coordinator Tammi Connell, conference@micounties.org or 517-668-6029.

MACPAC fundraising down in 2017, making 2018 efforts vital

MAC's political action committee, MACPAC, pulled in just over \$10,000 for the 2017 period, down from the nearly \$17,000 raised during the 2016.

"We did not hold our annual silent auction at Annual Conference in 2017," noted Executive Director Stephan Currie, "so that had an effect, but it's clear that we have to broaden the base of support to ensure we can aid our allies in the Legislature."

To that end, all commissioners were sent a mailing in late 2017 for MACPAC's "\$18 in '18" campaign. While the initial response has been good, there are still hundreds of commissioners who have not returned donation envelopes.

Remember two key points:

1. Dues your county pays as a MAC member CANNOT be used for political donations. MACPAC is MAC's ONLY way to support allies in the Michigan Legislature.
2. MACPAC is the only committee committed to supporting legislators who have proven themselves allies of effective county government.

If you have misplaced your envelope, you always can donate anytime via MAC's online portal.
<https://www.micounties.org/index.php/component/content/article/2-uncategorised/19-donate-to-macpac>

For questions about MACPAC, contact Derek Melot, 517-372-5374 or melot@micounties.org.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	
SUMMARY:	
A motion for the County Board to approve Commissioners per diems and expenses as recently submitted.	
RECOMMENDED MOTION	
Approve Commissioners per diems and expenses as recently submitted	

Submitted by: Sherry DuPont

02/07/2018
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**

RECEIVED
JAN 13 2018
BY: *da*

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

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

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

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
12/12/17	Stephenson Annex	36	19.62	19.26	101-101-860.03
12/22/17	Stephenson Annex	36	19.62	19.26	101-101-860.03
1/8/18	Menom. Co. Courthouse	5	2.73	2.73	101-101-860.03
1/9/18	Menom. Co. Courthouse	5	2.73	2.73	101-101-860.03
1/12/18	Menom. Co. Courthouse	5	2.73	2.73	101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage		
				Total Mileage Fee	46.71

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.

Larry Phelps

Signed

1/12/18

Date

**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 January 11, 2018, in the amount of \$29.622.21.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on January 11, 2018, in the amount of \$29.622.21.	

Submitted by: Sherry DuPont

02/07/2018
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):

APPROVED

JAN 18 2018

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
383101	Bass Lakes Camp Sites	208-751-920.01	29.22	29.22
383001	Shakey Lakes Park/Horse	208-751-920.01	30.25	30.25
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.22	29.22
383301	Shakey Lakes Park/Cattle	208-751-920.01	29.22	29.22
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	52.74	29.22
370500	Shakey Lakes Office/Shop	208-751-920.01	102.48	52.74
379700	Storage Shed	208-751-920.01	89.34	102.48
380300	Shower Building	208-751-920.01	32.90	89.34
367100	N8390 Beach House	208-751-920.01	31.72	32.90
367200	Northwest Campsites	208-751-920.01	35.10	31.72
369802	W8449 Co Rd G12	208-751-920.01	33.19	35.10
1614900	Bath House	208-751-920.01	48.77	33.19
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				544.15
<hr/>				
VENDOR NAME: ANDERSON CULLIGAN				
1/8/18	Circuit Court Water	101-131-727.00	18.65	18.65
TOTAL VENDOR ANDERSON CULLIGAN				18.65
<hr/>				
VENDOR NAME: ASHBY, DAVID				
Reimbursement	Uniform Allowance	205-315-745.00	162.95	162.95
TOTAL VENDOR ASHBY, DAVID				162.95
<hr/>				
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753220901	Telephone Services (Annex)	101-103-850.00	225.42	225.42
TOTAL VENDOR AT&T - CAROL STREAM, IL				225.42
<hr/>				
VENDOR NAME: AUTOMOTIVE SUPPLY CO.				
080414097	Airport Supplies	216-585-981.01	1.45	1.45
TOTAL VENDOR AUTOMOTIVE SUPPLY CO.				1.45
<hr/>				
VENDOR NAME: BARRETTE, JODIE				
Reimbursement	Mileage (Bank Trips)	101-141-860.00	69.12	69.12
TOTAL VENDOR BARRETTE, JODIE				69.12
<hr/>				
VENDOR NAME: BAYSHORE VETERINARY CLINIC				
215748	K9 Supplies (Brix)	101-301-881.01	102.94	102.94
216091	K9 Care	101-301-881.01	151.35	151.35
TOTAL VENDOR BAYSHORE VETERINARY CLINIC				254.29
<hr/>				
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
23540	2017 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
23558	2015 Chevy Impala - Vehicle Maintenance	205-315-934.02	216.17	216.17
23593	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	20.00	20.00
23594	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	231.68	231.68
23598	2017 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
23641	2017 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
23678	2017 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
23701	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
23705	2014 Chevy Impala - Vehicle Maintenance	205-315-934.02	498.94	498.94
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				1,141.29
<hr/>				
VENDOR NAME: BLUE360 MEDIA				
INV-9340	MI Penal Code & Motor Vehicle Law Handbook	205-315-727.00	119.35	119.35
TOTAL VENDOR BLUE360 MEDIA				119.35
<hr/>				
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E40921	Inmate Supplies	101-301-770.00	229.50	229.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.				229.50
<hr/>				
VENDOR NAME: BRANZ, KATHLEEN				
Parks & Rec	Mileage & Per Diem	208-751-860.00	100.00	100.00
		208-751-860.00	53.50	53.50
TOTAL VENDOR BRANZ, KATHLEEN				153.50
<hr/>				
VENDOR NAME: CARQUEST AUTO PARTS				
				153.50

APPROVED

JAN 18 2018

JD

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				177.31
VENDOR NAME: GOOD SOURCE				
S10431247	Inmate Supplies	101-301-770.00	2,546.32	2,546.32
TOTAL VENDOR GOOD SOURCE				2,546.32
VENDOR NAME: GROMALA, STEVEN				
Reimbursement	Mileage - December 2017	101-101-860.01	44.94	44.94
TOTAL VENDOR GROMALA, STEVEN				44.94
VENDOR NAME: HANSEN, STACY				
Reimbursement	Mileage (Bank Trips)	101-141-860.00	25.47	25.47
TOTAL VENDOR HANSEN, STACY				25.47
VENDOR NAME: HENSLEY, RN, JOEL				
Blood Draws	Inmate Blood Draws (x7)	101-267-801.01	700.00	700.00
January 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				2,065.00
VENDOR NAME: IHANDER, AARON				
Reimbursement	Uniform Allowance	205-315-745.00	39.69	39.69
TOTAL VENDOR IHANDER, AARON				39.69
VENDOR NAME: J S ELECTRONICS, INC.				
20023	Replacement Antennas	205-315-934.01	123.77	123.77
TOTAL VENDOR J S ELECTRONICS, INC.				123.77
VENDOR NAME: JENNINGS, PATRICK L.				
2017-117-MI	Court Appointed Legal (S. Polfus)	101-148-807.00	65.00	65.00
TOTAL VENDOR JENNINGS, PATRICK L.				65.00
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - December 2017	101-101-860.02	1.61	1.61
TOTAL VENDOR LANG, BERNARD				1.61
VENDOR NAME: LESPERANCE, DIANE				
Reimbursement	Mileage (Bank Trips)	101-253-860.00	32.10	32.10
TOTAL VENDOR LESPERANCE, DIANE				32.10
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
94897	Business Cards (J. Brunette)	292-663-727.00	95.00	95.00
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				95.00
VENDOR NAME: MANPOWER, INC.				
32301193	Week Ending 1/7/18 (D. Averill)	101-172-704.00	378.00	378.00
TOTAL VENDOR MANPOWER, INC.				378.00
VENDOR NAME: MENARDS - MARINETTE				
50670	B & G Operational Supplies	101-265-755.00	93.60	93.60
50170	B&G Operating Supplies	101-265-755.00	42.44	42.44
49622	Inmate Supplies	101-301-770.00	24.93	24.93
TOTAL VENDOR MENARDS - MARINETTE				160.97
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
123	Advertising	208-751-901.00	48.00	48.00
		101-101-901.00	43.88	43.88
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				91.88
VENDOR NAME: MICHIGAN SHERIFFS' ASSOCIATION				
20171308	Uniform Allowance	205-315-745.00	91.69	91.69
TOTAL VENDOR MICHIGAN SHERIFFS' ASSOCIATION				91.69
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				

APPROVED

JAN 18 2018

AD

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CARQUEST AUTO PARTS				
559401	B & G - Vehicle Maintenance Supplies	101-265-981.00	63.94	63.94
TOTAL VENDOR CARQUEST AUTO PARTS				63.94
VENDOR NAME: CEDAR RIVER PLAZA				
MESH12/17	Road Patrol Gasoline Sales	205-315-742.00	92.39	92.39
TOTAL VENDOR CEDAR RIVER PLAZA				92.39
VENDOR NAME: CITY OF MENOMINEE				
4621	Gasoline Charges	101-265-742.00	57.71	416.17
		101-265-742.00	142.76	
		263-215-860.00	39.28	
		101-257-742.00	32.18	
		101-132-860.00	85.54	
		101-141-860.00	26.17	
		101-301-742.00	32.53	
90103028	Airport	216-585-920.01	2.08	2.08
80101069	Airport Terminal	216-585-920.01	48.61	104.76
		216-585-920.02	56.15	
801010700	Airport Terminal	216-585-920.01	41.98	90.69
		216-585-920.02	48.71	
80101198	Airport	216-585-920.01	39.77	86.00
		216-585-920.02	46.23	
TOTAL VENDOR CITY OF MENOMINEE				699.70
VENDOR NAME: CLOVERLAND PAPER CO				
116146	Courthouse Janitorial Supplies	101-265-755.01	348.88	348.88
116032	Inmate Supplies	101-301-770.00	26.02	
116072	Inmate Supplies	101-301-770.00	109.23	
116108	Inmate Supplies	101-301-770.00	65.93	
116145	Inmate Supplies	101-301-770.00	44.59	
TOTAL VENDOR CLOVERLAND PAPER CO				594.65
VENDOR NAME: CORTECH				
62542	Table for Atty/Client Jail Room	101-265-970.07	658.10	658.10
TOTAL VENDOR CORTECH				658.10
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCT				
30336	Shredding Documents (1/4/18)	101-265-801.00	64.24	64.24
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCT				64.24
VENDOR NAME: DELUSSE, MIKE				
Reimbursement	Mileage	101-682-860.00	127.42	127.42
TOTAL VENDOR DELUSSE, MIKE				127.42
VENDOR NAME: DUNN COUNTY CLERK OF COURTS				
08CF282/Parrett	Certification Fee	101-267-804.00	7.50	7.50
TOTAL VENDOR DUNN COUNTY CLERK OF COURTS				7.50
VENDOR NAME: EICHHORN, GARY				
DHS Board	Per Diem	101-601-837.00	50.00	50.00
TOTAL VENDOR EICHHORN, GARY				50.00
VENDOR NAME: ELCOM SYSTEMS				
53210	Impres Charger x3 (Road Patrol)	205-315-934.01	424.68	424.68
TOTAL VENDOR ELCOM SYSTEMS				424.68
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
03389	Veterans - Office Supplies	101-682-727.00	34.98	34.98
03406	FOC Office Supplies	101-141-727.00	142.33	

APPROVED

JAN 18 2018

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0133503-001	Markers (Family/Probate)	101-148-727.00	3.37	6.75
		101-132-727.00	3.38	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				
<hr/>				
VENDOR NAME: NESTEGG MARINE				
110995	Marine Maintenance	101-331-755.00	369.42	369.42
TOTAL VENDOR NESTEGG MARINE				
<hr/>				
VENDOR NAME: OFFICE DEPOT, INC.				
993170486001	Admin Office Supplies	101-172-727.00	18.19	18.19
TOTAL VENDOR OFFICE DEPOT, INC.				
<hr/>				
VENDOR NAME: PACK-N-SHIP CENTER				
721	Mailing (Road Patrol)	205-315-755.02	53.84	53.84
TOTAL VENDOR PACK-N-SHIP CENTER				
<hr/>				
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068317342003	Inmate Supplies	101-301-770.00	99.88	399.50
40068317363005	Inmate Supplies	101-301-770.00	98.92	
40068317356001	Inmate Supplies	101-301-770.00	99.88	
40068313749001	Inmate Supplies	101-301-770.00	100.82	
TOTAL VENDOR PAN-O-GOLD BAKING CO.				
<hr/>				
VENDOR NAME: PHILIPPS, RANDALL				
December 2017	Show Cause	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
TOTAL VENDOR PHILIPPS, RANDALL				
<hr/>				
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - December 2017	101-101-860.07	16.05	16.05
TOTAL VENDOR PICHE, GERALD L.				
<hr/>				
VENDOR NAME: PRICE COUNTY CLERK OF COURT				
05CT50 (Parrett)	File Document and Certify Fee	101-267-804.00	6.25	6.25
TOTAL VENDOR PRICE COUNTY CLERK OF COURT				
<hr/>				
VENDOR NAME: REINHART FOODSERVICE				
316240	Credit Memo	101-301-770.00	(41.59)	2,737.94
345500	Inmate Supplies	101-301-770.00	1,062.31	
349541	Inmate Supplies	101-301-770.00	820.81	
356907	Credit Memo	101-301-770.00	(37.58)	
349770	Credit Memo	101-301-770.00	(33.04)	
349912	Credit Memo	101-301-770.00	(24.58)	
354440	Inmate Supplies	101-301-770.00	991.61	
TOTAL VENDOR REINHART FOODSERVICE				
<hr/>				
VENDOR NAME: RUSK COUNTY CLERK OF COURTS				
05M270/Parrett	Certification & Copy Fee	101-267-804.00	6.25	6.25
TOTAL VENDOR RUSK COUNTY CLERK OF COURTS				
<hr/>				
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-770.00	647.48	647.48
TOTAL VENDOR SAM'S CLUB MC/SYNCB				
<hr/>				
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	46.88	46.88
TOTAL VENDOR SEXTON, RICHARD				
<hr/>				
VENDOR NAME: SIMPLEXGRINNELL				
79893712	Annual Fire Alarm Inspection	101-265-801.00	1,531.69	1,531.69

APPROVED

JAN 18 2018

SD

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SIMPLEXGRINNELL				
TOTAL VENDOR SIMPLEXGRINNELL				
VENDOR NAME: SPALDING TOWNSHIP 12/6/17 DHHS Board		101-601-837.00	50.00	50.00
TOTAL VENDOR SPALDING TOWNSHIP				
VENDOR NAME: ST. FRANCIS HOSPITAL 3857756807 Laura J. Blazer		101-267-804.00	1,475.00	1,475.00
TOTAL VENDOR ST. FRANCIS HOSPITAL				
VENDOR NAME: STEPHENSON NATIONAL BANK&TRUST 2018-1 ROD Safe Deposit Boxes (x4)		101-268-802.00	140.00	140.00
TOTAL VENDOR STEPHENSON NATIONAL BANK&TRUST				
VENDOR NAME: STEPHENSON TOWNSHIP CEMETERY 12/28/17 Military Marker Setting Charges (x2)		101-881-761.00	50.00	50.00
TOTAL VENDOR STEPHENSON TOWNSHIP CEMETERY				
VENDOR NAME: STERICYCLE, INC. 4007559668 Training Supplies		101-301-881.00	81.25	81.25
TOTAL VENDOR STERICYCLE, INC.				
VENDOR NAME: SUPERIOR FIRE SAFETY 135 Annual Jail Facilities Inspection		101-301-755.00	336.00	336.00
TOTAL VENDOR SUPERIOR FIRE SAFETY				
VENDOR NAME: THE ADVERTISER 120211 Advertising (Sheriff Dept)		101-301-802.00	25.00	25.00
TOTAL VENDOR THE ADVERTISER				
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST 628840339 FOC Service Charge		101-141-817.00	33.40	33.40
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				
VENDOR NAME: THE JANITOR'S CLOSET 43234 B&G Janitorial Supplies		101-265-755.01	63.16	63.16
TOTAL VENDOR THE JANITOR'S CLOSET				
VENDOR NAME: TIME WARNER CABLE 620475202123017 Inmate Supplies		101-301-770.00	138.22	138.22
TOTAL VENDOR TIME WARNER CABLE				
VENDOR NAME: TOWN & COUNTRY VETERINARY CLIN 180935 K9 Care (Vesta) 181271 K9 Care (Vesta)		101-301-881.01 101-301-881.01	51.19 81.81	51.19 81.81
TOTAL VENDOR TOWN & COUNTRY VETERINARY CLIN				
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE December 2017 Sheriff Department		101-301-755.00	25.00	25.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				
VENDOR NAME: U.E.S. COMPUTERS, INC. 78246 Toner (Detectives) 47761 Weekly Computer Maintenance		205-315-727.00 101-103-857.00 101-301-728.00	329.97 4,301.45 104.99	329.97 4,406.44
TOTAL VENDOR U.E.S. COMPUTERS, INC.				
VENDOR NAME: UNIFORM SHOPPE 272594 Bulletproof Vest (Roach)		205-315-745.00	735.00	735.00
TOTAL VENDOR UNIFORM SHOPPE				
VENDOR NAME: VAN HOFF, GINA Reimbursement October - December 2017 Bank Trips		101-253-860.00	32.10	32.10

*ME-CT SCAN
 Replaced
 5/0,533 inv.*

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

1,531.69

50.00

50.00

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1,475.00

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133.00

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25.00

329.97

4,406.44

735.00

735.00

32.10

APPROVED

JAN 18 2018 *JD*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VAN HOFF, GINA TOTAL VENDOR VAN HOFF, GINA				
VENDOR NAME: VERAGHEN, SHEILA DHS Board Per Diem				
		101-601-837.00	50.00	50.00
TOTAL VENDOR VERAGHEN, SHEILA				50.00
VENDOR NAME: VERIZON WIRELESS 9799052057 Cellular Services				
		101-265-850.01	234.37	
		101-301-850.00	970.73	1,548.36
		101-426-850.00	2.53	
		101-682-850.00	32.45	
		205-315-850.00	307.84	
		266-325-850.00	0.44	
TOTAL VENDOR VERIZON WIRELESS				1,548.36
VENDOR NAME: WASTE MANAGEMENT, INC. 1589883-1856-0 Airport				
		216-585-801.00	144.92	144.92
TOTAL VENDOR WASTE MANAGEMENT, INC.				144.92
VENDOR NAME: XEROX CORPORATION 091733796 Probation/Parole 091733794 Sheriff Department				
		101-131-942.00	98.76	98.76
		101-301-727.00	351.97	351.97
TOTAL VENDOR XEROX CORPORATION				450.73
GRAND TOTAL:				29,622.21

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous Boards/Committees/Commission Reports	
RECOMMENDED MOTION	
Approve Miscellaneous Boards/Committees/Commission Reports to be placed on file in the office of the County Clerk	

Submitted by: Sherry DuPont

02/07/2018
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):

MONTH END BALANCE SHEET

12/31/2017

IMPREST CASH GENERAL FUND	\$ 3,350.00
IMPREST CASH OTHER FUNDS	\$ 660.00
	<u>\$ 4,010.00</u>

GENERAL FUND INVESTMENTS	
Stephenson National	\$ 2,346,283.17
Stephenson National	\$ 60,165.47
Integra First	\$ 8.53
Integra First	\$ 1,375.71
Tri-County Credit Union	\$ 50,261.02
Mbank	\$ 24,958.42
Peninsula Federal Credit Union	\$ 5.00
Michigan Class	\$ 2,622,447.12
MBS	\$ 18,339.72
	<u>\$ 5,121,844.18</u>

GENERAL FUND CD's & BONDS	
SNBT	\$ 534,814.36
Integra First :	\$ -
Peninsula Federal Credit Union	\$ 112,391.13
Mbank	\$ 100,000.00
Mbank	\$ 118,526.02
Nicolet	\$ 540,065.88
	<u>\$ 1,405,797.39</u>

MBS CD'S GENERAL FUND (Market Value)	
Mason St Bank	\$ 197,862.00
Bank Northern MI Petoskey	\$ 198,812.00
First Nat Bank America East	\$ 47,790.00
JP Morgan Chase Bank	\$ 198,062.00
Privatebank & TC Chicago IL	\$ 250,377.50
Federal Home Loan	\$ 199,094.00
Mercantile Bank	\$ 100,210.00
First Nat Bk Amer East Lansing	\$ 196,600.00
Federal Home Ln Mtg	\$ 96,460.00
Wells Fargo Bk Sioux Falls	\$ 250,050.00
Wells Fargo Bank San Francisco	\$ 109,628.20
Federal Home Loan :	\$ 313,075.20
Federal Home Loan	\$ 188,386.00
Federal Home Loan	\$ 191,428.00
Federal Home Loan	\$ 248,352.50
Federal Home Loan	\$ 198,200.00
Federal Home Loan	\$ 267,626.70
Level One Bank Farmington Hills	\$ 197,032.00
	<u>\$ 3,449,046.10</u>

TOTAL CO-MINGLED CASH	\$ 9,976,687.65
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COUNTY ROAD INVESTMENTS	
Stephenson National	\$ 1,820,565.84
Stephenson National	\$ 585,635.38
Integra First	\$ 111,909.59
Tri-County Credit Union	\$ 5.00
Tri-County Credit Union	\$ 30,420.43
Mbank	\$ 371,500.46
Mbank Payroll Acct	\$ 40.87
	<u>\$ 2,920,077.57</u>

COUNTY ROAD CD'S	
Stephenson National	\$ 108,880.91
TOTAL COUNTY ROAD	\$ 3,028,958.48

