

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ March 24, 2015 @ 6:00 p.m. CST**
At the Menominee County Courthouse
839 10th Ave., Menominee, MI
Courtroom B

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - March 10, 2015 – CB Meeting;
 - March 10, 2015 - Closed Session Minutes
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items

1. Moved by _____ seconded by _____ to approve the agreement between the Menominee County Board of Commissioners and the E 911 Personnel and the AFSCME Council # 25. Contract effective October 1, 2014 through September 30, 2017.
2. Moved by _____ seconded by _____ to lift/remove Menominee County hiring freeze beginning March 25, 2015 for the E 911 Department.
3. Moved by _____ seconded by _____ to approve a forestry management plan from Upper Michigan Land Management & Wildlife Services, Inc. in the amount of \$2,500 to be funded from the Park Fund Balance account number 208-000-390.00.
4. Moved by _____ seconded by _____ to approve amendments to the Parks and Recreation Committee Bylaws.
5. Moved by _____ seconded by _____ to appoint two members of the public to the Northpointe Board of Directors for three (3) year terms (4/1/2015 to 3/31/2018) (*Interested candidates: Millie Hofer and Geraldine Murray*).
 1. _____
 2. _____

Raymond Williams Charlie Meintz, Chairman Larry Schei, Vice Chair William Cech

James Furlong Bernie Lang Gerald Piche Jan Hafeman John Nelson

6. Moved by _____ seconded by _____ to approve the Emergency Services Coordinator; E-911 Director; Friend of Court; Undersheriff; Equalization Director & Asst. Prosecuting Atty., be compensated for two years of back wage recovery due to the county acting “non-willfully” in following the D.H. DMG payscale, when there is no evidence of it being approved by the County Board.
7. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as recently submitted.
8. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on February 26, 2015 in the amount of \$152,129.27.
9. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. Resolution 2015-06 ~ Retirement of Toni Erdman
 - b. William Merkel, 20 year Prosecution Service Award
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. County Board review of Disaster Declaration Process
 - b. MSUE – 4H Agent
 - c. UP State Fair Authority Governing Board
4. Finance Items
 - a. Commissioner Per Diems and expenses
 - c. Miscellaneous bills as paid on March 12 & 13, 2015 in the combined amount of \$77,161.72.

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

March 10, 2015

UNAPPROVED

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

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

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

Present: Com. Cech, Furlong, Hafeman, Lang, Meintz, Nelson, Piche, and Williams.

Absent: Com. Schei (excused).

Moved by Com. Williams, seconded by Com. Hafeman to approve the agenda. Discussion ensued. Com. Hafeman would like to see Action Items 2, 3 & 4 removed from the agenda because she does not feel that the commissioners have enough information to properly vote on these items. Com. Furlong stated that these items were addressed at the Personnel Committee meeting and he has also spoken to Com. Meintz and Nelson on the phone providing them with additional information.

Moved by Com. Hafeman, seconded by Com. Nelson to remove Action Items 2, 3 & 4 from the Agenda. Motion failed 3-5, Com. Hafeman, Meintz and Nelson voted aye.

The board then voted on Com. Williams' original motion to approve the agenda. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the February 24, 2015 Regular County Board Meeting and the minutes January 27, 2015 and February 24, 2015 Closed Session. Motion was approved 8-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports: None.

Moved by Com. Hafeman, seconded by Com. Williams to deny the request from the Stephenson Downtown Development Authority (DDA) to consider donating the vacant lot North of the Menominee County Library to the DDA. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Williams to adopt "one" DMG pay scale for all Menominee County Employees and to disregard the previous "M.C. Department Head" pay scale. The DMG to adopt is DMG-Maximus Salary Study Pay – "2015", Grade by steps, with a 2% increase beginning on Oct. 1, 2014 or January 1, 2015. Discussion ensued. Com. Nelson, Hafeman and Meintz voiced their concern about approving this motion without having more information available. Com. Furlong explained that this was discussed at length during the Personnel Committee meeting and feels there was enough information to move the motion forward to the board. Motion was approved by a roll call vote 5-3. Com. Hafeman, Meintz and Nelson voted nay.

Moved by Com. Furlong, seconded by Com. Williams to move six county employees (Emergency Services Coordinator; E-911 Director; Friend of Court; Undersheriff; Equalization Director & Asst. Prosecuting Attorney) currently placed under the "Department Head" DMG, to the DMG pay scale approved above. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Nelson to table Action Item 4. "A motion to approve, according to Fair Labor Standards Act, the Emergency Services Coordinator; E-911 Director; Friend of Court; Undersheriff; Equalization Director and Assistant Prosecuting Attorney be compensated for two years of back pay recovery due to the county acting "non-willfully" in following the D.H. DMG pay scale, when there is no evidence of it being approved by the County Board." Discussion ensued. The board would like to have Brian Bousley contact Attorney Stoker to receive a legal opinion on this issue before the board takes action. Motion was approved 7-1. Com. Lang voted nay.

Moved by Com. Hafeman, seconded by Com. Williams to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 8-0.

Moved by Com. Williams, seconded by Com. Cech to approve miscellaneous bills as paid on February 12 & 18, 2015 in the combined amount of \$99,093.70. Motion was approved 8-0.

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

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. Upper Michigan land Management & Wildlife Services, Inc. – Brian Bousley explained that this is coming as a recommendation from the Parks Committee. They are seeking board approval to have a forestry management plan compiled for Menominee County Parks. The cost would be \$2,500 and funded from the Parks fund balance. It is a consensus of the board that this would be a good idea. The consensus of the board is to move this item forward to the next meeting for approval.
- b. Parks and Recreation Committee – Bylaws. – Brian Bousley explained that the Parks Committee has amended their bylaws to reflect the County Board Policy regarding meeting fees for at large members. The Parks Committee will set meeting fees at \$50 per meeting and mileage at the IRS rate, to and from the meeting site. Currently the majority of members do not request reimbursement. The consensus of the board is to move this item forward to the next meeting for approval.

Miscellaneous Items:

- a. Resolution 2015-05 ~ Text to 911-NexGen 9-1-1. – Brian Bousley read the resolution. He also stated that he would like to see this moved forward as an action item tonight. Com. Hafeman asked if this would cost the county any additional money. Brian stated that it would not cost anything additional.

Moved by Com. Hafeman, seconded by Com. Nelson to move approval of Resolution 2015-05 forward as an action item. Motion was approved by a roll call vote 8-0.

Moved by Com. Furlong, seconded by Com. Hafeman to approve Resolution 2015-05 ~ Text to 911-NexGen 9-1-1. Motion was approved by a roll call vote 8-0.

Finance Items:

- a. Commissioner Per Diems and expenses –The consensus of the board is to move this item forward for approval at the next meeting.
- b. Miscellaneous bills as paid on February 26, 2015 in the amount of \$152,129.27. – Com. Hafeman asked about a Mastercard bill on page 98. She also asked about an autopsy the county paid for that cost \$1,400. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment:

- Peggy Schroud – Commented that she is not a salaried employee.
- Jodie Barrette – Commented that she would like to recognize Renee Herrild for her service as Menominee County Friend of Court since she is now retiring. She also stated that if any of the commissioners would like to talk to her about the history of the DMG study and scale she is open for questions.
- Pat Cheski – Commented on the DMG study and how the 9.1% adjustment occurred.

Commissioner Comment:

- Com. Hafeman – Reminded everyone that the Conservation District was going to be holding an Open House on Thursday at the Annex in Stephenson.
- Com. Meintz – Commented that he is super happy about the nice weather that we are having.

Moved by Com. Nelson, seconded by Com. Hafeman to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.) Motion was approved 8-0 by a roll call vote at 7:12 p.m.

Moved by Com Hafeman, seconded by Com. Williams to return to open session at 7:25 p.m. Motion was approved 8-0 by a roll call vote.

Moved by Com. Hafeman, seconded by Com. Nelson to adjourn at 7:26 p.m. Motion was approved 8-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	E-911 AFSCME Contract
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
The E-911 Union has been working with the County Administrator to finalize the contract.	
RECOMMENDED MOTION	
To approve the agreement between the Menominee County Board of Commissioners and the E 911 Personnel and the AFSCME Council # 25. Contract effective October 1, 2014 through September 30, 2017.	

Submitted by: **Brian Bousley**

 03/19/2015
Date

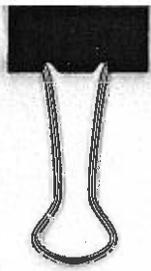
WORKSHOP ACTION

	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):



AGREEMENT

BETWEEN

MENOMINEE COUNTY

AND

AFSCME, Council #25
E-911

Effective: October 1, 2014 to September 30, 2017

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Hiring Freeze for E-911
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
After a lengthy process of negotiating a contract, With the approval of the contract, administration requests to have the hiring freeze lifted/removed for the E-911 employees.	
RECOMMENDED MOTION	
To lift/remove Menominee County hiring freeze beginning March 25, 2015 for the E 911 Department.	

Submitted by: **Brian Bousley**

 03/19/2015
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 AGENDA ITEM

SUBJECT:	Upper Michigan Land Management & Wildlife Services, Inc.
DEPARTMENT:	Parks and Recreation Committee
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks Committee is recommending the board approve a forestry management plan for the county parks at a cost of \$2,500 to be funded from the Parks fund balance. Acct.#208-000-390.00</p>	
RECOMMENDED MOTION	
<p>To approve a forestry management plan from Upper Michigan Land Management & Wildlife Services, Inc. in the amount of \$2,500 to be funded from the Park Fund Balance account number 208-000-390.00.</p>	

Submitted by: **Brian Bousley**

 03/19/2015
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):



**Upper Michigan Land Management
& Wildlife Services, Inc.**

Monday, February 23, 2015

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

Dear Mr. Bousley:

In response, to your Request for Proposal (RFP) concerning the Menominee County forest lands and parks, I have reviewed all of the properties and have determined the best course of action would be to develop a twenty year forest plan describing current conditions while providing forest, wildlife, recreational and best management recommendations for all county forest lands. Also, I am recommending a timber cruise on all forest lands in order to determine current timber volumes and values. **Project Cost: \$2,500.00.**

I have been a certified Forest Stewardship plan writer since the early 1990's and have successfully written over (625) management plans covering (79,850) acres throughout Michigan. In addition to forest planning, we have completed over (125) various timber cruising and value determination projects covering (66,000) acres. For a complete detailed description of UMLMWS Forest Plans, I have attached UMLMWS Forest Management Plan.

In addition to forest planning, we are a **FULL SERVICE** land management company that provides on-the-ground services such as timber sale administration, timber marking-cruising, forest boundary line location, wildlife opening creation, wildlife seedings, reforestation, wildlife tree and shrub planting.

For background and history of our company and personal experience, I have attached the following documents; UMLMWS -Brochure (1), UMLMWS - Brochure (2), UMLMWS Background & History, Resume of Dean R. Francis.

For further questions, I can be reached at 906.235.0369 (Cell) or 906.786.3488 (Office). For additional information, please see our Website at: www.michiganforesters.com.

Thank you for considering Upper Michigan Land Management.

Dean Francis
FSP Certified Plan Provider
NRCS-Total Service Provider
Registered Forester #608

Upper Michigan Land Management & Wildlife Services, Inc.
1705 4th Avenue North, Escanaba, Michigan 49829
Phone: (906) 786-3488 Fax: (906) 233-9548 Cell: (906) 235-0369 (906) 235-0131
Dean R. Francis: dean@michiganforesters.com James T. Green: todd@michiganforesters.com

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Parks and Recreation Committee - Bylaws
DEPARTMENT:	Parks/Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks committee has amended their bylaws to reflect the County Board Policy regarding meeting fees for at large members. The Parks Committee will set meeting fees at \$50 per meeting and mileage at the IRS rate, to and from the meeting site. Currently the majority of members DO NOT request reimbursement.</p>	
RECOMMENDED MOTION	
To approve amendments to the Parks and Recreation Committee Bylaws.	

Submitted by: **Brian Bousley**

 03/19/2015
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):

BYLAWS

ARTICLE I: Name. Menominee County Parks & Recreation Committee.

ARTICLE II: Purpose. To act as an advisory committee to the Menominee County Parks & Recreation System.

ARTICLE III: Members. Amended December, 2009, by the Parks & Recreation Committee.

The members of this Committee are those persons who have been appointed by the Board of Commissioners. There shall be five (5) public at-large representatives and two (2) County Board representatives. All have voting powers.

The County Board Representatives shall serve for one (1) year terms. All Public at-large representatives will serve three (3) year staggered terms.

Section 1. Voting. All members who are present shall vote whenever the question is put by the Chair. The Secretary or designee shall be the recorder.

Sub. Section 1. Abstention. No member may abstain from voting "yes or no" unless excused by a majority of those present.

ARTICLE IV: Officers

ARTICLE IV - Amended August 12, 2009 by Parks & Recreation Committee.

Section 1. The officers of this Committee shall be a Chairperson, a Vice Chairperson and a Secretary.

Section 2. The term of office shall be for one year. The individual may succeed her/himself.

Section 3. These officers shall be elected at its first meeting of the year.

Section 4. Candidates for these offices shall be nominated from the floor. It shall take a simple majority vote of the Committee to elect. The vote will be taken by a randomly selected call of the roll.

Section 5. Officer Powers and Duties.

Except for those powers and duties prescribed to the Chair by the County Board, the Chair has no power to act on behalf of the Committee unless the Committee specifically grants that power.

ARTICLE V. Meetings

ARTICLE V - Amended December, 2009 by Parks & Recreation Committee.

Section 1. A schedule containing the date, time and place of regular meetings of the Committee shall be established at the first meeting of the year. The Committee shall meet a minimum of six (6) times per year.

Section 2. Special meetings notice

A special meeting of the Parks & Recreation Committee shall be held only when requested by at least two (2) members of the Parks & Recreation Committee. The request shall be in writing, shall be addressed to the County Administrator, and shall specify the time, date, place, and purpose of the meeting. Upon the reception of a request, the County Administrator shall immediately give notice to the members and post the date and time at least 18 hours prior to the time of the meeting.

Section 3. Quorum and Majority.

A majority of the members of the County Parks & Recreation Committee shall constitute a quorum for the transaction of the ordinary business of the Committee, and questions which arise at its meetings shall be determined by the votes of a majority of the members present.

Section 4. Minutes. Recording names and votes on actions. The names and votes of members shall be recorded on an action which is taken by the Parks and Recreation Committee if the action is on an ordinance, resolution, or appointment or election of an Officer. A record which is made pursuant to this section shall be available for public inspection.

ARTICLE VI: Rules, Regulations, Policies of the Committee.

ARTICLE VI - Amended December, 2009 by the Parks & Recreation Committee. (Removed Article VI)

ARTICLE VII. Parliamentary Authority.

ARTICLE VII - Amended December, 2009 by Parks & Recreation Committee.

The current edition of "Robert's Rules of Order" shall be the Parliamentary Authority. The rules, with special attention to small Committees, contained in the above mentioned reference shall govern the Committee in all cases to which they are applicable.

ARTICLE VII. Amendment of Bylaws.

ARTICLE: VII - Amended December, 2009 by Parks & Recreation

Committee.

Section 1. These Bylaws may not be suspended.

Section 2. These Bylaws may be amended at any regular meeting of the County Board by a 2/3 majority of the County Board.

Section 3. These Bylaws, Rules, Regulations and Policies shall remain in effect until properly amended.

ATTESTED TO:

Marc Kleiman,
Clerk of Menominee County

~~Gary Eichhorn~~, Chairman
Menominee County Board of
Commissioners

MENOMINEE COUNTY PARKS & RECREATION COMMITTEE RULES & POLICIES

R96-1 The Order of Business shall be as follows:

1. Call Meeting to Order
2. Review of Previous Meeting Minutes
3. Approval of Agenda
4. Public Comment
5. Business
6. Correspondence
7. Any Other Items Members May Wish to Present
8. Public Comment
9. Adjournment

Adopted: November 25, 1996

R96-2 Complex or controversial issues may be discussed by the Committee prior to being introduced in the form of a motion. The Chair may declare the floor open for debate prior to a motion if no member objects. If there is an objection, the Chair shall call for a vote. A majority vote of the Committee shall sustain the Chair. Any motion(s) arising from such debate shall be reduced to writing prior to being voted upon, upon the request of any member.

Adopted: November 25, 1996

R96-3 To determine the sequential order of a roll call vote, the Secretary shall randomly select the names of the members of the Committee.

Adopted: November 25, 1996

R96-4 Committee members are provided a mileage allowance which shall be the IRS rate per mile.

Adopted: November 25, 1996

R96-5 Committee members attending authorized conferences, seminars, etc. shall be reimbursed mileage, meals and lodging. All applicable conference fees shall be paid in advance by the County when possible. Lodging shall be reimbursed at actual cost not to exceed the room rate at the conference headquarters hotel. Lodging necessary enroute to or from a conference shall be reimbursed at actual cost not to exceed \$60.00 per night. Travel costs will be reimbursed at the IRS rate per mile for personal automobile or at actual cost for commercial carriers. Any travel allowances advanced in excess of actual costs shall be reimbursed to the County. Meals not included in conference fees shall be paid in accordance with County policy.

Adopted: November 25, 1996

R96-6 Committee members are responsible for submitting all of their own expenses including all meeting expenses. These expenses should be submitted to the County Administrator's office.

Adopted: November 25, 1996

R96-7 DISSEMINATION OF INFORMATION. It shall be the policy of the Committee that all information pertaining to business of the Committee obtained by individual committee members, shall be transmitted in a timely fashion to all Committee members so that they would be better able to make informed decisions. This information shall be made available to the county Administrator so that it may be included in the meeting packet. County Committee packets will be available one week prior to the meeting.

Adopted: November 25, 1996

R96-8 PURCHASING POLICY. Committee has no authority to purchase.

Adopted: November 25, 1996

R96-9 COMMITTEE COMMUNICATION. It shall be the policy of the Committee that the official spokesperson of the Committee shall be the Committee's Chairperson or the County Administrator. Utterances of individual Committee members shall be clearly identified to the media and the public that those public statements are opinions of those committees or member(s) as the case may be and not positions of the Committee.

Adopted: November 25, 1996

R96-10 PUBLIC COMMENT. It shall be the policy of the Committee that for all meetings of the Committee and all committee meetings of the Committee which come under the jurisdiction of the Michigan Open Meetings Law that the following rules apply: speakers shall identify themselves and if representing a group, the name of the group, and shall state their address; a speaker shall be limited to five minutes; only one speaker may address the Committee on behalf of a group; 30 minutes, if necessary, shall be devoted to public participation during the appropriate times on the agenda; the Committee reserves the right to extend the above mentioned time limits; a member of the public can request permission to address the Committee relative to a particular item on the agenda at the time it is being considered by the Committee or a Committee member can yield the floor to a member of the public, under the constraints of the above mentioned time limits; these rules shall be available along with copies of the agenda, for those meetings at which a previously prepared agenda is available, at the time and place of the meeting.

Adopted: November 25, 1996

R96-11 COMMITTEE MEMBER COMPENSATION - ~~Committee public members receive no meeting compensation.~~ Committee public members may receive a \$50 meeting fee as well as the IRS mileage rate to and from the meeting location.

Adopted: November 25, 1996

Amended:

CHARTER OF PARKS AND RECREATION COMMITTEE

The Menominee County Parks & Recreation Committee is an advisory committee whose purpose is to provide advice, direction, and recommendations to the Parks Superintendent, County Administrator and Menominee County Board of Commissioners. The Committee has no final authority or responsibility for policy making or administration.

Responsibilities of this Committee are as follows:

1. Recommend objectives and goals of the Parks and Recreation System.
2. Recommend rules and policies governing the Parks and Recreation System.
3. Recommend annual and long-term financial plans.
4. Recommend establishing and maintaining an effective public relation program.
5. Recommend short-term and long-term planning necessary to develop a broad variety of programs, facilities, and services to meet community needs.
6. Maintain close coordination with other community agencies involved in parks and recreation and the Board of Commissioners.
7. Encourage broad citizen involvement in the park system.
8. Recommend annually a park fee schedule.
9. Act as mediator between citizens and management disputes.
10. Receive public input on the parks and recreation system.
11. Annually recommend revision to the Menominee County Parks and Recreation Plan.
12. Annually recommend capital improvement plan.
13. Review statistics.
14. Annually tour parks as a Committee to determine goal objectives and to evaluate physical condition of park property.

