

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

Menominee County Board of Commissioners

Tuesday, February 25, 2020 – 5:00 PM

Menominee County Annex (MSU-E), Conference Room

S904 US HWY 41, Stephenson, MI 49887

906-753-2209

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)
- D. Approval of the Agenda
- E. Approval of the Previous Minutes: CB-February 11, 2020
- F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)
- G. Presentations (*Limited to 20 Minutes*):
 - Cindy Boyle – Marinette/Menominee Regional Guide
 - Parker Jones – MSUE Innovation Counselor
- H. Department Head/Elected Official Reports (*Limited to 10 Minutes*):
 - Department Head and/or Elected Official
 - County Administrator
- I. Action Items
 - 1. Moved by _____ supported by _____ to approve Resolution 2020-08 ~ To Declare Menominee County a "Second Amendment Sanctuary County".
 - 2. Moved by _____ supported by _____ to approve Commissioner Per Diems and Expenses as paid.
 - 3. Moved by _____ supported by _____ to approve miscellaneous bills paid on January 28 & 31, and February 4 & 6, 2020 in the combined amount of \$144,313.04.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

Larry Johnson Jr.

Jan Hafeman

David Prestin

Bernie Lang

Larry Schei

4. Moved by _____ supported by _____ to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk.

J. New Business

1. Personnel Items

a. None

2. Buildings & Grounds/Park Items

a. None

3. Miscellaneous Items

a. Bagley Tower - RFP

b. "Revised" County Plan for Monumentation and Remonumentation

c. RFP 19/20-6 ~ Airport Community Hangar Roof Bids

d. Advertisement in the Marinette/Menominee Regional Guide

4. Finance Items

a. Miscellaneous bills paid on February 11 & 20, 2020 in the combined amount of \$73,569.72

K. Miscellaneous Boards/Committee/Commission Reports

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

M. Commissioner Comment

N. Adjourn

February 11, 2020

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, Stephenson, Michigan.

Chairman Piche called the meeting to order at 5:00 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 (5:22 p.m.), Steven Gromala, Jan Hafeman, Larry Johnson Jr., Bernie Lang, Larry Phelps, Gerald Piche, and Larry Schei.

Absent: Commissioners: David Prestin (excused).

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

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve the minutes from the January 28, 2020 Regular County Board Meeting. Motion was approved 7-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Andy Primeaux, County E-911 Director – Gave an update on Menominee County E-911.
- Kenny Marks, County Sheriff – Gave a statement in regards to Resolution 2020-08 ~ To Declare Menominee County a “Second Amendment Sanctuary County”.
- Jason Carviou, County Administrator – Gave Administrator’s Report with updates and announcements. Also gave a presentation on the two millages.

(Commissioner William Cech arrived at the meeting at 5:22 p.m.)

Action Items:

Moved by Com. Gromala, seconded by Com. Hafeman to approve the Multi-Bank Securities, Inc. Non-Corporate Resolution for removing the previous Menominee County Treasurer and adding the New Treasurer, Barbara Parrett as a qualified intermediary on the Menominee County Account. Motion was approved 8-0.

Moved by Com. Cech, seconded by Com. Phelps to approve Resolution 2020-09 ~ Retirement of Darrell Moilanen, Engineer/Manager, Menominee County Road Commission. Motion was approved by roll call vote 8-0. (Attachment A)

Moved by Com. Hafeman, seconded by Com. Cech to approve Resolution 2020-10 ~ Retirement of Thomas Nettleton, Road Patrol Sergeant. Motion was approved by roll call vote 8-0. (Attachment B)

Moved by Com. Hafeman, seconded by Com. Gromala to approve the 2019/20 Agreement for Extension Services with Michigan State University. (Agreement Dates 10.01.2019-9.30.2020). Motion was approved 8-0.

Moved by Com. Cech, seconded by Com. Phelps to ratify the County Administrator's appointment of Andrew Primeaux as the Menominee County E-911 Director. Motion was approved 8-0.

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

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous bills as paid on January 3, 9, 10, 14 & 23, 2020 in the amount of \$194,679.26. Motion was approved 8-0.

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 8-0.

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. Bagley Tower. – Administrator Carviou updated the Board on the progress of the Bagley Tower. The County did not receive the rural development grant that was applied for. Jason is currently working on a new RFP for replacing the Bagley Tower.
- b. Resolution 2020-07 ~ To Establish a Multiple District Plan for Magistrates Between the 95A and 94th District Courts. – The 94th District Court in Delta County wishes to establish a multiple district plan for the magistrates between the 95A and 94th District Courts. Administrator Carviou explained the situation to the Board. Judge Jamo and Judge Parks further discussed this item.

Moved by Com. Gromala, seconded by Com. Hafeman to make the approval of Resolution 2020-07 ~ To Establish a Multiple District Plan for Magistrates Between the 95A and 94th District Courts an action item at this meeting. Motion was approved by roll call vote 8-0.

Moved by Com. Gromala, seconded by Com. Cech to approve Resolution 2020-07 ~ To Establish a Multiple District Plan for Magistrates Between the 95A and 94th District Courts. Motion was approved by roll call vote 8-0. (Attachment C)

- c. Resolution 2020-08 ~ To Declare Menominee County a “Second Amendment Sanctuary County”. – Administrator Carviou discussed this Resolution. After a lengthy discussion, the consensus of the board was to move this item forward to the next meeting for a vote.

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 28 & 31, February 4 & 6, 2020 in the amount of \$144,313.04. – 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 to the next meeting for approval.

Public Comment: None.

Commissioner Comment:

- Com. Phelps – Congratulated Andrew Primeaux on his appointment as County E-911 Director.
- Com. Hafeman – Commented on the Resolution between the 95A and 94th District Court.
- Com. Phelps – Commented that the meeting was good.

Moved by Com. Hafeman, seconded by Com. Phelps to adjourn at 6:33 p.m. Motion was approved 8-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-08 ~ To Declare Menominee County a “Second Amendment Sanctuary County.”
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>We received this resolution from both Mackinac and Cheboygan Counties. Some of the Commissioners were interested in also passing a similar resolution for Menominee County.</p>	
RECOMMENDED MOTION	
<p>To approve Resolution 2020-08 ~ To Declare Menominee County a “Second Amendment Sanctuary County”.</p>	

Submitted by: Jason Carviou

02/20/2020
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 – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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RESOLUTION 2020-08

RESOLUTION TO DECLARE MENOMINEE COUNTY A "SECOND AMENDMENT SANCTUARY COUNTY"

WHEREAS, the County Board of Commissioners of the County of Menominee, State of Michigan, is vested with the statutory authority of administering the affairs of Menominee County, is an organized body with powers and immunities established by law, and entrusted to protect the health, safety, and welfare of the citizens of Menominee County; and

WHEREAS, the Second Amendment of the United States Constitution declares "A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed"; and

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S. 570 (2008), affirmed an individual's right to possess a firearm, unassociated with service in a militia, and to use that firearm for lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in *McDonald v. Chicago*, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear Arms" is established by the Second Amendment, and is incorporated to the States by way of the Due Process Clause of the Fourteenth Amendment; and

WHEREAS, the United States Supreme Court in *United States v. Miller*, 307 U.S. 174 (1939), opinioned that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) declares that "Every person has a right to keep and bear Arms for the defense of himself and the State"; and

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Commissioner Per Diems & Expenses as recently submitted for payment	
RECOMMENDED MOTION	
Motion to approve Commissioner Per Diems and Expenses.	

Submitted by: Jason Carviou

02/20/2020
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**

JAN 31, 20

AD

Mileage: .575 cents/mile ~ effective 01 January 2020

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

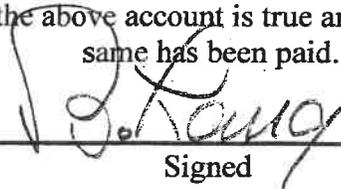
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2020					
01-07	CO BD	3			
01-08	CO BD	3			101-101-860.00
01-09	CAA	112			101-101-860.00
01-23	SH. CAUSE	3			101-101-860.00
01-28	CO. BD	3			101-101-860.00
		<hr/>			101-101-860.00
		$124 \times .575 = 71.30$			101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	71.30

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

01-30-20

Date

Mileage: .575 cents/mile ~ effective 01 January 2020

JAN 28

AD.

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
1/7/20	Co Bd- Courthouse	76	43.70		101-101-860
1/8/20	COW-Courthouse	76	43.70		101-101-860
1/14/20	Library Bd- Stephenson	35	20.13		101-101-860
1/28/20	Co Bd. Mtg-Courthouse	76	43.70		
1/9/20	Glow - Marinette	78	44.85		101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
		263	Total Mileage	151.23	
Total Mileage Fee					\$151.23

196.08
AD.

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.

Jan Hafeman
Signed

1-28-20
Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

JAN 29

AA.

Mileage: .58 cents/mile ~ effective 01 January 2019

*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 .58/mile	Total Cost	Account Number
12/17/19	Meno. Co. Courthouse	5	.58	2.90	101-101-860.00
12/23/19	Stephenson Annex	36	.58	20.88	101-101-860.00
1/2/2020	Meno. Co. Garage	40	.58	23.20	101-101-860.00
1/6/2020	Lake Township	40	.58	23.20	101-101-860.00
1/7/2020	Meno. Co. Courthouse	5	.58	2.90	101-101-860.00
1/14/2020	Meno. Co. Garage	40	.58	23.20	101-101-860.00
1/28/2020	Meno. Co. Courthouse	5	.58	2.90	101-101-860.00
				2.875	101-101-860.00
		179			101-101-860.00
			Total Mileage		
				Total Mileage Fee	101.98

23.00
26.45
2.875
23.00
2.875

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

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

JAN 30
AD

Mileage: .575 cents/mile ~ effective 01 January 2020

*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 .575/mile	Total Cost	Account Number
1/7/20	Court House - County Board	72	41.40	41.40	101-101-860.00
1/8/20	Courthouse - COW-ALP	72		41.40	101-101-860.00
1/21/20	Courthouse - Airport Comm	72		41.40	101-101-860.00
1/23/20	Pinecroft - For. DHS.	—		—	101-101-860.00
1/23/20	Pinecroft - Pinecroft Board	14		8.05	101-101-860.00
1/28/20	Courthouse - County Board	72		41.40	101-101-860.00
		302	Total Mileage		
				Total Mileage Fee	173.65

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 L. Piche

Signed

1/30/20

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

JAN 28

Mileage: .575 cents/mile ~ effective 01 January 2020

*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 .575/mile	Total Cost	Account Number
1/07/20	COURTHOUSE	16		\$9.20	101-101-860.00
1/08/20	COURTHOUSE	16		9.20	101-101-860.00
1/16/20	PINECREST - PONDERS	73		41.98	101-101-860.00
1/20/20	COURTHOUSE	16		9.20	101-101-860.00
		121			101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	121	
				Total Mileage Fee	\$69.58

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

1/29/21

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

JAN 28

Mileage: .58 cents/mile ~ effective 01 January 2019

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

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

Name: **Dave Prestin ~ District 6**

Date	Meeting Place	# of miles	X .58/mile	Total Cost	Account Number
12/11/19	ANNEX	22	12.76	12.76	101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
			Total Mileage		
				Total Mileage Fee	\$12.76

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.

David C. Prestin
Signed

1/24/2020
Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

JAN 28

AB

Mileage: .575 cents/mile ~ effective 01 January 2020

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

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

Name: David Prestin ~ District 6

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
1/7/2020	Countyhouse	48	27.60	27.60	101-101-860.00
1/15/2020	Annex	22	12.65	12.65	101-101-860.00
1/28/2020	Countyhouse	48	27.60	27.60	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
		118			
			Total Mileage		
				Total Mileage Fee	\$67.85

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

AB

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

David C. Prestin

Signed

1/28/2020

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous bills paid on January 28 & 31, and February 4 & 6, 2020 in the combined amount of \$144,313.04.	
RECOMMENDED MOTION:	
Motion to approve miscellaneous bills paid on January 28 & 31, and February 4 & 6, 2020 in the combined amount of \$144,313.04.	

Submitted by: Jason Carviou

02/20/2020
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 NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MENOMINEE COUNTY CLERK				
Notary Renewal	Thomas G. Faller	101-215-727.00	10.00	10.00
TOTAL VENDOR MENOMINEE COUNTY CLERK				10.00
VENDOR NAME: STATE OF MICHIGAN/7064CROWNRDR				
Notary	Thomas G. Faller	101-215-727.00	10.00	10.00
TOTAL VENDOR STATE OF MICHIGAN/7064CROWNRDR				10.00
GRAND TOTAL:				20.00

APPROVED

JAN 28 2020

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: FURLONG, MICHAEL J.				
Reimbursement	Notary Fee	101-148-802.00	5.00	
		101-132-802.00	5.00	10.00
TOTAL VENDOR FURLONG, MICHAEL J.				10.00
VENDOR NAME: STATE OF MICHIGAN/7064CROWNRDR				
Notary	Michael J. Furlong	101-148-802.00	5.00	
		101-132-802.00	5.00	10.00
TOTAL VENDOR STATE OF MICHIGAN/7064CROWNRDR				10.00
GRAND TOTAL:				20.00

APPROVED

JAN 31 2020

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906498225301	Telephone Services - Library	271-790-850.00	46.04	46.04
TOTAL VENDOR AT&T - CAROL STREAM, IL				46.04
VENDOR NAME: CITY OF STEPHENSON				
705	Library - Water/Electric/Sewer	271-790-920.00	525.24	525.24
TOTAL VENDOR CITY OF STEPHENSON				525.24
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
263802395	Library (1/1/20 - 3/31/20)	271-790-801.01	81.99	81.99
263802160	Library (1/1/20 - 3/31/20)	271-790-801.01	124.92	124.92
263801288	Library (10/1 - 12/31/19)	271-790-801.01	124.92	124.92
263801391	Library (10/1 - 12/31/19)	271-790-801.01	81.99	81.99
263801485	Library (8/6 - 9/30/19)	271-790-801.01	76.56	76.56
263801280	Library (8/6 - 9/30/19)	271-790-801.01	50.25	50.25
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				540.63
VENDOR NAME: LUFTS ADVERTISER, INC.				
1/28/20	Library Advertising	271-790-901.01	25.00	25.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				25.00
VENDOR NAME: UPPER PENINSULA REGION LIB.				
3178	Software Annual Subscription 4/1 - 3/31/21	271-790-801.01	180.12	180.12
TOTAL VENDOR UPPER PENINSULA REGION LIB.				180.12
GRAND TOTAL:				1,317.03

APPROVED

FEB 04 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

FEB 06 2020

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661401	Telephone Services - 911	266-325-850.00	298.66	298.66
906863444101	Telephone Services	101-228-850.00	574.56	574.56
906863202301	Telephone Services	101-228-850.00	452.36	452.36
906863470501	Telephone Services (Probation & Parole)	101-228-850.00	99.12	99.12
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,424.70
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
4827	Vehicle Maintenance - 2019 Ford Intercept	205-315-981.00	38.10	38.10
4862	Vehicle Maintenance - 2017 Ford Intercept	205-315-981.00	38.10	38.10
4913	Vehicle Maintenance - 2017 Ford Intercept	205-315-981.00	38.10	38.10
4935	Vehicle Maintenance - 2018 Chevy Tahoe	205-315-981.00	79.37	79.37
4872	Vehicle Maintenance - 2016 Ford (Annex)	101-265-981.00	38.15	38.15
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				231.82
VENDOR NAME: BINDER, PAMELA				
2/3/20	Can Zone, Supplies, Mileage	292-668-801.00	120.00	137.29
		292-668-801.00	2.30	
		292-668-801.00	14.99	
TOTAL VENDOR BINDER, PAMELA				137.29
VENDOR NAME: BLUETARP FINANCIAL, INC.				
208785	Operating Supplies	101-265-755.00	88.67	88.67
F64156	Inmate Supplies	101-301-770.00	195.00	195.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				283.67
VENDOR NAME: CASA				
2/4/2020	Reimbursement - Faith Sandahl	292-669-801.00	1,106.00	1,106.00
TOTAL VENDOR CASA				1,106.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - January 2020	101-101-860.00	55.20	55.20
TOTAL VENDOR CECH, WILLIAM				55.20
VENDOR NAME: CEDAR RIVER PLAZA				
MECO12/31	December 2019 Gasoline Sales (RP)	205-315-742.00	127.33	127.33
TOTAL VENDOR CEDAR RIVER PLAZA				127.33
VENDOR NAME: CITY OF MENOMINEE				
5052	October 2019 Gasoline Sales (RP)	205-315-742.00	2,160.77	2,160.77
5063	November 2019 Gasoline Sales (RP)	205-315-742.00	1,813.65	1,813.65
5074	December 2019 Gasoline Sales (RP)	205-315-742.00	1,670.95	1,670.95
TOTAL VENDOR CITY OF MENOMINEE				5,645.37
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.66	232.57
		101-261-920.02	35.23	
		101-261-920.03	176.68	
TOTAL VENDOR CITY OF STEPHENSON				232.57
VENDOR NAME: CLOVERLAND PAPER CO				
121386	Janitorial Supplies (Courthouse)	101-265-755.01	353.31	353.31
121425	Janitorial Supplies (Courthouse)	101-265-755.01	257.33	257.33
121387	Inmate Supplies	101-301-770.00	72.54	72.54
TOTAL VENDOR CLOVERLAND PAPER CO				683.18
VENDOR NAME: COLEMAN ENGINEERING COMPANY				
36266	2020 Hosting & GIS 911 Maintenance	266-325-934.02	3,000.00	9,000.00
		101-257-801.00	6,000.00	
TOTAL VENDOR COLEMAN ENGINEERING COMPANY				9,000.00
VENDOR NAME: COOPER OFFICE EQUIPMENT				

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: COOPER OFFICE EQUIPMENT				
173707	Contract # 2310-01 (Treasurer's Office)	101-253-728.00	90.00	90.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				90.00
VENDOR NAME: DEKETO, LLC				
DK 1-2020	January 2020 Documents (x333)	256-277-857.00	750.00	750.00
TOTAL VENDOR DEKETO, LLC				750.00
VENDOR NAME: DICK MYERS CUSTOM WELDING				
022285	Grill Guard - 18 Tahoe	101-301-981.00	725.00	725.00
TOTAL VENDOR DICK MYERS CUSTOM WELDING				725.00
VENDOR NAME: DICKINSON COUNTY TREASURER				
Circuit Court 2019-4	Shared Expenses (Oct, Nov, Dec 20)	101-131-702.00	31,786.92	31,786.92
Circuit Court 2019-4	Shared Expenses (Oct, Nov, Dec 20)	101-131-702.00	75.00	75.00
TOTAL VENDOR DICKINSON COUNTY TREASURER				31,861.92
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Advertising	101-101-901.00	64.22	64.22
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				64.22
VENDOR NAME: ENERGY CONTROL & DESIGN, INC.				
0086778-IN	Re-establish Graphics HVAC - Jail Kitchen	101-265-934.00	577.50	577.50
TOTAL VENDOR ENERGY CONTROL & DESIGN, INC.				577.50
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage - January 2020	101-101-860.00	196.08	196.08
TOTAL VENDOR HAFEMAN, JAN				196.08
VENDOR NAME: HANSEN, JANE C.W.				
January 2020	CAFA	260-266-801.01	900.00	1,490.00
		260-266-801.02	590.00	
TOTAL VENDOR HANSEN, JANE C.W.				1,490.00
VENDOR NAME: HENSLEY, RN, JOEL				
2/1/20	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
Blood Draw	Inmate Blood Draws (x4)	101-267-801.01	400.00	400.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,765.00
VENDOR NAME: ICLE				
761661	MI Model Civil Jury Instructions (District)	101-136-802.00	138.50	138.50
TOTAL VENDOR ICLE				138.50
VENDOR NAME: IHANDER, AARON				
Reimbursement	Uniform Allowance	205-315-745.00	15.89	15.89
TOTAL VENDOR IHANDER, AARON				15.89
VENDOR NAME: J S ELECTRONICS, INC.				
20740	911 Tower Lease - February 2020	266-325-976.00	517.63	517.63
TOTAL VENDOR J S ELECTRONICS, INC.				517.63
VENDOR NAME: JANITOR'S CLOSET				
46594	Cleaning Services (January 2020)	101-265-801.00	1,900.00	1,900.00
TOTAL VENDOR JANITOR'S CLOSET				1,900.00
VENDOR NAME: JOHN FABICK TRACTOR CO.				
PIGB0014874	Airport Equipment Maintenance Supplies	216-585-981.00	309.52	309.52
PIGB0014873	Airport Equipment Maintenance Supplies	216-585-981.00	528.58	528.58
TOTAL VENDOR JOHN FABICK TRACTOR CO.				838.10
VENDOR NAME: KASS, MICHAEL				
Parks Committee	Mileage & Per Diem	208-751-860.00	50.00	75.88
		208-751-860.00	25.88	

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: KASS, MICHAEL				
TOTAL VENDOR KASS, MICHAEL				75.88
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - January 2020	101-101-860.00	71.30	71.30
TOTAL VENDOR LANG, BERNARD				71.30
VENDOR NAME: LAWRENCE, GEOFFREY C.				
2020-0007-MI	Court Appointed (S.L. Kodric)	101-148-807.00	240.00	240.00
TOTAL VENDOR LAWRENCE, GEOFFREY C.				240.00
VENDOR NAME: LUFTS ADVERTISER, INC.				
1/28/20	Advertising	101-101-901.00	380.00	993.00
		208-751-901.00	240.00	
		101-262-727.00	373.00	
1/28/20	Advertising - 911	266-325-755.00	130.00	130.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				1,123.00
VENDOR NAME: MARCO TECHNOLOGIES, LLC				
INV7255236	New Phone System	101-103-970.19	15,242.06	15,242.06
INV7255219	New Phone System	101-103-970.19	30,569.55	30,569.55
TOTAL VENDOR MARCO TECHNOLOGIES, LLC				45,811.61
VENDOR NAME: MCKESSON MEDICAL - SURGICAL				
74518998	Road Patrol Equipment Repair Supplies	205-315-934.00	209.31	209.31
74527319	Road Patrol Equipment Repair Supplies	205-315-934.00	372.21	372.21
TOTAL VENDOR MCKESSON MEDICAL - SURGICAL				581.52
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
32233	Replace Hot Water Pipe	101-265-934.00	622.00	622.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				622.00
VENDOR NAME: MENARDS - MARINETTE				
3676	Operating Supplies	101-265-755.00	6.82	6.82
3824	Operating Supplies	101-265-755.00	26.21	26.21
4011	Operating Supplies	101-265-755.00	46.34	46.34
3677	Vehicle Maintenance Supplies	101-265-981.00	30.95	30.95
3731	Inmate, Vehicle, MIDC & Office Supplies	101-301-770.00	72.97	129.69
		101-301-981.00	15.96	
		260-266-830.00	24.80	
		101-301-727.00	15.96	
4214	Park Improvement Supplies	220-752-970.03	569.28	569.28
4221	Credit Memo - Park Improvement	220-752-970.03	(219.78)	(219.78)
93037	Park Improvement Supplies	220-752-970.03	188.54	188.54
TOTAL VENDOR MENARDS - MARINETTE				778.05
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10686072	Snow Thrower Chain	101-265-755.00	2.60	2.60
10686030	Snow Thrower Chain	101-265-755.00	8.96	8.96
10687710	Park Supplies	208-751-930.02	16.05	16.05
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				27.61
VENDOR NAME: MICH ASSN OF REGISTER OF DEEDS				
Registration	Spring Conference - Cindy Brzezinski	101-268-802.00	60.00	60.00
TOTAL VENDOR MICH ASSN OF REGISTER OF DEEDS				60.00
VENDOR NAME: MICHIGAN DISTRICT JUDGES ASSOC				
1406	Membership Dues (Robert Jamo)	101-136-802.00	225.00	225.00
TOTAL VENDOR MICHIGAN DISTRICT JUDGES ASSOC				225.00
VENDOR NAME: MIKE'S AUTO				
1/30/20	Vehicle Maintenance - 07 Chevy	208-751-981.00	178.98	178.98
TOTAL VENDOR MIKE'S AUTO				178.98
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0152728-001	Office Supplies - Family Court	101-132-727.00	4.65	4.65
0152451-001	Office Supplies - Sheriff Dept	101-301-727.00	45.67	45.67
0152452-001	Inmate Supplies	101-301-770.00	7.29	7.29
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				57.61
VENDOR NAME: NORTHWOODS RAIL TRANSIT COMMISSION				
2020-20	Annual Administrative Fee for 2020	101-103-802.00	200.00	200.00
TOTAL VENDOR NORTHWOODS RAIL TRANSIT COMMISSION				200.00
VENDOR NAME: NUTT, MICHAEL				
January 2020	Crisis Intervention	292-668-801.00	665.00	665.00
Reimbursement	Mileage - January 2020	292-664-860.00	107.24	107.24
TOTAL VENDOR NUTT, MICHAEL				772.24
VENDOR NAME: OFFICE DEPOT, INC.				
424636719001	Office Supplies - ROD	101-268-727.00	139.57	139.57
424636720001	Office Supplies - ROD	101-268-727.00	47.02	47.02
424569647001	Office Supplies - ROD	101-268-727.00	1.99	1.99
429795344001	Office Supplies - District Court	101-136-727.00	44.19	44.19
429807067001	Office Supplies - District Court	101-136-727.00	22.44	22.44
430005331001	Office Supplies - District Court	101-136-727.00	18.56	18.56
TOTAL VENDOR OFFICE DEPOT, INC.				273.77
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park & Park Improvement Supplies	220-752-970.03	87.92	101.28
		208-751-755.02	8.18	
		208-751-742.00	5.18	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				101.28
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320017002	Inmate Supplies	101-301-770.00	112.28	112.28
40068320024003	Inmate Supplies	101-301-770.00	103.88	103.88
TOTAL VENDOR PAN-O-GOLD BAKING CO.				216.16
VENDOR NAME: PARRETT, BARB				
Reimbursement	Bridge Toll (x4)	101-253-860.00	8.00	16.00
		517-252-860.00	8.00	
TOTAL VENDOR PARRETT, BARB				16.00
VENDOR NAME: PHELPS, LARRY				
Reimbursement	Mileage - January 2020	101-101-860.00	101.98	101.98
TOTAL VENDOR PHELPS, LARRY				101.98
VENDOR NAME: PHILIPPS, RANDALL				
January 2020	CAFA	260-266-801.02	375.00	375.00
TOTAL VENDOR PHILIPPS, RANDALL				375.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - January 2020	101-101-860.00	173.65	173.65
TOTAL VENDOR PICHE, GERALD L.				173.65
VENDOR NAME: PINECREST MEDICAL CENTER				
1/23/2020	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR PINECREST MEDICAL CENTER				50.00
VENDOR NAME: PRESTIN, DAVID				
Reimbursement	Mileage - December 2019	101-101-860.00	12.76	12.76
Reimbursement	Mileage - January 2020	101-101-860.00	67.85	67.85
TOTAL VENDOR PRESTIN, DAVID				80.61
VENDOR NAME: PRINTERSPLUS!				
16280	Letterhead & Envelopes - Treasurer's Office	101-253-727.00	172.50	172.50