DTRF INVESTMENTS	
Nicolet National	\$ 165,314.18
Stephenson National	\$ 248,972.28
MBS	\$ 13,026.97
	<u>\$ 427,313.43</u>

DTRF CD'S	
Mbank	\$ 118,526.02
Peninsula Fed CU	\$ 106,252.80

DTRF INVESTMENTS (Market Value)	
Morgan Stanley	\$ 203,738.30
Federal Home Loan	\$ 135,742.60
	<u>\$ 564,259.72</u>

TOTAL DTRF	\$ 991,573.15
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SECTION 125	
Stephenson National Bank	\$ 13,515.86

LILJA BEQUEST	
Stephenson National Bank	\$ 2,000.00

TOTAL	\$ 14,016,745.14
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**All funds cash - lead sheet
12/31/2017**

Fund	Cash on Hand	004	001	003, 007, 008	
		Cash	Co-Mingled Cash	Individual Funds	CD's/Investments
101 General Fund		\$3,350.00	\$4,098,810.20		
155 Library Bequest			\$52.46	\$2,000.00	
201 County Roads		\$150.00		\$3,028,958.48	
205 Road Patrol			\$592,263.84		
206 Sheriff Work Van			\$1,829.49		
208 County Parks		\$300.00	\$55,612.58		
215 Friend of Court			\$56,645.40		
216 Twin County Airport			\$238,417.96		
218 Computer Science			\$2,311.29		
220 Park Improvement			\$52,781.60		
243 Remonumentation			(\$33,579.38)		
249 Building Department		\$100.00	\$48,259.09		
256 Register of Deeds Automation			\$66,051.41		
263 Concealed Pistol Licensing			\$21,723.56		
264 Local Corrections Officer Training			\$26,996.72		
265 Drug Law Enforcement Forfeiture			\$7,618.44		
266 911 Program			(\$76,309.75)		
269 Law Library			\$9,645.39		
271 County Library		\$60.00	\$135,603.57		
272 CDBG/Wells Fargo			\$556.84		
274 CDBG Grant			\$49,465.57		
277 Local Emergency Planning Commission			\$960.20		
280 Canteen Fund			\$17,255.30		
281 Donations, K-9			\$14,210.57		
282 PA302 Justice Training			\$13,828.52		
285 Delta-Menominee Senior Citizens			\$57,145.88		
286 Medical Marijuana			(\$41.33)		
289 Salvage Title Inspection			\$888.89		
292 Child Care			(\$4,506.93)		
294 Veteran's Trust			\$0.00		
296 State-Special Child Care		\$50.00	\$309.67		
401 Three Way Road			\$140,374.35		
516 DTRF Depository			\$2,874,988.22	\$991,573.15	
517 PA 123 Foreclosure			\$816,291.49		
701 Trust & Agency			\$612,347.64		
702 County Section 125 Plan			(\$35.00)	\$13,515.86	
704 Payroll Trust			\$25,792.90		
721 Library Penal Fines			\$52,121.00		
Total Cash in funds per G/L		\$4,010.00	\$9,976,687.65	\$4,036,047.49	\$14,016,745.14
Total Cash from Bank Reconciliations		\$4,010.00	\$9,976,687.65	\$4,036,047.49	\$14,016,745.14
Differences - G/L over or (short)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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

BOARD MEMBERS

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

DIRECTOR

RUSSELL K. SEXTON

Date: November 28, 2017

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

Present: Jeff Naser, Board Chair; Gary Eichhorn, Board Member; Sheila Veraghen, Board Member and Mark Kwarciany, Acting Board Secretary.

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

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the September 26, 2017 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for October 2017 was reviewed. There were \$150.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure for Spaulding Township for the use of their facility; leaving a balance of \$3,800.

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

The Michigan County Social Services Association (MCSSA), District One, sent an invoice for the payment of District One dues in the amount of \$150.00. A motion was made by Ms. Veraghen to remain out of the MCSSA and not pay their dues as there was no observable benefit for the board or the county to be a part of the MCSSA. The motion was supported by Mr. Eichhorn. Motion passed without opposition.

DIRECTOR'S REPORT:

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

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

Collaborative Issues: No new information provided.

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

FY 2017 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$1,792.26. This constitutes 6.9% of the allocation spent with 8% of the year elapsed.

FY 2016 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$0. This constitutes 0% of the allocation spent with 0% of the year elapsed (the data for this allocation runs a month behind).

Assistance Payments:

Assistance Payments Standard of Promptness: 97.37%. Business Service Center 1 average is 97.42%. Statewide Average is 97.56%.

Family Independence Program Work Participation Rate: 0%. Year to date average for CY 2017 is 37.50%. Federal goal is 50%.

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

September 2017 data:

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

- Family Independence Program: 23 cases; 49 recipients; \$7,101.00 in benefits.
- Food Assistance Program: 1,283 cases; 2,384 recipients; \$271,942.00 in benefits.
- State Disability Assistance: 11 cases; 11 recipients; \$2,200.00 in benefits.
- Child Development and Care: 33 cases; 52 recipients; \$14,145.00 in benefits.
- State Emergency Relief: 1 case; \$175.00 in benefits.
- Unduplicated total: 1,307 cases; 2,422 recipients; \$295,563.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 665 cases; 1,418 recipients
- Other Children < Age 21: 108 cases; 115 recipients
- Pregnant Women & Children Under 19: 442 cases; 827 recipients
- MiChild: 60 cases; 99 Recipients
- Non-SSI Aged, Blind & Disabled: 636 cases; 667 recipients
- SSI Aged, Blind & Disabled: 486 cases; 486 recipients
- Medicaid Eligible Total: 2,191 cases; 3,611 recipients

- Healthy Michigan Program Total: 1,193 cases; 1,356 recipients

This information is available on the www.michigan.gov/dhs website in the "Green Book".

Board Member Input/Suggestions: None

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

BOARD BUSINESS:

1. Approval of Vouchers:

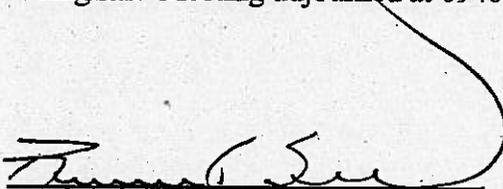
Vouchers for October 2017 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: None

NEXT MEETING: December 26, 2017 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0940 a.m.



Russell K. Sexton
Board Secretary



Jeff Nasey
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

UPCAP Board of Directors Meeting Minutes

August 25, 2017
11:00 a.m. ET

Escanaba, MI

Members Present:

Jerry Doucette, Alger Cty
William Menge, Baraga Cty
Don McLean, Chippewa Cty
Dave Rivard, Delta Cty
Joe Stevens, Dickinson Cty
Joe Bonovetz, Gogebic Cty
Albert Koskela, Houghton Cty
Tim Aho, Iron Cty
Sandra Gayk, Keweenaw Cty
Phyllis French, Luce Cty
James Hill, Mackinac Cty
Gerry Corkin, Marquette Cty
Jan Hafeman, Menominee Cty
Carl Nykanen, Ontonagon Cty
Larry Mersnick, Schoolcraft Cty
Richard Timmer, Consumer
Sara Peurakoski, SAIL
Edward Jenich, Consumer
Sharon Teeple, Bay Mills
Dan LaFoilie, Consumer

Members Excused:

Dan Young, Consumer

UPCAP Staff & Guests:

Jonathan Mead ~ Executive Director
Tracy Lektzian ~ Office Manager
Rick Aird ~ CFO
Terry Irving ~ 2-1-1 Supervisor

1. Call to Order

Chairman Menge called the meeting to order at 11:01 a.m. ET Roll call is recorded above.

2. Public Comment

There was no public comment.

3. Approval of Agenda

Motion by Jenich, supported by Corkin, to approve the agenda. Motion carried.

4. Approval of Minutes

Motion by Nykanen, supported by Timmer, to approve the minutes of the June, 2017 Meeting. Motion carried.

5. FY 2018 Applications for Provisions of Services to Older Adults / Caregivers

Rick Aird provided an overview of the allocation process and noted the following stipulations:

STIPULATIONS FOR ALL PROVIDERS

- Providers must provide services (units) equitably throughout the year, unless otherwise indicated on agreement.
- Providers must meet the 10% match requirements (recommended amount divided by 9) for Title III Dollars and 25% match requirement for National Family Caregiver Support Program. There is not a match requirement for Caregiver Respite (Tobacco) funding.
- Providers are required to enter and maintain electronic records of client registration, service entry, and units of service provided, into the National Aging Program Information System (NAPIS), provided by UPCAP Services, Inc. Regular client record maintenance and annual re-enrollment functions must be performed as needed and on an annual basis. The provider is responsible to maintain their system records, as required by UPCAP. All NAPIS data must be up-to-date and correct before the start of the fiscal year.
- Providers must submit documentation they have conducted OIG, SAM & ICHAT screenings on all employees as required by standards.
- Providers must submit documentation staff has completed the annual training requirements for HIPAA and Fraud, Waste and Abuse.

STIPULATIONS FOR INDIVIDUAL PROVIDERS

- **AMCAB**
 - Agency must submit a revised nutrition budget for both congregate and home delivered meals that are at or below the 20% administrative rate requirement.
 - Agency must submit a written explanation that explains the reduction in meals projected for FY2018 and a written plan as to how the agency plans on addressing this issue. Plan must include measurable goals to improve outreach and participation in the program. Plans must be submitted by 09/30/2017.
 - Agency must reach their proposed meal levels on a quarterly basis or funding will be adjusted based on the levels provided, if less than projected.
- **COPPER COUNTRY SENIOR MEALS**
 - Agency must submit revised nutrition budgets for Houghton and Keweenaw Counties separating them out individually.
 - Agency must submit a written explanation that explains the reduction in meals projected in for FY2018 and a written plan as to how the agency plans on

addressing this issue. Plan must include measurable goals to improve outreach and participation in the program. Plans must be submitted by 09/30/2017.

- **MDS-CAA**

- Agency must submit a written explanation that explains the reduction in meals projected in Schoolcraft County (Congregate) for FY2018 and a written plan as to how the agency plans on addressing this issue. Plan must include measurable goals to improve outreach and participation in the program. Plans must be submitted by 09/30/2017.

Motion by Jenich, supported by Timmer, to approve the Stipulations to Providers as presented above. Motion carried.

In-Home Services

There is a total of \$842,742 available for In-Home Services throughout the Upper Peninsula. A total of \$842,742 is recommended to be funded.

Non-Competitive

Motion by Corkin, supported by Jenich, to recommend that the Board of Directors designate FY2018 In-Home Services, Non-Competitive Funds as recommended. Motion carried. Abstentions: Alger County CoA, Doucette; CLM-CAA, McLean and Hill; MDS-CAA, LaFoilie; Ontonagon CoA, Nykanen.

Competitive

Motion by McLean, supported by Rivard, to recommend that the Board of Directors designate FY2018 In-Home Services, Competitive Funds as recommended. Motion carried. Abstentions: GO-CAA, Bonovetz and Nykanen; Marquette County, Corkin.

Discretionary Services

There is a total of \$113,000 available for discretionary services throughout the Upper Peninsula. A total of \$113,000 is recommended to be funded.

Non-Competitive

Motion by Corkin, supported by Rivard, to recommend that the Board of Directors designate FY2018 Discretionary Services, Non-Competitive funds as recommended. Motion carried. Abstentions: Alger County CoA, Doucette; CLM-CAA, McLean and Hill; MDS-CAA, LaFoilie; Ontonagon CoA, Nykanen.

Competitive

Motion by Rivard, supported by French, to recommend that the Board of Directors designate FY2018 Discretionary Services, Competitive Funds as recommended. Motion carried. Abstentions: GO-CAA, Bonovetz and Nykanen; Marquette County, Corkin.

Minority Providers

Motion by Corkin, supported by Timmer, to recommend that the Board of Directors designate FY2018 – Discretionary Services, Minority Providers, as recommended. Motion carried.

Nutrition Services

There is a total of \$1,239,656 available for Home Delivered Meals throughout the Upper Peninsula. A total of \$1,239,656 is recommended to be funded.

There is a total of \$819,547 available for Congregate Meals throughout the Upper Peninsula. A total of \$819,547 is recommended to be funded.

Home Delivered Meals

Motion by Rivard, supported by Nykanen, to recommend that the Board of Directors designate FY2018 – Nutrition Services, Home Delivered Meals as recommended. Motion carried. Abstentions: CLM-CAA, McLean and Hill; Go-CAA, Bonovetz and Nykanen; MDS-CAA, LaFolle.

Congregate Meals

Motion by Rivard, supported by Jenich, to recommend that the Board of Directors designate FY2018 – Nutrition Services, Congregate Meals as recommended. Motion carried. Abstentions: CLM-CAA, McLean and Hill; GO-CAA, Bonovetz and Nykanen; MDS-CAA, LaFolle.

Prevention & Community

There is a total of \$35,500 available for Legal Services throughout the Upper Peninsula. A total of \$35,500 is recommended to be funded.

Motion by Rivard, supported by Hafeman, to recommend that the Board of Directors designate FY2018 – Prevention & Community, Legal Services as recommended. Motion carried.

Caregiver Support Services

Caregiver Respite (Tobacco) – Non-Competitive

There is a total of \$193,840 available for TOB throughout the Upper Peninsula. A total of \$156,790 was applied for and a total of \$156,790 is recommended to be funded. ** Applications were not received for Adult Day Care services in Baraga, Gogebic, Houghton, Iron, Keweenaw, Menominee and Schoolcraft Counties (\$37,050).

Motion by Corkin, supported by Timmer, to recommend that the Board of Directors designate FY2018 – Caregiver Support Services, Caregiver Respite (Tobacco) – Non Competitive as recommended. Motion carried. Abstentions:

Alger County CoA, Doucette; CLM-CAA, McLean and Hill; GO-CAA, Bonovetz and Nykanen; MDS-CAA, LaFoilie; Ontonagon CoA, Nykanen.

National Family Caregiver Support (NFCSP) Program – Non-Competitive

There is a total of \$157,757 available for NFCSP throughout the Upper Peninsula. A total of \$157,757 is recommended to be funded.

Motion by Rivard, supported by Hafeman, to recommend that the Board of Directors designate FY2018 Caregiver Support Services, National Family Caregiver Support (NFCSP) Program – Non-Competitive as recommended. Motion carried. Abstentions: Alger County CoA, Doucette; CLM-CAA, McLean and Hill; GO-CAA, Nykanen and Bonovetz; MDS-CAA, LaFoilie; Ontonagon CoA, Nykanen.

National Family Caregiver Support (NFCSP) Program – Competitive

Motion by Rivard, supported by Timmer, to recommend that the Board of Directors designate FY2018 Caregiver Support Services, National Family Caregiver Support (NFCSP) Program – Competitive as recommended. Motion carried.

National Family Caregiver Support (NFCSP) Program – Caregiver Training/Alzheimer's Association

Motion by Hafeman, supported by Rivard, to recommend that the Board of Directors designate FY2018 Caregiver Support Services, National Family Caregiver Support (NFCSP) Program – Caregiver Training/Alzheimer's Association as recommended.

6. Directors Comments

Director Mead discussed the following with board members:

- MMAP/SHIP Program
Motion by Corkin, supported by Nykanen, to send advocacy letter to legislators on behalf of UPCAP for SHIP Program.
- Mill Trace Apartments Update
- Mediation Program
- UPACC Conference
-

7. Board Comments

Discussion on topics for upcoming UPACC Conference.

8. Adjournment

Motion by Koskela, supported by Hafeman to adjourn. Motion carried. The time was 1:00 p.m. ET

Dan LaFoille, Secretary

**UPCAP Board of Directors
2018
Meeting Schedule**

Date	Location	Time (Eastern Time)
Friday, February 16 th UPCAP Annual Meeting	UPCAP	11:00 a.m.
Friday, June 22 nd	UPCAP	11:00 a.m.
Friday, August 24 th	UPCAP	11:00 a.m.
Friday, December 14 th	UPCAP	11:00 a.m.

NOTE: Individuals are encouraged to contact the UPCAP office prior to each scheduled meeting to confirm time, date and location. Due to special circumstances, meeting dates have, in the past, been changed.

12/15/17 UPCAP Updates from UPCAP meeting

Legislative Comment from MAC—Deana Bosworth.

Pension OPED Reform: is difficult due to lower property values and interest, and is not a fix but will not harm. Indigent Defense: Dec. 19-Jan., Counties can submit what they feel is owed, but some flexibility is given to implement part of plan. Trial Court Funding: There are better ways to fund this. Unfunded Mandates: they need a fiscal note on UMs before they can put it on the floor. Broadband Legislation: Questions as to how much to charge for application fees? More local control is issue. PPT: No answers for reimbursement - Recalculate Mileage Rates- How much did we get, and what was our loss for PPT? Opioids: Money is the issue. Flight for Life charges are too high. Some have paid as much as \$5000 to transport to Ann Arbor.

S. Dianda-110th District Rep: Rep Dianda discussed the following issues. Revenue Sharing issues are being brought up. Also Vet Bill puts money back to locals. Money for Revenue Sharing must be pushed by the counties. It must come back to the locals not just to State agencies. Indigent Defense: Must have money for revenue sharing first.

Rep. Beau LaFave of 108th discussed the following: Car insurance fees need reforming but doesn't see compromise between the parties. OPED bills + revenue sharing—saw a 1.2% increase in 2017. Sen Bill 40 MEDC bill- This economic development bill hurts border counties. Copper Peak Bill will add \$1.9 million to Copper Peak Project (year around ski jump) and Pine Mt renovations and Ski Trails. The money will come from Detroit Convention Center Funds. Air Ambulance Bill-he wants air ambulance to accept insurance payments but there are no contracts with insurance companies.

Sen. Casperson's Office (Ed McBroom) talked about SB523-Northern Michigan Sports & Rec (Copper Peak Bill) , SB 652 Speed Limits hearing – 65 mph only goes E-W in the UP. Also talked about Land Cap Legislation which is close and promising. Dark Stores are being appealed, Tax tribunal court has no new regulations here and little movement on the issues. Looser Pay- is close; IF you are in a suit with the State and the state loses, they must pay your costs. This

Sen. Stabenow (Jay Gage) said she is working on VA bill-vets deserve better, and bills to require VA to schedule appointments within 5 days or vets may use an outside provider to speed things up. Farm Bill/ USDA Rural Development she is working on. Due to tax bill, she has not had time for discussions. Great Lakes- working on Deer Lake mercury Cleanup.

Sen. Peters (Elsie) Wanted tax reforms. Children's Health insurance-We won't cut our funding for Armed Services. National Defense Authorization is on President's Desk- Authorizes funding for Eastern Europe, for Manufacturing's technical expertise, 3 littoral Combat Ships at Marinette Marine. Substance Abuse- wants Home Services for youth .

MENOMINEE COUNTY LIBRARY BOARD

Minutes December 12, 2017

Approved: January 9, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:01 PM on Tuesday, December 12, 2017.

Present: C. Peterson, J. Freis, K. McNeely, M. Fagan, N. Tuinstra, and Commissioner L. Schei.

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

K. McNeely moved to amend the agenda, support by N. Tuinstra. Motion carried.

C. Peterson moved to add agenda item *5 A. Appointment of the Superiorland Library Cooperative voting Board Member representative from Menominee County Library.* Support from J. Freis. Motion carried.

Public Participation: Pat Cheski, Menominee County Library's representative to the Superiorland Library Cooperative Board, reported: The Superiorland Library Cooperative has changed from monthly meetings to quarterly meetings. A special meeting was called for December 15, 2017 to address budget issues and personnel concerns raised by Superiorland Library Cooperative staff and Library directors. Pat reminded the Library Board that Menominee County has a voting seat on the current Superiorland Library Cooperative Board.

N. Tuinstra moved to approve the minutes from the November 14, 2017 meeting, support by M. Fagan. Motion carried.

K. McNeely moved to appoint Pat Cheski as the Menominee County Library's representative to the Superiorland Library Cooperative Board for the current term, expiring September 30, 2018, support C. Peterson. Motion Carried.

M. Fagan moved to approve the November financials, support from N. Tuinstra. Motion carried.

J. Freis moved to approve the December bills, support by K. McNeely. Motion carried.

Director's Report

Library: We have continued with Carol Fronsee's nativity collection in the display case. The Crafty Crew from Cedar River decorated the Hayward room Christmas tree. They also donated gifts, candy and ornaments to be given to children visiting the library in December.

Staff: The Cataloger position is posted with a closing date on 12/15/2017. All Library position descriptions will be updated to reflect current workloads after the County Personnel Committee meets.

Statistics: The annual State Aid report has been completed and submitted. Annual statistics were provided to the Board for review.

Financial: FY2016/17 year-end financials are completed and are waiting for the auditor's review and final report.

Bookmobile: Last month's Bookmobile "no-start" was due to the alternator. Business on Wheels replaced the alternator. The missed day due to repairs, was made up later in the month.

Programing: The Give-a-Kid-a-Book book drive in partnership with Spies Library was successful. Jessica Cross, a local author, visited the Library on Saturday December 16, 2017 promoting her new book "Cottage in the Woods".

Friends: An open house for Carolyn Laurin's retirement will be hosted by the Friends on January 19, 2018 from 1-3 pm.

Volunteers: Volunteer hours this month were 40.

Building and Grounds: The roof patch seems to be working there were no leaks this month.

New Business

A. J. Freis moved to amend the director's contract to include any approved raises for County Department heads in January 2018. Support by N. Tuinstra. Motion carried.