The Menominee County Parks & Recreation Committee shall follow the rules and policies as set forth by the Menominee County Board of Commissioners.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Northpointe Board of Directors' appointments (2)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Menominee County has two appointments expiring on the Northpointe Board of Directors'. Administration has accepted applications for appointment...and received two applications. Karen Raether (a member who's term is expiring) has submitted a letter requesting the County board "not" re-appoint her due to her retirement.</p>	
RECOMMENDED MOTION	
<p>To appoint two members of the public to the Northpointe Board of Directors for three (3) year terms (4/1/2015 to 3/31/2018). <i>(Interested candidates: Millie Hofer and Geraldine Murray).</i></p>	

Submitted by: **Brian Bousley**

 03/19/2015
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):

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

RECEIVED
MAR 02 2015
BY: *AS*

I, Mildred Hofer, hereby submit an application for appointment to

Northpointe Board of Directors for 3 years from 4/1/2015
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 3/31/2018

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 3916 13th St. Menominee, MI 49858
Street City Zip
Menominee and have since 1966
County

Mailing address if different than above: _____

Telephone: 906-863-3393 Cell Phone: 906-792-8021

Email Address: hoferk2@hotmail.com

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

3. I am currently registered to vote: YES NO

4. Employer: Retired from NBHS Telephone: 1-800-750-0522

a. Indicate nature of your work: Worked with mentally ill adults and children

b. Title: Psychiatric Nurse / Director of Health Services

5. Educational Level and degrees received:

Bellin School of Nursing - R.N. Bachelor Degree in Science from NMU. Nationally Certified Psychiatric Nurse Specialty

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

BOD for CASA (Court Appointed Special Advocate for abused and neglected children). Advisory Board for Marquette General Home Health

7. Previously held appointments and/or elected positions:

President of the Menominee Study Club.

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

no

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

no

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

none

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

If yes, how many years have you served on this board? 14 years

Please indicate your attendance record for the term(s) served approx 80% | 100%
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

Not much change from 3 years ago. I have been a steady attendee at board meetings.

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

professional experience serving mentally ill. Experience as a board member. Knowledge of the mental Health System. Strong advocate for better access to services for the mentally ill. Responsible how taxpayer money is spent.

13. I hereby apply for appointment to Northpointe Board of Directors 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.

Mildred Hofer
Signature

Mildred Hofer
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Sherry DuPont

From: Geraldine Murray <gmurray63@gmail.com>
Sent: Wednesday, March 11, 2015 4:41 PM
To: Sherry DuPont
Subject: Application for Appointment Submission

First Name: Geraldine

Last Name: Murray

Address: W4520 cedar street

City: Nadeau

State: Michigan

Zip Code: 49863

Email Address: gmurray63@gmail.com

Phone Number: 9065539994

What board or committee are you applying for?: Northpointe board

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: I am not employed at this time.

Please indicate education level and degrees received:: High School Was a Certified Nurses Aide for 20 yrs

Do you currently hold any County appointments or elected positions? If yes, please explain.: no

Have you previously held any appointments and/or elected positions? If yes, please explain.: no

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

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

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: n/a

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.
Comments:: no

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I am the Grandmother of a grandchild that has received Northpointe services.. I also was a Guardian of a consumer that receives Northpointe Services that is now living independently and doing well

I hereby apply for an appointment 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.

(Please sign the box, by typing your name here.): \]Geraldine Murray

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	DMG - Retro Pay
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>To move six positions currently held under the "department head" DMG (Emergency Services Coordinator, E-911 Director, Friend of Court, Equalization Director, Asst. Prosecuting Atty., Undersheriff), to be moved to the County wide DMG and according to the Fair Labor Standards Act, will be compensated for two years recovery of back pay. 3.10.14-This item was tabled until more information was received from Attorney Stoker.</p>	
RECOMMENDED MOTION	
<p>To approve the Emergency Services Coordinator, E-911 Director, Friend of Court, Undersheriff, Equalization Director & Asst. Prosecuting Atty., be compensated for two years of back wage recovery due to the county acting "non-willfully" in following the D.H. DMG payscale, when there is no evidence of it being approved by the County Board.</p>	

Submitted by: **Brian Bousley**

 03/19/2015
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
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 and expenses as recently paid.	

Submitted by: **Brian Bousley**

 03/19/2015
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):

Rec
2/24/15
RKS

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: \$.5655/mile ~ effective 01 January 2013

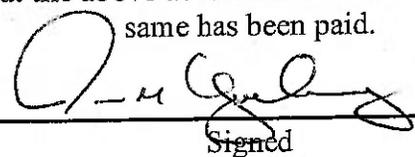
*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

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

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
2-10-15	STEPHENSON	40			101-101-860.03
2-24-15	STEPHENSON	40			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
					101-101-860.03
					101-101-860.03
			Total Mileage	80	
				Total Mileage Fee	45.24

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



Signed

2-24-15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Raymond Williams ~ District 1

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2-10	Men. Annex	45		25.88	101-101-860.01
2-23	" "	45		25.88	101-101-860.01
2-24	" Annex	45		25.88	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	77.64

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

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

Raymond Williams

Signed

Date

RECEIVED
 FEB 27 2015
 BY: *JA*

Commissioner Meeting Fee Expense Form

Name of Commissioner Jan Hafeman

\$50.00 per meeting-Reg. or Special County Board meeting (or external committee/boards)
 \$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
2/10/15	COW & Co Bd	50.00
2/17/15	Bd of Health Finance-	50.00
2/18/15	Bd of Health Mtg	50.00
2/19/15	Co Bd Finance Mtg	50.00
2/20/15	UPCAP	50.00
2/23/15	GIS Ad Hoc Mtg	50.00
2/24/15	Co. Bd. Mtg	50.00
2/26/15	Pinecrest Finance & Bd. Mtg	50.00
Total Per Diem		400.00

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

Commissioner Signature: *Jan Hafeman*
 Date: 2/26/15

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
FEB 27 2015
BY: *AA*

Mileage: \$.575/mile – effective 01 January 2015

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

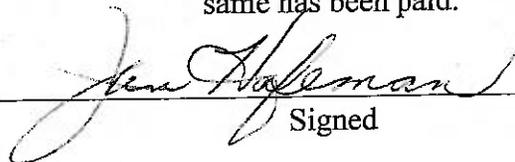
*must attach receipt for reimbursement
*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X.575/mile	Total Cost	Account Number
2/10/15	Co Bd. Mtg-Annex	34	19.55		101-101-860.10
2/17/15	BOH Fin- Escanaba	58	33.35		101-101-860.10
2/18/15	Bd. Of Health-Pinecrest	14	8.05		101-101-860.10
2/19/15	Co. Bd Fin-Menominee	76	43.70		101-101-860.10
2/20/15	UPCAP	58	33.35		101-101-860.10
2/23/15	GIS-Annex	34	19.55		101-101-860.10
2/24/15	Co Bd Mtg- Annex	34	19.55		101-101-860.10
2/26/15	Pinecrest-Pinecrest	14	8.05		101-101-860.10
					101-101-860.10
	Less UPCAP		33.35		
		332	Total Mileage	185.15 -33.35 (UPCAP)	
Total Mileage Fee					151.80

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

2/26/15

Date

UPCAP SERVICES, INC. • GENERAL OPERATING ACCOUNT

130276

130276
2/24/2015

Payee HAFEMAN, JAN
Vendor ID HAFEMAN, JAN
Account #

Invoice	Description	Discount	Amount
28165	BOARD TRAVEL	\$0.00	\$33.35

130276

Total : \$0.00 \$33.35

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
FEB 27 2015
BY: *LS*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/10/15	MENOMINEE CITY HALL	15		8.63	101-101-860.04
2/10/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
2/10/15	ANNEX	32		18.40	101-101-860.04
2/12/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
2/17/15	COUNTY LIBRARY	32		18.40	101-101-860.04
2/17/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
2/18/15	PINECREST	73		41.98	101-101-860.04
2/19/15	COURTHOUSE	16		9.20	101-101-860.04
2/24/15	ANNEX	32		18.40	101-101-860.04
		245	Total Mileage		
				Total Mileage Fee	\$140.90

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

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

Larry Schei

Signed

2/27/15

Date

Commissioner Meeting Fee Expense Form

RECEIVED
FEB 27 2015
BY: *JS*

Name of Commissioner LARRY SCHEI

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
2/10/15	MBDC	50.00
2/10/15	TCAC BUILDING & GROUNDS	50.00
2/10/15	COUNTY BOARD	50.00
2/12/15	TCAC EXEC/FINANCE	50.00
2/17/15	LIBRARY BOARD	50.00
2/17/15	TCAC MONTHLY	50.00
2/18/15	PUBLIC HEALTH	50.00
2/19/15	COUNTY BOARD FINANCE	50.00
2/24/15	COUNTY BOARD	50.00
Total Per Diem		450.00

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

Commissioner Signature: *Larry Schei*

Date: 2/27/15

**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 26, 2015 in the amount of \$152,129.27.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on February 26, 2015 in the amount of \$152,129.27.	

Submitted by: **Brian Bousley**

 03/19/2015
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):

General Fund Expenditures

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

Special Revenue Funds

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

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

APPROVED

FEB 23 2015

2015

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AIRGAS NORTH CENTRAL	40237	02/19/2015	90385248433	Oxygen	205-315-755.00	39.76		\$39.76
AT&T Mobility	40249	01/31/2015	287252150867X0208	January 2015	101-132-850.00	31.27		\$62.51
	40250	02/09/2015	287252234966	906-792-6968	101-132-850.00	31.27	*	
Bauger Mailing & Shipping	40180	02/17/2015	73026	Ink Cartridge for Postage Machine	101-253-729.01	164.54		\$164.54
Bellin Health	40231	02/10/2015	00001	Pre Employment (Roach, Wert)	101-301-835.00	232.00		\$232.00
Big O's Lube and Service, Inc.	40238	02/04/2015	16160	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	369.28		\$435.08
	40239	02/06/2015	16183	2013 Chevy Silverado - Oil Change	205-315-934.02	32.90		
	40240	02/08/2015	16198	2013 Chevy Impala - Oil Change	205-315-934.02	32.90		
Body Works Plus	40234	01/28/2015	1968519307	2010 Chevy Impala - Vehicle Maintenance	101-301-981.00	325.00		\$325.00
Brunelle, Jennifer	40261	02/16/2015		Reimbursement Northern MI Juvenile Officer Membership	101-132-802.00	40.00		\$40.00
Carquest Auto Parts	40241	12/30/2014	2825-289204	Customer # 718231 - Window Wash Fil	205-315-934.02	45.20		\$45.20
CBM Managed Services	40224	02/04/2015	STDINV80819	Inmate Meals	101-301-770.00	2,018.08		\$4,081.36
	40225	02/11/2015	STDINV81083	Inmate Meals	101-301-770.00	2,063.28		
Cellcom Wisconsin RSA 04	40248	02/05/2015	055273	Cellular Services	296-665-850.00	55.48		\$166.44
	40248	02/06/2015	055273	Cellular Services	296-664-850.00	55.48		
	40248	02/05/2015	055273	Cellular Services	296-665-850.00	55.48		
CLOVERLAND PAPER CO	40188	02/13/2015	107398	Multifold Towels	101-265-755.01	30.37		\$204.56
	40226	02/05/2015	107345	Linens	101-301-770.00	91.80		
	40227	02/13/2015	107399	Inmate Supplies	101-301-770.00	25.80		
	40288	02/20/2015	107454	Toilet Tissue	101-265-755.01	66.49		
Cooper Office Equipment	40192	02/04/2015	119467	Contract # 1413-01 (District Court)	101-136-931.00	239.94		\$239.94
Dickinson County Treasurer	40259	02/25/2015		Circuit Court 2014-4 Shared Expenses, Benefits (Oct, Nov, [191-131-702.00	25,284.77		\$25,284.77
Dotigovito, Greg	40255	02/25/2015	5785	Saturday Detention (J.S.)	101-132-801.01	55.25		\$107.25
	40258	02/25/2015	5788	Transport of Juvenile (K.R.)	101-132-801.01	20.00		
	40258	02/25/2015	5788	Transport of Juvenile (K.R.)	101-132-801.00	32.00		
DTE Energy	40221	02/12/2015	462245200011	Annex	101-261-920.04	204.30		\$204.30
Dugree's Auto Center	40172	02/12/2015	25857	PO# 03048 - Auto Repair Veteran Mich	284-693-835.00	736.12		\$736.12

APPROVED

FEB 26 2015

1005

MENOMINEE COUNTY
Claims Audit Report

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Durocher, Tony	40256	02/25/2015	5786	Transport of Juvenile to Bay Pines (K.R	101-132-801.01	17.50		\$117.38
	40256	02/25/2015	5786	Transport of Juvenile to Bay Pines (K.R	101-132-801.00	28.00		
	40257	02/25/2015	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	71.88		
Elchhorn, Gary	40275	02/24/2015	Per Diem	DHS Meeting	101-601-837.00	50.00		\$99.45
	40276	02/24/2015	Reimbursement	Mileage - DHS Meeting	101-601-837.00	49.45		
ERICKSON WAYNE	40254	02/24/2015	626	GAL Fees (A.K.)	101-148-807.00	600.00		\$600.00
Friends Ofc Prod Whse Direct	40182	02/06/2015	0219501	ROD Office Supplies	101-268-727.03	268.85		\$268.85
Furlong, James	40277	02/24/2015	Reimbursement	Mileage - February 2015	101-101-850.03	45.24		\$45.24
HOTFLAME GAS COMPANY	40170	02/12/2015	03050	PO# 03050 - Veteran Lyle Schoen	294-683-835.00	502.77		\$502.77
ID NETWORKS	40280	02/26/2015	268892	PO# 03054 Service Maintenance Fee	101-301-976.00	1,995.00		\$1,995.00
INSTITUTE OF CONTINUING LEGAL	40213	12/26/2014	988561	MI Model Criminal Jury Instructions	269-145-982.00	258.50		\$258.50
Jeff Naser	40273	02/24/2015	Reimbursement	Mileage - DHS Board	101-601-837.00	50.60		\$100.60
	40274	02/24/2015	Per Diem	DHS Board	101-601-837.00	50.00		
Joel Hensley, RN	40183	02/23/2015	Blood Draws	L.N. (2/12) R.B. (2/18)	101-267-801.01	200.00		\$3,744.60
	40209	02/23/2015	Medical Examiner	February 2015	101-648-709.00	690.00		
	40209	02/23/2015	Medical Examiner	February 2015	101-648-835.00	1,470.00		
	40222	02/23/2015	Reimbursement	Medical Examiner Postage	101-648-727.00	19.60		
	40229	02/23/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
Klumb, Joseph	40252	02/20/2015	624	GAL Fees (D.A.)	101-148-807.00	810.00		\$810.00
Kristin Day	40246	02/23/2015	14-007-DL-3	Witness \$6.00 Mileage \$24.15	101-132-804.00	30.15		\$30.15
LENCA SURVEYING	40184	02/13/2015	15018	Project Year 2015 (2/7 - 2/15/15)	243-245-801.07	2,584.00		\$2,584.00
Lesperance, Diane	40193	02/16/2015	Reimbursement	Mileage, Meals, Tolls	517-252-860.00	408.75		\$430.72
	40265	02/26/2015	Reimbursement	Mileage (Ad Hoc Committee for GIS Me	517-252-860.00	21.97		
Lufts Advertiser	40278	02/24/2015	2/24/15	Advertising - February 2015	101-101-801.00	326.75		\$350.75
	40278	02/24/2015	2/24/15	Advertising - February 2015	101-215-727.00	24.00		
M.A.C.V.C. - Sanilac County Veterans Affair	40284	02/26/2015	Registration Fee	2015 Spring Conference (Michael Dell:)	101-682-802.00	45.00		\$45.00
Manpower	40176	02/15/2015	28278946	Week Ending 2/15/15 (Krista Marciniak	101-261-705.00	477.90		\$1,242.54
	40177	02/01/2015	28223555	Week Ending 2/1/15 (Krist Marciniak)	101-261-705.00	382.32		
	40270	02/22/2015	238039412	Week Ending 2/22/15 (Krista Marciniak	101-261-705.00	382.32		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Massopust, Whitney	40211	02/23/2015	Medical Examiner	February 2015	101-648-709.00	240.00		\$690.00
	40211	02/23/2015	Medical Examiner	February 2015	101-648-835.00	450.00		

APPROVED

FEB 26 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

BR

APPROVED

FEB 20 2015

MB

MENOMINEE COUNTY
Claims Audit Report

Claim Total

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$3,743.72
	40267	02/09/2015	Credit Card	Holiday	101-301-742.00	24.00		
	40267	02/09/2015	Credit Card	Some's Uniforms	101-301-755.00	292.00		
	40267	02/09/2015	Credit Card	Bob Barker	101-301-770.00	217.11		
	40267	02/09/2015	Credit Card	Bob Barker	101-301-770.00	48.13		
	40267	02/09/2015	Credit Card	Burger King	101-301-860.01	9.62		
	40267	02/09/2015	Credit Card	Mighty Pet	101-301-881.01	43.99		
	40267	02/09/2015	Credit Card	Angelis	101-301-704.00	69.25		
	40267	02/09/2015	Credit Card	Holiday	205-315-742.00	28.64		
	40267	02/09/2015	Credit Card	Rubber Ducky	205-315-742.00	17.41		
	40267	02/09/2015	Credit Card	Shell Oil	205-315-742.00	18.19		
	40267	02/09/2015	Credit Card	Superior Touchless	205-315-742.00	9.00		
	40267	02/09/2015	Credit Card	Superior Touchless	205-315-742.00	8.00		
	40267	02/09/2015	Credit Card	Superior Touchless	205-315-742.00	11.00		
	40267	02/09/2015	Credit Card	Some's Uniforms	205-315-755.00	56.00		
	40267	02/09/2015	Credit Card	Bad Brads of Clinton	205-315-860.00	10.19		
	40267	02/09/2015	Credit Card	Bad Brads of Clinton	205-315-860.00	10.19		
	40267	02/09/2015	Credit Card	Bar Louie Clinton	205-315-860.00	14.67		
	40267	02/09/2015	Credit Card	Bar Louie Clinton	205-315-860.00	17.52		
	40267	02/09/2015	Credit Card	Buffalo Wild Wings	205-315-860.00	18.32		
	40267	02/09/2015	Credit Card	Buffalo Wild Wings	205-315-860.00	18.34		
	40267	02/09/2015	Credit Card	Candlewood Suites	205-315-860.00	84.75		
	40267	02/09/2015	Credit Card	Gaithouse Suites	205-315-860.00	118.65		
	40267	02/09/2015	Credit Card	Golden Corral	205-315-860.00	9.21		
	40267	02/09/2015	Credit Card	Golden Corral	205-315-860.00	11.64		
	40267	02/09/2015	Credit Card	Hardies	205-315-860.00	9.63		
	40267	02/09/2015	Credit Card	Hardies	205-315-860.00	10.15		
	40267	02/09/2015	Credit Card	Juan Miguel's	205-315-860.00	15.70		
	40267	02/09/2015	Credit Card	Taco Bell	205-315-860.00	7.62		
	40267	02/09/2015	Credit Card	Taco Bell	205-315-860.00	8.99		
	40267	02/09/2015	Credit Card	Ye's Ching King	205-315-860.00	22.28		
	40267	02/09/2015	Credit Card	PayPal	205-315-881.03	275.00		
	40267	02/09/2015	Credit Card	Sheesh Chev	205-315-934.02	508.01		
	40267	02/09/2015	Credit Card	7-Eleven	282-302-881.00	26.40		
	40267	02/09/2015	Credit Card	Burger King	282-302-881.00	7.57		
	40267	02/09/2015	Credit Card	Burger King	282-302-881.00	7.30		
	40267	02/09/2015	Credit Card	Exxon Mobil	282-302-881.00	24.27		
	40267	02/09/2015	Credit Card	Holiday Inn	282-302-881.00	382.50		
	40267	02/09/2015	Credit Card	Holiday Station	282-302-881.00	20.19		
	40267	02/09/2015	Credit Card	Juan Miguel's	282-302-881.00	16.30		
	40267	02/09/2015	Credit Card	Twisted Rooster	282-302-881.00	23.30		
	40267	02/09/2015	Credit Card	Twisted Rooster	282-302-881.00	12.49		
	40267	02/09/2015	Credit Card	Twisted Rooster	282-302-881.00	11.12		
	40265	02/09/2015	Credit Card	Cabelas	101-265-745.00	142.39	*	
	40265	02/09/2015	Credit Card	USPS	101-267-704.00	5.05	*	
	40265	02/09/2015	Credit Card	Midland Plastics, Inc.	101-265-755.00	8.55	*	
	40265	02/09/2015	Credit Card	USPS	101-265-729.00	5.05	*	
	40265	02/09/2015	Credit Card	USPS	101-265-729.00	5.05	*	
	40265	02/09/2015	Credit Card	Cabelas	101-265-755.00	156.24	*	
	40265	02/09/2015	Credit Card	Midland Plastics, Inc.	101-265-755.00	7.02	*	
	40265	02/09/2015	Credit Card	USPS	101-265-729.00	5.05	*	
	40265	02/09/2015	Credit Card	Perkins	101-132-801.01	161.59	*	
	40265	02/09/2015	Credit Card	USPS	101-265-729.00	5.05	*	
	40265	02/09/2015	Credit Card	USPS	101-265-729.00	5.05	*	
	40265	02/09/2015	Credit Card	Martech Systems	101-261-970.00	194.00	*	

