

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

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

The Menominee County Board of Commissioners
will meet on Tuesday ~ March 14, 2017 @ 6:00 p.m. CDT
at the Menominee County Courthouse – Courtroom B
839 10th Ave., Menominee, MI 49858

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
February 28, 2017 ~ County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
Menominee Business Development – Nancy Douglas
2017 Regional Guide Advertisement – Cindy Boyle
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to appoint one applicant _____ to the Menominee County Fair Board for a term to expire 1.31.2020.
Interested candidate - Edwin Granquist.
 - 2. Moved by _____ seconded by _____ to approve the “County Administrator’s” Position Description as recommended by the personnel committee.
 - 3. Moved by _____ seconded by _____ to approve re-advertising for a full time County Administrator position in the County. And to send a letter to those applicants we currently have, with a copy of the new job description, asking them if they are still interested in the position.
 - 4. Moved by _____ seconded by _____ to approve the Information Technology (IT) position description as recommended by the personnel committee.

Bernie Lang Charlie Meintz – Chairperson William Cech – Vice Chairperson Jan Hafeman
John Nelson Larry Schei Gerald Piche Steven Gromala Larry Phelps

5. Moved by _____ seconded by _____ to approve sending the IT position description to MGT for a job classification/salary study recommendation.
6. Moved by _____ seconded by _____ to approve commissioner per diems and expenses as recently submitted.
7. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on February 9, 10, 22 & 23, 2017 in the combined amount of \$295,946.81.
8. Moved by _____ seconded by _____ to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. None
2. Building and Grounds/Park Items:
 - a. Parks Maps
 - b. Request expanded quote from Twin City Electric
 - c. Purchase pavilion for play area @ Shakey Lakes
 - d. No Drone request of Prosecuting atty.
 - e. Use of old Equalization office area
3. Miscellaneous Items:
 - a. Building Code – Electrical Inspector
 - b. 2017 Regional Guide Full Page Ad
 - c. BAMC Menominee River Century Bicycle Ride
4. Finance Items
 - a. Cleaning Services Contract
 - b. Commissioner Per Diems and Expenses
 - c. Miscellaneous bills as paid on March 7 & 9, 2017 in the combined amount of \$159,233.81

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

February 28, 2017

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 Meintz called the meeting to order at 6:02 P.M. followed by the Pledge of Allegiance.

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

Present: Com. Cech, Gromala, Hafeman, Lang, Meintz, Nelson, Phelps, Piche, and Schei.

Absent: None.

Chairman Meintz stated that the agenda will need to be amended to add New Business, Finance Item C - 911 Finance.

Moved by Com. Nelson, seconded by Com. Schei to amend the agenda adding New Business, Finance Item C - 911 Finance. Motion was approved 9-0.

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

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the February 14, 2017 Regular County Board Meeting. Motion was approved 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Menominee County Library Director, Amanda Winnicki – Discussed the “Books on the Bus” program.

Action Items:

Moved by Com. Hafeman, seconded by Com. Schei to appoint Nicole Tebo to the Menominee County Fair Board for a term to expire 1.31.2020. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to appoint James Hoffman to the Building Code Construction Board of Appeals for a term to expire 1.31.2019. Motion was approved 9-0.

Moved by Com. Piche, seconded by Com. Hafeman to approve a three year bid (2016-2018) by MGT CONSULTING GROUP for the County Indirect Cost Allocation Plan and DMG Classifications in the amount of \$7,200/yr. + \$250/DMG classification when requested. Motion was approved 9-0.

Moved by Com. Schei, seconded by Com. Gromala, to approve Budget Amendment #4 as recommended by the Finance Committee in the amount of \$135,000 to account 101-103-998.11 (Building Purchase/project) from the designated building fund. (Was approved on 2.14.17 as amendment #3, should have been amendment #4). Motion was approved 9-0.

Moved by Com. Gromala, seconded by Com. Cech to approve Budget Amendment #5 in the 2016/17 Budget as recommended by the Finance Committee. Motion was approved 9-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve Twin City Electric for the POC to provide technical support/help create RFP's for wiring/equipment/fiber/phones etc. for the new building on 9th St. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve commissioner per diems and expenses as recently submitted. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve miscellaneous bills as paid on January 25, 26 & 27, 2017 in the combined amount of \$96,346.61. Discussion ensued. Com. Hafeman questioned if the bill that County Treasurer Diane Lesperance submitted for the UPA conference had been removed from these bills. Com. Nelson stated that the consensus of the board at the last meeting was to remove that bill from this group of bills, so it is not included in those that are being approved. Motion was approved 9-0.

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

New Business (discussion only)

Personnel Items: None.

Building and Grounds/Parks Items: None.

Miscellaneous Items: None.

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 February 9, 10, 22 & 23, 2017 in the combined amount of \$295,946.81. Com. Hafeman asked about the sewer cleaning bill at the jail and if it was routine or if there were problems. She also asked about the Vantage Flex bill. Sherry DuPont explained the Vantage Flex was for the employee section 125 plans. The consensus of the board is to move this item forward to the next meeting for approval.
- c. Discussion of 911 Finances. – Com. Nelson brought this item forward for discussion. At the last Finance Committee meeting, 911 Director Brian Barrette brought the issue of a shortfall in the 911 budget before the Finance Committee. The current 911 revenues will not be adequate to operate 911. There was over \$300,000 that had been set aside to purchase a new console for 911 operations. 911 was short \$142,000 last year and will be approximately \$100,000 short this year. The money that was set aside would have to be used to cover the shortage. The County Board will need to start exploring options for operating 911. Com. Nelson offered 3 potential options

for the board to start considering. 1. Consolidation with another county. 2. Coordinating services with the Sheriff's Department. 3. Some kind of an additional millage. Com. Schei commented on the loss of revenue. The surcharge that we receive is less because more people are getting rid of their landlines and cell phones with a Wisconsin area code do not get assessed the surcharge. Com. Meintz asked if there were any grants available to help pay for a new console. Com. Phelps commented about consolidating with the Sheriff's Department. Com. Cech stated that the 911 Governing Board will be meeting again on May 3rd and the board should wait to discuss this again until after that meeting. Com. Schei commented that Brian Barrette was very proactive with bringing this issue forward to the board. The board will keep this as a discussion item when more information is available.

Misc. Boards/Committees/Commissions Reports:

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

Public Comment:

- Bob Desjarlais – Commented on the email that Diane Lesperance sent to the Commissioners and commented on the UPA meeting.
- Charlene Peterson – Commented on the \$72,000 in overtime that 911 paid. Reducing this could save money.
- Kris Havelka – Commented on what the Menominee County 4H program has been doing in January and February.

Commissioner Comment:

- Com. Meintz – Thanked Kris Havelka for the work that she has been doing with the 4H program and let her know that if she would like to speak during the Department Head portion of the meeting she could.
- Com. Nelson – Commented and thanked those people that had some good suggestions regarding the 911 issue and that some items are in the contracts and could not be addressed until contract negotiations.
- Com. Schei – Commented on the trial that was just held in the 41st Circuit Court and how smooth it was run. He also commented on the work that was done on the GIS program with Menominee Township and the county.
- Com. Gromala – Commented on the overtime issue with 911 and he apologized for missing the Planning Commission meeting.
- Com. Hafeman – Commented on the discussion she had with the Veterans Service Office, Mike Dellisse. Mike has helped to increase the amount of funding coming into veterans in Menominee County from \$13,971,000 in 2009 to over \$20,500,000 in 2015.
- Com. Piche – Commented on the nice articles in the newspaper about Deputy Brian Helfert and about the trial.
- Com. Cech – Commented that he would like to see the animosity towards the County Treasurer, Diane Lesperance quieted. Diane is a good person and does a lot of good things for the taxpayers of Menominee County.

Moved by Com. Nelson, seconded by Com. Cech to adjourn at 6:59 p.m. Motion was approved 9-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Fair Board vacancy
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>We still have one vacancy on the M.C. Fair board and we've received another application for appointment. Ed Granquist has applied...and has been an avid supporter of the Fair for many years.</p>	
RECOMMENDED MOTION	
<p>To appoint one applicant _____ to the Menominee County Fair Board for a term to expire 1.31.2020. <i>Interested candidate - Edwin Granquist.</i></p>	

Submitted by: Sherry DuPont

03/10/2017
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):

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION

(Please note only legible applications can be considered)

I, Edwin Granqvist, hereby submit an application for appointment to
NAME
Menominee Co Fair for _____ from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to _____

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at N16460 Township Live Rd Wilson Mi 49896
Street City Zip
Menominee and have since 1996
County

Mailing address if different than above: Same

Telephone: 906-497-4434 Cell Phone: 906-630-1841

Email Address: granqvist.eda@gmail.com

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

3. I am currently registered to vote: YES NO

4. Employer: Retired Telephone: _____

a. Indicate nature of your work: _____

b. Title: _____

5. Educational Level and degrees received:

High School

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

None elected - I've been Superintendent of The Draft Horse Show for several years

7. Previously held appointments and/or elected positions:

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

No

Attachment A

Rec. 3/6/17

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment). No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices. None

11. Is this an application for reappointment? Yes No

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

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

Comments/clarification (only if necessary)

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

I've been working with the board for the past several years, and well acquainted with the work they do.

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

Signature

Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Attachment A

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	County Administrator Job Description
DEPARTMENT:	Personnel/Administration
ATTACHMENTS:	Yes
SUMMARY:	<p>The personnel committee met on March 2, 2017 to discuss the County Administrator's job description. They have forwarded the final document to the county board for approval. They would also like to recommend that the board re-advertise for a full time County Administrator for Menominee County.</p>
RECOMMENDED MOTION	<p>To approve the "County Administrator's" Position Description as recommended by the personnel committee</p>

Submitted by: Sherry DuPont

03/10/2017
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 Administrator Job Description

Position Summary:

Directs and coordinates the day-to-day operations of County government under the Board of Commissioner's jurisdiction; assists the Board to ensure its governance practices are consistent with the law; researches, develops and recommends County policies and/or programs for consideration by the Board; oversees all phases of budget development and implementation; implements Board policies; represents the commission at meetings at the local and state level; promotes and motivates a service-oriented environment and positive County image to employees and the general public; performs highly effective administrative work in planning and directing the administrative business of the County.

Education/Experience: Bachelor's Degree in Public or Business Administration with five years of administrative experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Knowledge, Skills and Abilities:

- Knowledge of administrative and executive management of local government
- Knowledge of local governmental accounting, financial reporting and budgeting
- Ability to provide effective leadership and coordination in developing solutions, innovating new techniques and supervision of staff
- Knowledge of organizational principles, staffing patterns and program objectives
- Knowledge of Michigan law as applicable to the authority and jurisdiction and operations, functions, policies and procedures of local government
- Knowledge of jurisdictional authorities and limits between elected and appointed office holders of County positions
- Ability to engage and maintain effective working relationships with the County Board, elected and appointed officials, County employees, labor unions and representatives of other governmental agencies
- Strong communication, negotiation, mediation and conflict management skills
- Knowledge of federal and state labor laws and regulations sufficient to analyze proposed personnel policies and effectively educate elected and appointed officials
- Knowledge of public sector collective bargaining including scope of representations, contract compliance and public sector labor union.

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

1. County Administration:

- Coordinates, implements and enforces County by-laws, policies, and rules.
- Attends County Board and committee meetings in an advisory role.
- Approves agenda packets.
- Records meeting minutes.
- Maintains relationships with federal, state, county, city and township officials.
- Oversees and coordinates building projects.
- Conducts research for lawsuits, financial matters, commission information, etc. as needed.
- Drafts resolutions, ordinances and other recommendations to come before the Board

- Acts as Building & Grounds and Parks Superintendent and will manage and oversee department operations including the maintenance of Jail, Courthouse, Health Department, Annex, Library (all buildings) and all grounds and parks; prepares the annual department budgets and orders supplies and equipment.

2. Finance:

- Acts as Chief Fiscal Officer for the County.
- Develops annual budget for review and improvement.
- Develops Capital Improvement Plan.
- Forecasts revenue and expenditures.
- Enforces budget policies.
- Prepares RFP's for bidding process.
- Oversees Remonumentation Program.
- Writes, researches, tracks, and finalizes grants for the County
- Administers grants for Michigan State Housing Development Authority (MSHDA).
- Oversees County's fixed asset reports.
- Submits insurance reports.
- Approves all County bills and standing payments.
- Prepares various financial analyses for projects.
- Negotiates leases, contracts and other agreements for goods and services subject to approval by the board; ensures all terms and conditions of leases, contracts and other agreements are performed.

3. Human Resources

- Serves as Human Resource Director
- Enforces the personnel manual
- Negotiates employment contracts
- Prepares employment letters
- Coordinates meetings
- Coordinates health insurance, workers' compensation, and retirement program
- Enforces and oversees compliance with Cobra and Family Medical Leave Act
- Supervises department heads and administrative staff
- Assists Commissioners in hiring/firing employees
- Conducts performance evaluations
- Assists department heads and elected officials with administering consistent hiring, leave and termination practices, in compliance with State and Federal laws, according to County policies and collective bargaining agreements.
- Oversees employee timesheets, pension and disability, group health and life insurance, leaves of absence and compensation plan administration.
- Assists Board Committees in the development and implementation of policies and guidelines for salary administration, including classifying, compensating and evaluating all positions.
- Advise Board of hiring, suspension, discharge and job performance evaluations for all Department Heads under the jurisdiction of the Board, except persons appointed by the Board as required by laws of the State. The jurisdiction of the board includes Buildings

& Grounds/Parks, E911, Veteran Services, Emergency Management, and Administrative Office employees.

Language Ability and Interpersonal Communication:

- Requires the ability to perform mid-to upper-level data analysis, including the ability to coordinate, strategize, systematize, and correlate, using discretion in determining time, place, and or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data and oversee the execution of these decisions.
- Requires the ability to manage and direct a group of workers, including the ability to provide counseling and mediation.
- Requires the ability to persuade, convince and train others.
- Requires the ability to advise and interpret regarding the application of policies, procedures and standards specific to situations.
- Requires the ability to utilize reference, descriptive, consulting, design, and advisory data and information such as invoice, correspondence, reports, records, ordinances, legal briefs, economic analysis and organizational analysis
- Requires the ability to communicate orally and in writing with the County Commissioners, all County employees, the media and the public.

Mathematical Ability

- Requires the ability to perform addition, subtraction, multiplication, and division; calculate percentages and decimals; may require the ability to perform operations with fractions and geometry.

Work Environment/Physical Demands Summary:

- The position typically functions in an office environment and uses computer, telephone and other office equipment as needed to perform duties.
- The noise level in the work environment is typical of that of an office.
- The position may encounter frequent interruptions throughout the work day.
- The position is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, stand, reach, bend or lift up to five to ten pounds.

The Physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Signature

Date: _____, 2017

County Board Chairman Signature

Date: _____, 2017

Menominee County Administrator 2017

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Information Technology (IT) Job description
DEPARTMENT:	Personnel/Admin.
ATTACHMENTS:	Yes
SUMMARY:	
<p>The personnel committee met to discuss and revise the IT job description. They have approved the IT job description and would like to recommend to the full board to approve it and to send it to MGT for a DMG salary recommendation.</p>	
RECOMMENDED MOTION:	
<p>To approve the Information Technology (IT) position description as recommended by the personnel committee.</p>	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**Menominee County
Position Description**

Position Title:	Information Technology Director	Creation Date:	2/2017
Department:	Information Technology	Affiliation:	
Reports To:	County Administrator	Grade:	

Purpose of Position

The Technology Director is responsible for the County's physical and virtual infrastructure and security administration activities with the objective of maintaining a high level of system availability and security. This position relies on extensive experience and professional discretion to provide recommendations and expertise for the entire systems environment including project management, analysis, design, implementation, support, maintenance, and monitoring. Researches, recommends and executes the server/security-related portions of the annual budget for completeness, accuracy, and conformance to the IT vision and strategy.

Essential Duties and Responsibilities

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

- Plan, design, procure, implement, support, maintain, monitor, and troubleshoot
 - Server operating systems, server applications, databases, disaster recovery technologies and system management tools including upgrades and patches
 - Server and computer backup systems
 - Virtualization technologies
 - Network Storage (SAN, NAS, etc.)
 - Department specific applications and interfaces including upgrades and patches
- Administer Windows Active Directory, Microsoft Group Policy, Domains, Domain Schemas, Domain Name System (DNS), Dynamic Host Configuration Protocol (DHCP), and Security policy configuration.
- Observes, interprets, and monitors installed systems. Checks application performance for potential bottlenecks, identifies solutions, and works with developers to implement fixes.
- Responsible for system and file security - secure/harden/patch/monitor all system environments within this position's jurisdiction. Administrative client and server security applications.
- Create, change, delete/audit user accounts per request. Controls access privileges and restrictions ensuring that policies and practices allow for specified account management controls.
- Serves as project leader of internal and external resources for installations and upgrades of complex technology systems.
 - Define system scope, integration, security, and reporting needs.
 - Create technical specs for RFPs, ensuring technical feasibility.
 - Coordinate purchase, installation, implementation, and training.
 - Manage project budgets, internal staff resources, third party vendors
- Provides highest level technical support including mentoring of other employees to assist and direct them to resolve technical issues and configuration problems.

- Maintain highest level of system security by researching/recommending/implementing new technologies and industry best practices. Administer client and server security applications (Secure email, Antivirus, Malware, Phishing, Spam, Application Firewalls, etc.)
- Analyze, respond to, and lead security incidents, including Application and Systems attempted and realized breaches. Prepare detailed written analyses of incidents with remediation and prevention documentation. Prepare risk assessments.
- Research, recommend, justify and prepare annual 3 year and Capital IT plans including presentation to committee. Assist other departments in preparation of their plans. Perform budget analysis to determine cost-benefits.
- Extracts digital evidence and performs examinations, preserving it for later use as evidence, analyzes the data, and prepares clear reports for Management, Legal, or Public review.
- Consults with internal and external users to determine their needs - recommend new products, presenting procedures, and methods of operation to improve business goals in a cost efficient manner.
- Establishes and maintains relations with hardware and software vendors. Engages with vendors and other IT personnel for problem resolution.
- Verifies all County systems follow established IT standards by approving or adjusting department recommendations.
- Documents network systems, applications and procedures with flowcharts, diagrams, manuals, detailed instructions, and other documentation.
- Administrate hardware (Servers, Appliances, etc.) inventory/warranty and software licensing (O/S, Applications)
- Prepares/Updates training materials and documentation for departmental and internal IT systems. Conducts training of end users regarding the operation of computer hardware and software.
- On-call as necessary for maintaining operating function
- Performs other duties as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate Degree in Computer Science or related field with five years network experience, OR any combination of education and experience that provides equivalent knowledge, skills, and abilities.

- Ability to provide briefings to both technical and non-technical audiences.
- Excellent communication skills and exceptional customer facing skills with a high degree of professionalism. Logical, clear, and concise written and verbal communication skills.
- Strong ability to take ownership of assigned tasks and responsibilities.
- Must be able to use extensive independent judgment.
- Must display initiative, ability to work independently and within a team. Ability to react quickly to a fast paced, rapidly changing environment.
- Strong project management and organizational skills with ability to prioritize effectively.
- Strong knowledge of Microsoft Group Policy and Security policy configuration and administration. Experience with File Security, Domain Name System (DNS), Dynamic Host Configuration Protocol (DHCP), and Domain and LAN administration
- Understanding of virtualization technologies and configurations using HyperV. Experience with administration of virtual machine creation and maintenance.
- Working knowledge of Microsoft SQL Server 2005/2008/2012/2014.
- Working knowledge of Microsoft Exchange
- Working knowledge of network storage (SAN, NAS, Backup, etc.)
- Must have strong technical ability and outstanding troubleshooting skills. Ability to properly utilize logging information to diagnose issues and troubleshoot problems reported by users.
- Knowledge of networks, data processing, data communications, best practices, and current

evolving technology.

- Experience and discretion in handling confidential information.
- Ability to learn new software with or without formal training
- Considerable ability to adapt and learn new technical concepts
- Ability to troubleshoot in unfamiliar environments
- Ability to manage project scope and schedule.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office equipment including personal computer, printer, copier, calculator, telephone, smart phones, tablets, teleconferencing equip. etc.
- Regularly required to sit; use hands to finger, handle, or feel objects, tools, keyboards, or controls; reach with hands and arms; and talk or hear.
- Frequently required bend, stoop, lift, and move computer equipment.
- Occasionally required to stand, kneel and crouch.
- Specific vision abilities required include close vision, color vision, depth perception, and ability to adjust focus.
- Ability to lift, carry, push, pull or otherwise move up to 25 pounds regularly and up to 50 pounds occasionally, understanding and utilizing proper body mechanics.
- Ability to work in all locations where computer equipment is located (inside squad cars, wiring closets, etc.).

Mathematical Ability

- Ability to add, subtract, multiply, divide, in all units of measure, using whole numbers, common fractions and decimals.

Language Ability and Interpersonal Communication

- Ability to read, comprehend and interpret a variety of documents including computer documents and graphics, log sheets, policies and procedures, inventory reports, product literature, hardware and software manuals, trade publications, and general correspondence.
- Ability to analyze and design information flow
- Ability to analyze software/hardware and make recommendations
- Ability to understand and interpret departmental user needs.
- Ability to problem solve issues between department and IT and to resolve conflicts.
- Ability to prepare a variety of documents including equipment placement and requirement reports, purchase requests, hardware/software documentation, and general correspondence.
- Ability to use and interpret computer related terminology.
- Ability to maintain confidentiality.
- Ability to work independently making sound decisions using good judgment.