B. Discussion on staffing issues and proposed updates on Position Descriptions.

Public Participation: No public present.

As there was no further business, M. Fagan moved to adjourn the meeting. Support by N. Tuinstra. Motion carried. Meeting adjourned at 4:45 PM.

Submitted by:
Amanda Winnicki, Library Director

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	MERS - HCSP
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Discuss MERS/HCSP and its attachment to the County Administrator and Investigator positions and not the person in that position	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

02/09/2018
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):



RECEIVED
NOV 30 2010
MERS

**HEALTH CARE SAVINGS PROGRAM
UNIFORM RESOLUTION**

Menominee County

(Participating Employer)

**Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, MI 48917
517-703-9030**

**Restated: March 13, 2007
(Adopted: May 14, 2003,
amended August 11, 2004,
restated November 15, 2005)**

02-01-11
Resolution
5502
1:1

January 28, 2011

Lisa Frost
Menominee County
839 10th Ave.
Menominee, MI 49858

Dear Mrs. Frost,

The Municipal Employees' Retirement System of Michigan (MERS) is pleased to welcome the *Menominee County* as a participant in the Health Care Savings Program. Signed copies of your Resolution and Participation Agreement are enclosed for your records.

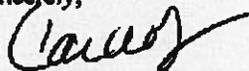
Please visit our website at www.mersomich.com to download an electronic copy of the enrollment and beneficiary form for your employees.

Please note the following fee structure. If your municipality is a member of the MERS Pension System, the annual administration fees for the program are \$25 and 0.50% (one-half of one percent) of the individual member account balance. All fees will be assessed monthly to the individual accounts.

If you have any questions regarding the process for submitting contributions for this program, please contact me at (800) 767-6377, extension 344.

We look forward to assisting you and your employees into the future as we continue to work to find ways to help offset the increasing costs of health care benefits.

Sincerely,

A handwritten signature in black ink, appearing to read "Cara Doerfler".

Cara Doerfler
Benefit Plan Coordinator
Municipal Employees' Retirement System of Michigan

Enclosures

**UNIFORM RESOLUTION ADOPTING THE MERS
HEALTH CARE SAVINGS PROGRAM**

(Excluding Plans Governed by Internal Revenue Code Section 401(h))

WHEREAS, the Municipal Employees' Retirement System ("MERS") Plan Document of 1996, effective October 1, 1996, authorized the Municipal Employees' Retirement Board ("Board") to establish additional programs including but not limited to defined benefit and defined contribution program (MERS Plan Document Section 36(2)(a)); MCL 38.1536(2)(a));

WHEREAS, the Board has authorized MERS' establishment of the health care savings program ("HCSP" or "Program"), which a participating municipality or court, or another eligible public employer that is a political subdivision of the State which constitutes a "municipality" under MERS Plan Document Section 2B(4); MCL 38.1502b(2) ("Eligible Employer"), may adopt for its Eligible Employees;

WHEREAS, MERS has been determined by the Internal Revenue Service to be a tax-qualified "governmental plan" and trust under section 401(a) of the Internal Revenue Code of 1986, and all trust assets within MERS reserves are therefore exempt from taxation under Code section 501(a) (IRS Letter of Favorable Determination dated June 15, 2005).

WHEREAS, the Board has established a governmental trust (the "Trust Fund") to hold the assets of the HCSP, which Trust Fund shall be administered under the discretion of the Board as fiduciary, directly by (or through a combination of) MERS or MERS' duly-appointed Program Administrator;

WHEREAS, 1999 PA 149, the Public Employee Health Care Fund Investment Act, MCL 38.1211 *et seq.* ("PA 149") provides for the creation by a public corporation of a public employee health care fund, and its administration, investment, and management, in order to accumulate funds to provide for the funding of health benefits for retirees and beneficiaries;

WHEREAS, a separate MERS health care trust fund created under PA 149 also constitutes a governmental trust established by a public corporation ("municipality") as an Eligible Employer, provided that all such employers shall be the State of Michigan, its political subdivisions, and any public entity the income of which is excluded from gross income under Section 115 of the Internal Revenue Code; provided further, that the PA 149 trust shall not accept assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code;

WHEREAS, the Board acts as investment fiduciary for the pooled assets of each MERS participating municipality and court enrolled in MERS defined benefit programs, Health Care Savings Program, the Retiree Health Funding Vehicle, and the Investment Services Pool Program, on whose behalf MERS performs all plan administration and investment functions, and such participating municipalities and courts have full membership, representation and voting rights at the Annual Meeting as provided under Plan Section 45; MCL 38.1545.

WHEREAS, the Board also acts as investment fiduciary for those participating employers who are non-MERS participating municipalities and courts that have adopted the

MERS Health Care Savings Program, Retiree Health Funding Vehicle, or Investment Service Pool Program, and such entities are not accorded membership, representation or voting rights provided to MERS participating municipalities and courts at the Annual meeting under Plan Section 45; MCL 38.1545.

WHEREAS, adoption of this Uniform Resolution and Participation Agreement (the "Uniform Resolution") by each Eligible Employer is necessary and required in order that the benefits available under the MERS HCSP may be extended;

- It is expressly agreed and understood as an integral and nonseverable part of extension or continuation of coverage under this HCSP Resolution that Section 43B of the MERS Plan Document shall not apply to this Uniform Resolution Adopting MERS HCSP, the Participation Agreement, the Trust Plan Document, the Trust Agreement, and their administration or interpretation.
- In the event any alteration of the language, terms or conditions stated in this Uniform Resolution Adopting MERS HCSP is made or occurs, under MERS Plan Document Section 43B or other plan provision or other law, it is expressly recognized that MERS and the Board, as fiduciary of the MERS Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty: to administer (or to have administered) the Trust; or to continue administration by the Program Administrator or by MERS directly.

WHEREAS, concurrent with this HCSP Uniform Resolution, and as a continuing obligation, this governing body has completed, approved, and submitted to MERS documents necessary for participation in and implementation of the HCSP. This obligation applies to any documents deemed necessary to the operation of the Trust by the Program Administrator;

NOW, THEREFORE, BE IT RESOLVED that the governing body adopts (or readopts) the MERS HCSP as provided below.

SECTION 1. HCSP PARTICIPATION

EFFECTIVE November 23rd, 20 10, the MERS HCSP is hereby adopted by the County of Menominee

(MERS municipality or court or other eligible employer)

CONTRIBUTIONS. Basic Employer contributions, Mandatory Salary Reduction Contributions, Mandatory Leave Conversion Contributions, and Post-tax Employee Contributions, shall be remitted pursuant to MERS by the Eligible Employer, and credited to the Eligible Employer's separate fund within the MERS Trust Fund. Employer contributions may be made as a percentage of salary and/or by a specified dollar amount.

INVESTMENT of funds accumulated and held in the Health Care Savings Program Trust Fund shall be held in a separate reserve and invested on a pooled basis by MERS subject to

the Public Employee Retirement System Investment Act ("PERSIA"), 1965 PA 314, as provided by MERS Plan Document Section 39; MCL 38.1539, and PA 149.

THE ELIGIBLE EMPLOYER shall abide by the terms of the HCSP, including all investment, administration, and service agreements, and all applicable provisions of the Code and other law. It is affirmed that no assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code shall be transferred to, or accepted by, MERS.

SECTION 2. IMPLEMENTATION DIRECTIONS FOR MERS AS HCSP INVESTMENT FIDUCIARY AND TRUSTEE

- (A) The governing body of this Eligible Employer desires that all assets placed in its MERS HCSP Trust Fund (as a sub-fund within all pooled HCSP trust funds with MERS) be administered by MERS, which shall act as investment fiduciary with all powers provided under Public Employee Retirement System Investment Act, pursuant to PA 149, all applicable provisions of the Internal Revenue Code and other relevant law.
- (B) The governing body desires, and MERS upon its approval of this Resolution agrees, that all funds accumulated and held in the MERS HCSP Trust Fund shall be invested and managed by MERS within the collective and commingled investment of all HCSP funds held in trust for all Eligible Employers.
- (C) All monies in the MERS HCSP Trust Fund (and any earnings thereon, positive or negative) shall be held and invested for the sole purpose of paying health care benefits for the exclusive benefit of "Eligible Employees" who shall constitute "qualified persons" who have retired or separated from employment with the Eligible Employer, and for any expenses of administration, and shall not be used for any other purpose, and shall not be distributed to the State.
- (D) The Eligible Employer will fund on a defined contribution, individual account, basis its MERS HCSP Trust sub-fund to provide funds for health care benefits for "Eligible Employees" who shall constitute "qualified persons." Participation in and any coverage under HCSP shall not constitute nor be construed to constitute an "accrued financial benefit" under Article 9 Section 24 of the Michigan Constitution of 1963.
- (E) The Eligible Employer designates and incorporates as "Eligible Employees" who shall constitute "qualified persons" under this HCSP Resolution those who are "Eligible Employees as defined in the HCSP Participation Agreement under this HCSP.
- (F) **Deputy Clerk** _____ (Use title of official, not name) shall be the Eligible Employer's HCSP Coordinator; shall designate in writing the "qualified persons" on whose behalf trust fund monies shall be made available under any MERS (or non-MERS) retiree health care benefit program, including, but not limited to, MERS HCSP, or MERS Premier Health; receive necessary

reports, notices, etc.; shall act on behalf of the Eligible Employer; and may delegate any administrative duties relating to the Fund to appropriate departments.

- (G) Fees and Expenses for the MERS HCSP are contained in Addendum A to this Resolution.

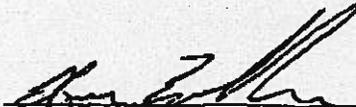
SECTION 3. EFFECTIVENESS OF THIS HCSP UNIFORM RESOLUTION

This Resolution shall have no legal effect until a certified copy of this adopting Resolution shall be filed with MERS, and MERS determines that all necessary requirements under MERS Plan Document Section 36(2)(a), 1999 PA 149 and other relevant laws, and this Resolution have been met. Upon MERS' determination that all necessary documents have been submitted, MERS shall record its formal approval upon this Resolution, and return a copy to the Eligible Employer's HCSP Coordinator as identified above.

In the event an amendatory resolution or other action by the Eligible Employer is required by MERS, such Resolution or action shall be deemed effective as of the date of the initial Resolution or action where concurred in by this governing body and MERS (and the Program Administrator if necessary). Section 54 of the MERS Plan Document shall apply to this Resolution and all acts performed under its authority. The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

I hereby certify that the above is a true copy of the Uniform Resolution Adopting The MERS Health Care Savings Program, adopted at the official meeting held by the governing body of this municipality:

On 11-23, 2010


(Signature of authorized official)

Please send MERS fully executed copy of:

1. This HCSP Uniform Resolution;
2. Participation Agreement;
3. Certified minutes stating Governing Body approval; and
4. Union contract language and/or personnel policy.

RECEIVED AND APPROVED BY THE MUNICIPAL EMPLOYEES'
RETIREMENT SYSTEM OF MICHIGAN

Dated: January 26, 2011


(Authorized MERS signatory)

ADDENDUM A

Fees and Expenses for the MERS HCSP are as follows:

(a) The administrative fee is \$25 per year and 50 basis points per year (50 hundredths of 1 percent). The basis point fee will be applied by MERS to the fair market value of assets determined as of the first business day of each month. The fees will be deducted from the individual's account. A quarterly statement will be provided following each quarter.

(b) The administrative fee is separate from and does not include underlying investment management expenses netted from all MERS trust funds under investment on a daily valuation basis.

Dated: January 13, 20 11

Don R. Bously
(Signature of authorized official)

County Administrator
(Title)

**RECEIVED AND APPROVED BY THE MUNICIPAL EMPLOYEES'
RETIREMENT SYSTEM OF MICHIGAN**

Dated: January 26, 20 11

Carrie A. Lombardo
(Authorized MERS HCSP signatory)

02-01-11
Fee Addendum
5502
2:1

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Emergency Sewer Repair at the Courthouse
DEPARTMENT:	Building & Grounds/Administration
ATTACHMENTS:	Yes
SUMMARY:	Update since last meeting (January 23, 2018)
RECOMMENDED MOTION	

Submitted by: Sherry DuPont

02/08/2018
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):

Sherry DuPont

From: James Mekash
Sent: Thursday, February 08, 2018 7:40 AM
To: Dan Rosenthal
Cc: Sherry DuPont; James Mekash; Valerie Mellon
Subject: RE: Dan Rosenthal - Damage claim
Attachments: Sewer Line Marking.jpg; Water Line Marking.jpg; Water and Sewer Line Marking.jpg; Site and location of natural gas line.jpg

Dan,

I find your letter of denial to be most disturbing !!

In response to your denial of damage letter, I was the facility representative that was on site with your construction crew throughout the boring process. All utilities were identified in advance, including the sewer lateral in question. The only concrete cut made by your crew was at the location of the natural gas line to verify its depth.

Attached you find four pictures which clearly identify the underground utility lines marked on the concrete prior to and during the boring process and the white dots your firm placed on the sidewalk during the time of the boring.

I had offered to send you additional pictures in the previous email communication to you. These were not requested prior to your decision. I would recommend your prompt acceptance of the claim for damages done during the time of boring.

I will be forwarding this message to the City of Menominee Director of Engineering with your implication of their not doing their job.

*Jim Mekash
Buildings & Grounds Assistant Superintendent
Menominee County
839 10th Ave.
Menominee, MI 49858
Office: 906-863-7525
Cell: 906-290-4917
Fax: 906-863-8839*

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From: Dan Rosenthal [mailto:safety@holtger.com]
Sent: Wednesday, February 07, 2018 3:57 PM
To: James Mekash <jmekash@Menomineeco.com>

Sherry DuPont

From: Dan Rosenthal <safety@holtger.com>
Sent: Wednesday, February 07, 2018 3:57 PM
To: James Mekash
Cc: Sherry DuPont
Subject: RE: Dan Rosenthal - Damage claim
Attachments: D-18-008 Sewer line Menominee MI denial letter #2 version.docx

James:

Please find an attachment, with an explanation of the reasoning behind the denial of your claim.

If you have questions please feel free to contact me.

Thank you

Dan Rosenthal

1-(920)-606-1110

safety@holtger.com

From: James Mekash [mailto:jmekash@Menomineeeco.com]
Sent: Friday, February 02, 2018 8:02 AM
To: Dan Rosenthal <safety@holtger.com>
Cc: James Mekash <jmekash@Menomineeeco.com>; Sherry DuPont <SDuPont@menomineeeco.com>
Subject: Att: Dan Rosenthal - Damage claim

Dan,

Thank you for calling me on Wednesday in regards to the sewer pipe that was bored through when the fiber optic service for AT&T was installed for the Menominee County Courthouse. This problem was not properly diagnosed until this last month when gravel entered the broken pipe and blocked the waste route. Just lucky that the plumbers took the cautious route instead of just doing an auger through the pipe and severing the fiber line. The damage occurred in the 800 block of 9th Ave.

Two invoices for the repair are attached in one scanning. **Hashimoto Sewer Service for \$295.00 and Tri-City Plumbing for \$4,490.34.**

Also, attached are two pictures showing the damaged sewer line and fiber cable intersecting. I have many additional pictures if necessary.

Thank you for processing this claim for damage. Please keep me apprised of the process.

Sincerely,

Jim Mekash
Buildings & Grounds Assistant Superintendent
Menominee County
839 10th Ave.
Menominee, MI 49858
Office: 906-863-7525
Cell: 906-290-4917
Fax: 906-863-8839



HOLTGER BROS., INC.

950 West Main Avenue • DePere, WI 54115 • 920-337-9980

February 7, 2018

Menominee county Buildings & Grounds
Jim Mekash
804 9th Ave.
Menominee, Mi.49858

RE: Sewer damage claim

To: Mr. Jim Mekash

This letter is in response to your claim for damage received on 1/18/2018 by Holtger Bros. Inc., in regards to the damage that occurred in the 800 block of 9th Ave. Menominee, MI.

Holtger Bros. Inc doesn't feel responsible for damage in question as the facility was unknow to are crews being an unidentified unlocated facilities.

Prior to the start of construction HBI state manager and foreman met on site with your representative to perform a walk through. The facility representative failed to identify the location of the sewer line in question at the time of construction. The employees involved with the walk through did identify other facilities such as water lines that where avoided. The facility representative failed to properly and accurately locate or the sewer line in question at the time of construction.

Therefore, Holtger Bros., Inc. cannot accept liability for this damage. Unfortunately, the liability for this damage is the responsibility of the facility owner do to their failure to locate sewer line in question.

We apologies for any inconvenience or hardships this may have caused, Holtger Brothers Inc. attempts to avoid all damages at all times by preforming site visits prior to construction but is not and cannot be held responsible for unknown and unlocated facility's

We request you dismiss any attempt to take any legal action or attempts to collect on this damage as Holtger Bros Inc.is not liable for this damage.

If you have any further questions regarding this matter, please feel free to either call or email me at (920) 606-1110 or safety@holtger.com.

Respectfully,

Daniel S Rosenthal
Holtger Bros., Inc.

memo

Menominee County Buildings and Grounds

To: Sherry DuPont

From: Jim Mekash

Date: January 17, 2018

Re: Emergency Sewer Repair

Comments: Tri-City Plumbing was contacted on Monday to remedy the blocked main drain from the boiler house after Hashimoto Plumbing was unable to rectify the situation of the drains backing up onto the building floor.

After extensive exploration work inside the boiler house it has been determined that there is a broken pipe in the street that is allowing stones to fall into the pipe, blocking the sanitary pipe with stones. All attempts to vacuum out the stones or to bore through them have been unsuccessful.

On Thursday the street will need to be excavated to find and repair the broken pipe. All piping to the main city sewer pipe is the responsibility of the property owner, therefore our expense.

None of the drains from the boiler house are functional and need to be repaired before we have any rains or melting snow.

Sherry DuPont

From: James Mekash
Sent: Thursday, January 18, 2018 1:36 PM
To: Sherry DuPont; Bernie Lang; Charlie Meintz; Gerald Piche; Jan Hafeman; John Nelson; Larry Phelps; Larry Schei; Steven Gromala; William Cech
Cc: Doreen Averill; James Mekash
Subject: RE: boiler house sewer repair
Attachments: IMG_0427.JPG

Sherry, Commissioners,

The excavation of the pipe damage has the fiber optic cable bored directly through the middle of the sewer line. Therefore, the repair expenses should be the responsibility of the boring company / their insurance company.

Jim

From: Sherry DuPont
Sent: Thursday, January 18, 2018 8:35 AM
To: Bernie Lang <blang@Menomineeco.com>; Charlie Meintz <cmeintz@Menomineeco.com>; Gerald Piche <gpiche@Menomineeco.com>; Jan Hafeman <jhafeman@Menomineeco.com>; John Nelson <jnelson@Menomineeco.com>; Larry Phelps <lphelps@Menomineeco.com>; Larry Schei <lschei@Menomineeco.com>; Steven Gromala <sgromala@Menomineeco.com>; William Cech <wcech@Menomineeco.com>
Cc: James Mekash <jmekash@Menomineeco.com>; Doreen Averill <DAverill@Menomineeco.com>
Subject: FW: boiler house sewer repair

Commissioners,

Please see the attached. We are having drainage issues with the pipes under (Outside of) the boiler room. This is considered an emergency purchase. We need to get it done. We will discuss the outcome, or progress at the county board meeting on Tuesday night. It could get costly...

HAPPY WINTER!



Sherry DuPont
Interim County Administrator
Menominee County
839 10th Ave.
Menominee, MI 49858
906-863-7779

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	CUPPAD Commission –Annual Membership Dues
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	Consideration by the County Board to become a “dues paying” member of CUPPAD for the amount of \$9,000.00/yr.
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

02/08/2018
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

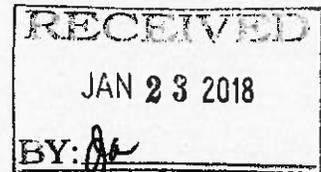
DATE:

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



Central Upper Peninsula Planning and Development

2950 College Ave. Escanaba MI • Phone: 906-786-9234 • www.cuppad.org



January 22, 2018

Sherry DuPont, Interim County Administrator
Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

Dear Ms. DuPont:

Thank you and the Menominee County Board of Commissioners for your interest in CUPPAD by designating Mr. Steve Gromala to the CUPPAD Commission. We welcome him to attend meetings of the CUPPAD Regional Commission, however we would hope that Menominee County would consider becoming a "dues paying" member of CUPPAD. As a dues-paying member of CUPPAD, Menominee County could have representation on the CUPPAD Commission and perhaps the Executive Committee. The Executive Committee is our primary decision-making body. Presently, Joe Linder, representing Townships, is the representative of Menominee County on the Executive Committee.

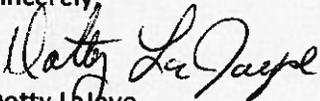
There are three representatives on the CUPPAD Regional Commission which the Menominee County Board of Commissioners would make appointments to: county board, county planning commission and member-at-large.

As a member of CUPPAD, the County would be entitled to a number of benefits and services. Membership in CUPPAD provides for a reduced hourly rate for out services; this is helpful when county staff is not always available to perform many of their planning related functions.

We will add Steve Gromala to our mailing list for our quarterly CUPPAD Regional Commission meetings. We sincerely hope that Menominee County becomes a member of CUPPAD as membership is a requirement for voting privileges.

Please contact me with any questions you may have. I would be happy to address the Board with any concerns. My email is dlajoye@cuppad.org and my phone number is (906) 786-9234 ext. 1376.