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$3,743.72
	40285	02/09/2015	Credit Card	Comfort Suites	266-326-881.00	397.50	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	Amazon	101-265-755.00	40.06	*	
	40285	02/09/2015	Credit Card	Brilliance	101-265-755.01	53.90	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	The Nelson Paint Company	243-245-765.00	125.25	*	
	40285	02/09/2015	Credit Card	USPS	101-268-729.00	5.05	*	
	40285	02/09/2015	Credit Card	HP Home Store	101-103-755.00	-38.58	*	
	40285	02/09/2015	Credit Card	Cabelas	101-266-745.00	-126.58	*	
Maximus, Inc.								\$700.00
	40162	02/12/2015	001	PA's DHS-286 Billings (Oct - Dec 2014)	101-267-801.00	700.00		
Mekash, James								\$126.73
	40216	12/11/2014	Reimbursement	Uniform Allowance - Work Boots	101-265-745.00	126.73		
Menards - Marinette								\$569.18
	40187	02/16/2015	75488	Building & Ground Supplies	101-265-755.00	26.30		
	40185	02/12/2015	75125	Steel Fence Post (x50)	243-245-765.00	153.50		
	40188	02/19/2015	75694	Building & Ground Supplies	101-265-755.00	78.54		
	40184	02/09/2015	74855	Building & Ground Supplies	101-265-755.00	33.42		
	40217	02/20/2015	75777	100' Cable	101-265-755.00	119.88		
	40286	02/23/2015	76018	Credit Voucher	101-265-755.00	-17.08		
	40287	02/23/2015	76019	Building & Ground Supplies	101-265-755.00	174.62		
MENOMINEE COUNTY CLERK								\$10.00
	40282	02/26/2015	Notary	Notary for Lisa S. Frost	101-215-727.00	10.00		
MENOMINEE COUNTY ROAD COMMISSI								\$81.99
	40233	02/13/2015	10867	Power to Radio Tower	101-301-834.01	81.99		
MENOMINEE COUNTY TREASURER								\$1,688.44
	40171	02/20/2015	25859	PO# 03049 - Property Taxes Veteran S	294-683-835.00	1,688.44		
Menominee Industrial Supply								\$39.00
	40289	02/26/2015	10104876	Brushcutter, Scratcher Blade, Washer	101-265-930.00	39.00		

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FEB 26 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

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FEB 26 2015

PPB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchcr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Michigan Counties Workers'								518,453.00
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-101-716.00	130.79		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-131-716.00	28.93		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-132-716.00	70.01		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-136-716.00	245.36		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-141-716.00	324.05		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-148-716.00	21.03		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-150-716.00	1.93		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-172-716.00	238.15		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-215-716.00	134.70		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-253-716.00	99.13		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-257-716.00	193.55		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-261-716.00	12.36		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-265-716.00	1,098.65		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-267-716.00	479.27		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-268-716.00	47.46		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-301-716.00	8,408.55		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-331-716.00	7.43		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-426-713.00	14.00		
	40223	02/23/2016	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-648-716.00	33.65		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	101-682-716.00	26.22		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	205-315-716.00	4,958.69		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	205-316-716.00	311.10		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	208-751-716.00	458.41		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	249-371-716.00	49.02		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	266-325-716.00	252.53		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	268-326-713.00	23.73		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	271-790-716.00	437.20		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	296-663-716.00	128.94		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	296-664-716.00	108.38		
	40223	02/23/2015	9950	2015 2nd Quarter (1/1/15 - 12/31/15)	296-665-716.00	111.78		
Michigan Municipal Risk								\$59,641.00
	40214	02/17/2015	M0001135	10/1/14 - 10/1/15	101-103-831.00	49,641.00		
	40215	02/17/2015	R0001135	10/1/14 - 10/1/15	101-103-831.00	10,000.00		
MILLERS ACTION OFFICE SUPPLY I								\$481.93
	40155	02/17/2015	0107530-001	Ink Cartridges (x5)	266-325-727.00	111.95		
	40178	02/18/2015	0107529-001	Office Supplies (Treasurer's)	101-253-727.00	110.94		
	40181	02/12/2015	0107397-001	Clerk & Courts - Office Supplies	101-215-727.00	123.37		
	40181	02/12/2015	0107397-001	Clerk & Courts - Office Supplies	101-131-727.00	11.99		
	40244	02/12/2015	0107419-001	Lithium Battery	101-132-727.00	19.69		
	40245	02/20/2015	0107613-001	Ink Cartridge	101-132-727.00	52.00		
	40245	02/20/2015	0107613-001	Ink Cartridge	101-148-727.00	51.99		
Muffler Center of Menominee								\$235.50
	40169	02/12/2015	25955	Muffler Replacement - Veteran Michelle	294-683-835.00	235.50		
Northern Star Pathology, PC								\$1,450.00
	40212	02/02/2015	2/2/15	Autopsy on Alysa Graf	101-648-836.00	1,450.00		
Nutt, Michael								\$104.94
	40259	02/25/2015	Reimbursement	Mileage (February 2015)	296-664-860.00	104.94		
OTIS ELEVATOR COMPANY								\$646.68
	40166	02/20/2015	CVE05003315	Service (3/1/15 - 5/31/15)	101-265-801.00	646.68		

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FEB 26 2015

BBB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcherr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY MICHIGAN								
Pisani Graphix	40199	02/06/2015	6835	Engraved Names (Williams, Cech, Pich	101-101-727.00	42.48		\$42.48
Poupore Collision & Towing	40242	02/06/2015	630	2013 Chevy Impala - Deductible	205-315-934.02	250.00		\$250.00
Prestin, David	40271	02/24/2015	Per Diem	DHS Board	101-601-837.00	50.00		\$78.75
	40272	02/24/2015	Reimbursement	Mileage - DHS Board	101-601-837.00	28.75		
Randall Phillipps	40262	02/19/2015	January 2015	Court Appointed Legal	101-131-807.00	500.00		\$1,000.00
	40262	02/19/2015	January 2015	Court Appointed Legal	101-132-807.00	500.00		
Ray Allen Manufacturing, Inc.	40232	02/11/2015	314452	K9 Elite Suit	101-301-881.01	1,349.99		\$1,349.99
R.D. SPECIALTIES, INC - P.O. Box 309	40230	02/11/2015	081935	Badge Stickers (x3000)	101-301-802.00	477.48		\$477.48
Sherwin Williams Company	40220	02/16/2015	9117-5	Gallon Paint	101-265-930.01	34.04		\$34.04
Standard Insurance Company	40173	02/20/2015	March 2015	Life Insurance Premium	101-101-713.00	20.70		\$207.00
	40173	02/20/2015	March 2015	Life Insurance Premium	101-132-713.00	6.32		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-136-713.00	11.50		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-141-713.00	11.50		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-148-713.00	0.58		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-215-713.00	9.20		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-172-713.00	4.60		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-287-713.00	9.20		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-288-713.00	4.60		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-253-713.00	6.90		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-257-713.00	4.60		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-285-713.00	4.60		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-301-713.00	46.00		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-682-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	101-103-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	271-790-713.00	9.20		
	40173	02/20/2015	March 2015	Life Insurance Premium	296-663-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	296-684-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	296-665-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	208-751-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	205-318-713.00	2.30		
	40173	02/20/2015	March 2015	Life Insurance Premium	205-315-713.00	23.00		
	40173	02/20/2015	March 2015	Life Insurance Premium	266-325-713.00	16.10		
	40173	02/20/2015	March 2015	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - MI Dept. of State/Cash/Notary	40265	02/26/2015	Notary	Lisa S. Frost	101-215-727.00	10.00		\$10.00
State of Michigan - MI Supreme Court Finance	40174	02/20/2015	D95A 1530-02	January, February, March 2015	101-136-931.01	3,218.82	*	\$5,652.93
	40243	02/13/2015	P55 1530-04	January, February, March 2015	101-132-858.03	2,433.11		
STEPHENSON MARKETING COOPERATI - P O BOX 399	40236	01/31/2015	015579	Road Patrol - January 2015	205-315-742.00	1,275.76		\$1,275.76

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vchcr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Superior Fire Safety 40228	02/08/2015	291	Annual Fire Safety Inspection	101-301-770.00	436.80		\$436.80
Sutherland, Daniels 40251	02/12/2015	5780	Transport of Juvenile to Bay Pines (K.G	101-132-801.01	25.00		\$136.99
40251	02/12/2015	5780	Transport of Juvenile to Bay Pines (K.G	101-132-801.00	40.00		
40260	02/12/2015	Reimbursement	Mileage & Meal (Transport of Juvenile)	101-132-801.00	71.99		
Terry Pross 40247	02/23/2015	14-007-DL-3	Witness \$6.00 Mileage \$24.15	101-132-894.00	30.15		\$30.15
The Print Shop - 1340 Main Street 40186	02/13/2015	7029999	Letterhead (BOC) x 150	101-101-727.00	26.37		\$26.37
TWIN CITY ELECTRIC, Inc. 40270	02/24/2015	79407	PO# 00351 Camera & Phone Ext Maint	101-265-755.00	769.65		\$769.65
U P I, M C 40268	02/22/2015	795	Registration for Annual Conference (Bo	101-172-860.00	85.00		\$85.00
U.E.S. COMPUTERS, INC. 40163	02/17/2015	70566	Wireless Desktop Keyboard & Mouse	266-325-728.00	79.98		\$2,265.97
40164	02/17/2015	70567	Male/Male 10' Cable	266-325-728.00	15.99		
40190	02/11/2015	42931	Computer Maintenance (Dang in PA)	101-103-857.00	70.00		
40253	02/12/2015	70527	LCD Display Stand	266-325-755.00	316.00		
40256	02/16/2015	70549	PO# 03053 Courtroom A Computer	101-216-970.00	787.00		
40251	02/26/2015	70548	PO# 03052 Computer for Chambers	101-131-858.00	897.00		
U.P. ASSN. OF COUNTY COMMISSIO 40179	02/09/2015	Dues	2015 UPACC Dues	101-103-802.00	150.00		\$150.00
U.S. Bank Equipment Finance 40191	02/13/2015	272401290	Biz Hub 423 Copier	101-172-931.01	133.07		\$133.07
UP Judges Association 40187	02/23/2015	Dues	Dues	101-136-802.00	50.00		\$50.00
Verizon Wireless 40161	02/01/2015	9739797234	Cellular Services	101-265-850.01	93.90		\$935.09
40161	02/01/2015	9739797234	Cellular Services	101-301-850.00	508.41		
40161	02/01/2015	9739797234	Cellular Services	101-682-850.00	32.43		
40161	02/01/2015	9739797234	Cellular Services	205-315-850.00	299.93		
40161	02/01/2015	9739797234	Cellular Services	266-325-850.00	0.42		
Vincent, Daren & Lisa 40253	02/24/2015	5783	Foster Care Costs (T.T.)	292-662-843.02	241.36		\$241.36
WALTER BROTHERS INC 40235	02/12/2015	C55804	Side x Side Tool Box Tray	101-334-755.00	13.99		\$18.99
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 40175	02/17/2015	0432047856-00005	Kleinke Park	208-751-920.01	36.88		\$36.88
Zevitz, Dr. Michael E. 40210	02/23/2015	Medical Examiner	February 2015	101-648-708.00	2,180.00		\$2,180.00
Total Amount for Bank Account: General							\$152,129.27

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FEB 26 2015

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MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 3.10.2015 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 3.10.2015 County Board meeting	

Submitted by: **Brian Bousley**

 03/19/2015
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):

U.P. State Fair Authority Board Meeting

Minutes

Approved
11/21/14

September 26, 2014

Escanaba, MI

Members Present:

Micky Rondeau, *Alger Cty*
Daune Smith, *Baraga Cty*
Jake Campbell, *Chippewa Cty*
Dave Rivard, *Delta Cty*
Henry Wender, *Dickinson Cty*
Dan Siirila, *Gogebic Cty*
James Gale, *Houghton Cty*
Gary Burk, *Iron Cty*
Joe Langdon, *Keweenaw Cty*
Phyllis French, *Luce Cty*
Chuck Bergdahl, *Marquette Cty*
Janis Linderoth, *Menominee Cty*
James Altenburg, *Ontonagon Cty*
Ann Harrington, *Schoolcraft Cty*

Members Absent:

Calvin McPhee, *Macquiggan Cty*
Dave Anthony, *Hannahville*

Agent Staff & Guests:

Jonathan Mead, UP CAP (Administrative Agent/Secretary)
Vickie Micheau, Delta County Chamber of Commerce (Management Agent)
Tracy Lektzian, UPCAP
Melissa Kosijak, UPCAP
Representative Education Room
Lori Branstrom, UP State Fair
Dave Radloff, MSU Extension
Joe Cilec, Steam & Gas
Tom DuBord, MIPR
Dennis Miron
Heidi Miron
Dayton Miron
Jennifer Bagwell
Samantha Berube
Alexis Berube
Attorney Andrea Mashak

1. Call to Order / Roll Call

Chairman Bergdahl called the meeting to order at 12:00 p.m. ET Roll call is recorded above.

2. Public Comment

Samantha Berube addressed the Authority.

3. Adoption of Agenda

Jim Gale asked to add the Queen Contest Report added to the agenda.

Motion by Campbell, supported by Altenburg, to approve the agenda with the above noted change. Motion carried.

4. Approval of Minutes

Motion by Siirila, supported by Burk, to approve the Minutes of the August 1, 2014 Meeting and August 14, 2014 Meeting. Motion carried.

5. Treasurer's Report

Ms. Harrington reviewed the Balance Sheet, Profit & Loss Statements through August, 2014.

Motion by Altenburg, supported by French, to approve the Balance Sheet & Profit & Loss Statement through August, 2014. Motion carried.

6. Management Agent Report

Mr. Micheau reviewed the Management Report with the Authority. Some of the topics for future discussion:

- Exhibitor/Premium fees. Chuck Bergdahl will put together a committee to discuss. Gary Burk, Phyllis French and Lori will work together on the Blue Ribbon Software.
- Sponsorships for "rest spots"
- Gary Burk suggested having all food vendors carry a fire extinguisher
- Audit will be started in December
- Develop a regulatory policy that governs operations of the fair

7. Old Business / New Business

Department Advisory Committee Report & Recommendations

- Mr. McBroom stated they made new recommendations to the Advisory Committee at their recent meeting based on the Bylaws. Would like the Authority to act on their recommendations.
- Mr. McBroom stated that the Advisory Committee met with the Miron's and recommend that the Authority enter into mediation. UP AP Resolution Services is their recommendation.
- Mr. McBroom discussed the Legislation introduced on the State Fair. There may be some legal problems with Public Act 80. Discussions with the Department of Ag.
- DAC recommended that Mr. McBroom be part of the mediation process.

Appointments to Advisory Committee

Motion by Rivard, supported by Siirila that we accept the four (4) appointments recommended by the DAC. Jodi Laude, Swine, Menominee County; Luke Bell, Dairy Horse, Marquette County; Amanda Baumler, Rabbits, Menominee County; Pete Kleiman, Jr., Poultry, Menominee County. Motion carried.

Dayton Miron DNA Test Appeal

Motion by Rivard supported by Harrington, that we submit the Miron DNA Test appeal to mediation. Motion carried. Opposed: Burk and Rondeau.

Ms. Mashack addressed the Authority and clarified that we are all in agreement to go into mediation with Resolution Services regarding the DNA test for Dayton Miron. Ms. Mashack further requested that the Authority reverse both the bans: Dayton (DNA) and end 2nd on Dennis Miron. Ms. Mashack noted that Mr. Miron is in agreement with the mediation.

Dennis Miron 2 Year Ban Appeal

Motion by Rivard, supported by Siirila, that we go into mediation related to the 2 year ban on Dennis Miron. Motion carried.

Motion by Siirila, supported by Altenburg, that we allow our board Chair to appoint the two representatives from the board and to then further allow them to have the authority to make a decision on behalf of the board. Motion carried.

Winter Storage Complaint

Ms. Micheau reviewed the Sue Reese Winter Storage Complaint and summary of contact with Attorney Russ Hall. Ms. Reese will be allowed to store her vehicle for 7 more years and she will be responsible for moving her own vehicle. Should she fail to move her vehicle in time allowed, it will be towed at her expense.

Motion by Gale, supported by Langdon, that we accept the recommendations of our Attorney Russ Hall. Motion carried. Opposed: Rivard.

8. Committee Comments

Jim Gale handed out a report on the Queen Contest which took place on 8/11/14. Discussion on possible extensions of the contest and also two age brackets. Possible sponsorships were brought up and different funding issues.

Gary Burk discussed marketing to exhibitors outside Delta County so we can engage more representation throughout the U.P.

Joe Cilc discussed winterization of the fairgrounds and also asked about ordering the steel for speed barn? Members stated they need estimates to review.

Tom DuBord stated that they hired a contractor to bring in clay. They did not get all the clay that they paid for and they questioned him. Contractor threatened to put a lien on the county property. Dispute is with UPFR and the contractor.

9. Public Comments

None.

10. Next Meeting

Friday, November 21st is the next meeting date.

11. Adjournment

Motion by French, supported by Altenburg, to adjourn the meeting. Motion carried. The time was 2:10 p.m. ET.

Jonathan Mead, Admin. Agent/Secretary

Approved
2/27/15

U.P. State Fair Authority Board Meeting
Minutes

November 21, 2014

Escanaba, MI

Members Present:

Micky Rondeau, *Alger Cty*
Daune Smith, *Baraga Cty*
Dave Rivard, *Delta Cty*
Henry Wender, *Dickinson Cty*
Dan Siirila, *Gogebic Cty – Video Conf.*
Gary Burk, *Iron Cty*
Joe Langdon, *Keweenaw Cty*
Chuck Bergdahl, *Marquette Cty*
Ann Harrington, *Schoolcraft Cty*
Dave Anthony, *Hannahville*

Members Absent:

Jake Campbell, *Chippewa Cty*
James Gale, *Houghton Cty*
Phyllis French, *Chippewa Cty*
Calvin McPherson, *Macquinnac Cty*
Janis Linderath, *Menominee Cty*
James Anteburg, *Ontonagon Cty*

Agent Staff & Guests:

Jonathan Mead, UPCAP (Administrative Assistant/Secretary)
Vickie Michaleau, Delta County Chamber of Commerce (Management Agent)
Tracy Lektzian, UPCAP
Sheila Greger, Delta County Chamber of Commerce
TJ Thomas, Delta County Chamber of Commerce
John Kositzki, UP State Fair
Lori Branstrom, UP State Fair
Joe Cilc, Steam & Gas

1. Call to Order / Roll Call

Chairman Bergdahl called the meeting to order at 12:12 p.m. ET. Roll call is recorded above.

2. Public Comment

There was no public comment.

3. Adoption of Agenda

Motion by Wender, supported by Langdon, to approve the agenda. Motion carried.

4. Approval of Minutes

Motion by Rivard, supported by Smith, to approve the minutes from the September 26, 2014 Meeting. Motion carried.

5. Treasurer's Report

Ms. Harrington reviewed the Balance Sheet/Profit & Loss Statements thru September 30, 2014.

- UPIR Money remains on ledger
- Under fixed assets, we invested money this year on Growing UP Investors and Track improvements with a total asset increase of about \$39,000.
- Total liabilities went down about \$83,000
- Gate receipts and campground income down
- Gross profit up \$68,000
- Question on Alcohol cost of food sales. Will complete final receipts when get the audit and report back to the board.

Motion by Anthony, supported by Langdon, to accept the Balance Sheet & Profit & Loss Statements through September, 2014. Motion carried.