- Ability to communicate effectively with County department personnel, computer users, consultants, sales representatives, outside agencies, and the general public verbally and in writing.
- Ability to apply common sense understanding to carry out instructions and make decisions

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: .535 cents/mile ~ effective 01 January 2017

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

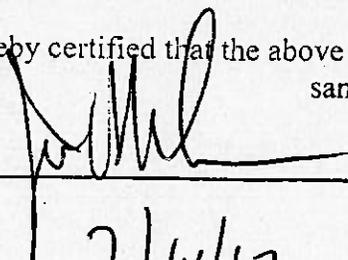
*must attach receipt for reimbursement
 *meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
1/31/17	Menominee	96		51.36	
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		96			
			Total Mileage		
				Total Mileage Fee	51.36

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

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



 Signed
 2/14/17

 Date

RECEIVED
 FEB 14 2017
 BY: _____

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: .535 cents/mile ~ effective 01 January 2017

*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 .535/mile	Total Cost	Account Number
2/6/17	Annex Stephenson MI	36	.535	\$19.26	101-101-860.03
2/14/17	Annex Stephenson MI	36	.535	\$19.26	101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
		72	.535	38.52	
			Total Mileage		
Total Mileage Fee					38.52

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

February 14th 2017
Date

RECEIVED
FEB 15 2017
BY: AA

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

Mileage: .535 cents/mile ~ effective 01 January 2017

*Meals
Breakfast - \$9.00
Lunch - \$11.00
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*must attach receipt for reimbursement
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Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2/6/17	Annex Stephenson MI	36	.535	\$19.26	101-101-860.03
2/14/17	Annex Stephenson MI	36	.535	\$19.26	101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
		72	.535	38.52	101-101-860.03
			Total Mileage		
Total Mileage Fee					38.52

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

February 14th 2017

Date

RECEIVED

FEB 15 2017

BY: *AS*

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on February 9, 10, 22 & 23, 2017 in the combined amount of \$295,946.81	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on February 9, 10, 22 & 23, 2017 in the combined amount of \$295,946.81	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

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
101-253 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 Airport
218 IT - Computer Serv.
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
263 Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
294 Veterans' Trust
292 Special Child Care Funds
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
380300	Shower Building	208-751-920.01	57.23	57.23
367100	N8390 Beach House	208-751-920.01	28.42	28.42
367200	Northwest Campsites	208-751-920.01	28.42	28.42
1503500	N8380 Co Park Rd 20.5	208-751-920.01	28.42	28.42
370500	Shakey Lakes Office/Shop	208-751-920.01	170.33	170.33
379700	Storage Shed	208-751-920.01	74.87	74.87
383001	Shakey Lakes Park/Horse	208-751-920.01	28.42	28.42
383200	N8380 Co Park Rd 20.5	208-751-920.01	28.42	28.42
383301	Shakey Lakes Park/Cattle	208-751-920.01	28.42	28.42
1614900	Bath House	208-751-920.01	46.65	46.65
369602	W8449 Co Rd G12 Campsites	208-751-920.01	35.77	35.77
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				555.37
VENDOR NAME: ANDREW C. TITUS				
2013-068-MI	Court Appointed Legal - Anderla	101-148-807.00	160.00	160.00
TOTAL VENDOR ANDREW C. TITUS				160.00
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677551210	Airport Supplies	216-585-755.01	32.86	32.86
		216-585-745.00	34.53	67.39
1677555837	Airport Supplies	216-585-755.01	38.54	38.54
		216-585-745.00	42.21	80.75
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				148.14
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863444101	December 20 - January 19, 2017	101-103-850.00	1,052.89	1,052.89
906863202301	December 20 - January 19, 2017	101-103-850.00	680.80	680.80
906753220902	Annex - Telephone Services	101-103-850.00	420.65	420.65
906753458202	Shakey Lakes - Telephone Services	101-103-850.00	69.26	69.26
906863661401	Telephone Services	266-325-850.00	17.74	17.74
TOTAL VENDOR AT&T - CAROL STREAM, IL				2,241.34
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
14415	Pre Employment - Karen Kayser	208-751-801.01	65.00	65.00
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				65.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
21297	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	40.07	40.07
21331	Vehicle Maintenance - 2015 Chevy Impala	205-315-934.02	387.71	387.71
21357	Vehicle Maintenance - 2008 Chevy Tahoe	205-315-934.02	404.69	404.69
21394	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	32.90	32.90
21467	Vehicle Maintenance - 2014 Chevy Impala	205-315-934.02	222.38	222.38
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				1,087.75
VENDOR NAME: BLUETARP FINANCIAL, INC.				
208785	Building & Ground Supplies	101-265-755.00	18.18	18.18
TOTAL VENDOR BLUETARP FINANCIAL, INC.				18.18
VENDOR NAME: BRUNELLE, JENNIFER				
January 2017	Crisis Intervention	292-668-801.00	670.00	670.00
Reimbursement	Meals	292-663-860.00	45.64	45.64
TOTAL VENDOR BRUNELLE, JENNIFER				715.64
VENDOR NAME: CECH, WILLIAM				
Reimbursement	January 2017 - Mileage	101-101-860.05	68.48	68.48
TOTAL VENDOR CECH, WILLIAM				68.48
VENDOR NAME: CITY OF STEPHENSON				
109	Annex - Water/Electric/Sewer	101-261-920.01	19.10	19.10
		101-261-920.02	32.55	51.65
		101-261-920.03	203.20	254.85

APPROVED

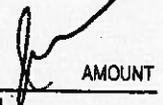
FEB 14 2017

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN



APPROVED

FEB 14 2017



CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

AMOUNT

254.85

280.12

187.08

45.65

171.43

56.49

740.77

327.00

327.00

167.85

167.85

43.25

43.25

43.25

750.00

750.00

50.00

50.00

100.00

3,427.73

3,427.73

32,975.75

75.00

33,050.75

19.40

19.40

50.00

50.00

200.00

375.00

375.00

575.00

575.00

389.80

4,150.00

4,539.80

4,539.80

57.78

57.78

57.78

1,864.24

1,864.24

INVOICE NUMBER DESCRIPTION DISTRIBUTIONS AMOUNTS

VENDOR NAME: CITY OF STEPHENSON
 TOTAL VENDOR CITY OF STEPHENSON

VENDOR NAME: CLOVERLAND PAPER CO
 113402 Courthouse Janitorial Supplies 101-265-755.01 280.12
 113341 Jail - Inmate Supplies 101-301-770.00 187.08
 113398 Jail - Inmate Supplies 101-301-770.00 45.65
 113401 Jail - Inmate Supplies 101-301-770.00 171.43
 113458 Courthouse Janitorial Supplies 101-265-755.01 56.49

TOTAL VENDOR CLOVERLAND PAPER CO

VENDOR NAME: COHL STOKER & TOSKEY P C
 47157 Legal Services 101-211-807.00 327.00

TOTAL VENDOR COHL STOKER & TOSKEY P C

VENDOR NAME: COOPER OFFICE EQUIPMENT
 141852 Contract # 2310-01 (Treasurer's Office) 101-253-728.00 167.85

TOTAL VENDOR COOPER OFFICE EQUIPMENT

VENDOR NAME: CORTECH
 58161 Jail - Inmate Supplies 101-301-770.00 43.25

TOTAL VENDOR CORTECH

VENDOR NAME: DEKETO, LLC
 DK 1-17 January 2017 Documentals (x317) 256-277-857.00 750.00

TOTAL VENDOR DEKETO, LLC

VENDOR NAME: DELTA COUNTY PROSECUTORS OFFICE
 Registration Forensic Interviewing of Children - Ashby 205-315-881.03 50.00
 Registration Forensic Interviewing of Children - Peterson 205-315-881.03 50.00

TOTAL VENDOR DELTA COUNTY PROSECUTORS OFFICE

VENDOR NAME: DELTA FORCE PI, LLC
 41392 Private Investigator for Case # 2015-3769-FC 101-131-807.00 3,427.73

TOTAL VENDOR DELTA FORCE PI, LLC

VENDOR NAME: DICKINSON COUNTY TREASURER
 Circuit Court 2016-4 Oct, Nov, Dec 2016 101-131-702.00 32,975.75
 Circuit Court 2016-4 Cisco Meraki Z1 Teleworker Gateway 101-131-702.00 75.00

TOTAL VENDOR DICKINSON COUNTY TREASURER

VENDOR NAME: EAGLEHERALD PUBLISHING, LLC
 1408 Board Vacancies 101-101-901.00 19.40

TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC

VENDOR NAME: EICHHORN, GARY
 DHS Board Per Diem 101-601-837.00 50.00

TOTAL VENDOR EICHHORN, GARY

VENDOR NAME: FRIEND OF COURT ASSOCIATION
 Registration Conference - Jodie Barrette 101-141-802.00 200.00
 Dues 2017 FOCA Dues - Jodie Barrette 101-141-803.00 375.00

TOTAL VENDOR FRIEND OF COURT ASSOCIATION

VENDOR NAME: GERBER TABLES LLC
 10188 Table Frames & Hardware Kits (x20) 208-751-756.01 389.80
 220-752-970.00 4,150.00

TOTAL VENDOR GERBER TABLES LLC

VENDOR NAME: GOEBEL, JR., ROBERT E.
 M15-15100-DM Reimbursement - Mileage 101-132-860.00 57.78

TOTAL VENDOR GOEBEL, JR., ROBERT E.

VENDOR NAME: GOOD SOURCE
 S10405997 Inmate Supplies 101-301-770.00 1,864.24

TOTAL VENDOR GOOD SOURCE

FEB 14 2017



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: GOOD SOURCE TOTAL VENDOR GOOD SOURCE				1,854.24
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: GROMALA, STEVEN Reimbursement Mileage				22.47
		101-101-860.01	22.47	
TOTAL VENDOR GROMALA, STEVEN				22.47
VENDOR NAME: HAFEMAN, JAN Reimbursement January 2017 - Mileage				40.66
		101-101-860.10	40.66	
TOTAL VENDOR HAFEMAN, JAN				40.66
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC. 13968 Cleaning of Grease Pits in Jail Kitchen				205.00
		101-265-801.00	205.00	
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				205.00
VENDOR NAME: HENSLEY, RN, JOEL Nursing Services Inmate Medical Services & Reimbursement				1,499.00
		101-301-770.01	1,365.00	
		101-301-770.01	134.00	
Blood Draws A.A. (12/26) R.M. (2/3) J.B. (2/4)				300.00
		101-267-801.01	300.00	
TOTAL VENDOR HENSLEY, RN, JOEL				1,799.00
VENDOR NAME: HOTFLAME GAS COMPANY U0024392 Shakey Lakes Park				390.84
		208-751-744.00	390.84	
TOTAL VENDOR HOTFLAME GAS COMPANY				390.84
VENDOR NAME: HUBBARD, VONNIE 6272 Transport of Juvenile				119.00
		101-132-801.01	35.00	
		101-132-801.00	84.00	
TOTAL VENDOR HUBBARD, VONNIE				119.00
VENDOR NAME: INSTITUTE OF CONTINUING LEGAL				
1034816	MI Model Civil Jury Instructions	269-145-982.00	124.50	124.50
1034817	MI Model Civil Jury Instructions	101-136-802.00	124.50	124.50
730307	MI Model Civil Jury Instructions	269-145-982.00	124.50	124.50
730308	MI Model Civil Jury Instructions	269-145-982.00	124.50	124.50
TOTAL VENDOR INSTITUTE OF CONTINUING LEGAL				498.00
VENDOR NAME: INTERNATIONAL CODE COUNCIL Membership Building Code Department - D. Menacher				135.00
		249-371-802.00	135.00	
TOTAL VENDOR INTERNATIONAL CODE COUNCIL				135.00
VENDOR NAME: J S ELECTRONICS, INC.				
19612	February 2017 Lease of Tower (Range Line Road)	266-326-842.00	425.00	425.00
19618	Console to LEIN Maintenance	266-325-934.01	88.25	88.25
19603	Strip Out 5510 & Install into New	205-315-981.00	3,020.49	3,020.49
19616	Portable Radios (x2)	101-301-934.00	200.00	200.00
TOTAL VENDOR J S ELECTRONICS, INC.				3,733.74
VENDOR NAME: J.F. AHERN COMPANY				
183032	Agreement for Fire Equipmnet & Inspections	101-301-755.00	1,026.89	1,026.89
183031	Agreement 21462 - Fire Equipment Inspection	101-265-801.00	237.40	237.40
TOTAL VENDOR J.F. AHERN COMPANY				1,264.29
VENDOR NAME: KASS, MICHAEL Parks & Rec February 2017				71.40
		208-751-860.00	50.00	
		208-751-860.00	21.40	
TOTAL VENDOR KASS, MICHAEL				71.40
VENDOR NAME: LANG, BERNARD Reimbursement Mileage - January 2017				65.27
		101-101-860.02	65.27	
TOTAL VENDOR LANG, BERNARD				65.27
VENDOR NAME: LARSON, MICHELLE				

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FEB 14 2017

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: LARSON, MICHELLE					
1/13/17	Can Zone & Mileage	292-668-801.00	30.00		47.12
		292-668-801.00	17.12		
TOTAL VENDOR LARSON, MICHELLE					47.12
VENDOR NAME: LESPERANCE, DIANE					
Reimbursement	Mileage - Winter Conference	517-252-860.00	452.61		452.61
TOTAL VENDOR LESPERANCE, DIANE					452.61
VENDOR NAME: LINDEROTH, JANIS					
Reimbursement	U.P. State Fair Authority - Mileage	101-101-710.00	47.08		47.08
TOTAL VENDOR LINDEROTH, JANIS					47.08
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.					
91103	Jury Trial Prints (x5)	101-148-807.00	198.34		198.34
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.					198.34
VENDOR NAME: LUFTS ADVERTISER, INC.					
1/30/17	Advertising	101-101-901.00	545.00		545.00
TOTAL VENDOR LUFTS ADVERTISER, INC.					545.00
VENDOR NAME: MACEACHERN, DIANE					
2/4/17	Saturday Detention (H.C.)	101-132-801.01	68.00		68.00
TOTAL VENDOR MACEACHERN, DIANE					68.00
VENDOR NAME: MARTIN SAW AND TOOL, INC.					
01/17/17	Supplies for Modification to Airport Light Pole	216-585-981.01	219.00		219.00
TOTAL VENDOR MARTIN SAW AND TOOL, INC.					219.00
VENDOR NAME: MENARDS - MARINETTE					
27927	Remon Supplies	243-245-765.00	179.50		179.50
27973	Lumber for Park Picnic Tables	208-751-756.01	188.75		188.75
27579	Park Supplies	208-751-755.02	27.92		27.92
27577	Credit Memo	101-265-930.01	(8.55)		(8.55)
27677	Courthouse Supplies	101-265-755.00	26.75		26.75
27580	Building Maintenance Supplies	101-265-930.01	7.69		7.69
27501	Building Maintenance Supplies	101-265-930.01	63.41		63.41
27664	Office Supplies & Inmate Supplies	205-315-727.00	9.99		30.22
		101-301-770.00	20.23		
28245	Building & Ground Supplies	101-265-755.00	27.91		27.91
28246	Snow Removal Supplies (x13)	101-265-930.00	109.07		109.07
28240	Snow Removal Supplies (x10)	101-265-930.00	83.90		83.90
28359	Park Improvement Supplies	220-752-970.00	198.75		198.75
TOTAL VENDOR MENARDS - MARINETTE					935.32
VENDOR NAME: MENOMINEE COUNTY JOURNAL					
99	Advertising	101-101-901.00	199.50		199.50
TOTAL VENDOR MENOMINEE COUNTY JOURNAL					199.50
VENDOR NAME: MERS					
5502 Division 23	Valuation Request for Benefit Change	205-315-755.00	400.00		400.00
TOTAL VENDOR MERS					400.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0124862-001	FOC Office Supplies	101-141-727.00	9.19		9.19
0124988-001	Notary Stamp (Joann Klumb)	101-215-727.00	37.49		37.49
0124682-001	Share of Toner Cartridge (North County)	101-301-727.00	22.75		22.75
0124784-001	Credit Memo	101-301-727.00	(130.72)		(130.72)
0124566-001	Pre Inked Stamp (x2) - Sheriff Dept	101-301-727.00	145.98		145.98
0125011-001	Credit Memo	101-215-727.00	(9.39)		(9.39)
0124768-001	Office Supplies (Clerk & Circuit Court)	101-215-727.00	17.73		152.45
		101-131-727.00	134.72		
0124993-001	Office Supplies - Clerk's Office	101-215-727.00	175.51		175.51

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FEB 14 2017

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0124700-001	W2 Forms	101-103-755.00	19.69	
0124688-001	Office Supplies (Probate)	101-148-727.00	108.99	
0124835-001	Toner for Vault Copier (Clerk)	101-215-727.00	60.99	
0124852-001	Supplies for Circuit Court	101-215-727.00	64.85	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				657.78
VENDOR NAME: MOTOR COMPANY, THE				
6123926	2017 Ford - Vehicle Maintenance	101-265-981.00	33.09	
TOTAL VENDOR MOTOR COMPANY, THE				33.09
VENDOR NAME: NACVSO				
Dues	2017 National Association of County Veterans Svc Officers	101-682-802.00	55.00	
TOTAL VENDOR NACVSO				55.00
VENDOR NAME: NELSON PAINT COMPANY				
00280	Remon Marking Supplies	243-246-765.00	129.74	
TOTAL VENDOR NELSON PAINT COMPANY				129.74
VENDOR NAME: NORTHERN MICHIGAN UNIVERSITY				
FY17 03	Rental for Tower on LaBranche Tower	266-326-942.00	729.31	
TOTAL VENDOR NORTHERN MICHIGAN UNIVERSITY				729.31
VENDOR NAME: NORWAY SPRINGS, INC.				
473133	Airport Supplies	216-585-801.00	9.49	
TOTAL VENDOR NORWAY SPRINGS, INC.				9.49
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - February 2017	292-664-860.00	55.37	
Reimbursement	Hot Dogs for Ice Rink	298-867-801.01	16.20	
TOTAL VENDOR NUTT, MICHAEL				71.57
VENDOR NAME: OMNICARE, INC.				
5486212	Inmate Medication	101-301-770.01	161.88	
TOTAL VENDOR OMNICARE, INC.				161.88
VENDOR NAME: OWENS, KAREN A.				
2/6/17	After School Program	292-668-801.00	189.00	
TOTAL VENDOR OWENS, KAREN A.				189.00
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150012	Remon Supplies	243-246-765.00	28.27	
150008	Shakey Lakes Park Supplies	208-751-756.01	65.94	
		208-751-755.02	219.10	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				313.31
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40683702006	Inmate Supplies	101-301-770.00	30.80	
40683702704	Inmate Supplies	101-301-770.00	30.80	
TOTAL VENDOR PAN-O-GOLD BAKING CO.				61.60
VENDOR NAME: PHILIPPS, THOMAS				
B&G Committee	Per Diem (x2)	101-101-710.00	100.00	
TOTAL VENDOR PHILIPPS, THOMAS				100.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - January 2017	101-101-860.07	131.61	
TOTAL VENDOR PICHE, GERALD L.				131.61
VENDOR NAME: PLUTCHAK FAB, LLC				
3264	Airport Supplies	216-585-755.02	15.00	
TOTAL VENDOR PLUTCHAK FAB, LLC				15.00
VENDOR NAME: PRINTERSPLUS!				
4933	District Court Ticket Envelopes	101-136-727.00	360.00	
TOTAL VENDOR PRINTERSPLUS!				360.00

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN
 19.69
 108.99
 60.99
 64.85

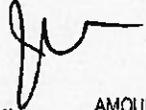
FEB 14 2017



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PRINTERSPLUS!				
TOTAL VENDOR PRINTERSPLUS!				360.00
VENDOR NAME: QUILL CORPORATION				
3948321	PA - Office Supplies	101-267-727.00	11.97	11.97
3958687	PA - Office Supplies	101-267-727.00	225.80	225.80
TOTAL VENDOR QUILL CORPORATION				237.77
VENDOR NAME: REGISTER OF DEEDS				
Copies	Remon Grant Year 2017	243-245-709.00	24.00	24.00
TOTAL VENDOR REGISTER OF DEEDS				24.00
VENDOR NAME: REINHART FOODSERVICE				
978764	Inmate Supplies	101-301-770.00	856.44	856.44
960955	Credit Memo	101-301-770.00	(17.59)	(17.59)
TOTAL VENDOR REINHART FOODSERVICE				838.85
VENDOR NAME: RIZE, KEVIN				
Grayling DT 103	Defensive Tactics - Wert	205-315-881.03	500.00	500.00
TOTAL VENDOR RIZE, KEVIN				500.00
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
45732	Keys for Jail Staff (x5)	101-265-755.00	86.16	86.16
45733	Keys	101-301-755.00	86.80	86.80
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				172.96
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-770.00	80.42	
		101-301-770.00	58.65	1,130.78
		101-301-770.00	473.43	
		101-301-770.00	80.96	
		101-301-770.00	327.14	
		101-301-770.00	59.70	
		101-301-770.00	50.48	
TOTAL VENDOR SAM'S CLUB MC/SYNCB				1,130.78
VENDOR NAME: SAULT TRIBE YOUTH FACILITY				
11716	Case # 2-0006-17 (S.Z.)	292-662-843.05	1,560.00	1,560.00
11710	Case # 3-0099-16 (M.T.)	292-662-843.05	1,320.00	1,320.00
11714	Case # 1-0003-17 (E.T.)	292-662-843.05	240.00	240.00
TOTAL VENDOR SAULT TRIBE YOUTH FACILITY				3,120.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - January 2017	101-101-860.04	133.22	133.22
TOTAL VENDOR SCHEI, LARRY				133.22
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Light Bar for Ranger	101-426-755.00	38.99	38.99
Reimbursement	Training Supplies, Cellular Bill, & Office Supplies	101-426-963.00	27.19	103.54
		101-426-727.00	10.40	
		101-426-850.00	65.95	
Reimbursement	Mileage	101-426-860.00	178.16	178.16
TOTAL VENDOR SEXTON, RICHARD				320.69
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
8304-9	Gallon of Paint	101-265-930.01	35.74	35.74
2945-0	Paint for 911 Director's Office	101-265-930.01	35.74	35.74
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				71.48
VENDOR NAME: SHORT, MARY KAY				
M15-3769-FC	Transcripts (People vs Ilander)	101-131-806.00	188.00	188.00
TOTAL VENDOR SHORT, MARY KAY				188.00
VENDOR NAME: SPARLING CORPRATION				
8357	Jet Fuel Motor to Pump Coupler	216-585-981.00	66.01	66.01

APPROVED ^{7/3}

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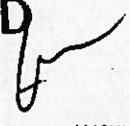


CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SPARLING CORPRATION				
TOTAL VENDOR SPARLING CORPRATION				66.01
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Briefcase to Transport Files	292-665-727.00	115.98	115.98
Reimbursement	Mileage - January 2017	292-665-860.00	347.22	347.22
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				463.20
VENDOR NAME: ST. FRANCIS HOSPITAL				
1140806	Autopsy - John Doe	101-648-836.00	1,255.95	1,255.95
TOTAL VENDOR ST. FRANCIS HOSPITAL				1,255.95
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
462643	Parks	208-751-742.00	48.88	48.88
623851	Parks	208-751-742.00	32.46	32.46
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				81.34
VENDOR NAME: STERICYCLE, INC.				
4006862126	Inmate Medical	101-301-770.01	35.50	35.50
TOTAL VENDOR STERICYCLE, INC.				35.50
VENDOR NAME: TARGET INFORMATION MANAGEMENT				
283012	District Court Forms	101-136-727.00	36.96	36.96
TOTAL VENDOR TARGET INFORMATION MANAGEMENT				36.96
VENDOR NAME: TD CARWASH				
20186	Car Washes (x5)	205-315-934.02	35.00	35.00
TOTAL VENDOR TD CARWASH				35.00
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	33.40	33.40
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.40
VENDOR NAME: TIME WARNER CABLE				
10404 710008401 1001	2/2 - 3/01/17	101-103-850.00	531.20	531.20
10404 621199203 9001	Airport (2/2 - 3/1)	216-585-850.00	341.65	341.65
10404 620475202 8001	February 6 - March 5, 2017	101-301-770.00	134.28	134.28
TOTAL VENDOR TIME WARNER CABLE				1,007.13
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
80640	Modify Call List	101-103-850.00	52.40	52.40
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				52.40
VENDOR NAME: U.E.S. COMPUTERS, INC.				
46328	Weekly Computer Maintenance	218-656-857.01	271.98	3,316.98
		218-656-857.00	3,045.00	
76064	Presentation Wireless Remote Control	101-267-727.00	108.79	108.79
75980 & 76058	Camera Equipment for Install In Vestibule	101-103-970.15	8,072.00	8,072.00
76041	Wireless Keyboard & Mouse (911)	266-325-728.01	79.98	79.98
76070	Monitor (Sherry)	101-172-931.00	199.99	199.99
76010	911 Office Equipment	266-325-728.00	1,088.00	1,088.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				12,865.74
VENDOR NAME: UNIFORM SHOPPE				
262586	Uniforms (Schultz)	101-301-745.00	195.90	195.90
TOTAL VENDOR UNIFORM SHOPPE				195.90
VENDOR NAME: UP JUDGES ASSOCIATION				
Dues	2017 Membership Dues - Jeffrey Barstow	101-136-802.00	50.00	50.00
TOTAL VENDOR UP JUDGES ASSOCIATION				50.00
VENDOR NAME: UWC				
067532209	Annex - Telephone Services	101-103-850.00	16.98	16.98
067534582	Telephone Services	101-103-850.00	1.67	1.67
0688632023	Telephone Services	101-103-850.00	27.76	27.76
688634441	Sheriff Department - Telephone Services	101-103-850.00	41.83	41.83

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: UWC				
TOTAL VENDOR UWC				
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	January 2017 - Mileage & Meals	101-131-860.00	271.50	271.50
TOTAL VENDOR VALENTI, SUSAN F.				
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-981.01	2.31	20.47
		216-585-755.02	18.16	
C100041				
	Work Van Supplies	206-301-984.00	8.99	8.99
TOTAL VENDOR WALTER BROTHERS INC				
VENDOR NAME: WASTE MANAGEMENT, INC.				
1559375-1856-3	Airport	216-585-801.00	122.02	122.02
1559371-1856-2	February 2017	101-265-801.00	552.63	552.63
TOTAL VENDOR WASTE MANAGEMENT, INC.				
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00006	Stoney Point - Street Lighting	208-751-920.01	79.02	79.02
0402047856-00004	Courthouse	101-265-920.04	2,589.25	2,589.25
0402055840-00001	Jail	101-265-920.03	3,728.83	3,728.83
0402191663-00001	Health Care Center	101-265-920.03	570.30	570.30
0403823200-00005	Airport - Gate Center	216-585-920.03	27.25	27.25
1726759403-00000	Parks	208-751-920.01	30.86	109.93
		208-751-920.01	34.35	
		208-751-920.01	15.01	
		208-751-920.01	29.71	
1726756592-00000				
	Airport	216-585-920.00	353.21	2,043.39
		216-585-920.03	802.22	
		216-585-920.00	409.60	
		216-585-920.03	108.54	
		216-585-920.00	369.82	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				
VENDOR NAME: XEROX CORPORATION				
087867446	Probation/Parole - February 2017	101-131-942.00	91.14	91.14
TOTAL VENDOR XEROX CORPORATION				
GRAND TOTAL:				

98,722.58

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 02/10/2017 - 02/10/2017
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 51327	Mastercard Airport 216-585-742.00	01/12/2017 jessicaw	02/10/2017	64.40	64.40	Open
	GAS, OIL ETC			64.40		
# of Invoices: 1	# Due: 1	Totals:		64.40	64.40	
# of Credit Memos: 0	# Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				64.40	64.40	
--- TOTALS BY FUND ---						
	216 - TWIN COUNTY AIRPORT			64.40	64.40	
--- TOTALS BY DEPT/ACTIVITY ---						
	585 - AIRPORT EXPENDITURE			64.40	64.40	

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FEB 14 2017

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

02/10/2017 10:55 AM
 User: jessicaw
 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 02/10/2017 - 02/10/2017
 UNJOURNALIZED
 OPEN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: AT&T MOBILITY					
287252150867X0208201	January 2017	101-132-850.00	63.22		63.22
TOTAL VENDOR AT&T MOBILITY					63.22
VENDOR NAME: CELLCOM					
092010	Medical Examiner - Cellular Services	101-648-850.00	57.93		57.93
TOTAL VENDOR CELLCOM					57.93
VENDOR NAME: COLEMAN ENGINEERING COMPANY					
28050	GIS Project - 60% Complete	517-252-970.00	5,310.50		5,310.50
TOTAL VENDOR COLEMAN ENGINEERING COMPANY					5,310.50
VENDOR NAME: COOPER OFFICE EQUIPMENT					
142245	Contract # 1406-01 (Bizhub 501)	101-172-931.01	200.00		200.00
142244	Contract # 1408-01 (2/20 - 5/19/17)	101-172-931.01	139.84		139.84
TOTAL VENDOR COOPER OFFICE EQUIPMENT					339.84
VENDOR NAME: DUROCHER, TONY					
6274	Reimbursement Mileage for Juvenile Transport	101-132-801.00	74.90		74.90
	Transport of Juvenile	101-132-801.01	20.00		68.00
		101-132-801.00	48.00		
TOTAL VENDOR DUROCHER, TONY					142.90
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE					
72122771	Annex	101-261-930.04	58.93		58.93
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE					58.93
VENDOR NAME: KENNEDY, PATRICK					
Markers	Civil War Grave Markers (x20)	101-681-761.00	115.00		115.00
TOTAL VENDOR KENNEDY, PATRICK					115.00
VENDOR NAME: LENCA SURVEYING					
17018	Remon Yr 2017 (1/20 - 2/7/17)	243-245-801.07	3,400.76		3,400.76
TOTAL VENDOR LENCA SURVEYING					3,400.76
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0125078-001	Office Supplies (Clerk & Circuit Court)	101-215-727.00	28.98		100.97
		101-131-727.00	71.99		
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I					100.97
VENDOR NAME: NIEMI, DANIEL R.					
6273	Transport of Juvenile	101-132-801.01	20.00		68.00
		101-132-801.00	48.00		
TOTAL VENDOR NIEMI, DANIEL R.					68.00
VENDOR NAME: OFFICE DEPOT, INC.					
899595284001	District Court Office Supplies	101-136-727.00	117.06		117.06
899595401001	District Court Office Supplies	101-136-727.00	38.58		38.58
TOTAL VENDOR OFFICE DEPOT, INC.					155.64
VENDOR NAME: PISANI GRAPHIX					
7836	Signs for Vestibule	101-103-970.02	120.62		120.62
TOTAL VENDOR PISANI GRAPHIX					120.62
VENDOR NAME: U.E.S. COMPUTERS, INC.					
76095	Workstation - EMS	101-426-970.00	1,559.98		1,559.98
TOTAL VENDOR U.E.S. COMPUTERS, INC.					1,559.98
GRAND TOTAL:					11,494.29

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 02/22/2017 - 02/22/2017
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 51624	Mastercard January 12 - February 9, 2017 (Road/jessicaw	02/21/2017	02/22/2017	2,624.26	2,624.26	Open
	101-301-727.00 AlphaCard			153.30		
	101-150-727.00 AlphaCard			94.35		
	101-301-727.00 Millers			6.59		
	101-150-729.00 Millers			34.58		
	101-301-728.00 Amazon			264.16		
	101-301-742.00 MagicWand			10.00		
	101-301-742.00 Superior Touchless			11.00		
	101-301-755.00 Galls			189.50		
	101-301-755.00 Galls			88.50		
	101-301-770.00 Bob Barker			491.45		
	101-301-770.00 Garrett Metal Detectors			314.95		
	101-301-770.00 TimeKeeping Systems			190.10		
	101-301-770.01 American Screening			387.00		
	101-301-802.00 Delta Floral			53.00		
	205-315-727.00 Shell			30.05		
	205-315-742.00 Holiday			26.00		
	205-315-742.00 Holiday			3.17		
	205-315-860.00 Arby's			10.00		
	205-315-860.00 Petro Charlies			20.00		
	205-315-860.00 Petro Charlies			19.82		
	205-315-860.00 Petro Charlies			8.73		
	205-315-860.00 TST Spikes			18.49		
	205-315-860.00 Westside Diner			10.67		
	205-315-860.00 Westside Diner			10.11		
	205-315-860.00 Westside Diner			11.00		
	205-315-860.00 Westside Diner			11.09		
	282-302-881.00 Holiday			33.29		
	282-302-881.00 Holiday			30.02		
	282-302-881.00 Holiday			21.72		
	282-302-881.00 Holiday			18.66		
	282-302-881.00 Petro Charlies			26.66		
	282-302-881.00 Petro Charlies			7.69		
	282-302-881.00 Walgreens			18.61		

# of Invoices:	1	# Due:	1	Totals:	2,624.26	2,624.26
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					<u>2,624.26</u>	<u>2,624.26</u>

--- TOTALS BY FUND ---

101 - GENERAL FUND	2,288.48	2,288.48
205 - ROAD PATROL	179.13	179.13
282 - PA302 JUSTICE TRAINING	156.65	156.65

--- TOTALS BY DEPT/ACTIVITY ---

150 - JURY COMMISSION	128.93	128.93
301 - SHERIFF DEPARTMENT	2,159.55	2,159.55
302 - SHERIFFS TRAINING	156.65	156.65
315 - ROAD PATROL	179.13	179.13

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FEB 22 2017

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMEER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MENOMINEE ABSTRACT & LANS CO 1000 9th Street	Building Purchase	101-103-998.11	84,035.00	84,035.00
TOTAL VENDOR MENOMINEE ABSTRACT & LANS CO				84,035.00
GRAND TOTAL:				84,035.00

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FEB 22 2017

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

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FEB 24 2017

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADE INCORPORATED				
34778	SALCE Assessment (x25)	101-136-755.00	150.00	150.00
TOTAL VENDOR ADE INCORPORATED				150.00
VENDOR NAME: AIRGAS NORTH CENTRAL				
9060359228	Oxygen	205-315-755.00	16.62	16.62
TOTAL VENDOR AIRGAS NORTH CENTRAL				16.62
VENDOR NAME: ANDERSON, TACKMAN & CO PLC				
63895	Progress Billing for Auding YE 9/30/2016	101-103-801.01	15,000.00	15,000.00
TOTAL VENDOR ANDERSON, TACKMAN & CO PLC				15,000.00
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677560489	Airport Supplies	216-585-755.01	38.54	81.25
		216-585-745.00	42.71	
1677235085	Airport Supplies	216-585-755.01	38.54	95.24
		216-585-745.00	56.70	
1677569681	Airport Supplies	216-585-755.01	40.50	81.25
		216-585-745.00	40.75	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				257.74
VENDOR NAME: BADGER MAILING & SHIPPING				
93199	Ink Cartridge (Postage Machine)	101-253-729.01	166.50	166.50
TOTAL VENDOR BADGER MAILING & SHIPPING				166.50
VENDOR NAME: BAYCARE CLINIC, LLP				
02/02/17	inmate Medical Care	101-301-770.01	227.00	227.00
TOTAL VENDOR BAYCARE CLINIC, LLP				227.00
VENDOR NAME: BAYCOM INC				
PB77	Balance Due - Marine Security Camera	101-331-985.00	14,082.00	14,082.00
TOTAL VENDOR BAYCOM INC				14,082.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
21518	Vehicle Maintenance - 2008 Chevy Tahoe	101-301-981.00	951.93	951.93
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				951.93
VENDOR NAME: BODY WORKS PLUS				
M268844	Deductable for 5510	205-315-934.02	250.00	250.00
M268845	Deductable for 55016	205-315-934.02	250.00	250.00
TOTAL VENDOR BODY WORKS PLUS				500.00
VENDOR NAME: BP				
49621422	Road Patrol - Gasoline Charges	205-315-742.00	273.75	273.75
TOTAL VENDOR BP				273.75
VENDOR NAME: BRUNELLE, JENNIFER				
Reimbursement	Ice Rink Supplies	296-667-801.01	8.54	8.54
Reimbursement	Northern MI Juvenile Officers Membership	101-132-802.00	40.00	40.00
February 2017	Crisis Intervention	292-668-801.00	600.00	600.00
TOTAL VENDOR BRUNELLE, JENNIFER				648.54
VENDOR NAME: CELLCOM				
088143	Cellular Services	292-663-850.00	40.15	120.45
		292-664-850.00	40.15	
		292-665-850.00	40.15	
085606	Airport - Cellular Services	216-585-850.00	54.83	54.83
TOTAL VENDOR CELLCOM				175.28
VENDOR NAME: CENEX FLEETCARD				

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CENEX FLEETCARD				
133030	Gasoline Sales	249-371-742.00	47.90	70.05
		101-426-860.00	7.84	
		292-665-860.00	14.31	
TOTAL VENDOR CENEX FLEETCARD				70.05
VENDOR NAME: CITY OF MENOMINEE				
4459	Road Patrol/Work Van - Gasoline Charges	206-301-742.00	42.47	1,001.55
		205-315-742.00	959.08	
TOTAL VENDOR CITY OF MENOMINEE				1,001.55
VENDOR NAME: CLOVERLAND PAPER CO				
113560	Library Supplies	101-265-755.01	28.52	869.10
113563	Courthouse Supplies	101-265-755.01	334.96	
113568	Courthouse Supplies	101-265-755.01	74.77	
113561	Annex Supplies	101-265-755.01	12.40	
113509	Courthouse Janitorial Supplies	101-265-755.01	200.13	
113513	Annex - Janitorial Supplies	101-265-755.01	161.83	
113515	Library - Janitorial Supplies	101-265-755.01	56.49	
TOTAL VENDOR CLOVERLAND PAPER CO				869.10
VENDOR NAME: COAST TO COAST COMPUTER PROD.				
A1607383	Treasurer's Office	101-253-727.00	279.98	279.98
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				279.98
VENDOR NAME: COLE, DANA L.				
Reimbursement	Office Supplies	101-267-727.00	13.03	13.03
TOTAL VENDOR COLE, DANA L.				13.03
VENDOR NAME: COOPER OFFICE EQUIPMENT				
142372	Contract # 2721-01 (PA's Office)	101-267-727.00	270.53	270.53
TOTAL VENDOR COOPER OFFICE EQUIPMENT				270.53
VENDOR NAME: CORTECH				
56407	Barracuda Box	280-362-755.00	1,834.50	1,834.50
TOTAL VENDOR CORTECH				1,834.50
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCT				
27083	Shred Documents	101-265-801.00	163.34	163.34
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCT				163.34
VENDOR NAME: DESOTELL, JENNIFER				
2/22/17	Ice Rink Hours	296-667-801.01	90.00	90.00
TOTAL VENDOR DESOTELL, JENNIFER				90.00
VENDOR NAME: DEWOLF & ASSOCIATES, LLC				
Training	Communications Training Officer Program x2	266-326-881.00	1,490.00	1,490.00
TOTAL VENDOR DEWOLF & ASSOCIATES, LLC				1,490.00
VENDOR NAME: DEXTER'S				
25770	Pizza for Jurors (G. Ihander)	101-131-805.00	42.93	42.93
TOTAL VENDOR DEXTER'S				42.93
VENDOR NAME: DTE ENERGY				
462245200011	Annex	101-261-920.04	188.46	188.46
TOTAL VENDOR DTE ENERGY				188.46
VENDOR NAME: DUROCHER, KAYLEY				
2/22/17	Ice Rink Hours	296-667-801.01	255.00	255.00
TOTAL VENDOR DUROCHER, KAYLEY				255.00
VENDOR NAME: EICHHORN, GARY				

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: EICHHORN, GARY				
January 2017	DHS Board (Mileage & Per Diem)	101-601-837.00	50.00	96.44
		101-601-837.00	46.44	
TOTAL VENDOR EICHHORN, GARY				<u>96.44</u>
VENDOR NAME: FIORUCCI, TONY & TEENA				
January 2017	Foster Care (B.F.)	292-662-843.02	534.44	534.44
January 2017	Foster Care (J.F.)	292-662-843.02	534.44	534.44
TOTAL VENDOR FIORUCCI, TONY & TEENA				<u>1,068.88</u>
VENDOR NAME: GENESIS GRAPHICS				
52421	Remon Supplies	243-246-765.00	381.00	381.00
TOTAL VENDOR GENESIS GRAPHICS				<u>381.00</u>
VENDOR NAME: HENSLEY, RN, JOEL				
February 2017	Medical Examiner	101-648-709.00	1,080.00	2,980.00
	Reimbursement	101-648-729.00	4.90	41.84
	Medical Examiner Stamps & Photos	101-648-729.00	36.94	
February 2016	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				<u>4,386.84</u>
VENDOR NAME: HOLMES, CALIE				
2/22/17	Ice Rink Hours	296-667-801.01	130.00	130.00
TOTAL VENDOR HOLMES, CALIE				<u>130.00</u>
VENDOR NAME: J S ELECTRONICS, INC.				
19630	Remove & Install Equip from K93 to Impala	101-301-881.01	785.00	785.00
19631	Repair of Spotlight and Switch Panel on 5512	205-315-934.02	75.00	75.00
19637	Installation of Equipment on 5510	205-315-934.02	238.37	238.37
TOTAL VENDOR J S ELECTRONICS, INC.				<u>1,098.37</u>
VENDOR NAME: JACK'S FRESH MARKET				
45000500187	Inmate Supplies	101-301-770.00	46.08	46.08
TOTAL VENDOR JACK'S FRESH MARKET				<u>46.08</u>
VENDOR NAME: KLEIMAN, ABIGAL MARIE				
2/22/17	Ice Rink Hours	296-667-801.01	30.00	30.00
TOTAL VENDOR KLEIMAN, ABIGAL MARIE				<u>30.00</u>
VENDOR NAME: LARSON, SAM				
2/22/17	Ice Rink Hours	296-667-801.01	95.00	95.00
TOTAL VENDOR LARSON, SAM				<u>95.00</u>
VENDOR NAME: M.A.C.V.C.				
Registration	2017 Spring Conference (M. Dellisse)	101-682-860.00	55.00	55.00
TOTAL VENDOR M.A.C.V.C.				<u>55.00</u>
VENDOR NAME: MARINETTE MENOMINEE AREA CHAMBER				
12835	Annual Membership Investment	101-103-802.00	275.00	275.00
TOTAL VENDOR MARINETTE MENOMINEE AREA CHAMBER				<u>275.00</u>
VENDOR NAME: MAUS, KATIE				
2/22/17	Ice Rink Hours	296-667-801.01	210.00	210.00
TOTAL VENDOR MAUS, KATIE				<u>210.00</u>
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
27371	Courthouse Stairwell Roof Top Unit Valve Control	101-103-998.08	3,679.00	3,679.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				<u>3,679.00</u>
VENDOR NAME: MENARDS - MARINETTE				
28477	Ice Melt (x7)	101-265-930.00	58.73	58.73

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 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MENARDS - MARINETTE				
28641	Equalization Wall Supplies	101-265-755.00	153.34	153.34
29047	Equalization Wall Supplies	101-265-755.00	25.76	25.76
28825	Building & Grounds - Equipment Repair Supplies	101-265-934.00	56.00	56.00
28942	Building & Grounds Supplies	101-265-755.00	97.26	97.26
25263	Picnic Table Supplies	220-752-970.00	199.25	199.25
28768	Shakey Lakes - Park Improvement	220-752-970.00	397.50	397.50
TOTAL VENDOR MENARDS - MARINETTE				987.84
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
11043	Power to Radio (January 2017)	101-301-934.01	56.92	56.92
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				56.92
VENDOR NAME: MI ASSO. OF COUNTY CLERKS				
Registration	Spring Meeting (M. Kleiman)	101-215-860.00	50.00	50.00
TOTAL VENDOR MI ASSO. OF COUNTY CLERKS				50.00
VENDOR NAME: MICH ASSN OF REGISTER OF DEEDS				
Membership	Dues for 2017	101-268-802.00	237.00	237.00
TOTAL VENDOR MICH ASSN OF REGISTER OF DEEDS				237.00
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				
3070	2017 2nd Qtr Installment	101-101-716.00	65.24	31,497.74
		101-131-716.00	50.64	
		101-132-716.00	94.64	
		101-136-716.00	423.74	
		101-141-716.00	658.17	
		101-148-716.00	51.71	
		101-150-716.00	3.18	
		101-172-716.00	409.72	
		218-656-716.00	51.01	
		101-215-716.00	240.49	
		101-253-716.00	175.50	
		101-257-716.00	381.40	
		101-261-716.00	22.56	
		101-265-716.00	1,885.79	
		101-267-716.00	833.54	
		101-268-716.00	93.07	
		101-301-716.00	14,373.74	
		101-331-716.00	33.19	
		101-426-716.00	37.26	
		101-648-716.00	55.66	
		101-682-716.00	44.25	
		205-315-716.00	8,217.05	
		205-316-716.00	560.30	
		208-751-716.00	890.60	
		249-371-716.00	81.09	
		266-325-716.00	427.58	
		266-326-716.00	40.83	
		271-790-716.00	668.72	
		292-663-716.00	238.74	
		292-664-716.00	201.27	
		292-665-716.00	207.06	
TOTAL VENDOR MICHIGAN COUNTIES WORKERS'				31,497.74
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0125319-001	Office Supplies	101-148-727.00	57.69	115.38
		101-132-727.00	57.69	
0125320-001	Office Supplies	101-148-727.00	2.65	476.38
0125261-001	District Court - Office Supplies	101-136-727.00	37.95	
0125079-001	Accounts Payable Checks	101-103-755.00	476.38	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				632.36
VENDOR NAME: MORNING DOVE PRODUCTIONS				
252	26 Weeks of Advertising	208-751-901.00	2,600.00	2,600.00

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MORNING DOVE PRODUCTIONS TOTAL VENDOR MORNING DOVE PRODUCTIONS				2,600.00
VENDOR NAME: MPJRA Dues 2017 - 2018 Membership Dues (L. Frost)				75.00
		101-132-802.00	37.50	
		101-148-802.00	37.50	
TOTAL VENDOR MPJRA				75.00
VENDOR NAME: NELSON, JOHN R. Reimbursement Mileage - January 2017 (Partial)				51.36
		101-101-960.11	51.36	
TOTAL VENDOR NELSON, JOHN R.				51.36
VENDOR NAME: NORTHWOODS RAIL TRANSIT COMMISSION 0016 Annual Administrative Fee 2017				100.00
		101-103-802.00	100.00	
TOTAL VENDOR NORTHWOODS RAIL TRANSIT COMMISSION				100.00
VENDOR NAME: NORWAY SPRINGS, INC. 474775 Airport Supplies				13.88
		216-585-801.00	13.88	
TOTAL VENDOR NORWAY SPRINGS, INC.				13.88
VENDOR NAME: NUTT, MICHAEL Reimbursement Mileage - February 2017				52.97
		292-664-860.00	52.97	
TOTAL VENDOR NUTT, MICHAEL				52.97
VENDOR NAME: OFFICE DEPOT, INC.				
905983488001	Weekly Planner (Admin)	101-172-727.00	11.99	11.99
905983910001	Lanyards (Admin)	101-172-727.00	17.98	17.98
905983911001	Admin Office Supplies	101-172-727.00	73.03	73.03
TOTAL VENDOR OFFICE DEPOT, INC.				103.00
VENDOR NAME: OTIS ELEVATOR COMPANY CVE05003317 March 1 - May 31, 2017				680.25
		101-265-801.00	680.25	
TOTAL VENDOR OTIS ELEVATOR COMPANY				680.25
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE A149120 Shakey Lakes - Park Improvement				40.00
		220-752-970.00	40.00	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				40.00
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40683704105	Inmate Supplies	101-301-770.00	30.80	30.80
40683703407	Inmate Supplies	101-301-770.00	30.80	30.80
TOTAL VENDOR PAN-O-GOLD BAKING CO.				61.60
VENDOR NAME: PHDM 43674 Court Ordered Testing (K. Ilander)				94.00
		101-131-807.00	94.00	
TOTAL VENDOR PHDM				94.00
VENDOR NAME: PHELPS, LARRY Reimbursement Mileage - February 2017				38.52
		101-101-860.03	38.52	
TOTAL VENDOR PHELPS, LARRY				38.52
VENDOR NAME: POUPORE COLLISION & TOWING 2/10/17 Vehicle Maintenance - 55012				250.00
		205-315-934.02	250.00	
TOTAL VENDOR POUPORE COLLISION & TOWING				250.00
VENDOR NAME: QUILL CORPORATION 4390460 PA Office Supplies				50.30
		101-267-727.00	50.30	
TOTAL VENDOR QUILL CORPORATION				50.30
VENDOR NAME: REDITEST SCREENING DEVICES				
590252	Drug Testing Supplies	101-136-727.00	136.98	136.98
590139	Drug Testing Supplies	101-136-727.00	314.85	314.85
TOTAL VENDOR REDITEST SCREENING DEVICES				451.83
VENDOR NAME: REINHART FOODSERVICE 102797 Inmate Supplies				648.05
		101-301-770.00	648.05	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: REINHART FOODSERVICE				
987520	Inmate Supplies	101-301-770.00	1,444.63	1,444.63
TOTAL VENDOR REINHART FOODSERVICE				1,444.63
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	EMS supplies	101-426-727.00	83.64	83.64
TOTAL VENDOR SEXTON, RICHARD				83.64
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
9173-8	Stain - Courtroom A	101-265-930.01	16.49	16.49
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				16.49
VENDOR NAME: STANDARD INSURANCE COMPANY				
March 2017	Life Insurance Premium	101-101-713.00	21.24	224.20
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	51.92	
		101-882-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	9.44	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	25.96	
		266-325-713.00	16.52	
		266-326-713.00	2.36	
TOTAL VENDOR STANDARD INSURANCE COMPANY				224.20
VENDOR NAME: STATE OF MICHIGAN				
2P0-A3DW-M75W	Application for MiWaters	208-751-755.02	50.00	50.00
TOTAL VENDOR STATE OF MICHIGAN				50.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
015579	Road Patrol - Gasoline Charges	205-315-742.00	3,088.81	3,088.81
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				3,088.81
VENDOR NAME: TOWN & COUNTRY TREE SERVICE				
1/25/17	Tree Removal	208-751-930.04	330.00	330.00
TOTAL VENDOR TOWN & COUNTRY TREE SERVICE				330.00
VENDOR NAME: U P A A				
Dues	5/1/17 - 4/30/18 (Schroud)	101-257-802.00	15.00	15.00
Dues	5/1/17 - 4/30/18 (Curran)	101-257-802.00	15.00	
TOTAL VENDOR U P A A				30.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
324102367	Bizhub 423 Copier	101-172-942.00	133.07	133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				133.07
VENDOR NAME: VANTAGE FLEX				
Annual Fee	Administrative Fees 12/2015	101-103-712.00	335.00	328.00
Annual Fee	Administrative Fees 12/2016	101-103-712.00	328.00	
TOTAL VENDOR VANTAGE FLEX				663.00
VENDOR NAME: VERIZON WIRELESS				

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 MENOMINEE COUNTY MICHIGAN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VERIZON WIRELESS				
97795E1474	Cellular Services	101-265-850.01	205.52	
		101-301-850.00	452.34	
		101-682-850.00	32.45	
		205-315-850.00	356.05	
		266-325-850.00	0.44	
TOTAL VENDOR VERIZON WIRELESS				1,046.80
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00006	Hanger Gate Center	216-585-920.03	30.14	
0402047856-00005	Kleinke Park	208-751-920.01	42.64	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				72.78
VENDOR NAME: XEROX CORPORATION				
087534444	January 2017 (Sheriff Dept)	101-301-727.00	50.22	
087867445	January 2017 (Sheriff Dept)	101-301-727.00	322.73	
TOTAL VENDOR XEROX CORPORATION				372.95
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
February 2017	Medical Examiner	101-648-709.00	2,030.00	
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,030.00
GRAND TOTAL:				98,928.43

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN



INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 02/23/2017 - 02/23/2017
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num inv Re#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 51673	Mastercard Airport 216-585-742.00 216-585-742.00 216-585-755.02	02/09/2017 jessicaw Krist Oil The Store Interest	02/23/2017	77.85 40.00 36.85 1.00	77.85	Open
# of Invoices:	1 # Due: 1	Totals:		77.85	77.85	
# of Credit Memos:	0 # Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				77.85	77.85	
— TOTALS BY FUND —						
	216 - TWIN COUNTY AIRPORT			77.85	77.85	
— TOTALS BY DEPT/ACTIVITY —						
	585 - AIRPORT EXPENDITURE			77.85	77.85	

APPROVED

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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 reports discussed at the 2.28.2017 County Board meeting
RECOMMENDED MOTION	To approve the miscellaneous reports discussed at the 2.28.17 County Board meeting

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY LIBRARY BOARD
Minutes January 23, 2017

Approved: 2-14-17

C. Peterson called the rescheduled meeting (from January 17, 2017) of the Menominee County Library Board to order at 11:31 AM on Monday January 23, 2017.

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

J. Freis moved to approve the agenda, support by N. Tuinstra. Motion carried.

Public Participation: No public present.

N. Tuinstra moved to approve the minutes from the December 20, 2016 meeting, support by C. Peterson. Motion carried.

J. Freis moved to approve the December Financial Reports, support by N. Tuinstra. Motion carried.

J. Freis moved to approve the January bills, support by N. Tuinstra. Motion carried.

Director's Report

- A. **Library:** Avery FoxSparrow has his art rock collection in the display case. We have an igloo in the childrens area just for fun. Thanks to Jen Hirn and her family for building the igloo, and thanks to the community for all the donated milk jugs.
- B. **Bookmobile:** We had the generator oil changed and the replacement parking brake will be switched out when BOW is not so busy. I talked to a vendor in Toledo and he is working up some specification and estimated cost numbers to use for estimates on a bookmobile.
- C. **Technology:** The Co-op is looking at a "shared" event calendar on the library website. MCL information will be on the top but patrons will be able to search other libraries for programs and events. We have been working on creating records for all the school students in order to check out materials automatically on the bookmobile.
- D. **Programing:** Books on the Bus is moving forward. We will be starting with the Carney/Nadeau School. Project Give is currently running a book drive. National Seed Swap day is Saturday 1/28 and we will have an open house for our Seed Library. We are partnering with the Menominee County ISD for a toddler play group to meet twice a month at the library.
- E. **Volunteer hours:** 19
- F. **Financial:** We used restricted funds to purchase Books on the Bus (BOB) stickers. We have ordered some bags for the "startup bags".
- G. **Building and Grounds:** Replaced battery in exit sign. We have a large buildup of ice on the roof which has caused more/new leaks. The county will do sealing around the vents and pipes when the weather turns dry (July) and then they will replace the ceiling tiles in the kitchen and front entry way that are stained.
- H. **Additional Issues:** I am working on a couple of grant proposals for STEAM programing materials aimed at middle school students and family crafting.

January 23, 2017 Library Board Meeting Minutes page 2

New Business

- A. C. Peterson moved to table the Director's Evaluation, support J. Freis. Motion carried.
- B. J. Freis moved to approve the meeting schedule for 2017, support N. Tuinstra. Motion carried.
- C. The Board requested that the director prepare draft revisions of the Computer Use Policies and forms (internet and wireless) for the February meeting.

Public Participation: No public present.

As there was no further business, J. Freis moved to adjourn the meeting with support by N. Tuinstra. Motion carried. Meeting adjourned at 12:01.

Submitted by:
Amanda Winnicki, Library Director

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

BOARD MEMBERS

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

DIRECTOR

RUSSELL K. SEXTON

Date: December 27, 2016

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

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

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

Absent: Sheila Veraghen, Board Member.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the November 29, 2016 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for November 2016 was reviewed. There were \$193.96 in expenditures for the DHHS Board meeting; leaving a balance of \$3,615.32.

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

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 3 full time management staff including 1 second line children's services supervisor, 1 first line children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director. There is a tri-county community resource coordinator. There are 2 administrative support staff consisting of 1 general office assistant and 1 departmental technician. There are 3 children's protective services

specialists. There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

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

Collaborative Issues: No new information provided.

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

FY 2017 Operating Funds: Menominee County allocation is: \$25,776.00. Year-to-date expenditures are: \$4,162.66. This constitutes 16.1% of the allocation spent with 17% of the year elapsed.

FY 2016 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$1,454.10. This constitutes 4.1% of the allocation spent with 17% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 98.44%. Business Service Center 1 average is 97.07% and State average is 97.02%.

Family Independence Program Work Participation Rate: 50%. Year to date average is 52.38%. Federal goal is 50%.

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

October 2016 data:

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

- Family Independence Program: 20 cases; 47 recipients; \$6,583.00.00 in benefits.
- Food Assistance Program: 1,337 cases; 2,513 recipients; \$266,010.00 in benefits.
- State Disability Assistance: 17 cases; 18 recipients; \$3,484.00 in benefits.
- Child Development and Care: 32 cases; 50 recipients; \$12,092.00 in benefits.
- State Emergency Relief: 1 case; \$600 in benefits.
- Unduplicated total: 1,359 cases; 2,545 recipients; \$288,770.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 640 cases; 1,328 recipients
- Other Children < Age 21: 106 cases; 120 recipients
- Pregnant Women & Children Under 19: 512 cases; 906 recipients
- MiChild: 57 cases; 95 Recipients
- Non-SSI Aged, Blind & Disabled: 642 cases; 678 recipients
- SSI Aged, Blind & Disabled: 481 cases; 481 recipients
- Medicaid Eligible Total: 2,191 cases; 3,605 recipients

Total Healthy Michigan Enrollments: 1200+

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

Child Welfare:

CPS Commencement	100%
CPS Investigations	100%
CPS Ongoing Child FtoF	100%
CPS Ongoing Caregiver FtoF	90%
CPS Service Plan Completion	100%
CPS Service Plan Approvals	100%
CFC Service Plan Completion	N/A
CFC Service Plan Approvals	100%
Medicals	N/A
Dentals	N/A
Worker/Child Contacts	50%
Worker/Parent Contacts	56%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	20%

The CY 2016 Foster Home Licensing Goal for the Delta, Dickinson and Menominee Triad is 9 homes and we have 13 licensed.

Board Member Input/Suggestions: None

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

UNIT REPORT: None.

BOARD BUSINESS:

1. Approval of Vouchers:

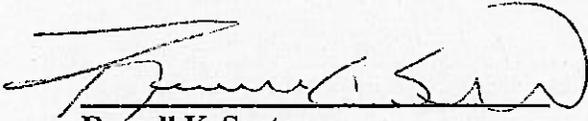
Vouchers for November 2016 were reviewed and a motion to approve all vouchers was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

NEW BUSINESS: None

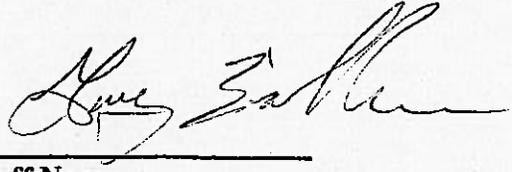
PUBLIC COMMENT: None

NEXT MEETING: January 31, 2017 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0907 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members;
Menominee County BOC



Public Health Delta & Menominee Counties

Agenda Item #2

Board of Health AGENDA

January 19, 2017
1:00 p.m. (CST), 2:00 p.m. (EST)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Jan Hafeman
Larry Schei

Amanda Hess
Gerald Tatrow

Patrick Johnson
Tom Trudgeon

Public Health Staff:

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

- 1) Call to Order/Roll Call
- 2) Approval of January 19, 2017 Agenda
- 3) Public Comment on Agenda Items (five minutes maximum)
- 4) Annual Meeting Business
 - a. Election of Chair
 - b. Election of Vice-Chair
 - c. Committee Assignments
 - i. Finance
 - ii. Personnel
 - iii. Building and Grounds
 - d. Approval of 2017 Meeting Schedule
- 5) Approval of December 15, 2016 Board of Health Meeting Minutes
- 6) Environmental Health Board of Appeals
- 7) Review and Approval of December Check Register
- 8) Medical Director's Report
- 9) Health Officer's Report
- 10) Public Comment (three minutes maximum)
- 11) Board Member Comments
- 12) Adjournment



**Public Health
Delta & Menominee Counties**



**Board of Health Meeting
Pinecrest Medical Care Facility
Powers, MI**

**Meeting Minutes
Thursday, January 19, 2017**

Board Members Present

Amanda Hess
Larry Schei

Patrick Johnson (via teleconference)
Gerard Tatrow Tom Trudgeon

Public Health Staff

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

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on January 19, 2017. The meeting was called to order at 1:08 p.m. CST by Mr. Snyder. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Ms. Hafeman was not able to attend and had been excused prior to the meeting. Mr. Johnson was not able to attend the meeting in person, but was able to teleconference in. He stayed on the conference call until 2:20 p.m. CST.

2. Approval of Agenda

Mr. Schei moved to approve the January 19, 2017 agenda as presented. Motion was supported by Mr. Trudgeon and carried.

3. Public Comment

There was no public comment.

2525

4. Annual Meeting Business

a. Election of Chair

Mr. Schei nominated Mr. Trudgeon as Chairman of the Board, with support from Mr. Tatrow. No other nominations were made. A role call was taken by the Assistant Program Coordinator and is recorded as follows:

- Ms. Hess - Yes**
- Mr. Johnson - Yes**
- Mr. Schei - Yes**
- Mr. Tatrow - Yes**
- Mr. Trudgeon - Yes**

Nomination passed 5-0.

From this point on, the meeting was chaired by Chairman Trudgeon.

b. Election of Vice-Chair

Chairman Trudgeon nominated Ms. Hafeman as Vice-Chair, with special note that if she declines the position, it will be re-visited at the February Board of Health Meeting. Support was given from Mr. Tatrow. A role call was taken by the Assistant Program Coordinator and is recorded below:

- Ms. Hess - Yes**
 - Mr. Johnson - Yes**
 - Mr. Schei - Yes**
 - Mr. Tatrow - Yes**
 - Mr. Trudgeon - Yes**
- Nomination passed 5-0.**

c. Committee Assignments

Chairman Trudgeon appointed the following committee assignments for 2017:

- i. Finance - Jan Hafeman and Chairman Trudgeon**
- ii. Personnel - Patrick Johnson and Larry Schei**
- iii. Building and Grounds - Amanda Hess and Gerard Tatrow**

d. Approval of 2017 Meeting Schedule

Chairman Trudgeon moved the 2017 Meeting Schedule be approved. Motion was supported by Mr. Tatrow and carried.

5. **Approval of Minutes**

Mr. Schei moved the minutes from December 15, 2016, be approved. Motion was supported by Mr. Tatrow and carried.

6. **Environmental Health Board of Appeals**

Mr. Snyder briefed the Board of Health members on the process for appointing members to the Environmental Health Board of Appeals (EHBOA). The EHBOA needs to be appointed by the BOH and made up of individuals who are not County Commissioners or BOH members, and have subject matter expertise. Mr. Snyder presented a list of individuals who served on the Technical Advisory Committee. The BOH decided the EHBOA will consist of a total of five members from Delta and Menominee Counties, and one alternate, resulting in three from each county. The BOH also requested Mr. Snyder call the people who served on the Technical Advisory Committee to see if they would be interested in participating on the EHBOA. Mr. Snyder will provide the list of those individuals to the BOH at the February 16, 2017 meeting. The BOH also discussed the stipend and mileage reimbursement each EHBOA member will receive for participating on the board.

Mr. Schei moved the EHBOA stipend be the same as Delta's County's standard, which is \$20 per meeting, for the first three hours, and \$50 for anything longer than three hours, along with the IRS standard mileage rate of \$.535 per mile, be approved. Motion was supported by Mr. Tatrow and carried.

7. **Review and Approval of December Check Register**

The Board of Health reviewed the December check register. Questions were answered by Mr. Snyder.

Ms. Hess moved the December check register be approved. Motion was supported by Mr. Tatrow and carried.

8. **Medical Director's Report**

Dr. Frankovich presented information on local and national statistics on Hepatitis (Hep) C. Currently, Hep C is causing more deaths nationally than all other reportable infectious diseases combined. It is blood borne and affects the liver. There is currently no vaccine to prevent Hep C. There is treatment available, but a course of treatment costs upwards of \$100,000. Medicaid only covers costs treatment once significant chronic liver disease is present.

Baby Boomers are known to be an at-risk group for Hep C, but in the U.P., the most at-risk population is young adults; due to the IV drug use and sharing of needles that goes along with it. In 2015, the U.P. had a much higher rate of Hep C infection reported among young adults than the State of Michigan overall.

This prevalence of Hep C in young adults who are drug users is concerning because it places individuals at risk of liver disease, cancer and death, but also because it indicates a population at risk for HIV as well. The recent HIV outbreak in rural Scott County, Indiana, was discussed.

Dr. Frankovich reviewed the benefits of substance abuse treatment and needle access programs. Needle access programs allow people to turn in used needles for clean ones to cut needle sharing among the IV drug user population. Michigan currently has four needle sharing programs, but are all downstate.

In order to make local providers aware of the increase number of Hep C in the U.P., Dr. Frankovich drafted a letter that was sent out to each and every one of them. The letter also requested the providers start testing at risk young adults for Hep C since the infection is greater for this population. Dr. Frankovich and many others are hoping there will soon be funding available to work on the prevention of Hep C. This funding would allow for partnerships with local agencies, providers, law enforcement, and more.

9. Health Officer's Report

- PHDM's Annual Audit will take place the week of February 13, 2017. Mr. Snyder reminded the BOH members a letter will most likely be forthcoming.
- Mr. Snyder announced PHDM has hired a General Ledger, who will be starting February 1, 2017.
- Mr. Snyder updated the BOH on the FY15 Cost-Based Reimbursement stating it still has not been received. He contacted Tammy Stevens, from MDHHS and she informed him PHDM should be receiving the money by the end of January.
- Mr. Snyder also updated the BOH on the MCIR program and his multiple contact attempts with Bob Swanson. There is still no written documentation of any increase to the MCIR budget that Mr. Snyder requested in order to maintain the program at PHDM. If PHDM does not renew their contract for FY18, they will need to give a minimum of a 30 day notice prior to the end of FY17.

10. Public Comment (three minutes maximum)

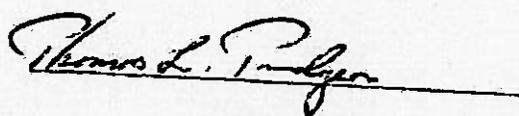
No public comment.

11. Board Member Comments

- Mr. Schei welcomed Amanda Hess and Gerard Tatrow to the BOH.
- Ms. Hess, Mr. Tatrow, Mr. Schei, and Chairman Trudgeon introduced themselves and gave a brief overview of their backgrounds.

12. Adjournment

There being no further business, Mr. Tatrow made a motion the meeting be adjourned at 2:50 p.m. CST. Motion was supported by Ms. Hess and carried.



Chairperson

:kg

Approved February 16, 2017
kdd

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Parks Maps
DEPARTMENT:	Parks Committee
ATTACHMENTS:	Yes
SUMMARY:	
<p>The parks committee would like to recommend to the county board to approve the purchase of the parks maps for Shakey Lakes and Kleinke Parks. Cost of the maps will be \$900 total. \$480 (onetime fee) for creation of maps (\$240 each park) & \$420 for 2500 2-sided color copies of the maps.</p>	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Estimate



PO Box 233 Marinette, WI 54143
 715-735-3130 • 715-735-3120 f
 cindy@boyledesigngroup.net

Name/Address
Menominee County Attn: Sherry Dupont 839 10th Ave. Menominee, MI 49858

Date	Estimate No.	Project
01/18/17	383	

Item	Description	Quantity	Cost	Total
Design	Design/recreate artwork for Shakey Lakes Park camp map, proofing and print management.	1	240.00	240.00T
Design	Design/recreate artwork for Kleinke Park camp map, proofing and print management.	1	240.00	240.00T
Printing	8.5"x11", 100# gloss text, full color, double sided, AQ coated.s	250	0.72	180.00T
Printing	8.5"x11", 100# gloss text, full color, double sided, AQ coated.s	500	0.49	245.00T
Printing	8.5"x11", 100# gloss text, full color, double sided, AQ coated.s	1,000	0.31	310.00T
X Printing	8.5"x11", 100# gloss text, full color, double sided, AQ coated.s WI 5.5%	2,500	0.168 5.50%	420.00T 89.93
We hope to earn your valued business!			Total	\$1,724.93

Handwritten:
 240.00
 240.00
 420.00
 \$ 900.00 total

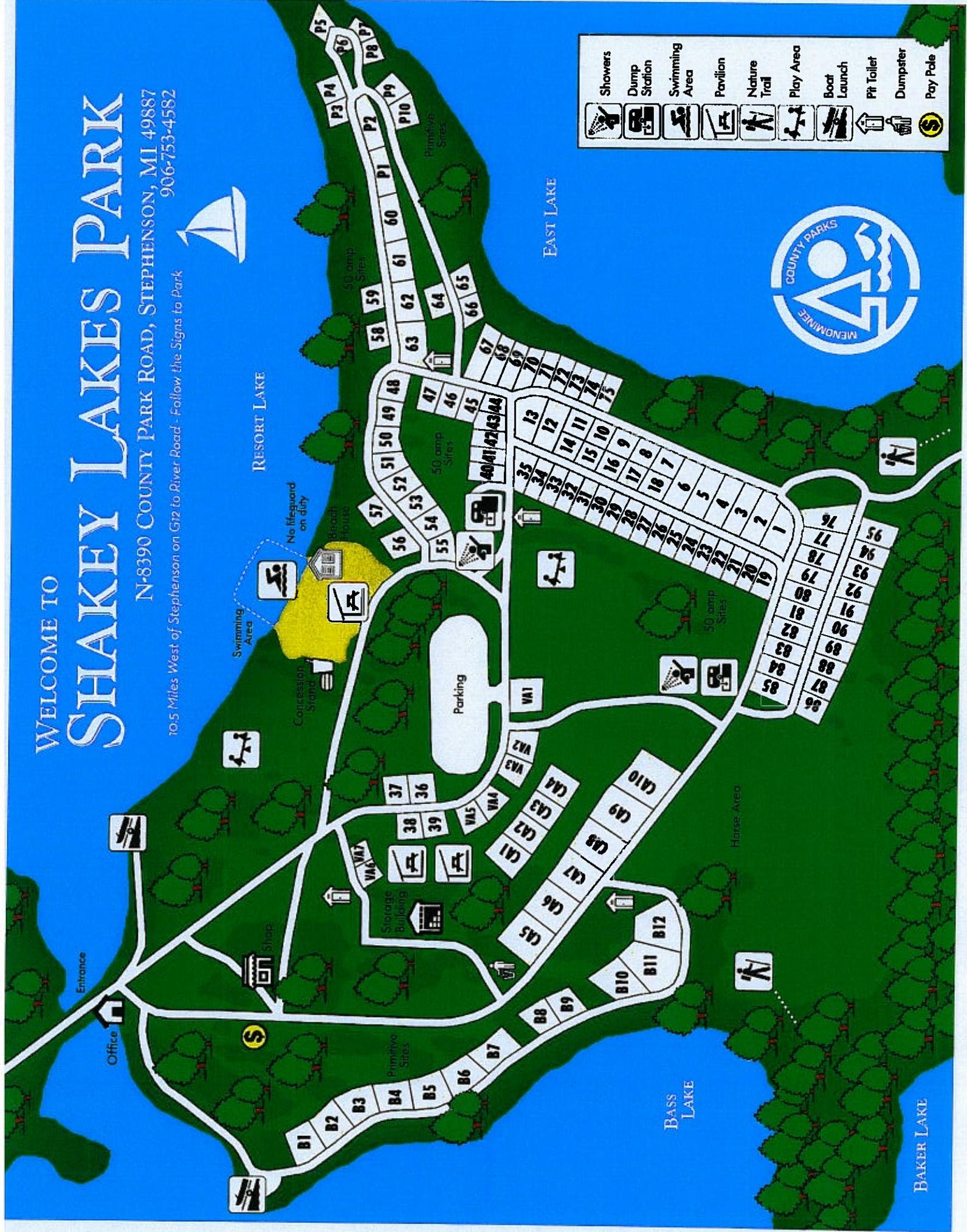
WELCOME TO SHAKEY LAKES PARK

N-8390 COUNTY PARK ROAD, STEPHENSON, MI 49887
906-753-4582

10.5 Miles West of Stephenson on G12 to River Road - Follow the Signs to Park



Showers	Dump Station	Swimming Area	Pavilion	Nature Trail	Play Area	Boat Launch	Pit Toilet	Dumpster	Pay Pole

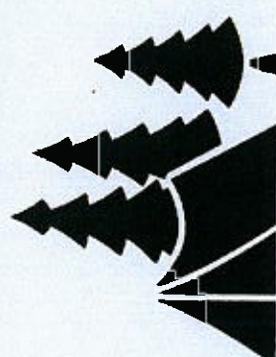




WELCOME TO
KLEINKE PARK
 N5790 STATE RD M-35 MENOMINEE, MI 49858
 16 Miles North of City of Menominee on M-35 906-753-4582



GREEN BAY



Kleinke Park uses the "Honor" System for daily camping.
(not to exceed 14 days)

1. Find a campsite you'd like to rent.
2. Check that campsite post for availability.
3. Use envelope provided at the pay pole to register and pay.

Make checks payable to: **Menominee County Parks** (No Foreign Currency Accepted)

Showers	Dump Station	Swimming Area	Pavilion	Play Area	Pit Toilet	Dumpster	Pay Pole

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Request expanded quote from Twin City Electric
DEPARTMENT:	Parks
ATTACHMENTS:	Yes
SUMMARY:	<p>The Parks committee met on March 6th to discuss possibly adding five (5) more electrical sites (50 amp service) along Bass Lake. (Currently all are primitive sites B3-B7). The committee would like to have these five sites added to the current Twin City Electric bid already approved to be upgraded in the spring.</p>
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Sherry DuPont

From: Paul Branz <pbranz@alphacomm.net>
Sent: Thursday, March 09, 2017 6:43 AM
To: Sherry DuPont
Subject: Agenda
Attachments: Pavilion 001.jpg

Sherry,

At our parks meeting on Monday night they asked that these items be added to the Commissioners Agenda.

Ask County Prosecutor to address an ordinance for no drones in the County Parks

Recommendation to County Board to have Twin City expand quote to install electrical sites on Bass Lake - labor only we have the material - sites B3, B4, B5, B6 and B7.

Okay the purchase of a pavilion for the play area at Shakey Lakes - brochure attached from G & C Carports Inc. to be purchased from Cabinteck Log Cabin Kits

Thanks,

Kathy



Twin City Electric, Inc.

N1203 US 41, P.O. Box 511
Menominee, MI 49858
906-863-6986 fax 906-863-6388
url: tceonline.net

QUOTATION

Page No. 1 of 1

Name: Menominee County Administrator 906-863-7779

Date: November 10, 2016

Address: 839 10th Ave

City: Menominee State: MI Zip: 49858

Quote #: 8691

We submit specifications and estimates for:

Shakey Lakes Electrical Upgrade (Sites 40 - 57):

- Install 18 new pedestals, Eaton CHU1N7N4NP 50/30/20 direct burial pedestals.
- Install supplement ground rod by each pedestal.
- Run power from existing Eaton 800A panel with 3 spare 200A breakers.
- Run one 250 MCM Aluminum 4-W cable to feed sites 40 - 46 (7 sites).
- Run one 250 MCM Aluminum 4-W cable to feed sites 47 - 53 (7 sites).
- Run one 250 MCM Aluminum 4-W cable to feed sites 54 - 57 (4 sites).

Clarifications:

We were unable to use 4/0 URD as specified:

4/0 is only rated at 180 amps, 80% load would allow 144 amps. Seven pedestals at 9600 watts each with a demand factor of 55% would have a total load of 154 amps. We are using 250 MCM. In addition to wire specified not being of sufficient size for load, calculated series voltage drop was excessive.

We also had to limit 7 pedestals per circuit to meet loads on 250 MCM wire specified. Because of that we will be installing three 200A circuits, not two.

Price includes State of Michigan electrical permit.

This proposal may be withdrawn by us if not accepted within 30 days.

Total Cost: \$15,734.00

Authorized Signature: Ron Barley

Requested Terms: Partial Payments as Work Progresses

Comments:

Date Accepted: 11/22/2016

Accepted: Sherry L. Dubout

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Request purchase of a pavilion for the play area at Shakey Lakes
DEPARTMENT:	Parks
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks committee met to discuss adding a pavilion to the play area at Shakey Lakes park. They are asking to put an 18x20 foot carport in (with a sand floor not enclosed) at a cost of \$1570.00 (carport only). This is intended to be used by parents for cover from the sun when children are playing in the playground.</p>	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

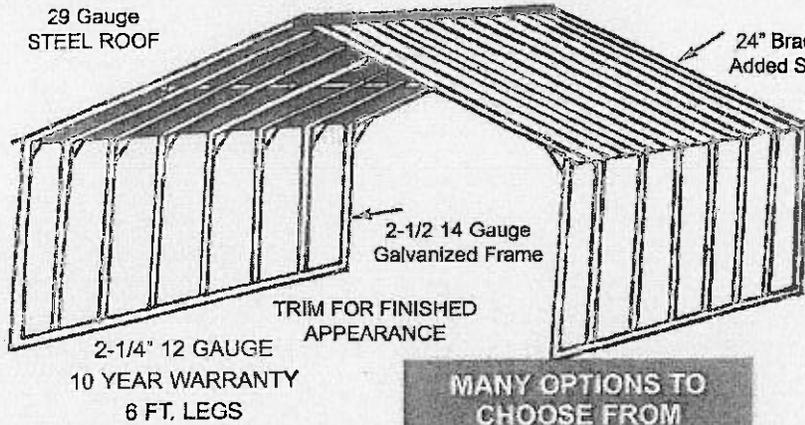


Bob D. 1st Quality
**THE STRONGEST DELUXE CARPORTS
 IN THE INDUSTRY!**

*"The company that believes in
 quality and customer satisfaction"*

ENGINEER CERTIFIED STARTING AT ONLY

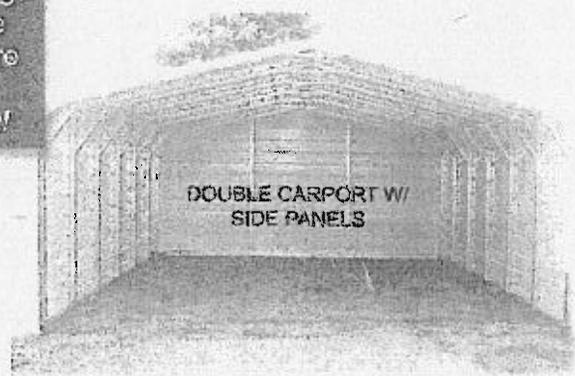
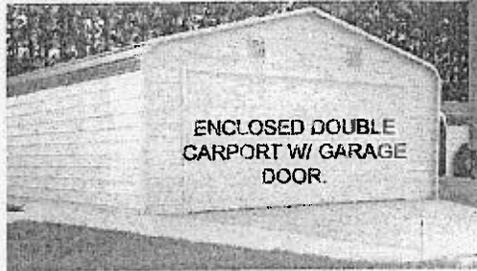
\$1570.00



**A-FRAME
 6 FT. LEGS
 18' x 20' x 6'**

*FREE Installation
 on your Level Land*
 Temporary anchors for ground installation

**MANY OPTIONS TO
 CHOOSE FROM**
 Custom sizes & colors,
 carports, garages, storage
 buildings, motor home
 cover & warehouses are
 available.
Call for special pricing!

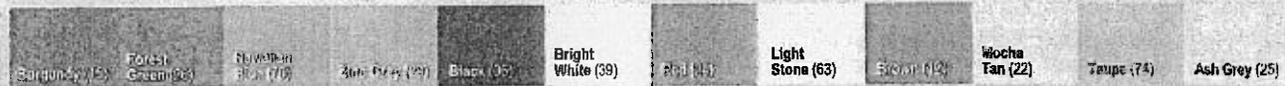


We Accept:



*We will match any
 competitor's price on
 certified buildings!!*

14 GAUGE 50# SNOW LOAD	12x20	\$1495.00	18x20	\$1570.00	20x20	\$1780.00	22x20	\$2095.00	24x20	\$2305.00
	12x25	\$1885.00	18x25	\$2150.00	20x25	\$2465.00	22x25	\$2935.00	24x25	\$3145.00
	12x30	\$2265.00	18x30	\$2570.00	20x30	\$2885.00	22x30	\$3460.00	24x30	\$3775.00
	12x35	\$2725.00	18x35	\$2990.00	20x35	\$3410.00	22x35	\$3985.00	24x35	\$4405.00
	12x40	\$3040.00	18x40	\$3410.00	20x40	\$3830.00	22x40	\$4510.00	24x40	\$4930.00
	12 GAUGE 60# SNOW LOAD	12x20	\$1675.00	18x20	\$1940.00	20x20	\$2150.00	22x20	\$2620.00	24x20
12x25		\$2200.00	18x25	\$2465.00	20x25	\$2675.00	22x25	\$3250.00	24x25	\$3565.00
12x30		\$2620.00	18x30	\$2890.00	20x30	\$3200.00	22x30	\$3880.00	24x30	\$4195.00
12x35		\$3040.00	18x35	\$3410.00	20x35	\$3725.00	22x35	\$4510.00	24x35	\$4930.00
12x40		\$3460.00	18x40	\$3830.00	20x40	\$4670.00	22x40	\$5140.00	24x40	\$5560.00



12 GAUGE - 10 Year limited warranty on rust through of framing on roof materials, assuming normal user maintenance.
 14 GAUGE - Top seller and most economical, but does not offer any warranty.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Request from Parks for "No Drone" ordinance
DEPARTMENT:	Parks
ATTACHMENTS:	No
SUMMARY:	The parks committee would like the Prosecuting attorney to address a "No Drone" ordinance for the County Parks.
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Use of old Equalization office area
DEPARTMENT:	Buildings & Grounds
ATTACHMENTS:	Yes
SUMMARY:	
<p>Discussion of the area where Equalization was located on the 1st floor. Recommendation of the B&G committee was to use part of the area for a waiting/conference area. This would allow legal counsel to have a place to meet to discuss with clients rather than the halls. Probate Judge would like to place his other Juvenile Probation officers in the area for use when they are here at the Courthouse.</p>	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
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):

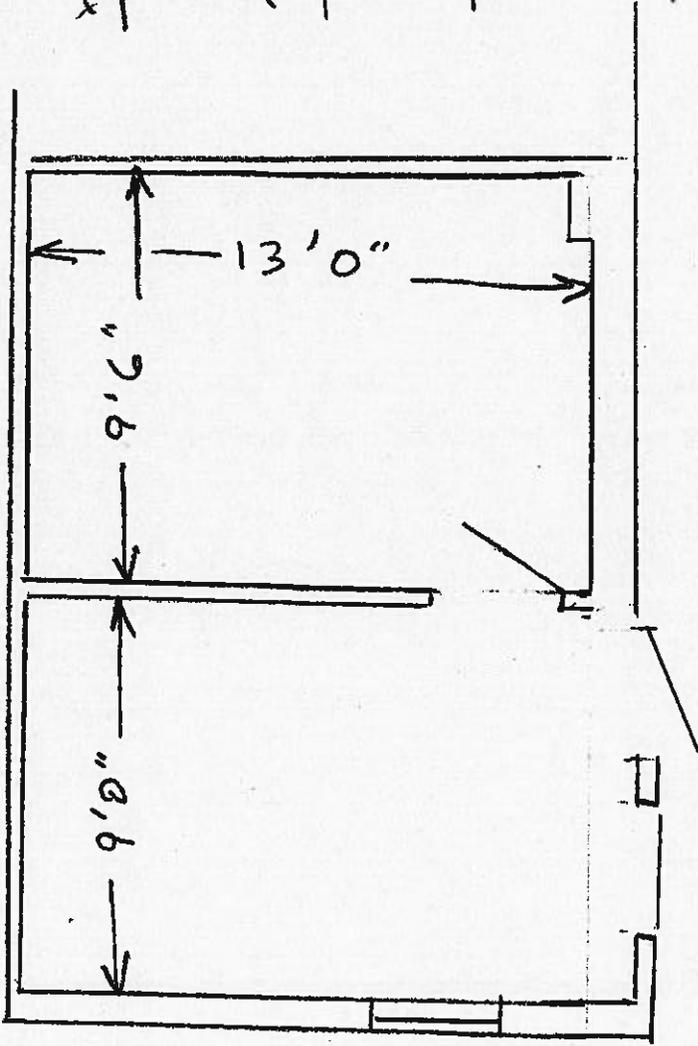
COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Presently Equalization

1st Floor - North



$$\begin{array}{r}
 13'0'' \\
 \times 9'0'' \\
 \hline
 117 \text{ Sq}' \\
 \\
 13'0'' \\
 \times 9'6'' \\
 \hline
 123.5 \text{ Sq}' \\
 \\
 \hline
 240 \text{ Sq}'
 \end{array}$$

Recommended:
Probate Juvenile
Officer

Probate Waiting Area

Storage Closet

$$\begin{array}{r}
 8'0'' \\
 \times 4'0'' \\
 \hline
 32'0'' \text{ Sq}'
 \end{array}$$

$$\hline
 272.5 \text{ Sq}'$$

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Building Code – Electrical Inspector
DEPARTMENT:	Building Code
ATTACHMENTS:	Yes
SUMMARY:	
<p>Our Building Code Inspector would like to add an electrical inspector position within the County rather than let the state do it. We would retain any electrical fees – which would pay for the cost to have an electrical inspector. Can be a contracted position done on a “per inspection” basis.</p>	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS

MENOMINEE COUNTY COURTHOUSE • MENOMINEE, MICHIGAN 49858

GARY EICHHORN
Chairman

LYNN SUCHOVSKY
Vice-Chairman

DONALD BARSTOW
FRANCIS KELLNER
DONALD LeBEAU
BARBARA MORRISON
LARRY ROETZER

ORDINANCE NO. 87-1

An Ordinance to designate an enforcing agency to discharge the responsibilities of the County of Menominee under the provisions of the State Construction Code Act (Act 230 of the Public Acts of 1972, as amended.)

The County of Menominee ordains:

Sec. 1. Agency Designated. Pursuant to the provision of the Michigan ELECTRICAL, MECHANICAL OR PLUMBING Code, in accordance with Act 230 of the Public Acts of 1972, as amended, the Building Inspector official of the County of Menominee is hereby designated as the enforcing agency to discharge the responsibilities of the County of Menominee under Act 230 of the Public Acts of 1972, as amended, State of Michigan. The County of Menominee assumes responsibility for the administration and enforcement of said Act throughout the county except in Cities, Villages, and Townships which have by ordinance assumed responsibility for the administration and enforcement of the act and the code or another nationally recognized model code.

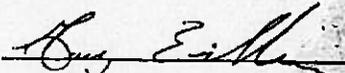
Sec. 2. All ordinances inconsistent with the provision of this ordinance are hereby repealed.

Sec. 3 This ordinance shall be effective after legal publication and in accordance with provisions of the Act governing same.

Adopted July 13th, 1987

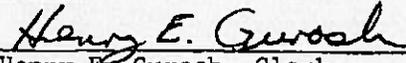
This Ordinance duly adopted on July 13, 1987 at a regular meeting of the Menominee County Board of Commissioners will become effective July 13, 1987.

DATE: July 13th, 1987



Gary Eichhorn, Chairman
Menominee County Board of Commissioner

ATTEST:



Henry E. Gurosh, Clerk

MENOMINEE COUNTY ELECTRICAL PERMIT/INSPECTION PROGRAM

- Application to administer and enforce has become a one page process (with an ordinance)
- Hire an Electrical inspector
- Adopt a fee schedule
- Purchase the necessary codes
- Initial cost would be \$494.50 to provide codes and referenced standards
- This is not more government, it is trading government to provide faster, more convenient service at a lower cost (at no cost to the county)
- 83 counties in Michigan, 63 issue electric permits locally (State of Michigan does 8 counties and portions of 12 more)
- In the years 2014-2016, 642 electric permits were issued in Menominee County
- Projected revenue annually at 220 permits x \$200.00 (average permit fee) = \$44,000.000. This is at \$50.00 application fee and inspections the State of Michigan is currently charging \$75.00 for application fee and inspections.
- Permits have an application fee of \$50.00, this would cover clerical. Inspections are paid per inspection, this covers inspector cost. Compared to building permits, electrical are very minimal in respect to documentation and clerical work.
- The new BS&A software permitting and necessary documents

DRAFT

MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION

ELECTRICAL INSPECTOR

JOB DESCRIPTION

Employees in this job perform electrical inspection activities including inspection of electrical wiring and equipment in and on public and private buildings by visual observation and by use of mechanical testing of equipment to ensure compliance with established state codes, laws and rules.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Inspects, with visual observation and electrical testing equipment, new installations and alterations of electrical wiring and equipment in and on public and private buildings and premises.

Checks, visually and mechanically, such items as circuit loads, sizes of conductors and raceways, connections and taping, over current protection and the use of approved service-related devices, fixtures, and equipment.

Reviews proposed construction plans and documents to determine compliance with applicable laws, rules, and codes.

Issues written notices of code violations requiring corrective action.

Inspects approved plans, specifications and permits issued for proposed work projects.

Explains, both verbally and in writing, the electrical codes to architects, engineers, owners, contractors, electricians, governmental officials and the public.

Gathers evidence on reported code violations and prepares necessary reports.

Testifies at administrative hearings and in court regarding violations of electrical codes, laws, or rules. Prepares and/or maintains reports, files, and written correspondence.

Performs related work as assigned.

Additional Job Duties

Electrical Inspector 12 (Lead Worker)

Determines work priorities, assigns work, and oversees the work of Electrical Inspectors.

Provides instruction and training in the proper methods and processes necessary to carry out electrical inspector assignments.

Electrical Inspector 12 (Senior Worker)

Performs on a regular basis the most complex and difficult investigations, projects, accident investigations, evaluations and complaints, and issues of a sensitive nature.

JOB QUALIFICATIONS Knowledge, Skills, and Abilities

NOTE: Considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of state and national electrical codes and related laws and rules.

Knowledge of the standard practices, processes, tools, equipment and materials of the electrical trade.

Knowledge of electrical inspection techniques and practices.

Knowledge of the occupational hazards and safety precautions applicable to the work.

Some knowledge of basic investigative techniques and methods.

Ability to read, interpret and apply codes, laws, rules, and rules relative to the work.

Ability to read and interpret electrical plans and specifications.

Ability to observe critically, electrical installations or alterations, obtain accurate data and prepare reports.

Ability to communicate effectively.

Ability to meet and deal effectively with others.

Additional Knowledge, Skills, and Abilities

Electrical Inspector 12 (Lead Worker)

Ability to prioritize and evaluate the work of others.

Ability to train and instruct others in the work.

Ability to organize and coordinate the work in the unit.

Ability to perform the most complex electrical inspector assignments.

Working Conditions

Work is typically performed in houses or buildings under construction. Exposure to heat. (e.g., a foundry), cold (e.g., a construction site in winter), noise (e.g., a stamping plant), and noxious fumes (e.g., a chemical plant).

Exposure to dust, dirt, odor and dampness.

Considerable travel by automobile may be required.

Physical Requirements

Education

Education typically acquired through completion of high school.

Experience

Electrical Inspector E11

Six years of experience in the electrical trade, including two years equivalent to a journey-level electrician.

Electrical Inspector 12

Seven years of experience in the electrical trade, including two years equivalent to a journey-level electrician and one year equivalent to an Electrical Inspector E11.

Special Requirements, Licenses, and Certifications

Upon appointment, individuals must meet the requirements of Act 54 of 1986 and become registered as an electrical inspector and plan reviewer.

Possession of a journey or master electrician's license issued by the state of Michigan.

Possession of a valid driver's license.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

<u>Job Code</u>	<u>Job Code Description</u>	
ELECTRISP	ELECTRICAL INSPECTOR	
<u>Position Title</u>	<u>Position Code</u>	<u>Pay Schedule</u>
Electrical Inspector-E	ELCTISPE	A02-022
Electrical Inspector-A	ELCTISPA	A02-024

JZ

08/14/2016

DRAFT

CONTRACT FOR MENOMINEE COUNTY ELECTRICAL INSPECTOR

This contract for Electrical Inspector entered into on date between the COUNTY OF MENOMINEE, through its Board of Commissioners and

1. Duties. The contractor shall preside all appropriate duties as the Electrical Inspector as directed by the County Building Official. This includes, but is not limited to, inspections and plan reviews. The contractor must be able to meet all qualifications and perform all duties under Michigan Civil Service Commission job specifications of Electrical Inspector which are attached.
2. Term of Employment. The agreement will consist of the independent contractor performing all duties until terminated by either party.
3. Compensation. Menominee County will compensate the contractor \$ monthly during the term of the contract. This \$ will be in lieu of any other payment for time, gasoline, travel, depreciation, licensing, and plan review.
4. Travel/Vehicle: The contractor must provide an adequate vehicle to perform all duties associated with the position. The contractor will not be reimbursed for travel costs to or within Menominee County.
5. Schedule: The contractor will set his own schedule, provided it be approved by the County Code Official. It is anticipated that in most weeks the Inspector will be available for two days each week, however the schedule will be flexible to accommodate both changes in workload and allow for vacations. The contractor will make at least one hour available most weeks for discussion, planning, and oversight with the County Code Official.
6. Registration and insurance: The contractor is expected to maintain valid State of Michigan Electrical certification. The contractor will also be required to provide proof of liability insurance.
7. Supervision: The Electrical Inspector will report to the County's designated Code Official.
8. Menominee County Responsibilities: Menominee County will provide: An office: an e-mail address: office assistance: and a cell phone. Menominee County may share cell phone costs with other government entities if applicable.
9. Expiration/Modification/Termination of Contract. The contract may be extended or modified upon signed authorization of both parties. Either party may terminate the contract at any time without prior notice, without cause, and without penalty. All files associated with Menominee County

permitting will be turned over prior to a final paycheck being issued.

The parties have fully executed this Contract on the day and year written.

CONTRACTED PARTY

COUNTY OF MENOMINEE

DATE:

DATE:

APPLICATION FOR ELECTRICAL PERMIT

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

I. Project or Facility Information

NAME OF OWNER/AGENT/SCHOOL/STATE DEPT.		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY	
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED				
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:				

II. Applicant/Facility Contact Information

INDICATE WHO THE APPLICANT IS	NAME	STATE LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Contractor			
<input type="checkbox"/> Homeowner			
ADDRESS (Street Number and Name)		STATE REGISTRATION NUMBER	EXPIRATION DATE
CITY	STATE	ZIP CODE	E-MAIL
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

IV. Plan Review Information

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the service or feeder in ampere? _____ What is the building size in square footage? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1623A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
--	------

VI. Homeowner Affidavit

I hereby certify the electrical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the State Electrical Inspector. I will cooperate with the State Electrical Inspector and assume the responsibility to arrange for necessary inspections.

VII. Fee Schedule - enter the number of items being installed, multiply by the unit price for total fee.

Item #17, Mobile Home Unit Site:

When installing a site service in a park, the permit application must include the application fee, service, the number of park sites and a final inspection. When setting a HUD mobile home in a park, a permit must include the application fee, service, feeder and a final inspection. These shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service, feeder and a final inspection.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	K.V.A., H. P., Wind Turbines, ***EVSE and ****PV Modules			
Service				19. Units up to 20 K.V.A. or H.P./Per PV Module	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P./Per PV Module	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units > 50 K.V.A. or H.P. /Per PV Module	\$12.00		
4. Over 600 Amp. thru 800 Amp.	\$20.00			Fire Alarm Systems (not smoke detectors)			
5. Over 800 Amp. thru 1200 Amp.	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 ea.		
8. Lighting Fixtures/Outlets - per 25	\$6.00			Data /Telecommunication Outlets			
9. Dishwasher	\$5.00			31. 1 - 19 devices	\$5.00 ea.		
10. Furnace - Unit Heater	\$5.00			32. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			Energy Management Temp. Control			
Signs				25. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			34. Devices - Energy Management	\$5.00 ea.		
14. Letter (each)	\$15.00			26. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			27. Special Insp. (pertaining to sale of building) (does not include an electrical service inspection)	\$75.00		
17. Mobile Home Park Site*	\$6.00			28. Additional Inspection	\$75.00		
18. Recreational Vehicle Park Site	\$4.00			29. Final Inspection	\$75.00	1	\$75.00
				30. Certification Fee**	\$30.00		

* See VII. Fee Schedule Item #17 above

** Required for all school and state-owned construction projects

*** EVSE - Electrical Vehicle Supply Equipment

**** PV Modules - Photovoltaic

NOTE: Under special circumstances the bureau will assess an hourly fee for inspection services at a rate of \$75.00 per hour.

Total Fee (Must include the \$75 non-refundable application and \$75 final inspection fees.)

VIII. Instructions for Completing Application

Make checks payable to "Menominee County Treasurer"

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

VALIDATION AREA

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	2017 Regional Guide Full Page Ad.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Cindy Boyle would like to the county to place another ad in their Regional Guide for 2017. Cost is the same as it's been for the last few years, \$1750	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
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



Date	Invoice No.	P.O. Number	Terms
03/07/17	3712		

Boyle Design Group LLC
 PO Box 233, Marinette, WI 54143
 715-735-3130 ext.11
 boyledesigngroup.net

Bill To
Menominee County Attn: Sherry Dupont 839 10th Ave. Menominee, MI 49858

Item	Description	Quantity	Rate	Amount
Full Page Ad	2017 Regional Guide Full Page Ad		1,750.00	1,750.00

Thank you for your valued business!	Subtotal	\$1,750.00
	Sales Tax (5.5%)	\$0.00
	Balance Due	\$1,750.00

Thank you for your valued business!

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	BAMC Menominee River Century Bicycle Ride
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The BAMC Menominee River Century Bicycle Ride would like to use Menominee River Park and Chappee Rapids Historical Marker for stops along their 75/100 mile bike ride. In the past they have always left the park free of debris.</p>	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
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):

January 24, 2017

Menominee County Administrator
839 10th Avenue
Menominee, MI 49858



Dear County Administrator:

This letter is to ask permission for the BAMC Menominee River Century Bicycle Ride to use Menominee River Park on River Road and the Chappee Rapids Historical Marker on June 25, 2017. We would be using both locations as rest stops for riders on our longest (75/100 mile) routes which will have about 300 riders passing through. Thank you for your past support of the ride, these locations are key to our ride's success.

Our use of the parks would begin June 24th in which we would have portable toilets dropped off at the park and picked up the Monday morning, June 26th. Day of ride usage will begin at 9AM and continue until 4PM on June 25th. We will provide everything that is needed for the event. The use of the stops would involve bicyclists eating food provided by the Menominee River Century and drinking (non-alcoholic) beverages in the park. Approximately 300 riders would pass through the stops. Upon completion of the ride, we will leave both stops as we found them.

Please contact me at with any questions or concerns:

(715) 735-4200, ext. 3109 or by mail
3100 Shore Drive, Marinette, WI 54143.

We would appreciate your continued support of our event!

Sincerely,

Mariah Harris
Menominee River Century Bike Ride Committee
Bay Area Medical Center

**Bay Area
Medical Center**
An Aurora Health Care Affiliate

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Cleaning Services Contract
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Our current cleaning contract is expiring at the end of April. Permission is requested to advertise for a two year cleaning services contract. Will include the Courthouse/Health Dept. & New Building on 9 th St.	
RECOMMENDED MOTION:	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

March 9, 2017

NOTICE for SEALED BIDS

Menominee County is accepting sealed bids for a two year contract (4/29/17-4/28/19) for cleaning services at the Courthouse/Health Department/9th St. Bldg. The bid should be designated in an “annual” amount (for each year) for the cost of the service contract (labor only, no supplies). A mandatory on-site walk through is scheduled for Wednesday- April 12, 2017 @ 1:00 PM. Interested parties must be bonded and a certificate of Liability & Workers Compensation Ins. is required on a yearly basis.

Sealed bids are to be labeled “Contract Cleaning” on the outside of the envelope and submitted by Monday, April 17, 2017 at 4:00 PM (C.D.T.) to: Menominee County Administrator, 839 10th Ave., Menominee, MI 49858. More information and specifications can be found online at www.menomineecounty.com or by calling 906-863-7779.

Menominee County reserves the right to accept or reject any and all bids

Please advertise in the most cost efficient way to the County

Please Publish Twice: Eagle Herald, Luft's Advertiser:
once the week of March 19, 2017
and again the week of April 2, 2017

Bill to: Menominee County Administrator
839 Tenth Ave
Menominee, MI 49858

Janitorial Service for Menominee County
Courthouse/Health Department

This agreement is made this 21st day of April 2015 by and between _____, (hereafter the "Contractor") and the Menominee County Board of Commissioners (hereafter the "County") as follows:

1. Work to be performed:

The contractor shall have all of the duties, functions, and perform such work as described on the attached specifications, as incorporated herein and made a part of this agreement. This work shall be done in a good and workmanlike manner, subject to the standards and satisfaction of the County as to insure the proper maintenance of the Courthouse and Health Department. Should any areas currently opted out of the cleaning service (District Court Judge, Clerk, and Probation, Prosecutor, Friend of the Court) choose to be included, the payment provisions shall be subject to adjustment through negotiations.

2. Terms:

This agreement shall be in effect for the period commencing on April 27, 2015 and ending on April 26, 2017. It is the intent of this agreement that the Contractor will provide daily cleaning services for the Courthouse and Health Department, Monday through Friday excluding any federal holidays recognized by the County.

3. Termination of Agreement:

The parties agree that a good faith effort must be made by the parties to give the contractor a reasonable time to correct any deficiencies in the work performed. This agreement may be terminated by either party upon 30 days written notice to the other party.

4. Payment:

The County shall pay the Contractor for those services set forth in the specifications at an annual rate of _____ to be invoiced by the contractor on a monthly basis, in the amount of _____ the first and final month of the contract shall be pro-rated and adjusted to account for the partial months. The County will be invoiced for services performed on the first of each month, for the month prior; all accounts are a net 30 days.

In the event that any part of the County's premises are partially destroyed or damaged, or in the event that the County elects to close any facility or any part thereof, the amount due the Contractor and the responsibilities of the Contractor with respect to such property shall be reduced proportionately.

The Contractor assumes full responsibility and liability for compliance with any and all local, state, and federal laws and regulations applicable to the Contractor and its employees, including but not limited to compliance with the Occupational Safety and Health Act, and all Civil Rights and Employment Rights Acts.

5. Insurance:

The Contractor shall keep and maintain in force and effect the following insurance coverage:

- A. Workman's compensation and unemployment compensation insurance coverage as required by applicable Statutes.

B. Product liability and comprehensive general liability insurance coverage providing minimum coverage for bodily injury or not less than \$300,000.00 for each occurrence and not less than \$100,000 property damage.

C. Umbrella general liability coverage of \$1,000,000.00

6. Interruption of Service:

In the event that the Contractor is prevented from performing its obligations under this agreement for any reason beyond its control, such as strike by County employees, riot, civil disorder, legislative act, or other such reason, the obligation of the parties hereunder shall be suspended and the County shall have no obligation for payments.

7. Indemnification by Contractor:

The Contractor agrees and assumes full responsibility and risk for and holds the County harmless against any loss, cost, damage, expense, injury, or claim of damage to person or property.

8. General Conditions:

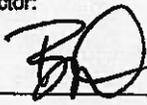
The Contractor shall comply with the following additional terms:

- A. The Contractor and its employees shall comply with all rules and regulations established by the county regarding security, privacy, and building use.
- B. The Contractor's personnel shall report all fires, hazardous conditions, all items in need of repair or maintenance including but not limited to leaking faucets, toilets, urinals, and drain stoppages.
- C. In the event that activities are scheduled within the county facility at such a time so as to interfere with the Contractor's normal cleaning schedule, the County shall so advise the Contractor in advance and the Contractor shall arrange such schedule so that the work may be performed before and/or after the activity in question.

9. The Contractor may not subcontract nor otherwise delegate their duties there under without prior written approval of the County.

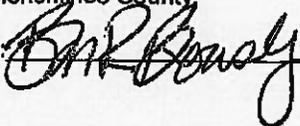
10. The contractor is, and shall be deemed for all purposes to be an independent contractor and all persons performing services hereunder are and shall be deemed to be employees of the Contractor.

Contractor:

By: 

Date: 9-17-15

Menominee County:

By: 

Date: 9-15-15

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Sherry DuPont

03/10/2017
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):

COPY

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: .535 cents/mile ~ effective 01 January 2017

*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 .535/mile	Total Cost	Account Number
2/14/17	Road Commission	25		13.38	101-101-860.07
2/14/17	Annex - County Board	30		16.05	101-101-860.07
2/15/17	Annex - Fair Board	30		16.05	101-101-860.07
2/28/17	Annex - County Board	30		16.05	101-101-860.07
					101-101-860.07
					101-101-860.07
115			Total Mileage		
Total Mileage Fee					61.53

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

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

Gerald Piche

Signed

3/3/17

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

Mileage: .535 cents/mile ~ effective 01 January 2017

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2/2/17	ESCANABA, Mr. Winters	54	"	28.89	101-101-860.11
2/14/17	STURTEWANT, Co. Bd	54	"	28.89	101-101-860.11
2/24/17	" FARMERS	54	"	28.89	101-101-860.11
2/22/17	" Co. Bd	54	"	28.89	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
			Total Mileage	= 115.56	
Total Mileage Fee					115.56

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.

John R. Nelson

Signed

2/28/17

Date

RECEIVED
FEB 28 2017
BY:

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

[COPY]

Mileage: \$.535/mile – effective 01 January 2017

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.535/mile	Total Cost	Account Number
2/8/17	Personnel- Courthouse	76		40.66	101-101-860.10
2/10/17	UP Energy Conf.- Escanaba	58		31.03	101-101-860.10
2/14/17	Co Bd.- Stephenson	34		18.19	101-101-860.10
2/15/17	BOH Finance- Escanaba	58		31.03	101-101-860.10
2/16/17	BOH Mtg.- Pinecrest	14		7.49	101-101-860.10
2/23/17	Pinecrest-Pinecrest	14		7.49	101-101-860.10
2/28/17	Co Bd.-Stephenson	34		18.19	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		288	Total Mileage	154.08	
Total Mileage Fee					154.08

Expenses shall be submitted to 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

2/28/17

Date

RECEIVED
FEB 28 2017
BY:

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

Mileage: .535 cents/mile ~ effective 01 January 2017

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

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

Name: Charlie Meintz ~ District 6

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2-2	Mich work Esby	65	34.25		
					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	34.75

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.

Charlie Meintz

Signed

2-28-17

Date

RECEIVED

FEB 28 2017

BY: _____

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

*must attach receipt for reimbursement
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Name: Charlie Meintz ~ District 6

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
1-3	Board meeting menominee	50		26.75	
1-5	Mch works Esky	65		34.75	101-101-860.06
1-17	Board meeting menominee	50		26.75	101-101-860.06
1-24	, ,	50		26.75	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	\$115.00

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Charlie Meintz

Signed

2-2-17

Date

RECEIVED

FEB 28 2017

BY: _____

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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 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 .535/mile	Total Cost	Account Number
1/31/17	COURTHOUSE	16		8.56	101-101-860.04
2/01/17	MENOMINEE AIRPORT	15		8.03	101-101-860.04
2/03/17	COURTHOUSE	16		8.56	101-101-860.04
2/14/17	STEPHENSON LIBRARY	32		17.12	101-101-860.04
2/14/17	ANNEX-STEPHENSON	32		17.12	101-101-860.04
2/16/17	PINECREST-POWERS	73		39.06	101-101-860.04
2/20/17	COURTHOUSE	16		8.56	101-101-860.04
2/24/17	ANNEX-STEPHENSON	32		17.12	101-101-860.04
2/28/17	ANNEX-STEPHENSON	32		17.12	101-101-860.04
			Total Mileage	264	
				Total Mileage Fee	\$141.25

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

 3/01/17

 Date

RECEIVED
 FEB 28 2017
 BY: _____

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 7 & 9, 2017 in the combined amount of \$159,233.81	
RECOMMENDED MOTION	

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

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
101-253 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 Airport
218 IT - Computer Serv.
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
263 Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
294 Veterans' Trust
292 Special Child Care Funds
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 03/07/2017 - 03/07/2017
 UNJOURNALIZED OPEN
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 51926	Mastercard January 14 - January 16, 2017 (Courtjessicaw	02/09/2017	03/07/2017	3,048.28	3,048.28	Open
	101-268-729.00 USPS			6.45		
	296-667-801.01 Dollar Tree			21.10		
	296-667-801.01 WM Supercenter			90.76		
	101-268-729.00 USPS			6.45		
	216-585-970.00 Amazon			439.99		
	101-265-931.00 Amazon			36.37		
	216-585-970.00 Amazon			11.10		
	101-103-755.00 Amazon			39.87		
	101-268-729.00 USPS			6.45		
	101-268-729.00 USPS			6.45		
	101-101-729.00 USPS			6.47		
	101-268-729.00 Label Universe			48.00		
	101-268-729.00 USPS			6.45		
	101-265-742.00 Krist			35.92		
	263-215-860.00 DoubleTree Hotel			207.90		
	101-268-729.00 USPS			6.65		
	101-265-755.01 Family Dollar			5.83		
	101-265-755.00 Jack's Fresh Market			9.26		
	101-215-970.00 Amazon			64.95		
	101-268-729.00 USPS			6.65		
	292-663-860.00 Staybridge Suites			159.00		
	292-663-860.00 The Store			35.70		
	101-265-755.00 Amazon			89.32		
	517-252-860.00 Tavern and Tap			17.73		
	292-668-801.00 Little Caesars			68.30		
	517-252-860.00 Nuthouse Sports Grill			16.99		
	517-252-860.00 Radisson Hotels			401.10		
	101-267-804.00 WM Supercenter (PO# 3584)			1,087.62		
	101-267-804.00 Walgreens			43.04		
	101-268-729.00 USPS			6.65		
	101-267-804.00 Walgreens			59.76		

APPROVED

MAR 08 2017

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN



# of Invoices:	1	# Due:	1	Totals:		3,048.28	3,048.28
# of Credit Memos:	0	# Due:	0	Totals:		0.00	0.00
Net of Invoices and Credit Memos:						<u>3,048.28</u>	<u>3,048.28</u>

— TOTALS BY FUND —

101 - GENERAL FUND	1,578.81	1,578.81
216 - TWIN COUNTY AIRPORT	451.09	451.09
283 - CONCEALED PISTOL LICENSING	207.90	207.90
292 - CHILD CARE	283.00	283.00
298 - STATE-SPECIAL CHILD CARE	111.88	111.88
517 - PA 123 FORECLOSURE	435.82	435.82

— TOTALS BY DEPT/ACTIVITY —

101 - BOARD OF COMMISSIONERS	6.47	6.47
103 - OTHER LEGISLATIVE	39.87	39.87
215 - COUNTY CLERK	272.85	272.85
252 - PA 123 FORECLOSURE	435.82	435.82
285 - BUILDINGS AND GROUNDS	176.70	176.70
287 - PROSECUTING ATTORNEY	1,190.42	1,190.42
288 - REGISTER OF DEEDS	100.20	100.20
585 - AIRPORT EXPENDITURE	451.09	451.09
683 - ST GRANT FOR SP CHILD CARE	184.70	184.70
687 - JUVENILE JUSTICE DIVERSION	111.88	111.88
688 - BASIC GRANT SERVICES	68.30	68.30

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA				
170310	Long Distance AT&T Bills to UWC	101-103-850.00	4,907.56	4,907.56
TOTAL VENDOR ABILITA				4,907.56
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
367100	N8390 Beach House	208-751-920.01	28.42	28.42
367200	Northwest Campsites	208-751-920.01	34.30	34.30
369802	W8449 Co Rd G12 Campsites	208-751-920.01	34.15	34.15
1614900	Bath House	208-751-920.01	42.97	42.97
379700	Storage Shed	208-751-920.01	86.19	86.19
380300	Shower Building	208-751-920.01	51.94	51.94
370500	Shakey Lakes Office/Shop	208-751-920.01	154.45	154.45
383001	Shakey Lakes Park/Horse	208-751-920.01	28.42	28.42
383200	N8380 Co Park Rd 20.5	208-751-920.01	28.42	28.42
383301	Shakey Lakes/Cattle	208-751-920.01	28.42	28.42
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	28.42	28.42
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				546.10
VENDOR NAME: ANDERSON, BILL				
Reimbursement	Planning Commission Mileage	101-401-710.00	27.82	27.82
TOTAL VENDOR ANDERSON, BILL				27.82
VENDOR NAME: APEX SOFTWARE				
296194	Maintenance Renewal	218-656-857.00	470.00	470.00
TOTAL VENDOR APEX SOFTWARE				470.00
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677576104	Airport Supplies	216-585-755.01	44.38	92.77
		216-585-745.00	48.39	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				92.77
VENDOR NAME: ASHBY, DAVID				
Reimbursement	K 9 Supplies	101-301-881.01	236.42	236.42
TOTAL VENDOR ASHBY, DAVID				236.42
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202302	February 19 - March 18, 2017	101-103-850.00	688.12	688.12
906863444102	February 19 - March 18, 2017	101-103-850.00	1,118.81	1,118.81
906863661402	February 19 - March 18, 2017	266-325-850.00	353.40	353.40
TOTAL VENDOR AT&T - CAROL STREAM, IL				2,160.33
VENDOR NAME: BARRETTE, JODIE				
Reimbursement	Bank Mileage	101-141-860.00	118.81	118.81
TOTAL VENDOR BARRETTE, JODIE				118.81
VENDOR NAME: BATTERIES PLUS				
988-137853	Bulbs (x25)	101-265-930.01	53.75	53.75
TOTAL VENDOR BATTERIES PLUS				53.75
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
14745	Medical - Road Patrol	205-315-755.00	14.47	14.47
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				14.47
VENDOR NAME: BAY SHORE VET				
203012	K9 Care	101-301-881.01	36.30	36.30
202946	K9 Care	101-301-881.01	34.91	34.91
TOTAL VENDOR BAY SHORE VET				71.21
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
21561	Repairs to 5503	205-315-934.02	588.40	588.40
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				588.40
VENDOR NAME: BLUETARP FINANCIAL, INC.				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ELUETARP FINANCIAL, INC.				
1616040546	Building & Ground Supplies	101-265-755.00	54.70	69.88
		101-265-755.01	15.18	
1616040579	Inmate Medical Supplies	101-301-770.01	95.50	95.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.				165.38
VENDOR NAME: BRANZ, KATHLEEN				
Reimbursement	Parks Committee Mileage & Per Diem	208-751-860.00	50.00	76.75
		208-751-860.00	26.75	
TOTAL VENDOR BRANZ, KATHLEEN				76.75
VENDOR NAME: CECH, WILLIAM				
Reimbursement	February 2017 Mileage	101-101-860.05	78.11	78.11
TOTAL VENDOR CECH, WILLIAM				78.11
VENDOR NAME: CITY OF MENOMINEE				
March 2017	Monthly Rent	266-326-942.00	351.67	351.67
4455	Gasoline Charges	101-141-860.00	6.61	76.74
		101-257-742.00	18.10	
		266-325-860.00	8.40	
		101-265-742.00	43.63	
TOTAL VENDOR CITY OF MENOMINEE				428.41
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	19.10	273.51
		101-261-920.02	32.55	
		101-261-920.03	221.86	
TOTAL VENDOR CITY OF STEPHENSON				273.51
VENDOR NAME: CLOVERLAND PAPER CO				
113562	Inmate Supplies	101-301-770.00	118.56	118.56
113617	Inmate Supplies	101-301-770.00	140.86	140.86
113648	Courthouse - Janitorial Supplies	101-265-755.01	56.49	56.49
113614	Annex Supplies	101-265-755.01	66.79	66.79
113610	Courthouse Supplies	101-265-755.01	119.03	119.03
TOTAL VENDOR CLOVERLAND PAPER CO				501.73
VENDOR NAME: COHL STOKER & TOSKEY P C				
47252	Legal - Airport, Donation/Approp & Admin	101-211-807.00	1,136.25	1,136.25
TOTAL VENDOR COHL STOKER & TOSKEY P C				1,136.25
VENDOR NAME: COLEMAN ENGINEERING COMPANY				
28204	GIS Mapping (69%)	517-252-970.00	7,353.00	7,353.00
TOTAL VENDOR COLEMAN ENGINEERING COMPANY				7,353.00
VENDOR NAME: COOPER OFFICE EQUIPMENT				
142986	Contract # 2146-01	101-172-931.01	267.37	267.37
143171	Contract # 2418-01	101-261-942.00	701.68	701.68
TOTAL VENDOR COOPER OFFICE EQUIPMENT				969.05
VENDOR NAME: DEKETO, LLC				
DK2-17	February Documents (x271)	256-277-857.00	750.00	750.00
TOTAL VENDOR DEKETO, LLC				750.00
VENDOR NAME: DELTA FORCE PI, LLC				
322	Process Serving & Mileage	101-131-807.00	105.00	255.87
		101-131-807.00	150.87	

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: DELTA FORCE PI, LLC				
324	Report Writing, Testimony, Mileage	101-131-807.00	150.00	214.20
		101-131-807.00	64.20	
TOTAL VENDOR DELTA FORCE PI, LLC				470.07
VENDOR NAME: DENNIS-RULEAU, DAWN				
6282	Holdover and Transport of Juvenile	101-132-801.01	41.25	140.25
		101-132-801.00	99.00	
Reimbursement	Meals/Mileage	101-132-801.00	120.72	120.72
TOTAL VENDOR DENNIS-RULEAU, DAWN				260.97
VENDOR NAME: DESJARLAIS, ROBERT				
Reimbursement	Planning Commission Mileage	101-401-710.00	5.35	5.35
TOTAL VENDOR DESJARLAIS, ROBERT				5.35
VENDOR NAME: DOUGOVITO, GREG				
Reimbursement	Meals	101-132-801.00	3.76	3.76
6285	Transport of Juvenile	101-132-801.01	31.25	106.25
		101-132-801.00	75.00	
TOTAL VENDOR DOUGOVITO, GREG				110.01
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Advertising	101-101-901.00	35.29	35.29
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				35.29
VENDOR NAME: EICHHORN, GARY				
February 2017	DHS Mileage & Per Diem	101-601-837.00	50.00	96.44
		101-601-837.00	46.44	
TOTAL VENDOR EICHHORN, GARY				96.44
VENDOR NAME: FIORUCCI, TONY & TEENA				
February 2017	Foster Care (B.F.)	292-662-843.02	482.72	482.72
February 2017	Foster Care (J.F.)	292-662-843.02	482.72	482.72
Clothing Allowance	B.F.	292-662-843.02	107.00	107.00
Clothing Allowance	J.F.	292-662-843.02	107.00	107.00
TOTAL VENDOR FIORUCCI, TONY & TEENA				1,179.44
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
02249	FOC Office Supplies	101-141-727.00	148.01	148.01
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				148.01
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
72X00027	Shakey & Kleinke	208-751-801.00	107.10	107.10
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				107.10
VENDOR NAME: GROENHOUT, KAREN E.				
15-3769-FC	Reimbursement - Trial Supplies	101-131-807.00	1,129.00	1,129.00
TOTAL VENDOR GROENHOUT, KAREN E.				1,129.00
VENDOR NAME: GROMALA, STEVEN				
Reimbursement	Mileage	101-101-860.01	67.41	67.41
TOTAL VENDOR GROMALA, STEVEN				67.41
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage	101-101-860.10	154.08	154.08
TOTAL VENDOR HAFEMAN, JAN				154.08
VENDOR NAME: HANSEN, STACY				
Reimbursement	Bank Mileage	101-141-860.00	29.25	29.25

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HANSEN, STACY TOTAL VENDOR HANSEN, STACY				29.25
VENDOR NAME: HENSLEY, RN, JOEL March 2017	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: HUBBARD, VONNIE 6284	Holdover of Juvenile	101-132-801.01 101-132-801.00	41.25 99.00	140.25
TOTAL VENDOR HUBBARD, VONNIE				140.25
VENDOR NAME: ID NETWORKS, INC. 271687	Annual Service Agreement (Live Scan)	101-301-976.00	1,995.00	1,995.00
TOTAL VENDOR ID NETWORKS, INC.				1,995.00
VENDOR NAME: J S ELECTRONICS, INC. 19652 19653	Tower Lease Voice Paging	266-326-942.00 101-301-755.00	425.00 96.00	425.00 96.00
TOTAL VENDOR J S ELECTRONICS, INC.				521.00
VENDOR NAME: J.F. AHERN COMPANY 185743	Fire Equipment Inspection (Library/Annex)	101-265-801.00	159.60	159.60
TOTAL VENDOR J.F. AHERN COMPANY				159.60
VENDOR NAME: JACK'S FRESH MARKET 45000500187	Inmate Supplies	101-301-770.00	64.09	64.09
TOTAL VENDOR JACK'S FRESH MARKET				64.09
VENDOR NAME: K & M RENTALS 7008	Beige Chairs (x100) - lhander Trial	101-131-727.00	190.00	190.00
TOTAL VENDOR K & M RENTALS				190.00
VENDOR NAME: K MART 7031 703112261603109259 703112191603103236 703111171603176011 703112221601091487 703102051701004193 0703112101601056518	Inmate Medical Supplies Inmate Medical Supplies Inmate Medical Supplies Inmate Supplies Inmate Supplies Inmate Supplies	101-301-770.01 101-301-770.01 101-301-770.01 101-301-770.00 101-301-770.00 101-301-770.00	55.55 21.64 21.64 7.99 19.99 34.74	55.55 21.64 21.64 7.99 19.99 34.74
TOTAL VENDOR K MART 7031				161.55
VENDOR NAME: KLEIMAN, MARC Reimbursement	Bridge Fare (x2) and Meals	263-215-860.00	37.40	37.40
Reimbursement	Mileage	101-262-860.00 101-215-860.00	22.47 44.94	67.41
TOTAL VENDOR KLEIMAN, MARC				104.81
VENDOR NAME: LANG, BERNARD Reimbursement	Mileage - February 2017	101-101-860.02	89.35	89.35
TOTAL VENDOR LANG, BERNARD				89.35
VENDOR NAME: LARSON, MICHELLE 2/27/17	Can Zone & Mileage	292-668-801.00 292-668-801.00	9.63 90.00	99.63
TOTAL VENDOR LARSON, MICHELLE				99.63
VENDOR NAME: LENCA SURVEYING 17026	Remon Yr 2017 (Feb 8 - Feb 21, 2017)	243-245-801.07	4,578.94	4,578.94
TOTAL VENDOR LENCA SURVEYING				4,578.94
VENDOR NAME: LEXISNEXIS 3090866519	January & February 2017	269-145-801.00	740.00	740.00

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LEXISNEXIS				
TOTAL VENDOR LEXISNEXIS				740.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
91621	Envelopes (Probate/Family)	101-132-727.00	176.00	352.00
		101-148-727.00	176.00	
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				352.00
VENDOR NAME: LUFTS ADVERTISER, INC.				
2/28/17	Advertising	208-751-901.00	36.00	63.00
		101-101-901.00	27.00	
TOTAL VENDOR LUFTS ADVERTISER, INC.				63.00
VENDOR NAME: MAUS, SARAH				
Reimbursement	Bank Mileage	101-141-860.00	10.94	10.94
TOTAL VENDOR MAUS, SARAH				10.94
VENDOR NAME: MEDICAL LABS OF MARQUETTE, PC				
2017-1	Testimony for Trial (G. Ilander)	101-267-804.00	2,750.00	2,750.00
TOTAL VENDOR MEDICAL LABS OF MARQUETTE, PC				2,750.00
VENDOR NAME: MEDTOX LABORATORIES, INC.				
022017602997	Litigation Package (G. Ilander)	101-267-804.00	2,619.27	2,619.27
TOTAL VENDOR MEDTOX LABORATORIES, INC.				2,619.27
VENDOR NAME: MEINTZ, CHARLIE				
Reimbursement	Mileage	101-101-860.06	34.78	34.78
Reimbursement	Mileage	101-101-860.06	115.03	115.03
TOTAL VENDOR MEINTZ, CHARLIE				149.81
VENDOR NAME: MENARDS - MARINETTE				
29459	Supplies for New Building Purchase	101-103-998.11	59.90	59.90
29457	Supplies for New Building	101-103-998.11	257.75	257.75
29461	Ice Melt (x10 bags)	101-265-930.00	83.90	83.90
29635	Building Maintenance Supplies	101-265-930.01	17.13	17.13
29636	Supplies for Moves within Courthouse	101-103-998.12	90.16	90.16
29458	Supplies for Moves within Courthouse	101-103-998.12	39.99	39.99
TOTAL VENDOR MENARDS - MARINETTE				548.83
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
126	Deputy ROD	101-268-727.00	32.00	32.00
124	Advertising	101-101-901.00	185.00	185.00
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				217.00
VENDOR NAME: MI ASSO. OF COUNTY CLERKS				
Dues	2017 Dues	101-215-802.00	200.00	200.00
TOTAL VENDOR MI ASSO. OF COUNTY CLERKS				200.00
VENDOR NAME: MICHIGAN MUNICIPAL RISK				
M0001135	Second Installment	101-103-831.00	51,406.50	51,406.50
R0001135	Second Installment	101-103-831.00	12,500.00	12,500.00
TOTAL VENDOR MICHIGAN MUNICIPAL RISK				63,906.50
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0125500-001	CDR (Family/Probate)	101-132-727.00	17.00	33.29
		101-148-727.00	16.29	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				33.29
VENDOR NAME: MMTA				
Membership Fee	Diane Lesperance	101-253-802.00	50.00	50.00
TOTAL VENDOR MMTA				50.00

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MORROW, DION G.				
2015-003769-FC	Reimbursement - MI v G. lhander	101-267-804.00	133.71	133.71
TOTAL VENDOR MORROW, DION G.				133.71
VENDOR NAME: NASER, JEFF				
February 2017	DHS Mileage & Per Diem	101-601-837.00	50.00	97.52
		101-601-837.00	47.52	
TOTAL VENDOR NASER, JEFF				97.52
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	Mileage	101-101-860.11	115.56	115.56
TOTAL VENDOR NELSON, JOHN R.				115.56
VENDOR NAME: NORWAY SPRINGS, INC.				
477834	Airport Water	216-585-801.00	9.49	9.49
TOTAL VENDOR NORWAY SPRINGS, INC.				9.49
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage	292-664-860.00	82.93	82.93
TOTAL VENDOR NUTT, MICHAEL				82.93
VENDOR NAME: FAIDL'S TRUE VALUE HARDWARE				
150008	Park & Park Improvement Supplies	220-752-970.00	42.00	91.49
		208-751-755.02	15.99	
		208-751-755.02	33.50	
150012	Remon Supplies	243-246-765.00	14.98	14.98
150007	Salt Spreader for Annex	101-265-755.00	60.00	60.00
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				166.47
VENDOR NAME: PALMER, MARY				
Reimbursement	Cleaning Cloths (Walmart)	101-265-755.01	5.78	5.78
TOTAL VENDOR PALMER, MARY				5.78
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40683704805	Inmate Supplies	101-301-770.00	30.80	30.80
TOTAL VENDOR PAN-O-GOLD BAKING CO.				30.80
VENDOR NAME: PEARSON ASBESTOS ABATEMENT INC				
5937	Asbestos Inspections	101-265-801.00	2,420.00	2,420.00
TOTAL VENDOR PEARSON ASBESTOS ABATEMENT INC				2,420.00
VENDOR NAME: PESHTIGO TIMES & TIMES SAVER				
001184	Advertising	101-301-755.00	131.20	196.80
		205-315-755.00	65.60	
TOTAL VENDOR PESHTIGO TIMES & TIMES SAVER				196.80
VENDOR NAME: PETERSON, CHARLENE				
Reimbursement	Planning Commission Mileage	101-401-710.00	13.38	13.38
TOTAL VENDOR PETERSON, CHARLENE				13.38
VENDOR NAME: PHILIPPS, THOMAS				
B&G Committee	Per Diem	101-101-710.00	50.00	50.00
TOTAL VENDOR PHILIPPS, THOMAS				50.00
VENDOR NAME: PHILLIPPS, RANDALL				
February 2017	Show Cause	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
TOTAL VENDOR PHILLIPPS, RANDALL				1,500.00
VENDOR NAME: FICHE, GERALD L.				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - February 2017	101-101-860.07	61.53	61.53
TOTAL VENDOR PICHE, GERALD L.				61.53
VENDOR NAME: PISANI GRAPHIX				
7820	Boat Launch Sign	208-751-755.02	208.80	208.80
TOTAL VENDOR PISANI GRAPHIX				208.80
VENDOR NAME: QUILL CORPORATION				
4725004	911 Office Supplies	266-325-727.00	70.04	70.04
4451983	911 Office Supplies	266-325-727.00	119.95	119.95
4451982	911 Office Supplies	266-325-727.00	4.49	4.49
TOTAL VENDOR QUILL CORPORATION				194.48
VENDOR NAME: REINHART FOODSERVICE				
111309	Inmate Supplies	101-301-770.00	1,346.28	1,346.28
TOTAL VENDOR REINHART FOODSERVICE				1,346.28
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
45905	Keys (Jail)	101-301-755.00	21.90	21.90
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				21.90
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-745.00	40.00	869.76
		101-301-770.00	829.76	
TOTAL VENDOR SAM'S CLUB MC/SYNCB				869.76
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage	101-101-860.04	141.25	141.25
TOTAL VENDOR SCHEI, LARRY				141.25
VENDOR NAME: SCHOLTZ SR., GARY				
Reimbursement	Planning Commission Mileage	101-401-710.00	26.75	26.75
TOTAL VENDOR SCHOLTZ SR., GARY				26.75
VENDOR NAME: SCHULTZ, LILLIAN R.				
Reimbursement	Planning Commission Mileage	101-401-710.00	26.75	26.75
TOTAL VENDOR SCHULTZ, LILLIAN R.				26.75
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	EMS Supplies	101-426-850.00	65.95	92.15
		101-426-727.00	26.20	
TOTAL VENDOR SEXTON, RICHARD				92.15
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
9218-1	Stain - Courtroom A	101-265-930.01	16.49	16.49
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				16.49
VENDOR NAME: SHORT, MARY KAY				
Reimbursement	Meals & Mileage	101-131-860.00	252.48	252.48
TOTAL VENDOR SHORT, MARY KAY				252.48
VENDOR NAME: SIEMINSKI, ALEXANDER JON				
2016-42356-FY	Reimbursement - Collect Call	101-136-807.00	14.99	14.99
TOTAL VENDOR SIEMINSKI, ALEXANDER JON				14.99
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Mileage - February 2017	292-665-860.00	98.44	98.44
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				98.44
VENDOR NAME: STATE OF MICHIGAN				
6280	Stateward Chargeback	292-662-843.01	19,949.96	19,949.96

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STATE OF MICHIGAN				
TOTAL VENDOR STATE OF MICHIGAN				19,949.96
VENDOR NAME: STATE OF MICHIGAN-MISCELLANEOUS				
Renewal	Boat Registration	101-331-755.00	3.00	3.00
TOTAL VENDOR STATE OF MICHIGAN-MISCELLANEOUS				3.00
VENDOR NAME: STEPHEN VAN EYCK				
6287	Holdover of Juvenile	101-132-801.01	27.50	93.50
		101-132-801.00	66.00	
TOTAL VENDOR STEPHEN VAN EYCK				93.50
VENDOR NAME: STERICYCLE, INC.				
4006923266	Inmate Medical Supplies	101-301-770.01	35.50	35.50
TOTAL VENDOR STERICYCLE, INC.				35.50
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	33.40	33.40
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.40
VENDOR NAME: THE JANITOR'S CLOSET				
41903	Furniture Polish (x6)	101-265-755.01	35.34	35.34
TOTAL VENDOR THE JANITOR'S CLOSET				35.34
VENDOR NAME: TIME WARNER CABLE				
10404-621199203-9001	March 2 - April 1 (Airport)	216-585-850.00	341.65	341.65
10404-710008401-1001	March 2 - April 1	101-103-850.00	531.20	531.20
10404-620475202-8001	March 6 - April 5, 2017 (Jail)	101-301-770.00	134.28	134.28
TOTAL VENDOR TIME WARNER CABLE				1,007.13
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
80682	Moves within Courthouse	101-103-998.12	337.50	337.50
80681	Moves within Courthouse	101-103-998.12	342.10	342.10
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				679.60
VENDOR NAME: U.E.S. COMPUTERS, INC.				
76198	FOC - Refurbished HP Replacement Cassette	101-141-727.00	99.00	99.00
76184	PA - Duplex Printer	101-267-728.00	219.99	219.99
46485	February 2017 - Weekly Maintenance	249-371-727.00	127.98	8,367.95
		218-656-857.00	8,239.97	
76232	Netgear Switch	218-656-857.01	272.00	272.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				8,958.94
VENDOR NAME: U.P. COUNTY TREASURER'S ASSOC				
Dues	2017 Calendar Year Dues	101-253-802.00	25.00	25.00
TOTAL VENDOR U.P. COUNTY TREASURER'S ASSOC				25.00
VENDOR NAME: UP ASSOC OF CTY COMMISSIONERS				
2/27/17	2017 UPACC Dues	101-103-802.00	150.00	150.00
TOTAL VENDOR UP ASSOC OF CTY COMMISSIONERS				150.00
VENDOR NAME: UP JUDGES ASSOCIATION				
Dues	2017 Membership Dues (Honorable Daniel E. Hass)	101-132-802.00	25.00	50.00
		101-148-802.00	25.00	
TOTAL VENDOR UP JUDGES ASSOCIATION				50.00
VENDOR NAME: UWC				
9068632023	Telephone Services	101-103-850.00	21.73	21.73
9067534582	Telephone Services	101-103-850.00	1.17	1.17
9068634441	Telephone Services	101-103-850.00	35.25	35.25
9067532209	Annex - Telephone Services	101-103-850.00	75.20	75.20
TOTAL VENDOR UWC				133.35

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VERAGHEN, SHEILA				
February 2017	DHS Mileage & Per Diem	101-601-837.00	50.00	93.20
		101-601-837.00	43.20	
TOTAL VENDOR VERAGHEN, SHEILA				93.20
VENDOR NAME: W.D.M. ENTERPRISES, INC.				
2/20/17	Replacing Valves in the Boiler	101-265-934.00	1,456.00	1,456.00
TOTAL VENDOR W.D.M. ENTERPRISES, INC.				1,456.00
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-755.01	23.97	26.46
		216-585-729.01	2.49	
TOTAL VENDOR WALTER BROTHERS INC				26.46
VENDOR NAME: WASTE MANAGEMENT, INC.				
1561404-1856-7	Airport	216-585-801.00	122.02	122.02
1561400-1856-5	March 2017	101-265-801.00	659.65	659.65
TOTAL VENDOR WASTE MANAGEMENT, INC.				781.67
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402191663-00001	Health Care Center	101-265-920.03	538.41	538.41
1737227737-00000	Airport	216-585-920.00	243.50	1,535.70
		216-585-920.03	639.32	
		216-585-920.00	294.27	
		216-585-920.03	97.37	
		216-585-920.00	261.24	
0403823200-00005	Gate Center	216-585-920.03	27.36	27.36
0403823200-00006	Hanger Gate Center	216-585-920.03	27.96	27.96
0402047856-00004	Courthouse	101-265-920.04	2,238.63	2,238.63
0402055840-00001	Jail	101-265-920.03	3,548.47	3,548.47
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	39.12	39.12
1737225959-00000	County Parks	208-751-920.01	26.32	102.61
		208-751-920.01	34.35	
		208-751-920.01	15.01	
		208-751-920.01	26.93	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				8,058.26
VENDOR NAME: XEROX CORPORATION				
088224927	Sheriff Department - February 2017	101-301-727.00	41.50	41.50
088224928	Road Patrol - February 2017	205-315-727.00	351.59	351.59
088224929	Probation/Parole - March 2017	101-131-942.00	105.53	105.53
TOTAL VENDOR XEROX CORPORATION				498.62
GRAND TOTAL:				156,185.53

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: Sherry DuPont

03/10/2017
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Menominee County Planning Commission
S904 U.S. Highway 41 Stephenson, MI 49887
Planning Commission Minutes
October 24, 2016

The Menominee County Planning Commission meeting was called to order at 5:05 PM CDT by Chair Lillian Schultz at the Lake Township Hall in Stephenson, MI with the Pledge of Allegiance.

Roll Call: Present: Bob Desjarlais, Charlene Peterson, Gary Scholtz, Lillian Schultz and County Commissioner Ray Williams. Absent: Bill Anderson, Terry Proos. Quorum was present to conduct business.

Approval of Agenda: Motion by to approve by R. Williams; support by B. Desjarlais. Motion carried.

Approval of Previous Minutes: Motion by G. Scholtz to approve regular minutes of July 25, 2016 meetings; support by R. Williams. Motion carried.

Public Comment: none present

Old Business:

- A) Lake Township Mining Work Group (MWG) August presentation was the Menominee Indian Tribal concerns. Aquila had sent a request to present in October but provided no further information on speaker or topic as requested by letter. They choose not to attend. At this time, the MWG is on hiatus until further notice.
- B) Regulations concerning Medical Marihuana are still undecided at this time.

New Business:

- A) Brainstormed how to get notification of potential projects to be developed in the county.
 - 1. Building Codes and Economic Development units to send notification
- B) No other new business was presented.

Next Meeting Date: **Monday**, _____ **2017**. (to be called as needed)

Adjournment: Motion by Bob Desjarlais to adjourn, support by G. Scholtz. Motion carried.
Meeting adjourned at 5:35 pm.

Minutes Submitted by:



Charlene Peterson, Secretary
Menominee County Planning Commission

Approved 2-27-17 cp

Menominee County Parks and Recreation Committee

Meeting Minutes

December 5, 2016 – Approved 2.6.17

The meeting was called to order at 5:00 PM by Chair, Bob Desjarlais at the Annex in Stephenson.

Reporting for roll all were: County Commissioner Bill Cech, Dick Peterson, Kathy Branz, Bob Desjarlais, and Mike Kass. Excused were Commissioner James Furlong Vola Bleile and Sherry Dupont, Acting Administrator.

Approval of agenda: Kathy made a motion that was seconded by Dick to approve the agenda. The motion carried.

Minutes: A motion by Bill to accept the minutes with a second by Kathy with all in favor.

Public Comments: None.

Business:

- a. Dick reported he spoke with Dean Francis regarding the forestry update. The property lines are marked in blue and the cutting lines are marked with red. Mason Park, River Park, and Longrie are all marked for select cuts. Tomorrow he will be working on Shakey Lakes Park and plans on having them all done by the end of the week. At this time he will have a list of species, cordage and prices and will contact us prior to putting them out on bids due to the low cost of wood at this time.

Jim stated that the culvert has been installed at Bailey.

- b. The County Commissioners looked at the bids for the electrical and Fair Building on November 10th. The Electrical Contract from Twin City Electric, Inc. for \$15,734 was selected along with Svinicki Contracting to replace the roof on the Fair Board Building for \$30,380 plus the ridge vent for \$840 for a total of \$31,220. The total of the two bids is \$46,954 which leaves us with some funds left to complete more projects. Electrical bid to install 50 amp pedestals at sites 40 to 57. (18 pedestals) and run cable from existing panel with 200 A breakers. A motion by Bill to recommend Twin City Electric to the County Commissioners, with a second by Vola. All were in favor with Bob abstaining due to the fact they had just done some work for his personal use.
- c. The Hannahville Grant was awarded at \$4,150 for the picnic tables and the Shakey Lakes Association donated \$1,500 for a total of \$5,650 for picnic tables. Jim will research the cost of heavy metal contrition versus wood. This was tabled until the next meeting when we have more information.

- d. A review of the Monthly Budget showed we have \$75,259.87 available in the Liability and Fund balances.
- e. After deducting the two approved bids of \$46,954 we have a remaining balance of \$28,305.87 available for projects (one is that the pavilion at Shakey Lakes needs a new roof and a pavilion at the play area at Shakey Lakes is needed).

H. **Correspondence:** None

I. **Any other items Members wish to present:** It was stated by Jim that the Road Commission donated and installed cement abutments by the culverts at the entrance to Shakey Lakes Park. Fencing was also donated.

It was asked if the Parks owns the concession stand. No we do not own the building but they lease the area where it is situated.

Bob stated there will be two appointments in January – Kathy's term is up and so is Bob's.

J. **Public Comment:** None

K. **Adjournment:** Motion by Kathy to adjourn at 5:45PM, seconded by Dick with all in favor.

U.P. RC&D Council Minutes
UP RC&D Council Teleconference Meeting – December 8, 2016

Approved 3/3/17

Board Members Present: Bill Rice-Dickinson CD, Jen Ricker-Iron CD, Howard Haulotte-Delta Conservation District, Renee Leow-Marquette County Citizen, Kristina Denison-Chippewa Luce Mackinac CD, Ally Dale – citizen, and Darcy Rutkowski-UP RC&D Council Executive Director

Others Present: Bernie Lang-Menominee County Board of Commissioners, and John Malnar-Delta County citizen, Teri Grout-Alger Conservation District, and Christy Burkhart-UPRC&D Council

Call to Order: The meeting was called to order at 10:05 am by Chairman Bill Rice.

Approval of Agenda: Leow made a motion to accept the agenda with the addition of one business item “Hourly Pay Rate for Executive Director”, Dale supported the motion which passed.

Public Comment: None

Approval of Previous Meeting Minutes: Motion by Ricker to approve the minutes of the meeting of September 9, 2016, supported by Leow. Motion passed.

Financial Reports: The Executive Director (ED) presented the Balance Sheet for November 30, 2016 and the Profit and Loss statement for the period January 1 through November 30, 2016. The combined balance in all accounts as of November 30, 2016 was \$63842.86. ED does not anticipate that federal expenditures will exceed \$750,000 at the end of 2016, therefore, no audit will be required. A motion was made by Ricker, supported by Haulotte to place the financial reports on file. Motion passed.

Business Items:

Board Member Elections: Prior to these elections the current UP RC&D board members and their terms are as follows:
Terms Expiring Dec. 2016: Jen Ricker, Ally Dale, and Rudy Johnson
Terms Expiring Dec. 2017: Bill Rice, Kristina Denison, and Leow
Terms Expiring Dec. 2018: Howard Haulotte, and 2 vacant positions

Chairman Rice opened nominations for board positions and Leow nominated the following slate of candidates, and these nominations were seconded by Haulotte:

3 year term (expiring Dec. 2019) - Jen Ricker
2 year term (expiring Dec. 2018) – John Malnar, Ally Dale
1 year term (expiring Dec. 2017) – N/A

Chairman Rice asked two more times if there were any additional nominations and there were none. Leow made a motion that nominations be closed and a unanimous ballot be cast for the slate of candidates, motion seconded by Haulotte. Motion passed. Since bylaws state that there can be as many as 9 members, it was noted that the chairperson has the authority to appoint two more members when willing candidates become available.

Following these elections, the UP RC&D board currently has 7 members (Rice, Denison and Leow with terms expiring in Dec. 2017, and Haulotte, Dale and Malnar whose terms expire in Dec. 2018, and Ricker whose term expires in Dec. 2019).

Set 2017 Meeting Dates: Tentative meeting dates for 2017 are March 3, June 2, September 8, and December 1. These dates will be posted on the Council website.

FY2017 Draft Budget: Ex. Director presented the 2017 unrestricted finances draft budget (did not include any grant project income and expenses). Haulotte made a motion to approve the FY2017 unrestricted budget which was seconded by Leow. Motion passed.

2016 AmeriCorps Member Update: Casey Ford finished her term of service on November 4, 2016. She has done an

excellent job, and really increased the exposure of the UP RC&D in the "invasive species community of the UP". She applied for and was chosen for the AmeriCorps position the Marquette County Conservation District will have beginning in January 2017.