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PRINTERSPLUS!				
TOTAL VENDOR PRINTERSPLUS!				
				172.50
VENDOR NAME: READERS DIGEST				
0824760623	Inmate Supplies	101-301-770.00	23.98	23.98
TOTAL VENDOR READERS DIGEST				
				23.98
VENDOR NAME: REINHART FOODSERVICE				
942986	Inmate Supplies	101-301-770.00	1,794.42	1,794.42
948109	Inmate Supplies	101-301-770.00	1,151.16	1,151.16
950310	Inmate Supplies	101-301-770.00	586.66	586.66
TOTAL VENDOR REINHART FOODSERVICE				
				3,532.24
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - January 2020	101-101-860.00	69.58	69.58
TOTAL VENDOR SCHEI, LARRY				
				69.58
VENDOR NAME: SEABORG, SARA D.				
December 2019	Additional - Court Appointed Legal Svcs	260-266-801.00	4,125.00	4,125.00
2019-153-MI	Court Appointed (W. Truesdell)	101-148-807.00	500.00	500.00
TOTAL VENDOR SEABORG, SARA D.				
				4,625.00
VENDOR NAME: STATE OF MICHIGAN				
C41	January, February, March 2020	101-131-858.03	2,059.73	2,059.73
TOTAL VENDOR STATE OF MICHIGAN				
				2,059.73
VENDOR NAME: TARGET INFORMATION MANAGEMENT				
288820	District Forms	101-136-727.00	27.91	27.91
TOTAL VENDOR TARGET INFORMATION MANAGEMENT				
				27.91
VENDOR NAME: THE EBCO COMPANY, LLC				
020028	Letter Size Folders (PA's)	101-267-727.00	152.50	152.50
TOTAL VENDOR THE EBCO COMPANY, LLC				
				152.50
VENDOR NAME: TIRE TRAX				
11166	Jeep Tire (RP)	205-315-981.00	204.00	204.00
TOTAL VENDOR TIRE TRAX				
				204.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
50940	Weekly Computer Maintenance	101-228-857.00	5,089.99	5,089.99
82073	Computer Supplies - PA's Office	101-228-970.01	35.00	35.00
81899	Computer Supplies - PA's Office	101-228-970.01	94.99	94.99
82329	Barracuda Email Security	101-228-857.02	4,860.00	4,860.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				
				10,079.98
VENDOR NAME: UP JUDGES ASSOCIATION				
Dues	Dan Hass - Probate Judge	101-132-802.00	25.00	50.00
		101-148-802.00	25.00	
Dues	2020 Membership Dues	101-136-802.00	50.00	50.00
TOTAL VENDOR UP JUDGES ASSOCIATION				
				100.00
VENDOR NAME: UWC				
9067532209	Telephone Svcs - Annex	101-228-850.00	9.60	9.60
9068632023	Telephone Svcs - County	101-228-850.00	21.98	21.98
9067534582	Telephone Svcs - Shakey Lakes	208-751-850.00	0.70	0.70
9068634441	Telephone Svcs - Sheriff's Dept	101-228-850.00	38.78	38.78
9068634705	Telephone Svcs - Probation	101-228-850.00	10.44	10.44
TOTAL VENDOR UWC				
				81.50
VENDOR NAME: VIQ SOLUTIONS, INC.				
30772	License Support/Maintenance Agreement	101-103-755.00	2,000.00	2,000.00
TOTAL VENDOR VIQ SOLUTIONS, INC.				
				2,000.00
VENDOR NAME: WALTER BROTHERS INC				

APPROVED

FEB 06 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-984.00	2.49	24.48
		216-585-981.02	21.65	
		216-585-981.00	0.34	
TOTAL VENDOR WALTER BROTHERS INC				24.48
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	42.96	42.96
0402055840-00001	Jail	101-265-920.03	3,690.00	3,690.00
0402191663-00001	Health Care Center	101-265-920.03	494.03	494.03
0402047856-00004	Courthouse	101-265-920.04	1,926.06	1,926.06
0403823200-00004	Airport	216-585-920.00	196.32	1,393.54
		216-585-920.03	512.41	
		216-585-920.00	251.93	
		216-585-920.03	217.60	
		216-585-920.00	215.28	
0405249882-00005	County Parks	208-751-920.01	48.90	128.54
		208-751-920.01	36.77	
		208-751-920.01	15.59	
		208-751-920.01	27.28	
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	27.59	27.59
0403823200-00005	Airport - Gate Center	216-585-920.03	29.67	29.67
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				7,732.39
GRAND TOTAL:				142,956.01

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 and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports.	
RECOMMENDED MOTION	
Motion to approve miscellaneous boards/committees/commissioner reports to be placed on file in the Office of the County Clerk.	

Submitted by: Jason Carviou

02/20/2020
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):

The Menominee County Board of Road Commissioners held a PUBLIC HEARING in their offices north of Stephenson on Tuesday, September 3, 2019.

Chair Kakuk called the hearing to order at 8:45 a.m. with the following persons present or absent:

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Moilanen, and Lisa Savord. Also present were Darrell Cass, Charlene Peterson, Jeffrey ??, Jody Korch, Ken Marchetti, Joe Linder, Bruce Fellion, Lyle Gearhart, and Lowell Bengry.

Absent: None

The Pledge of Allegiance was recited.

Kakuk turned the meeting over to Moilanen who explained that the purpose of the hearing was to hear questions and comments regarding the proposed budget for the 2019/2020 fiscal year. Moilanen briefly reviewed several line items including projected projects and revenues, as well as proposed capital outlay.

Moilanen called for any questions or comments about the proposed 2019/2020 budget. Moilanen called a second time for questions or comments about the proposed 2019/2020 budget. Moilanen called a third time for questions or comments about the proposed 2019/2020 budget.

There being none, the hearing was closed at 8:48 a.m.

Road Commission Finance Director/Clerk	Chair
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The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, September 3, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Moilanen, and Lisa Savord. Also present were Darrell Cass, Charlene Peterson, Jeffrey ??, Jody Korch, Ken Marchetti, Joe Linder, Bruce Fellion, Lyle Gearhart, Lowell Bengry, Larry Barker and Jay Szymanski.

Absent: None

Public comments – An attendee asked why Bone Yard Road has a cable across it. Moilanen stated that a portion of the road had been abandoned several years ago and that the landowner has cables across the road to block access to the abandoned portion. Charlene Peterson added that the cable in question was close to Santosa Lane and was not on the abandoned part of the road. Moilanen will check on the location and have it removed if it is blocking access to the public portion of the road.

Another attendee asked about the land swap with the DNR. Moilanen directed him to contact the DNR for information as the road commission is not involved in the land swap.

Public appearances – None.

Additions/corrections to minutes for 08/13/19 – Moved by Kline, seconded by Bower that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, August 12, 2019				\$4,041,463.68
Receipts thru 08/31/19	138,398.33			
Expenditures thru 08/31/19		513,900.63		
Balance, August 31, 2019				\$3,665,961.38

Michigan Transportation Funds	418,015.74			
Receipts thru 09/02/19	0.00			
Expenditures thru 09/02/19		0.00		
Set aside for purchase of graders in 2020			800,000.00	
State Maint. & Equip. Advances			146,143.00	
Balance, September 2, 2019	556,414.07	513,900.63	946,143.00	3,137,834.12

Payables & Reserves

Payroll 09/19 and 10/03 (Est.)			175,000.00	
Soc. Sec. 09/19 and 10/03 (Est.)			13,387.50	
Reserve for workers compensation insurance			8,576.36	
Reserve for liability insurance			52,316.25	
Reserve for rental grader leases - John Deere (Oct 2015)			38,167.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			172,626.82	
Reserve for Forest Funds			161,011.03	
Reserve RR X'ing closure funds for Meyer Twp. projects			199,788.35	
Reserve for Federal Aid Match for CR360 project			12,000.00	
Reserve for Federal Aid Match for CR400 project			33,318.96	
Reserve for Construction Engineering for CR360			2,146.63	
Reserve for Scour Protection bid documents & oversight			1,512.96	
Reserve for Construction Engineering for C-1 Bridge			66,697.12	
Reserve for Construction Engineering for CR400			16,196.34	
Reserve for 2019 Bridge Inspections			5,950.00	
Reserve for LaBelle Road pavement inspection/testing			5,400.00	
Reserve for LaBelle Road paving project			402,734.90	
Reserve for crushing 36,000 tons of 22A gravel			0.00	
Reserve for 3 Heavy Duty Tandem Dump Trucks			730,704.00	(2,097,534.22)
				\$ 1,040,299.90

There being no questions or comments, it was moved by Kline, seconded by Bower that the financial report be accepted as read. Carried unanimously.

Vouchers # 19-0052, 19-0831 and 19-0054 – Moved by Kline, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Act on proposed 2019/2020 Budget and general Appropriations Act –GENERAL APPROPRIATIONS ACT

Moved by Commissioner Kakuk, seconded by Commissioner Kline, that the 2019/2020 Menominee County Road Fund Budget, as prepared according to the General Appropriations Act of 1981, having been subjected to the public hearing process and conforming to the other provisions of P.A. 621 of 1978, be adopted and that a copy of said budget be made a part of the minutes of this meeting.

	FY 2017/2018	FY 2018/2019	Budget 2019/2020
	<u>Actual Prior</u>	<u>Estimated</u>	<u>Recommended</u>
<u>REVENUES</u>			
Mich. Transportation Funds	\$4,915,343	\$5,372,705	\$6,042,599
Special State Funds	1,046,695	962,713	188,512
Federal Funds	1,555,506	1,903,311	88,000
County Raised Funds	1,409,776	1,220,458	1,531,184
Gain/Loss Equip. Disposal	325,155	10,640	0
Other Contributions	30,000	203,228	0
TOTAL REVENUES	\$9,282,475	\$9,673,055	\$7,850,295
<u>EXPENDITURES</u>			
Primary Roads	4,440,510	3,529,421	3,210,184
Local Roads	3,353,856	3,480,640	1,289,500
State T/L Maintenance	717,480	740,000	750,000
TWA/Other T/L Maintenance	67,487	9,000	9,000
Equipment Expense (Net)	13,318	60,000	90,000

Administrative Expense (Net)	457,990	270,600	350,500
Distributive Expense	0	1,664,750	1,730,000
Capital Outlay (Net)	318,027	461,000	460,704
Miscellaneous	86,313	86,313	86,313
Special Projects	0	0	20,625
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$9,454,980</u>	<u>\$10,301,724</u>	<u>\$7,996,826</u>

	YEAR END	
Budgeted Net Revenue (Expenditures)	9/30/2020	<u>(\$146,531)</u>

	YEAR END	
Current Estimated Operating Surplus (Deficit)	9/30/2019	<u>(\$628,668)</u>

Accumulated Avail. Surplus (Deficit)	DATE	
from Prior Yrs.	9/30/2018	<u>\$4,415,528</u>
	9/30/2019	<u>\$3,786,861</u>
Projected Surplus at End of Budget Year (2019/2020)		<u>\$3,640,331</u>

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 2 of 1968, as amended, the following provisions are included:

1. Darrell Cass, Assistant Engineer – Manager, is designated Chief Administrative Officer, and Lisa K. Savord, Finance Director - Clerk, is designated as Fiscal Officer.
2. The chief administrative officer is authorized to transfer up to 25% of a line-item amount approved in the General Appropriations Act to another line-item without prior approval, but subject to approval of the Board of County Road Commissions at their next regular Board Meeting.
3. The expenditure amount approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line-items in the proportion as the allocation of actual Distributive Expense at year end.

MOTION APPROVED by roll call vote, 3 yeas, 0 nays.

Agenda Item #17 is moved up to here: Further discussion of request to transfer jurisdiction of Bone Yard Road to the DNR – Kakuk advised that he was against transferring Bone Yard Road to the DNR as he is worried that they could gate it off and restrict public access. Both Kline and Bower concurred with this. Moilanen will respond to the DNR advising that the road commission is not interested in transferring jurisdiction over Bone Yard Road to them.

Open bids for used Mechanic's Service Truck – Bids were opened and read aloud as follows:

Truck Country, Marinette, WI	2019 Freightliner M2-106 with 2,000 miles	\$185,408
Road Machinery & Supply, Negaunee, MI	2015 Ford F650-LP with 36,322 miles	\$ 29,975

Photos will be requested from Road Machinery & Supply, and both vehicles will be inspected. A special meeting will be held later in the month to award the bid.

Open bids for Roof Replacements for Stephenson Storage Buildings – Bids were opened and read aloud as follows:

Independent Roofing & Siding, Escanaba	Asphalt Roofing Total	\$45,200
	Metal Roofing Total	\$58,800
Northern Home Improvements, Suamico	Asphalt Roofing Total	\$31,535
	Metal Roofing Total	\$115,500

The Markell Co, Iron Mountain	Asphalt Roofing Total	\$39,883
	Metal Roofing Total	No Bid

Moved by Kakuk, seconded by Kline to award to the low bidder, Northern Home Improvements, for the asphalt roof, pending tabulation & review of the bids. Carried unanimously.

Open bids for Garage Door & Operator replacements for Menominee & Powers – Bids were opened and read aloud as follows:

Shawn's Garage Doors & Openers, Daggett	Menominee shop	\$20,524
	Powers shop	<u>\$25,309</u>
	Total bid	\$45,833

Moved by Kakuk, seconded by Kline to award to Shawn's Garage Doors & Openers. Carried unanimously.

Open bids for cutting edges for moldboard assemblies – Bids were opened and read aloud as follows:

H&L Mesabi, Negaunee, MI	Steel 3/4" x 8" x 6'	88.50 each
	Steel 3/4" x 8" x 7'	102.75 each
	Carbide 7/8" x 8" x 4'	230.00 each
	Note: Their Carbide blades are 3/4" x 6" x 4'	
McCoy Const. & Forestry, Escanaba, MI	Steel 3/4" x 8" x 6'	90.68 each
	Steel 3/4" x 8" x 7'	105.73 each
	Carbide 7/8" x 8" x 4'	267.78 each
	Note: Their Carbide blades are 7/8" x 5" x 4'	
Fabick CAT, Marquette, MI	Steel 3/4" x 8" x 6'	79.04 each
	Steel 3/4" x 8" x 7'	91.20 each
	Carbide 7/8" x 8" x 4'	311.41 each
Winter Equipment Co, Inc, Willoughby, OH	Steel 3/4" x 8" x 6'	84.78 each
	Steel 3/4" x 8" x 7'	98.91 each
	Carbide 7/8" x 6" x 4'	251.13 each
	Note: Their Carbide blades are 7/8" x 5" x 4'	

Bids will be tabulated and awarded at a special meeting later in the month.

Discuss Solander Road – Moilanen explained that the road was currently not being maintained. It would cost approximately \$6,000 – 8,000 to cut trees, and add pit run and crushed gravel to the road. Moved by Kakuk, seconded by Kline to go ahead with the work. Carried unanimously.

Discuss Hannahville 2% Grant submittal – Moved by Kline, seconded by Bower to request funds to help with the purchase of a stainless steel sander for the Powers shop. Carried unanimously.

Allocate Forest Funds - Moved by Kline, seconded by Bower to allocate the Forest Funds as follows. Carried unanimously.

Old US 41 Chip Seal	5,766.61
CR338 Chip seal	29,310.48
No. 7 Road Chip Seal	30,409.65
K-3 Lane Chip Seal	5,879.93
Vega Road Chip Seal	20,476.83
G-18 Chip Seal	9,885.62
DePas Lane Limestone & Chip Seal	45,121.98
400 Road crush, shape & pave	<u>14,159.93</u>
Total	\$161,011.03

Set date for special meeting for final 2018/2019 Budget Amendment – The meeting was scheduled for Wednesday, September 25, 2019 at 9:00 a.m.

Discuss/adopt a Local Agency Warranty Program – The following resolutions were passed:

Commissioner Kakuk moved for the adoption of the following resolution:

WHEREAS, the Michigan Legislature (MCL 247.662, 247.663) requires each county road agency to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force for use by all 83 county road agencies in the format approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Boilerplate, Concrete, HMA, Location, Pass-Through Warranty Bond); a Warranty Bond Form and Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

NOW THEREFORE BE IT RESOLVED, the Menominee County Road Commission hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.662 and 247.663;

BE IT FURTHER RESOLVED, this resolution is made part of the minutes of Menominee County Road Commission's regular meeting held on September 3, 2019.

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

Commissioner Kakuk moved for the adoption of the following resolution:

WHEREAS, the Michigan Legislature created a requirement (MCL 247.662, 247.663) as part of the Transportation Funding Package of 2015 that requires each county road agency to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Menominee County Road Commission adopted the Michigan Local Agency Pavement Warranty Program on September 3, 2019;

WHEREAS, the Menominee County Road Commission agrees to consider a local pavement warranty on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds;

WHEREAS, the Local Agency Pavement Warranty Program law requires each county road agency to report annually on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds, whether or not a warranty was utilized in the project;

WHEREAS, the Menominee County Road Commission agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation in 2018; and which Menominee County Road Commission's adopted Implementation Policy defines the Menominee County Road Commission's intent of its pavement warranty program;

NOW THEREFORE BE IT RESOLVED, the Menominee County Road Commission hereby agrees to implement the Local Agency Pavement Warranty Program and annually report in accordance with the law.

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

Sign contract with Inghamston Township for Twin Creek Road and Butchli Road – Moved by Kakuk, seconded by Bower to sign the contracts. Carried unanimously.

Designate staff member authorized to sign various grant applications – Moved by Kakuk, seconded by Bower to authorize Darrell Cass, Assistant Engineer-Manager to sign all grant applications on behalf of the Menominee County Road Commission. Carried unanimously.

Discuss sale of crushed gravel to Nadeau Township – Moilanen advised that Nadeau Township would like to purchase the 13,922 cyds of crushed gravel in the Tebo pit for use on their township roads, for a cost of \$82,272.96, which is the amount that was paid to Iron City for crushing the gravel. The road commission also has incurred additional expenses of \$2,951 for testing the gravel and \$535.60 for surveying the pile once crushing was complete. Moilanen gave the board the following options:

1. Sell the gravel for the total cost of \$85,759.56 (includes testing & survey)
2. Sell the gravel for \$82,272.96 and absorb the cost of the testing & survey.
3. Sell the gravel for \$82,272.96 with the option that the road commission can buy back a portion of the gravel if it is needed in a neighboring township.

Moved by Kakuk, seconded by Kline to sell 13,922 cyds of gravel to Nadeau Township for \$82,759.56, with the option to buy back gravel, if needed, at the cost of \$5.88 cyd. Carried unanimously.

Discuss repairs to roof & door replacements on Stephenson cold storage building – Moilanen advised that the low bidder, Scott Hanson Builders (\$4,920), could no longer do the work and asked permission to award to the second low bidder, Construction Services of Menominee, for their bid of \$8,422. Moved by Bower, seconded by Kline to award the bid to Construction Services of Menominee. Carried unanimously.

Any other business – Moilanen advised that the contract with Mellen Township for No. 15 Road had been received signed by the township. Moved by Kline, seconded by Bower to sign the contract. Carried unanimously.

Moilanen stated he had received an email from Thomas Phillips, Emergency Management Coordinator, stating that the county would like to obtain the right to use the radio frequency currently assigned to the road commission, as a backup channel for county Fire/EMS agencies once the road commission converts to 800MHz radios. They would also be interested in any vhf radio equipment that would still be usable. Moved by Kakuk, seconded by Kline to agree to allow the county to pursue the transfer of the road commission's vhf radio frequency to the county once the road commission's 800MHz radios are operational. Carried unanimously. The road commission will inventory its old vhf radios once out of use and decide at that time what will be done with them.

Moilanen asked for permission to bid to crush limestone as follows: 15,000 cyds in the Wallace area and 15,000 cyds in the Powers area. Moved by Kline, seconded by Kakuk to have Moilanen bid out the limestone crushing. Carried unanimously.

Moilanen asked the board to set a special meeting date to act on the bids for the Used Mechanics Truck and Cutting edges. The meeting will be scheduled for Monday, September 16, 2019 at 9:00 a.m.

Kakuk noted that CR358 on Revall's hill and M1 Road was washing out and needed shoulder gravel, preferably limestone.

Bower asked when the second mowing would be starting. Moilanen replied that it was scheduled to begin today.

Public Comment – Lowell Bengry asked about the rough spots on the shoulders on G-12. Moilanen responded that it was scheduled to be shouldered with limestone next year.

Joe Linder stated that No. 34 Road could use limestone also.

There being no further business, Kakuk declared the meeting adjourned at 10:02 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Monday, September 16, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Moilanen, Darrell Cass and Lisa Savord. Also present was Mike Foley.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Act on bids for used mechanic's service truck – Moilanen explained that 2 bids had been received at the September 3rd meeting, with Road Machinery & Supply being the low bid of \$29,975 for a used 2015 Ford F650 LP with 36,322 miles. The board had inspected this truck and found that the cab was in good condition, but there are many areas of rust on the box. Moilanen stated that a quote could be obtained from Plutchak Fab to have the box and frame sandblasted and painted. There are several service trucks at Ritchie Bros. Auction near Chicago that will be going to bid on September 18th, including a 2009 Freightliner with 88,900 miles that looks to be in very good condition. Bower asked how long the service truck would be kept. Moilanen responded that the road commission typically uses them until they are no longer running. Moved by Bower, seconded by Kline to send representatives to the auction site to inspect the vehicle, and if found in good condition, have Kakuk bid at the auction for the unit up to \$90,000. If the unit is not purchased then the board will reconsider the unit from Road Machinery & Supply. Carried unanimously.

Act on bids for cutting edges for mouldboard assemblies – Bids had been opened at the September 3 regular meeting and tabulated. Moved by Kakuk, seconded by Kline to award to the overall low bidder, Fabick Cat. Carried unanimously.

Discuss/approve RFP's for the bridge design for 29 Road over Devil's Creek – Cass stated that 5 RFP's had been received, ranging in cost from \$34,249 to \$66,000. Cass recommended that the RFP be awarded to UP Engineers & Architects for \$57,610 based on their knowledge & experience with this type of project and that they included all items requested. Moved by Kakuk, seconded by Bower to award the design project to UP Engineers & Architects. Carried unanimously.

Any other business – Cass presented information regarding Verizon's Network Fleet program and explained that the program could be used for fleet maintenance and diagnostics, as well as being able to better monitor snow plowing operations. Startup costs for equipment would be approximately \$2500 - \$3000, and the monthly charge thereafter would run approximately \$600/month. The equipment/program could be tried out for 3 months and then discontinued if we are not happy with it. Moved by Kakuk, seconded by Kline to have the system installed on the plow trucks, graders, stock clerk truck and foreman's pickups. Carried unanimously.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:39 a.m.

Road Commission Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a PUBLIC INFORMATION MEETING in their offices north of Stephenson on Wednesday, September 25, 2019.

Chair Kakuk called the meeting to order at 8:45 a.m. with the following persons present or absent:

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Moilanen, Darrell Cass and Lisa Savord. Also present was Josh Nemetz.

Absent: None

The Pledge of Allegiance was recited.

Kakuk turned the meeting over to Cass who explained that the purpose of the public meeting was to hear questions and comments regarding proposed applications filed with the USDA for Rural Development Grants.

Cass stated that the first grant application was for a loader mounted snow blower for the Powers district. The estimated cost of the snow blower is \$140,000, with \$50,000 funded by grant funds and the balance of \$90,000 to be paid by the road commission. Cass explained that the snow blower could be used to open roads during winter storms with heavy drifting. Josh Nemetz asked if it would be a better option to purchase a grader mounted snow blower as a grader could move faster than the loader. Cass replied that the graders already had front v-plows.

The second grant application is for a commercial hydro-seeder for the Menominee shop. The estimated cost of the hydro-seeder is \$35,000, with \$12,250 funded by grant funds and the balance of \$22,750 to be paid by the road commission.

Moilanen added that this type of grant could not be used for construction equipment.

There being no further comments or questions, the hearing was closed at 8:49 a.m.

Road Commission Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Wednesday, September 25, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Moilanen, Darrell Cass and Lisa Savord. Also present were Josh Nemetz, Larry Phelps and Larry Barker.

Absent: None.

Public comments – None.

Public appearances – None.