6. Management Report

Ms. Mitchell reviewed the Management Report. Some of the items of discussion were:

- Philanthropy award from Chamber Annual Dinner – Gary Johnson
- Calendar of events for 2015
- Winter Storage – all buildings are full
- Steam and Gas Engine Village – proposal to expand barn quilt project
- Christmas in the Village – expand to include lights on buildings, etc.
- County Grounds map for plans to manage activities on grounds (handout)
- 2015 changes/information for fairgrounds (handout)
- Issues with trailers in grandstand area and 6 p.m. to 10 p.m. gate schedule
- Discussion on developing a policy on how to handle future altercations. Vickie will check w/ other fairs on how they handle this situation.
- Grant Activity – Received 2% from Hannahville and applied for grants through MI Department of Agriculture (\$20,000) and CUPPAD (\$2,000)

Motion by Burk, supported by Harrington, to submit an application to CUPPAD for a mini arts grant of \$2,000 to offset cost of sand sculpting workshops during the 2015 fair. Motion carried.

7. Approval of FY 2015 "Draft" Budget

Ms. Micheau reviewed the "draft" 2015 budget with Authority members.

Motion by Harrington, supported by Rondeau, to approve the "draft" 2015 Budget as proposed. Motion carried.

8. Approval of Schneider, Larche & Haapala Bid Letter

Mr. Mead noted that the quote is less than last year.

Motion by Rivard, supported by Anthony, to accept the bid letter from Schneider, Larche, Haapala, & Co. Motion carried.

9. Approval of 120 day report to Michigan Dept. of AG

Ms. Micheau reviewed the 120 day report that will be submitted to the Michigan Department of Ag.

Motion by Wender, supported by Harrington, to approve the 120 day report as presented and to submit to the Michigan Department of Agriculture. Motion carried.

10. Department Advisory Committee Recommendations.

Ms. Micheau noted that there are three recommendations from the DAC:

- Accept Lee Mitchell's appointment as Youth Representative on the DAC for a two year term
- Accept nomination to appoint McBroom as Chairman and Mark Veaser as vice chair of DAC
- That TB testing for the U.P. State Fair will follow State of Michigan and Federal Laws; however, the UPFA reserves the right to modify the zones and require further TB testing beyond the State of Michigan and Federal requirements.

Motion by Anthony, supported by Harrington, to approve the DAC recommendations as noted above. Motion carried.

11. Status of Miron DNA

Mr. Rivard, who was involved with the mediation, stated that the mediation went well.

- Regarding the DNA test failure: A press release will go into the paper stating that we have reinstated Dayton Miron as a potential exhibitor.
- Regarding altercation with Dennis Miron: Panel agreed that for 2015 he may be present in the barns from Sunday to Sunday from the morning feeding until it is closed at night. Mr. Miron will not be anywhere else on the grounds except to

enter in the morning and exit at night. In addition, there will be NO payment to Mr. Miron for legal fees or damages.

Authority members discussed DNA procedures for future fairs. Vickie will check at MAFE Conference and see what others are doing and present to the Authority at next meeting.

12. Steam & Gas Building update

Skip DuFour presented a drawing to the Authority on future building layout. This would be using this steel from the Marble Arms Building. Cost would be approximately \$75 - \$80,000 to start. Rough figures for total cost would be approximately \$900,000 - \$1.3 Million. Authority members discussed the positive outcome of this building including moving the Chamber of Commerce there. One area of concern is where to put campers during fair week which normally would go in this space. Discussion on possibility of funding that may be available.

13. Status of Winter Storage Complaint

Ms. Micheau stated our attorney sent Ms. Reese letter and she did part her own motor home under the grandstand, unassisted. Ms. Reese was given the name of our attorney in case she wanted to pursue this further.

14. Adjournment

Motion by Smith, supported by Wender to adjourn the meeting. Motion carried. The time was 2:34 p.m. ET

Jonathan Mead, Administrative Agent

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

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN

DIRECTOR
RUSSELL K. SEXTON

Date: December 30, 2014

The regular meeting of the Menominee County Department of 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: Jeff Naser, Board Member; Gary Eichhorn, Board Member; Russell Sexton, Board Secretary.

Others Present: None

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mr. Eichhorn and supported by Mr. Naser. Motion carried.

APPROVAL OF NOVEMBER 25, 2014 MINUTES:

Minutes of the November 25, 2014 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 2014 was reviewed. There were \$197.44 in expenditures for the DHS Board; leaving a balance of \$6,515.12.

There were no expenditures from the Child Care Fund leaving a balance of \$3,500.00.

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 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor. There is also 1 tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 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: There was no meeting this month.

Collaborative Issues: No new information was provided.

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

- FY 2015 Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$3,374.82, which constitutes 8.4% of the allocation expended with 17% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: \$2,580.52, which constitutes 7.8% of the allocation expended with 17% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 89%. Business Services Center 1 average is 87% and State average is 86%.

Family Independence Program Work Participation Rate: 50%. Goal is 50%.

Miscellaneous:

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

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

- Family Independence Program: 25 cases; 55 recipients; \$6,657.00 in benefits.
- Food Assistance Program: 1,541 cases; 2,943 recipients; \$337,476.00 in benefits.
- State Disability Assistance: 15 cases; 15 recipients; \$2,838.00 in benefits.
- Child Development and Care: 30 cases; 43 recipients; \$8,799.00 in benefits.
- State Emergency Relief: 4 cases; \$1,353.00 in benefits.
- Unduplicated total: 1,558 cases; 2,962 recipients; \$357,123.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 548 cases; 1,162 recipients
- Other Children < Age 21: 95 cases; 107 recipients
- Pregnant Women & Children Under 19: 670 cases; 1,196 recipients
- Non-SSI Aged, Blind & Disabled: 689 cases; 722 recipients
- SSI Aged, Blind & Disabled: 531 cases; 531 recipients
- Medicaid Eligible Total: 2,342 cases; 3,709 recipients

Total Healthy Michigan Enrollments: 1039

Mr. Sexton stated that anyone could find DHS policy for all programs, as well as anything else one would want to know about DHS at the www.michigan.gov/dhs site.

Board Member Input/Suggestions: None

UNIT REPORT: None

BOARD BUSINESS:

1. Approval of Vouchers:

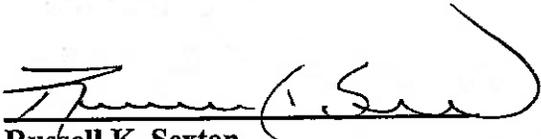
Vouchers for October and November were reviewed and a motion to approve all vouchers was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

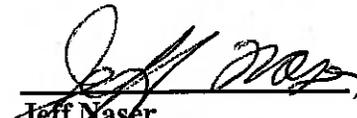
NEW BUSINESS: No new business was presented.

PUBLIC COMMENT: None.

NEXT MEETING: January 13, 2015 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 0921 a.m.


Russell K. Sexton
Board Secretary


Jeff Naser
Board Chairperson

Pc: DHS Board Members
Menominee County BOC



MINUTES OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, January 22, 2015	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Bail, Executive Secretary	

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

Roll Call: Trustees present: Gerald Smith, Mary Harrington, Debbi Springinsguth, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenaer, Jr., Jan Hafeman and Administrator, Darlene Smith.

Trustees Absent: Elaine Boyne, Jeff Naser, Gary Eichhorn

Leadership Team Members Present: Candace Meintz, CFO and Susan Williamson, Director of Nursing

Guests: Terry Grondine, Neil Palmer from ATC

TOPIC	DISCUSSION	OUTCOME
Approval of January 2015 Agenda	There were no additions or deletions to the Agenda	A motion was made by Trustee Hafeman, supported by Trustee Degenaer. Motion carried.

	<p>Administrator Smith asked about the Right of Way Clearing Sheet – danger trees and asked Mr. Palmer to explain how far off the Right of Way that they could go. He explained that there is a Federal law that requires them to maintain the lines so that trees cannot fall on a line and cause major outages or other problems, and it makes them financial liable if such a thing occurs. Each year the line is walked/flowed to determine if a tree is big enough to fall on the line. It is done on a safety perspective. Pinecrest has determined that ATC is to cut the right of way out as we will not have the blds finished in time to have someone cutting the land off by the time ATC needs it done. Mr. Palmer noted that ATC will be on our property in July to begin cutting the right of way. He also stated that the contractors on this job will be M J Electric out of Iron Mountain.</p>	
<p>Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Driscoll reported on the Whispering Pines Committee Meeting held prior to this meeting.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Harrington, to approve the report as presented. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Meetings</p>	<p>Susan Williamson, Director of Nursing, reported on Quality Assurance. We are working on items related to a state visit in</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to</p>

<p>Administrator's report</p>	<p>Administrator Smith reported that she attended an OSF Advisory meeting on January 6th and participated in a phone conference with UPHP that day. She stated that UPHP is still not ready but plan to start on March 1st. She attended the Alzheimer's meeting on January 13th, the Ellen K. Russell/Michael Miketinac/Pinecrest Charitable Fund Trust Meeting on January 20th. She has also met with Local 854 twice and SEIU once to review current contracts. Contracts are due in March. They hope to have reviewed each contract thoroughly prior to that. We are waiting on the insurance costs which we are hoping to have by the 3rd week of February.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer, to approve the Administrator's Report. Motion carried.</p>
<p>Comments from the Public</p>	<p>There were no comments at this time.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 2:56 p.m.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer, to adjourn the meeting. Motion carried.</p>

Elaine Boyne, Secretary



Darlene Smith, Administrator

Darlene Smith, adm 1/26/15

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

February 12, 2015 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Rather, Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William	X(4:15 pm)			Negro, Mari	X		
Dehn, Janet	*X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

*(video television conference from the Northpointe Menominee office)

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA

There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: M. Negro, supported by J. Nelson to approve the agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

There were no additions to the January 22, 2015 Board meeting minutes.

ACTION: Moved to approve the January 22, 2015 Board meeting minutes as presented.

Motion by: P. Freeman, supported by J. Nelson. **Motion carried unanimously.**

PUBLIC HEARING - Northpointe Annual Submission to Michigan Department of Community Health

Karen Thekan reviewed the annual submission data that Northpointe will submit to the Michigan Department of Community Health (MDCH): work force in specialized residential settings; request for disposition of services; waiting list (which Northpointe does not have); top 5 contracts; census data; and priority needs/planned actions.

W. DeDie - present at 4:15 p.m.

Discussion ensued and miscellaneous questions were addressed by Ms. Thekan. A member of the public stated that they were present at today's public hearing as they are a member of the State Advisory Council on Aging and they have been receiving information regarding mergers of offices and wanted to see how Northpointe is fitting in with this. The MDCH annual submission will be Board approved at the next meeting before it is submitted.

ACTION ITEMS

• **Finance**

a) Check Disbursement Report-Period through January 14, 2015

ACTION: A motion was made by P. Connors, supported by J. Nelson to approve the check disbursement report period ending January 14, 2015. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

- b) December 2014 Financial Statement

ACTION: A motion was made by J. Nelson, supported by P. Connors to approve the December 2014 financial statement. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

- c) War Memorial Contract-January 14, 2015

ACTION: A motion was made by J. Nelson, supported by J. Luhtanen to approve the War Memorial Contract-January 14, 2015. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

Karen Thekan conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

- a) Check Disbursement Report-through February 5, 2015

Karen Thekan asked if there were any questions regarding the check disbursement report. Bill Adrian reviewed the following items in the check disbursement report: #72996-\$8,452.95 which was for an inpatient psychiatric hospitalization; #72859-\$1,135.00 which was for an individual's rental property; #73023-\$846.50 which was for AFC home room and board; and #73030-\$27,830.00 which was for inpatient psychiatric hospitalizations. Miscellaneous questions were addressed by Mr. Adrian. Consensus of the Board is that this item will move forward to the next meeting for approval.

- b) Contract-February 12, 2015

Karen Thekan stated there is only one contract for February 12, 2015. This is a self-determination contract and the rate change is an increase of \$120.00 for the year as the cost for the fiscal intermediary went from \$180.00/month to \$190.00/month. Miscellaneous questions were addressed by Ms. Thekan. Consensus of the Board is that this item will move forward to the next meeting for approval.

• **Meeting Starting Time Change**

Mari Negro stated that the reason she asked for this issue to be addressed is that she and Bill DeDie had a conversation after the last Board meeting regarding that Mr. DeDie is having a difficult time getting to the meeting at 4:00 p.m. Ms. Negro further stated that she does not think that Mr. DeDie is alone in having a hard time making the 4:00 p.m. meeting time and she would like to see the meeting time changed to 4:30 p.m. as it

would help Mr. DeDie, herself, and Dr. Zevitz with this change in time. Ms. Thekan asked for other Board input regarding changing the meeting time to 4:30 p.m. Discussion ensued. Consensus of the Board is that this item will move forward to the first Board meeting in April for action.

- **Fraud Identification Questionnaire**

Karen Thekan stated that the annual audit was recently conducted, the accountant then sends out a letter to Board members regarding the above issue, and Millie Hofer asked to discuss this at today's meeting. Ms. Hofer provided questions to Board members which were in the questionnaire that she received from the accountant. Ms. Thekan stated that the accountants do a random sampling of this letter that is sent to Board members so a Board member may or may not have received it. Ms. Hofer stated that she assumes that the questions in the letter are important or they would not have been asked. Ms. Hofer then asked the Board if they could answer the questions in the letter accurately, objectively, and completely as she, as a Board member, cannot answer them in this manner. John Nelson stated that when a Board member receives a letter from the accountant asking these questions they can certainly send the letter back saying "they do not know the answer". Ms. Hofer stated that the ultimate responsibility lies with the Board in order to have the knowledge and information to answer the questions in the letter and what can be done about to get this information and education. Discussion ensued. Bill Adrian stated that there are policies and procedures in place at Northpointe regarding fraud. Miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

- **Recipient Rights Structure**

Karen Thekan that Kevin Newlin, Northpointe Recipient Rights Officer, is leaving Northpointe employment at the end of May 2015. Ms. Thekan stated that she received some questions from Millie Hofer, regarding the Recipient Rights Department, and after answering the questions she sent the questions and her responses to the whole Board for their information. Ms. Thekan stated that she has received a response back from the Department who provided that they strongly do not recommend to contract Recipient Rights services with another Community Mental Health (CMH), especially in a rural area. There are some larger CMH's in downstate Michigan that contract their Recipient Rights position but they would not approve it for Northpointe. Ms. Thekan stated that she also asked the Department what are the State's requirements for education or training for a Recipient Rights officer and was provided from them that this is left up to the CMH to develop the job description. Ms. Thekan further stated that Northpointe already has a Recipient Rights Officer job description in place and the Recipient Rights Committee will have input on the candidates but it is the CEO's responsibility to hire for the position. This position has not yet been posted and will be posted in March. Ms. Thekan stated that she and Terri Wendt would do an initial screening of candidates, select 2 or 3 good candidates, and then ask some Recipient Rights Committee members to be involved in a second interview of candidates. Ms. Hofer stated that the State has discussed the possibility of making the Recipient Rights Office an independent office. Ms. Thekan stated that the State has discussed this possibility and this was also a recommendation out of Governor Granholm's Mental Health Commission and Governor Snyder's recent Mental Health Commission. The recommendation is that the Recipient Rights system be independent of the CMH's but most likely this will not happen very quickly. Ms. Thekan stated that it is in the Mental Health Code that CMH's need to have a Right's system. Ms. Thekan also stated that it has been discussed to reduce the Northpointe Rights Department to 1 FTE. Miscellaneous questions were addressed by Ms. Thekan.

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Meeting Report
- CEO Report-February 12, 2015
- Northpointe Endowment Fund Quarterly Report
- Stakeholder Committee Meeting Report

ACTION: A motion was made by J. Nelson, supported by M. Negro to place the above reports on file. **Motion carried unanimously.**

PUBLIC COMMENTS

- Gerald McCole, Channing, Michigan, stated he is a member of the State Advisory Council on Aging and 1 of 2 representatives out of 40 that covers the U.P.-Region 11. Mr. McCole stated with the merger of the Department

of Human Services and the Community Mental Health Department their department or the department above them will be very involved in the merger and provided information on this.

BOARD COMMENT

- Peggy Freeman stated that she wanted to thank Karen Thekan for sending out the "White Paper" from the Association to the Board. Ms. Freeman stated that it was very informative to her and there was a piece in the "White Paper" from Ms. Thekan that was extremely well done.
- Karen Raether stated that she wanted to talk about the December 10, 2014 NorthCare Board meeting regarding employee benefits. Ms. Raether further stated that information was provided to the Board on Lynda Zeller's key issues from the Association's fall conference and in a section of this Ms. Zeller addresses that people who are on both the CMH Board and the regional entity Board have a tough job. When these people go to the regional entity Board meeting they take off their CMH cap and put on their regional cap and are representing not just their CMH but are representing the whole region. Ms. Raether stated that when she first become chair she mentioned this at every meeting and those people who understood she did not think needed to hear it but those people who do not understand are not going to get it anyway. Ms. Raether stated that what Ms. Zeller provided above is a very important thing to remember. Ms. Raether stated that when attending the regional entity meeting she has to think as a regional representative. Ms. Raether further stated that regarding the employee benefits that came forth at this meeting she had her questions answered regarding them and she would never intentionally hurt Northpointe. Ms. Raether stated that there were 23 regional employees whose benefits were approved for 1 year. These employees are now paying \$376.00 for insurance versus \$75.00 when they were with Pathways and there are not that many of these employees that chose to take the insurance. Ms. Raether stated that she wanted to explain why she did what she did and feels like she did the right thing by voting for it.

ADJOURN

Karen Raether, Chairperson, stated the meeting adjourned. Meeting adjourned at 5:05 p.m.

The next regular Board meeting is scheduled for **February 26, 2015 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

Approved
3/4/15

Minutes for the Menominee County GIS Ad Hoc Committee meeting

Date: Monday, February 23, 2015

Location: Stephenson Annex

Time: 10:00 A.M.

- A. The meeting was called to order at 10:05 A.M by Equalization Director, Peggy Schroud.
- B. Members present were: Peggy Schroud
Diane Lesperance
Ray Williams
John Anderson
Paul Anderson
Jan Hafeman
- C. Ray Williams moved and Paul 2nd to approve agenda. Motion carried
- D. No public comment
- E. Business:
 - a. Gary Hoaglund from Cole Engineering gave a presentation explaining the process and benefits of GIS mapping. The parcel count was discussed as to the accuracy of the parcels listed for each unit. There was discussion of how many units have expressed interest in the mapping. John Anderson stated that 11 townships and 1 city are definitely interested. He could not speak for the City of Menominee, nor Menominee, Cedarville, and Holmes Townships because he had not contacted them.
Ray Williams said he knew that Tom from the Back Forty would be willing to help. There was concern whether software used by units that already had their mapping would be able to be converted. Gary stated that most softwares are compatible and did know that the City of Menominee used Auto Cad and that would definitely be able to be converted.
Gary stated that maintenance is \$5,000 per year.
John asked if it would be cheaper for mapping areas that had a lot of Commercial Forest or State land. Gary stated that the cost of mapping those entities is minimal.
 - b. AMAR: Discussion on when Menominee County would be audited. It was stated that Mike Gillette from the State did not know if Menominee County would be included this year. Diane stated that while she was in favor of the mapping it was not required and that it would be another unfunded mandate the State would be putting on us if it was. However the general consensus was that everyone present agreed this was a project that should move forward and would be very beneficial.
 - c. Discussion continued on how this would be paid for. Diane stated that there is money in the PA123 (foreclosure fund) that she would be willing to use toward this project. However, she would like us to look for other funds also since the State may be passing a law which would require the County to pay back profits from the land sales to owners in the future therefore canceling any future profits from this fund. It was also brought up that to we should look for grants. Peggy stated that Mary

Palmer had just put in for a grant that sounded very promising and hopefully could be used towards this project. John also mentioned that we should figure a way to compensate the units that had already paid to have their units mapped. It was also suggested that if the County paid for the majority of the project or grants were found, that the local units should pay for the maintenance on a per parcel fee. Diane stated that she thinks this is how Gogebic does it.

F. Any Other Items Members Wish to Present:

- a. Diane stated that Brian had also invited Jill Schwanz to be on the committee. She was unable to attend today but hopes to be able to be present at the next meeting.

G. Correspondence: None

H. Public Comment: None

I. Adjournment: Ray Williams made the motion, Jan Hafeman 2nd. Motion carried.

Next meeting 10:00 Wednesday, March 4th at the Annex.