Sincerely,


Dotty LaJoye,
Executive Director

Hi Sherry,

Attached is a fee schedule of some of our more popular services showing the difference in the rates for members and non-members.

CUPPAD charges \$60.00 per hour for members and \$90.00 per hour for non-members.

Not shown, are all of the different GIS services we offer as fees for GIS services vary based on the availability of data and the needs of the community.

Member townships, cities, and villages receive 10 free hours of service and member counties receive 25 hours of free service.

I hope this helps and please let me know if you need anything else.

Dotty LaJoye, Executive Director
Central Upper Peninsula Planning and Development (CUPPAD)
2950 College Ave.
Escanaba, MI 49829

Office: 906-786-9234 ext.1376

Cell: 906-361-3084

email: dlajoye@cuppadd.org

website: www.cuppadd.org

Membership fee is \$9,000/yr.

membership includes 25 hours of free service

PLANNING SERVICES

Below are several options for local units to help find the right fit and need for your master plan, recreation plan, or zoning ordinance. These options and pricing are a starting point for planning services - actual costs will depend on travel, document content and size, number of meetings, public input involvement, etc. CUPPAD will work with you to find a fit and cost that works for you based on your needs.

Master Plans

Basic Update - includes updating community information, Census and Economic figures and updating Future Land Use and Zoning Plan. Assistance with approval process included. Basic Maps included: Base Map, Elevation, Current Land Use, Future Land Use

Full Update - includes Basic Update items plus additional charts and graphs for Census and Economic figures, etc. Basic Maps listed above as well as Soils, Recreation, Public lands, Transportation Network, Census, Infrastructure, etc.

Complete Rewrite - if your plan has not been updated in 10+ years, you should consider a rewrite to ensure all information is accurate and any mapping is brought current with the newest data available. *Requires community survey or public input meetings.*

Recreation Plans

-Cost is roughly 50% of Master Plan Pricing. Timelines are normally 6 months to 12 months

Basic Update - includes updating basic community information, recreation inventory, goals/objectives, improvement plan, and assisting with public input. Basic Maps include public lands, recreation inventory map.

Full Update - includes items listed above as well as optional Resource Inventory and additional maps such as soils, land cover, elevation, water resources.

Complete Rewrite or New Plan - if it has been 10+ years since last plan update

Zoning Ordinances

Basic Review/Update - includes review and proposed update language to ensure general compliance with the Michigan Zoning Enabling Act, Act 110 of 2006. Elimination of obvious errors and omissions.

Full Review/Update - includes review and proposed update language to ensure compliance with the Michigan Zoning Enabling Act, update of definitions, incorporation of NAICS codes within the lists of permitted and conditionally permitted uses, updated language regarding manufactured homes, condominium developments, open space preservation (residential clustering), places of assembly (rather than churches), and Zoning Board of Appeals alternates.

New Ordinance or Ordinance Rewrite - if no previous ordinance or existing ordinance has not been reviewed or updated in 10+ years.



Approved September 22, 2016

Master Plan Pricing

Project Timeline; Staff Hours	Baseline Cost - Members	Baseline Cost - Nonmembers
12 months; 30 - 40 hours	\$1,800 - \$2,400	\$2,700 - \$3,600
12 - 15 Months; 40 - 60 hours	\$2,400 - \$3,600	\$3,600 - \$5,400
15 - 24 Months; 60 - 100 hours	\$3,600 - \$6,000	\$5,400 - \$9,000
12 months; 45 - 65 hours	\$2,700 - \$3,900	\$4,050 - \$5,850
12 - 15 Months; 65 - 100 hours	\$3,900 - \$6,000	\$5,850 - \$9,000
15 - 24 Months; 100 - 200 hours	\$6,000 - \$12,000	\$9,000 - \$18,000

Community Survey, public engagement meetings, additional maps requires additional cost. Planning for a City usually requires more time for surveys, meetings, and developing plan content.

Zoning Ordinance Pricing

Project Timeline; Staff Hours	Baseline Cost - Members	Baseline Cost - Nonmembers
12 months; 50 - 70 hours	\$3,000 - \$4,200	\$4,500 - \$6,300
12 - 15 Months; 70 - 90 hours	\$4,200 - \$5,400	\$6,300 - \$8,100
15 - 24 Months; 90 - 120 hours	\$5,400 - \$7,200	\$8,100 - \$10,800
12 months; 60 - 90 hours	\$3,600 - \$5,400	\$5,400 - \$8,100
12 - 15 Months; 90 - 120 hours	\$5,400 - \$7,200	\$8,100 - \$10,800
15 - 24 Months; 120 - 240 hours	\$7,200 - \$14,400	\$10,800 - \$21,600

Zoning updates for a City usually requires more time for meetings and language development for specific zoning items only found in an urban area.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Medical Examiner
DEPARTMENT:	Administrative
ATTACHMENTS:	Yes
SUMMARY:	
Discuss the Medical Examiner's contract expires March 25, 2018. Does the CB want to offer an extension on his current contract or do you want to re-bid? Joel Hensley is OK with Dr. Zevitz renewing.	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

02/09/2018
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS 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: Sherry DuPont

02/07/2018
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

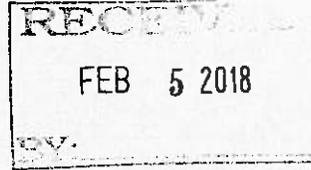
DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

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

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



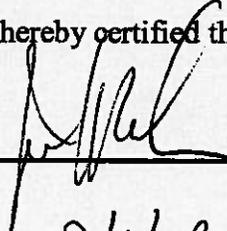
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
1/9/18	MENOMINEE	94		51.23	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
			Total Mileage	51.23	
				Total Mileage Fee	51.23

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.



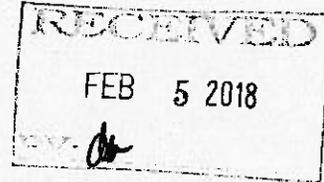
 Signed
 2/1/18

 Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

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



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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
1/9/18	Count House - County Board	72		39.24	101-101-860.07
					101-101-860.07
1/15/18	Count House Spec. Meeting	72		39.24	101-101-860.07
					101-101-860.07
1/23/18	Count House - County Board	72		39.24	101-101-860.07
					101-101-860.07
1/25/18	Harris Twp. Delta-App.	30		16.35	101-101-860.07
					101-101-860.07
1/29/18	Count House - Adm. Interviews	72		39.24	101-101-860.07
		318	Total Mileage		
				Total Mileage Fee	173.31 ✓

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

Signed

2/3/18

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
FEB 2 2018
BY:

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
1/04/18	MENOMINEE - AIRPORT	15		\$ 8.18	101-101-860.04
1/09/18	MENOMINEE CITY HALL	15		8.18	101-101-860.04
1/09/18	LIBRARY - STEPHENSON	32		17.44	101-101-860.04
1/09/18	COURTHOUSE	16		8.72	101-101-860.04
1/17/18	AIRPORT - MENOMINEE	15		8.18	101-101-860.04
1/19/18	AIRPORT - MENOMINEE	15		8.18	101-101-860.04
1/23/18	COURTHOUSE	16		8.72	101-101-860.04
1/24/18	AIRPORT - MENOMINEE	15		8.18	101-101-860.04
		139		\$ 75.78	101-101-860.04
			Total Mileage	139	
				Total Mileage Fee	\$ 75.78 ✓

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.

Larry Schei

Signed

2/01/18

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
JAN 31 2018
BY: *dr*

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

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

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

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
1/9/18	Courthouse	16		8.72	101-101-860.05
1/15/18	Courthouse	16		8.72	101-101-860.05
1/23/18	Courthouse	16		8.72	101-101-860.05
1/24/18	annex	32		17.44	101-101-860.05
1/29/18	Courthouse	16		8.72	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	96	52.32 ✓
				Total Mileage Fee	588

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

William Cech

Signed

1/31/18

Date

8.72
2
170.

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
JAN 30 2018
BY: *dm*

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

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

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

Name: Bernie Lang ~ District 2

Date 2018	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
01-09	CAA FIN	110			101-101-860.02
01-09	CO. BD.	3			101-101-860.02
01-15	CO. Bd. Spec.	3			101-101-860.02
01-17	CAA	110			101-101-860.02
01-18	HARDSHIP	3			101-101-860.02
01-23	CO. BD.	3			101-101-860.02
01-29	CO. BD - Spec.	3			101-101-860.02
		235			101-101-860.02
		235 × .545 =		126.44	101-101-860.02
			Total Mileage		128.08 <i>10</i>
				Total Mileage Fee	126.44 ✓

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.

Bernie Lang

Signed

01-31-18

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
Review Miscellaneous Bills paid on January 24 & 26, 2018 along with February 5 & 9, 2018 for combined amount of \$137,972.14	

Submitted by: Sherry DuPont

02/09/2018
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):

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY

EXP CHECK RUN DATES 01/24/2018 - 01/24/2018
 UNJOURNALED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
---------------------	--	------------------------	----------	---------	---------	--------	-----------------------

Credit Card		57127					
Mastercard		01/12/2018	01/24/2018	1,520.52	1,520.52	Open	N 01/24/2018
Sheriff Dept/Road	(12/12/17 - 1/12/18)jessicaw						
101-301-742.00				11.00			
101-301-742.00	Magic Wand			11.00			
101-301-755.00	Superior Touchless			86.40			
101-301-755.00	Amazon			44.95			
101-301-770.00	PBP Compliance			98.85			
101-301-770.00	Amazon			135.57			
101-301-770.00	Amazon			30.61			
101-301-770.00	Bob Barker			258.89			
101-301-770.00	Bob Barker			237.50			
101-301-770.00	The Belson Company			317.50			
205-315-742.00	American Screening			33.06			
205-315-742.00	Holiday Station			42.50			
205-315-742.00	Holiday Station			43.64			
205-315-742.00	Shell Oil			55.38			
205-315-742.00	Shell Oil			24.67			
205-315-745.00	PayPal - Mt Sheriff Assoc.			89.00			

APPROVED
 JAN 24 2018
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

Credit Card		57128					
Mastercard		01/12/2018	01/24/2018	1,673.77	1,673.77	Open	N 01/24/2018
Courthouse	(12/12 - 1/9/18)						
101-268-729.00				6.65			
101-265-934.00	USPS			71.90			
271-790-982.00	supplyhouse.com			24.99			
292-668-801.00	Amazon			32.38			
266-325-755.00	KMart			127.19			
271-790-982.00	VistPrint.Com			125.84			
266-325-727.00	Amazon			65.10			
101-268-729.00	VistPrint.Com			6.65			
101-268-729.00	USPS			6.65			
101-265-755.00	USPS			35.00			
101-268-729.00	Stich N Time			6.65			
101-268-729.00	USPS			6.65			
517-252-860.00	Shanty Creek Resorts			129.00			
101-268-729.00	USPS			6.65			
101-265-934.00	USPS			455.44			
101-268-729.00	Discount Plumbing			6.65			
101-268-729.00	USPS			47.52			
101-103-998.11	PayPal			237.37			
296-667-801.01	PayPal			69.62			
101-265-745.00	Jack's Fresh Market			74.20			
296-667-801.01	Shoe Sensation			52.98			
101-101-710.00	Kmart			30.25			
101-101-710.00	Dominic's			11.85			
101-268-729.00	Dominic's			6.65			
271-790-982.00	USPS			29.94			

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 01/24/2018 - 01/24/2018
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnld Post Date
# of Invoices: 2	# Due: 2	Totals:		3,194.29	3,194.29		
# of Credit Memos: 0	# Due: 0	Totals:		0.00	0.00		
Net of Invoices and Credit Memos:				3,194.29	3,194.29		

--- TOTALS BY FUND ---

101 - GENERAL FUND	2,249.00	2,249.00
205 - ROAD PATROL	288.25	288.25
266 - EMERGENCY 911	192.29	192.29
271 - COUNTY LIBRARY	180.77	180.77
292 - CHILD CARE	32.38	32.38
296 - STATE-SPECIAL CHILD CARE	122.60	122.60
517 - PA 123 FORECLOSURE	129.00	129.00

--- TOTALS BY DEPT/ACTIVITY ---

101 - BOARD OF COMMISSIONERS	42.10	42.10
103 - OTHER LEGISLATIVE	237.37	237.37
252 - PA 123 FORECLOSURE	129.00	129.00
265 - BUILDINGS AND GROUNDS	684.06	684.06
268 - REGISTER OF DEEDS	53.20	53.20
301 - SHERIFF DEPARTMENT	1,232.27	1,232.27
315 - ROAD PATROL	288.25	288.25
325 - EMERGENCY 911	192.29	192.29
667 - JUVENILE JUSTICE DIVERSION	122.60	122.60
688 - BASIC GRANT SERVICES	32.38	32.38
790 - COUNTY LIBRARY	180.77	180.77

JAN 26 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: ANDERSON AUTO & RV SALES INC					
Quarterly	Leased Automobile (x3 months)	205-315-755.00	900.00		900.00
1385	2012 Chevy Impala - Vehicle Maintenance	205-315-934.02	59.95		59.95
1387	2009 Tahoe - Vehicle Maintenance	205-315-934.02	404.86		404.86
TOTAL VENDOR ANDERSON AUTO & RV SALES INC					1,364.81
VENDOR NAME: ANDERSON KELL FUNERAL HOME					
VA Burial Benefit	Lillian Kozikowski	101-681-833.00	300.00		300.00
TOTAL VENDOR ANDERSON KELL FUNERAL HOME					300.00
VENDOR NAME: APCO INTERNATIONAL					
508438	Online Training (D. Mathews)	266-325-881.00	439.00		439.00
TOTAL VENDOR APCO INTERNATIONAL					439.00
VENDOR NAME: ARAMARK UNIFORM SERVICES INC					
1677779404	Airport Supplies	216-585-755.01	55.91		113.79
		216-585-745.00	57.88		
1677783846	Airport Supplies	216-585-755.01	55.91		114.51
		216-585-745.00	58.60		
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC					228.30
VENDOR NAME: AT&T - CAROL STREAM, IL					
906863298901	Telephone Services (Detectives Fax)	101-103-850.00	90.03		90.03
906863299101	Telephone Services (Veterans Fax)	101-103-850.00	90.03		90.03
TOTAL VENDOR AT&T - CAROL STREAM, IL					180.06
VENDOR NAME: AT&T MOBILITY					
287252150867X0108201	906-792-0211 & 906-792-5968	101-132-850.00	64.02		64.02
TOTAL VENDOR AT&T MOBILITY					64.02
VENDOR NAME: AUTOMOTIVE SUPPLY CO.					
080420794	Airport Supplies	216-585-981.00	8.99		8.99
080420564	Cotter Pin Kit (Airport Supplies)	216-585-981.00	6.99		6.99
08420307	Terminal Kit (Airport Supplies)	216-585-981.00	30.99		30.99
TOTAL VENDOR AUTOMOTIVE SUPPLY CO.					46.97
VENDOR NAME: BELLIN HEALTH					
12320501	PreEmployment (W. Martinez)	101-301-835.00	110.50		110.50
TOTAL VENDOR BELLIN HEALTH					110.50
VENDOR NAME: BERGSTROM, DIANE					
VA Burial Benefit	Thomas Harold Bergstrom	101-681-833.00	300.00		300.00
TOTAL VENDOR BERGSTROM, DIANE					300.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.					
23766	2014 Chevy Impala - Vehicle Maintenance	205-315-934.02	72.82		72.82
23781	2008 Chevy Tahoe	205-315-934.02	391.40		391.40
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.					464.22
VENDOR NAME: BLUETARP FINANCIAL, INC.					
E43364	Inmate Medical Supplies	101-301-770.01	148.50		148.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.					148.50
VENDOR NAME: BODY WORKS PLUS					
M258919	Squad Car Tahoe Decals	205-315-981.00	465.00		465.00
TOTAL VENDOR BODY WORKS PLUS					465.00
VENDOR NAME: BP					
52280780	Road Patrol Gasoline Sales	205-315-742.00	612.90		612.90
TOTAL VENDOR BP					612.90
VENDOR NAME: CADIEU THIELEN FUNERAL HOME					
VA Burial Benefit	Leonard George Tanguay	101-681-833.00	300.00		300.00
VA Burial Benefit	Marcella O. Chevalier	101-681-833.00	300.00		300.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CADIEU THIELEN FUNERAL HOME				
VA Burial Benefit	Herbert Russell Johnson	101-681-833.00	300.00	300.00
TOTAL VENDOR CADIEU THIELEN FUNERAL HOME				900.00
VENDOR NAME: CELLCOM				
539772	Cellular Services	292-663-850.00	40.13	120.39
		292-664-850.00	40.13	
		292-665-850.00	40.13	
541376	Medical Examiner Cellular Services	101-648-850.00	57.90	57.90
545393	Airport Cellular Services	216-585-850.00	54.64	54.64
TOTAL VENDOR CELLCOM				232.93
VENDOR NAME: CENEX FLEETCARD				
150508	Gasoline Sales	101-426-860.00	10.80	63.07
		249-371-742.00	52.27	
TOTAL VENDOR CENEX FLEETCARD				63.07
VENDOR NAME: CITY OF MENOMINEE				
4636	Road Patrol & Work Van Gasoline Sales	206-301-742.00	29.84	1,389.49
		205-315-742.00	1,359.65	
4646	Road Patrol & Work Van Gasoline Sales	206-301-742.00	26.64	1,656.55
		205-315-742.00	1,629.91	
TOTAL VENDOR CITY OF MENOMINEE				3,046.04
VENDOR NAME: CLOVERLAND PAPER CO				
116211	Inmate Supplies	101-301-770.00	64.11	64.11
116210	Janitorial Supplies (Courthouse)	101-265-755.01	182.12	182.12
TOTAL VENDOR CLOVERLAND PAPER CO				246.23
VENDOR NAME: COOPER OFFICE EQUIPMENT				
152241	Contract # 2761-01	101-172-931.01	239.94	239.94
152021	Contract # 2710-01	101-136-931.00	254.94	254.94
152022	Contract # 2836-01	215-141-942.00	550.85	550.85
TOTAL VENDOR COOPER OFFICE EQUIPMENT				1,045.73
VENDOR NAME: CVS PHARMACY INC.				
6005432044049416	Inmate Medical Supplies	101-301-770.01	122.84	122.84
TOTAL VENDOR CVS PHARMACY INC.				122.84
VENDOR NAME: DRAZE, THOMAS				
Reimbursement	Uniform Allowance	205-315-745.00	132.50	132.50
Reimbursement	Meal's for Training	205-315-860.00	10.60	101.02
		282-302-881.00	90.42	
TOTAL VENDOR DRAZE, THOMAS				233.52
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	243.35	243.35
TOTAL VENDOR DTE ENERGY				243.35
VENDOR NAME: EICHHORN, JAYNE MARIE				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	53.82
		101-192-860.00	3.82	
TOTAL VENDOR EICHHORN, JAYNE MARIE				53.82
VENDOR NAME: ENVIRONMENTAL SYSTEMS RESEARCH INST				
93401755	Desktop Basic Single Use	101-103-857.02	400.00	400.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ENVIRONMENTAL SYSTEMS RESEARCH INST TOTAL VENDOR ENVIRONMENTAL SYSTEMS RESEARCH INST				400.00
VENDOR NAME: FRIEND OF COURT ASSOCIATION Dues 2018 Friend of Court Association Dues 101-141-802.00 500.00				500.00
TOTAL VENDOR FRIEND OF COURT ASSOCIATION				500.00
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT 03433 FOC - Office Supplies 101-141-727.00 129.25				129.25
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				129.25
VENDOR NAME: GRAYBAR 9301898035 Airport - Wind Sock Lamp Replacement 216-585-981.01 19.58				19.58
TOTAL VENDOR GRAYBAR				19.58
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 81101000 Annex 101-261-930.04 61.88				61.88
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				61.88
VENDOR NAME: GRIZYB, MARY VA Burial Benefit Donald Martin Hanson 101-681-833.00 300.00				300.00
TOTAL VENDOR GRIZYB, MARY				300.00
VENDOR NAME: GRUN, RUSSELL VA Burial Benefit Nancy Irene Grun 101-681-833.00 300.00				300.00
TOTAL VENDOR GRUN, RUSSELL				300.00
VENDOR NAME: GULLICKSEN, LINDA Reimbursement Donuts & Water for Jury Trial 101-132-805.00 8.48				8.48
TOTAL VENDOR GULLICKSEN, LINDA				8.48
VENDOR NAME: HAMMERBERG, JOANNE VA Burial Benefit Robert Hammerberg 101-681-833.00 300.00				300.00
TOTAL VENDOR HAMMERBERG, JOANNE				300.00
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC. 14907 Boiler Building Sewer Maintenance 101-265-930.01 295.00				295.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				295.00
VENDOR NAME: HENSLEY, RN, JOEL				
January 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
Reimbursement	Inmate Medication	101-301-770.01	7.14	7.14
Reimbursement	Inmate Medication	101-301-770.01	1.20	1.20
Reimbursement	Inmate Medication	101-301-770.01	2.40	2.40
Reimbursement	Inmate Medication	101-301-770.01	1.20	1.20
Reimbursement	Inmate Medication	101-301-770.01	3.60	3.60
Reimbursement	Inmate Medication	101-301-770.01	1.20	1.20
Reimbursement	Inmate Medical Supplies	101-301-770.01	5.83	5.83
Reimbursement	Stamps & Continuing Education	101-648-729.00	19.60	135.43
		101-648-860.00	115.83	
January 2018	Medical Examiner	101-648-709.00	1,080.00	3,170.00
		101-648-835.00	2,090.00	
TOTAL VENDOR HENSLEY, RN, JOEL				4,693.00
VENDOR NAME: HEYNSSENS-SELINS 307070 Carpet Installation at Jail Office Remodel 101-265-970.07 610.99				610.99
TOTAL VENDOR HEYNSSENS-SELINS				610.99
VENDOR NAME: HOTFLAME GAS COMPANY U0027480 Bulk - Shakey Lakes Park 208-751-920.00 659.59				659.59
TOTAL VENDOR HOTFLAME GAS COMPANY				659.59
VENDOR NAME: IMAGEWORKS 11681 Uniform's (911) 266-325-745.00 447.00				447.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: IMAGEWORKS TOTAL VENDOR IMAGEWORKS				447.00
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: J S ELECTRONICS, INC. 20014	Tower Lease - January 2018	266-325-976.00	505.00	505.00
TOTAL VENDOR J S ELECTRONICS, INC.				505.00
VENDOR NAME: KARRY, BARBARA VA Burial Benefit	Guy Roger Karry	101-681-833.00	300.00	300.00
TOTAL VENDOR KARRY, BARBARA				300.00
VENDOR NAME: KERSHAW, VITTOE & JEDNIAK, PLC 17-3857-FH	Court Appointed Counsel	101-131-807.00	1,266.50	1,266.50
TOTAL VENDOR KERSHAW, VITTOE & JEDNIAK, PLC				1,266.50
VENDOR NAME: KLEIMAN, MARC Reimbursement	Bridge Fare & Meals	263-215-860.00	50.00	50.00
TOTAL VENDOR KLEIMAN, MARC				50.00
VENDOR NAME: LARSON, MICHELLE Reimbursement December 2017	Bags for Can Zone Can Zone & Mileage	292-668-801.00 292-668-801.00 292-668-801.00	12.39 60.00 20.71	12.39 80.71
TOTAL VENDOR LARSON, MICHELLE				93.10
VENDOR NAME: LEMIEUX, ROSEANN VA Burial Benefit	Michael D. Lemieux	101-681-833.00	300.00	300.00
TOTAL VENDOR LEMIEUX, ROSEANN				300.00
VENDOR NAME: LENCA SURVEYING 18002	Remon Yr 2017	243-245-801.07 243-245-765.00 243-245-709.00	1,440.80 20.95 600.00	2,061.75
TOTAL VENDOR LENCA SURVEYING				2,061.75
VENDOR NAME: LITHOCRAFTERS PRINTING, INC. 95155	Probate/Family - Envelopes	101-132-727.00 101-148-727.00	122.50 122.50	245.00
95009	FOC - Letterhead	101-141-727.00	95.00	95.00
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				340.00
VENDOR NAME: MANPOWER, INC. 32323610	Week Ending 1/14/18 (D. Averil)	101-172-704.00	630.00	630.00
TOTAL VENDOR MANPOWER, INC.				630.00
VENDOR NAME: MARI NEGRO Board of Canvassers	Per Diem & Mileage	101-192-705.00 101-192-860.00	50.00 8.72	58.72
TOTAL VENDOR MARI NEGRO				58.72
VENDOR NAME: MENARDS - MARINETTE 51091 50856 51229 51304	Supplies for Security Door/Window Remon Supplies Supplies for Security Door/Window B&G - Building Maintenance Supplies	101-265-970.07 243-245-765.00 101-265-970.07 101-265-930.01	159.88 99.50 89.66 61.10	159.88 99.50 89.66 61.10
TOTAL VENDOR MENARDS - MARINETTE				410.14
VENDOR NAME: MENOMINEE COUNTY CLERK Notary Notary Notary	Dana L. Cole Renewal Carol F. Rye-Lindberg Tina M. Nast	101-267-802.00 101-301-755.00 101-301-755.00	10.00 10.00 10.00	10.00 10.00 10.00