Open bids for Crushing/Stockpiling of 45,000 tons of 23A Limestone Aggregate – Moilanen noted that Payne & Dolan had sent a letter declining the opportunity to bid due to scheduling. Bids received were opened and read aloud as follows:

Havelka Construction, Wallace, MI	Area 1	\$5.28/ton	\$118,800 Total
	Area 2	\$5.28/ton	\$118,800 Total
Iron City Enterprises, Menominee, MI	Area 1	\$4.72/ton	\$106,200 Total
	Area 2	\$4.96/ton	\$111,600 Total

Moved by Kakuk, seconded by Kline to award to the low bidder, Iron City Enterprises. Carried unanimously.

Discuss/approve 2018/2019 Budget Amendment #2 – Moilanen explained that the budget amendment was prepared to account for all revenue & expenses that were known to take place through September 30, 2019. Items taken into consideration included the timing of the completion of projects that were behind schedule due to rain delays and higher revenues due to increased township and private contributions and higher interest earnings. Moved by Bower, seconded by Kline to approve the 2018/2019 Budget Amendment #2 as presented. Carried unanimously.

	FY 2016/2017	FY 2017/2018	Budget 2018/2019	Budget 2018/2019	Budget 2018/2019	Budget 2018/2019
	<u>Actual Prior</u>	<u>Actual Prior</u>	<u>Recommended</u>	<u>Amended Amount #1</u>	<u>Amended Amount #2</u>	<u>Total</u>
REVENUES						
Mich. Transportation Funds	\$4,530,436	\$4,915,343	\$5,605,055	(\$232,350)	\$117,811	\$5,490,516
Special State Funds	278,142	1,046,695	265,262	697,451	(73,751)	888,962
Federal Funds	1,124,245	1,555,506	1,441,735	461,576	0	1,726,028
County Raised Funds	1,587,804	1,409,776	1,145,458	75,000	0	1,540,423
Gain/Loss Equip. Disposal	(427)	325,155	0	10,640	(48,015)	10,664
Other Contributions	0	30,000	0	203,228	(393,334)	203,228
TOTAL REVENUES	\$7,520,200	\$9,282,475	\$8,457,510	\$1,215,546	(\$397,289)	\$9,859,822
EXPENDITURES						
Primary Roads	\$2,231,819	\$4,440,510	\$3,003,465	\$525,956	(\$159,674)	\$3,369,747
Local Roads	3,273,733	3,353,856	2,633,456	847,184	314,287	3,794,927
State T/L Maintenance	713,518	717,480	680,000	60,000	0	801,385
TWA/Other T/L Maintenance	45,291	67,487	9,000	0	61,385	45,685
Equipment Expense (Net)	(289,513)	13,318	(80,000)	140,000	0	(338,144)
Administrative Expense (Net)	425,046	457,990	272,000	(1,400)	36,685	283,064
Distributive Expense	0	0	1,664,750	0	0	1,435,451
Capital Outlay (Net)	161,371	318,027	561,000	(100,000)	0	400,028
Miscellaneous	86,313	86,313	86,313	0	(40,000)	86,313
Special Projects	0	0	0	0	(40,000)	0
Contingencies	0	0	0	0	3,801	0
TOTAL EXPENDITURES	\$6,647,578	\$9,454,980	\$8,829,984	\$1,471,740	\$176,484	\$9,878,456
YEAR END						
Budgeted Net Revenue (Expenditures)	9/30/2019			(\$372,474)		(\$18,634)
YEAR END						
Current Estimated Operating Surplus (Deficit)	9/30/2018	(\$172,505)				
DATE						
Accumulated Avail. Surplus (Deficit)	from Prior Yrs.	9/30/2017	\$4,588,033			
		9/30/2018	\$4,415,528			
Projected Surplus at End of Budget Year (2018/2019)			\$4,043,054			\$4,396,895

Sign contracts with Harris Township for various projects – Moved by Kakuk, seconded by Kline to sign the contracts for C-1 Bridge, Old US 2 and Vincent Lane. Carried unanimously.

Discuss correspondence from County Administrator regarding radio tower property – Moilanen stated that the county board was interested in taking over the Bagley radio tower property. Moved by Kakuk, seconded by Kline to convey the Bagley radio tower and property to the Menominee County Board, at no cost, and to have Moilanen consult with an attorney as to the best way to convey the property.

Any other business – Moilanen stated that an invoice was sent to the county administrator for work done on the Shakey Lakes dam to repair damage caused by a fallen tree. The administrator was questioning why the bill had been sent. Moilanen explained that the road commission had recently put over \$500,000 into the Shakey Lakes dam. Due to the heavy rains in the past several months, the road commission has received many calls regarding the dam and has incurred costs for maintenance of the dam and trying to keep lake levels to where the park areas are not being flooded. Bower asked if the road commission would have any liability if the dam failed. Moilanen replied that the dam was completely new, so there should be no problems. The dam belongs to the county, but the road commission has jurisdiction over the road that passes over the dam. Kakuk stated that the county board didn't offer to pay for any of the expense of replacing the dam. Moilanen suggested

that a letter be sent to the county administrator explaining what the invoice was for and asking who the road commission should refer future calls to regarding the dam. The county could decide to hire the road commission or a private contractor to perform any future maintenance or adjustment to the lake levels. Larry Phelps asked that the road commission work with the county board until the issue is resolved. Bower asked why the road commission couldn't just put in a culvert at lake level and not have to bother with the planks in the dam. Moilanen replied that would work for drier years but not with the amount of rain that we have received lately, as areas of the park would still flood. Moilanen recommended to Larry Phelps that he look at the way the dam at the Hermansville Lake was built using spillways.

Kline stated that he had a conflict with the December 10, 2019 meeting time and asked if it could be moved to later in the day or to a different day. The other board members will check their calendars to see if Wednesday, December 11, 2019 at 9 am will work and advise Savord so she can post the change.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:27 a.m.

Road Commission Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, October 8, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Darrell Moilanen, and Lisa Savord. Also present were Travis Dugree, Bob Smith, Mike Foley, Chantae Lessard, Dana Dziedzic, Charlene Peterson, Larry Barker, Bill Boerner, C. Boerner, Dale Burie, Joe Kososki and Larry Phelps.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 09/03/19, 09/16/19 and 09/25/19 – Moved by Kline, seconded by Bower that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, September 2, 2019				\$4,083,977.12
Receipts thru 09/30/19	929,110.41			
Expenditures thru 09/30/19		1,035,777.50		
Balance, September 30, 2019				\$3,977,310.03
Michigan Transportation Funds	0.00			
Receipts thru 10/07/19	40,129.47			
Expenditures thru 10/07/19		61,630.43		
Set aside for purchase of graders in 2020			800,000.00	
State Maint. & Equip. Advances			146,143.00	
Balance, October 7, 2019	969,239.88	1,097,407.93	946,143.00	3,009,666.07

Payables & Reserves

Payroll 10/17 and 10/31 (Est.)	175,000.00
Soc. Sec. 10/17 and 10/31 (Est.)	13,387.50
Reserve for workers compensation insurance	17,152.72
Reserve for liability insurance	62,779.50
Reserve for rental grader leases - John Deere (Oct 2015)	38,167.00
Reserve for rental grader leases - Cat Financial (Dec 2015)	172,626.82
Reserve for Forest Funds	0.00
Reserve RR X'ing closure funds for Meyer Twp. projects	199,788.35
Reserve for Federal Aid Match for CR360 project	12,000.00
Reserve for Federal Aid Match for CR400 project	27,192.55
Reserve for Federal Aid Match for C-1 Bridge	6,860.59
Reserve for Construction Engineering for CR360	2,146.63
Reserve for Scour Protection bid documents & oversight	0.00
Reserve for Construction Engineering for C-1 Bridge	38,147.34
Reserve for Construction Engineering for CR400	6,732.74
Reserv for Design Engineering for No. 29 Road Bridge	57,610.00
Reserve for 2019 Bridge Inspections	0.00
Reserve for LaBelle Road pavement inspection/testing	5,400.00
Reserve for LaBelle Road paving project	402,734.90
Reserve for crushing 45,000 tons of 23A limestone	217,800.00
Reserve for Cutting edges for Underbodies	29,272.92
Reserve for electrical wiring at Powers & Menominee	7,000.00
Reserve for garage doors & openers at Powers	25,309.00
Reserve for salt shed roof replacements at Stephenson	31,535.00
Reserve for roof repairs on Stephenson cold storage	4,211.00
Reserve for 3 Heavy Duty Tandem Dump Trucks	336,504.00
	(1,889,358.56)
	\$ 1,120,307.51

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

Vouchers # 19-0055, 19-0058, 19-0059 and 19-0930 – Moved by Kline, seconded by Bower that the vouchers be approved and ordered paid. Carried unanimously.

Sign contract with Iron City Enterprises for crushing & stockpiling 45,000 tons of 23A Limestone – Cass explained that this was the contract for the crushing that had been bid & approved at a prior meeting. Three copies of the contract were signed.

Discuss lighting upgrades at Powers cold storage building – Cass advised that the old lighting in the Powers cold storage building was in poor condition and should be upgraded. Two different options had been quoted by Solander Electric. Option 1 would be to retrofit the existing 14 fixtures with LED lamps, for a cost of \$2,000. Option 2 would be to replace all 14 fluorescent fixtures with new LED fixtures, for a cost of \$4,500. Bower asked if the work should be put out on bids. Cass replied that anything under \$15,000 could be done by written quotes. Moilanen added that 3 electrical contractors had originally been contacted to quote work at the Powers location and that Solander Electric was the only one that provided quotes. Moved by Kakuk, seconded by Kline to move forward with Option 2. Carried unanimously.

Discuss/approve payment to County Road Association of Michigan for 2019/2020 service charge – Cass explained that the invoice was for \$10,702.46 for the annual fee for all services provide by CRA. The fee is based on the county's level of MTF received. He also noted that the prior year's charge was \$10,265.53. Moved by Kakuk, seconded by Bower to approve payment of the invoice. Carried unanimously.

Discuss adopting CRA's standardized permit forms – Cass stated that CRA has compiled a set of standardized forms for right of way permits and would like all county road commissions statewide to adopt them. Moved by Kline, seconded by Bower to adopt the forms as presented. Carried unanimously.

Any other business – Bower asked for a status on the road side mowing on the county system. Moilanen responded that the contractor was currently working up near M-69 and should be done within the next 2 weeks.

Kakuk stated that he was pleased with the work done to repair G-12 after the recent rain damage. Cass added that the culvert had been replaced and that a relief pipe had also been installed. Moilanen noted that Biehl Construction may be able to do a hot mix patch over the pipes yet this fall. If not, the road commission will monitor it and use cold patch if needed.

Public Comment – Dale Burie of the Coalition to Save the Menominee River stated that the mine did not yet have all of the permits necessary to open and asked if he could provide the board with a summary that he had prepared. Moilanen advised that any document provided to the road commission board during the meeting would become public information.

Bob Smith and Travis Dugree discussed a need for shouldering on areas of CR388 in Meyer Township. Moilanen will have the foreman look into this and also noted that CR388 was scheduled to be shouldered in 2020.

Mr. Smith also asked if the road commission could look at the alley that runs behind the Community Club as it was in rough shape. He noted that the rescue squad uses the alley to access their building. He stated that Meyer Township would be willing to use some of the railroad closure funds for this. Cass will have the foreman look at this as well.

There being no further business, Kakuk declared the meeting adjourned at 9:18 a.m.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, November 12, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Darrell Moilanen, and Lisa Savord. Also present were Dana Dziedzic, Charlene Peterson, Jeffrey Budish, Dale Burie, Lea Jane Burie, William Boerner, Tom Boerner, Mike Foley, Larry Barker, Charles Schmidt, Tony Baciak, Jr., and Chantae Lessard.

Absent: None

The Pledge of Allegiance was recited.

Public comments – Charles Schmidt requested that the road commission withhold Meyer Township's railroad crossing closure funds due to an issue he alleges exists with federal aid grants the township has applied for in the past. Moilanen explained that the railroad closure funds were actually road commission funds that the road commission has agreed to use for projects within Meyer Township, and that they are not in any way related to any other federal grants the township may have pursued. Mr. Schmidt stated that Meyer Township feels they can use the funds for whatever they wish. Moilanen replied that the railroad closure funds have to be used per ACT 51 guidelines and only with approval from the road commission.

Jeffrey Budish asked if Bone Yard Road was open to the public, as Aquila Resources has a cable across the road that is blocking access to state lands. Cass stated that a letter had been sent to the township showing the alignment of the road. Moilanen added that to the road commission's knowledge, the only portion of Shakey Creek Trail, also referred to in the past by MCRC as Bone Yard Road, that is gated is the part that was abandoned several years prior at the request of William Boerner. Charlene Peterson stated that the portion of the road that was abandoned was in Holmes Township, but the road that was now being questioned is in Lake Township off of River Road. Moilanen replied that the road in question was not part of the county system, that it belonged to the DNR so the issue should be brought to them. Dale Burie asked if the road commission had any easement or ROW for this part of the road. Cass replied no as it was not the road commission's road. Mr. Burie asked if he could have a signed document stating this. William Boerner stated that he wanted the Aquila Resources representatives in attendance to respond to this issue. Moilanen advised that this meeting was for road commission business only and not to be used as a debate for or against the mine, and that any comments must be addressed to the road commission board only and not to other meeting attendees.

Public appearances – None.

Additions/corrections to minutes for 10/08/19 – Moved by Kline, seconded by Bower that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, October 7, 2019				\$3,955,809.07
Receipts thru 10/31/19	397,710.40			
Expenditures thru 10/31/19		1,141,149.57		
Balance, October 31, 2019				\$3,212,369.90
Michigan Transportation Funds	490,878.14			
Receipts thru 11/11/19	0.00			
Expenditures thru 11/11/19		0.00		
Set aside for purchase of graders in 2020			1,200,000.00	
State Maint. & Equip. Advances			146,143.00	
Balance, November 11, 2019	888,588.54	1,141,149.57	1,346,143.00	2,357,105.04

Payables & Reserves

Payroll 11/14 and 11/28 (Est.)	175,000.00
Soc. Sec. 11/14 and 11/28 (Est.)	13,387.50
Reserve for workers compensation insurance	25,729.08
Reserve for liability insurance	73,242.75

Reserve for rental grader leases - John Deere (Oct 2015)	38,167.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)	172,626.82	
Reserve for Forest Funds	161,010.93	
Reserve RR X'ing closure funds for Meyer Twp. projects	199,788.35	
Reserve for Federal Aid Match for CR360 project	12,000.00	
Reserve for Federal Aid Match for CR400 project	14,340.16	
Reserve for Federal Aid Match for C-1 Bridge	29,016.91	
Reserve for Construction Engineering for CR360	2,146.63	
Reserve for Construction Engineering for C-1 Bridge	14,780.74	
Reserve for Construction Engineering for CR400	5,600.24	
Reserv for Design Engineering for No. 29 Road Bridge	57,610.00	
Reserve for LaBelle Road pavement inspection/testing/staking	4,470.88	
Reserve for LaBelle Road paving project	0.00	
Reserve for crushing 45,000 tons of 23A limestone	217,800.00	
Reserve for Cutting edges for Underbodies	25,535.88	
Reserve for electrical wiring at Powers & Menominee	7,000.00	
Reserve for garage doors & openers at Powers	0.00	
Reserve for salt shed roof replacements at Stephenson	0.00	
Reserve for roof repairs on Stephenson cold storage	4,211.00	
Reserve for 3 Heavy Duty Tandem Dump Trucks	336,504.00	(1,589,968.87)
		\$ 767,136.17

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

Vouchers # 20-0002, 20-0004, 20-0006 and 20-1031 – Moved by Bower, seconded by Kline that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for M-35 at Bis Creek Soil Densification with High Density Polyurethane – Bids were opened and read aloud as follows:

Uretek USA, Inc., Tomball, TX \$33,000.00

Moved by Kakuk, seconded by Kline to award the bid to Uretek, pending approval from MDOT. Carried unanimously.

Permission to bid fabrication of box culvert for CR348 project – Cass advised that this project was set for next year. The road commission will bid the culvert and have it built so it can be provided to the project contractor for installation. Moved by Kline, seconded by Kakuk to go out for bids for the box culvert. Carried unanimously.

Permission to sign contract with Michigan Department of Treasury for financial audit for fiscal years ending 9/30/19, 9/30/20 and 9/30/21 – Cass explained that typically a one- year contract was offered, but that this contract provided the opportunity to hold last year's price for the next 3 years. Moved by Bower, seconded by Kakuk to have the contract signed. Carried unanimously.

Discuss attorney's opinion regarding conveyance of tower/property deed to county – Cass advised that Attorney William Henn's recommendation was that the property be transferred with a Quit Claim Deed and noted that the attorney would draft the document upon request. Moved by Kline, seconded by Bower to have a letter sent to the county administrator offering to transfer the property to Menominee County for \$1, by Quit Claim Deed and advising that should the county prefer a Warranty Deed, then they would pay for all costs associated with the document. Carried unanimously.

Discuss/adopt 800MHz radio policy – Moved by Bower, seconded by Kline to adopt the following policy. Carried unanimously.

I. PURPOSE:

The purpose of this policy is to assure a uniform standard for the responsibilities, operating procedure, and distribution of Menominee County Road Commission owned 800 mghz radio equipment. **Radio equipment shall mean - 800 mghz portable radio, radio charger, attachments, accessories, and all future equipment purchased for the radio.**

II. MANAGEMENT RESPONSIBILITIES:

- A. Provide training for each employee
- B. Supply radio equipment at no cost to each employee
- C. Understand that radios are field equipment
- D. Understand normal wear and tear of radio equipment
- E. Each Supervisor shall effectively enforce compliance of this policy

III. EMPLOYEE RESPONSIBILITIES:

- A. Employees shall comply with this policy
- B. Employees shall communicate in a professional manner; no profanity or obscene language will be tolerated
- C. Condition of the radio equipment
- D. Whereabouts of the equipment at all times

- E. Proper charging of the battery at all times
- F. Having possession of a fully charged radio in the "on" position and tuned to appropriate channel during working hours
- G. Proper operation
- H. Compliance with FCC rules and regulations
- I. Employees shall consult with his/her supervisor or other management personnel whenever there is a question regarding this or any other policy

IV. POLICY:

The policy of this board is to provide each employee with the most dependable method of communication available at the time of this policy. Radio communication is a necessity for the safety of the employees as well as the safety of the motoring public. Radio communication is also a requirement for the day to day operation of the Menominee County Road Commission.

V. Exception:

There are no exceptions to this policy.

Any other business – Cass noted that the road commission had been approved for a Hannahville 2% grant in the amount of \$19,904 for the purchase of a stainless-steel v-box spreader, and asked for permission to go out to bid for this piece of equipment. Moved Bower, seconded by Kline to approve going out to bid for the spreader. Carried unanimously.

Cass advised that the Great Lakes Council was again running Public Service ads on TV6 for the upcoming year and were asking for the member counties to participate in the cost of the ads. Moved by Kakuk, seconded by Kline not to participate in the cost of the ads since many county residents are not able to receive programming from TV6. Carried unanimously.

Cass stated that one of the fuel pumps at the Stephenson shop is inoperable and the second one operates, but is extremely slow. Cass asked for permission to go out for quotes/bids to replace them, and if under \$15,000 to award. Moved by Kakuk, seconded by Bower to go out for bids/quotes and award if under \$15,000, for a new fuel dispensing system for the Stephenson shop. Carried unanimously.

Kline thanked the employees for the great job done on No. 10 Lane. He also noted that he had received a request from a resident for improvements on Elmwood Road east of US 41, stating it was getting in poor shape.

Kakuk advised that there were still problems with manure running into the ditch and culvert on Belgiumtown Road by the DeBacker Farm and overtopping the road. Moilanen replied that the ditch and pipe had been cleaned out about 2 weeks prior and that the problem was likely due to DeBacker's manure holding tank overflowing. Bower asked if someone could ask DeBacker to fix the problem. Moilanen responded that it would be an issue for the Farm Bureau to deal with. The road commission has already ditched and put in a new culvert. Kakuk will talk to Mr. DeBacker to see if they can possibly pump the tank out more often to prevent it from overflowing.

Kakuk asked if the gate across the alley in Hermansville had been removed. Moilanen responded that the resident has until November 14th to remove it.

Kakuk asked if the pile of electronics that the resident on Badish Road has in the right of way could become a liability issue. Moilanen stated that if we take action to push it out of the right of way it could become a hazardous material situation, and noted that they keep advertising to take more so they would likely fill the area back in. Kakuk also advised that Daggett Township Supervisor, Jim Revall, had asked if the road commission could send the resident a letter requesting that they remove the pile. Moilanen replied that the road commission would need a way to enforce the request. Cass asked if the cost to remove the pile could be assessed against the resident's property tax if they were unwilling to pay for it.

Public Comment – Chantae Lessard from Aquila presented the board with a document to put on file in response to the document that was presented to the board on 10/08/19 by Dale Burie from the Coalition to Save the Menominee River.

Tom Boerner stated that the road commission has a thankless job and wanted to let them know that they were appreciated and also apologized for the mine debate earlier in the meeting.

Dale Burie asked if the fuel vendor would be willing to provide new fuel pumps. Savord replied that each load of fuel was put out to bid, so there were several vendors that deliver here.

There being no further business, Kakuk declared the meeting adjourned at 9:42 a.m.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Wednesday, December 11, 2019.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Darrell Moilanen, and Lisa Savord. Also present were Chantae Lessard, Mike Foley, Dana Dziedzic, Dave Anderson, Charlene Peterson, William Trombley, Allen Mott, Jim Meek, Larry Barker, Lowell Bengry, and Tony Baciak, Jr.

Absent: None

The Pledge of Allegiance was recited.

Public comments – Lowell Bengry noted that the crew did an excellent job with the snowstorm. He also stated that the shoulder on G-12, near Rasmussen Road, had a 4-5" drop-off that needed to be addressed. Cass will check on this.

Charlene Peterson also complimented the road commission crew and the Alger Delta employees on their excellent work during the storm.

Allen Mott stated that Johnson Road, to the east off of Swede Road, had not been plowed and asked whether the road commission planned to continue to maintain it or if he could take it over. Cass advised that the road commission currently certifies 3 tenths of a mile of Johnson Road and would continue to maintain it.

William Trombley advised that he owned property on the southern 3 miles of State Road W-2, from Chalk Hills Road to G-18, and said that it didn't appear to be maintained as well as in the past as it took 7 days before it was plowed after the storm. He also noted that the road had been closed in the spring of 2019 during weight restrictions and hadn't been reopened until nearly Memorial Day which interfered with fishing and the use of the boat landing. He asked if the plow was not going to go down State W-2, that they be careful not to plow it closed when they went by. Cass stated that the plowing would not be changed, but that some pit run and maintenance gravel may be added in the spring. Moilanen added that there were 12 inch and deeper ruts in the road in the springtime and that the road commission would need township approval prior to re-graveling the road.

Allen Mott added that he would be paving his driveway in the spring and would like to extend the pavement over a portion of the county road. Cass advised that he should discuss this with Harris Township prior to proceeding.

David Anderson from Aquila Resources stated that they had submitted an abandonment petition to the road commission, along with an agreement that would provide financial assistance to the road commission to improve approximately 10 miles of county road at no cost to tax payers. He also added that Aquila had worked with several agencies, local officials and residents while designing the plan and noted that there would be an improvement to emergency response times and enhancements to road commission staff and equipment at Aquila's expense. Chantae Lessard added that Aquila had heard from many community members that do not want the mine to use G-12 and River Road.

Kakuk stated that since agenda item #14 was related to this discussion, he would like to move it up on the agenda and act upon it. Moved by Kakuk, seconded by Bower to move agenda item 14 "Discuss Aquila Resources USA, Inc abandonment petition and set abandonment hearing date" to above item 4 "Public Appearances" on the agenda. Carried unanimously.

Discuss Aquila Resources USA, Inc. abandonment petition and set abandonment hearing date – Cass advised that a valid petition had been received requesting abandonment of a portion of River Road in Lake Township and that a public hearing to allow public comment regarding the abandonment needed to be scheduled. Moved by Kakuk, seconded by Kline to hold the public hearing on Tuesday, March 24, 2020 at 9:00 am CT at the Menominee County Road Commission office. Carried unanimously.

Public appearances – None.

Additions/corrections to minutes for 11/12/19 – There being no questions or comments, Kakuk declared the minutes will stand as written.

Financial Report --

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, November 11, 2019				\$3,703,248.04
Receipts thru 11/30/19	24,656.89			
Expenditures thru 11/30/19		573,390.74		
Balance, November 30, 2019				\$3,154,514.19
Michigan Transportation Funds	430,153.38			
Receipts thru 12/10/19	39,406.11			
Expenditures thru 12/10/19		0.00		
Set aside for purchase of graders in 2020			1,200,000.00	
State Maint. & Equip. Advances			146,143.00	
Balance, December 10, 2019	494,216.38	573,390.74	1,346,143.00	2,277,930.68

Payables & Reserves

Payroll 12/12 and 12/26 (Est.)	175,000.00			
Soc. Sec. 12/12 and 12/26 (Est.)	13,387.50			
Reserve for workers compensation insurance	8,576.36			
Reserve for liability insurance	83,706.00			
Reserve for rental grader leases - John Deere (Oct 2015)	38,167.00			
Reserve for rental grader leases - Cat Financial (Dec 2015)	172,626.82			
Reserve for Forest Funds	161,010.93			
Reserve RR X'ing closure funds for Meyer Twp. projects	199,788.35			
Reserve for Federal Aid Match for CR360 project	12,000.00			
Reserve for Federal Aid Match for CR400 project	6,923.64			
Reserve for Federal Aid Match for C-1 Bridge	6,562.40			
Reserve for Construction Engineering for CR360	0.00			
Reserve for Construction Engineering for C-1 Bridge	13,877.24			
Reserve for Construction Engineering for CR400	4,722.74			
Reserv for Design Engineering for No. 29 Road Bridge	57,610.00			
Reserve for LaBelle Road pavement inspection/testing/staking	4,843.00			
Reserve for crushing 45,000 tons of 23A limestone	217,800.00			
Reserve for Cutting edges for Underbodies	0.00			
Reserve for electrical wiring at Powers & Menominee	0.00			
Reserve for roof repairs on Stephenson cold storage	0.00			
Reserve for 3 Heavy Duty Tandem Dump Trucks	336,504.00			(1,513,105.98)
				\$ 764,824.70

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

Vouchers # 20-0007, 20-0010 and 20-1130 – Moved by Bower, seconded by Kline that the vouchers be approved and ordered paid. Carried unanimously.