Respectively submitted:

Diane Lesperance



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Resolution 2015-06 ~ Retirement of Toni Erdman
DEPARTMENT:	Prosecuting Atty. Office – Administration
ATTACHMENTS:	Yes
SUMMARY:	Prosecuting attorney, Dan Hass would like the county board to recognize the retirement of a 30 year dedicated employee. The resolution is attached.
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
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
RESOLUTION 2015-06
HONORING**

TONI ERDMAN

WHEREAS, Toni Erdman has served Menominee County in the Prosecutor's Office for thirty years, beginning in January 1985; and

WHEREAS, she has displayed dedication and exemplary hard work; and

WHEREAS, she has always been helpful, courteous, friendly and accommodating to those she works with; and

WHEREAS, her fellow employees hold her in high esteem; and

WHEREAS, she has performed her duties with professionalism, dignity and respect for the members of the Public; and

WHEREAS, Toni has been willing to give of herself in both time and service for the benefit of Menominee County; and

WHEREAS, she has been a credit to the County of Menominee and has exemplified Public Service at its finest, carrying forward a sense of pride to our County;

THEREFORE BE IT RESOLVED THAT, the Menominee County Board of Commissioners, hereby recognize Toni Erdman for her 30 years of loyal and faithful service to the citizens of Menominee County; and

THEREFORE BE IT RESOLVED THAT, in honor of her 30 years of service, this resolution be presented to Toni Erdman.

Marc Kleiman
Menominee County Clerk

Charlie Meintz, Chairman
Menominee County Board of
Commissioners

Date

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	William Merkel – 20 Year Prosecution Service Award
DEPARTMENT:	Prosecuting Attorney/Administration
ATTACHMENTS:	Yes
SUMMARY:	
Asst. PA, William Merkel has received recognition of serving 20 years of service in the field of Prosecution. Discussion only.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
Date

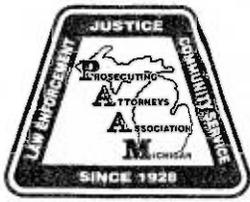
WORKSHOP ACTION

<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):	



Prosecuting Attorneys Association of Michigan

116 W. Ottawa Street • Suite 200
Lansing, Michigan 48913
(517) 334-6060 – Fax: (517) 334-6351
www.michiganprosecutor.org

December 19, 2014

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Ronald J. Schafer
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Charles D. Sherman
Clinton

Attorney General
Bill Schuette

N.D.A.A. Director
David S. Leyton

Mr. William Merkel
Assistant Prosecuting Attorney
839 10th Ave.
Courthouse
Menominee, MI 49858

Dear William:

RE: 20-Year Prosecution Service Award

On behalf of the Prosecuting Attorneys Association of Michigan and the Prosecuting Attorneys Coordinating Council, I would like to congratulate you on completing 20 years of prosecution service.

PAAM invites you to be their honored guest at the Mid-Winter Conference reception and awards banquet. This special event will begin at 6:00 p.m., Thursday, February 12, at Grand Traverse Resort.

Our purpose is to honor individuals who have invested 20 years of service in the field of prosecution. You will receive a plaque in recognition of this contribution. If you can attend, PAAM will host you and your spouse or guest for the Thursday reception and banquet, and Friday breakfast.

To view the conference agenda and to register online, go to the main page of PAAM's website, www.michiganprosecutor.org, and click on the Mid-Winter Conference registration link below Upcoming Summits & Trainings. The deadline to register is **January 21, 2015**.

If you have questions, please contact Marcia Beatty at (517) 334-6060 ext. 803 or email her at beattym@michigan.gov.

Sincerely,

Larry J. Burdick

/mab

cc: Dan Hass

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Emergency Management – Grant requirements
DEPARTMENT:	Emergency Management
ATTACHMENTS:	Yes
SUMMARY:	
Per the Emergency Management Grant requirements, the County Board must review the “Response procedures and the Disaster declaration process. Discussion only.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
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):

Response Procedures and the Disaster Declaration Process

1. Generally, police, emergency medical, and fire services are first to respond to an emergency or disaster. They initially analyze the situation and determine the appropriate response.
2. If routine response is necessary, the incident is generally handled within any of these three agencies, often working together. If the incident requires the involvement and coordination of various agencies or requires a somewhat unique response, the Emergency Management Coordinator (EMC) may become involved.
3. The EMC keeps the Chief Executive and the municipality liaisons informed.
4. The Chief Executive is responsible for coping with emergency or disaster situations that affect the jurisdiction. The EMC assists the Chief Executive in managing the overall response.
5. The EMC may recommend that a Local State of Emergency be declared by the Chief Executive Official. This declaration provides certain authorities as described in the local resolution and Public Act 390, of 1976, as amended. A Local State of Emergency is terminated by the Chief Executive Official after a period not exceeding *seven days* except with the consent of the governing body of the county or municipality.
6. Local government and other agencies included in this plan are mobilized as necessary to mitigate the incident.
7. Unless previously agreed upon in written Mutual Aid Agreements, if a municipality requests county resources, the county will provide them and absorb the cost. If the county requests the use of municipal resources, the municipality will provide them and absorb the cost.
8. Existing agencies of local government, other local agencies, volunteer agencies, and the private sector, augmented by State and Federal agencies, constitute the basic response framework. Some of these agencies must perform special activities related to response and recovery. Individuals designated to perform these activities are detached from their regular assignment when activated. Mutual aid agreements are also relied upon.
9. It is important that the executive, legislative, and judicial branches of government continue to function under emergency conditions. In severe disaster situations, continuity of government may be jeopardized. Provisions have been made for emergency authorities and succession of these branches of government. For example, if the Chief Executive Official (Chairperson of the Board of Commissioners) is unavailable or unable to exercise the powers and duties of the office, the next in the line of succession for this position is the Vice Chairperson of the Board of

Commissioners. This line of succession provides for continuous leadership, authority, and responsibility.

10. If the disaster or emergency is considered to be beyond the control of the local jurisdiction, the Chief Executive may request that the Governor declare a "State of Disaster" or "State of Emergency" so that State assistance can be made available to the local jurisdiction. This request is made through the EMD District Coordinator. Affected municipalities may also request this assistance on an individual basis through the county channels addressed above. *NOTE: The Chief Executive must declare a "Local State of Emergency" prior to requesting a Governor's Declaration of Emergency or Disaster.*
11. The Department of State Police, EMD District Coordinator, in conjunction with the local EMC, analyzes the incident to determine necessary actions. The EMD makes recommendations and, through channels, this information is reported to the Governor, who may declare a "State of Disaster" or a "State of Emergency". The Governor may take action deemed necessary within the authority granted in Act 390, P.A. 1976, as amended, and other applicable statutes. Appropriate state agencies may be notified and mobilized. Local Emergency Action Guidelines (EAG) may be activated if not activated previously. At this time, local government assigns and makes available for duty employees, property, or equipment for disaster relief purposes if requested by the Governor. The Governor utilizes these resources as is reasonably necessary to cope with the disaster. The District Coordinator coordinates State response and recovery activities at the scene with the EMC. The declaration of emergency or disaster remains in effect for *fourteen days* or unless terminated or extended by the executive order or proclamation and approved by the legislature.
12. If the Governor determines that Federal assistance is necessary to supplement the efforts and available resources of State and local governments, he may request that the President of the United States declare a major disaster or emergency for the affected area under provisions of the appropriate Federal law.

EVACUATION

Although the Governor is the only person who can authorize FORCED EVACUATION in the State of Michigan, it may become necessary to conduct VOLUNTARY EVACUATION. The Incident Commander (IC) is responsible for making the evacuation decision. The EOC Staff will provide the IC with the necessary administrative and logistical support needed to make an informed decision. When necessary, the EOC Staff will assist the IC by plotting primary and alternate evacuation routes.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	MSUE – 4H Agent
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>The current 4H Agent for Menominee County has tendered his resignation and his last day will be March 23, 2015. District Coordinator, Paul Putnam would like to address the board to discuss a plan of action to restore the 4H Agent position.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
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:	UP State Fair Authority Governing Board
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration advertised for a member to be appointed to the UP State Fair Authority Governing board. Current appointment term was 5/1/2012-4/30/2015. We received a letter from the board secretary (Jonathan Mead) stating their appointments run on a calendar year... therefore extending the current term to 12.31.2015. Board discussion.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
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 2, 2015

Mr. Brian Bousley
County Administrator
Menominee County
839 10th Avenue
Menominee, MI 49858

Dear Mr. Bousley,

We are in receipt of your letter to Ms. Linderoth regarding her expiring appointment on the U.P. State Fair Authority Governing Board. Our Board members terms are also for three years and run on a calendar year. Therefore, Ms. Linderoth's term on our board expires at the end of 2015. At that time, we will be sending notices out to all counties to have them appoint a representative to our board.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Mead'.

Jonathan Mead, UPCAP
Administrative Agent/Secretary

Micky Rondeau, Alger Cty
Tom Elegeert, Delta Cty
James Gale, Houghton Cty
Phyllis French, Luce Cty
Janis Linderoth, Menominee Cty~ VC
Dave Anthony, Hannahville

Daune Smith, Baraga Cty
Henry Wender, Dickinson Cty
Gary Burk, Iron Cty
Calvin McPhee, Mackinac Cty
Richard Bourdeau, Ontonagon Cty
Vickie Micheau, Management Agt

Jake Campbell, Chippewa Cty
Dan Siirila, Gogebic Cty
Joe Langdon, Keweenaw Cty
Chuck Bergdahl, Marquette Cty ~ CHAIR
Ann Harrington, Schoolcraft Cty

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

February 19, 2015

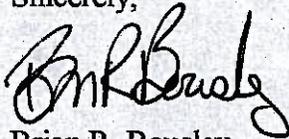
Janis Linderoth
N9308 Linderoth Rd.
Daggett, MI 49821

Dear Janis:

Your appointment to the U.P. State Fair Authority Governing Board expires on April 30, 2015. If you would like to be considered by the Menominee County Board of Commissioners for re-nomination to another three year term (5/1/2015-4/30/2018), please complete the enclosed application for appointment and return it to my office as soon as possible.

If you have any further questions, please feel free to contact me.

Sincerely,



Brian R. Bousley
County Administrator

*Initial Appt.
8/1/2009 - 7/31/2012
2nd appt.
5/1/2012 - 4/30/2015*

Raymond Williams

Charlie Meintz, Chairman

Larry Schei, Vice Chair

William Cech

James Furlong

Bernie Lang

Gerald Piche

Jan Hafeman

John Nelson

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 03/19/2015
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
REIMBURSEMENT VOUCHER**

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

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

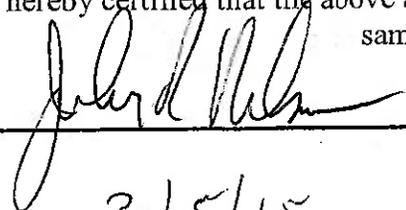
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .56/mile .575	Total Cost	Account Number
2/10/15	CO BOARD, STEPHENSON M	56	56	31.36 32.20	101-101-860.11
2/19/15	MENOMINEE, FINANCE	94	56	52.64 54.05	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		150			
			Total Mileage	84.00 86.25	AD
				Total Mileage Fee	84.00

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

3/5/15

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/10/15	County Board - Annex	30		17.25	101-101-860.07
					101-101-860.07
2/18/15	Fair Board Annex	30		17.25	101-101-860.07
					101-101-860.07
2/24/15	County Board - Annex	30		17.25	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
			Total Mileage		
				Total Mileage Fee	51.75

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.

Gerald L. Piche

Signed

3/8/15

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 12 & 13, 2015 in the combined amount of \$77,161.72.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/19/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Bus

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General: CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
Ace Hardware								\$525.45
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	23.98		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	17.06		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	49.44		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	43.98		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	2.49		
40456		3/5/2015	214271/2	Inmate Supplies	101-301-770.00	180.25		
40508		2/28/2015	214081/2	Inmate Medical Supplies	101-301-770.01	208.25		
Ade Incorporated								\$200.00
40356		2/23/2015	93381	Needs Pass Web Records (Order # 254	101-136-755.00	200.00		
ALGER-DELTA COOPERATIVE ASSOCI								\$9,470.71
40401		2/28/2015	370500	Shakey Lakes Office/Shop	208-751-920.01	102.74		
40402		2/28/2015	379700	Storage Shed	208-751-920.01	69.76		
40403		2/28/2015	380300	Shower Building	208-751-920.01	44.18		
40404		2/28/2015	367100	N8390 Beach House	208-751-920.01	28.45		
40405		2/28/2015	367200	Northwest Campsites	208-751-920.01	28.45		
40406		2/28/2015	369802	W8449 Co Rd G12 Campsites	208-751-920.01	28.45		
40407		2/28/2015	383001	Shakey Lakes Park/Horse Arena	208-751-920.01	28.45		
40408		2/28/2015	383200	N8380 Co Park Road 20.5	208-751-920.01	28.45		
40409		2/28/2015	383301	Shakey Lakes Park/Cattle Arena	208-751-920.01	28.45		
40410		2/28/2015	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	28.45		
40411		2/28/2015	1614900	Bath House	208-751-920.01	27.60		
40478		3/5/2015	414-13	PO# 03080 Upgrade Shakey Lakes Tra	220-752-953.01	9,027.28		
AT&T - Carol Stream, IL								\$2,591.56
40365		2/19/2015	906863444 102	Sheriff Department	101-103-850.00	1,494.62	*	
40366		2/19/2015	906863202302	February 19 - March 18, 2015	101-103-850.00	1,096.94	*	
AT&T Long Distance								\$1,756.10
40399		2/19/2015	854528091	Telephone Services	101-103-850.00	1,756.10		
Barrette, Jodie								\$16.94
40502		3/10/2015	Reimbursement	Meals for Training	101-141-860.00	16.94		
Big O's Lube and Service, Inc.								\$32.90
40467		2/24/2015	16317	2012 Chevy Impala - Oil Change	205-315-934.02	32.90		
Brunelle, Jennifer								\$1,288.81
40494		3/2/2015	Reimbursement	Mileage	296-663-860.00	148.35		
40495		3/2/2015	February 2015	Crisis Intervention	296-668-801.00	600.00		
40501		3/11/2015	Reimbursement	Mileage & Bridge Toll (Training in Lans	215-141-860.00	270.23		
40501		3/11/2015	Reimbursement	Mileage & Bridge Toll (Training in Lans	296-663-860.00	270.23		
Carquest Auto Parts								\$103.96
40468		2/27/2015	2825-289772	Blades (x2)	205-315-934.02	36.98		
40466		2/28/2015	718230	Utility Belt & Battery	101-265-934.00	12.99		
40466		2/28/2015	718230	Utility Belt & Battery	101-265-934.00	53.99		
CBM Managed Services								\$4,232.97
40470		2/18/2015	STDINV81318	Inmate Meals	280-362-755.00	2,113.04		
40471		2/25/2015	STDINV81559	Inmate Meals	280-362-755.00	2,119.93		
Cech, William								\$27.60
40515		3/1/2015	Reimbursement	Mileage - February 2015	101-101-860.05	27.60		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 12 2015

BAB

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY MICHIGAN								
CITY OF MENOMINEE - 2511 10TH ST.								\$2,190.71
40386		2/25/2015	3926	Gasoline Sales	101-265-742.00	34.71		
40442		3/11/2015	March 2015	Monthly Rent	266-326-942.00	351.67		
40465		2/25/2015	3930	Gasoline Sales - January 2015	205-315-742.00	1,804.33		
City of Stephenson - P.O. Box 467								\$224.44
40367		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.01	18.10		
40367		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.02	31.00		
40367		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.03	175.34		
CLOVERLAND PAPER CO								\$470.30
40376		2/27/2015	107523	Damp Mop Cleaner, Toilet Tissue	101-265-755.01	96.65		
40450		3/6/2015	107583	Towels, Toilet Tissue	101-265-755.01	208.35		
40472		2/20/2015	107458	Gloves	280-362-755.00	78.32		
40473		2/27/2015	107524	Towels & Cups	280-362-755.00	86.98		
Cooper Office Equipment								\$534.00
40511		3/3/2015	120383	Contract # 2418-01 (3/13/15 - 6/12/15)	101-261-942.00	534.00		
Country Mile Document Destruct								\$57.10
40487		3/6/2015	20574	Shredding of Documents (3/5/15)	101-265-801.00	57.10		
David F. Oeming, Jr.								\$80.00
40491		3/2/2015	2013-068-MI	Court Appointed Legal (Anderia)	101-148-807.00	80.00		
DEKETO, LLC								\$750.00
40398		3/5/2015	DK 3-15	March 2015 (Capped x304 Documents)	256-277-857.00	750.00		
DRAZE, THOMAS								\$75.00
40461		2/27/2015	Reimbursement	K9 Boarding (Brix x5)	101-301-881.01	75.00		
Dreamscape Communications								\$69.99
40436		12/20/2014	w3988	Wireless Internet (Annex)	101-261-850.00	69.99		
DuPont, Sherry								\$8.05
40390		2/26/2015	Reimbursement	Mileage	101-172-860.00	8.05		
EAGLEHERALD PUBLISHING, LLC								\$479.68
40399		2/28/2015	1408	Advertising - February 2015	101-101-901.00	38.55		
40390		2/28/2015	1406	Advertising	101-101-901.00	395.11		
40449		2/28/2015	1445	Advertising - Deputy Clerk	101-215-729.00	46.02		
Employee Benefits Agency, Inc.								\$117.45
40394		3/4/2015	4975	Vision Insurance	266-326-712.00	32.07		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	17.89		
40394		3/4/2015	4975	Vision Insurance	701-000-231.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	17.89		
Forms Trac Enterprises, Inc.								\$254.24
40378		2/27/2015	62559	3 Part NCR Continuous	101-136-727.00	64.56		
40379		2/27/2015	62558	3 Part NCR Continuous	101-136-727.00	189.68		
Fox Valley Technical College								\$225.00
40459		3/9/2015	Registration	Conference Fee (LEAP - C. Rye-Lindbe	101-301-881.00	225.00		
Friends Ofc Prod Whse Direct								\$228.04
40355		2/26/2015	0220471	FOC Office Supplies	101-141-727.00	210.55		
40372		2/27/2015	0220561	Envelopes (Veterans)	101-682-727.00	17.49		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 12 2015 *BBB*

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MEMOMINEE COUNTY MICHIGAN								
GREAT AMERICAN DISPOSAL CO THE	40435	2/1/2015	52101475	Annex	101-261-930.04	55.15		\$55.15
Hafeman, Jan	40370	2/26/2015	Reimbursement	Mileage - February 2015	101-101-860.10	151.80		\$151.80
HELPERT BRIAN	40466	2/4/2015	Reimbursement	Registration for UP EMS Conference	205-315-860.00	220.00		\$220.00
HERRILD, RENEE	40371	2/26/2015	Reimbursement	Bridge Fare (x2) Mileage (FOCA Confe	215-141-860.00	355.30		\$355.30
Hi Tec Building Services	40438	2/28/2015	008928	Cleaning Services - February 2015	101-265-801.00	1,410.00		\$1,410.00
IMAGEWORKS	40377	2/26/2015	7553	Uniform Allowance - Mike Sieg	101-265-745.00	30.00		\$30.00
J S ELECTRONICS, INC.	40382	3/1/2015	18688	Numeric Paging	101-267-850.00	27.00		\$542.00
	40443	3/1/2015	18686	Tower Lease - February 2015	266-326-942.00	425.00		
	40452	3/1/2015	18687	Voice Paging	101-301-755.00	90.00		
Joel Hensley, RN	40446	3/6/2015	Blood Draws	M.B. (3/5) R.B. (2/26)	101-267-801.01	200.00		\$1,565.00
	40457	3/8/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
K MART	7031							\$54.25
	40474	1/13/2015	07031011315010445	Copper & Remote	280-362-755.00	37.96		
	40475	1/24/2015	07031012415010792	Extension Cord	280-362-755.00	6.99		
	40476	3/2/2015	07031030215010918	Razors & Toilet Brush	280-362-755.00	9.30		
Koehne	40482	3/2/2015	93530	PC# 03057 Struts & Tie Rods	101-265-981.00	888.76		\$888.76
L.A. Busse, Inc.	40384	2/24/2015	ZB62220	O Ring (Jail Dishwasher)	101-265-934.00	18.36		\$18.36
Lang, Bernard	40395	3/5/2015	Reimbursement	Mileage - February 2015	101-101-860.02	52.90		\$52.90
Larry L.D. King, DVM	40460	2/25/2015	28170	K9 Care (Vesta)	101-301-881.01	51.00		\$51.00
LENCA SURVEYING	40434	3/7/2015	15030	Project Yr 2015 (2/14 - 3/7/15)	243-245-801.07	3,325.65		\$3,325.65
Linderoth, Janis	40369	2/27/2015	Reimbursement	Mileage - UP State Fair Authority (Feb :	101-101-860.09	50.60		\$50.60
L.Insmeier Implement, Inc.	40392	2/28/2015	53390	Park Supplies (Filter)	208-751-742.00	25.44		\$25.44
M & M Business Machines	40500	3/6/2015	820736	Embosses	101-132-970.00	225.00		\$450.00
	40500	3/6/2015	820736	Embosses	101-148-970.00	225.00		
Manpower	40437	3/1/2015	28336689	Week Ending 3/1/15 (Krista Marciniak)	101-261-705.00	477.90		\$955.80
	40512	3/8/2015	28365358	Week Ending 3/8/15 (Krista Marciniak)	101-261-705.00	477.90		