Hourly Pay Rate for Executive Director: The ED hourly rate has been \$15 per hour since January 1, 2010. ED is requesting her hourly rate for executive director tasks such as payroll, federal and state taxes, hiring employees, and other administrative duties be raised to \$20/hour. To date in 2016 the ED has only worked 53 hours on these duties, so the impact of this raise on the budget is not very significant. All employees that currently work at the UPRC&D and are supervised by the ED earn \$18-\$21/hr, and when the ED is acting as a project manager for various grant-funded projects she also earns a higher wage. The UPRCD now has additional unrestricted funds from the indirect expenses which can be charged to the MISG project and legitimately cover the ED duties. A motion was made by Ricker, seconded by Haulotte to raise the ED hourly rate to \$20/hr. Motion passed.

Update on Grant Awards & Grant-funded Projects: ED provided a summary of all current grant-funded project activities. Highlights include:

- current and recently completed grant projects total \$2,731,364 in mostly federal funds being brought to the UP to solve conservation problems
- 826 acres of non-native phragmites were treated along the Lake MI shoreline mostly in Menominee, Delta, and Schoolcraft counties
- more than \$140,653 of treatment in the UP which was paid for with grant funds and supported contractor jobs
- collaborating with the grant-funded efforts of the Delta Conservation District on our Phragmites project - they treated over 500 acres
- hosted the UP CISMA Summit on November 10, 2016 here in Marquette

Correspondence: None

Adjournment: Leow made a motion to adjourn at 11:05 am, supported by Malnar. Motion passed.

I certify that these meeting minutes have been approved by a majority of the UP RC&D Council Board members:

Renee Leow, UP RC&D Council Secretary/Treasurer

Date

Menominee County Finance Committee
Minutes of Meeting
January 10, 2017

APPROVED 2.24.17

The Finance Committee met on January 10, 2017 at 8:30 AM at the Menominee County Annex (MSU-E).

Call Meeting to order: Com. Cech called the meeting to order at 8:30 A.M.

Pledge of allegiance: was recited by all.

Roll Call: All Present: Finance Com. Commissioners are present. Others attended, Sandy Paschke, Peggy Shroud, Marc Kleiman, Diane Lesperance, Mike Holmes, Sherry Dupont, Jerry Piche.

Agenda was approved by Com. Gromala and supported by Com. Cech to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: December 6, 2016– moved by Com. Cech and supported by Com. Schei to approve the minutes of the December 6, 2106 Finance Committee meeting. Motion approved 4/0.

Public Comment: None

Department Head/Elected Official Reports: **Peggy-** Last year there wasn't a real big increase in property taxes I think it was about \$55,000 over the previous year and looks like it will be tracking the same this year, keep in mind when you're planning for your budget. **Nelson** That does not include new construction? **Peggy** No, we will be paying particular attention to the building permits given for additions because there may be some assessors that may be confused about how to enter. That goes on top of property tax as new construction and some of them have not been doing that. That will be a goal this year to check that when the data bases are brought in. New Taco Bell will bring some increase in. The building permits last year were 187, this year 174, but that doesn't include the City of Menominee. **Larry** Does the old Taco Bell still pay the same? **Peggy** It is still a commercial building even though it is empty, it doesn't matter. Anything that is existing as of December 31, continues to be on the rolls.

Business Items:

- A. **BayCom Invoice-Port Security Grant:** **Nelson-** recap there was \$27,582 spent on Port Security, was supposed to be in a grant. There were three payments made of \$4500.00 we couldn't find a contract or bid process for it. There were three payments made three months in a row of \$4500.00 and shouldn't have been made, period. We still owe money on it. Sherry and I have both tried to get information. I talked to Mike about it. And we have to somehow pay the bill. Brian signed off on it in December of

2015 there were emails going back as early as 2012 and there was a grant submitted for it. And I don't think we have that either. Went to BayCom to find out who authorized it, and asked several questions about it in an email. Sherry came back with a second email to find who did what on this, do we have a contract or purchase agreement anything at all. 911 was supposed be included in this, correct? **Sherry-** They were supposed to have a direct link to the cameras at 911, but that didn't happen. **Nelson-** So none of that's there, but we owe the bill and Brian was paying out of "Other Legislative". I believe, which is not an appropriate place for it to come from. I would like to thank Mike for his efforts because he has been working on this with us and Sherry's done a lot with this. **Schei** – There are 3 purchase orders, all have account numbers where they were paid from, but were not budgeted from those accounts. If it was a grant, how would you normally pay? In installments or one time? **Nelson** One time. **Mike** This originally began with Trina, wanting to put up a camera at the marina. Trina left and Brian Bousley took it on. The whole system was to be done by August 31st. Brian had told Mike that he did not do a contract. A verbal agreement between he and Baycom. It was not finished in time, so Brian contacted Fema and the director had changed, the deadline was over and the new director would no longer work with Brian. Brian tried to get a Hannahville grant to cover the cost and was denied. **Nelson** We have no contract, no bid process, nothing. **Sherry** Debra did pay an invoice from 911, "Baycom was unable to install PTZ cameras for Sheriff's Dept. as Baycom would not return telephone calls". **Larry** Why don't we have our prosecuting attorney get hold of Baycom and tell them we want the 911 hooked up as originally agreed to and payment would be made when the job is done. **Nelson-** Because we have nothing in writing. We should take the money from the account we feel appropriate as soon as they can get some documentation they will pay the bill. Bring it to the full board. **Steve** Was there paperwork from FEMA for a grant? **Nelson** We need to find out if there was a grant, figure out where to pay it from and take it to the board. **Cech** There is a DNR grant available till March 2nd that may help to cover something like this. **Nelson** We have made 3 payments, attempt has been made, let's move forward, find info and bring to the board. **Larry** How come Marinette is hooked up and we are not? How did Baycom hook them up and not us? **Mike** We do have a live feed and would need a server. **Nelson** What Sherry has said is that it will go from the General Fund balance to the Marine Equipment. I will take a motion to transfer the amount from the General Fund to the Marine Equipment of \$14,082. Approved by Steve/Bill 4/0

- B. Salvage Inspections-SOS for salvage Cert. of title- Sherry-** We were under the assumption this was from vehicles that were being held by the county for people in jail. That is not true, actually it's from the Secretary of State for salvage vehicle titles. They need an officer inspect the vehicles before they can allow a salvage vehicle title to go through. That is what this is all about. We have one officer right know that is trained in doing this, and we just need to set an account up. A department is what we did. A special revenue account set up for this. Starting out with \$300.00, we do not know how many inspections we will have. The cost is \$100.00 charge per inspection. Approved by Larry , Bill seconds motion carried .4/0

- C. B&G and Security Committee meetings fees/mileage-acct needed: Larry-** Also move to set up account for people who go to meetings. **Sherry-** We have one account set up in the commissioner's account department which is used for the up state fair authority person on that board. I have sent a message to see if they can just change the name and just list as Committee per diems mileage, or just add an 01 or 02 on here and set up this general account for committees. **Nelson-** \$1000.00 from the general fund to originally financing. Bill seconds, all approved motion carried. 4/0
- D. Retiring employee-vacation/sick leave payouts: Sherry-** What we have is a payout of \$17,190.00 of course a lot of taxes are being taken out of that. **Nelson-** And that is from the 911 account? **Sherry-** Yes that would come from 911, we will take it from the 911 fund balance and put it in the salary account because that's where it would come from through the payroll process. Showing \$320,000.00 in the fund balance. Approved by Bill, Steve to second, all approved motion carried. 4/0
- E. County Appropriation for Fair Board & Fair Manager Contract-Nelson-** As you recall, the original budget didn't have anything in it; there was no request for it. Commissioner Piche might have brought that issue up at some point. **Sherry-** There was a request but no account information was sent. **Nelson-** Well it was \$10,000.00 total it was \$4000.00 for fair manager and \$6,000.0 for fair. Last year we spent \$4900.00 and \$1000.00 that was not spent. With the documents we have that will be a \$1000.00 increase over last year for fair. That's also general fund expenditure because we did not include it in the original budget. **Steve-** Do they already have what was not used? Or does that revert to the General Fund? **Nelson** They have their own accounts. The balance in their account is actually county money. We should not be giving money without accountability. **Sandy** Doesn't know what this \$1000 is. The fair board was granted an increase. There had been a letter sent, thanking the Board for the increase last year and requested at that time the same amount for this coming year. She doesn't understand the question about the \$1000. **Nelson** When there is a surplus, it is the counties money that generates that surplus, unless the money is earmarked for a specific item, it would come back to the county. So, the county is giving more money than is required for service or purchasing. **Sandy** We also get \$1000 from the 4-H Foundation, and they go out and get sponsors for everything. **Nelson** The county should offset the cost, should not just give 5, 10, 15 thousand. It should not be a separate account because it doesn't come back to the county. **Sherry-** Per service agreement that the Fair Board chairman and Charlie signed it, is specifically stated what the funds are being used for. **Nelson** Funding to the fair is actually like a donation, the county can't do that, it has to be for a specific purpose. If the surplus came back to the county every year, there would be no problem, but it does not. **Gromala** Agreed, that without a service contract, you can't do it. **Nelson** 3-way road project, Townships did not get the money, the work had to be done and if the amount was \$23,000 and the allocation was \$33,000, they didn't get \$33,000 they got the \$23,000. He recommends they put it the budget into the General fund like they have done in the past, make sure they get appropriate clarification for a specific service. Make a transfer but won't release it until they know it can be done. **Schei** -These

appropriations are requested every year, but what about the other requests. Are these same? For Example Rainbow House, Marina, Animal Shelter.... Do they all come back and say where they spend the money? **Sherry** Yes, we do not pay out unless we get a service agreement. **Schei** The Fair Board didn't do that? **Sherry** Yes they did.. **Schei** Then what's the question? Why is the Fair Board any different? It should be done the same for all the letters that we get, if we get 6 letters, everybody should be treated the same. **Sherry** John, Aside from the appropriations they are receiving, you are also talking about monies they are receiving from that building. **Schei** That's a whole other ballgame. **Sherry** That's a different story, right now we are talking about the appropriations that we give out every year. We receive a signed service agreement from them as well as every other person we give appropriations to. During the budget process, a letter is sent to all of these entities letting them know that if they wish to request an appropriation, the process will begin. In that letter their financials are requested. As it happened, the Fair Board didn't send financials with their letter. **Schei** I just wanted to make sure we are being fair to the Fair board, and I agree this other building is an issue, but we should have it in the budget. **Nelson** At the finance meeting we did not approve because we did not have the documents that needed to be provided. It was recommended to the Board that as soon as we got the documentation that we would put it in the budget. The question still is, can we make donations....**Schei** The others have to have a fund balance, rescue squad,etc... **Gromala** There are funds that all entities have. In his opinion, that is not their concern, only the services in the agreement that is made. If these services were provided, then it is a moot point. **Nelson** Put the money in the budget from the General fund. **Cech** Getting back to this \$1000. If in fact we give this same donation to the fair every year, if they spend it or not, the money will be in their account. **Nelson** If the fair were to stop, where would the \$24,000 from their account go? **Schei** County couldn't get it all, other sponsors would want a share as well. **Sherry** If the financials had been provided, we would know where the money had gone. All that was provided was a summary. **Sandy** Would like to see the service agreement, wasn't it signed? What specifically is there that they could show you. **Nelson** This shouldn't be general discussion.. Lets transfer this into the fair account and in the meantime we need to clarify. \$10,000 transfer to fair. Motion by **Gromala**, to transfer the funds with no disbursements made until a service contract is gotten. **Larry** to second all, motion. 4/0

F. Circuit Court Judges Salaries for 2017-\$45,724: **Sherry**-Circuit Court we have two judges we have \$45,724.00 we would split in half per judge. Currently what we have in our budget is \$37,494.00 so that is \$8000.00 less what we need for the two judges. Why we have to do that is because it is affecting the salaries. **Gramola**- motion to transfer general funds to this account to reach the \$8230.00 from general fund to this account to reach the \$45,724.00. **Cech** seconds, all in favor.

G. 2016/17 Budget Amendments: as discussed through this meeting

H. 25 hr/wk hard cap for part time employees: **Nelson**- Allow 29 hours to help get Sherry get caught up, paid from Admin split between Treasurer and Administration.

911 had 3 employees that went over the 25 hours. They have opted out or have gone full time. This would be a budget issue in admin. We have a 25 hr hard cap, with a need for typing and giving Sherry help. The state considers 30 hours full time. For catch-up purposes, bring it to the board, we have the money, I would ask that 29 hours be allowed to get Sherry some help. Add that to the agenda, make it short term. **Cech** In the meanwhile, she still has 5 hours available. You won't have to wait a week. **Gromala** You are saying temporary, could it become something that could last a lot longer. **Nelson** Indeterminate, until administrator is in place. **Gromala** Would like to see that the temporary 4 hours be reviewed upon the hiring of an administrator. By this we are saying that we have to go back to it. **Cech** makes a motion that we have the 29 hour temporary employee of hours (shared by the Treasurer office) for the admin office contingent on and limited by the hiring of a new administrator, at which time we will revisit this issue again. second by Gromala, approved

- I. **OSHA-Non Compliant Renalty: Nelson-** Some asbestos on the windows. **Sherry-** A film on old windows. Because of non-compliance, the state insists we have a full inspection, asbestos-lead on all of our buildings. It is supposed to be done per project and it has never been done. Will have to go out on bids Jim is working on that right now. Jim Hoffman and Pearson. Hoffman does not have lead certification. **Cech** Have you spoke to OSHA and that perhaps the penalty can be waived? **Nelson** That's not going to be an issue for us because we don't have to transfer any funds at this point. **Sherry** We do have a person coming today and have to have a response back to the state by the 17th. They just need names of who is going to do the inspections.

Public Comment: Piche- With the Fair board Sandy needs help with computer, she struggles with it. I will say it again there is a lot of loose ends. The fair board would get ½ of the rental fee for the building. A discussion should come up to dissolve the loose ends. He is definitely in support of Sandy, she knows that, and would like to see that she gets some help.

Commissioner Comment: Schei- I want this committee to understand Brian gave a lot of support to the Fair board, he saw to it that there is a manager, got a computer and software and now he is gone and the help is too. Sandy needs help with the building and 4H. The new administrator needs to be aware of all of these things. **Steve-** Possibly having Sandy take some Computer classes, online or not and use fair board funds for training. **Cech** I think it's a good idea that the county know where the money is going. The fair board is like a partnership, if they make money that is a good thing. We just want to know where the money is.

Adjournment: Moved by Com. Gromala supported by Com. Schei to adjourn the meeting at 9:55 A.M. Motion approved

Menominee County Finance Committee
Minutes of Meeting
01/31/ 2017

*****APPROVED 2.24.17*****

The Finance Committee met on January 31, 2017 at 9:00 AM at the Menominee County Administrative Office.

Others present at the meeting were Mike Holmes, Gerald Piche, Sherry DuPont,

Call Meeting to order: Com. Nelson called the meeting to order at 9:07 A.M.

Pledge of allegiance: was recited by all.

Roll Call: All Finance Com. Commissioners are present.

Agenda motion by Com. Schei and supported by Com. Gromala to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: Minutes not available

Public Comment: None

Department Head/Elected Official Reports: None

Business Items:

A. 2016/17 Budget Amendment-New Building purchase/expenses

New Account: 101-103-998.11 ~ Purchase of Building at 1000 9th St.: – Nelson:

With new account structure, which has been set up, sufficient monies have to be transferred to cover the cost of the building as well as any cost incurred for repairs, etc. Will pay taxes on it this year, about \$2,500.00. \$30 to Register of Deeds, and the purchase price of \$85,000. After looking at the building, the carpeting in two of the units look good, unit on far north side is questionable. **Schei:** 1st one for sure needs to be cleaned, 2nd one is threadbare down the middle, 3rd one hard to tell because it is being used. Better to replace now than later, but if trying to save money, we could clean it. Recommends to look at the bigger picture, the total picture. **Nelson** Painting, doors, windows, would be nice to have all done so that people don't have to be disrupted once in the building and operating. **Gromala** One thing that also needs to be looked at is the middle section. Cooling/airflow etc. **Nelson** Also the boiler, 32 years old. Electric outlets, need GFIs. The lights are outdated, switches. North side of building: talked to Matt, his plan is to add a wall. Doors need insulating, etc.. **Schei** Will there need to be security doors? **Nelson** Dead bolted and insulated should be fine. **Cech** The window that is cloudy, needs to be replaced. **Schei** Recommendation is to

plan for the future, looking at the long-term, what needs to be done, do it correctly and get it done now. What would be the cost to run a Merit line over and get the communication up and running? That will be additional money, do we need to transfer that in right away? **Sherry** Checking into it, the City may also be interested in Merit. No prices yet, was going to talk with the City first. As far as the State probation and parole, the state will have to be involved with their secure connections. **Nelson** Matt and I talked about that, said that is not an issue. **Jim** Hoping that all the state stuff that is in 2nd floor of the jail, that fiber connections will be able to go onto that same pole. AT&T. **Mike H** Was contacted by Matt V. supervisor, will be here this afternoon and he may have plans, numbers. **Nelson** recommends that the electrical (outlets and switches) be replaced, also the windows, carpeting, the door, a good cleaning and a paint job and there might be some lights on ceiling that need to be replaced. **Jim** If we are just changing out existing, then can do ourselves, but if it is a matter of re-wiring, then have to have an electrician. **Schei/Nelson** Should go with LED lighting. **Gromala** Asks if vinyl or laminate should be looked at vs. Carpeting. **Nelson** carpeting would be less expensive. Durability is comparable. All the painting and work can be done internally. **Jim** Work has to be done in proper sequence, can be done, what kind of timeline? Could be less expensive to have contractor give estimate and get it all done at the same time. Not have to worry about weather and number of county employees it would take to get the job done. **Nelson** get costs, estimates, guesstimate of \$8000.00 (windows, doors, carpeting, painting) Maybe go \$10,000 For just the one end, between \$6,000 and \$8000. Middle unit: Concern about access.....Veterans...say we don't have to have ADA accessible, it is "grandfathered" in, if we didn't touch that, there is one door, windows, .. This is a big area, Judge Hass wants his probation officer there possibly in the future, should it be planned for now? **Schei** Agrees, it is a lot of space, someone could use it. **Jim** 20x13 for main section of that room and each of the offices are 12x11. **Nelson** The cost of this section would be a few grand. \$3-3,500. Has a wish list from Mike H. Is the desk being left? **Schei** If we are going to do cameras, each unit should have their own. **Sherry** IT should go in and look at what needs to be done. **Nelson** jot down numbers, with Mikes request, \$6000, with Merit, another \$6000, so about \$23,000., when other numbers are added in. **Mike** One interview room, and 3 detective rooms. Discussion continued about sizes of rooms and how best to use the space. Still concerns about "privacy" for clients and having nowhere to go for discussions that need to be private. **Nelson** Civil cases should not be the county's concern, attorneys should be responsible for the own business. **Cech** thinks that it is also for the constituents of Menominee County, they are the ones in court. It's not really the lawyer getting the benefit, it is the county individual. **Schei** All things "court" should come under the same entity, jail is different, fall under Sheriff dept. Court House offices should be those related to government. **Nelson** Wall for interview room for Mike? **Jim** if we are to have a room between the interview and vets office, it would have to be sound proof. **Cech** interview room location? Have in back where it will be more separated. **Nelson** \$117,500 approx to expect spending. Boilers- there are two one hasn't been used in about 4 years. Could be potential for replacement. \$10,000/\$12,000. **Gromala** need to look at the parking space. **Cech** would need handicapped accessibility...**Gromala**, that would have to come from the city. **Schei** leave vets where it is and move admin

over to new building. Nelson has thought about that, **Schei** Vets may not want to go through security. **Nelson** Vestibule was designed to accommodate the vets.. Lets narrow down this building, jacked up a bit on some numbers, **Gromala** again brings up parking, may be within historical district and need to provide additional space. **Schei /Nelson** let's take care of building now, do parking later. Motion to bring \$135,000 to the account (Designated building fund) to the board now. Motion by **Schei**, second by **Gromala**, motion carried.

Public Comment: Mike Holmes thanks the committee for the considerations of the sheriff department. Jerry, glad he came to meeting. We all knew it would be more, but good for the future. Jan Hafeman, in agreement, there are things she would look at a little different, but thinks all is reasonable.

Commissioner Comment: Nelson, thank you everyone, a very enjoyable meeting

Adjournment: Moved by Com. Gromala, supported by Com. Cech to adjourn the meeting at 10:28 AM. Motion approved 4/0.

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

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN

DIRECTOR
RUSSELL K. SEXTON

Date: February 7, 2017 (Rescheduled from January 31, 2017, due to lack of quorum).

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

Present: Gary Eichhorn, Board Member; Sheila Veraghen, Board Member and Sue Asplund, Acting Board Secretary.

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

Absent: Jeff Naser, Board Chair (Approved)

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the December 27, 2016 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for December 2016 was reviewed. There were \$147.52 in expenditures for the DHHS Board meeting; leaving a balance of \$3,467.80.

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

DIRECTOR'S REPORT:

Ms. Asplund provided an update on the current staffing situation in Menominee County: There are 3 full time management staff including 1 second line children's services supervisor, 1 first line children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director. There is a tri-county community resource coordinator. There are 2 administrative support staff consisting of 1 general office assistant and 1 departmental technician. There are 3 children's protective services

specialists. There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

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

Collaborative Issues: No new information provided.

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

FY 2017 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$6,387.04. This constitutes 24.7% of the allocation spent with 25% of the year elapsed.

FY 2016 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$2,582.32. This constitutes 7.3% of the allocation spent with 25% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 98.97%. Business Service Center 1 average is 97.36% and State average is 97.41%.

Family Independence Program Work Participation Rate: 50%. Year to date average is 46.30%. Federal goal is 50%.

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

December 2016 data:

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

- Family Independence Program: 19 cases; 40 recipients; \$5,669.00.00 in benefits.
- Food Assistance Program: 1,334 cases; 2,471 recipients; \$269,900.00 in benefits.
- State Disability Assistance: 13 cases; 13 recipients; \$2,600.00 in benefits.
- Child Development and Care: 32 cases; 53 recipients; \$11,653.00 in benefits.
- State Emergency Relief: 3 case; \$447 in benefits.
- Unduplicated total: 1,356 cases; 2,505 recipients; \$290,269.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 624 cases; 1,311 recipients
- Other Children < Age 21: 102 cases; 116 recipients
- Pregnant Women & Children Under 19: 505 cases; 902 recipients
- MiChild: 63 cases; 103 Recipients
- Non-SSI Aged, Blind & Disabled: 638 cases; 674 recipients
- SSI Aged, Blind & Disabled: 484 cases; 484 recipients
- Medicaid Eligible Total: 2,168 cases; 3,590 recipients

Total Healthy Michigan Enrollments: 1200+

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

Child Welfare:

CPS Commencement	100%
CPS Investigations	100%
CPS Ongoing Child FtoF	100%
CPS Ongoing Caregiver FtoF	80%
CPS Service Plan Completion	100%
CPS Service Plan Approvals	100%
CFC Service Plan Completion	N/A
CFC Service Plan Approvals	100%
Medicals	N/A
Dentals	N/A
Worker/Child Contacts	50%
Worker/Parent Contacts	0%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	20%

The CY 2016 Foster Home Licensing Goal for the Delta, Dickinson and Menominee Triad was 9 homes and we have 13 licensed.

Board Member Input/Suggestions: None

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

UNIT REPORT: None.

BOARD BUSINESS:

1. Approval of Vouchers:

Vouchers for December 2016 were reviewed and a motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

2. Board Reorganization:

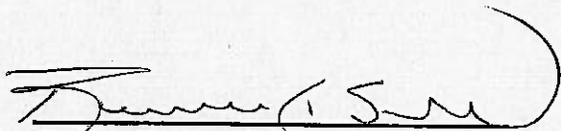
A motion was made by Mr. Eichhorn to nominate Jeff Naser to Board Chair and Sheila Veraghen to Board Vice Chair. Motion was supported by Ms. Veraghen and motion passed without opposition.

NEW BUSINESS: None

PUBLIC COMMENT: None

NEXT MEETING: February 28, 2017 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0913 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members;
Menominee County BOC