Permission to bid CR348 (Church Rd. to Orley Ln.) project – Cass noted that the design should be complete in the next week or so and that he would like to go to bid as early as possible to get more favorable pricing. Moved by Kakuk, seconded by Kline to have Cass go to bid on this project. Carried unanimously.

Approve 2020 Regular Monthly Meeting schedule – Moved by Bower, seconded by Kline to approve the following meeting schedule. Carried unanimously.

Thursday, January 2, 2020	9:00 a.m. (Reorganizational Meeting)
Tuesday, January 14, 2020	9:00 a.m.
Tuesday, February 11, 2020	9:00 a.m.
Tuesday, March 3, 2020	9:00 a.m.
Tuesday, April 14, 2020	9:00 a.m.
Tuesday, May 12, 2020	9:00 a.m.
Tuesday, June 9, 2020	9:00 a.m.
Tuesday, July 14, 2020	9:00 a.m.
Tuesday, August 11, 2020	9:00 a.m.
Tuesday, September 8, 2020	9:00 a.m.
Tuesday, October 13, 2020	9:00 a.m.
Tuesday, November 10, 2020	9:00 a.m.
Tuesday, December 8, 2020	9:00 a.m.

Approve 2020 Township Meetings preliminary schedule – The board was presented with a proposed schedule for the annual meetings to be held on January 20, 21 & 23, 2020. Moved by Kakuk, seconded by Bower to approve the updated preliminary schedule and have Savord send notices to the townships to determine if the meeting times work for them. Carried unanimously.

Discuss/approve resolution to appoint trustees for union pension plan – Cass explained that currently Moilanen and Savord are listed as trustees of the plan. With Moilanen's upcoming retirement, a replacement should be named to take his place as one of the trustees on the plan. Moved by Bower, seconded by Kakuk to appoint Cass as Moilanen's replacement and to allow Cass and Savord to process the necessary amendment to the plan to make this change. Carried unanimously.

Discuss/adopt amendment to MERS Health Care Savings Plan – Cass explained the purpose of the amendment. Moved by Kakuk, seconded by Kline to amend the MERS Health Care Savings Program Participation Agreement to allow retiring employees the option of putting any vacation and sick leave conversion payments in either the HCSP or the MERS 457 Savings Plan or a combination thereof. Carried unanimously.

Permission to bid new or used loader – Cass explained that the construction loader was in poor condition and that the repairs needed were getting to be where the cost of the repairs was more than the value of the machine. Bower asked what Cass was anticipating the cost of the replacement to be. Cass stated that it could be \$250,000 or more depending on if a new machine was purchased or if a decent used machine was available. Moved by Kakuk, seconded by Bower to have Cass bid a new or used loader with a minimum capacity of 5 cyds. Carried unanimously.

Any other business – Moilanen advised that a notice had been received from the CUP Rally committee to once again run the race in Menominee County and use a similar route as in past years. The race would be scheduled for Saturday, June 20, 2020. Moved by Kline, seconded by Bower to allow the CUP Rally to have use of county roads for their race as in the past. Carried unanimously.

Moilanen stated that the Menominee County Board had approved the transfer of the Bagley radio tower and property from the road commission to the county board for the sum of \$1. Moved by Bower, seconded by Kakuk to have Attorney William Henn draft the Quit Claim Deed for the transfer of the property. Carried unanimously.

Moilanen provided an update that the mechanic's service truck and one of the new plow trucks were complete and would be picked up later this week.

Kakuk advised that a thank you had been received from a resident of the trailer park on 10th Street in Menominee thanking the crew for cutting the trees on the road commission property that were hanging over the fence into the trailer park.

Public Comment – Lowell Bengry stated that he owned property on G-12 that is close to the CR348 project and offered to allow any spoils from the project to be hauled to his property if it will save costs for the project. Cass will let the contractor know this once the bid is let.

Charlene Peterson advised that Aquila Resources did not work with Lake Township regarding the proposed abandonment of River Road. She also requested a copy of the submitted abandonment petition, which was provided to her.

There being no further business, Kakuk declared the meeting adjourned at 9:33 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a reorganizational meeting in their offices north of Stephenson on Thursday, January 2, 2020.

Finance Director/Clerk Savord called the meeting to order at 9:00 a.m. with the following persons present or absent.

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Darrell Moilanen and Lisa Savord. Also present was Larry Phelps.

Absent: None

The Pledge of Allegiance was recited.

Election of Officers for 2020 – At Savord's first call for Chair nominations, Kline nominated Kakuk for Chair, seconded by Bower. Savord again called for nominations for Chair. There were none. Savord again called for nominations for Chair. There being none, the nominations were closed. Savord called for a vote on the nomination of Kakuk being Chair for 2020. The motion carried by the following vote: Bower, Aye; Kakuk, Aye; Kline, Aye.

Savord called for nominations for Vice-Chair. Bower nominated Kline for Vice-Chair, seconded by Kakuk. Savord again called for nominations for Vice-Chair. There were none. Savord again called for nominations for Vice-Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Kline being Vice-Chair for 2020. The motion carried by the following vote: Bower, Aye; Kakuk, Aye; Kline, Aye.

Savord turned the meeting over to Chair Kakuk at 9:02 a.m.

Public comments – Larry Phelps thanked Cass & Moilanen for their quick response to any complaints he forwards to them.

Public appearances – None.

Discuss/approve Hebert Construction's final invoice for River Road over Shakey Creek project – Cass explained that the final invoice amount for Time & Materials had been agreed upon between the contractor and road commission personnel in the amount of \$80,761.41. Moved by Kakuk, seconded by Kline to approve payment of the final invoice. Carried unanimously.

Discuss abandonment petition received for a portion of Old CR346 and set abandonment hearing date – Cass explained that after review of the abandonment petition, it was found to not have enough valid signatures, therefore no further action is required.

Adopt resolution and sign Quit Claim deed to transfer the Bagley radio tower property to Menominee County –

The following Resolution was offered by Anthony Kakuk, and seconded by Kenneth Bower.

WHEREAS, the Board of County Road Commissioners of Menominee County has owned property located in Nadeau Township, County of Menominee, State of Michigan commonly referred to as the Bagley Radio Tower since 1962, when it purchased said property from Edward and Loretta Berger for the sum of One and 00/100 Dollar (\$1.00) and other valuable consideration.

WHEREAS, the Road Commission used the Bagley Radio Tower Property for its radio communications until November 2019, when the Road Commission transitioned to a new radio communications system which no longer requires use of the Bagley Radio Tower.

WHEREAS, the Road Commission's ownership of the Bagley Radio Tower is no longer required or useful to the Road Commission's routine operations.

WHEREAS, Menominee County has long shared the costs and use of the Bagley Radio Tower with the Road Commission.

WHEREAS, Menominee County's 911 Dispatch Center and Sheriff's Department still require use of the Bagley Radio Tower for their radio communications.

WHEREAS, Menominee County is interested in purchasing the Bagley Radio Tower property for the sum of One and 00/100 Dollar (\$1.00) and other valuable consideration.

THEREFORE, BE IT RESOLVED, that Board of County Road Commissioners of the County of Menominee hereby authorizes and directs the conveyance of the Bagley Radio Tower Property by Quitclaim Deed to the County of Menominee for the sum of One and 00/100 Dollar (\$1.00) and other valuable consideration.

Upon roll call vote the following voted:

"AYE": Kenneth Bower, Anthony Kakuk, Kenneth Kline

"NAY": None

This Resolution has been adopted by majority vote of the Board of Road Commissioners of Menominee County.

Other Business – Cass noted that the bridge on G-08 over the Menominee River had been selected for deck replacement in 2021 under the Local Agency Bridge Bundling Program and that the project would be completed at no cost to the road commission. Moilanen added that MDOT would like to have a detour for the project.

Savord asked who would be attending the upcoming Great Lakes Council and UP Road Builders meetings. All commissioners will attend both.

Savord advised that Jim Moraska, Spalding Township Supervisor, had sent a request asking that the annual meeting between Spalding Township and the road commission be changed to take place at the Spalding Township Hall on Wednesday, January 15, 2020 at 5:30 p.m. CT. All board members agreed with the change and Savord will respond to Mr. Moraska.

Bower stated he had received a call from a Gourley Township resident stating that a request had been made to central dispatch to have the road commission plow to a residence to give emergency personnel access, but had been told by the 911 operator that the road commission would no longer do this. Moilanen responded that he and Cass had recently had a phone conference with the E 911 director regarding when the road commission would be called for assistance. Cass also clarified that the road commission would still plow for emergency services, but that it was up to central dispatch to determine if the situation was such that the road commission was needed.

Bower stated that the Normenco Sportsman Club trail groomer has been dragging snow onto the county roads while grooming the Soo Line grade trail and leaving berms of snow on the roadway where the trail crosses. Cass will follow up with the sportsmans club.

Public comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:29 a.m.

Road Commission Finance Director/Clerk

Chair

**Delta, Dickinson & Menominee County
Department of Health and Human Services Board**

DELTA CO. BOARD MEMBERS

**STACEY RANDALL, CHAIR
MARY OLSON
DONNA SCHOMIN**

DICKINSON CO. BOARD MEMBERS

**KATIE DRISCOLL, CHAIR
MARY GAGALA
WINNIE FORNETTI**

MENOMINEE CO. BOARD MEMEBERS

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

DIRECTOR

MATTHEW YOHE

Date: November 21, 2019

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Katie Driscoll-Dickinson Co. Board Chair at 1:00 PM CST. The meeting was held at the Pinecrest Medical Care Facility Board Room, N15995 Main Street, Powers, MI 49874

ROLL CALL

Present: Stacey Randall-Delta Co. Board Chair, Donna Schomin-Delta Board Member, Mary Olson-Delta Co. Board Member, Katie Driscoll-Dickinson Co. Board Chair, Mary Gagala-Dickinson Co. Board Member, Winnie Fornetti-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair & Gary Eichhorn-Menominee Co. Board Member.

Others Present: Matthew Yohe-Board Secretary, Megan Chartier-DHHS Executive Secretary, Theresa Nelson-Delta Co. Board of Commissioners & Bernie Lang-Menominee Co. Board of Commissioners.

Absent: Sheila Veraghen-Menominee Co. Board Member, Barbara Kramer-Dickinson Co. Board of Commissioners & Gerald Piche-Menominee Co. Commissioner

APPROVAL OF AGENDA:

The motion to approve the agenda was made by Mr. Gary Eichhorn-Menominee Co. Board Member and seconded by Mary Gagala-Dickinson Co. Board Member. Motion was passed without opposition.

APPROVAL OF MINUTES:

The motion to approve the Delta County minutes for October 24, 2019 was made by Ms. Stacey Randall-Delta County Chair and seconded by Ms. Mary Olson-Delta County Board Member. Motion passed without opposition.

The motion to approve the Dickinson County minutes for October 24, 2019 was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

The motion to approve the Menominee County minutes for October 24, 2019 was made by Mr. Gary Eichhorn-Menominee County Board Member and seconded by Mr. Jeff Naser-Menominee Co. Board Chair. Motion passed without opposition.

FINANCIAL REPORT:

Delta County:

The financial report for October 2019 was reviewed. There were \$40.00 in expenditures for the DHHS Board members, leaving a balance of \$2,960.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board. Motion passed without opposition.

Dickinson County:

The financial report for October 2019 was reviewed. There were \$24.18 in expenditures for the DHHS Board members, leaving a balance of \$130.82

There were no expenditures from the Foster Children's Fund, leaving a balance of \$567.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

Menominee County:

The financial report for October 2019 was reviewed. There were \$150.00 in expenditures for the DHHS Board members, and \$50.00 for room rental payment leaving a balance of \$2,800.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee Co. Board Chair and seconded by Mr. Gary Eichhorn-Menominee Co. Board Member. Motion was passed without opposition.

DIRECTOR'S REPORT:

Staffing:

- Staffing allocations should be sent out this Friday for FY2020.
- Dickinson County had a service specialist position opening, which now has been filled. Candidate was issued pre-employment drug test. Waiting for results and Lansing for approval.
- Delta and Menominee passed two LEIN audits-which is a very strict audit by MSP.
- Delta-Dickinson-Menominee passed the Foster Care Licensing Audit.

Statewide Director's Meeting Information:

Statewide Directors Meeting: Project Renew-which will update the Eligibility Renew forms for clients renewing for assistance.

Business Plan Update: Mr. Yohe, provided an update on current fiscal year data:

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$440.53. This constitutes 3.5% of the allocation spent with 8% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: N/A. This constitutes 0% of the allocation spent.

Assistance Payments: Standard of Promptness: 94.64%. Business Service Center 1 average is 90.26%. Statewide Average is 96.17%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 60%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$19.40. This constitutes 0.1% of the allocation spent with 8% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: N/A. This constitutes 0% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.33%. Business Service Center 1 average is 90.26%. Statewide Average is 96.17%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 20.83%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$1,113.13. This constitutes 4.3% of the allocation spent with 8% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: N/A. This constitutes 0% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.04%. Business Service Center 1 average is 90.26%. Statewide Average is 96.17%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 100%. Federal goal is 50%. U.P. average is & statewide average are not available at this time.

Miscellaneous:

Assistance Payments: Mr. Yohe reviewed customer information as follows:
Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of September 2019:

Delta County:

- Family Independence Program: 25 cases; 44 recipients; \$6,657 in benefits provided.
- Food Assistance Program: 2,105 cases; 3,591 recipients; \$384,969 in benefits provided.
- State Disability Assistance: 9 cases; 9 recipients; \$1,825 in benefits provided.
- Child Development and Care: 86 cases; 149 recipients; \$64,267 in benefits provided.
- State Emergency Relief: 28 cases; \$12,163 in benefits provided.
- Unduplicated total for the month: 2,182 cases; 3,729 recipients; \$469,880 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,067 cases; 2,167 recipients
- Other Children < Age 21: 244 cases; 250 recipients
- Pregnant Women & Children Under 19: 891 cases; 1,510 recipients
- MiChild: 128 cases; 208 recipients
- Non-SSI Aged, Blind & Disabled: 1,045 cases; 1,089 recipients
- SSI Aged, Blind & Disabled: 962 cases; 962 recipients
- Medicaid Eligible Total: 3,930 cases, 6,188 recipients

Healthy Michigan Program (HMP)

Delta County: 2,160 total cases and 2,410 total recipients

Dickinson County

- Family Independence Program: 5 cases; 6 recipients; \$956 in benefits provided.
- Food Assistance Program: 1,148 cases; 2,035 recipients; \$209,904 in benefits provided.
- State Disability Assistance: 4 cases; 4 recipients; \$942 in benefits provided.
- Child Development and Care: 42 cases; 65 recipients; \$23,050 in benefits provided.
- State Emergency Relief: 19 cases; \$8,772 in benefits provided.
- Unduplicated total for the month: 1,191 cases; 2,102 recipients; \$243,625 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 745 cases; 1,487 recipients
- Other Children < Age 21: 174 cases; 180 recipients
- Pregnant Women & Children Under 19: 622 cases; 1,062 recipients
- MiChild: 94 cases; 160 recipients
- Non-SSI Aged, Blind & Disabled: 655 cases; 673 recipients
- SSI Aged, Blind & Disabled: 493 cases; 493 recipients
- Medicaid Eligible Total: 2,533 cases, 4,060 recipients

Healthy Michigan Program (HMP)
 Dickinson County: 1,387 total cases and 1,519 total recipients

Menominee County

- Family Independence Program: 13 cases; 22 recipients; \$3,287 in benefits provided.
- Food Assistance Program: 1,052 cases; 1,854 recipients; \$198,416 in benefits provided.
- State Disability Assistance: 5 cases; 5 recipients; \$1,00 in benefits provided.
- Child Development and Care: 24 cases; 36 recipients; \$13,651 in benefits provided.
- State Emergency Relief: 7 cases; \$5,304 in benefits provided.
- Unduplicated total for the month: 1,087 cases; 1,899 recipients; \$221,658 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 665 cases; 1,405 recipients
- Other Children < Age 21: 104 cases; 104 recipients
- Pregnant Women & Children Under 19: 500 cases; 854 recipients
- MiChild: 66 cases; 126 recipients
- Non-SSI Aged, Blind & Disabled: 592 cases; 616 recipients
- SSI Aged, Blind & Disabled: 475 cases; 475 recipients
- Medicaid Eligible Total: 2,184 cases, 3,581 recipients

Healthy Michigan Program (HMP)
 Menominee County: 1,166 total cases and 1,310 total recipients

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

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	100%	100%	100%
CPS Face to Face	96%	100%	92%
CPS Ongoing Child F2F	95%	100%	81%
CPS Ongoing Caregiver F2F	80%	100%	82%
CPS Services Plans	100%	100%	93%
CPS Plan Approval	100%	100%	90%
CFC Service Plans		100%	100%
CFC Approval		100%	100%
DHHS Medical	100%	100%	
DHHS Dental	100%	100%	100%
CFC Worker/Child Contacts	80%	94%	80%
CFC Worker/Parent Contacts	100%	58%	83%
CFC Worker/Supervisor Contacts	100%	100%	100%
CFC Parent/Child Contacts	100%	26%	80%
CFC Return Home Contacts			
CFC Sibling Contacts		0%	100%

Approval of Directors Report:

The motion to approve the Directors Report for Delta County was made by Mr. Gary Eichhorn-Menominee County Board Member and seconded by Ms. Mary Olson-Delta Co. Board Member. Motion passed without opposition.

UNIT REPORT: None

BOARD BUSINESS:

Review & Approval of Vouchers:

Delta County: Vouchers were reviewed and approved. Motion was made by Ms. Stacey Randal-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

Dickinson County: Vouchers were reviewed and approved. Motion was made by Ms. Mary Gagala -Dickinson Co. Board Member and seconded by Ms. Winnie Fornetti - Dickinson Co. Board Member. Motion was passed without opposition.

Menominee County: Vouchers were reviewed and approved. Motion was made by Mr. Gary Eichhorn-Menominee Co. Board Member and seconded by Mr. Jeff Naser-Menominee County Board Chair.

MCSSA: Next MCSSA District One Meeting is April 24, 2020 at 11:00 EST in Escanaba, MI.

NEW BUSINESS:

Payments to MCSSA

Delta County to pay MCSSA Statewide dues of \$1,273.46 and MCSSA District One dues of \$150.00

Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

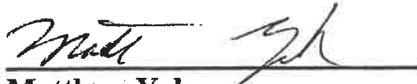
Dickinson County to pay MCSSA District One dues of \$150.00

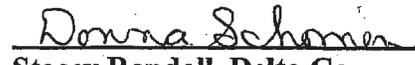
Motion was made by Ms. Mary Gagala -Dickinson Co. Board Member and seconded by Ms. Winnie Fornetti -Dickinson Co. Board Member. Motion was passed without opposition.

PUBLIC COMMENT: None

NEXT MEETING: Thursday, December 19, 2019 at the Pinecrest Medical Care Faculty Board Room at 1:00 PM CST

ADJOURNMENT: Motion was made by Mr. Gary Eichhorn-Menominee Co. Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion was passed without opposition. Meeting was adjourned at 1:31 PM CST


Matthew Yohe
Board Secretary


Stacey Randall, Delta Co.
Board Chairperson


Katie Driscoll, Dickinson Co.
Board Chairperson


Jeff Naser, Menominee Co.
Board Chairperson

Pc: DHHS Board Members Delta County
DHHS Board Members Dickinson County
DHHS Board Members Menominee County
Delta County BOC
Dickinson County BOC
Menominee County BOC

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Bagley Tower - RFP
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Jason has revised his RFP for the Bagley Communication Tower. Commissioners are asked to review the RFP and approve or change as necessary.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

02/21/2020
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
MICHIGAN

REQUEST FOR PROPOSAL
PUBLIC SAFETY COMMUNICATION TOWER
PROJECT #: 19/20 – 5

February 26, 2020

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Legal Notice

Menominee County, Michigan is soliciting proposals for a qualified consultant to provide engineering services and design recommendations to replace an existing public safety communications tower located at W5805 Tower Road No. 30.75 Carney, MI 49812. Sealed proposals for this project will be received at the below address until **Tuesday, March 31, 2020 at 4:00 PM CST**. Proposals will be publicly opened and read aloud on **Tuesday, March 31, 2020 at 4:01 PM CST** at the Menominee County Courthouse. All proposals must be physically received by the due date. Proposals not received by the due date will be returned, unopened to the vendor. Emailed or faxed bids will not be accepted for this project. All proposals should be addressed to:

Menominee County
Project # 19/20-5 – SEALED PROPOSAL
Attn: County Administrator
839 10th Avenue
Menominee, MI 49858

Proposal packets are available online at: www.menomineecounty.com and www.demandstar.com. Proposal packets may also be picked up at the Menominee County Courthouse in the County Administrator's Office located at 839 10th Avenue Menominee, MI 49858.

Menominee County reserves the right to accept or reject any or all proposals and to waive any informality in the proposals. Contact Jason Carviou, County Administrator, at 906-863-7779 or JCarviou@menomineeco.com if assistance is required.

Project Timeline

<u>EVENT</u>	<u>DATE</u>
RFP Published	February 26, 2020
RFP Public Notice Advertised	March 2-6, 2020 & March 9-13,2020
RFP Questions Due	March 18, 2020 at 12 PM CST
RFP Questions & Answers Published	March 23, 2020 at 4 PM CST
RFP Due Date	March 31, 2020 at 4 PM CST
RFP Proposal Opening	March 31, 2020 at 4:01 PM CST
Finance Committee Review & Recommendation	April 2, 2020
County Board Approval to Contract	April 14, 2020
Send out Thank You & Intent to Award Letters	April 15, 2020
Complete Contract Signing by	May 1, 2020
Project Completion Date	TBD

The project timeline is tentative and Menominee County may alter the dates and times contained within as necessary to meet the objectives of this project.

Project Details

1. Introduction

Menominee County is soliciting proposals for a qualified consultant to provide engineering services and design recommendations to replace an existing public safety communications tower.

2. Project Objectives

Objective 1: Provide a tower design recommendation that would maximize the public safety communication coverage capabilities at the site.

Objective 2: Assess the need and demand for tower space in the geographical area, and recommend a tower design with capacity that could be leased to other providers and carriers.

Objective 3: Design and prepare plans and specifications for the public safety communications tower that meets the requirements of Menominee County, and can be used in the RFP to procure and build the tower.

The consultant will be expected to provide cost estimates of the options recommended and to provide engineering services to implement the selected improvement option.

3. Project Background

Menominee County currently owns and operates a public safety communications tower located at W5805 Tower Road No. 30.75 Carney, MI 49812. The tower, commonly known as the “Bagley Tower”, is the primary public safety communications tower in Menominee County.

The Bagley Tower is a 300’ hollow leg tower that is approximately 45 – 50 years old. The last major tower inspection report (attached for reference) indicated several structural deficiencies and recommended that the tower be replaced.

While Menominee County has had its equipment on the tower for many years, the Bagley Tower, land, and buildings were just recently acquired from the Menominee County Road Commission. The intent is to place the new tower in the same location as the existing tower.

Menominee County’s primary objective is to construct a tower that can maximize public safety communications from this one location; therefore, the County is seeking the expertise of a qualified consultant on recommending the type and height of the new tower, as well as all of the engineering and plans required to place the project out for bid.

The County has several other towers throughout the county, but the goal would be to eliminate or consolidate the overall network to the extent possible for ease of maintenance and associated costs.

Menominee County also intends to be forward-thinking in this investment, and would like to build a tower that could potentially be leased to other vendors and carriers, which in return could create another revenue stream for the County. The consultant will be asked to evaluate the need and demand for tower space in the area, and recommend a tower design that provides the best return on investment for the County.

4. Existing Equipment

Menominee County plans on replacing all of our existing equipment on the tower with new and upgraded equipment. This equipment will be procured through a separate RFP process. However, preference will be given to consultants that can also assess the current equipment that is on the Bagley Tower and make recommendations to fit the needs of the County. Please indicate if you are able to provide these services in your proposal.

5. Design Services

The consultant will be required to meet with the Menominee County Board of Commissioners for discussion and final selection of the recommended option(s) to proceed with for design. The consultant should prepare a written report with not less than three (3) options for the tower design, and provide pros/cons, a cost-benefit analysis, and return on investment assessment for each option.

The following are the minimum requirements. Additional work or scope items beyond this shall be considered to ensure the County has a complete set of design documents to include in the RFP for procurement and construction.

1. Prepare project plans and specifications. The consultant is expected to prepare all documents required to place and RFP for the procurement and construction of the accepted tower design.
2. Meet with County staff to discuss the needs, project plans, and specifications.

The following information shall be included in the project documents:

- a. Cover sheet with index and vicinity map
- b. Symbology and reference data
- c. Phasing plan
- d. Site and plan for each phase
 - i. Include material/equipment storage and staging areas

- e. Demolition drawings and details
 - f. Structural drawings
 - g. Electrical & MEP drawings
 - h. Hardware component schedules and details
3. Provide the County with up to four hard copies, and one electronic copy, of the final plans and specifications, sealed by a professional engineer licensed in the State of Michigan.

6. RFP, Bidding, and Construction Related Services

1. Assist the County in the preparation of the RFP for the procurement and construction of the selected design.
2. Attend a pre-bid meeting and issue addendums, as needed.
2. Attend a pre-construction meeting, if needed.
3. Review shop drawings/plans and associated documents for the County prior to installation by the selected contractor.
4. Perform a final site visit upon completion of construction to determine the project conforms to the Contract Documents. Perform additional inspections throughout the project if necessary.
5. Prepare a punch list of items to be completed or corrected and provide the punch list to the County. The contractor will coordinate with the County and consultant to address the list and prepare closeout documents.
6. Assist the County as necessary from development of the RFP through final construction of the new tower, and deconstruction of the old tower.

7. Addendums

Should Menominee County feel it necessary to amend this proposal after it is published, any addendums will be published on the Menominee County website at www.menomineecounty.com. Addendums can be found in the same location as the proposal packet: Departments – Administration – Purchasing – Open Projects.

Addendums will also be posted on Demand Star at www.demandstar.com

It is the responsibility of bidders submitting proposals for this project to monitor the Menominee County website for any such addendums that may be published.

If any addendums are published for this project, bidders will be required to acknowledge any such addendums by providing an RFP Addendum Acknowledgment Form (Attachment C) as part of their proposal.

8. RFP Questions

Interested bidders may submit questions regarding the project by email to JCarviou@menomineeco.com.

Questions submitted via mail, phone, or fax will not be accepted.

Answers to any properly submitted questions will be published on the Menominee County website at www.menomineecounty.com : Departments – Administration- Purchasing - Open Projects on March 23, 2020 at 4 PM CST.

9. Due Date & Delivery

All sealed proposals must be delivered to the Menominee County Administrator by March 31, 2020 at 4 PM CST. Proposals are to be labeled and mailed to the following address:

Menominee County
Project # 19/20-5 – SEALED PROPOSAL
Attn: County Administrator
839 10th Avenue
Menominee, MI 49858

Menominee County will not accept any proposals received after the due date. Proposals received after the due date will be returned, unopened to the contractor that submitted it.

Proposals will be opened in front of the public on March 31, 2020 at 4:01 PM CST at the Menominee County Courthouse – County Administrator’s Office located at 839 10th Avenue Menominee, MI 49858.

Menominee County reserves the right to accept or reject any and all proposals and to waive any informality in the proposals.

10. Evaluation & Award

Proposals will first be evaluated during a special meeting of the Menominee County Finance Committee in conjunction with organizational stakeholders on April 2, 2020. Time to be determined. The Finance Committee will make a recommendation of the preferred proposal to the Menominee County Board of Commissioners.

Proposals will be considered on criteria including, but not limited to, experience/qualifications, project approach, consultant fees and project costs, and external references.

The Menominee County Board of Commissioners will consider the recommendation from the Finance Committee on April 14, 2020. Intent to Award or Thank You letters will be sent via email shortly after this meeting to all vendors submitting responses.

11. **RFP Format & Submission Requirement**

Any deviation from these requirements may result in the proposal being eliminated from consideration. The proposal must include all of the following:

1. Consultant's proposal, including scope of services to be provided, costs, and projected timeline to complete design documents.
2. Three (3) professional references.
3. Vendor Identification Form (Attachment A)
4. Bidder's Certificate (Attachment B)
5. RFP Addendum Acknowledgement Form (Attachment C)
6. Insurance Acknowledgment Form (Attachment D)
7. Vendor's Proof of Responsibility (Attachment E)

12. **Insurance Requirements**

The selected Consultant is required to provide a certificate of insurance within three (3) business days of receiving the "Intent to Award" notice. Certificates are required to be valid and insurance must be maintained throughout the contract term. Certificates of Insurance are to be sent to:

Menominee County
Attn: County Administrator
839 10th Avenue
Menominee, MI 49858

The Certificates of Insurance must include:

1. **Additional Insured:** Menominee County
2. **Cancellation:** Include a provision prohibiting cancellation of said policies except upon a 30 days prior written notice to Menominee County to include non-renewal or a material change in coverage.
3. **State of Michigan:** The policy shall be issued from a company licensed to sell insurance policies in the State of Michigan.
4. **Signatures:** Certificates must be signed by the insurer's authorized agent.

The following are the limits required for this project:

Comprehensive General Liability - \$1,000,000 per occurrence

Products & Completed Operations
 Personal Injury & Advertising Liability
 Independent Contractors/Protective

Business Automobile Liability - \$1,000,000 per occurrence

Bodily Injury
 Property Damage

Worker's Compensation Insurance and Employers Liability - \$100,000 each accident

Employer Liability

The insurance requirements set forth for this project are minimum requirements to do business with Menominee County. These insurance requirements shall not be construed to limit the liability of the selected Contractor.

13. Miscellaneous

1. **Guarantees & Warranties:** Guarantees and warranties on workmanship and materials shall be stated in your proposal.
2. **Laws:** All work should conform to all applicable industry, Federal, State, and Local laws, codes, ordinances, OSHA requirements and standards.
3. **License:** All contractors, including subcontractors, performing work on this project are required to have a Contractor's License in the State of Michigan and must be current on the date the proposal is submitted and throughout the project.
4. **Measurements:** All measurements and specifications provided in this packet and/or by Menominee County are for reference only. Contractors and vendors are responsible for all measurements.
5. **Permits:** The selected Vendor shall be responsible for any and all necessary permits and underground utility locates necessary for this project.

6. **Project Manager:** The selected Vendor shall provide contact information for one individual designated as the Project Manager and that person shall serve as the single point of contact for Menominee County.
7. **Rejection of Proposals:** Menominee County reserves the right to accept or reject any or all proposals, to waive any technicality with any proposal, and to request clarification on any proposal.
8. **Site Protection/Cleanup:** The selected Vendor is responsible for the proper handling of materials and discard of debris to ensure a clean worksite. Contractor is responsible for restoring the site, premises, buildings, and landscaping to the condition prior to work commencing, if applicable.
9. **Taxes:** Menominee County and its departments are exempt from payment of all Federal, State, and Local taxes.

Attachments

1. Attachment A – Vendor Identification Form
2. Attachment B – Bidder’s Certificate
3. Attachment C – RFP Addendum Acknowledgment Form
4. Attachment D – Insurance Acknowledgment Form
5. Attachment E – Vendor’s Proof of Responsibility
6. Attachment F – Menominee 911 Major Tower Inspection Report

ATTACHMENT A

VENDOR IDENTIFICATION FORM

Company Name: _____.

Address: _____ **.State** _____ **.Zip Code** _____.

Phone Number: _____.

Primary Contact Name: _____ **Title:** _____.

Address: _____ **.State** _____ **.Zip Code** _____.

Phone Number: _____.

Email Address: _____.

Secondary Contact Name: _____ **Title:** _____.

Address: _____ **.State** _____ **.Zip Code** _____.

Phone Number: _____.

Email Address: _____.

Project Name: _____.

Project Number: _____.

Bid Price: _____.

Optional Bid Price #1: _____.

Signature: _____ **Date:** _____.

ATTACHMENT B

BIDDER'S CERTIFICATE

This Bidder's Certificate form must be completed by the contractor submitting a bid/proposal, and must be sworn to, notarized, and returned to Menominee County as part of your proposal.

Statement of Bidder:

I hereby incorporate this sworn Bidder's Certificate into my bid/proposal, and hereby make this Bidder's Certificate part of my bid/proposal.

I affirmatively state that I, or an authorized representative of mine, have/has examined and carefully prepared the bid/proposal submitted from the plans and specifications provided, and have checked the same in detail before submitting the bid/proposal to the County of Menominee. I have also included the names of subcontractors I propose to contract with and the class of work to be performed by each elsewhere in my bid/proposal.

Printed Name of Signor: _____.

Signature of Signor: _____.

Date Signed: _____.

Title of Signor: _____.

Phone Number of Signor: _____.

Email of Signor: _____.

State of Michigan

County of: _____.

Signed and Sworn to Before Me on (Date): _____.

By (Printed Name): _____.

Notary's Signature: _____.

Notary's Expiration Date: _____.

Notary's Seal:

ATTACHMENT C

RFP ADDENDUM ACKNOWLEDGMENT FORM

(If addendums exist for this project, please sign and date and send with your proposal)

Important: Failure to submit this form when addendums have been issued may result in the rejection of your proposal.

The undersigned acknowledges receipt of the following addenda by circling the number(s) below:

1 2 3 4 5 6 7 8 9 10

I have examined and carefully prepared the bid/proposal from the plans and specifications and have checked the same in detail before submitting the bid/proposal to Menominee County.

The Undersigned agrees to the above statement:

Printed Name: _____

Signature: _____

Date: _____

Contractors and vendors are responsible to check for addendums published on Menominee County's website at www.menomineecounty.com for this project prior to the due date.

If a proposal/bid has already been submitted, the contractor/vendor is required to acknowledge receipt of the addendum via email prior to the due date. A new bid/proposal must be submitted by the contractor/vendor if the addendum effects costs.

Proposals/bids that do not acknowledge addendums may be rejected.

This form does not need to be returned as part of your proposal/bid if no addendums are published for this project.

ATTACHMENT D**Insurance Acknowledgement Form**

Contractors are required to meet the following insurance requirements in order to be awarded a contract. By signing this form, an interested contractor acknowledges the insurance requirements for this project, and certifies that any and all contractors, sub-contractors, and vendors will maintain the required limits of insurance throughout the duration of the project.

The awarded contractor/vendor is required to provide a certificate of insurance within three (3) business days of receiving the 'Intent to Award' notice. Certificates are required to be valid and provided annually to the Menominee County Administration, 839 10th Avenue, Menominee, MI 49858 or by email to JCarviou@menomineeco.com AND SDupont@menomineeco.com throughout the term of this contract.

1. Hold Harmless

Contractor/vendor hereby agrees to release, indemnify, defend, and hold harmless Menominee County, their officials, officers, employees, and agents from and against all judgements, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions, and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the performance under this agreement by the contractor/vendor, its officers, officials, employees, agent or assigns. Menominee County does not waive, and specifically reserves, it's right to assert and all affirmative defenses and limitations of liability as specifically set forth in Michigan Statutes or as otherwise prescribed.

2. Insurance Requirements

Vendor, Contractor, Tenant, Provider, Organization, or other (will be referred to as Outside Contractor) shall provide and maintain at its own expense during the term of their agreement, the following insurance policies covering its operations hereunder are minimum requirements. Such insurance shall be provided on a primary basis by insurer(s) financially solvent and authorized to conduct business in the State of Michigan.

The Outside Contractor shall not commence work under this contract until all insurance required under this paragraph is obtained and such insurance has been approved by a County representative, nor shall any Outside Contractor allow sub-contractors to commence work on their subcontract until all similar insurance requirements have been obtained and approved by a County representative. Notwithstanding any provisions of this

section, and for purposes of this agreement, contractor/vendor acknowledges that its potential liability is not limited to the amounts of insurance coverage it maintains or to the limits required herein.

Insurance requirements for Menominee County Project # 19/20-05:

Comprehensive General Liability - \$1,000,000 per occurrence

Products & Completed Operations
 Personal Injury & Advertising Liability
 Independent Contractors/Protective

Business Automobile Liability - \$1,000,000 per occurrence

Bodily Injury
 Property Damage

Worker's Compensation Insurance and Employers Liability - \$100,000 each accident

Employer Liability

3. Additional Insured

The Outside Contractor agrees that all liability policies other than professional liability shall name Menominee County as additional insured with respects to: liability arising out of activities performed by or on behalf of the contractor/vendor; products and completed operations of contractor/vendor; premises owned, occupied, or used by contractor/vendor; or automobiles owned, leased, hired, or borrowed by the contractor/vendor. The coverage shall contain no special limitations on the scope of protection to the County.

4. Adjustments to Insurance Coverage

The limits of liability set forth herein shall be periodically reviewed and adjustments made so as to provide insurance coverage in keeping with increases in the Consumer Price Index and what is deemed to be prudent and reasonable by the County or its representatives. In the event that the County determines that the limits need to be adjusted at some time after the initial term of the contract, the County shall give notice to the Contractor/Vendor in writing of the new limits and the Contractor/Vendor shall make such adjustments to its insurance coverage within 60 days of such notice.

5. **Subcontractor**

Subcontractors of the Outside Contractor shall also be in compliance with these requirements, including but not limited to, the submittal of a Certificate of Insurance that meets the same requirements outlined for the Outside Contractor.

6. **Waiver of Subrogation**

Insurers shall waive all subrogation rights against Menominee County on all policies required under this agreement.

7. **Certificate of Insurance**

The Certificate of Insurance must include:

1. **Additional Insured:** Menominee County
2. **Cancellation:** Include a provision prohibiting cancellation of said policies except upon a 30 days prior written notice to Menominee County to include non-renewal or a material change in coverage.
3. **State of Michigan:** The policy shall be issued from a company licensed to sell insurance policies in the State of Michigan.
4. **Signatures:** Certificates must be signed by the insurer's authorized agent.

8. **Questions**

If you have any questions regarding the insurance requirements for this project, or if for any reason the insurance requirements for this project cannot be met, please contact the County Administrator at (906) 863-7779 or by email at JCarviou@menoineeco.com .

Statement of Bidder:

I affirmatively state that I, or an authorized representative of mine, have/has examined the insurance requirements set forth for this project by the County of Menominee, and further state that all contractors, vendors, subcontractors, or other entities involved in this project will have the required insurance policies in effect prior to beginning work on the project. I further acknowledge that failure to obtain or maintain the required insurance by any contractor, vendor, subcontractor, or other entities involved in the project is a breach of contract under this agreement.

Printed Name of Signor: _____.

Signature of Signor: _____.

Date Signed: _____.

Title of Signor: _____.

Phone Number of Signor: _____.

Email of Signor: _____.

State of Michigan

County of: _____.

Signed and Sworn to Before Me on (Date): _____.

By (Printed Name): _____.

Notary's Signature: _____.

Notary's Expiration Date: _____.

Notary's Seal:

ATTACHMENT E**VENDOR'S PROOF OF RESPONSIBILITY**

The Vendor's Proof of Responsibility form must be completed by the Contractor/Vendor submitting the proposal/bid, and must be notarized and submitted as part of your proposal/bid.

Instructions: Circle either "Yes" or "No" after each question. You may submit a separate sheet if you wish to provide more descriptive responses.

1. Does the Contractor/Vendor maintain a permanent place of business?

YES or NO

2. Is the Contractor/Vendor authorized to do business in the State of Michigan?

YES or NO

3. Has the Contractor/Vendor, agent, partner, employee, and/or officer of the Contractor/Vendor ever been debarred, suspended, or declared ineligible from contracting with any unit of federal, state, or local government?

YES or NO

4. Is the Contractor/Vendor in compliance with the provisions of the Equal Opportunity Employer Act?

YES or NO

5. Does the Contractor/Vendor, including all subcontractors, have the insurance policies required for this project?

YES or NO

6. Does the Contractor/Vendor have a written Drug-Free Workplace Policy?

YES or NO

7. Has the Contractor/Vendor been subject of any order or judgment from any state or federal agency or court due to the breach of any contract?

YES or NO

8. Does the Contractor/Vendor have a history of satisfactorily completing projects?

YES or NO

9. Does the Contractor/Vendor possess all applicable professional and trade licenses required for performing this project?

YES or NO

10. Does the Contract/Vendor have adequate financial resources to complete this project, and to complete all other projects the Contractor/Vendor is presently under contract to complete?

YES or NO

11. Is the Contractor/Vendor bondable for the terms proposed as part of this project?

YES or NO

12. Does the Contractor/Vendor have, and diligently maintain, a written safety program?

YES or NO

13. Is the Contractor/Vendor in compliance with all federal and state employment laws and regulations?

YES or NO

No Restriction on Discretion: If information is discovered or comes into the possession of the County or a County Department, official, and/or employee responsible for awarding the contract for this project, and if such information calls into question the contractor's abilities or competence to faithfully and responsibly comply with the terms of this agreement and is considered both credible and verifiable, then that information shall be considered in determining whether the contractor is a responsible contractor.

By signing below, I affirm under oath I am the Contractor/Vendor submitting a proposal/bid or the I am an authorized representative of the Contractor/Vendor with the authority to complete this form, and that the information provided herein is true, accurate, and complete, and that my signature on this form was sworn to before an officer authorized by law to administer oaths. I understand this form is required to be considered a responsible vendor. I further understand that deliberately or knowingly providing false or inaccurate information on this form constitutes a breach of contract of this agreement and that I may be subject to civil and/or criminal fines and punishment as provided by the laws of the State of Michigan or as otherwise prescribed.

Printed Name of Signor: _____.

Signature of Signor: _____.

Date Signed: _____.

Title of Signor: _____.

Phone Number of Signor: _____.

Email of Signor: _____.

State of Michigan

County of: _____.

Signed and Sworn to Before Me on (Date): _____.

By (Printed Name): _____.

Notary's Signature: _____.

Notary's Expiration Date: _____.

Notary's Seal:

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Remonumentation – 2020 County Plan “revised from 1992”
DEPARTMENT:	Administration
ATTACHMENTS:	Yes (in drop box)
SUMMARY:	<p>The last time we approved our Remonumentation County Plan was 1992. The state is requiring us to “update” the County Plan. Per the Remonumentation Committee meeting, we have a few more corners to complete before we begin our Perpetual Monument Maintenance Plan. The State has reviewed our updated plan and will accept it as written.</p>
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

02/20/2020
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 DISCUSSION ITEM

SUBJECT:	RFP 19/20-6 ~ Airport Community Hangar Roof Bids
DEPARTMENT:	Airport/Administration
ATTACHMENTS:	No
SUMMARY:	
Discussion at the 2.25.20 Airport Committee meeting is to review the bids received for the Hangar Roof replacement and to make a recommendation to the County Board.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

02/20/2020
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):

RFP 19/20-6 Community Hangar Roof Bid Recapitulation

CONTRACTOR	LOCATION	ROOF PRODUCT	INSULATION	WARRANTY	BID DOCUMENTS	BID PRICE
Independent Roofing & Siding Company	Escanaba, MI	45 MIL Membrane		3" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 32,900.00
Independent Roofing & Siding Company	Escanaba, MI	60 MIL Membrane		3" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 36,150.00
ARC Contracting of Wisconsin, Inc.	Neenah, WI	60 MIL Membrane		1.75" 10 Year Labor/20 Year Materials	Yes	\$ 35,250.00
First Choice Roof Inc.	Menominee, MI	60 MIL Membrane		1.875" 20 Year No Dollar Limit Warranty (Labor & Materials)	No	\$43,475.00
The Jamar Company	Menominee, MI	45 MIL Membrane		1.875" 15 Year No Dollar Limit Warranty (Labor & Materials)	No	\$ 37,595.00
The Jamar Company	Green Bay, WI	60 MIL Membrane		2"+ 15 Year Warranty	Yes	\$67,240.00
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 10 Year Labor & Materials	Yes	\$ 31,547.00
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 15 Year Labor & Materials	Yes	\$ 34,470.00
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 20 Year Labor & Materials	Yes	\$ 38,128.00
Dan Perkins Construction	Isheming, MI	50 MIL Membrane		1.5"+ 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 51,888.00
Dan Perkins Construction	Isheming, MI	50 MIL Membrane		3"+ 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 61,488.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		.5" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 34,183.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		.5" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 35,383.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		2" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 42,183.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		2" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 43,383.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		4" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 51,583.00
Northern Awning & Window Company	Minocqua, WI	50 MIL Membrane		4" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 52,783.00
Lake State Roofing Inc.	Marquette, MI	40 MIL Membrane		.625" 15 Year Warranty	Yes	\$ 39,500.00
Lake State Roofing Inc.	Iron Mountain, MI	Membrane		1.5"+ 5 Year Labor/15 Year Materials	Yes	\$ 69,475.00

ORGANIZED FROM LOWEST TO HIGHEST BID PRICE

CONTRACTOR	LOCATION	ROOF PRODUCT	INSULATION	WARRANTY	BID DOCUMENTS	BID PRICE
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 10 Year Labor & Materials	Yes	\$ 31,547.00
Independent Roofing & Siding Company	Escanaba, MI	45 MIL Membrane		3" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 32,900.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		.5" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 34,183.00
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 15 Year Labor & Materials	Yes	\$ 34,470.00
ARC Contracting of Wisconsin, Inc.	Neenah, WI	60 MIL Membrane		1.75" 10 Year Labor/20 Year Materials	Yes	\$ 35,250.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		.5" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 35,383.00
Independent Roofing & Siding Company	Escanaba, MI	60 MIL Membrane		3" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 36,150.00
First Choice Roof Inc.	Menominee, MI	45 MIL Membrane		1.875" 15 Year No Dollar Limit Warranty (Labor & Materials)	No	\$ 37,595.00
The Jamar Company	Green Bay, WI	Silicone Fluid - Applied membrane		- 20 Year Labor & Materials	Yes	\$ 38,128.00
Northern Awning & Window Company	Marquette, MI	40 MIL Membrane		.625" 15 Year Warranty	Yes	\$ 39,500.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		2" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 42,183.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		2" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 43,383.00
First Choice Roof Inc.	Menominee, MI	60 MIL Membrane		1.875" 20 Year No Dollar Limit Warranty (Labor & Materials)	No	\$43,475.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		4" 15 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 51,583.00
Dan Perkins Construction	Isheming, MI	50 MIL Membrane		1.5"+ 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 51,888.00
Nasi Roofing LLC	Minocqua, WI	50 MIL Membrane		4" 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 52,783.00
Dan Perkins Construction	Isheming, MI	50 MIL Membrane		3"+ 20 Year No Dollar Limit Warranty (Labor & Materials)	Yes	\$ 61,488.00
The Jamar Company	Green Bay, WI	60 MIL Membrane		2"+ 15 Year Warranty	Yes	\$67,240.00
Lake State Roofing Inc.	Iron Mountain, MI	Membrane		1.5"+ 5 Year Labor/15 Year Materials	Yes	\$ 69,475.00

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	2020/2021 Marinette/Menominee Regional Guide
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Cindy Boyle was here to discuss the Regional Guide. The County Board is to determine whether we will advertise in the 2020/2021 Marinette/Menominee Regional Guide or not. Also, Commissioners are asked to submit any "changes" they'd like to see in the ad (if advertising).</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

02/20/2020
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):

Reservation

SIGN UP TODAY

Please ad size (dimensions listed to the right):

- Inside Front Cover \$2,500.
- Back Page 2,500.
- Inside Back Cover 2,000
- Full Page 1,750
- 1/2 Page 900.
- 1/4 Page 550.
- 1/8 Page 300.

Your ad will also be displayed in the online e-book with a live link to your website!

Business _____

Contact _____

Address _____

Phone (____) _____

Fax (____) _____

e-mail _____

Signature _____ Date _____

Please check one:

- I will be using the same ad from last year's Regional Guide.
- I will be using the ad from last year's Regional Guide, with the revisions noted. (Please make revisions on separate sheet and return with this reservation form).
- I will provide my ad electronically via email as a high resolution PDF (300 dpi)
- I require assistance in developing an ad.

E-mail files to:
art@boyledesigngroup.net

Printed Book

DIMENSIONS ^{w x h}

- Full Page 7.5" x 9.5"
- 1/2 Horizontal 7.5" x 4.5"
- 1/2 Vertical 3.5" x 9.5"
- 1/4 3.5" x 4.5"
- 1/8 3.5" x 2.25"
- Back Cover 8" x 7.5"

INCLUDES A FREE

Online E-Book

mmregionalguide.com

View the Marinette-Menominee Regional Guide online!



When a website or Facebook icon is listed on your ad anyone viewing the Regional Guide via the e-book will be taken directly to that location with one click!



Production SERVICES

Included FREE with your participation is the professional design of your full color ad. We will be happy to use your ad from a previous issue of the Regional Guide or your ad can be created from advertisements you have in other publications, a business card, or from scratch.

You will receive a PDF proof of your ad through e-mail to confirm text layout or you can request a hard copy to pick up.

All artwork remains the property of Boyle Design Group.

All advertisers in the Regional Guide will get the exposure of their ad, plus a FREE link to their website via our online e-book.

Make check payable to :

Boyle Design Group
P.O. Box 233
Marinette, WI 54143

Reservation form and questions can be sent to:

Cindy Boyle
cindy@boyledesigngroup.net
715-735-3130

Fax reservation form to:
715-735-3120

We thank you for your support!