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 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 01/25/2018 - 01/25/2018
 UNJOURNALIZED
 OPEN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: MENOMINEE COUNTY CLERK					
Notary	Molly McRae	101-267-802.00	10.00		10.00
TOTAL VENDOR MENOMINEE COUNTY CLERK					40.00
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISS					
11112	Power to Radio Tower (Oct - Dec 2017)	101-301-934.01	36.80		36.80
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISS					36.80
VENDOR NAME: MICH ASSN OF REGISTER OF DEEDS					
Dues	Annual Membership Dues for 2018	101-268-802.00	237.00		237.00
TOTAL VENDOR MICH ASSN OF REGISTER OF DEEDS					237.00
VENDOR NAME: MILESKEI, TYLER					
Reimbursement	Uniform Allowance	205-315-745.00	140.37		140.37
TOTAL VENDOR MILESKEI, TYLER					140.37
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0133774-001	PA123 Supplies (Ink Cartridge)	517-252-727.00	137.99		137.99
0133614-001	Office Supplies (Treasurer's Office)	101-253-727.00	24.68		24.68
0133528-001	Office Supplies (Child Care)	292-664-727.00	24.99		24.99
0133837-001	Signature Stamps for Judge Ninomiya	101-131-727.00	74.98		74.98
0133657-001	Road Patrol - Supplies	205-315-755.00	25.60		25.60
0133668-001	Road Patrol - Supplies	205-315-755.00	6.40		6.40
0133568-001	Office Supplies (Child Care)	292-663-727.00	24.99		24.99
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I					319.63
VENDOR NAME: MOORE MEDICAL CORP					
99755291	Inmate Medical Supplies	101-301-770.01	234.23		234.23
TOTAL VENDOR MOORE MEDICAL CORP					234.23
VENDOR NAME: NEOPOST USA, INC.					
55463029	Postage Machine (2/B - 5/7/18)	101-253-729.01	248.40		248.40
TOTAL VENDOR NEOPOST USA, INC.					248.40
VENDOR NAME: NUTT, MICHAEL					
Reimbursement	Mileage - December 2017	292-664-860.00	38.68		38.68
Reimbursement	Mileage - January 2018	292-664-860.00	44.96		44.96
TOTAL VENDOR NUTT, MICHAEL					83.64
VENDOR NAME: OFFICE DEPOT, INC.					
993170301001	Admin - Office Supplies	101-172-727.00	28.43		28.43
995130676001	Office Supplies (Admin & Parks)	208-751-727.00	15.59		43.80
		101-172-727.00	28.21		
995139987001	Office Supplies (Admin)	101-172-727.00	6.99		6.99
TOTAL VENDOR OFFICE DEPOT, INC.					79.22
VENDOR NAME: OTRADOVEC, DONNA					
VA Burial Benefit	Robert Otradovec	101-681-833.00	300.00		300.00
TOTAL VENDOR OTRADOVEC, DONNA					300.00
VENDOR NAME: PAN-O-GOLD BAKING CO.					
40068318005011	Inmate Supplies	101-301-770.00	88.42		88.42
TOTAL VENDOR PAN-O-GOLD BAKING CO.					88.42
VENDOR NAME: PERSONNEL CONCEPTS					
9336003443	911 Postor Bundle	266-325-755.00	56.05		56.05
9336061865	Safety/OSHA Posters	266-325-755.00	197.95		197.95
TOTAL VENDOR PERSONNEL CONCEPTS					254.00
VENDOR NAME: PETERSON, RICHARD					
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00		88.15
		101-192-860.00	38.15		
TOTAL VENDOR PETERSON, RICHARD					88.15

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PHELPS, LARRY				
Reimbursement	Mileage	101-101-860.03	46.71	46.71
TOTAL VENDOR PHELPS, LARRY				46.71
VENDOR NAME: PHILIPPS, RANDALL				
January 2018	Court Appointed Show Cause	101-132-807.00	500.00	1,500.00
		101-131-807.00	1,000.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: POUPORE COLLISION & TOWING				
01/15/18	Deductible - 2016 Ford Explorer	205-315-934.02	250.00	250.00
1/15/18	Deductible - 2017 Ford Explorer	205-315-934.02	250.00	250.00
TOTAL VENDOR POUPORE COLLISION & TOWING				500.00
VENDOR NAME: POWELL LAW OFFICE				
2018-006-MI	Court Appointed Legal - J.C. LaFave	101-148-807.00	538.10	538.10
TOTAL VENDOR POWELL LAW OFFICE				538.10
VENDOR NAME: PRINTERSPLUS!				
15415	Clerk - Envelopes	101-215-727.00	725.00	725.00
15420	District Court (Envelopes)	101-136-727.00	250.00	250.00
TOTAL VENDOR PRINTERSPLUS!				975.00
VENDOR NAME: QUILL CORPORATION				
3658100	911 Office Supplies	266-325-755.00	52.71	52.71
TOTAL VENDOR QUILL CORPORATION				52.71
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
007198201712	Drug Testing	296-667-730.00	20.00	20.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				20.00
VENDOR NAME: REINHART FOODSERVICE				
360166	Inmate Supplies	101-301-770.00	968.04	968.04
362475	Inmate Supplies	101-301-770.00	475.95	475.95
365172	Inmate Supplies	101-301-770.00	485.55	485.55
367672	Inmate Supplies	101-301-770.00	1,131.33	1,131.33
TOTAL VENDOR REINHART FOODSERVICE				3,060.87
VENDOR NAME: SAULT STE MARIE CHIPPEWA IND				
121723	Youth Care (12/14 - 12/17)	292-662-843.05	1,560.00	1,560.00
TOTAL VENDOR SAULT STE MARIE CHIPPEWA IND				1,560.00
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Fuel for County Car	292-665-860.00	19.33	19.33
Reimbursement	Mileage - December 2017	292-665-860.00	202.77	202.77
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				222.10
VENDOR NAME: ST. OF MI-MANAG/BUDGET/PO30681				
18-000570	Activation (1/3/18 - 1/18/18)	101-426-934.02	250.00	250.00
TOTAL VENDOR ST. OF MI-MANAG/BUDGET/PO30681				250.00
VENDOR NAME: STANDARD INSURANCE COMPANY				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
February 2018	Life Insurance Premium	101-101-713.00	21.24	224.20
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	49.56	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	18.88	
TOTAL VENDOR STANDARD INSURANCE COMPANY				224.20
VENDOR NAME: STATE OF MICHIGAN				
12/28/17	Monthly Offset Billing	292-662-843.01	4,402.30	4,402.30
TOTAL VENDOR STATE OF MICHIGAN				4,402.30
VENDOR NAME: STATE OF MICHIGAN/7064CROWNRDR				
Notary	Dana L. Cole	101-267-802.00	10.00	10.00
Notary	Molly McRae	101-267-802.00	10.00	10.00
Notary	Tina M. Nast	101-301-755.00	10.00	10.00
Notary	Carol F. Rye-Lindberg	101-301-755.00	10.00	10.00
TOTAL VENDOR STATE OF MICHIGAN/7064CROWNRDR				40.00
VENDOR NAME: STATELINE APPAREL				
50351	Uniform Allowance - Mike Sieg	101-265-745.00	79.99	79.99
TOTAL VENDOR STATELINE APPAREL				79.99
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
015579	Road Patrol Gasoline Sales	205-315-742.00	2,093.16	2,093.16
023851	Parks Gasoline Supplies	208-751-742.00	24.94	24.94
462643	Park Supplies & Gasoline	208-751-930.02	34.00	61.36
		208-751-742.00	27.36	
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,179.46
VENDOR NAME: STEPHENSON NATIONAL BANK&TRUST				
2018-1	Safe Deposit Boxes (Revised Amount)	101-268-802.00	20.00	20.00
TOTAL VENDOR STEPHENSON NATIONAL BANK&TRUST				20.00
VENDOR NAME: STUDER, VINCENT				
Reimbursement	Uniform Allowance	205-315-745.00	443.10	443.10
TOTAL VENDOR STUDER, VINCENT				443.10
VENDOR NAME: U.C.O.A.				
Dues	Annual Membership Dues for 2018	101-268-802.00	110.00	110.00
TOTAL VENDOR U.C.O.A.				110.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
78366	Microsoft Window 10	101-262-727.00	154.99	154.99
TOTAL VENDOR U.E.S. COMPUTERS, INC.				154.99

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: U.P. COUNTY TREASURER'S ASSOC					
Dues	2018 Calendar Year Dues	101-253-802.00	25.00		25.00
TOTAL VENDOR U.P. COUNTY TREASURER'S ASSOC					25.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE					
348434424	Bizhub 423 Copier	101-172-942.00	133.07		133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE					133.07
VENDOR NAME: VALENTI, SUSAN F.					
Reimbursement	December 2017 Mileage & Meals	101-131-860.00	169.80		169.80
TOTAL VENDOR VALENTI, SUSAN F.					169.80
VENDOR NAME: WERT, LUKE					
Reimbursement	Meal's for Training	205-315-860.00	45.37		45.37
		282-302-881.00	62.01		62.01
TOTAL VENDOR WERT, LUKE					107.38
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP					
0402047856-00005	Kleinke Park	208-751-920.01	46.28		46.28
0402047856-00011	1004 9th Street	101-265-920.03	60.42		60.42
0402047856-00010	1000 9th Street	101-265-920.03	107.30		107.30
		101-265-920.04	120.74		120.74
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP					334.74
VENDOR NAME: XEROX CORPORATION					
091890261	December 2017 - Sheriff Dept	101-301-727.00	37.02		37.02
TOTAL VENDOR XEROX CORPORATION					37.02
VENDOR NAME: ZERATSKY EXTREME HEATING &					
11905	Maintenance on Make Up Air 1 (Jail)	101-265-934.00	120.00		120.00
TOTAL VENDOR ZERATSKY EXTREME HEATING &					120.00
VENDOR NAME: ZEVITZ, DR. MICHAEL E.					
January	Medical Examiner & Mileage	101-648-709.00	2,030.00		2,030.00
		101-648-860.00	68.13		68.13
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.					2,098.13
GRAND TOTAL:					47,206.32

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 02/05/2018 - 02/05/2018
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 57227	Mastercard Airport - December 2017 216-585-742.00	01/12/2018 jessicaw	02/05/2018	62.86	62.86	Open
		Holiday		62.86		
# of Invoices: 1	# Due: 1	Totals:		62.86	62.86	
# of Credit Memos: 0	# Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				62.86	62.86	
--- TOTALS BY FUND ---						
	216 - TWIN COUNTY AIRPORT			62.86	62.86	
--- TOTALS BY DEPT/ACTIVITY ---						
	585 - AIRPORT EXPENDITURE			62.86	62.86	

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FEB 05 2018



CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

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FEB 09 2018

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
367200	Northwest Campsites	208-751-920.01	40.98	40.98
383001	Shakey Lakes Park/Horse	208-751-920.01	29.22	29.22
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.22	29.22
383301	Shakey Lakes Park/Cattle	208-751-920.01	29.22	29.22
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	29.22	29.22
370500	Shakey Lakes Office/Shop	208-751-920.01	207.15	207.15
379700	Storage Shed	208-751-920.01	87.43	87.43
380300	Shower Building	208-751-920.01	31.43	31.43
369802	W8449 Co Rd G12 Campsites	208-751-920.01	32.90	32.90
367100	N8390 Beach House	208-751-920.01	31.87	31.87
1614900	Bath House	208-751-920.01	49.36	49.36
383101	Bass Lakes Camp Sites	208-751-920.01	29.22	29.22
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				627.22
VENDOR NAME: ALPHABET SHUFFLE, LLC				
16-068-NA	Counseling Services (T. Doyen)	101-131-858.01	300.00	300.00
TOTAL VENDOR ALPHABET SHUFFLE, LLC				300.00
VENDOR NAME: APCO INTERNATIONAL				
467989	Membership Dues (911)	266-325-860.00	92.00	92.00
476581	Membership Dues (911)	266-325-860.00	34.50	34.50
TOTAL VENDOR APCO INTERNATIONAL				126.50
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677788367	Airport Supplies	216-585-755.01	55.91	114.51
		216-585-745.00	58.60	
1677792832	Airport Supplies	216-585-755.01	53.11	114.51
		216-585-745.00	61.40	
1677797409	Airport Supplies	216-585-755.01	53.11	133.14
		216-585-745.00	80.03	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				362.16
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661401	911 Telephone Services	266-325-850.00	290.03	290.03
906863444101	Telephone Services	101-103-850.00	555.31	555.31
TOTAL VENDOR AT&T - CAROL STREAM, IL				845.34
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
23937	2008 Chevy Impala - Vehicle Maintenance	101-265-981.00	62.18	62.18
23812	Vehicle Maintenance - 2016 Ford	205-315-934.02	34.90	34.90
23892	Vehicle Maintenance - 2015 Chevy	205-315-934.02	54.90	54.90
23872	Vehicle Maintenance - 2008 Chevy	205-315-934.02	298.98	298.98
23914	Vehicle Maintenance - 2012 Chevy	205-315-934.02	54.45	54.45
23919	Vehicle Maintenance - 2015 Chevy	205-315-934.02	220.21	220.21
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				725.62
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E45867	Gloves	205-315-755.00	222.50	222.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.				222.50
VENDOR NAME: BOB BARKER COMPANY, INC.				
NC1001399129	Inmate Mattresses (x18)	280-362-755.00	1,298.52	1,298.52
TOTAL VENDOR BOB BARKER COMPANY, INC.				1,298.52
VENDOR NAME: BRUNELLE, JENNIFER				
January 2018	Crisis Intervention	292-668-801.00	670.00	670.00
TOTAL VENDOR BRUNELLE, JENNIFER				670.00
VENDOR NAME: C.C.E. CENTRAL DISPATCH AUTHORITY				
2101	CAD SA Training (A. Primeaux)	266-325-860.00	1,000.00	1,000.00
TOTAL VENDOR C.C.E. CENTRAL DISPATCH AUTHORITY				1,000.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CAIRNS, HOLLY NIKKOLE				
2/6/18	Ice Rink	296-667-801.01	70.00	70.00
TOTAL VENDOR CAIRNS, HOLLY NIKKOLE				70.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - January 2018	101-101-860.05	52.32	52.32
TOTAL VENDOR CECH, WILLIAM				52.32
VENDOR NAME: CITY OF MENOMINEE				
4632	Gasoline Sales - November 2017	101-265-742.00	80.30	373.46
		101-265-742.00	164.12	
		101-262-860.00	5.35	
		101-215-860.00	24.84	
		101-257-742.00	23.64	
		101-132-860.00	46.85	
		101-141-860.00	11.04	
		101-301-742.00	17.32	
4642	Gasoline Sales - December 2017	101-265-742.00	28.36	153.94
		101-265-742.00	79.23	
		101-257-742.00	8.30	
		101-132-860.00	38.05	
TOTAL VENDOR CITY OF MENOMINEE				527.40
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	19.48	238.71
		101-261-920.02	33.20	
		101-261-920.03	186.03	
TOTAL VENDOR CITY OF STEPHENSON				238.71
VENDOR NAME: CLOVERLAND PAPER CO				
116359	Courthouse - Janitorial Supplies	101-265-755.01	161.92	161.92
116353	Annex - Janitorial Supplies	101-265-755.01	42.77	
116314	Inmate Supplies	101-301-770.00	113.98	
116244	Janitorial Supplies (Annex)	101-265-755.01	38.60	
116245	Janitorial Supplies (Courthouse)	101-265-755.01	175.97	
116313	Janitorial Supplies	101-265-755.01	201.58	
116246	Inmate Supplies	101-301-770.00	187.87	
TOTAL VENDOR CLOVERLAND PAPER CO				
VENDOR NAME: COOPER OFFICE EQUIPMENT				
152465	Contract # 2310-01 (Treasurer's Office)	101-253-728.00	167.85	167.85
151503	Copier Toner	101-172-931.00	169.00	
TOTAL VENDOR COOPER OFFICE EQUIPMENT				336.85
VENDOR NAME: CRAFTMASTER HARDWARE				
I392491	Keys (x2)	101-265-755.00	122.75	122.75
TOTAL VENDOR CRAFTMASTER HARDWARE				122.75
VENDOR NAME: DEKETO, LLC				
DK 1-18	January Documents (x321)	256-277-857.00	750.00	750.00
TOTAL VENDOR DEKETO, LLC				750.00
VENDOR NAME: DESOTELL, JENNIFER				
1/12/18	Ice Rink	296-667-801.01	40.00	40.00
TOTAL VENDOR DESOTELL, JENNIFER				40.00
VENDOR NAME: DICKINSON COUNTY TREASURER				
Circuit Court 2017-4	Oct, Nov, Dec 2017 (Shared Expenses)	101-131-702.00	30,864.16	30,864.16
Circuit Court 2017-4	Cisco Meraki Z1 Telwork Gateway	101-131-702.00	75.00	
TOTAL VENDOR DICKINSON COUNTY TREASURER				30,939.16
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Request for Proposals (911)	266-325-755.00	24.43	24.43

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	FEB 09 2018	AMOUNT
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC					
1406	Request for Proposals (911)	266-325-755.00	25.63	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	25.63
1406	Sealed Bids for 50 amp Industrial Pedestals	208-751-901.00	25.73		25.73
1406	Advertising	101-101-901.00	132.21		217.07
		208-751-901.00	84.86		
1406	Sealed Bids for Rewire of Fair Bldg	208-751-901.00	26.88		26.88
1406	Sealed Bids for Industrial Lawn Mower	208-751-901.00	24.65		24.65
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC					344.39
VENDOR NAME: ELCOM SYSTEMS					
53300	Feb - Aug 2018	205-315-934.01	121.00		121.00
TOTAL VENDOR ELCOM SYSTEMS					121.00
VENDOR NAME: ESSER PAINT & GLASS					
2/1/18	Lawyer/Client Door Glass	101-265-970.07	35.00		35.00
TOTAL VENDOR ESSER PAINT & GLASS					35.00
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT					
03474	FOC - Office Supplies	101-141-727.00	29.99		29.99
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT					29.99
VENDOR NAME: GRAYBAR					
9302097424	Emergency Lighting Batteries (x2)	216-585-981.02	32.39		32.39
TOTAL VENDOR GRAYBAR					32.39
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC.					
14943	3 Month Service on Grease Pits	101-265-801.00	225.00		225.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.					225.00
VENDOR NAME: HENSLEY, RN, JOEL					
February 2018	Inmate Nursing Services	101-301-770.01	1,365.00		1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL					1,365.00
VENDOR NAME: HI TEC BUILDING SERVICES, INC.					
016490	January 2018 Cleaning Services	101-265-801.00	1,692.00		1,692.00
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.					1,692.00
VENDOR NAME: HOLMES, LANI					
2/6/18	Ice Rink	296-667-801.01	110.00		110.00
TOTAL VENDOR HOLMES, LANI					110.00
VENDOR NAME: ICLE					
741650	MI Model Criminal Jury (PA's)	101-267-802.00	138.50		138.50
TOTAL VENDOR ICLE					138.50
VENDOR NAME: IHANDER, AARON					
Reimbursement	Uniform Allowance	205-315-745.00	131.86		131.86
TOTAL VENDOR IHANDER, AARON					131.86
VENDOR NAME: J S ELECTRONICS, INC.					
20058	Tower Lease - February 2018	266-325-976.00	505.00		505.00
20043	Reprogram 3 Radios	101-301-934.01	62.00		62.00
20045	Radio Repair (Position 1 for Menominee Fire)	266-325-934.00	136.50		136.50
20050	Radio	205-315-934.01	1,555.70		1,555.70
TOTAL VENDOR J S ELECTRONICS, INC.					2,259.20
VENDOR NAME: JONES, JENNIFER					
2/6/18	Ice Rink	296-667-801.01	70.00		70.00
TOTAL VENDOR JONES, JENNIFER					70.00
VENDOR NAME: J'S SPORT SUPPLY					
2/5/18	Sheriff/Road Ammo	101-301-881.03	815.00		815.00
		205-315-755.02	3,185.00		4,000.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: J'S SPORT SUPPLY TOTAL VENDOR J'S SPORT SUPPLY				
VENDOR NAME: KASS, MICHAEL Parks Committee Per Diem & Mileage				4,000.00
		208-751-860.00	50.00	
		208-751-860.00	21.80	71.80
TOTAL VENDOR KASS, MICHAEL				<u>71.80</u>
VENDOR NAME: KLEIMAN, ABIGAL MARIE 2/6/18 Ice Rink				
		296-667-801.01	35.00	35.00
TOTAL VENDOR KLEIMAN, ABIGAL MARIE				<u>35.00</u>
VENDOR NAME: KUSTOM SIGNALS INC 549329 Cable				
		205-315-934.01	44.64	44.64
TOTAL VENDOR KUSTOM SIGNALS INC				<u>44.64</u>
VENDOR NAME: LANG, BERNARD Reimbursement Mileage - January 2018				
		101-101-860.02	128.08	128.08
TOTAL VENDOR LANG, BERNARD				<u>128.08</u>
VENDOR NAME: LENCA SURVEYING 18010 Remon Yr 2018 (1/1 - 1/31/18)				
		243-246-801.07	4,157.70	4,157.70
TOTAL VENDOR LENCA SURVEYING				<u>4,157.70</u>
VENDOR NAME: LINDEROTH, JANIS Reimbursement U.P. State Fair Authority Mileage				
		101-101-710.00	47.60	47.60
TOTAL VENDOR LINDEROTH, JANIS				<u>47.60</u>
VENDOR NAME: LUFTS ADVERTISER, INC. 1/30/18 Advertising (911) 1/30/18 January 2018 Advertising				
		266-325-755.00	50.00	50.00
		101-101-901.00	290.00	50.00
		208-751-901.00	256.00	546.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				<u>596.00</u>
VENDOR NAME: MACINTYRE, KAYLEIGH 2/6/18 Ice Rink				
		296-667-801.01	145.00	145.00
TOTAL VENDOR MACINTYRE, KAYLEIGH				<u>145.00</u>
VENDOR NAME: MANPOWER, INC. 32376489 Week Ending 1/28/18 (D. Averill)				
		101-172-704.00	582.25	582.25
TOTAL VENDOR MANPOWER, INC.				<u>582.25</u>
VENDOR NAME: MAUS, KATIE 2/6/18 Ice Rink				
		296-667-801.01	70.00	70.00
TOTAL VENDOR MAUS, KATIE				<u>70.00</u>
VENDOR NAME: MAXIMUS, INC. 004 4th Qtr DHS-286 Billings (PA) 002 2nd Qtr DHS-286 billing (PA)				
		101-267-801.00	700.00	700.00
		101-267-801.00	700.00	700.00
TOTAL VENDOR MAXIMUS, INC.				<u>1,400.00</u>
VENDOR NAME: MEKASH, JAMES Reimbursement Welding Cart				
		101-265-755.00	44.79	44.79
TOTAL VENDOR MEKASH, JAMES				<u>44.79</u>
VENDOR NAME: MENARDS - MARINETTE				
52485	B & G Operating Supplies	101-265-755.00	25.97	25.97
52085	Supplies for Security Door/Window	101-265-970.07	69.85	69.85
52084	Building Maintenance Supplies	101-265-930.01	8.99	8.99
52031	Building & Ground Operating Supplies	101-265-755.00	8.46	8.46
51942	Building & Ground Operating Supplies	101-265-755.00	53.40	53.40
52032	Building & Ground Janitorial Supplies	101-265-755.01	80.79	80.79
52030	Parks - Picnic Table Repair	208-751-756.01	111.48	111.48
52667	Supplies for Security Door/Window	101-265-970.07	16.55	16.55
52666	Supplies for Security Door/Window	101-265-970.07	38.26	38.26

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT	
VENDOR NAME: MENARDS - MARINETTE		CHIEF FISCAL OFFICER			
51582	Inmate Supplies	101-301-770.00	24.97	24.97	
TOTAL VENDOR MENARDS - MARINETTE		<hr/>			
		438.72			
VENDOR NAME: MENOMINEE COUNTY JOURNAL					
108	Advertising	101-101-901.00	43.88	316.13	
		208-751-901.00	144.00		
		101-101-901.00	128.25		
TOTAL VENDOR MENOMINEE COUNTY JOURNAL		<hr/>			
		316.13			
VENDOR NAME: MILESKI, TYLER					
Reimbursement	Uniform Allowance	205-315-745.00	125.50	125.50	
TOTAL VENDOR MILESKI, TYLER		<hr/>			
		125.50			
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0134085-001	Sheriff Department - Office Supplies	101-301-727.00	11.95	878.88	
0134053-001	Airport Office Supplies	216-585-727.00	3.98		
0134052-001	Airport Office Supplies	216-585-727.00	8.49		
0133952-001	A/P Checks (x500)	101-103-755.00	478.24		
0133848-001	Sheriff Dept - Chair	101-301-728.00	344.97		
0134018-001	Office Supplies (Clerk's Office)	101-215-727.00	5.97		
0134259-001	Office Supplies (Probate/Family)	101-132-727.00	12.64		
		101-148-727.00	12.64		
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I		<hr/>			
		878.88			
VENDOR NAME: MPJRA					
Dues	2016-17 MPJRA Dues (L. Frost)	101-132-802.00	75.00	75.00	
TOTAL VENDOR MPJRA		<hr/>			
		75.00			
VENDOR NAME: NELSON, JOHN R.					
Reimbursement	Mileage - January 2018	101-101-860.11	51.23	51.23	
TOTAL VENDOR NELSON, JOHN R.		<hr/>			
		51.23			
VENDOR NAME: NMS LABS					
1044478	Blood Work (P. Gunderson)	101-648-836.00	340.00	340.00	
TOTAL VENDOR NMS LABS		<hr/>			
		340.00			
VENDOR NAME: NMU STUDENT SERVICE CENTER					
mecosh-16	Coit Armorer School - Vincent Studer	205-315-881.03	210.00	210.00	
TOTAL VENDOR NMU STUDENT SERVICE CENTER		<hr/>			
		210.00			
VENDOR NAME: NORTHERN MICHIGAN UNIVERSITY					
FY1802	Rental for Tower Space (LaBranche)	266-325-976.00	765.78	765.78	
TOTAL VENDOR NORTHERN MICHIGAN UNIVERSITY		<hr/>			
		765.78			
VENDOR NAME: NORWAY SPRINGS, INC.					
522869	Airport Supplies	216-585-801.00	9.49	9.49	
527413	Airport Supplies	216-585-801.00	9.49		
TOTAL VENDOR NORWAY SPRINGS, INC.		<hr/>			
		18.98			
VENDOR NAME: OWENS, KAREN A.					
1/31/18	After School Program	292-668-801.00	189.00	189.00	
TOTAL VENDOR OWENS, KAREN A.		<hr/>			
		189.00			
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE					
150008	Park Supplies	208-751-743.00	10.99	89.40	
		208-751-930.02	15.99		
		208-751-755.02	19.47		
		208-751-755.02	(8.01)		
		208-751-755.02	32.98		
		208-751-930.02	12.49		
		208-751-755.02	5.49		

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				CHIEF FISCAL OFFICER
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				MENOMINEE COUNTY MICHIGAN
				89.40
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318012001	Inmate Supplies	101-301-770.00	99.82	99.82
40068318019002	Inmate Supplies	101-301-770.00	96.14	96.14
TOTAL VENDOR PAN-O-GOLD BAKING CO.				195.96
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - January 2018	101-101-860.07	173.34	173.34
TOTAL VENDOR PICHE, GERALD L.				173.34
VENDOR NAME: PLASTOCON, INC				
93826	Inmate Supplies	101-301-770.00	347.40	347.40
TOTAL VENDOR PLASTOCON, INC				347.40
VENDOR NAME: QUILL CORPORATION				
4119894	911 Office Supplies	266-325-755.00	51.77	51.77
4176757	911 Office Supplies	266-325-755.00	41.64	41.64
3660634	PA - Office Supplies	101-267-727.00	43.67	43.67
3937275	PA - Office Supplies	101-267-727.00	254.01	254.01
3925191	PA - Office Supplies	101-267-727.00	16.36	16.36
4119930	911 Office Supplies	266-325-727.00	53.94	53.94
TOTAL VENDOR QUILL CORPORATION				461.39
VENDOR NAME: REINHART FOODSERVICE				
370722	Inmate Supplies	101-301-770.00	859.46	859.46
372756	Inmate Supplies	101-301-770.00	387.32	387.32
675781	Inmate Supplies	101-301-770.00	896.51	896.51
TOTAL VENDOR REINHART FOODSERVICE				2,143.29
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1308218	Parts for Tractor/Snowblower	101-265-934.00	144.46	144.46
TOTAL VENDOR RIESTERER & SCHNELL, INC.				144.46
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
47909	Keys (x3)	101-265-755.00	45.00	45.00
47910	Lockset (Jail)	280-362-755.00	439.00	439.00
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				484.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - January 2018	101-101-860.04	75.78	75.78
TOTAL VENDOR SCHEI, LARRY				75.78
VENDOR NAME: SEABORG, SARA D.				
2015-059-GM	Guardian Ad Litem (Nesberg)	101-148-807.00	750.00	750.00
TOTAL VENDOR SEABORG, SARA D.				750.00
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Radio Accessories	101-426-963.01	32.50	32.50
Reimbursement	Mileage	101-426-860.00	96.47	96.47
Reimbursement	EMS Supplies & Cell Phone Invoice	101-426-850.00	66.06	190.31
		101-426-963.00	124.25	
TOTAL VENDOR SEXTON, RICHARD				319.28
VENDOR NAME: SHORT, MARY KAY				
Reimbursement	Mileage (January 2018)	101-131-860.00	224.70	224.70
M17-3923-FH	Transcripts (M. J. R. B.)	101-131-806.00	110.45	110.45
TOTAL VENDOR SHORT, MARY KAY				335.15
VENDOR NAME: SNYDER, ETHAN				
2/6/18	Ice Rink	296-667-801.01	110.00	110.00
TOTAL VENDOR SNYDER, ETHAN				110.00
VENDOR NAME: SNYDER, NICOLAS				
2/6/18	Ice Rink	296-667-801.01	70.00	70.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: SNYDER, NICOLAS					
TOTAL VENDOR SNYDER, NICOLAS					70.00
VENDOR NAME: SPALDING TOWNSHIP					
1/24/18	DHHS Board Meeting	101-601-837.00	50.00		50.00
TOTAL VENDOR SPALDING TOWNSHIP					50.00
VENDOR NAME: ST OF MI-ENVR QUAL-POBOX30657					
761-10104272	Groundwater Annual Permit Fee (Shakey)	208-751-755.08	200.00		200.00
TOTAL VENDOR ST OF MI-ENVR QUAL-POBOX30657					200.00
VENDOR NAME: STATE OF MICHIGAN					
761-10338393	Airport - Stormwater Annual Permit Fee	216-585-755.03	260.00		260.00
TOTAL VENDOR STATE OF MICHIGAN					260.00
VENDOR NAME: STERICYCLE, INC.					
4007619700	Inmate Medical Supplies	101-301-770.01	81.25		81.25
TOTAL VENDOR STERICYCLE, INC.					81.25
VENDOR NAME: TD CARWASH					
20182	Car Wash (x10)	205-315-742.00	70.00		70.00
TOTAL VENDOR TD CARWASH					70.00
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST					
628840339	FOC - Service Charge	101-141-817.00	91.95		91.95
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST					91.95
VENDOR NAME: TIME WARNER CABLE					
620475202013018	Inmate Supplies	101-301-770.00	138.22		138.22
710008401012718	2/2/18 - 3/1/18	101-103-850.00	531.73		531.73
621199203012718	Airport (2/2 - 3/1/18)	216-585-850.00	302.31		302.31
TOTAL VENDOR TIME WARNER CABLE					972.26
VENDOR NAME: TOPCOMP INCORPORATED					
2018016	MSAG Annual Maintenance (2018)	266-325-934.02	1,500.00		1,500.00
TOTAL VENDOR TOPCOMP INCORPORATED					1,500.00
VENDOR NAME: TORDEUR, AUBREY ELIZABETH					
2/6/18	Ice Rink	296-667-801.01	105.00		105.00
TOTAL VENDOR TORDEUR, AUBREY ELIZABETH					105.00
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE					
352277	1/1/18 - 1/31/18	101-301-755.00	25.00		25.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE					25.00
VENDOR NAME: U.E.S. COMPUTERS, INC.					
47879	Weekly Computer Maintenance	101-103-857.00	5,229.96		5,229.96
78415	Toner (Road)	205-315-727.00	135.98		135.98
78385	Toner (911)	266-325-934.00	67.99		67.99
TOTAL VENDOR U.E.S. COMPUTERS, INC.					5,433.93
VENDOR NAME: UWC					
9067534582	Telephone Services	101-103-850.00	0.56		0.56
9067532209	Telephone Services	101-103-850.00	4.65		4.65
9068632023	Telephone Services	101-103-850.00	19.60		19.60
9068634441	Telephone Services	101-103-850.00	55.77		55.77
TOTAL VENDOR UWC					80.58
VENDOR NAME: VERAGHEN, SHEILA					
1/23/18	DHS Board Meeting Per Diem	101-601-837.00	50.00		50.00
TOTAL VENDOR VERAGHEN, SHEILA					50.00
VENDOR NAME: VILLAS, CHLOE					
2/6/18	Ice Rink	296-667-801.01	40.00		40.00
TOTAL VENDOR VILLAS, CHLOE					40.00
VENDOR NAME: VOIGT, MYKA					
					40.00

FEB 09 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER	AMOUNT
VENDOR NAME: VOIGT, MYKA					MENOMINEE COUNTY MICHIGAN
2/6/18	Ice Rink	296-667-801.01	70.00	70.00	
TOTAL VENDOR VOIGT, MYKA					70.00
VENDOR NAME: WALTER BROTHERS INC					MENOMINEE COUNTY MICHIGAN
20106	Airport Supplies	216-585-981.00	23.98	93.04	
		216-585-984.00	59.98		
		216-585-755.02	9.08		
13215	Road Patrol - Office Supplies	205-315-727.00	3.38	3.38	
TOTAL VENDOR WALTER BROTHERS INC					96.42
VENDOR NAME: WASTE MANAGEMENT, INC.					MENOMINEE COUNTY MICHIGAN
1592782-1856-9	February 2018	101-265-801.00	720.54	720.54	
1593420-1856-5	Airport	216-585-801.00	146.04	146.04	
TOTAL VENDOR WASTE MANAGEMENT, INC.					866.58
VENDOR NAME: WIL-KIL PEST CONTROL					MENOMINEE COUNTY MICHIGAN
3306004	Health Department	101-265-801.00	33.25	33.25	
3305786	Jail & Courthouse	101-265-801.00	64.50	64.50	
TOTAL VENDOR WIL-KIL PEST CONTROL					97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP					MENOMINEE COUNTY MICHIGAN
0402047856-00004	Courthouse	101-265-920.04	2,902.29	2,902.29	
0402191663-00001	Health Care Center	101-265-920.03	662.70	662.70	
0402055840-00001	Jail	101-265-920.03	3,701.64	3,701.64	
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	27.44	27.44	
0403823200-00005	Airport - Gate Center	216-585-920.03	27.44	27.44	
2312406581-00000	Airport	216-585-920.00	383.92	2,199.84	
		216-585-920.03	757.73		
		216-585-920.00	474.48		
		216-585-920.03	182.27		
		216-585-920.00	401.44		
2312405469-00000	Parks	208-751-920.01	26.66	107.19	
		208-751-920.01	37.25		
		208-751-920.01	16.29		
		208-751-920.01	26.99		
0402047856-00006	Stoney Point	208-751-920.01	42.48	42.48	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP					9,671.02
VENDOR NAME: XEROX CORPORATION					MENOMINEE COUNTY MICHIGAN
092068290	Probation/Parole - February 2018	101-131-942.00	110.08	110.08	
092068288	January 2018	101-301-727.00	434.79	434.79	
092068287	January 2018 (Road Patrol)	205-315-727.00	38.46	38.46	
TOTAL VENDOR XEROX CORPORATION					583.33
GRAND TOTAL:					87,508.67

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Boards/Committees/Commission reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous Boards/Committees/Commission Reports	
RECOMMENDED MOTION	

Submitted by: Sherry DuPont

02/07/2018
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 Fair Board

DRAFT ~ November 7, 2017

Approved 1/24/18

Present: Larry Roetzer, Glenn Hanson, Ed Granquist, Eric Tickler, Jerry Piche, Lori Rasmussen

Public: Barb Palzewicz

Motion for approval of agenda by Glenn; Eric Seconded. Motion Carried

Motion to approve minutes by Eric Ed seconded. Motion Carried

There was discussion on editing our current sponsorship letter, Eric will Email Lori the sponsor form and she will update it to be sent out, to include sponsorship levels for different levels.

Barb spoke with some vendors from the fall festival and some said they were interested in doing a craft show during the fair possibly Sunday.

We discussed if we should have a vendor fee or keep with no fee.

Lori moved to have a vendor contract with 40\$ refundable deposit and no fee for non food vendors. Glenn seconded, Motion passed.

Ed moved to have chad contact the eliminator he had found for having the truck pulls on Saturday during the fair. Eric seconded the motion. Motion carried.

Ed moves to Adjourn Glenn seconds

Meeting adjourned 7:36 pm

Respectfully submitted,

Eric Tickler

Fair Manager/Secretary

**Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY**

**GOVERNING BOARD MEETING
Thursday, November 9, 2017
511 First Avenue North, Escanaba
12:30 p.m.**

MINUTES

Chair Wigand called the meeting to order at 12:30 p.m. and a quorum was noted with the following present:

MEMBERS PRESENT

Dan LaFoille, Schoolcraft
Omer Doran, Schoolcraft
Bernie Lang, Menominee
Susan Kleikamp, Menominee
Theresa Nelson, Delta
Jennifer MacDonald, Menominee
Tom Lippens, Delta
Lee Robbert, Schoolcraft
John Stapleton, Schoolcraft
Craig Reiter, Schoolcraft
Myra Croasdell, Delta
Karen Wigand, Delta
Dave Anthony, Menominee
Clyde Thoune, Menominee

OTHERS PRESENT

Julie Moberg, Executive Director
Cathy Pearson, Executive Assistant
Myra Smeester, ECP Director
Shanna Hammond, HR Manager
Rick Rudden, Communications Specialist
Sally Kidd, Senior Services Director
Kris Thibeault, Finance Director
Connie Maule, SCP Director

MEMBERS ABSENT

Geri Nelson, excused
Ken Penokie, excused
Peter Thoune, excused
Shanna Jasmin

**APPROVAL OF JENNIFER MACDONALD TO FILL THE MENOMINEE COUNTY CONSUMER
SECTOR BOARD VACANCY**

The Chair reported that the Nominating Committee reviewed Jennifer MacDonald's application and recommends her appointment to represent the Menominee ISD/Early Childhood Program. **DAN LAFOILLE MOVED TO APPROVE JENNIFER MACDONALD TO FILL THE MENOMINEE COUNTY CONSUMER SECTOR VACANCY, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

APPROVAL OF 10/12/2017 GOVERNING BOARD MINUTES

Members received a copy of the 10/12/17 Governing Board minutes for their review and **THEY**

WERE APPROVED WITH A MOTION FROM MYRA CROASDELL, SECONDED BY CRAIG REITER; MOTION CARRIED.

FINANCE COMMITTEE REPORT

Karen Wigand called on Treasurer Susan Kleikamp who reported that the Finance Committee reviewed the CAA Sept. Accounts Payable Schedule and **RECOMMENDS ITS APPROVAL, SUPPORTED BY DAN LAFOILLE; MOTION CARRIED.** The committee also reviewed the 403b Audit for 2016 and recommends it be accepted which was done **WITH A MOTION FROM CLYDE THOUNE, SECONDED BY OMER DORAN; MOTION CARRIED.** The Treasurer also reported that the committee discussed insurance plans and rates beginning January 1st. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM CRAIG REITER, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

SAFETY COMMITTEE REPORT

The Chair called on Tom Lippens who reported that the Safety Committee met on 11/7/17 and reviewed one accident in the Early Childhood Program. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY OMER DORAN; MOTION CARRIED.**

APPROVAL OF PROPOSED 2018 BOARD MEETING SCHEDULE

Members received a proposed board meeting schedule for 2018 for their review and **IT WAS APPROVED UPON A MOTION FROM LEE ROBBERT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

APPROVAL OF AGENCY RISK ASSESSMENT PLAN

Members were mailed a copy of the agency's proposed Risk Assessment Plan. Karen Wigand called on Julie Moberg who informed the members that as part of the Organizational Standards we are required to do an agency risk assessment every two years. **LEE ROBBERT MOVED TO APPROVE THE AGENCY'S RISK ASSESSMENT PLAN, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

APPROVAL OF PROPOSED PERSONNEL POLICY REVISION

Members were mailed a synopsis of the proposed changes and told that the Personnel Committee of the Board has reviewed and recommends the Personnel Policy Manual revision. **CLYDE THOUNE**

TO APPROVE THE PERSONNEL POLICY REVISION TO BE EFFECTIVE 12/1/2017, SECONDED BY MYRA CROASDELL; MOTION CARRIED.

ACCEPTANCE OF OCTOBER 2017 EARLY CHILDHOOD REPORT

Members were mailed a copy of the October 2017 ECP report for their review and **IT WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

APPROVAL OF 9/26/27 ECP POLICY COUNCIL MINUTES

Members were mailed a copy of the 9/26/17 ECP Policy Council minutes. There were no questions or comments and **THEY WERE APPROVED WITH A MOTION FROM CRAIG REITER, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

APPROVAL OF EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on the Executive Director who reported that Head Start and Early Head Start remain fully enrolled. Staff continue to actively recruit for the waiting lists. She also reported that the teachers are working on completing their developmental screenings of all of the children so benchmarks be set as required. **OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY CLYDE THOUNE; MOTION CARRIED.**

PUBLIC COMMENT

There were no public comments.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

The meeting adjourned at 12:55 p.m. **WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

NEXT MEETING JANUARY 11, 2018 AT 12:30 P.M.

**Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY**

**GOVERNING BOARD MEETING
Thursday, November 9, 2017
511 First Avenue North, Escanaba
12:45 p.m.**

MINUTES

Chair Wigand called the meeting to order at 12:30 p.m. and a quorum was noted with the following present:

MEMBERS PRESENT

Dan LaFoilie, Schoolcraft
Omer Doran, Schoolcraft
Bernie Lang, Menominee
Susan Kleikamp, Menominee
Theresa Nelson, Delta
Jennifer MacDonald, Menominee
Tom Lippens, Delta
Lee Robbert, Schoolcraft
John Stapleton, Schoolcraft
Craig Reiter, Schoolcraft
Myra Croasdell, Delta
Karen Wigand, Delta
Dave Anthony, Menominee
Clyde Thoune, Menominee

OTHERS PRESENT

Julie Moberg, Executive Director
Cathy Pearson, Executive Assistant
Myra Smeester, ECP Director
Shanna Hammond, HR Manager
Rick Rudden, Communications Specialist
Sally Kidd, Senior Services Director
Kris Thibeault, Finance Director
Connie Maule, SCP Director

MEMBERS ABSENT

Geri Nelson, excused
Ken Penokie, excused
Peter Thoune, excused
Shanna Jasmin

APPROVAL OF JENNIFER MACDONALD TO FILL THE MENOMINEE COUNTY CONSUMER SECTOR BOARD VACANCY

The Chair reported that the Nominating Committee reviewed Jennifer MacDonald's application and recommends her appointment to represent the Menominee ISD/Early Childhood Program. **CRAIG REITER MOVED TO APPROVE JENNIFER MACDONALD TO FILL THE MENOMINEE COUNTY CONSUMER SECTOR VACANCY, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

APPROVAL OF 10/12/2017 GOVERNING BOARD MINUTES

Members received a copy of the 10/12/17 Governing Board minutes for their review and **THEY**

WERE APPROVED WITH A MOTION FROM TOM LIPPENS, SECONDED BY CRAIG REITER; MOTION CARRIED.

FINANCE COMMITTEE REPORT

Karen Wigand called on Treasurer Susan Kleikamp who reported that the Finance Committee reviewed the HRA Sept. Accounts Payable Schedules. **CLYDE THOUNE RECOMMENDED APPROVAL OF THE HRA SEPT. ACCOUNTS PAYABLE SCHEDULES, SUPPORTED BY THERESA NELSON; MOTION CARRIED.** The committee also reviewed the 403b Audit for 2016 and recommends it be accepted which was done **WITH A MOTION FROM CRAIG REITER, SECONDED BY JOHN STAPLETON; MOTION CARRIED.** The Treasurer also reported that the committee discussed insurance plans and rates beginning January 1st. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

SAFETY COMMITTEE REPORT

The Chair called on Tom Lippens who reported that the Safety Committee met on 11/7/17 and reviewed three accidents. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

APPROVAL OF PROPOSED 2018 BOARD MEETING SCHEDULE

Members received a proposed board meeting schedule for 2018 for their review and **IT WAS APPROVED UPON A MOTION FROM CLYDE THOUNE, SECONDED BY LEE ROBBERT; MOTION CARRIED.**

APPROVAL OF AGENCY RISK ASSESSMENT PLAN

Members were mailed a copy of the agency's proposed Risk Assessment Plan. Karen Wigand called on Julie Moberg who informed the members that as part of the Organizational Standards we are required to do an agency risk assessment every two years. **DAN LAFOILLE MOVED TO APPROVE THE AGENCY'S RISK ASSESSMENT PLAN, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

APPROVAL OF PROPOSED PERSONNEL POLICY REVISION

Members were mailed a synopsis of the proposed changes and told that the Personnel Committee of the Board has reviewed and recommends the Personnel Policy revision. **CRAIG REITER MOVED**

TO APPROVE THE PERSONNEL POLICY REVISION TO BE EFFECTIVE 12/1/2017, SECONDED BY CLYDE THOUNE; MOTION CARRIED.

ACCEPTANCE OF PROGRAM REPORTS

Members were mailed copies of the following reports for their review:

- Weatherization Report for July 1, 2016 – June 30, 2017
- Housing Rehabilitation Report dated 10/26/17
- FGP August-September monthly report
- SCP September-October monthly report
- Senior Services Report 2016-2017

THE PROGRAM REPORTS WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY TOM LIPPENS; MOTION CARRIED.

APPROVAL OF ADVISORY COMMITTEE MINUTES

Members were mailed copies of the following program advisory committee minutes for their review:

- 8/4/17 (Schoolcraft) & 9/7/17 (Delta) FGP Advisory Committee minutes
- 9/28/17 (Delta) SCP Advisory Committee minutes
- 10/2/17 (Rapid River), 10/4/17 (Gladstone), 10/9/17 (Mid-County) & 10/26/17 (Escanaba) Senior Center Advisory Committee minutes

THE ADVISORY COMMITTEE MINUTES WERE APPROVED WITH A MOTION FROM CLYDE THOUNE, SUPPORTED BY MYRA CROADELL; MOTION CARRIED.

ACCEPTANCE OF ORGANIZATIONAL MONITORING REPORT DATED 9/28/17

The Chair called on Julie Moberg who reminded the board that the Organizational Standards are a relatively new set of standards for the national Community Action Agency network. She noted we met all of the standards. Karen Wigand extended her appreciation to Julie and her staff for the excellent work done to meet these standards. **SUSAN KLEIKAMP MOVED TO ACCEPT THE ORGANIZATIONAL MONITORING REPORT DATED 9/28/17, SECONDED BY MYRA CROADELL; MOTION CARRIED.**

APPROVAL OF HMIS PRIVACY POLICY

Karen Wigand called on the Executive Director who noted that as a requirement of our Homeless Emergency Shelter grant we must have a privacy policy for the data we are inputting. **DAN LAFOILLE MOVED TO APPROVE THE HMIS PRIVACY POLICY, SECONDED BY MYRA CROADELL; MOTION CARRIED.**

APPROVAL OF PRIVACY NOTICE TO CONSUMERS

Members were also mailed a copy of a Privacy Notice to Consumers that is part of the same grant requirement that we let customers know how their information will be protected. **DAN LAFOILLE MOTIONED TO APPROVE THE PRIVACY NOTICE TO CONSUMERS, SUPPORTED BY CRAIG REITER; MOTION CARRIED.**

APPROVAL OF MILLAGE & BALLOT LANGUAGE FOR DELTA COUNTY & MENOMINEE COUNTY

Sally Kidd, Senior Services Director, gave a Power Point presentation on how millage funds are currently being used. After some discussion, **CRAIG REITER MOVED TO TABLE THE MILLAGE AND BALLOT LANGUAGE FOR DELTA AND MENOMINEE COUNTIES UNTIL THE JANUARY GOVERNING BOARD MEETING, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

APPROVAL OF EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on the Executive Director who reported that we continue to watch the federal budget picture.

Julie Moberg announced that Allison Derouin, who was recently hired as the RSVP Manager, has resigned in order to finish her education.

Our Homeless Services Program has been swamped in October as we received a new grant that covers hotel stays.

Julie highlighted the year-end figures for the Weatherization, Foster Grandparent and Senior Companion Programs. **CRAIG REITER MOVED TO APPROVE THE EXECUTIVE DIRECTOR'S REPORT, SUPPORTED BY DAN LAFOILLE; MOTION CARRIED.**

PUBLIC COMMENT

There were no public comments.

OTHER BUSINESS

There was no other business.

HRA Governing Board Meeting
Thursday, November 10, 2017
Page 5

ADJOURNMENT

The meeting adjourned at 12:58 p.m. **WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

NEXT MEETING JANUARY 11, 2018 AT 12:45 P.M.



**MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES**

Date: Thursday, December 14, 2017	Place: Island Resort and Casino, Harris MI
Presiding: Catherine Driscoll, Chairperson	Time: 4:00 p.m. Central time
Recording: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 4:00 p.m. Central Time by Chairperson Driscoll.

Roll Call:
Trustees Present: Elaine Boyne, Donna Schomin, Theresa Nelson, Kristine Mulder, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman and Darlene Smith, Administrator.
Team Leader Members present: Candace Meintz, CFO; Nicole Freeland, Director of Nursing; David Vandermissen, Maintenance Supervisor.

TOPIC	DISCUSSION	OUTCOME
Approval of the December 2017 Agenda	There were no additions or deletions to the Agenda.	A motion was made by Trustee Hafeman, supported by Trustee Degenaer. Motion carried.
Board action on the Minutes of the November 2017 meeting	The minutes of the meeting had been sent to Trustees for review prior to this meeting.	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman. Motion carried.

Board action on the November Manifest of Invoices.	The Manifest of Invoices had been sent to Trustees for review prior to this meeting.	A motion was made by Trustee Hafeman, supported by Trustee Nelson. Motion carried.
Board action on the Financial Statement for October 2017.	CFO Meintz noted that due to the dates for the Board Meetings we are now reviewing the October Financial Statement. In January, we will review the November and December Financial Statements. CFO Meintz and Administrator Smith reviewed the 2018 Operation Budget with the Board.	A motion was made by Trustee Hafeman, supported by Trustee Naser to approve the October Financial Statement and the 2018 Operating Budget. Motion carried.
Sub Committee report on Administrator Applications	Trustee Degenauer, Chairperson of this Sub Committee reported that there were 3 applicants. They will be holding interviews in January and will make a recommendation to the Board at the January 25, 2018 meeting.	
Review and request for Write -Offs	CFO Meintz and Administrator Smith reviewed the Write Off Request in the amount of \$20, 154.22.	A motion as made by Trustee Eichhorn, supported by Trustee Mulder to approve the Write off request in the amount of \$20,154.22. Motion carried.
Board decision on one-acre parcel of land to be deeded to Spalding Township for Walking Trail	Trustee Degenauer will go back to Dickinson County to ask for a written notice that this has been approved. When we receive this we can move forward.	
Discussion on the Timber Sale Project	We have terminated our contract with our current logger. We are working with Rory Mattson on the next step to proceed	

<p>Report of Quality Assurance and Resident Council Committees</p>	<p>with a plan for harvesting the timber on Pinecrest property.</p> <p>Nicole Freeland, Director Of Nursing reported on Quality Assurance for the month. We are continuing to train staff on Abuse Training and we are looking at new Dementia Training. We continue to work on Performance Improvement Plans in each department. She reported on the number of hires and resignations.</p> <p>She also reported on the Resident Council meetings for each home. The reviewed Resident Rights, the residents reported that houses are quiet at night and they are enjoying the meal menus.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Schomin, to approve the reports as presented. Motion carried.</p>
<p>Safety Committee Meeting Report</p>	<p>David Vandermissen reported on the December Safety Committee meeting. He reported on all areas of concerns as discussed at this meeting, noting that we continue to work on the Facility Assessment Program as required by the State as well on preparing to do another evacuation exercise in the future. We had an OSHA Inspector in this week, checking on a complaint about the odor from work being done in the subbasement to replace old flooring. The OSHA Inspector found no problems.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Schomin, to approve the report as presented. Motion carried.</p>
<p>Administrator's Report</p>	<p>Administrator Smith reported that she and CFO Meintz attended the MCF Fall</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Mulder, to approve</p>

Financial Conference on November 29th through December 1st. During that time, they spoke with our attorney regarding Pinecrest seeking a millage request. They are looking into it for us. She did discuss this with Eric Conway as well. It was asked what would happen if a millage passes in one county, but not another. The attorneys would know about our need to do a feasibility study, who to talk to about these things, how much to ask for, all those kinds of questions. She discussed how insurance companies, including Blue Cross Blue Shield are now pulling money back from us after they have approved and paid us to care for these individuals while they are in our nursing home. She discussed the age of the building and different systems used within the building that are aged as well.

On 12/6 the Ellen K. Russell, Michael Mi

She attended the HCAM meeting on 12/8 where staffing was discussed. She reported that Dr. Boydston has retired from the Trust and the committee members asked if Donna Schomin from the Pinecrest Board would be interested in becoming a member. Trustee Schomin did accept the nomination. Administrator

the Administrator's report as presented. Motion carried.

	Smith announced that she was given \$6000.00 from the trusts to spend for the residents' needs.	
Comments from the Public	There were not comments.	
Adjournment	The meeting adjourned at 4:44 p.m.	A motion was made by Trustee Boyne, supported by Trustee Hafeman, to adjourn the meeting. Motion carried.

Donna Schomin, Secretary

Donna Schomin

Darlene Smith, Acting Secretary

Darlene Smith 1-25-18



Public Health
Delta & Menominee Counties



2570

Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Thursday, December 21, 2017

Board Members Present

Jan Hafeman
Larry Schei

Amanda Hess
Gerard Tatrow

Patrick Johnson (via telephone)
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Assistant Program Coordinator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on December 21, 2017. The meeting was called to order at 1:00 p.m. CST by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Mr. Johnson joined the meeting via telephone. Ms. Hess arrived to the meeting at 1:12 p.m. CST.

2. Approval of Agenda

**Ms. Hafeman moved the December 21, 2017 agenda be approved.
Motion was supported by Mr. Schei and carried unanimously.**

3. Public Comment

There was no public comment on the December 21, 2017 agenda.

4. **Approval of Minutes**

Ms. Hafeman moved the minutes from November 2, 2017, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

5. **Personnel Committee**

a) **2018 Non-Union Position Multipliers**

Mr. Schei briefed the BOH on the 2018 Non-Union Position Multipliers. He noted there were no changes to the document as presented.

b) **Public Act 152 – Health Insurance**

Mr. Schei stated the Personnel Committee recommends the Aggregated Hard Cap be accepted for 2018.

Ms. Hafeman moved the Aggregated Hard Cap, be approved. Motion was supported by Mr. Tatrow. Chairman Trudgeon requested a roll call and is as follows:

Jan Hafeman – Yes
Amanda Hess – Not present for vote
Patrick Johnson- (via phone) – Yes
Larry Schei – Yes
Gerard Tatrow – Yes
Tom Trudgeon – Yes

Motion carried on a 5 – 0 vote.

c) **MERS Employer Transfer Resolution**

Mr. Snyder explained the MERS Employer Transfer Resolution.

Mr. Tatrow moved the MERS Employer Transfer Resolution be approved. Motion was supported by Mr. Schei. Chairman Trudgeon requested a roll call and is as follows:

Jan Hafeman – Yes
Amanda Hess – Not present for vote
Patrick Johnson- (via phone) – Yes
Larry Schei – Yes
Gerard Tatrow – Yes
Tom Trudgeon – Yes

2572

Motion carried on a 5 – 0 vote.

d) Union Contract Tentative Agreement

Mr. Schei highlighted a few additions and changes to the Union Contract. Mr. Snyder also commented on changes and answered questions from the BOH.

Ms. Hafeman moved the Union Contract Tentative Agreement be approved. Motion was supported by Mr. Tatrow. Chairman Trudgeon requested a roll call and is as follows:

**Jan Hafeman – Yes
Amanda Hess - Yes
Patrick Johnson- (via phone) – Yes
Larry Schei – Yes
Gerard Tatrow – Yes
Tom Trudgeon – Yes**

Motion carried on 6-0 vote.

6. MERS Quarterly Statement

Ms. Hafeman moved the MERS Quarterly Statement be acknowledged and placed on file. Motion was supported by Mr. Tatrow and carried unanimously.

7. Review and Approval of October and November Check Registers

The Board of Health reviewed the October and November check registers. Questions were answered by Mr. Snyder.

Ms. Hess moved the October check register be approved. Motion was supported by Mr. Schei and carried unanimously.

Chairman Trudgeon moved the November check register be approved. Motion was supported by Ms. Hafeman and carried unanimously.

8. Medical Director's Report

Dr. Frankovich announced Influenza season is upon us. Our tracking system does not have any local cases entered to date but most testing is done in primary care offices and is not entered into the system. Cases are being reported across the U.P. and there have been outbreaks in multiple long term care facilities in other districts. Influenza A H3 is the most common strain being reported, and this year's vaccine appears to have

low effectiveness against this strain. Symptoms include fever, body aches, cough, congestion, chills, etc.

Dr. Frankovich also stated Marquette County has recently had six confirmed cases of Pertussis (Whooping Cough). These cases often spread to other counties since children travel for school events etc.

The Hep A outbreak has reached 610 cases now, with 82% having been hospitalized, and 20 deaths. There may be one related case in the U.P. but that has not yet been confirmed by genetic testing. High risk groups include illicit drug users, gay males and individuals in food service. The vaccine is over 90% effective. Children get two doses, with their first dose at around 12 months of age. However, many adults have not been vaccinated because the old conventional "wisdom" was that it was not needed unless you travelled outside of the country.

Dr. Frankovich updated the BOH on the grant Marquette County received to look at overdoses in the county and to provide education to prescribers about appropriate use of narcotics. Dr. Frankovich reported the funding was not received in November as promised, but Northcare will be providing some funding in order to assist this program getting off the ground quicker. Dr. Frankovich is hoping to have the State funding sometime in January.

9. Health Officer's Report

- Mr. Snyder reported the All-Staff meeting went very well and the majority of staff felt it was extremely educating.
- Lori Schultz, an Environmental Health Specialist at PHDM, has resigned after 27 years of service.
- Mr. Snyder informed the BOH the next meeting will be in January, but the date and time are yet to be determined.

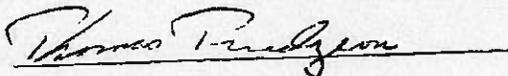
10. Public Comment (three minutes maximum)

No public comment.

11. Board Member Comments

12. Adjournment

There being no further business, Mr. Tatrow made a motion the meeting be adjourned at 3:04 p.m. CST. Motion was supported by Mr. Schei and carried unanimously.



Chairperson

:kg

Approved January 25, 2018
KJA

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

BOARD MEMBERS

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

DIRECTOR

RUSSELL K. SEXTON

Date: December 26, 2017

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

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

Absent: Jeff Naser, Board Chair. Excused.

Others Present: None.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the November 28, 2017 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for November 2017 was reviewed. There were \$150.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure for Spaulding Township for the use of their facility; leaving a balance of \$3,600.

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

DIRECTOR'S REPORT:

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

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

Collaborative Issues: No new information provided.

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

FY 2017 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$5,049.01. This constitutes 19.5% of the allocation spent with 17% of the year elapsed.

FY 2016 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$0. This constitutes 0% of the allocation spent with 0% of the year elapsed (the data for this allocation runs a month or more behind).

Assistance Payments:

Assistance Payments Standard of Promptness: 97.41%. Business Service Center 1 average is 97.28%. Statewide Average is 97.43%.

Family Independence Program Work Participation Rate: 0%. Year to date average for CY 2017 is 37.50%. Federal goal is 50%.

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

October 2017 data:

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

- Family Independence Program: 20 cases; 44 recipients; \$6,483.00 in benefits.
- Food Assistance Program: 1,280 cases; 2,385 recipients; \$272,017.00 in benefits.
- State Disability Assistance: 12 cases; 12 recipients; \$2,284.00 in benefits.
- Child Development and Care: 27 cases; 38 recipients; \$11,776.00 in benefits.
- State Emergency Relief: 1 case; \$600.00 in benefits.
- Unduplicated total: 1,303 cases; 2,418 recipients; \$293,159.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 670 cases; 1,447 recipients
- Other Children < Age 21: 112 cases; 121 recipients
- Pregnant Women & Children Under 19: 447 cases; 829 recipients
- MiChild: 61 cases; 106 Recipients
- Non-SSI Aged, Blind & Disabled: 643 cases; 671 recipients
- SSI Aged, Blind & Disabled: 485 cases; 485 recipients
- Medicaid Eligible Total: 2,202 cases; 3,661 recipients
- Healthy Michigan Program Total: 1,193 cases; 1,355 recipients

This information is available on the www.michigan.gov/dhs website in the "Green Book".

Child Welfare:

CPS Commencement	100%
CPS F2F Investigations	100%
CPS Ongoing F2F	95%
CPS Ongoing Caregiver F2F	100%
CPS Services Plans	100%
CPS Plan Approval	96%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	100%
Dental	N/A%
Worker/Child Contacts	71%
Worker/Parent Contacts	78%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	63%

Board Member Input/Suggestions: None

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

BOARD BUSINESS:

1. **Approval of Vouchers:**

Vouchers for November 2017 were reviewed and a motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

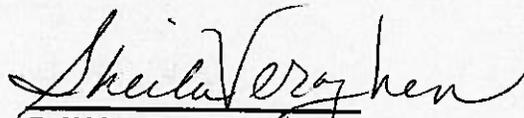
NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: None

NEXT MEETING: January 23, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0927 a.m.


Russell K. Sexton
Board Secretary


Jeff Naser
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

Menominee County Parks and Recreation Committee

Meeting Minutes – December 4, 2017 - ~~DRAFT~~ *Approved 2/5/18*

The meeting was called to order at 5:00 PM by Chair, Bob Desjarlais at the Stephenson Annex.

Reporting for roll call were: Bob Desjarlais, Dick Peterson, Kathy Branz, Mike Kass, Vola Bleile and County Commissioners Larry Phelps and Bill Cech.

Excused: County Administrator – Sherry DuPont. Others present were Noreen Johnson and Charlene Peterson.

Approval of agenda: Motion by Kathy Branz, support by Vola Bleile to approve the agenda. Motion carried.

Minutes: Motion by Vola Bleile to accept the November 6, 2017 minutes with the following changes – Vola Bleile was excused and Sherry DuPont was present; spelling correction on Linderoth; Sherry checked prices at local parks not Larry second by Bill Cech. Motion carried.

Public Comments:

Noreen Johnson asked for help with the septic specifications for Bailey Park. She stated she has the permit from the Health Department. Bob told her the permit would show the specifications. She had two bids – one from Kozikowski and one from Twin City.

Noreen also asked for the price to charge for using the pavilion. The park prices are \$50 at Shakey Lakes so we have to be consistent. She has two weddings booked after the season and they would like to serve alcohol. Bob stated per the park rules alcohol is allowed in the parks and to follow the park rules.

Business:

a. Review RFQ's

- a. Replacement Lawnmower okay as written
- b. 2 – 50 amp pedestals to be changed to 2 – dual 50 amp pedestals
- c. Rewire Fair Building – okay as is as Jim Quist will explain on the walk through.

b. 2018 Parks Price List

- a. Add gift certificates available in off season at County Administrator's office
- b. Change storage rates from \$.85 sq. /ft. to \$1.00 sq. /ft.
- c. Committee felt prices were competitive for 2018

- c. 2017/2018 Monthly Budget Review – Dick Peterson stated we should take into consideration the fee for the water testing. MDEQ water test \$137.22 each – 3 at Shakey Lakes and 1 at Kleinke. We need more information on

how/when and who from the Health Department for the water test. Sherry did add this to the budget.

A motion by Mike Kass to accept the 2017/2018 Budget supported by Bill Cech with all in favor.

d. Other items:

- a. Tentative 2018 Meeting Schedule – A motion by Mike Kass to accept the meeting schedule with a time change to 6PM; supported by Vola Bleile with all in favor.
- b. Timber Cutting Update – Dick Peterson stated that the timber cutting started the day before Thanksgiving with a large portion already done at Shakey Lakes. Longrie will be next. There is still a lot of oak standing at Shakey Lakes which will be saw logs. Pine saw logs are decked and there is a pile of fire wood.

Payments were made to Dean Francis. What is cut has opened a lot of new growth of Pine and Aspen which will now have room to grow.

The issue with the tree at Bailey has been addressed and it will be kept for shade.

The cutter will be going from Shakey Lakes to Longrie, River and then Mason Park. Bailey will be the last to be cut due to the need of a hard frost to keep the surface damage at a minimum.

It was decided to have Dean Francis put together a press release stating the Parks are undergoing a select cut, which has been approved by the County Commissioners. This is to be sent to the Eagle Harold, Peshtigo Times and the Menominee County Journal.

- c. Annual Park Passes – Availability of passes prior to first of year. Discussed along with Park Fees and agreed to.
- d. Non-community Public Water Supply Fees – MDEQ: Discussed along with budget and has been added to budget.
- e. Park – Kayak, Fishing Weekend Tournaments – possible date available. A list of low attendance weekends were supplied by Karen Kayser – a weekend in June would be a good time for this. Larry Phelps will contact Zach from Wild Rose Outfitters/Bait and Tackle to see if this can still be done during the 2018 season.
- f. Bailey Property Preservation Association project funding. Noreen stated they are looking at a 32' X 40' building between the museum and Lake Michigan. One room will be used as a gallery for all their pictures, one small room for archives, a meeting room and 2 inside bathrooms. The building design is in its final stages. This will be a three year project with the septic going in in 2018 – approximately \$10,500 to \$18,000. In 2019 their goal is to pour the slab and frame in

the building – approximately \$30,000. They plan on approaching business and the banks for donations to fund this. In 2020 they will finish the building. At this time the Bailey Park Fund is \$16,000 plus the membership. They applied for a Hannahville Grant and were denied.

They are now working with CUPPAD drawing up the maps on the park trails. M & M Area Community Foundation is also assisting. They have not launched a campaign as of yet, but will be pursuing this in the New Year. At the end of July they host the Heritage Craft Days and draw over 400 people and plan to campaign at this time also.

Correspondence: None

Any other items Members wish to present: None

Public Comment: None

Adjournment: Motion by Vola Bleile to adjourn; supported by Mike Kass.
Meeting adjourned at 6:20 PM.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

January 25, 2018 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 4:33 p.m. Kelly Stankevich, Administrative Assistant, conducted the roll call.

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

* Video television conference from the Northpointe Menominee office

** Telephone

REPRESENTING ADMINISTRATION: J. McCarty, B. Ducoli, K. Stankevich

PUBLIC COMMENTS –None

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen asked to amend agenda under presentations: K. Smith, Recipient Rights Annual Report.

Chairperson Luhtanen asked to amend agenda under New Business: Greenshades proposal

Chairperson Luhtanen asked for approval of amended agenda.

ACTION: Moved to amend agenda under Presentation and New Business.

Motion by: M. Negro supported by J. Hafeman to approve amended agenda.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chairperson Luhtanen asked for a motion to approve the December 28, 2017 regular Board meeting minutes.

ACTION: Moved to approve 12-28-17 regular Board meeting minutes.

Motion by: J. Hafeman supported by G. McCole to approve the 12-28-17 regular Board meeting minutes.

Motion carried unanimously.

PRESENTATION – Green Shades Proposal

Presenter: Brent Johnson, IT Manager

Brent Johnson, Northpointe IT manager, presented to the Board the Greenshade applications, features, installation costs, timeframes, and ongoing costs due to Great Plains 2013 software required upgrade (upgrade to 2016 version). Comparisons of costs, support access, growth potential, integration with current software and licensing completed. Miscellaneous questions addressed.

PRESENTATION: Recipient Rights Annual Report Presenter: K. Smith, Recipient Rights Officer

K. Smith, Recipient Rights Officer, presented the FY 16/17 Recipient Rights Annual Report. K. Smith reviewed appeals, type and frequency of investigations, trainings, and ongoing goals of the Advisory Committee. Miscellaneous questions addressed.

ACTION ITEMS

Finance

- a) Check Disbursement – November 2017

Action: A motion was made by G. McCole supported by M. Negro to approve Check Disbursement – November 2017

Motion carried unanimously.

- b) Financial Statement – November 2017

Action: A motion was made by J. Hafeman supported by R. Roberge to approve Financial Statement – November 2017

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Superiorland Electronics	Inspection of fire alarms and systems	10/01/17 to 9/30/18	\$190.00 per inspection-all sites \$164.00/per Wet System test Belgium Pointe 2hr. \$656.00/annual Wet System test Boyington 8hr. \$328.00/per Wet System test Maple Ridge 4 hr. \$164.00/per Wet System test The Pines 2hr. \$164.00/per Wet System test Lighthouse 2hr.	\$190.00 per inspection-all sites \$164.00/per Wet System test Belgium Pointe 2hr. \$656.00/annual Wet System test Boyington 8hr. \$328.00/per Wet System test Maple Ridge 4 hr. \$164.00/per Wet System test The Pines 2hr. \$164.00/per Wet System test Lighthouse 2hr.	None
Testing of sprinkler systems and fire alarms						
B	Case Management of MI	Case management	10/1/17 to 9/30/18	\$60.00/15 minutes Case Management \$62.00/encounter Individual Therapy \$40.11/enc. Group therapy \$53.00/enc. Treatment planning \$200.00/enc. Assessment \$150.00/enc. Psychiatric eval \$77.75/enc. Medication review-physician \$21.00/enc. Med injection \$100.00/enc. Health assessment \$29.91/15 min. RN Service \$110.00/enc. Annual CSM Assess \$20.60/enc. Comp Multidisciplinary Eval \$63.00/15 min. Support Coordination	\$60.00/15 minutes Case Management \$62.00/encounter Individual Therapy \$40.11/enc. Group therapy \$53.00/enc. Treatment planning \$200.00/enc. Assessment \$150.00/enc. Psychiatric eval \$77.75/enc. Medication review-physician \$21.00/enc. Med injection \$100.00/enc. Health assessment \$29.91/15 min. RN Service \$110.00/enc. Annual CSM Assess \$20.60/enc. Comp Multidisciplinary Eval \$63.00/15 min. Support Coordination	None
C	Superior Rehab	Therapy	9/1/17 to 8/31/18	\$60.00/hr. Physical Therapy \$60.00/hr. Occupational Therapy \$60.00/hr. Speech Therapy Travel time at same rate as above with mileage at \$.50/mile If overnight is required, NP will cover cost at mutually agreed rate	\$60.00/hr. Physical Therapy \$60.00/hr. Occupational Therapy \$60.00/hr. Speech Therapy Travel time at same rate as above with mileage at \$.50/mile If overnight is required, NP will cover cost at mutually agreed rate	None

- c) Contract Grid 12-28-17 (*Superiorland Electronics, Case Management of MI, Superior Rehab Professional Services*)

Action: A motion was made by G. McCole supported by P. Phillips to approve the 12-28-17 Contract Grid.

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	NorthCare Network	Medicaid Specialty Supports and Services	10-1-17 to 9-30-18	Capitated budget allocation with quarterly and year end cost settlement	Capitated budget allocation with quarterly and year end cost settlement	None
B	Monica	Reflective	11/1/17	N/A	\$1650 for 12 weeks of group supervision.	Grant

Laming	Supervision	to 3/1/18		1.5 hours per week	funded
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d) Contract Grid 12-28-17 Additions (*Monica Laming, NorthCare Medicaid Specialty Supports and Services*)

Action: A motion was made by J. Hafeman supported by M. Negro to approve the 12-28-17 Additions Contract Grid.

Motion carried unanimously.

e) Board Member Finance Questions/Responses - None

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

- **Finance**

a) Check Disbursement – December 2017
Outcome: Action item for next meeting.

b) Financial Statement – December 2017
Outcome: Action item for next meeting.

c) Board Member Finance Questions/Responses
Misc. questions addressed

- Contract Grid 1-25-18 (*Bonnie Daligga, Bedford Specialized Care, Whispering Pines SIP, Northern Pines, Lakestate Industries, Kutha AFC, Schlaud AFC, 2018 Interagency Cash Transfer Agreement – MRS, Whispering Pines South*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Bonnie Daligga	Reflective supervision	1/1/18 to 12/31/18	\$75.00/hr. reflective supervision for infant mental health certification with group and \$60.00/hr. for individual reflective supervision	\$75.00/hr. reflective supervision for infant mental health certification with group and \$60.00/hr. for individual reflective supervision	None
B.	Bedford Specialized Care	Adult Foster Care	22/22/18 to 2/21/19	\$95.00 per diem	\$95.00 per diem	None
C.	Whispering Pines – SIP	Unlicensed residential	10-1-17 to 9-30-18	\$15.00/hour	\$15.00/hour	None
D.	Northern Pines	Vocational	10-1-17 to 9-30-18	\$2.75/15 min. unit	\$2.75/ 15 min. unit	None
Total contract allotment of \$200,000. Payment based on completion of targets. Cost Settled in October for 2017-2018						
E.	Lakestate Industries	Vocational	7/01/18 to 6/30/18	\$3.40/unit nonprofessional respite \$2.50/unit Out of Home Pre-Vocational Habilitation \$6.50/unit Supported Employment \$7.50/unit Community Employment	\$3.40/unit respite \$2.50/unit OOH Pre-Voc Hab \$6.50/unit Supported Employment \$7.50/unit Comm. Employment	None
F.	Kutha AFC	Residential	1/1/18 to 12/31/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	N/A
G.	Schlaud AFC	Residential	1/1/18 to 12/31/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	N/A

H.	Interagency Cash Transfer Agreement (MRS)	Vocational Rehab 27% Cost Share with Federal	10/1/17 to 9/30/18	\$5227.00	\$5227.00	None
I.	Whispering Pines South	Residential	10/1/17 to 9/30/18	\$129.05 per diem	\$171.89 per diem	\$42.04 per diem

Reviewed and discussed 1-25-18 Contract Grid.

ACTION: A motion was made by J. Hafeman supported by M. Negro to move 1-25-18 Contract Grid to an action item at the present meeting.

ROLL CALL VOTE:

MEMBERS	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Peretto	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X		Luhtanen	X	
Hofer	X		Phillips	X	

Motion carried unanimously.

ACTION: R. Roberge and supported by G. McCole to approve 1-25-18 Contract Grid.

Motion carried unanimously.

- **Board Bylaws and Policy Review**

Discussed need to update to include procedures for cancellation of meetings due to lack of a quorum. Suggestion to reference the OMA rules as applicable. Consensus was Board members must contact Northpointe Administrative Assistant if unable to attend a meeting; particularly in questionable weather conditions. If a lack of Quorum is inevitable, Administrative Assistant will notify Board members and ensure signs are placed on doors of main offices. If there is need, special meeting to be called with an 18-hour advance notice posting, otherwise meetings cannot be rescheduled. Page 5, no. 13 – remove the word “to” from sentence. Draft to be reviewed at next meeting.

Outcome: New business for next meeting.

- **Stakeholder’s Advisory Committee Applications of Interest**

ACTION: A motion was made by M. Hofer supported by G. McCole to move Advisory Committee Applications of Interest to an action item at the present meeting.

ROLL CALL VOTE:

MEMBERS	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Peretto	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X		Luhtanen	X	
Hofer	X		Phillips	X	

Motion carried unanimously.

ACTION: A motion was made by M. Hofer supported by J. Hafeman to rescind the motion to move Advisory Committee Applications of Interest to an action item at the present meeting until clarification can be received regarding primary residence requirements of the Committee Members.

Motion carried unanimously.

Outcome: Action item for next meeting.

- CEO Report
CEO Report provided to the Board. Reviewed Q1 progress updates of strategic plan.
- Greenshades
Further discussion of Greenshades presentation. Discussed pros and cons of holding, or not holding, a contract with Greenshades. Consensus for members to review the proposal in greater depth with handouts received before the next meeting.
Outcome: Action item at next meeting.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

Informational to be placed on file:

- NorthCare Governing Board Meeting Minutes 12-13-17
- Annual Board Self-study Training Packet
- Semi-Annual Rights Report
- Recipient Rights Outcomes Report
- Annual Board Confidentiality Statement (To be returned by all members at next meeting)

PUBLIC COMMENTS – None

BOARD COMMENT

M. Negro congratulated staff of the Pines for doing fantastic job providing services and updates to support people.

Chairperson Luhtanen announced Great Lakes Rural Mental Health Conference will be held in Escanaba on Sept. 9, 10, and 11. This is the 25th year and will have a national speaker present. Encouraged everyone to attend.

An alternate from Dickinson County Commissioner's office will be attending the February 8, 2018, meeting on behalf of A. Martin.

ADJOURN

A motion was made by G. McCole supported by N. Pasternak to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 6:30 p.m.

The next regular Board meeting is scheduled for Thursday, February 8, 2018 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Kelly Stankevich, Administrative Assistant

MENOMINEE COUNTY BOARD OF COMMISSIONERS ADENDA ITEM

SUBJECT:	County Administrator
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Approve the recommendation of the Negotiating Committee to proceed with hiring Jeff Thornton as Menominee County Administrator	
RECOMMENDED MOTION:	
Approve the recommendation of the Negotiating Committee to proceed with hiring Jeff Thornton as Menominee County Administrator	

Submitted by: Sherry DuPont

02/09/2018
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
ADENDA ITEM**

SUBJECT:	Resolution 2018-6 Tentative Agreement Road Patrol
DEPARTMENT:	Administration/Sheriff's Department
ATTACHMENTS:	Yes
SUMMARY:	
Resolution approving tentative agreement reached between the CB, Road Patrol and General Teamsters	
RECOMMENDED MOTION:	
Approve Resolution of the Tentative Agreement reached between the CB, Road Patrol and General Teamsters	

Submitted by: Sherry DuPont

02/08/2018
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, MI 49858*

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

RESOLUTION 2018-06

RESOLUTION APPROVING TENTATIVE AGREEMENT REACHED BETWEEN MENOMINEE COUNTY BOARD OF COMMISSIONERS, THE MENOMINEE COUNTY SHERIFF ROAD PATROL OFFICERS AND GENERAL TEAMSTERS INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL UNION NO. 406

WHEREAS, a tentative agreement has been reached between representatives of Menominee County, Teamsters Local 406 and the Menominee County Sheriff's Road Patrol Officers for the period of January 1, 2018 through September 30, 2021; and

WHEREAS, the tentative agreement has been ratified by the employees within the bargaining agreement; and

WHEREAS, the provisions of the bargaining agreement have been reviewed by the County Board of Commissioners.

THEREFORE, BE IT RESOLVED, that the Menominee County Board of Commissioners hereby approves the contract between Menominee County and Menominee County Sheriff's Road Patrol Officers for the period January 1, 2018 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners, the County Administrator and the County Clerk are authorized to sign the contract on behalf of the County.

Gerald Piche, Chairman, Menominee County Board of Commissioners

Marc Kleiman, County Clerk

Bernie Lang Charlie Meintz William Cech – Vice Chairperson Jan Hafeman

John Nelson Larry Schei Gerald Piche - Chairman Steven Gromala Larry Phelps

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
ADENDA ITEM**

SUBJECT:	Resolution 2018-7 Tentative Agreement Corrections Officers
DEPARTMENT:	Administration/Sheriff's Department
ATTACHMENTS:	Yes
SUMMARY:	
Resolution approving tentative agreement reached between the CB, Corrections Officers and General Teamsters	
RECOMMENDED MOTION:	
Approve Resolution of the Tentative Agreement reached between the CB, Corrections Officers and General Teamsters	

Submitted by: Sherry DuPont

02/08/2018
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

RESOLUTION 2018-07

RESOLUTION APPROVING TENTATIVE AGREEMENT REACHED BETWEEN MENOMINEE COUNTY BOARD OF COMMISSIONERS, THE MENOMINEE COUNTY SHERIFF CORRECTIONS OFFICERS AND GENERAL TEAMSTERS INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL UNION NO. 406

WHEREAS, a tentative agreement has been reached between representatives of Menominee County, Teamsters Local 406 and the Menominee County Sheriff's Corrections Officers for the period of January 1, 2018 through September 30, 2021; and

WHEREAS, the tentative agreement has been ratified by the employees within the bargaining agreement; and

WHEREAS, the provisions of the bargaining agreement have been reviewed by the County Board of Commissioners.

THEREFORE, BE IT RESOLVED, that the Menominee County Board of Commissioners hereby approves the contract between Menominee County and Menominee County Sheriff Corrections Officers and General Teamsters International Brotherhood of Teamsters, Local Union no. 406 for the period of January 1, 2018 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners, the County Administrator and the County Clerk are authorized to sign the contract on behalf of the County.

Gerald Piche, Chairman, Menominee County Board of Commissioners

Marc Kleiman, County Clerk

*Bernie Lang Charlie Meintz William Cech – Vice Chairperson Jun Hafeman
John Nelson Larry Schei Gerald Piche - Chairman Steven Gromala Larry Phelps*