APPROVED

MAR 12 2015

BBS

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY (MICHIGAN)								
Menards - Marinette	40387	2/27/2015	76381	Building & Ground Supplies	101-265-755.00	232.14		\$930.45
	40480	2/16/2015	75468	Annex - Road Patrol	101-103-755.00	474.98		
	40489	3/5/2015	76771	Annex - Road Patrol	101-265-755.00	59.99		
	40504	3/6/2015	76837	Ladder, Tile Clear, Wet/Dry Vacuum	101-265-931.00	121.99		
	40505	3/4/2015	76728	Nails, Vented Soffit	101-265-930.01	41.35		
MENOMINEE COUNTY JOURNAL								\$224.00
	40391	3/1/2015	139	Advertising - February 2015	101-101-901.00	208.00		
	40517	3/1/2015	142	Deputy Clerk Position	101-215-729.00	16.00		
MENOMINEE COUNTY ROAD COMMISSI								\$109.36
	40462	3/6/2015	10874	Power to Radio Tower (February 2015)	101-301-934.01	109.36		
Michelle Larson								\$92.78
	40492	3/2/2015	5790	Can Zone	296-668-801.00	60.00		
	40493	3/2/2015	Reimbursement	Mileage - Can Zone	296-668-801.00	32.78		
Michigan Chamber Services, Inc								\$219.95
	40440	2/6/2015	592368	2015 Employment Law Handbook	101-103-802.00	219.95		
Michigan Municipal Risk								\$75.00
	40441	3/10/2015	2258	Effective Discipline/Grievance Processi	101-172-802.00	25.00		
	40489	3/2/2015	2253	Effective Discipline/Grievance Processi	264-363-881.00	50.00		
MILLERS ACTION OFFICE SUPPLY I								\$139.71
	40358	2/27/2015	0107782-001	Notary Stamp (Annette)	101-268-727.00	123.93		
	40444	3/6/2015	0107977-001	Files & Pencils (Treasurers Office)	101-253-727.00	15.78		
Nelson, John R.								\$86.25
	40514	3/5/2015	Reimbursement	Mileage - February 2015	101-101-860.11	86.25		
Neopost USA, Inc.								\$351.91
	40507	3/2/2015	52573059	Rate Change Protection	101-253-729.01	351.91		
Northern Star Pathology, PC								\$1,000.00
	40361	2/21/2015	Autopsy	Deborah Wilde (2/15/15 DOD)	101-648-836.00	1,000.00		
Office Depot, Inc.								\$272.73
	40490	2/4/2015	753872434001	Toner, Pens, Folders (District)	101-136-727.00	272.73		
PAIDL'S TRUE VALUE HARDWARE								\$89.66
	40385	2/28/2015	150007	Building & Ground Supplies	101-265-755.00	4.87		
	40483	2/28/2015	150008	Park Supplies	208-751-981.00	4.79		
	40483	2/28/2015	150008	Park Supplies	208-751-930.03	80.00		
Personnel Concepts								\$397.44
	40461	2/27/2015	9326990162	Michigan & Federal Labor Law Poster (101-103-802.00	397.44		
Piche, Gerald L.								\$51.75
	40513	3/8/2015	Reimbursement	Mileage - February 2015	101-101-860.07	51.75		
PLASTOCON, INC								\$386.80
	40477	2/23/2015	84159	Disposable Tray Liners	280-362-755.00	386.80		
Quill Corporation								\$203.43
	40357	2/19/2015	1645086	PA - Office Supplies	101-267-727.00	203.43		
S & O LOCK AND PHONE SERVICE								\$25.00
	40448	3/6/2015	40621	Keys (x5)	101-265-755.00	25.00		
Schei, Larry								\$140.90
	40362	2/27/2015	Reimbursement	Mileage - February 2015	101-101-860.04	140.90		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

2013

MAR 12 2015

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Signarama Menominee	40510	3/9/2015	3970	Park - Signs (x5)	208-751-755.02	163.20		\$163.20
Soderberg Process Service	40447	3/2/2015	1091	Service on M. Berman (2/28/15)	101-141-801.00	45.00		\$45.00
Squlres-Stepniak, Rebecca	40466	3/11/2015	Reimbursement	Mileage	296-665-860.00	237.48		\$237.48
State of Michigan - MI Dept. of Human Services	40469	3/11/2015	5800	Monthly Offset - January 2015	292-662-843.01	12,630.18		\$12,630.18
State of Michigan - MI Supreme Court Finance	40509	3/4/2015	Circuit Ct 2015-1	Jan, Feb, March 2015	101-131-858.03	1,761.40		\$1,761.40
STEPHENSON MARKETING COOPERATI - P O BOX 399	40479	1/31/2015	023851	Gasoline Purchases	101-265-742.00	35.53		\$35.53
Stericycle, Inc.	40458	3/1/2015	4005421339	Medical Supplies	101-301-770.01	31.41		\$31.41
Sutherland, Daniela	40497	3/11/2015	5798	Ice Rink at Doby Park	101-132-801.01	78.00		\$78.00
SVINICKI, GAIL M.	40506	3/10/2015	Reimbursement	Registered Mail (2014-014905-DS)	101-267-804.00	16.26		\$16.26
The Current	40518	3/2/2015	1756	Advertising (Equalization Ratios, Board	101-101-901.00	286.03		\$318.09
	40518	3/2/2015	1756	Advertising (Equalization Ratios, Board	101-215-727.00	32.06		
The First National Bank&Trust	40488	2/27/2015	628840339	FOC - Service Charge	101-141-817.00	32.80		\$32.80
The Print Shop - 1340 Main Street	40464	2/26/2015	7030032	Voluntary Statement (x1000)	205-315-727.00	82.50		\$82.50
Time Warner Cable - P.O. Box 3237	40363	3/2/2015	10404710008401100	March 2 - April 1, 2015	101-103-850.00	531.05		\$531.05
TWIN CITY ELECTRIC, Inc.	40439	2/27/2015	79415	Telephone, Power Supply, Label, Regis	101-103-755.00	263.13		\$263.13
TWIN CITY SERVICE AGENCY INC	40375	2/26/2015	62311403N	Surety Bond - Lisa S. Frost	101-215-727.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.	40369	2/26/2015	70666	Toner (x2) - Joann Klumb	101-215-727.00	138.00		\$2,822.99
	40363	2/19/2015	70582	20" Widescreen w/ Speakers	101-136-931.01	119.99		
	40368	3/3/2015	70718	Remote Maintenance - Window Update	101-103-857.02	200.00		
	40446	3/3/2015	70725	Monitor - District	101-136-931.01	96.00		
	40503	2/13/2015	70530	PO# 03C47 Dual Screen Ultra Book/Tal	215-141-934.00	1,129.00		
	40516	2/28/2015	42454	February 2015 Computer Maintenance	101-103-857.00	1,140.00		
UNIFORM SHOPPE	40451	2/20/2015	240716	Magazine Pouch - Holmes	101-301-745.00	99.80		\$99.80
Vincent, Daren & Lisa	40493	3/11/2015	5799	Foster Care Costs (T.T.)	292-662-843.02	241.36		\$241.36
WALTER BROTHERS INC	40463	2/3/2015	C55384	Garbage Bags	101-301-935.00	59.98		\$59.98

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Waste Management	40397	3/1/2015	1489110-1856-9	March 2015	101-265-801.00	484.20		\$484.20
WEST GROUP PAYMENT CENTER	40484	12/1/2014	830813102	November 1 - November 30, 2014	269-145-801.00	446.44		\$446.44
WII-KII Pest Control	40380	2/23/2015	2625333	Health Department	101-265-801.00	32.00		\$94.25
	40381	2/23/2015	2624463	Courthouse	101-265-801.00	62.25		
Williams, Raymond	40368	2/24/2015	Reimbursement	February 2015 Mileage	101-101-860.01	77.64		\$77.64
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	40363	2/24/2015	1374209453-00000	Bailey House	208-751-920.01	28.77		\$9,666.23
	40363	2/24/2015	1374209453-00000	Kleinke Street Lighting	208-751-920.01	29.33		
	40363	2/24/2015	1374209453-00000	Bailey Park	208-751-920.01	12.75		
	40364	2/24/2015	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.28		
	40374	2/26/2015	0402047856-00004	Courthouse	101-265-920.04	5,157.42		
	40396	2/26/2015	0402191663-00001	Health Care Center	101-265-920.03	235.13		
	40396	2/26/2015	0402191663-00001	Health Care Center	101-265-920.04	571.12		
	40485	3/5/2015	0402055840-00001	Jail	101-265-920.03	3,598.43		
Xerox Corporation - 26152 Network Place	40373	3/1/2015	078392989	Probation & Parole - March 2015	101-131-942.00	104.83		\$575.95
	40453	3/1/2015	078392987	Sheriff Dept - February 2015	101-301-755.00	42.44		
	40454	3/1/2015	078392988	Sheriff Dept - February 2015	101-301-755.00	428.68		
Total Amount for Bank Account: General								\$71,860.00

APPROVED

MAR 12 2015

DBB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL	40521	3/1/2015	906753458203	March 1 - March 31, 2015	101-103-850.00	208.49		\$2,833.81
	40522	3/1/2015	906R41083903	March 1 - March 31, 2015	101-103-850.00	1,196.90		
	40523	3/1/2015	906753220903	March 1 - March 31, 2015	101-103-850.00	1,426.42		
Cenex Fleetcard								
	40524	3/6/2015	100888	Gasoline Charges - February 2015	101-426-860.00	9.21		\$33.95
	40524	3/6/2015	100888	Gasoline Charges - February 2015	296-665-881.00	24.74		
Ciochetto, Joseph								
	40526	3/11/2015	Per Diem	Airport Commission	101-101-860.08	28.00		\$32.25
	40527	3/11/2015	Reimbursement	Mileage - Airport Commission	101-101-860.08	4.25		
Northern Star Pathology, PC								
	40528	3/2/2015	3/2/15	Morgue Fees due to Autopsy - D. Wilde	101-648-836.00	450.00		\$450.00
Sexton, Richard								
	40520	3/13/2015	Reimbursement	Verizon Wireless & Mileage	101-426-850.00	76.98		\$179.33
	40520	3/13/2015	Reimbursement	Verizon Wireless & Mileage	101-426-860.00	102.35		
Short, Mary Kay								
	40519	3/11/2015	M14-3714-FH	Transcripts	101-131-806.00	58.75		\$58.75
STEPHENSON MARKETING COOPERATI - P O BOX 399								
	40525	2/28/2015	023851	Gasoline Charges - February 2015	208-751-742.00	78.63		\$78.63
U.E.S. COMPUTERS, INC.								
	40530	3/10/2015	30974	PO# 03062 - Cisco 1 Year Service	101-103-857.02	1,047.00		\$1,635.00
	40531	3/10/2015	30976	PO# 03062 - Cisco Extended Service	101-103-857.02	588.00		
Total Amount for Bank Account: General								\$5,301.72

APPROVED

MAR 13 2015

BUB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Brian Bousley

 03/19/2015
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):

MONTH END BALANCE SHEET

2/27/2015

IMPREST CASH GENERAL FUND \$ 3,300.00
IMPREST CASH OTHER FUNDS \$ 560.00
\$ 3,860.00

GENERAL FUND INVESTMENTS
 Stephenson National \$ 2,932,881.92
 Stephenson National \$ 453,562.79
 First National Bank & Trust \$ 652,342.82
 Menominee Co Federal CU \$ 8.53
 Menominee Co Federal CU: \$ 215,114.37
 Tri-County Credit Union \$ 115.39
 Mbank \$ 351,311.83
 Peninsula Federal Credit Union \$ 5.00
 MBS \$ 72,089.88
\$ 4,677,432.53

GENERAL FUND CD's & BONDS
 SNBT \$ 509,060.91
 Tri County Credit Union: \$ 135,570.56
 MCFCU \$ 210,885.88
 Peninsula Federal Credit Union \$ 108,596.03
 Mbank \$ 100,000.00
 Mbank \$ 113,419.20
 Nicolet \$ 513,471.55
\$ 1,691,004.13

MBS CD'S GENERAL FUND
 Mason St Bank \$ 200,000.00
 Bank Northern MI Petoskey \$ 200,000.00
 First Nat Bank of Mich Kalamazoo \$ 250,000.00
 Bank Holland Mich \$ 250,000.00
 First Nat Bank America East \$ 50,000.00
 Federal National Mtg \$ 125,000.00
 Federal Home Loan \$ 200,000.00
 JP Morgan Chase Bank \$ 200,000.00
 Federal Home Loan \$ 250,000.00
 Federal Home Loan \$ 100,000.00
 Privatebank & TC Chicago IL \$ 250,000.00
 Federal Home Loan \$ 200,000.00
 Federal Home Loan \$ 205,000.00
 Traverse City St Bk \$ 202,000.00
 Mercantile Bank \$ 100,000.00
 Federal Home Loan \$ 100,000.00
 First Nat Bk Amer East Lansing \$ 200,000.00
 Federal Home Loan \$ 200,000.00
\$ 3,282,000.00

TOTAL CO-MINGLED CASH \$ 9,650,436.66

SECTION 125
 Stephenson National Bank \$ 13,576.74

LILJA BEQUEST
 Stephenson National Bank \$ 2,000.00

COUNTY ROAD INVESTMENTS
 Stephenson National \$ 81,359.62
 Stephenson National \$ 580,306.85
 Menominee County Fed CU \$ 111,346.30
 Tri-County Credit Union \$ 5.00
 Tri-County Credit Union \$ 30,128.13
 Mbank \$ 369,484.59
 Mbank Payroll Acct \$ 110.27
\$ 1,172,740.76

COUNTY ROAD CD'S
 Stephenson National \$ 105,145.80
TOTAL COUNTY ROAD \$ 1,277,886.56

DTRF INVESTMENTS
 Nicolet National \$ 164,105.23
 Stephenson National: \$ 246,182.87
 MBS \$ 5,151.97
\$ 415,440.07

DTRF CD'S
 Mbank \$ 113,419.20
 Nicolet National \$ 200,000.00
 Peninsula Fed CU \$ 102,957.03

DTRF MBS CD'S
 Federal Home Loan \$ 140,000.00
\$ 556,376.23

TOTAL DTRF \$ 971,816.30

TOTAL	\$ 11,919,576.26
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Diane Lesperance

3-16-15

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

GOVERNING BOARD MEETING

**Thursday, January 8, 2015
511 First Avenue North, Escanaba MI
12:30 p.m. (EST)**

MINUTES

The meeting was called to order at 12:31 p.m. by Chair Karen Wigand. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Dan LaFoille, Schoolcraft
Susan Kleikamp, Menominee
Clyde Thoune, Menominee
Tom Lippens, Delta
Susan Phillips, Schoolcraft
Myra Croasdell, Delta
Julie Moberg, Delta
Dave Anthony, Menominee
Geri Nelson, Delta
Ken Penokie, Delta

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Sally Kidd, Senior Services Director
Mary Bunnin, FGP Director
Connie Maule, SCP Director
Joe Dehlin, Weatherization Director
Kim Johnson, ECP Director
Bernie Lang, Menominee Co. Commissioner

MEMBERS ABSENT

Mari Negro, excused
Kristi Wood, excused
Lee Robbert, excused
Cathy Mercier
Dave Moyle
Doug Kreinke

Karen introduced and welcomed new board member, Clyde Thoune who is representing the Mid-County Senior Center.

APPROVAL OF NOVEMBER 6, 2014 GOVERNING BOARD MINUTES

Members received a draft of the November 6, 2014 Governing Board minutes for their review and they were **APPROVED WITH A MOTION FROM MR. DORAN, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

UPCOMING ADMINISTRATIVE STAFF CHANGE

Members had been notified by mail that our Early Childhood Program Director, Kim Johnson, has submitted her resignation to be effective this coming spring. The Chair called on Bill Dubord who indicated we will miss her but wish her well in her new endeavor. It was noted that the Policy Council and Governing must approve hire of the ECP Director. It was suggested that at least one member of the ECP Committee help with interviews and possibly with screening the resumes with the Executive Director. Julie Moberg and Myra Croasdell volunteered to assist in any way needed. Since there is no board meeting in February and the hire has to be approved by the board, the members were asked if they wish to give the Executive Committee (the officers) authority to approve the hire should timing be an issue. **MR. PENOKE MOVED TO GIVE THE**

EXECUTIVE COMMITTEE AUTHORITY TO APPROVE THE HIRE OF THE NEW ECP DIRECTOR, SECONDED BY GERI NELSON; MOTION CARRIED.

Karen announced that our Executive Director will be retiring sometime in 2015. She indicated that she really appreciates the amount of notice he is giving the organization and his concern for leaving our organization in a good position for the new person. He notified the Finance Committee because of financial considerations regarding health insurance, vacation pay, etc. that will affect when he decides to officially retire. Also, if the board feels that it may be good for him to serve in a consultant role when the new person comes on, that may be a consideration. **KEN PENOKIE MOVED TO HAVE THE FINANCE COMMITTEE WORK OUT BILL'S EXIT DETAILS AND BRING IT TO THE FULL BOARD FOR APPROVAL, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.** Members were reminded that the board recently passed a succession plan policy for replacing the Executive Director and it charges the Personnel Committee with assisting in the hiring process.

Bill told the board that he has had great staff and board members to work with over his tenure and is proud of the many accomplishments that have been achieved since 1981.

ACCEPTANCE OF REAPPOINTMENT OF TOM LIPPENS BY THE DELTA/SCHOOLCRAFT COMMUNITY LABOR COUNCIL

Members received a copy of a letter from the D/S Community Labor Council reappointing him to our Governing and this was **ACCEPTED WITH A MOTION FROM DAVE ANTHONY, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoille who reported that the Finance Committee met on 12/11/14 & 1/8/15 and reviewed the October and November Accounts Payable Schedules and recommends their approval – **THIS WAS DONE WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.** The auditors will be sending out a questionnaire to all board members and you are asked to fill it out to the best of your ability. If you have any questions about the questions please contact our auditing firm for clarification. **(see attachment "A")**

PERSONNEL COMMITTEE REPORT

Karen Wigand called on Ms. Kleikamp who reported that the Personnel Committee met on 12/16/14 to begin the process of reviewing and revising the Personnel Policies. There were only 2 out of 8 committee members present. If you are on the Personnel Committee (D. Moyle, K Wigand, S. Kleikamp, G. Nelson, J. Stapleton, K. Penokie, S. Phillips, M. Croasdell) but are unable to attend most of the committee meetings, please let us know & we will take you off the committee if you wish. The next Personnel Committee meeting will be on February 5th at 11:00 a.m. **MS. PHILLIPS MOVED TO ACCEPT THE PERSONNEL COMMITTEE REPORT, SECONDED BY MR. LAFOILLE; MOTION CARRIED. (see attachment "B")**

REVIEW/APPROVAL OF AGENCY MISSION STATEMENT

Members were mailed a copy of the agency's mission statement for their review and **IT WAS APPROVED WITH A MOTION FROM KEN PENOKIE, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

RESOLUTION FOR SIGNATURES FOR SAFETY DEPOSIT BOX

We recently discovered that the authorized signers for our safety deposit box include one deceased board member and one who is no longer on the board. Therefore we are requesting a resolution authorizing the Chair, Treasurer, Executive Director and Finance Director to be authorized signers on the agency's safety deposit box. **THIS WAS DONE WITH A MOTION FROM TOM LIPPENS, SECONDED BY DAVE ANTHONY; MOTION CARRIED.**

HEALTH & SAFETY 45 DAY REQUIREMENT CERTIFICATION

A new requirement in the Early Childhood Program is that the board certify that the Health & Safety Checklist is completed within 45 days of receiving the grant award. The ECP Director informed the board that this has been done. **MR. LAFOILLE MOVED TO HAVE THE BOARD CERTIFY THAT THE HEALTH & SAFETY CHECKLIST WAS COMPLETED WITHIN THE 45 DAY REQUIREMENT; SECONDED BY KEN PENOKIE; MOTION CARRIED.**

APPROVAL OF 11/19/14 HEAD START/ECP POLICY COUNCIL MINUTES

Members were given a copy of the 11/19/14 Head Start/ECP Policy Council minutes for their review. There were no questions or comments **AND THEY WERE APPROVED UPON A MOTION FROM JULIE MOBERG, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

ACCEPTANCE OF ECP MONTHLY REPORT DATED 1/5/15

Members were given a copy of the ECP report dated 1/5/15 for their review. There were no questions or comments **AND THEY WERE ACCEPTED WITH A MOTION FROM SUSAN PHILLIPS, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.**

UPDATE ON ORGANIZATIONAL STANDARDS

Ms. Wigand called on Bill Dubord who reminded the members that some of the organizational standards included many items that we are already doing. The following are some of the items we have recently completed: review of the mission statement, succession plan for the Executive Director, Conflict of Interest Policy and an agency risk assessment. We are in the process of reviewing/revising the Personnel Policies and know that we need to make arrangements to conduct strategic planning.

EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on the Executive Director who reported that a new requirement for the Early Childhood Program is a Governance Screener item that will be brought before the board.

Mr. Dubord noted that John Stapleton's extended term (until 12/31/14) has expired. Although he is willing to continue serving he has not been reappointed by the Schoolcraft County Transit at this time so he will come off the board. On a related note, the Executive Director reminded the members that there has been discussion on changing the board seats from 21 to 18 through attrition, rather than asking someone to step down. CAPLAW (a legal resource for CAA's) strongly recommends that board reduction not take place through attrition. After some discussion the board consensus was to leave the board size at 21. **OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

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

ADJOURNMENT

The meeting adjourned at 1:21 p.m. **WITH A MOTION FROM TOM LIPPENS, SECONDED BY OMER DORAN; MOTION CARRIED.**

THE NEXT MEETING IS MARCH 12, 2015 AT 12:30 P.M. (EST)

FINANCE COMMITTEE MEETING

FINANCE COMMITTEE MEETING
Thursday, December 11, 2014
11:00 a.m.

MINUTES

The following were present: Omer Doran, Dan LaFoilie, Susan Kleikamp, Tom Lippens, Julie Moberg, Karen Wigand, Bill Dubord, Kris Thibeault, Cathy Pearson, Sally Kidd

The members were mailed information from the Executive Director regarding his position and noted that he is tentatively planning to retire sometime in 2015. The committee acknowledged his correspondence to them and indicated that are very willing to work with him on his desire to come to an agreement on exit terms, including health insurance and a role in transitioning to a new director. Bill thanked the committee for their understanding of the timing element and kind words regarding his efforts on behalf of the agency over the years. The committee agreed to the following:

- Karen would inform the board at the January 8th meeting of Bill's intent to leave sometime in 2015, with a definite date yet to be determined.
- She will request that the board authorize the Finance Committee to negotiate the terms of Bill's departure, including a transition role to assure a smooth transfer of authority.
- The Chair will work with the board following the succession plan to interview potential candidates based on the timing of Bill's official notice of retirement.

The Chair appointed Tom Lippens to represent the agency on UPCAN along with the Executive Director.

Members were mailed a draft credit card policy for their review (as we had no written policy). They asked Bill to check to see if an individual's name is required to be on the card as well as the agency's as they feel it would be better to not have an individual's name on the card(s). Bill noted that this will be incorporated into the Financial Procedures Manual when it is reviewed and revised in the next couple of months.

The committee reviewed the CAA/HRA October credit card statements. Bill noted that there was a significant amount charged for training as they had funds to cover some good training sessions.

The committee reviewed the CAA October Accounts Payable Schedule and **IT WAS APPROVED WITH A MOTION FROM TOM LIPPENS, SECONDED BY OMER DORAN; MOTION CARRIED.**

The committee reviewed the HRA October Accounts Payable Schedules and **THEY WERE APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY LIPPENS; MOTION CARRIED.**

Mr. LaFoilie called on the Executive Director who requested that we bring our In-Home Services Manager's wage up to what the Nutrition Mgr. wage is. He indicated that she works many evenings and weekends and has a lot of responsibility. **TOM LIPPENS MOVED TO INCREASE THE IN-HOME SERVICES MANAGER'S WAGE BY \$1.58/hour, SECONDED BY JULIE MOBER; MOTION CARRIED.**

The Treasurer called on Mr. Dubord who requested that when board members receive a questionnaire from the auditors (Anderson, Tackman Co.) he would appreciate if they would try to answer to the best of their ability and return it. They had very few responses from the board last year.

Bill noted that we would like one or two board members to be signatories on the agency's safety deposit box to replace former board members who are currently listed. The committee suggests that it be the Chair and Treasurer. Bill indicated the board will have to pass a resolution to do so at the January meeting.

The meeting adjourned at 12:55 p.m.

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

HEAD START	\$	229,931
EARLY HEAD START		62,212
EARLY-ON CHILDHOOD		303
GSRP		117,623
ASSET & LIABILITY ACCOUNTS		42,708
TOTAL	\$	452,777

SIGNED 
(TREASURER)

DATE 1-8-15

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

SENIOR CITIZENS	\$	180,211
VOLUNTEER PROGRAMS		58,323
NUTRITION		121,007
STATE & LOCAL PROGRAMS		72,882
ENERGY AND HOUSING		13,621
ASSET & LIABILITY ACCOUNTS		4,007
TOTAL	\$	450,052

SIGNED 
(TREASURER)

DATE 1-8-15

FINANCE COMMITTEE MEETING
Thursday, January 8, 2015
11:15 a.m.

The meeting was called to order at 11:15 a.m. by Treasurer Dan LaFoille. The following were present: Dan LaFoille, Omer Doran, Susan Kleikamp, Julie Moberg, Karen Wigand, Bill Dubord & Kris Thibeault

The Finance Committee reviewed the CAA November credit card charges.

There were no HRA November credit card charges to review.

The committee reviewed the CAA November Accounts Payable Schedule **AND IT WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

The Committee reviewed the HRA November Accounts Payable Schedules and **THEY WERE APPROVED WITH A MOTION FROM OMER DORAN, SUPPORTED BY JULIE MOBERG MOTION CARRIED.**

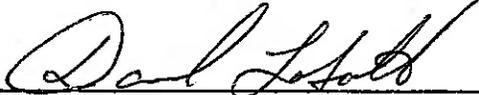
Bill informed the committee that the auditors from Anderson Tackman are in this week and next week.

At the request of the committee at the last meeting, Bill investigated and found that an individual's name, as well as the company name, must appear on all corporate credit cards.

The meeting adjourned at 12:10 p.m. **WITH A MOTION FROM JULIE MOBERG, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

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

HEAD START	\$	261,718
EARLY HEAD START		78,099
EARLY-ON CHILDHOOD		749
GSRP		40,720
ASSET & LIABILITY ACCOUNTS		57,452
TOTAL	\$	438,738

SIGNED 
(TREASURER)

DATE 1-8-15

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

SENIOR CITIZENS	\$	119,257
VOLUNTEER PROGRAMS		45,566
NUTRITION		136,525
STATE & LOCAL PROGRAMS		125,602
ENERGY AND HOUSING		69,688
ASSET & LIABILITY ACCOUNTS		40,542
TOTAL	\$	537,180

SIGNED 
(TREASURER)

DATE 1-8-15

PERSONNEL COMMITTEE MEETING
December 16, 2014
11:00 a.m.

The meeting was called to order at 11:00 a.m. Susan Kleikamp, Susan Phillips, Bill Dubord and Cathy Pearson were present. Geri Nelson and Karen Wigand asked to be excused. Members not present: Dave Moyle, John Stapleton, Myra Croasdell or Ken Penokie.

Bill informed the members that Kim Johnson, Early Childhood Program Director, is resigning in the spring and her position is being posted.

It was noted that we will proceed with reviewing the draft recommendations that were mailed to committee members as well as a few suggestions from Geri Nelson. No action will be taken at this time we just wish to proceed with the revision of this document as it will take some time.

Recommendations to marked up copy dated 11/14/14:

- Section I., second to last second remove **and prerogatives**.
- Section III., 1st sentence change after hold office **as an at-will employee**.
- Section VI., B. 2 – Just put any family with the suffix “In-law” once
- “ “, B. 3 – More discussion non-critical positions, i.e. PC Aides??????????????
- Section VI. E. 1 – 1st sentence replace termination with **temporary or permanent lay-off**
- Section VI. F, Make 1st paragraph # 1 and add after 2nd sentence a new 3rd sentence:
“All employees shall be required to immediately disclose any criminal convictions and any pending felony charges.” Make a # 2 beginning with the sentence “in the case of employees within the agency’s (change licensed preschool programs to **Early Childhood** programs. Change “may” to “will” be suspended. & “may” to “will” result in dismissal.
- Section VII., B. 3 – check to see that we have the most recent copy of the Hatch Act.
- Section VIII., D. 1 Add after 2nd sentence: **“Evaluations are performed for the benefit of the employer, employee and the program.**
- Section VIII., D 5 – move 1st sentence to # 1 as described above and eliminate #5

The committee reviewed recommendations through Section X.

The next meeting will be scheduled at the January 8th board meeting.

*Menominee-Delta-Schoolcraft
Human Resources Authority*

GOVERNING BOARD MEETING

*Thursday, January 8, 2015
511 First Avenue North, Escanaba MI
12:45 p.m. (EST)*

MINUTES

The meeting was called to order at 1:22 p.m. by Chair Karen Wigand. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Susan Kleikamp, Menominee
Clyde Thoune, Menominee
Tom Lippens, Delta
Susan Phillips, Schoolcraft
Myra Croasdell, Delta
Julie Moberg, Delta
Dave Anthony, Menominee
Geri Nelson, Delta
Ken Penokie, Delta

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Sally Kidd, Senior Services Director
Mary Bunnin, FGP Director
Connie Maule, SCP Director
Joe Dehlin, Weatherization Director
Kim Johnson, ECP Director
Bernie Lang, Menominee Co. Commissioner

MEMBERS ABSENT

Mari Negro, excused
Kristi Wood, excused
Lee Robbert, excused
Cathy Mercier
Dave Moyle
Doug Krienke, excused

Karen introduced and welcomed new board member, Clyde Thoune who is representing the Mid-County Senior Center.

APPROVAL OF NOVEMBER 6, 2014 GOVERNING BOARD MINUTES

Members received a draft of the November 6, 2014 Governing Board minutes for their review and they were **APPROVED WITH A MOTION FROM TOM LIPPENS, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

UPCOMING ADMINISTRATIVE STAFF CHANGE

Karen announced that our Executive Director will be retiring sometime in 2015. She indicated that she really appreciates the amount of notice he is giving the organization and his concern for leaving our organization in a good position for the new person. He notified the Finance Committee because of financial considerations regarding health insurance, vacation pay, etc. that will affect when he decides to officially retire. Also, if the board feels that it may be good for him to serve in a consultant role when the new person comes on, that may be a consideration. **KEN PENOKIE MOVED TO HAVE THE FINANCE COMMITTEE WORK OUT BILL'S EXIT DETAILS AND BRING IT TO THE FULL BOARD FOR APPROVAL, SECONDED BY MR. DORAN; MOTION CARRIED.** Members were reminded that the board recently passed a succession plan

policy for replacing the Executive Director and it charges the Personnel Committee with assisting in the hiring process.

Bill told the board that he has had great staff and board members to work with over his tenure and is proud of the many accomplishments that have been achieved since 1991.

ACCEPTANCE OF REAPPOINTMENT OF TOM LIPPENS BY THE DELTA/SCHOOLCRAFT COMMUNITY LABOR COUNCIL

Members received a copy of a letter from the D/S Community Labor Council reappointing Tom to our Governing Board and this was **ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY GERI NELSON; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoille who reported that the Finance Committee met on 12/11/14 & 1/8/15 and reviewed the October and November Accounts Payable Schedules and recommends their approval. **THIS WAS DONE WITH A MOTION FROM MS. NELSON, SUPPORTED BY MS. KLEIKAMP; MOTION CARRIED.** The auditors will be sending out a questionnaire to all board members and you are asked to fill it out to the best of your ability. If you have any questions about the questions please contact our auditing firm for clarification. **(see attachment "A")**

PERSONNEL COMMITTEE REPORT

Karen Wigand called on Ms. Kleikamp who reported that the Personnel Committee met on 12/16/14 to begin the process of reviewing and revising the Personnel Policies. There were only 2 out of 8 committee members present. If you are on the Personnel Committee (D. Moyle, K Wigand, S. Kleikamp, G. Nelson, J. Stapleton, K. Penokie, S. Phillips, M. Croasdell) but are unable to attend most of the committee meetings, please let us know & we will take you off the committee if you wish. The next Personnel Committee meeting will be on February 5th at 11:00 a.m. **MS. PHILLIPS MOVED TO ACCEPT THE PERSONNEL COMMITTEE REPORT, SECONDED BY MR. THOUNE; MOTION CARRIED. (see attachment "B")**

REVIEW/APPROVAL OF AGENCY MISSION STATEMENT

Members were mailed a copy of the agency's mission statement for their review and **IT WAS APPROVED WITH A MOTION FROM KEN PENOKIE, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

APPROVAL OF POLICY ADVISORY COMMITTEE MINUTES

Members received copies of the following Policy Advisory Committee minutes for their review:

- 11/20/14 Foster Grandparent Program PAC minutes
- 11/12 (School) & 11/13/14 (Menominee) Senior Companion Program PAC minutes
- 11/18 (M/M) & 11/19/14 (Delta) Retired & Senior Volunteer Program PAC minutes
- 11/17/14 (Hermansville) Senior Center PAC minutes

AND THEY WERE APPROVED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY OMER DORAN; MOTION CARRIED.

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Members received copies of the various program monthly reports for their review and **THEY WERE ACCEPTED WITH A MOTION FROM OMER DORAN; SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.**

RESOLUTION FOR SIGNATURES FOR SAFETY DEPOSIT BOX

We recently discovered the authorized signers for our safety deposit box include one deceased board member and one who is no longer on the board. Therefore we are requesting a resolution authorizing the Chair, Treasurer, Executive Director and Finance Director to be authorized signers on the agency's safety deposit box. **THIS WAS DONE WITH A MOTION FROM TOM LIPPENS, SECONDED BY DAVE ANTHONY; MOTION CARRIED.** Staff were asked if there is a need for a safety deposit box over a fire-proof safe and they indicated they will check on this.

UPDATE ON ORGANIZATIONAL STANDARDS

Ms. Wigand called on Bill Dubord who reminded the members that some of the organizational standards included many items that we are already doing. The following are some items we have recently completed: review of the mission statement, succession plan for the Executive Director, Conflict of Interest Policy and an agency risk assessment. We are in the process of reviewing/revising the Personnel Policies and know that we need to make arrangements to conduct strategic planning.

EXECUTIVE DIRECTOR'S REPORT

Mr. Dubord noted John Stapleton's extended term (until 12/31/14) has expired. Although he is willing to continue serving he has not been reappointed by the Schoolcraft County Transit at this time so he will come off the board. On a related note, the Executive Director reminded the members that there has been discussion on changing the board seats from 21 to 18 through attrition, rather than asking someone to step down. CAPLAW (a legal resource for CAA's) strongly recommends that board reduction not take place through attrition. After some discussion the board consensus was to leave the board size at 21.

Members were given a copy of several news articles about our Adult Day Care Program and the fact that Pat Besse is donating \$450,000 to have Bishop Noa Home add a wing to their facility to house this service. We will still be running the program and continue with the sliding fee scale. An additional benefit is that we will not have to pay space costs and Bishop Noa will provide meals to the participants. It is Mrs. Besse's intent to donate another \$25,000 to us to furnish the facility. It will be named after her son, Gary Abrahamson. Ken Penokie commended Sally and Bill in particular for brokering this arrangement, which could have been very sensitive. They expect to break ground this spring.

The Executive Director reported that we spent approximately \$209,000 in deliverable fuel funds in five weeks and have received an additional \$60,000. The members were notified that one of our key intake staff has been off on medical leave since the beginning of December and will most likely be off another two months. Staff have been extremely busy trying to help the best they can and assisting folks in submitting True North applications for assistance since they have no physical presence. Because we do this folks think that we know whether or not they will receive assistance through True North, but we do not, so we field many of those calls as well. Members suggested staff make these issues known to our legislators and Bill noted he will mention it at a meeting he is attending in Lansing early next week.

Walks for Warmth will be held on Saturday, February 28th in Escanaba, Manistique and Menominee. Members were reminded that this is our only major fund raiser, so any support you can give will be greatly appreciated.

Bill announced that Theresa Nelson, RSVP Director, is going to part-time (70% of her current schedule). He indicated she was thinking about retiring but he talked her into staying as she is the face of RSVP and very connected in the community. **MR. LAFOILLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SUPPORTED BY SUSAN PHILLIPS; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

Ms. Wigand called on Mr. Thoun who asked if there could be more fish on the menu for the senior program, particularly during Lent and if bread could be offered more often. Sally Kidd, Senior Services Director, noted that new nutritional requirements for the program don't allow for much starch which means bread often can't be served if we are serving potatoes or rice for example. She indicated many of the seniors do not care for fish but we do offer meatless meals on Fridays during Lent.

ADJOURNMENT

The meeting adjourned at 2:00 p.m. **WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MR. THOUNE; MOTION CARRIED.**

THE NEXT MEETING IS MARCH 12, 2015 AT 12:30 P.M (EDT)

MINUTES
TWIN COUNTY AIRPORT COMMISSION

February 17, 2015
AIRPORT CONFERENCE ROOM

1. Call to order

Chairman Larry Schei called the meeting to order at 4:00 p.m.

*Approved
3/17/15*

2. Pledge of Allegiance

Pledge of Allegiance recited.

3. Roll call

Members present: Chairman Schei, Commissioners Ted Sauve, and Don Pazynski

Members absent: Commissioners Joseph Ciochetto, Charlie Meintz, and Ronald Holmes

Due lack of quorum Chairman recessed meeting at 4:09 p.m.

Commissioner Ciochetto arrived and Chairman called meeting back to order at 4:36 p.m.

Commissioner Meintz on his way.

4. Approve/Amend agenda.

MOTION Ciochetto/Pazynski to approve the agenda as presented.

Motion carried.

5. Approve/amend minutes of January 20, 2015 Reorganizational meeting and January 20, 2015 Regular Session meeting.

MOTION Sauve/Pazynski to approve the January 20, 2015 Reorganizational meeting and January 20, 2015 regular meeting minutes.

Motion carried.

6. Public Comment – Limited to 5 Minutes on Agenda items Only

Greg Paulson commented on Items 17 and 18C regarding Security and Buildings and Grounds as part of the Advisory Airport Security Committee. No one from the airport users and/or Aircraft Owners and Pilots Association has been contacted for this Advisory Committee at this time.

Gary Scholtz, as a member of the Planning Commission for Menominee County, regarding 1974 Airport Ordinance. Any ordinance has to go through the Planning Commission and the matter may need to be a future agenda item. He has a letter that says the ordinance was supposed to be rescinded based on the fact that they established the minimum standards as the operating procedure for the airport. The Menominee County Board needs to recognize this but Gary doesn't know that they will as no one can find the information in any of the minutes. Gary thinks this group may need to rescind that or send a letter to the Menominee County Planning Commission to rescind that 1974 Airport Ordinance or any other one that was in the process of being developed, which he believes was being done at one time.

7. Discuss/Consider regular meeting schedule, action if any

Chairman Schei reports the meeting schedule had been posted and there is one error that needs addressing. The Airport Commission meets the third Tuesday of every month at 4:00 p.m. Meeting dates are as follows: Jan. 20, Feb. 17, March 17, Apr. 21, May 19, June 16, July 21, August 18, Sept. 15, Oct. 20, Nov. 17 and Dec. 15 all in 2015.

Commission Meintz arrived at 4:42 p.m.

MOTION Sauve/Pazynski to accept the Twin County Airport Commission meeting schedule dates as indicated but changing the meeting time to 5:00 p.m. to accommodate the Commission members.

Motion carried.

8. Discuss/Consider 2015 Committee Assignments, action if any

Due to resignation of Marinette County member Ron Holmes, there are vacancies on the following Committees: Personnel, Planning and By-Laws.

Commissioner Sauve recommends to Chairman Schei that Schei be appointed to replace Holmes on the Personnel Committee.

Chairman Schei appoints himself as chairman of the Personnel Committee at this time.