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Review miscellaneous bills paid on February 11 & 20, 2020 in the combined amount of \$73,569.72	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

02/21/2020
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):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

FEB 11 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL 906753692302	Telephone Services - Library	271-790-850.00	92.02	92.02
TOTAL VENDOR AT&T - CAROL STREAM, IL				92.02
VENDOR NAME: DEMCO 6761811	Library Supplies	271-790-727.01	175.84	175.84
TOTAL VENDOR DEMCO				175.84
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 0201345	Garbage Removal - Library	271-790-920.00	71.22	71.22
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				71.22
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE 406143149	Library Copier	271-790-801.01	140.59	140.59
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				140.59
VENDOR NAME: UWC 9067536923	Telephone Services - Library	271-790-850.00	6.82	6.82
TOTAL VENDOR UWC				6.82
GRAND TOTAL:				486.49

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
1614900	Bath House	208-751-920.01	35.83	35.83
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	29.21	29.21
383301	Shakey Lakes Park/Cattle	208-751-920.01	29.21	29.21
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.21	29.21
383101	Bass Lakes Camp Sites	208-751-920.01	29.21	29.21
383001	Shakey Lakes Park/Horse	208-751-920.01	29.21	29.21
380300	Shower Building	208-751-920.01	(29.31)	(29.31)
379700	Shakey Lakes/Storage Shed	208-751-920.01	81.10	81.10
370500	Shakey Lakes Office/Shop	208-751-920.01	107.62	107.62
369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.21	29.21
367200	Northwest Campsites	208-751-920.01	35.09	35.09
367100	N8390 Beach House	208-751-920.01	29.21	29.21
94401	W5805 Tower Road (Bagley)	266-325-976.00	28.96	28.96
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				463.76
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753458202	Telephone Services - Shakey Lakes	208-751-850.00	53.25	53.25
906753220902	Telephone Services - Annex	101-228-850.00	234.80	234.80
906863299102	Telephone Services	101-228-850.00	41.73	41.73
906863298902	Telephone Services	101-228-850.00	41.64	41.64
906863298602	Telephone Services	101-228-850.00	41.73	41.73
TOTAL VENDOR AT&T - CAROL STREAM, IL				413.15
VENDOR NAME: AT&T MOBILITY				
287252150867X0208202	906-792-0211 & 906-792-5968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: AUTOMOTIVE SUPPLY COMPANY				
80456792	Airport Supplies	216-585-742.00	6.51	6.51
80456793	Airport Supplies	216-585-742.00	31.32	31.32
80456984	Airport Supplies	216-585-742.00	1.48	1.48
080457270	Airport Supplies	216-585-984.00	37.13	37.13
080458330	Airport Supplies	216-585-981.00	21.40	21.40
TOTAL VENDOR AUTOMOTIVE SUPPLY COMPANY				97.84
VENDOR NAME: BLUETARP FINANCIAL, INC.				
F66182	Inmate Supplies	101-301-770.00	135.00	135.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				135.00
VENDOR NAME: BP				
57711907	Road Patrol	205-315-742.00	629.00	629.00
TOTAL VENDOR BP				629.00
VENDOR NAME: BRAZEAU, DAWN				
19-45048-FY	Transcript (N. Barstow)	101-136-806.00	21.15	21.15
TOTAL VENDOR BRAZEAU, DAWN				21.15
VENDOR NAME: CEDAR RIVER PLAZA				
MECO1/31/20	Road Patrol	205-315-742.00	41.18	41.18
TOTAL VENDOR CEDAR RIVER PLAZA				41.18
VENDOR NAME: CELLCOM				
854779	Cellular Services	292-663-850.00	40.74	122.22
		292-664-850.00	40.74	
		292-665-850.00	40.74	
TOTAL VENDOR CELLCOM				122.22
VENDOR NAME: CENEX FLEETCARD				
190127	Gasoline Sales	292-665-860.00	64.50	64.50
TOTAL VENDOR CENEX FLEETCARD				64.50
VENDOR NAME: CITY OF MENOMINEE				

FEB 20 2020
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS/AMOUNTS		AMOUNT
VENDOR NAME: CITY OF MENOMINEE				
5048	Gasoline Charges (October 2019)	101-265-742.00	322.23	497.79
		101-268-860.00	27.92	
		101-257-742.00	55.20	
		101-172-860.00	54.59	
		101-136-860.00	22.60	
		101-301-742.00	15.25	
5059	Gasoline Charges (November 2019)	101-265-742.00	225.24	267.96
		266-325-860.00	18.29	
		101-141-860.00	24.43	
5070	Gasoline Charges (December 2019)	101-265-742.00	107.60	148.06
		101-257-742.00	26.98	
		101-172-860.00	13.48	
#RENT-1020	February 2020 Rent (911)	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				1,265.48
VENDOR NAME: CLOVERLAND PAPER CO				
121427	Inmate Supplies	101-301-770.00	72.54	72.54
121469	Inmate Supplies	101-301-770.00	83.23	83.23
121480	Inmate Supplies	101-301-770.00	68.76	68.76
121537	Inmate Supplies	101-301-770.00	103.13	103.13
121536	Janitorial Supplies (Courthouse)	101-265-755.01	43.14	43.14
121538	Janitorial Supplies (Courthouse)	101-265-755.01	199.78	199.78
121535	Janitorial Supplies (Library)	101-265-755.01	43.25	43.25
121533	Janitorial Supplies (Annex)	101-265-755.01	43.25	43.25
121473	Janitorial Supplies - Courthouse	101-265-755.01	257.96	257.96
TOTAL VENDOR CLOVERLAND PAPER CO				915.04
VENDOR NAME: COAST TO COAST SOLUTIONS				
IVC0095201	911 Supplies	266-325-755.00	201.99	201.99
TOTAL VENDOR COAST TO COAST SOLUTIONS				201.99
VENDOR NAME: COHL STOKER & TOSKEY P C				
51011	Legal Svcs (12/9/19 - 2/6/20)	101-211-807.00	3,953.03	3,953.03
TOTAL VENDOR COHL STOKER & TOSKEY P C				3,953.03
VENDOR NAME: COOPER OFFICE EQUIPMENT				
174175	Contract # 2761-01	101-228-931.00	239.94	239.94
174457	Contract # 3025-01	101-228-931.00	457.44	457.44
TOTAL VENDOR COOPER OFFICE EQUIPMENT				697.38
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
38488	Shredding Documents (2/6/20)	101-265-801.00	254.35	254.35
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				254.35
VENDOR NAME: COUNTRY VISIONS				
235581	Airport Diesel Fuel (Equipment)	216-585-744.00	1,524.00	1,524.00
TOTAL VENDOR COUNTRY VISIONS				1,524.00
VENDOR NAME: DICKEY, TODD				
2019-161-MI	Court Appointed - M. Anderson	101-148-807.00	285.00	285.00
TOTAL VENDOR DICKEY, TODD				285.00
VENDOR NAME: ELECTIONSOURCE				
19-46944	Election Forms	101-262-727.00	70.01	70.01
19-46525	Precinct Supply Kits	101-262-727.00	905.78	905.78
19-46195	Election Coding (Presidential Primary)	101-262-727.00	7,630.00	7,630.00
19-46112	Thumb Drive - Programming	101-262-727.00	15.55	15.55
TOTAL VENDOR ELECTIONSOURCE				8,621.34
VENDOR NAME: FAITH TECHNOLOGIES				
710266	Repair Door 22 Swipe Card System	101-301-934.02	570.50	570.50

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: FAITH TECHNOLOGIES TOTAL VENDOR FAITH TECHNOLOGIES				570.50
VENDOR NAME: FREIS MOTORS, INC. 11897 Trailer Tires (x2) - Parks				80.00
TOTAL VENDOR FREIS MOTORS, INC.				80.00
VENDOR NAME: GOOD SOURCE S10489599 Inmate Supplies				3,603.02
TOTAL VENDOR GOOD SOURCE				3,603.02
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 02101348 Garbage Removal - Annex				69.57
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				69.57
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC. 16061 3 Month Service at Jail				235.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				235.00
VENDOR NAME: HENSLEY, RN, JOEL 2/15/20 Inmate Nursing Services				1,365.00
Reimbursement Malpractice Insurance				136.00
February 2020 Medical Examiner				2,930.00
TOTAL VENDOR HENSLEY, RN, JOEL				4,431.00
VENDOR NAME: ID NETWORKS, INC. 275838 Annual Service Maintenance (LiveScan)				1,995.00
TOTAL VENDOR ID NETWORKS, INC.				1,995.00
VENDOR NAME: INTERNATIONAL CODE COUNCIL 3250815 Governmental Member Dues (D. Menacher)				135.00
TOTAL VENDOR INTERNATIONAL CODE COUNCIL				135.00
VENDOR NAME: J.F. AHERN COMPANY 362294 Annual Inspection (Jail)				297.55
361464 Fire Equipment Inspection (January Annual)				345.35
TOTAL VENDOR J.F. AHERN COMPANY				642.90
VENDOR NAME: JACK'S FRESH MARKET 002-78697 & 26163 Inmate Supplies				9.30
TOTAL VENDOR JACK'S FRESH MARKET				9.30
VENDOR NAME: JANITOR'S CLOSET 46647 Floor Cleaner (x4)				60.00
TOTAL VENDOR JANITOR'S CLOSET				60.00
VENDOR NAME: J'S SPORT SUPPLY 108899 Ammunition				78.00
TOTAL VENDOR J'S SPORT SUPPLY				78.00
VENDOR NAME: KLEIMAN, MARC Reimbursement Bridge Fare (x2), Meals				59.08
TOTAL VENDOR KLEIMAN, MARC				59.08
VENDOR NAME: KLEIMAN, REBEKAH Reimbursement Refund of GIS fees				50.00
TOTAL VENDOR KLEIMAN, REBEKAH				50.00
VENDOR NAME: LINDEROTH, JANIS Reimbursement Mileage - UP State Fair Authority				50.60
TOTAL VENDOR LINDEROTH, JANIS				50.60
VENDOR NAME: LITHOCRAFTERS PRINTING, INC. 103393 Window Envelopes (x5000)				320.00

CHIEF FISCAL OFFICER
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LITHOCRAFTERS PRINTING, INC. TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				320.00
VENDOR NAME: MCKESSON MEDICAL - SURGICAL 76268682 AED Batteries (x3)				1,203.69
TOTAL VENDOR MCKESSON MEDICAL - SURGICAL				1,203.69
VENDOR NAME: MENARDS - MARINETTE				
4140	MIDC Room at Jail	260-266-830.00	60.52	60.52
4146	MIDC Room at Jail	260-266-830.00	57.63	57.63
4548	MIDC Room at Jail	260-266-830.00	47.92	47.92
4684	MIDC Room at Jail	260-266-830.00	60.16	60.16
5551	Janitorial Supplies	101-265-755.01	128.35	128.35
5568	Operating Supplies	101-265-755.00	178.23	178.23
5495	Operating Supplies	101-265-755.00	55.03	55.03
5344	Operating Supplies	101-265-755.00	48.04	48.04
5311	Operating Supplies	101-265-755.00	7.74	7.74
5029	Operating Supplies	101-265-755.00	45.02	45.02
4549	Operating Supplies	101-265-755.00	23.98	23.98
93403	Supplies for Old Picnic Tables	208-751-756.01	222.15	222.15
TOTAL VENDOR MENARDS - MARINETTE				934.77
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
90	Election - Registration/Primary	101-262-727.00	576.00	576.00
9953	Business Cards (Jim Quist)	208-751-727.00	25.00	25.00
1	District Court - Job Advertising	101-136-755.00	124.00	224.00
		232-286-801.00	100.00	
88	County Board Meetings Schedule	101-101-901.00	36.00	36.00
91	2020 Parks Price List	208-751-901.00	110.25	110.25
89	Advertising	101-101-901.00	172.50	172.50
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				1,143.75
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10686880	Plow Blade Couplers (Airport)	216-585-981.00	495.98	495.98
10688086	Airport Supplies	216-585-729.01	22.54	22.54
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				518.52
VENDOR NAME: MERKEL, WILLIAM				
January 2020	CAFA	260-266-801.01	900.00	2,050.00
		260-266-801.02	1,150.00	
TOTAL VENDOR MERKEL, WILLIAM				2,050.00
VENDOR NAME: MI COMMUNICATION DIRECTOR ASSOC				
20member	2020 Membership Dues	266-325-755.00	500.00	500.00
TOTAL VENDOR MI COMMUNICATION DIRECTOR ASSOC				500.00
VENDOR NAME: MIGHTY PET				
170	K9 Supplies	101-301-881.01	26.04	26.04
TOTAL VENDOR MIGHTY PET				26.04
VENDOR NAME: MIKE'S AUTO				
2/3/20	Vehicle Maintenance - Parks	208-751-981.00	118.43	118.43
TOTAL VENDOR MIKE'S AUTO				118.43
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0152858-001	Office Supplies (Family/Probate)	101-132-727.00	11.18	22.36
		101-148-727.00	11.18	
153008-001	Office Supplies - Treasurer's Office	101-253-727.00	90.69	90.69
0153060-001	Credit Memo (Treasurer's Office)	101-253-727.00	(75.05)	(75.05)
0152799-001	Office Supplies (RP)	205-315-727.00	23.53	23.53
0152986-001	Labels (Clerk's Office)	101-215-727.00	63.32	63.32
0153116-001	Stamp (Clerk's Office)	101-215-727.00	80.99	80.99
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				205.84

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NASTOFF, BERGMAN & MOORE, P.C.				
776	Legal Services	101-211-807.00	126.75	126.75
TOTAL VENDOR NASTOFF, BERGMAN & MOORE, P.C.				126.75
VENDOR NAME: NMCOA TREASURER				
20136	2020 Subscription Renewal	249-371-802.00	375.00	375.00
Dues	Membership Dues (Daniel Menacher)	249-371-802.00	100.00	100.00
TOTAL VENDOR NMCOA TREASURER				475.00
VENDOR NAME: NMJOA				
Dues	Member Name: Michael Nutt	101-132-802.00	40.00	40.00
TOTAL VENDOR NMJOA				40.00
VENDOR NAME: NORTH AMERICAN RESCUE, LLC				
IN413293	EMS Supplies (Grant Expenses)	101-426-934.02	1,746.52	1,746.52
TOTAL VENDOR NORTH AMERICAN RESCUE, LLC				1,746.52
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320031002	Inmate Supplies	101-301-770.00	100.79	100.79
40068320038003	Inmate Supplies	101-301-770.00	114.04	114.04
TOTAL VENDOR PAN-O-GOLD BAKING CO.				214.83
VENDOR NAME: PHILIPPS, RANDALL				
February 2020	CAFA	260-266-801.02	500.00	500.00
TOTAL VENDOR PHILIPPS, RANDALL				500.00
VENDOR NAME: PHILIPPS, THOMAS				
Reimbursement	Mileage - February 2020	101-426-860.00	125.35	125.35
TOTAL VENDOR PHILIPPS, THOMAS				125.35
VENDOR NAME: PLASTOCON, INC				
100742	Inmate Supplies	101-301-770.00	347.28	347.28
TOTAL VENDOR PLASTOCON, INC				347.28
VENDOR NAME: POMP'S TIRE SERVICE, INC.				
1020375002	Tires for 5503	205-315-981.00	876.52	876.52
TOTAL VENDOR POMP'S TIRE SERVICE, INC.				876.52
VENDOR NAME: PUBLIC AGENCY TRAINING COUNCIL				
247219	School Resource Office Training (x2)	205-315-881.03	650.00	650.00
TOTAL VENDOR PUBLIC AGENCY TRAINING COUNCIL				650.00
VENDOR NAME: REINHART FOODSERVICE				
953506	Inmate Supplies	101-301-770.00	1,268.37	1,268.37
955120	Inmate Supplies (Credit Memo)	101-301-770.00	(74.00)	(74.00)
957384	Inmate Supplies	101-301-770.00	1,948.36	1,948.36
960765	Inmate Supplies	101-301-770.00	605.00	605.00
TOTAL VENDOR REINHART FOODSERVICE				3,747.73
VENDOR NAME: RIVERSIDE AUTO SALES, INC.				
6063101/1	Vehicle Maintenance (B&G)	101-265-981.00	89.54	89.54
TOTAL VENDOR RIVERSIDE AUTO SALES, INC.				89.54
VENDOR NAME: SEABORG, SARA D.				
January 2020	CAFA	260-266-801.01	1,650.00	5,242.50
		260-266-801.02	1,475.00	
		260-266-801.00	2,117.50	
TOTAL VENDOR SEABORG, SARA D.				5,242.50
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Mileage - January 2020	292-665-860.00	98.90	98.90
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				98.90
VENDOR NAME: STANDARD INSURANCE COMPANY				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
March 2020	Life Insurance	101-101-713.00	21.24	231.28
		101-132-713.00	4.13	
		101-136-713.00	11.58	
		101-141-713.00	7.08	
		101-148-713.00	5.31	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	14.16	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	3.54	
		101-301-713.00	59.00	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	4.72	
		260-266-713.00	0.22	
		271-790-713.00	7.08	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	3.54	
		205-316-713.00	2.36	
		205-315-713.00	23.60	
		266-325-713.00	21.24	
TOTAL VENDOR STANDARD INSURANCE COMPANY				231.28
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
15579	Road Patrol	205-315-742.00	2,074.77	2,074.77
462643	Gasoline - Parks	208-751-755.02	23.39	
		208-751-742.00	55.49	
8096	Gasoline Charges - Building Code	249-371-742.00	76.51	76.51
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,230.16
VENDOR NAME: STERICYCLE, INC.				
4009133928	Sheriff Department	101-301-755.00	17.32	88.91
		101-301-881.00	71.59	
TOTAL VENDOR STERICYCLE, INC.				88.91
VENDOR NAME: TARGET INFORMATION MANAGEMENT				
288915	Divorce Forms	101-215-727.00	85.28	85.28
TOTAL VENDOR TARGET INFORMATION MANAGEMENT				85.28
VENDOR NAME: TD CARWASH				
202005	x10 Car Wash (RP)	205-315-742.00	80.00	80.00
TOTAL VENDOR TD CARWASH				80.00
VENDOR NAME: TIME WARNER CABLE				
710008401020320	Feb 2 - March 1, 2020	101-228-850.00	528.26	1,001.63
621199203020320	Airport 2/2 - 3/1/20	216-585-850.00	327.92	
620475202020720	2/6/20 - 3/5/20 (Inmates)	101-301-770.00	145.45	
TOTAL VENDOR TIME WARNER CABLE				1,001.63
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277	1/1/20 - 1/31/20	101-301-755.00	50.00	50.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				50.00
VENDOR NAME: U P A A				
Dues	May 1, 2020 - April 30, 2021	101-257-802.00	30.00	30.00
TOTAL VENDOR U P A A				30.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
82816	Website Domain Registration	101-228-851.00	20.00	20.00

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: U.E.S. COMPUTERS, INC.				
51043	Install New Switches for VOIP Phone System (x6)	101-103-970.19	2,786.25	2,786.25
51152	Credit Memo	101-228-857.00	(262.50)	(262.50)
TOTAL VENDOR U.E.S. COMPUTERS, INC.				2,543.75
VENDOR NAME: VALENTI, SUSAN F.				
M15-3756-FH	Transcript	101-131-806.00	86.95	86.95
Reimbursement	Mileage & Meals - January 2020	101-131-860.00	271.50	271.50
TOTAL VENDOR VALENTI, SUSAN F.				358.45
VENDOR NAME: VERIZON WIRELESS				
9847441947	Cellular Services	101-265-850.01	115.61	890.96
		101-301-850.00	320.84	
		101-426-850.00	52.91	
		101-682-850.00	40.40	
		205-315-850.00	263.02	
		266-325-850.00	98.18	
TOTAL VENDOR VERIZON WIRELESS				890.96
VENDOR NAME: VISA				
Credit Card (5923)	Courthouse & Parks	101-253-860.00	20.67	3,990.75
		101-268-729.00	7.35	
		101-253-860.00	9.95	
		101-253-860.00	28.50	
		101-253-860.00	36.01	
		101-253-860.00	360.40	
		101-268-729.00	7.35	
		101-253-860.00	21.26	
		101-253-860.00	4.96	
		101-253-860.00	27.12	
		101-268-729.00	7.35	
		101-253-860.00	8.15	
		101-253-860.00	200.00	
		101-253-860.00	33.50	
		101-253-860.00	(90.10)	
		101-253-860.00	30.43	
		101-268-729.00	7.35	
		296-667-801.02	54.79	
		101-265-981.00	33.98	
		101-265-970.12	89.99	
		101-265-931.00	499.00	
		101-265-755.00	159.99	
		101-426-934.02	1,605.58	
		517-252-860.00	33.48	
		517-252-860.00	32.27	
		517-252-860.00	10.56	
		517-252-860.00	425.07	
		517-252-860.00	31.68	
		517-252-860.00	17.20	
		101-268-729.00	7.75	
		101-136-802.00	59.00	
		101-265-755.00	2.65	
		101-136-931.00	27.95	
		101-265-755.00	27.75	
		101-265-755.00	(2.65)	
		208-751-755.02	54.99	
		101-268-729.00	7.75	
		101-265-755.00	91.72	
Credit Card (5832)	Airport	216-585-755.02	25.32	97.06
		216-585-742.00	71.74	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VISA				
Credit Card (5857)	Sheriff & Road Patrol	101-301-755.00	146.25	3,556.93
		101-301-770.00	791.89	
		101-301-770.01	699.08	
		101-301-881.00	495.00	
		101-301-881.01	318.00	
		205-315-742.00	259.68	
		205-315-860.00	216.67	
		205-315-981.00	135.36	
		282-302-881.00	495.00	
TOTAL VENDOR VISA				
VENDOR NAME: WASTE MANAGEMENT, INC.				
1654349-1856-2	Court House	101-265-801.00	656.02	656.02
0064513-2808-9	Parks (Shakey Lakes)	208-751-920.02	51.50	51.50
1654877-1856-2	Airport	216-585-801.00	20.33	20.33
TOTAL VENDOR WASTE MANAGEMENT, INC.				727.85
VENDOR NAME: WERT, LUKE				
Reimbursement	Uniform Allowance	205-315-745.00	446.14	446.14
TOTAL VENDOR WERT, LUKE				446.14
VENDOR NAME: WIL-KIL PEST CONTROL				
3818208	Jail & Courthouse	101-265-801.00	64.50	64.50
3818361	Health Department	101-265-801.00	35.00	35.00
TOTAL VENDOR WIL-KIL PEST CONTROL				99.50
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00011	1004 9th Street	101-265-920.03	60.17	60.17
0402047856-00005	Kleinke Park	208-751-920.01	38.85	38.85
0402047856-00010	1000 9th Street	101-265-920.03	88.62	164.76
		101-265-920.04	76.14	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				263.78
VENDOR NAME: XEROX CORPORATION				
099354576	Probation/Parole	101-131-942.00	118.68	118.68
099354573	Sheriff Department	101-301-727.00	45.43	45.43
099354574	Sheriff Department	101-301-727.00	346.38	346.38
099496537	Road Patrol	205-315-727.00	54.56	54.56
TOTAL VENDOR XEROX CORPORATION				565.05
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
February 2020	Medical Examiner	101-648-709.00	1,930.00	1,930.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				1,930.00
GRAND TOTAL:				72,410.30

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 02/20/2020 - 02/20/2020
UNJOURNALIZED
OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BAKER & TAYLOR BOOKS				
L0273592	Library Books	271-790-982.00	210.14	210.14
TOTAL VENDOR BAKER & TAYLOR BOOKS				210.14
VENDOR NAME: CENGAGE LEARNING				
195179	Library Books	271-790-982.00	192.91	192.91
TOTAL VENDOR CENGAGE LEARNING				192.91
VENDOR NAME: CENTER POINT LARGE PRINT				
1757388	Library Books	271-790-982.00	86.88	86.88
TOTAL VENDOR CENTER POINT LARGE PRINT				86.88
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
8563	Library	271-790-742.00	183.00	183.00
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				183.00
GRAND TOTAL:				672.93

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FEB 20 2020

F
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous boards and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

02/20/2020
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):

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, January 14, 2020.

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

Present: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Darrell Moilanen, and Lisa Savord. Also present were Roger Tourangeau Jr., Linda Otradovec, Dale Otradovec, Mike Foley, Jeffrey Budish, Joseph Korch, Thomas Philipps, Charlene Peterson, Alex Jorasz, Dana Dziedzic, Larry Barker, Larry Phelps, and Lowell Bengry.

Absent: None

The Pledge of Allegiance was recited.

Public comments – Jeffrey Budish voiced concerns about the venue and time for the River Road Abandonment hearing. He asked if the hearing time could be changed to 5 or 6 pm and be held at a larger meeting room to allow people that work during the day to attend. Cass thanked Mr. Budish for his input and stated that the hearing was currently still scheduled to be held at 9 am on March 24, 2020 at the road commission office and that it would be up to the road commissioners if they want to reschedule for a different time and/or place. Moved by Kakuk, seconded by Kline to table this topic for further discussion. Carried unanimously.

Roger Tourangeau Jr. stated that he lives on D-1 Road and that it has not been getting plowed as early this year as in the past, sometimes not until the 3rd day following a storm. He also asked if the road commission crew could start earlier in that area as most residents work on eastern time. Cass responded that the road commission and Menominee County are located in and operate on the central time zone, but typically do start earlier on snow event days. Cass also stated that the paved portion of the road is typically first priority and should be plowed on day one of a storm, but that on the big Thanksgiving and early December storms the crew could not keep up with the usual schedule. Cass will discuss this with the district foreman.

Public appearances – None.

Additions/corrections to minutes for 12/11/19 and 01/02/20 – There being no questions or comments, it was moved by Kline, seconded by Kakuk that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, December 10, 2019				\$3,624,073.68
Receipts thru 12/31/19	214,418.80			
Expenditures thru 12/31/19		551,670.84		
Balance, December 31, 2019				\$3,286,821.64
Michigan Transportation Funds	431,654.51			
Receipts thru 01/13/2020	157,553.79			
Expenditures thru 01/13/2020		507,803.98		
Set aside for purchase of graders in 2020			1,200,000.00	
State Maint. & Equip. Advances			251,973.00	
Balance, January 13, 2020	803,627.10	1,059,474.82	1,451,973.00	1,916,252.96
<u>Payables & Reserves</u>				
Payroll 01/23 and 02/06 (Est.)			175,000.00	
Soc. Sec. 01/23 and 02/06 (Est.)			13,387.50	
Reserve for workers compensation insurance			17,152.72	
Reserve for liability insurance			94,169.25	
Reserve for rental grader leases - John Deere (Oct 2015)			38,167.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			86,313.41	
Reserve for Forest Funds			161,010.93	
Reserve RR X'ing closure funds for Meyer Twp. projects			199,788.35	
Reserve for Federal Aid Match for CR360 project			12,000.00	
Reserve for Federal Aid Match for CR400 project			6,923.64	

Reserve for Federal Aid Match for C-1 Bridge	1,347.09	
Reserve for Construction Engineering for C-1 Bridge	0.00	
Reserve for Construction Engineering for CR400	4,194.74	
Reserv for Design Engineering for No. 29 Road Bridge	57,139.76	
Reserve for LaBelle Road pavement inspection/testing/staking	4,470.88	
Reserve for crushing 45,000 tons of 23A limestone	109,771.20	
Reserve for 3 Heavy Duty Tandem Dump Trucks	224,215.61	(1,205,052.08)
		\$ 711,200.88

There being no questions or comments, it was moved by Bower, seconded by Kline that the financial report was accepted as read. Carried unanimously.

Vouchers # 20-0012, 20-0013, 20-1231 and 20-0015 – Moved by Kline, seconded by Bower that the vouchers be approved and ordered paid. Carried unanimously.

Discuss proposed 2020 projects – Cass reviewed the list of work planned for the 2020 construction season and noted that the list would also be shared with township officials at the upcoming annual meetings.

Permission to bid graders – Cass advised that the leases on the 6 current graders would be up in October and December, 2020. The leases were bid for 6000 hours of use over the 5-year lease period, but due to higher than usual usage, the hours on 3 of the graders will be well above 6000 at the end of the lease period. Since this would result in substantial overage charges, it would be better to request bids to replace these 3 graders early, rather than waiting for the end of the current lease period. Moved by Kakuk, seconded by Bower to have Cass go out for bids for 6 new graders in February with a delivery date of April, 2020 for the first 3. Carried unanimously.

Set hearing date for proposed abandonment of Old CR 346 – Cass explained that the first time the petition had been submitted, there were not enough valid signatures on it. The petition has since been resubmitted and deemed to be valid. Moved by Kakuk, seconded by Kline to set the abandonment hearing for Tuesday, April 14, 2020 at 8:45 a.m. Carried unanimously.

Discuss/approve line item transfers for 2018/19 Budget – Cass explained that once FYE 9/30/19 was closed some of the actual expense line item amounts had changed from what was planned in the final budget amendment. Moved by Kakuk, seconded by Kline to make the following line item transfers to balance the 2018/19 budget. Carried unanimously.

	Budget 2018/2019 Recommended	Budget 2018/2019 Amended Amount #1	Budget 2018/2019 Amended Amount #2	Budget 2018/2019 Total	Budget 2018/2019 Line Item Transfers	Budget 2018/2019 Adjusted Total
PRIMARY ROADS						
Preservation Improvements/Roads	1,377,865	307,189	(94,187)	1,590,867	48,875	1,639,742
Preservation Improvements/Structures	0	1,958	0	1,958	13	1,971
Routine Preventive Maintenance	1,063,000	0	(66,256)	996,744	(48,888)	947,856
Routine Winter Maintenance	550,000	216,809	0	766,809		766,809
Routine Structure Maintenance	12,600	0	769	13,369		13,369
Total Primary Roads	3,003,465	525,956	(159,674)	3,369,747	0	3,369,747
LOCAL ROADS						
Local Const/Capacity Improvement	70,000	212,820	(205,387)	77,433		77,433
Preservation Improvements/Roads	356,527	800,000	609,777	1,766,304	28,496	1,794,800
Preservation Improvements/Structures	625,000	(279,330)	(96,163)	249,507	(36,122)	213,385
Routine Preventive Maintenance	1,316,929	(100,000)	33,171	1,250,100	(28,496)	1,221,604
Routine Winter Maintenance	240,000	201,194	0	441,194		441,194
Routine Structure Maintenance	25,000	12,500	(27,111)	10,389	340	10,729
Total Local Roads	2,633,456	847,184	314,287	3,794,927	(35,782)	3,759,145
STATE T/L MAINTENANCE	680,000	60,000	61,385	801,385	28,566	829,951
TWA/OTHER T/L MAINTENANCE	9,000	0	36,685	45,685	7,216	52,901
EQUIPMENT EXPENSE (NET)						
Direct Expense	850,000	150,000	(40,000)	960,000		960,000
Indirect Expense	320,000	40,000	(40,000)	320,000		320,000
Operating Expense	300,000	50,000	3,801	353,801		353,801
Less Rental Credits	(1,550,000)	(100,000)	(321,945)	(1,971,945)		(1,971,945)
Net Equipment Expense	(80,000)	140,000	(398,144)	(338,144)	0	(338,144)

ADMINISTRATIVE EXPENSE (NET)						
Administrative Expense	350,000	20,000	20,000	390,000		390,000
Less Purchase Discounts	0	(400)	14	(386)		(386)
Less Handling	(2,000)	(1,000)	(4,300)	(7,300)		(7,300)
Less State Overhead	(76,000)	(20,000)	(3,250)	(99,250)		(99,250)
Net Administrative Expense	272,000	(1,400)	12,464	283,064	0	283,064
DISTRIBUTIVE EXPENSE						
Fringe Benefits	1,574,750	0	(199,299)	1,375,451		1,375,451
Other	90,000	0	(30,000)	60,000		60,000
Total Distributive Expense	1,664,750	0	(229,299)	1,435,451	0	1,435,451
CAPITAL OUTLAY (NET)						
Capital Outlay	941,000	0	(24,114)	916,886		916,886
Less Depreciation	(380,000)	(100,000)	(36,858)	(516,858)		(516,858)
Less Equip. Retirement	0	0	0	0		0
Net Capital Outlay	561,000	(100,000)	(60,972)	400,028	0	400,028
MISCELLANEOUS						
	86,313	0	0	86,313		86,313
SPECIAL PROJECTS						
	0	0	0	0		0
CONTINGENCIES						
	0	0	0	0		0
TOTAL EXPENDITURES	8,829,984	1,471,740	(423,268)	9,878,456	0	9,878,456

Any other business – Cass advised that a letter had been received regarding a culvert on N. River Road in Lake Township. The culvert was found to have collapsed. Since it is on a stream crossing a permit will be sought from EGLE to replace the culvert.

Cass noted that at their reorganizational meeting, the Menominee County Board assigned Commissioner Larry Phelps to the road commission for 2020.

Larry Phelps stated that water problem still exists in the ditch line on Twin Creek Road #5 near the Oatman property. Cass will look at the area to determine if anything can be done now or if it will need to be worked on in the spring.

Public Comment – Lowell Bengry asked if G 12, from US41 to Old 352 would be widened prior to ditching as it currently didn't seem to be wide enough to accommodate log trucks.

Alex Jorasz asked when Eustis Road would be repaired in the area where it had settled, and if caution signs could be put up until the repairs are made. Cass will look at the area to determine which signs, if any, should be erected.

Roger Tourangeau Jr. stated there is a shoulder drop off on Cheese Factory Road near D-1 Road.

There being no further business, Kakuk declared the meeting adjourned at 9:27 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners began their annual meetings with township officials on Wednesday, January 15, 2020 at the Spalding Township Hall.

PRESENT: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, Lisa Savord and MCRC Powers District Foreman Mike Arnold.

ABSENT: None

SPALDING TOWNSHIP

Supervisor Jim Moraska called the meeting to order at 5:30 p.m.

Present for Spalding Township were Supervisor Jim Moraska, Clerk Cheryl Mencinger, Trustees Kevin LaBonte and David LeBoeuf and Treasurer Jerry Bartnicki.

Cass discussed winter maintenance and spring breakup projects and asked the township officials to call the road commission if they become aware of any roads that become impassable in the spring. Cass also presented the township officials with a listing of the upcoming projects for the 2020 which includes shouldering on federal aid system roads, continuing working on the list of spring breakup grade lifts, pavement markings, graveling, a box culvert on CR348, chip sealing, and various EGLE permits.

Supervisor Moraska asked if the culvert at Dam 7, located at the end of Sand Road between Johnson Loop and River Road, would be replaced. Cass advised that an EGLE permit was needed. Mr. Moraska also asked if there were plans to replace the double culvert by Hupy's farm on River Road, noting that it was posted with a 24-ton weight limit. Cass will check if it is eligible for bridge funding.

Also discussed was the MDOT project to improve US 2 in 2021 and whether MDOT planned to pave a portion of Quarry Road from US 2 to Spur Road and back to US 2 to be used as a detour for the project. Cass explained that MDOT has not yet finalized the plans for the project. Mr. Moraska stated that if the detour is going to be used, that Spalding Township may want to extend the paving for approximately an additional ½ mile. If so, then Cass will provide the township with an estimate for the additional paving.

Cass asked if the township would be willing to consider having any railroad crossings closed within the township and explained the funding that would be available to the road commission that could then be used for projects within Spalding Township. Cass will reach out to MDOT for a list of potential crossings that could be closed and provide it to Spalding Township for their review and consideration.

Cass asked if the township had any federal aid routes that they wanted to list as their top priority. Mr. Moraska replied that CR388 would be their federal aid priority.

Trustee LaBonte advised that Steve Hafeman would be willing to donate pit run gravel to use for a grade lift on Nowak Road.

Cass asked if the township could provide a list of roads that they wanted graveled so he can use it for planning future gravel crushing needs.

Other needs noted in the township include work on CR563 East (from 563/Oro to the 400 Road), River Road to the Spalding Township cemetery, and crack filling on various roads such as CR566 near the Benson farm.

Supervisor Moraska adjourned the meeting at 6:22 p.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Monday, January 20, 2020.

Chair Kakuk called the meeting to order at 5:53 p.m. with the following persons present or absent:

PRESENT: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass and Lisa Savord. Also present were Mike Arnold-MCRC Powers District Foreman and Tim Starzynski-MCRC Stephenson District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

FAITHORN TOWNSHIP

(5:53 p.m.) Present for Faithorn Township were Deputy Supervisor Rosie Kiser, Clerk Kathy Branz, Treasurer Mary Pollard, and Trustees Ann Gurgall and Bill DeVoe.

Kakuk turned the meeting over to Cass who welcomed the township officials. Cass discussed winter maintenance operations and asked if there were seeing any issues in Faithorn Township, to which they responded that there were none.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal. Clerk Branz stated she felt that CR577, from Bird Road to G-18, was already beyond being able to chip seal, but the section from Bird Road north to County Line Road may be a good choice. Cass also discussed the work that was planned for MCRC forces, which includes a grade lift on Warren Kelly Lane. Clerk Branz noted that 36 Road east off of CR577 may need a grade lift. District Foreman Starzynski replied that culverts had been replaced and maintenance gravel put down a couple years prior. Cass will look at the road to check if anything further is needed.

Clerk Branz asked if anything other than shouldering was scheduled for CR388. Cass responded that just the shouldering was on the schedule this year. Cass stated that he was currently working on a list of federal aid eligible projects and asked if there were any that the township would like to see added to the list for future programming. Clerk Branz replied that the top priority would be CR388, from CR579 to CR577, and CR577, from Bird Road to G-18, would be the second priority.

Graveling needs in the township were discussed. County Line Road, from CR388 to Gustafson Road and areas on Gustafson Road near the creek were listed as needing gravel. It was also noted that Gustafson Road washes out on the hill.

Clerk Branz stated that Bird Road and S. Lake Shore Drive were in pretty good condition now. She also added that winter maintenance was going well and that the new plow driver on the route was doing a great job.

Trustee Gurgall asked about culvert repairs on CR577, ¼ mile south of CR388 at Morlock's Creek. Starzynski responded that he hadn't had time to get to it yet, but it was on the list.

Faithorn Township officials and District Foreman Tim Starzynski left the meeting at 6:25 p.m.

MEYER TOWNSHIP

(6:30 p.m.) Present for Meyer Township were Supervisor Robert Smith, Clerk Beth Bertolini and Trustee Mark Schoen.

Cass welcomed the township officials. Cass then discussed winter maintenance operations and asked if there were seeing any issues in Meyer Township. Clerk Bertolini responded that CR388 and CR579 could use more sand near the areas where blind exits existed. Trustee Schoen asked if weight restrictions could be enforced earlier this year due to heavy logging on Vega Road causing damage.

Trustee Schoen noted that the storm drain and manhole cover on South Main Street had been hit by the grader several years prior but had not been repaired. Cass will look at this and determine if there is a better solution for this area than the storm drain/manhole.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Supervisor Smith advised that the paved driveways on West Third Street had been cut for the project, but had not yet been finished. Kakuk stated that once Meyer Township decides how they want to proceed with the project, then the driveways would be finished as well.

Cass stated that he was currently working on a list of federal aid eligible projects and asked if there were any that the township would like to see added to the list for future programming. Trustee Schoen replied that CR388 from US 2 in Hermansville to Powers would be their top priority federal aid project.

Trustee Schoen stated that Snuff Box Road needed gravel. District Foreman Arnold added that there were areas of Vega Road that could use gravel also.

Cass asked that the township look into how they would like to spend the railroad crossing closure funds set aside for use within Meyer Township and present him with a list. Possible projects are chip/fog seals and laying limestone down on the alley between Main Street and Linden Street behind the rescue squad and Community Club buildings.

Cass advised the township to look into the MDOT Safe Routes to School program to see if they could qualify for any funds from this program for Second Street between the school and playground.

Trustee Schoen noted that there were quite a few cars parked on the streets in Hermansville that make snow clean up hard for the grader operator, but that the township currently had no ordinance to prevent this.

Meyer Township officials left the meeting at 7:1 p.m.

GOURLEY TOWNSHIP

(7:12 p.m.) Clerk Annette Soper and Treasurer Stephanie Walechka were present for Gourley Township.

Cass welcomed the Gourley Township officials and asked how winter maintenance was going in their township, which they advised had been good so far. Cass also asked that if they become aware of any spring break up road problems that they call and let him know.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

The federal aid eligible project list was discussed and Cass asked if the township had any federal aid roads they would like to add to the list for consideration for future funding. CR557, from CR374 to CR380, was noted as their top priority.

Clerk Soper stated that the west end of 32 Road may be a spring breakup project, with a ½ to ¾ mile grade lift needed.

Cass asked the township to consider purchasing crushed gravel for the road commission to place on their roads. If they decide to do this, he asked them to let him know so he can plan for the necessary crushing contracts.

There being no further business, Kakuk declared the meeting adjourned at 7:23 p.m.

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Tuesday, January 21, 2020.

Chair Kakuk called the meeting to order at 8:54 a.m. with the following persons present or absent.

PRESENT: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass and Lisa Savord. Also present was Tim Starzynski-MCRC Stephenson District Foreman, Mike Arnold-MCRC Powers District Foreman and Dana Dziedzic.

ABSENT: None.

The Pledge of Allegiance was recited.

NADEAU TOWNSHIP

(8:55 a.m.) Present for Nadeau Township were Supervisor Joe Linder and Trustee Lyle Gearhart.

Cass welcomed the township officials and asked how winter maintenance was going in their township, which they advised had been good so far. Cass also asked that if they become aware of any spring break up road problems that they call and let him know.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal. Supervisor Linder suggested that the streets in Nadeau that were covered with limestone the previous year would be a good choice for a chip seal, but noted that there was an area where the grade and drainage would need to be addressed first.

Trustee Gearhart asked if the road commission had met with the Village of Carney yet. Cass responded that they are typically not a part of the annual meetings and but could be met with upon their request. Mr. Gearhart explained that the portion of Gustafson Road that was within the Village, from US 41 to approximately 100 yards east, needed work to fix where the ditching had filled in and the water could no longer reach the culverts. Cass stated that if the Village wanted to meet to discuss this that he would be happy to try to help them find a solution to the drainage problem.

Supervisor Linder asked how many miles the pile of gravel the township purchased would cover. Cass replied that it averaged 1,500 to 1,600 cyds per mile, depending upon road width and the thickness of the gravel layer put down. Mr. Linder, Cass and Starzynski will meet in the spring to identify which roads the gravel will be placed on.

The federal aid eligible project list was discussed and Cass noted that CR374, from the Village of Carney to H-3 Road, was already on the list of potential federal aid projects. Mr. Linder asked if 34 Road was federal aid eligible. Cass responded that the segment from Nadeau to N-1 Road was. Mr. Linder asked that this be added to the list as their top priority.

Supervisor Linder asked why the Forest Road Funds were still listed on the monthly financial report. Savord explained that those funds had been received, but not yet allocated to specific projects.

Nadeau Township Officials and Mike Arnold left the meeting at 9:16 a.m.

HOLMES TOWNSHIP

(9:25 a.m.) Present for Holmes Township were Supervisor Ray Guard and Trustees Mike Zemba and Ray Furmanski.

Cass welcomed the township officials and asked how winter maintenance was going in their township, which they advised had been good so far.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Cass asked the township to consider purchasing crushed gravel for the road commission to place on

Roads within Holmes Township. If they decide to do this, he asked them to let him know so he can plan for the necessary crushing contracts. He also asked that if they became aware of any roads that become impassable during spring break up that they let him know.

Supervisor Guard asked about the status of the federal aid project for Snow Road, from P-1 west for approximately .8 miles to CR577. Cass advised that it was currently on the schedule for 2023, but he may be able to move it to 2022 with approval from MDOT. Trustee Zemba stated that they had been told in the past that it was scheduled for 2021.

Trustee Zemba noted that the road name sign on US41 by Snow Road 29 currently incorrectly states the road name as Chalk Hills Road, and asked how it can be changed. Cass advised that MDOT would determine this and will provide an MDOT contact person for the township to discuss this with. Kakuk added that the Cheese Factory Road sign has been missing since hunting season. Supervisor Guard will check on this and order a replacement if needed.

Supervisor Guard advised that the chip seal on Holmesbrook Road had holes in it. Kakuk responded that the holes could be filled in with the injection patcher and that this road could possibly be considered for the upcoming chip seal project. Kakuk also noted that the large manure and paper mill sludge spreaders were possibly causing the damage.

Holmes Township officials left the meeting at 9:49 a.m.

DAGGETT TOWNSHIP

(10:03 a.m.) Present for Daggett Township were Supervisor Jim Revall, Clerk Edith Vincent, and Trustees Jim Kayser and Phillip Revall.

Cass welcomed the township officials and asked how winter maintenance was going in their township, which they advised had been good so far.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Cass asked the township to consider purchasing crushed gravel for the road commission to place on Roads within Daggett Township. If they decide to do this, he asked them to let him know so he can plan for the necessary crushing contracts. He also asked that if they became aware of any roads that become impassable during spring break up that they let him know.

The federal aid eligible project list was discussed and Cass asked if the township had any federal aid roads they would like to add to the list for consideration for future funding. Supervisor Revall asked that CR360, CR358 to Tessmer Road, be added as their top priority.

Supervisor Revall asked about the 3-Way Road Program. Cass explained that the program no longer exists but that the road commission may consider a 2-Way Road Program or a Chip Seal Program in the future.

Clerk Vincent stated that a good job had been done correcting the approach to her son's driveway on CR358.

Supervisor Revall advised that he had received complaints regarding the manure spreader from Brock Farm dropping manure on CR358 west of CR354.

The resident with the huge pile of televisions and other electronics piled in the right of way on Badish Road was discussed. Cass advised that the township would need to add a penalty to their ordinance so that the Sheriff's Department could enforce it. If they did not pay the fine, it could possibly be assessed against their property taxes. The township and the road commission will continue to look for a solution to this problem.

Clerk Vincent advised that M-1 Road was in bad shape.

Daggett Township officials and Dana Dziedzic left the meeting at 10:31 a.m.

STEPHENSON TOWNSHIP

(10:33 a.m.) Present for Stephenson Township were Supervisor Mark Marklein and Trustee Bruce Fellion.

Cass welcomed the township officials and asked how winter maintenance was going in their township, which Supervisor Marklein advised had been going fairly well so far. Trustee Fellion did add that when Peterson Lane J-1 was being plowed, the driver was cutting the corners short and may actually be off of the road.

Cass presented a listing of the upcoming projects for the 2020 construction season which includes a box culvert over Big Brook on CR348 and reconstruction/paving on CR348, from Church Road to Orley Lane in Stephenson and Ingallston Townships. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal. Shouldering all federal aid routes was discussed. Supervisor Marklein noted that many of the local roads need to be shouldered as well.

Cass asked the township to consider purchasing crushed gravel for the road commission to place on Roads within Stephenson Township. If they decide to do this, he asked them to let him know so he can plan for the necessary crushing contracts. He also asked that if they became aware of any roads that become impassable during spring break up that they let him know.

Supervisor Marklein stated that a lot of work had been completed under the 3-Way Road Program and that he would like to see the program run again. Cass explained that the program no longer exists but that the road commission may consider a 2-Way Road Program or a Chip Seal Program in the future.

Cass advised that the bridge on 22.5 Road over the Little Cedar River had been selected for replacement in 2021. Local match for the project will be 5%, with the township and road commission each contributing half (2.5%).

The federal aid eligible project list was discussed and Cass asked if the township had any federal aid roads they would like to add to the list for consideration for future funding. Supervisor Marklein suggested CR348. Cass advised that it was already on the list. Mr. Marklein also asked if 19 Road (Wangerin Road) could also be added. Cass stated that it is not federal aid eligible.

Kakuk stated that Meintz Road, from Cheese Factory/G-12 approximately ¼ mile to the hill, could use limestone and possibly a chip seal in the future.

Supervisor Marklein stated that District Foreman Tim Starzynski does an excellent job and is always responsive to his requests.

There being no further business, Kakuk declared the meeting adjourned at 10:49 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Thursday, January 23, 2020.

Chair Kakuk called the meeting to order at 8:30 a.m. with the following persons present or absent. PRESENT: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass and Lisa Savord. Also present were Tim Starzynski-MCRC Stephenson District Foreman, Dana Dziedzic and Chantae Lessard.

ABSENT: None.

The Pledge of Allegiance was recited.

LAKE TOWNSHIP

(8:30 a.m.) Present for Lake Township were Supervisor Bob Desjarlais, Treasurer Charlene Peterson, Clerk Danielle Nicholson and Trustee Warren Suchovsky.

Kakuk welcomed the township officials and turned the meeting over to Cass. Cass asked the group how winter maintenance was going in their township, which they advised had been good so far.

Treasurer Peterson stated that the water is high at the Shakey Lakes dam and is freezing on the down side of the dam. If the levels continue to be high, it may need to be sandbagged. Cass will have the dam monitored. Trustee Suchovsky asked if there were any problems with the pipes due to the high water, such as erosion. Cass responded that there were none yet, but he will be watching it in the spring.

Trustee Suchovsky asked if the road commission was aware of the culvert complaint on River Road. Cass responded that the headwall was collapsing and that it would be looked at in the spring to determine any necessary repairs.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Supervisor Desjarlais asked if the county would be using crushed limestone again this year. Cass stated that limestone was currently being used more than crushed gravel.

Trustee Suchovsky stated that the chip seal on CR577, near CR358, was beginning to crack. Cass will put this on the list for crack filling this summer. Trustee Suchovsky also noted that the chip seal on CR356 was breaking up. District Foreman Starzynski stated that it may be better if it was pulverized and a double chip seal applied. Kakuk added that the chip seal would help reduce dust.

Supervisor Desjarlais asked if the road commission would be crushing limestone on Cheese Factory Road again. Cass responded that it would depend on where the needs were in the county. Cass asked the township to consider purchasing crushed gravel for the road commission to place on Roads within their township. If they decide to do this, he asked them to let him know so he can plan for the necessary crushing contracts. Mr. Desjarlais asked if the road commission would place township gravel in their parks. Cass replied that we could, but would have to invoice the township for this as it is not on county roads.

Supervisor Desjarlais asked if the road commission would consider a 2-Way Road Funding program. Cass stated that it would not be done this year, but that he would consider this or possibly chip sealing program in the future. Mr. Desjarlais added that if a 2-Way Program were created that Lake Township would likely use the funds for graveling.

Treasurer Peterson noted that G-12, from the Lost Lake Church to the intersection at Shakey Lakes Park, may be a possible chip seal project. Starzynski stated that condition of this segment of road may not be suitable for a chip seal. Ms. Peterson asked that it be added as a Federal Aid priority if it can't be chip sealed.

Supervisor Desjarlais stated that River Road, south from the power dam, also needs to be reconstructed. Trustee Suchovsky added that CR577 south of the sawmill was also in poor condition. Kakuk replied that this section of road also needs to be rebuilt.

Trustee Suchovsky asked why all of Z-1 was not being maintained. Cass responded that we only maintain roads that are certified on our Act 51 maps.

Trustee Suchovsky asked how the Forest Funds were allocated. Kakuk advised that the funds were used on roads that the road commission had to match other funding sources.

Trustee Suchovsky stated that CR356, west of Linderoth Road, had humps where the new culverts have been installed.

Lake Township officials, Tim Starzynski, Dana Dziedzic and Chantae Lessard left the meeting at 9:03 a.m.

MELLEN TOWNSHIP

(9:07 a.m.) Present for Mellen Township was Supervisor Thomas Philipps. Denny Kosewski-MCRC Menominee District Foreman also joined the meeting.

Cass welcomed Supervisor Philipps and asked him if there had been any issues with winter maintenance so far this year. Mr. Philipps answered that he has not received any complaints so far. Cass advised him to call the office if he becomes aware of any impassable roads during spring break up.

Cass presented a listing of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Supervisor Philipps stated that M-3 Road, between CR342 and Mission Church Road #14, was partly under water. District Foreman Kosewski advised that an approximate 300-foot grade lift would be done and asked if the township would pay to gravel the remainder of the road. Supervisor Philipps responded that they would.

Mr. Philipps also noted that CR571, from CR346 to Wildwood Road on the Mellen/Ingallston Township line needed work. Kosewski stated that it could use crushed limestone and a double chip seal.

Supervisor Philipps stated that Mellen Township would like to pave Wildwood Road, from US41 then east approximately 1 mile, using funds received from closing the Carley Street railroad crossing. Cass advised that the closure still needs approval from the railroad for the road commission to install cul-de-sacs in the railroad right of way to be used as turn arounds for the plow trucks.

Cass advised that CR348, 1.7 miles east of US 41, was on the federal aid list and asked if that was still Mellen Township's federal aid project priority. Mr. Philipps confirmed that it was.

District foreman Kosewski noted that 14.25 Road, from CR577 to River Road, should be pulverized and limestone added and asked if the township had any plans for this. Supervisor Philipps will send the road commission a letter requesting this project be done and also outlining the township's priorities.

Mellen Township Supervisor Philipps left the meeting at 9:24 a.m.

INGALLSTON TOWNSHIP

(9:28 A.M.) Present for Ingallston Township were Supervisor Paul Anderson, Clerk Kay Keefer, Treasurer Pat Cheski, and Trustees Michael Kass and Carl Johnson.

Cass welcomed the Ingallston Township officials and asked if there had been any issues with winter maintenance so far this year. Trustee Kass stated that his mailbox had been damaged. He was advised to report it to the front office before he leaves. No other issues were reported.

Cass presented a list of the upcoming projects for the 2020 construction season, and discussed each item. CR 348, from Church Road to Orley Lane, is scheduled to be reconstructed and paved in 2020, including a box culvert over Big Brook. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked the township to advise if they had any areas in mind that would be eligible for chip seal.

Clerk Keefer stated that the north end of Rangeline Road, which is shared with Mellen Township, could be a possible project. Cass will prepare an estimate to chip seal the road and determine the cost to each township. Supervisor Anderson advised that Ingallston Township had paid for the majority of the construction work in the past and felt that Mellen Township should pay for the chip seal.

Cass reviewed the road priority list that Ingallston Township had provided and stated that he will add any that are federal aid eligible to the project list for future consideration.

Cass asked that the township advise of any graveling they would like done so he could plan to have materials available. Supervisor Anderson suggested that Kleinke Park Lane could use gravel. Trustee Kass added that it could use gravel on both sides of the highway.

Clerk Keefer asked about the Wildwood Road project on their list. Cass will add it to the project list for future consideration.

Supervisor Anderson advised that both sections of Lost Lane (one off of CR346 and one off of Pinewoods Loop) could use grade lifts. Cass responded that the portion off of CR 346 with full time residents would be a higher priority.

Clerk Keefer stated that CR346, ½ mile north of CR338, was in poor condition due to heavy farm equipment use. Cass will look at this section of road. Supervisor Anderson asked if it could be topped off with crushed limestone. Cass responded that it could, but that would then create a need for dust control.

Supervisor Anderson asked if there was a possibility of a 2-Way Road Program being created. Cass replied that he was considering it along with other options, but that it would not happen this year. Kakuk added that the township may want to consider requesting a millage for roads.

Clerk Keefer asked Cass to provide an estimate for the reconstruction and paving of CR346, ½ mile north of CR338, with the possibility of the dirt work being done this year and the paving in 2021.

Ingallston Township officials left the meeting at 9:55 a.m.

CEDARVILLE TOWNSHIP

(10:03 a.m.) Present for Cedarville Township was Supervisor Lin Peterson.

Cass welcomed Supervisor Peterson and asked if there had been any issues with winter maintenance so far this year. Ms. Peterson replied that a good job had been done so far.

Cass presented a list of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked that the township advise if they had any areas in mind that would be eligible for chip seal. Supervisor Peterson asked CR551, from M-35 to the new pavement, be added to the list. District Foreman Kosewski advised that this segment of road was already in too poor condition for a chip seal, but suggested the north end of Jimtown Road may be a candidate. Cass will check the PASER rating on the Jimtown Road segment to see if it qualifies.

Spring breakup was discussed and Cass asked Supervisor Peterson to let him know if she became aware of any roads that become impassable in the spring.

Cass advised that a temporary repair had been done on the Camp O Headwall and that he hoped to provide a permanent fix this year, possibly having sheet piling driven in. Supervisor Peterson noted that with the high water levels it could possibly fail this spring, and that the runoff would at least cause water to be over the road. Kline asked which side of the headwall the sheet piling would be put in on. Cass responded that the EGLE Permit had it on the upstream side.

Supervisor Peterson noted that the township had purchased road name signs for North Fox Lane and South Fox Lane that she will be dropping off at the road commission for the sign man to install. She also advised that the signs at the intersection of CR366 and CR551 were missing. Kakuk added that CR366 and CR551 were in poor condition in that area. Ms. Peterson responded that there was logging going on in the north corner of the intersection.

Cass informed Supervisor Peterson that the bridge at No. 29 Road over Devil's Creek was scheduled to be replaced in 2021, and that the township's share would be 2.5 % of the total project cost.

Supervisor Peterson had recently read an article on using plastic bottles in asphalt, which will supposedly extend the life of the pavement considerably. She emailed the link to the article to Savord to be shared with Cass.

Supervisor Peterson left the meeting at 10:32 a.m.

MENOMINEE TOWNSHIP

(10:36 a.m.) Present for Menominee were Supervisor Ken Goffin, Treasurer David Wesoloski and Trustee Larry Barker.

Cass welcomed the Menominee Township officials and asked if there had been any issues with winter maintenance so far this year. Treasurer Wesoloski noted that an excellent job had been done on Bay de Noc Rd. Supervisor Goffin added that he had received a few calls after the big Thanksgiving storm, but nothing after that.

Treasurer Wesoloski asked if it was legal for residents to put up guards on their mailboxes to deflect the snow from the plows. Cass responded that it would depend upon what they plan to install and that they should call the road commission for a ROW Permit so the plan can be reviewed. Mr. Wesoloski asked if there were guidelines available from MDOT for installation on the state trunk line. Cass will check on this.

Cass presented a list of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked that the township advise if they had any areas in mind that would be eligible for chip seal. Supervisor Goffin suggested N-3 Road, for approximately ½ mile south of Linsmeier Road be considered.

Cass reviewed the current federal aid project list and asked if the township had any federal aid eligible roads that they want added to the list. Supervisor Goffin replied that CR320 (Birch Crk. Road), from US41 to CR577 would be the township's priority and that they could possibly participate if matching funds were needed. Kline asked if No. 9 Road could be added. Mr. Goffin stated that part of that road had already been done.

Treasurer Wesoloski noted that the township's budget had been based on the 3-Way Road Program continuing. Supervisor Goffin added that township would like to know what the road commission could contribute to future projects for planning purposes. Cass asked if the township planned on crushing gravel again this year. Mr. Goffin said they were not and that a new board would be elected for 2021 and it would be up to them if they plan to continue to crush gravel or not.

Supervisor Goffin stated that South R-1 Drive, from 3.5 Lane to 5 Road, should be pulverized and have limestone added, if the residents agree to it.

Trustee Barker asked about the grade lifts on CR551 and CR366.

District Foreman Kosewski added that 3.5 Lane, from CR577 west to R-1 Road, could possibly be added to the chip seal list if the condition was still good enough.

Cass advised that a bridge replacement on N-3 Road was scheduled for 2022, and that the township's share would be 2.5 % of the total project cost.

There being no further business, Kakuk declared the meeting adjourned at 11:05 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Monday, January 27, 2020.

Chair Kakuk called the meeting to order at 9:00 a.m. with the following persons present or absent. PRESENT: Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass and Lisa Savord. Also present was Mike Arnold-MCRC Powers District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

HARRIS TOWNSHIP

(9:00 a.m.) Present for Harris Township were Supervisor Peter Kleiman and Trustee Alex Jorasz.

Kakuk welcomed the township officials and turned the meeting over to Cass. Cass asked the group how winter maintenance was going in their township, which they advised had been good so far.

Spring breakup was discussed and Cass asked that the township officials let him know if they became aware of any roads that become impassable in the spring. Supervisor Kleiman responded that Hanson Lane had been bad the prior spring on the north side of the hill and added that the road could use a hill cut and ditching. District Foreman Arnold added that the hill would need to be cut at least 12-15 feet. Bower asked if there was still gravel available in that area. Mr. Kleiman responded that the property that had the gravel pit in the past was now in a trust.

Cass presented a list of the upcoming projects for the 2020 construction season, and discussed each item. He noted that there would be approximately 10 miles of chip seals contracted out and that he was still working on which sections of road would be included in the project. He asked that the township advise if they had any areas in mind that would be eligible for chip seal, and also noted that more spring breakup grade lifts would likely be added in the spring.

Cass discussed the possibility of the township purchasing a stockpile of gravel to be used within their township and asked that the township let him know if this is something they would be interested in so he can plan for crushing needs and future placement of the gravel.

Supervisor Kleiman stated the township would like to have the parts of Old US 2, from Vincent Lane to CR557, and the small portion of Vincent Lane, that were not part of the last 3-Way Road Program project, completed. The project could be reconstructed one year and then resurfaced the next year. The township may consider paving rather than chip sealing for this project. Cass will prepare and estimate for the dirt work as phase one of the project, and then phase 2 for the paving of the road a year or two later.

CR551 north was discussed and it was asked if it could be funded as a major rural connector using federal aid funds. Cass stated that he would like to know when the Hannahville Indian Community would be ready to commit to their portion of the project so that both segments could be completed at once for better pricing. Cass will talk to Betty Draze at Hannahville to see what their plans are.

Supervisor Kleiman asked when the pavement in the swampy area of Eustis Road would be fixed. Cass answered that, if approved by the road commission board, he could apply for a Hannahville 2% grant to help fund part of the work. He also asked that once the dirt work was finished, that the township pay the \$7,616.20 balance due on the project. The road would then be paved the following year.

Trustee Jorasz stated that the culvert on 41 Road, west of Good's residence, needed to be replaced.

Supervisor Kleiman stated that Bartoszek Road, from North B-1 east to Delta County Line, should be pulverized. Cass will prepare an estimate to crush, shape & double chip seal this road.

Supervisor Kleiman asked if there were plans to replace the one lane bridge on D-1 Road. Cass advised that it has passed inspection and is considered obsolete, but not deficient. Mr. Kleiman asked if the road commission could apply for funding to get it replaced as there were 9 houses beyond the bridge. Cass will see if it is eligible to be added to the local bridge funding list and let the township know if it is.

Other needs brought up by the township included possibly cutting trees and ditching in the ROW of

Cholewa Lane; ditching & tree removal in the ROW of North Township Line Road; shouldering and resurfacing CR557 from the 47 Tavern to Cheese Factory Road; and on CR553, north of Cheese Factory Road to CR551, - crush, shape, ditching & pipes one year and resurfacing the following year.

Also discussed was 400 Road, east of CR551 to Eustis Road, which may need new culverts and graveling one year with paving to follow in a future year at the township's expense.

There being no further business, Kakuk declared the meeting adjourned at 10:42 a.m.

Finance Director/Clerk

Chair

MENOMINEE COUNTY LIBRARY BOARD

Minutes January 14, 2020

Approved: February 11, 2020

C. Peterson called the meeting of the Menominee County Library Board to order at 4:00 PM on Tuesday January 14, 2020

Present: C. Peterson, M. Fagan, J. Freis, A. Rivard and Commissioner J. Hafeman.

M. Fagan moved to approve the agenda, support by A. Rivard. Motion carried.

Public Participation:

Nancy Tuistra requested information from the Library Board and County Commissioners about what was the current plan for the upcoming millage so that the Friends of the Library could help. She also asked for clarification about what will happen to the library and library services if the millage does not pass.

J. Freis moved to approve the minutes from the November 12, 2019 meeting as corrected, support by M. Fagan. Motion carried.

J. Freis moved to approve the November and December financials, support by A. Rivard. Motion carried.

M. Fagan moved to approve the December and January bills, support by J. Freis. Motion carried.

Director's Report

The Display case has information on the importance of literacy education and the library programs that support family efforts to improve reading skills. We have Cabin Fever Family day scheduled for February 8th. We have added a repeat of our Friday Storytime for Saturday morning. The Frankly Science program will be continued on Saturdays.

The Friends hosted an Open House/Staff Appreciation held at both the Main Library and Hermansville Branch. We received lots of positive comments on the new shelf arrangements at the main library.

Amanda is presenting a program at the bi-annual Rural Library Conference, in April. This conference will be held in Traverse City. As a presenter, her registration and the hotel costs will be covered by the conference.

New Business:

Discussion on the March 10th millage. The vote yes poster created by the Friends of the Library was shared. Discussion of the spending limits for supporting the millage. C. Peterson stated the Jason Carviou, County Administrator will be discussing the millage at the Township Meeting on January 23, 2020 at Nadeau Township hall.

Discussion on changes from the Superiorland Library Cooperative on web site support for 2020. The Co-op has presented 2 options to replace Joomla for the member libraries. WordPress or Ploud. Menominee County Library will migrate to a Ploud website. There is a slightly higher cost (about \$250.00 annual) but there is more training and support. Plus the Ploud interface allows for more local control and was created for library applications. Over 90 libraries in Michigan currently use Ploud with more expected to migrate in 2020. The Library of Michigan provides technical support and also handles the push updates for MeL (Michigan Electronic Library databases and indexes). Amanda and Heather will attend training in May and the updated website will be rolled out this summer.

J. Freis moved to approve M. Fagan's "Book Shower" as a Library fundraiser, support A. Rivard. Motion carried.

Public Participation: C. Peterson on behalf of the Library Board expressed gratitude and thanks to both Larry Schei and Joan Freis for their service on the Library Board.

The Library Board went into closed session to discuss the evaluation of Director Winnicki.

As there was no further business, M. Fagan moved to adjourn the meeting, support by A. Rivard. Motion carried. Meeting adjourned at 5:10 PM.

Submitted by: Amanda Winnicki, Library Director

Menominee county Fair Board Minutes
January 19, 2020

Present: Deb Smith, Judith Dobinkr, Dave Pomeroy, Chad Oczus, Jim Moker, Jesse Better, Nikki Tebo,
Absent: Eric Tickler

Meeting called to order at 6:02 pm by Nikki

Motion for approval of agenda by Judith, Dave Seconded. Motion Carried

Motion to approve minutes by Jesse, Dave Seconded Motion Carried

Public Comment:

Amanda spoke about children's games in detail including new additions this year.

Mandy Spoke about the small animal sale.

Old Business:

New Business:

Chad moved to increase the gate fee to 10\$ for weekend 5\$ for day pass. Jim second motion passed

Jesse moved to change by laws 3.7 & 2.8 deb second motion passed.

Next meeting was set for Feb 19th at MSU extension at 6:00pm.

Nikki moved to adjourn Judith 2nd motion passed.

Meeting adjourned 7:53 pm

Respectfully submitted,

Chad Oczus

President

*Approved
2/19/20*

**Northpointe
Board of Directors
Absent Record-Board Meetings
Menominee County - 2019**

Board Meeting Date	Janet Dehn	Millie Hofer	Mari Negro	Jan Hafeman	Patricia Phillips
1/10/19					
1/24/19					
2/8/19					
2/21/19					Excused Absent
3/7/19	Absent				
3/21/19					
4/4/19	Absent				
4/18/19	Excused Absent		Excused Absent		Excused Absent
5/9/19					
5/23/19					
6/6/19					Excused Absent
6/20/19					
7/11/19	Excused Absent				Excused Absent
7/25/19					
8/8/19					
8/22/19					
9/5/19	Excused Absent				
9/19/19					
10/10/19	Excused Absent				
10/24/19					
11/7/19					
11/11/19					Excused Absent
11/13/19	Absent				Excused Absent
11/21/19					
11/25/19	Excused Absent				
12/5/19		Excused Absent			
12/19/19	Excused Absent				

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Board Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

January 16, 2020 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:32 p.m.; V. Johnson, Administrative Assistant, conducted the roll call.

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

* Zoom conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Lindow, K. Stankevich, V. Johnson

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

PUBLIC COMMENTS – None.

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval of the amended agenda. Chairperson Luhtanen noted the presentation will be rescheduled for the January 23, 2020 regular Board meeting. Chairperson Luhtanen requested a discussion on meetings in be added to agenda under New Business after the Iron River office remodel. J. Lindow requested the addition of the Ad Hoc recommended changes to Board Policies and By-Laws and question updates from previous Board meetings be added to agenda under New Business after the discussion on meetings.

ACTION:

Motion by: A. Martin supported by P. Phillips to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chairperson Luhtanen requested approval of 12/19/2019 Regular Board meeting minutes.

ACTION: Moved to approve 12/19/2019 Regular Board meeting minutes as presented.

Motion By: J. Hafeman supported by N. Pasternak to approve 12/19/2019 Regular Board meeting as presented.

Motion carried unanimously

ACTION ITEMS:

- **Finance**

- a) Check Disbursement – November 2019

- Motion by:** A. Martin supported by J. Hafeman to approve Check Disbursement - November 2019

- Motion Carried unanimously**

- **Ad Hoc Revision**

- Miscellaneous questions addressed. J. Hafeman and A. Martin noted spelling errors on the Medical Service Referral/Psychiatric Evaluation.

- Motion by:** A. Martin supported by T. Korpi to approve the Ad Hoc revised policies with noted corrections.

- De-Identification of Protected Health Information
- Medical Service Referral/Psychiatric Evaluation
- Clothing in Foster Care
- Education in Foster Care
- Foster Home Record
- Foster Parent Training
- Foster Care Orientation
- Foster Care Placement Agreement
- Foster Care Recruitment and Retention
- Foster Care Supervision and Substitute Care
- Foster Care Visitation
- Accounting of Disclosures
- Minimum Necessary Information
- Retention and Disposal of Medic Records
- Community Living Support Services

Motion carried unanimously.

NEW BUSINESS – CEO (discussion only):

- **Finance**
 - a) **Financial Statement – October 2019**
J. Lindow reviewed October 2019 financial statement with members. Miscellaneous questions addressed.
Outcome: Action Item for next meeting.
 - b) **Funding Source Bucket through October 31, 2019**
J. Lindow reviewed the funding source bucket with members. Miscellaneous questions addressed.
Outcome: Informational
 - c) **General Fund /Priority List Update**
J. Lindow reviewed General Fund/Priority List update with members. Miscellaneous question addressed.
Outcome: Informational
 - d) **Contract Grid 1-9-20 (TRICO Iron River cleaning)**
ACTION: Move Contract Grid 1-9-20 (*TRICO Iron River cleaning*) to Action item at present meeting.
Motion by: A. Martin supported by J. Hafeman to move the 1-9-20 Contract Grid (*TRICO Iron River cleaning*) to an Action item at present meeting.

Roll Call conducted by V. Johnson, Administrative Assistant.

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

Motion Carried unanimously.

Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
TRICO Opportunities	Cleaning Iron River	1/1/20-12/31/20	\$42.48/work day	\$43.33/work day	\$.85
2% increase for minimum wage increase in 2020					

Motion by: J. Hafeman supported by K. Pirlot to approve the 1-9-20 Contract Grid (*TRICO Iron River cleaning*) as presented.

Motion carried unanimously.

- **Iron River office Remodel**

Discussed quote received from MBM for optimizing utilization of space in Iron River office. Concern regarding freezing pipes to be addressed at next meeting. ACTION: J. Hafeman moved to make Iron River office remodel an Action item at present meeting.

Members requested more information prior to voting. J. Lindow requested to move to an Action item as soon as possible.

ACTION: J. Hafeman rescinded motion to move Iron River office remodel to an Action item at present meeting.

Outcome: Questions regarding freezing pipes and rent to be addressed at next meeting. Move to an Action item for next meeting.

- **Board Meetings**

J. Luhtanen discussed cancellation of meetings for weather protocol. Discussed having meetings in Iron River and Menominee again this year. Discussed upcoming virtual MDHHS Future of Behavioral Health Public Forum in place of the regular Board meeting on February 6, 2020.

Outcome: Consensus of members is cancellation for weather is acceptable. Meetings not rescheduled unless time sensitive matter. Consensus is to hold Board meeting at Menominee office in August and at Iron in September. Consensus is to add a discussion to agenda after members attend the public forum in Marquette on January 22, 2020.

- **Ad Hoc revision of Board By-Laws and Policies**

Discussed proposed Ad Hoc revisions of Board By-Laws and Policies. Corrections to spelling and grammar made. Miscellaneous questions addressed.

Outcome: Corrections to be completed and returned to next meeting as Action item.

- **Question updates from previous Board meetings**

Human Resources will begin providing quarterly personnel updates beginning this month. Discussed positions with greatest turnover in agency. Endowment fund is providing a check in the amount of \$ 1,229.70 for individual to attend band trip to Disney World. Discussed number of clients served during the past year.

Outcome: Informational. Members request GF/Priority List graphs add a column representing number of individuals served in each department. Request for information regarding number of staff allocated to each program to be provided.

- **Miscellaneous Board/Committee Reports for information**

CMHAM Weekly Update 12/20/19

Outcome: Informational

2020 Annual Board Self-Study

Outcome: Return signed Acknowledgements to Administrative Assistant.

2020 Annual Confidentiality Statement

Outcome: Return signed Acknowledgements to Administrative Assistant

PUBLIC COMMENTS – None.

BOARD COMMENTS

K. Pilot spoke with local Sheriff's Department and local police departments regarding any possible issues with Northpointe. He reports they do not have any problems with NBHS

J. Luhtanen wished a belated Happy Retirement to Mary Lasee of the Phoenix Center. Thanked all people involved with the NAMI Christmas/New Year party.

ADJOURN

ACTION: Moved to adjourn.

Motion by: P. Phillips supported by K. Pirlot to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:44 p.m.

The next Regular Board meeting is scheduled for Thursday, January 23, 2020 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Vivien Johnson, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Board Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

January 23, 2020 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:33 p.m.; V. Johnson, Administrative Assistant, conducted the roll call.

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

* Zoom conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini J. Lindow, K. Stankevich

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited by all.

PUBLIC COMMENTS – None.

APPROVAL OR AMEND AGENDA:

Chairperson Luhtanen requested approval or amendment of agenda. Chairperson Luhtanen noted the presentation will be rescheduled. Chairperson Luhtanen requested meetings, endowment fund update, and Social Security changes be added to agenda under New Business.

ACTION: Move to approve agenda as amended.

Motion by: A. Martin supported by J. Hafeman to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES - None

ACTION ITEMS:

• **Iron River Office Remodel**

Maintenance states freezing pipes are not a building problem. Discussed lease terms.

ACTION: Moved to approve Iron Office Remodel

Motion by: J. Hafeman supported by P. Phillips to approve the Iron River office remodel. Payments will be an additional \$1,000 for 24 months to MBM.

Motion carried unanimously.

• **Board Bylaws and Policies**

Miscellaneous questions addressed. Corrections to grammar noted.

ACTION: Moved to approve Board Bylaws and Policies with revisions

Motion by: J. Hafeman supported by P. Phillips to approve Board Bylaws and Policies with revisions.

Motion Carried unanimously

- **Ad Hoc Revision**

Miscellaneous questions addressed. Grammar corrections noted.

- Personal Property and Funds
- Foster Care Program Statement
- Heating, Ventilation, and Air Conditioning System Inspection
- Hazardous Communication Program
- Fire Safety
- Nurse Care Management
- Nutritional and Occupational Therapy Specialty Discipline Services
- Staffing Guidelines for Services
- Request for Restriction of Protected Health Information Uses and Disclosures
- Safety Program
- Security
- Service Recipient Access to Record
- Telehealth Services
- Tobacco Free Worksite
- Transportation

Motion by: R. Roberge supported by A. Martin to approve the Ad Hoc policies with corrections.

Motion carried unanimously.

NEW BUSINESS – CEO (discussion only):

- **CEO Report**

J. Cescolini reviewed highlights of the CEO Report with members. J. Luhtanen asked members to try and make the Iron or Menominee staff breakfasts.

Outcome: Information

- **Strategic Plan FY19 Stoplight Report Percentages**

J. Cescolini reviewed FY19 Stoplight percentages with members.

Outcome: Informational

- **Strategic Plan FY 20 Stoplight Report**

J. Cescolini reviewed FY20 Stoplight Report with members.

Outcome: Informational

- **Meeting Update-**

J. Cescolini discussed the State of Michigan virtual forum being held February 6, 2020 at 4:00P.M. Chairperson Luhtanen stated the virtual forum will take the place of regular board meeting and will hold a makeup regular meeting on 2/13/20. Public is invited to attend at all 3 locations. Registration is encouraged.

J. Cescolini discussed the Walk a Mile and will send invites to legislators.

- **Endowment Fund Update-**

J. Lindow reports the Remainder monies in fund are \$ 1,246.58. Northpointe will be getting new monies in March. Miscellaneous questions addressed.

Outcome: Informational

- **Social Security Updates-**

Chairman Luhtanen discussed new rules pertaining to disability reviews and potential eligibility changes coming.

Outcome: Informational

- **Miscellaneous Board/Committee Reports for information**

Recipient Rights Annual Report FY19

Outcome: Place on file.

Northcare Network Governing Board Minutes – December 11, 2019

Outcome: Place on file.

CMHAM Weekly Update – January 10, 2020

Discussed integrated care and proposed changes to mental health discussed in update. Miscellaneous questions addressed

Outcome: Informational

PUBLIC COMMENTS –

E. Kusz gave update on public mental health forum attended in Marquette. Miscellaneous questions addressed.

BOARD COMMENTS

J. Luhtanen thanked E. Kusz for going to Marquette and J. Cescolini for the handouts and answering questions regarding priority list.

J. Cescolini will provide information about jail services at next meeting.

N. Pasternak expressed concerns with Iron County Sheriff's department hours of operation. Requested clarification of process to use should department be closed. Discussed contacting 9-1-1.

ADJOURN

ACTION: Moved to adjourn.

Motion by: K. Pirlot supported by A. Martin to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:25 p.m.

The next Regular Board meeting is scheduled for Thursday, February 20, 2020 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Vivien Johnson, Administrative Assistant