MOTION Meintz/Ciochetto that Schei replace Holmes as chairman of the Personnel Committee.

Motion carried.

Membership of Planning and By-Laws Committees will be addressed at a later date.

9. Discuss Update from Nancy Douglas, MBDC

A. Explorer Solutions

Nancy Douglas, Menominee Business Development Council, reports that Explorer Solutions is a consultant group that has a reputation of being excellent in helping small airports and other aviation industries to expand and/or bring business into these airports. A grant of \$40,000.00 was received three (3) years ago to work with Twin County airport on Phase I which was to identify what might work here, what would people accept, what would be a fit? Working with both County Boards, local industry, and survey results it was determined to work toward a full service airport (flight school, maintenance facility, charter business, eventual sale of aircraft, etc.). Focus was on rotary aircraft (because of presence of Enstrom) but did not exclude fixed wing aircraft.

Phase II was to bring interested companies, academia colleges and others in to meet with the group and to see the airport. Five private sector companies and two college/universities visited the airport during that time period. Task force at that time included the Airport Commission Chairman and Nancy asks that current Chair Schei be a part of the task force. Two of five original companies are still very interested in the Twin County Airport. There is a good possibility that NWTC would work with the private company(ies) to develop training courses that would result in a degree. Enstrom is willing to work with private sector companies to outsource business to them. Phase II was paid for by each county contributing \$40,000.00 for a total cost of \$80,000.00.

Phase III is to work until we lock somebody down. The cost of \$40,000.00 for this phase was put into the airport commission budget. Explorer Solutions wants to bring in other universities to meet with interested companies and the task force in April. Nancy looking for direction from Commission that this is the direction they want her to continue. Nancy would like to see the Airport Commission meet with Explorer Solutions on the day they are here in April. Confidentiality agreements are signed with companies and universities.

B. Airport Land Use

Nancy provided map and indicated areas of airport that have been identified as possible sites for business or industry development. Commission needs to work with current consultant, Mead & Hunt, to begin process with Michigan

Aeronautics and FAA to have parcels declared as “excess to aviation use”. The process takes a minimum of a year or longer as FAA is involved. Both City and Township of Menominee have designated the areas for industrial development districts and can offer tax abatement to companies who may lease the properties.

10. Discuss/Consider Commercial Property/Inland Marine/Liability/Worker’ Compensation/Commercial Auto/Storage Tank Pollution Liability Insurance Policy, action if any.

MOTION Ciochetto/Sauve to approve \$25,854.00 payment to Twin City Insurance Agency for airport insurance policies.

Motion carried.

11. Discuss/Consider additional advertising for Airport Manager Vacancy, action if any.

No responses to local ads at this time. Menominee County Administrator, Brian Bousley, advertised in the Marquette Mining Journal, with an Internet search firm which is nationwide, reactivated Michigan Works, and contacted Wisconsin Works.

MOTION Sauve/Pazynski to advertise for Airport Manager position with the Green Bay Press Gazette.

Voting yes – Sauve, Pazynski

Voting no – Meintz, Ciochetto, Schei

Motion failed.

12. Discuss/Consider appointing Jeff LaFleur as interim/Assistant Airport Manager, action if any.

MOTION Ciochetto/Meintz to appoint Jeff LaFleur as Assistant Airport Manager.

Motion carried.

13. Discuss/Consider appointing Jeff LaFleur as the single point of contact for the TCA and notifying Randy L. Coller, A.A.E MDOT-Airport Division of appointment, action if any

MOTION Pazynski/Ciochetto to appoint Jeff LaFleur as the single point of contact for TCA and notify Michigan Aeronautics Association and Randy L. Coller, A.A.E.

MDOT – Airport Division of the appointment.

Motion carried.

14. Discuss/Consider fees associated with Airport Manager exam, action if any.
An application to take the Assistant Airport Manager exam needs to be filled out and signed by TCA Commission chairman. Mr. Collier agreed to give the test in Marquette rather than LaFleur having to drive to Lansing.

MOTION Pazynski/Sauve to authorize Jeff LaFleur to take Assistant Airport Manager exam, pay fees associated with the exam, and subsidize his total expenses, including mileage and meals.
Motion carried.

15. Discuss/Consider January 2015 Financials, including check numbers 13194 through 13215, action if any.

MOTION Meintz/Pazynski to approve January 2015 Financials to include check numbers 13194 through 13215 in the amount of \$10,435.31 as recommended by the Finance Committee at their February 12, 2015 meeting.
Motion carried.

16. Discuss/Consider Fuel Sales/Fuel Purchase/Fuel Prices Adjustments, action if any.

MOTION Sauve/Ciochetto to lower the price of 100 octane fuel from \$5.90 to \$5.55 per gallon effective February 18, 2015 and to keep the \$5.20 per gallon price of Jet fuel the same.
Motion carried.

17. Discuss/Consider Airport Security Measures

Chairman Schei and Menominee County Administrator Brian Bousley emailed people on Airport Advisory Security Committee list and requested a response to verify their interest in serving on the committee. Only response received was from Wayne Beyer of the Twin County Pilots Association who stated security measures of the past were more than enough. The present system is too complicated and very inconvenient for visiting pilots and passengers. Marinette Marine head of security has stated the Navy does not require any security measures from the airport as the Navy supplies their own security. Beyer suggests going back to the Unicom code for the gate code as well as the remote openers they had in the past. He also suggests TCA use the TSA guidelines as a reference. The number one security recommendation for an airport of our size is to have all aircraft in hangars, sufficient lighting, and an airport watch program. The gates and fences are way down on the list. Why not offer transient

aircraft hangar space as a money making incentive? Issues of security and failure of former Commission members to listen to airport users complaints has caused friction between the parties.

Chairman Schei has spoken to Jeff and listened to the different airport users. During the day, when airport is open, access can be gained to the terminal by using the Unicom code and entering through side door. However, the turnstiles that must be utilized after hours are not adequate for getting in and out of the airport. Schei proposes changing main gate to Unicom code just like two turnstiles, which will make the airport more accessible after hours therefore making it friendlier. We could add another security camera at the main gate.

Sauve requests the matter be referred to Buildings and Grounds Committee for their next meeting to bring a recommendation to be placed on agenda of March commission meeting for action.

18. Committee Reports - Discussion

A. Finance

Commissioner Pazynski reports the annual audit is under way and no problems are expected.

B. Personnel

No action at this point.

C. Buildings & Grounds

Sauve reports LaFleur will be coordinating purchase of fuel in future by splitting a load with another airport in order to get a good price.

LaFleur and Scholtz did good job of repairing north door by raising sill and making adjustments to prevent heat loss. Committee will be looking at cost to repair large door in near future as weather warms up.

19. Communications/Correspondence

Chairman Schei reports only receiving correspondence from Mr. Beyer and Randy Coller with the Michigan Aeronautics Association.

20. Dialog between Manager and the TCAC

None at this time.

21. Dialog between airport users and the TCAC.

Commissioner Ciochetto speaking as a user of the airport feels it is a fine start to solving the security issues by considering the use of the Unicom code and key pad. Also would like to see the use of remote gate openers brought back.

22. Public Comment

Greg Paulson thanks Commissioner Schei for addressing the issues of the airport users.

Everett Anderson thanks Commission for discussing the card and keypad issues.

23. Future Agenda Items

Chairman Schei requests parties contact him regarding items they want on the agenda. Meintz advises contacting Mead & Hunt and provide Commission with update.

24. Schedule next meeting

Next meeting will be Tuesday, March 17, 2015 at 5:00 p.m. at the airport.

25. Adjourn

MOTION Meintz/Ciochetto to adjourn at 6:24 p.m.
Motion carried.

Respectfully submitted,
Sally R. Witak, minutes secretary

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, February 17, 2015.

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

K. McNeely turned the meeting over to P. Cheski at 11:01 AM to begin the reorganizational meeting.

P. Cheski opened the floor for nominations for Library Board President.

J. Bejgrowicz nominated K. McNeely for President, seconded by J. Freis. As there were no other nominations, J. Bejgrowicz moved to close nominations for President. Seconded by J. Freis, motion carried.

J. Freis moved to elect K. McNeely as President. Seconded by J. Bejgrowicz, motion carried.

P. Cheski turned the meeting over to K. McNeely at 11:03 AM

K. McNeely opened the floor for nominations for Vice President. J. Freis nominated J. Bejgrowicz for Vice President, seconded by M. Fagan. As there were no other nominations, J. Freis moved to close nominations for Vice President. Seconded by M. Fagan, motion carried.

J. Freis moved to elect J. Bejgrowicz as Vice President. Seconded by M. Fagan, motion carried.

After discussion, C. Peterson moved to hold the 2015-16 library board meetings on the third Tuesday of each month at 11:00 AM at the main library in Stephenson. Seconded by J. Freis, motion carried.

C. Peterson moved to revise the by-laws with minor punctuation changes as discussed. Seconded by J. Bejgrowicz, motion carried.

C. Peterson moved to adjourn the reorganizational meeting and resume the regular board meeting at 11:06 AM. Seconded by J. Bejgrowicz, motion carried.

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

Public Participation: No public participation at this time.

J. Freis moved to approve the minutes from the January 20, 2015 meeting. Seconded by C. Peterson, motion carried.

C. Peterson moved to approve the January financial report. Seconded by M. Fagan, motion carried.

C. Peterson moved to pay the February bills. Seconded by M. Fagan, motion carried.

In order to avoid late payment charges, C. Peterson moved to authorize the Library Director to pay utility and telephone bills prior to each monthly meeting. Seconded by J. Freis, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for January were in the board packets.
- B. The Friends of the Library will be holding their annual Pajama Storytime on Tuesday, March 10 at 6:30 PM. The National Honor Society students from Stephenson High School will be reading to the children.

The Friends may need to reschedule the dates for the annual book sale, as it would conflict with the Menominee County Fair this year.

- C. P. Cheski will be participating in the quarterly Automated Library System and U.P.R.L.C. meetings on Thursday, February 19 via ReadyTalk.
- D. P. Cheski has begun weeding the various overcrowded collections in the library

Old Business:

- A. Library Board Reappointed Member – We received official notification of J. Freis' appointment to the library board for a five-year term.

New Business:

- A. Investment Policy – 2015 – After discussion, C. Peterson moved to approve the 2015 Investment Policy. Seconded by J. Bejgrowicz, motion carried.
- B. City of Stephenson DDA Request – Discussion – C. Peterson moved to send a letter to the County Board of Commissioners recommending the DDA request be denied. Seconded by J. Freis. A roll call vote was taken and the motion carried unanimously.
- C. Library Staff Salary Increases – Effective February 11, 2015 – After discussion, J. Freis moved to approve the 2% salary increases for all library employees. Funding for these increases was included in the current Fiscal Year 2014-2015 budget. Seconded by M. Fagan, motion carried.
- D. Employee Agreement – Discussion – It was the consensus of the board to have J. Bejgrowicz contact Hartzell-Mika Consulting, LLC to ascertain their services and costs. P. Cheski will develop a revised job description. Both items will be discussed at the March 17, 2015 meeting.

Other Board Concerns: There were no other concerns at this time.

Public Participation: No public participation at this time.

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 11:59 AM.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

February 26, 2015 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Rather, Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William		X		Negro, Mari	X		
Dehn, Janet		X		Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X(4:05 pm)			Spence, Christine	X (phone)		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA

There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: A. Martin, supported by P. Connors to approve the agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

There were no additions to the February 12, 2015 Board meeting minutes.

ACTION: Moved to approve the February 12, 2015 Board meeting minutes as presented.

Motion by: J. Luhtanen, supported by P. Connors. **Motion carried unanimously**

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

- a) Check Disbursement Report-Period ending February 5, 2015

ACTION: A motion was made by M. Negro, supported by J. Nelson to approve the check disbursement report period ending February 5, 2015. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

M. Hofer - present at 4:05 p.m.

b) Contract-February 12, 2015

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Self Determination Contract	Self Determination	3/3/15-3/2/16	\$53,330.08	\$53,450.08	\$120.00

This increase is due to a change in the cost of the Fiscal Intermediary from \$180/month to \$190/month.

ACTION: A motion was made by P. Connors, supported by J. Luhtanen to approve the above contract. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

- Northpointe Annual Submission to Michigan Department of Community Health (MDCH)

ACTION: A motion was made by P. Connors, supported by J. Luhtanen to approve the Northpointe Annual Submission to MDCH. No discussion. **Motion carried unanimously.**

Karen Thekan conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

- a) Check Disbursement Report-through February 19, 2015

Karen Thekan asked if there were any questions regarding the check disbursement report. Bill Adrian reviewed the following item in the check disbursement report: UMR-Health & Dental Expenses: \$131,860.97 which is below projected monthly costs. Consensus of the Board is that this item will move forward to the next meeting for approval.

- b) January 2015 Financial Report

Karen Thekan stated that as of January 2015 there is \$231,366.09 of revenue over expense. Ms. Thekan asked if there were any questions regarding the January 2015 financial report. Ms. Thekan stated that Northpointe is looking fairly well for the 1st quarter regarding General Fund (GF). Miscellaneous questions were addressed by Ms. Thekan. Consensus of the Board is that this item will move forward to the next meeting for approval.

• **Personnel**

- a) Annual Review of Step wage Scales-Wage Scales Policy

Karen Thekan stated that the Wage Scales Policy states that annually the Board will review wage scales and last year this was not done due to the GF reduction. Ms. Thekan further stated that this may be a good task for an Ad Hoc Committee to begin reviewing this issue and bring back a recommendation to the Board. John Nelson stated that forming an Ad Hoc Committee is the way to go. Discussion ensued and an Ad Hoc Committee was formed consisting of Peggy Freeman, Millie Hofer, and John Nelson. Ms. Thekan stated that Terri Wendt can be a resource to this group. Miscellaneous questions were addressed by Ms. Thekan.

• **CEO-Search/Measurable Outcome Goals/Contract**

Karen Thekan stated that this above issue has changed due to her recent resignation. At a previous meeting it was discussed to have Ms. Thekan present measurable outcome goals and review her contract. Even though she tendered her resignation she did work on some goals which were provided for review. Ms. Thekan stated that she knew she was not going to renew her contract when it expired in November 2015 but since a job opportunity presented itself to her at this time her resignation came sooner than what she had personally planned. Ms. Thekan also stated at this point in time the measureable outcome goals she provided can be kept to review at a later time to maybe use in the hiring process of a new CEO. Ms. Thekan stated that for tonight's discussion a conversation needs to take place on how the Board would like to proceed; should there be a search committee or another Ad Hoc Committee formed to being the process of hiring a CEO. Ms. Thekan stated that conversations

should also include should the CEO position be a clinical or financial position. Discussion ensued and the Ad Hoc Committee that was formed for reviewing wage scales will be also be the same committee to hire a CEO and will now include Joan Luhtanen. Ms. Thekan stated that an interim CEO will need to be appointed until a new CEO is hired and this will need Board action which can be done at the next Board meeting. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by A. Martin, supported by M. Negro to appoint an Ad Hoc Committee consisting of John Nelson, Millie Hofer, Peggy Freeman, and Joan Luhtanen to consider both the Wage Scales Policy and CEO search for Northpointe. **Motion carried unanimously.**

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

No reports. Mari Negro asked why there was not a NorthCare report. Karen Thekan stated the minutes from the January 14, 2015 NorthCare meeting were provided to the Board at their last meeting and it was thought with the new Board meeting format that the minutes from the NorthCare meeting would be the report. Discussion ensued and consensus is that the minutes from the NorthCare meeting will be the meeting report and placed on file.

Mari Negro stated that if anyone does have questions that they would like to discuss from a board/committee report they can do so. Ms. Negro asked if everyone on the Board was receiving the NorthCare Board meeting packets as she was previously e-mailing this information to the Board but stopped when Ms. Thekan also was e-mailing this information out. Ms. Thekan stated that now with her leaving she will ask that this information be provided to Mary Wendt who will forward the information to the full Board.

PUBLIC COMMENTS - No public comments

BOARD COMMENT

- Peggy Connors stated that she would like the following in the Board minutes: "It is with mixed emotion that I am resigning from the Northpointe Board. I feel I have been an effective Board member, maintained professionalism for all of the many changes and transitions over the past 16 years, but in recent months I have questioned the direction some of the Board members choose to take and feel we have stepped away from our primary goal of a policy making Board. I can't say for certain, but expect that perhaps the decision of our CEO to resign may be the added stress that has been put on her and the staff that may have led to her decision. I applaud the Board on many occasions for digging a little deeper with positive results, but I also question the reasoning behind them, when directives are handed down from State and county government and not locally, frustrating as that can be. In my tenure, we have had three directors and in my view, Karen has gone beyond all of our expectations as a leader coming from a clinical background and I can only hope a suitable replacement can be found. My hope is that the Board will step away from being a pulpit for personal viewpoints which hinders the business at hand from being done. I want to remind everyone that we can't and shouldn't be controlled by a collective group which is not only unethical but also violates the Open Meetings Act and I even still question the validity of these round robin emails. I want to thank you for the opportunity to serve and especially thank the hard working staff and Karen for the many years of service. I have enjoyed the relationship I have had with Board members past and present."
- Karen Raether stated that she would like to direct the following comments to the Northpointe Board members, Karen Thekan and Administrative and all other staff who are present tonight: "Several years ago I realized I had become entirely too busy and needed more personal time. When I became chairperson of NorthCare, as well as Northpointe and Great Lakes, it became even more evident. Since my term of appointment to Northpointe expires this year, I had decided long ago to retire after 35 years of service. I had always said that I would retire when I was still physically and mentally healthy and would do so on my own terms. I would like to thank all of you on the Board who have supported me. Thank you also to Karen Thekan, Mary, Bill, Terri, Lisa and other administrative staff who were so helpful, courteous, and kind. I appreciate not only your support and helpfulness but your friendship. Northpointe is so fortunate to have all of you. I have enjoyed my years on the Board and feel I have contributed to improving the lives of our consumers. I have several concerns I would like to share: 1) I have studied our current Board meeting schedule now that we have had some experience with it. It appears to me it is not necessary to have 2 Board meetings a month. That has nearly doubled our Board cost and is using some GF dollars which would be better used in other areas. The word from Lansing is that GF money is drying up. I see no reason why the business can't be conducted in 1 meeting a month even without committee meetings. Two meetings a month seems to me a waste of time and money; 2) The Board seems to be more concerned with how we function than how we can make life better for our consumers. The Board needs to make consumers our

#1 priority again; 3) It has become evident in the past few years that there is a poor relationship between some Board members. It is so important that the Board work in a cohesive and cooperative manner. I hope this will happen in the future; and 4) This Board has not been kind to our faithful and hardworking staff. We depend on them to provide care for our consumers in whatever position they are in. They deserve recognition for their work as well as regular raises as the money is available. Our staff are deserving of a raise and we have had some excess Medicaid money which would cover most of that cost. Yet we have sent thousands of dollars back to Marquette rather than using it for our local employees. My question is why? I hope you will accept my concerns in the spirit they are being given. I want Northpointe to succeed and for the Board members to once again come together as a team and deal rationally and intelligently with the business at hand. I wish you all well in the future. If I can be helpful to Northpointe and the mental health cause in the community, I will not hesitate to do whatever I can. Thank you".

- Ann Martin stated that it is sobering to be losing so much experience and knowledge. Ms. Martin further stated that it has been a very sobering meeting for her to think that Karen Raether, Peggy Connors, and Karen Thekan will all be leaving and was very sorry to hear this.

A. Martin excused at 4:46 p.m.

- Peggy Freeman stated that she would like to echo what Ann Martin stated above. Ms. Freeman stated that she feels incredibly sad and wanted to wish everyone well in their future endeavors. Ms. Freeman thanked everyone from the bottom of her heart for all of their help and expertise and most importantly for their friendship over the years. Ms. Freeman stated that she came onto the Board not really knowing very much about mental health and knew that she wanted to give back to the community. She has been so blessed to know all of the Board members and work with them over the years. Ms. Freeman stated she will personally miss everyone tremendously and huge void will be left on the Board with their leaving. Also, a huge legacy will be left that the Board will need to aspire to carry on into the future with decisions.
- Mari Negro stated that she would also like to say thank you to everyone as well. Ms. Negro further stated that she is stunned and never saw any of this coming.
- Millie Hofer stated that she would also like to say thank you and just because there sometimes was a difference of opinion does not mean that there wasn't respect. Ms. Hofer further wished everyone well.

ADJOURN

Karen Raether, Chairperson, stated the meeting adjourned. Meeting adjourned at 4:49 p.m.

The next regular Board meeting is scheduled for **March 12, 2015 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary