

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

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

The Menominee County Board of Commissioners  
will meet on Tuesday ~ March 28, 2017 @ 6:00 p.m. CDT  
at the Menominee County Courthouse – Courtroom B  
839 10<sup>th</sup> Ave., Menominee, MI 49858

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes  
March 14, 2017 ~ County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)  
*Pictured Rock Cruises, Inc. – John Madigan, GM*
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the quote from Twin City Electric in the amount of \$1,889 for the additional work to install 20/30 Amp electrical pedestals to five sites along Bass Lake (B3-B7) at Shakey Lakes Park. To be paid for from the Parks fund Balance.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Parks maps as printed (to include the five electric sites above if approved) and to allow the parks committee to purchase 2500 copies from Boyle Design Group. Total cost is \$900 to be paid for from the Parks fund balance.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the purchase of the 18' x 20' carport to be used as a pavilion for the play area near the beach at Shakey Lakes. Total cost is \$1,570 for all parts and installation to be paid from the Parks fund Balance.
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve purchase of a full page ad for Menominee County in the 2017 M&M Regional Guide. Cost of the ad is \$1,750 to be paid from acct.# 101-103-755.00 – Other Operating expense.

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

5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to allow the BAMC Menominee River Century Bicycle Riders use of River Park and the Chappee Rapids Historical Marker on June 25, 2017 as rest areas for their annual bike ride.
6. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve allowing the parks to request having the Prosecuting Attorney draw up a NO DRONE ordinance for use at the County Parks.
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 March 7 & 9, 2017 in the combined amount of \$159,233.81
9. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
  - a. Advertising agencies – County Administrator
  - b. FAA noncompliance – Airport Manager necessary
2. Building and Grounds/Park Items:
  - a. Emergency Generator Project
  - b. Clean Water Fund grant – Public Health
3. Miscellaneous Items:
  - a. Radio Control - Date (September 9<sup>th</sup>, 2017) & Use of Hangar 4
  - b. Airport Use Ordinance
4. Finance Items
  - a. Hannahville 2% grants – Parks and 911
  - b. Miscellaneous bills as paid on March 23, 2017 in the combined amount of \$54,224.95

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

March 14, 2017

**UNAPPROVED**

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

Chairman Meintz called the meeting to order at 6:01 P.M. followed by the Pledge of Allegiance.

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

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

**Absent:** Com. Nelson (excused).

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

Moved by Com. Hafeman, seconded by Com. Gromala to approve the minutes from the February 28, 2017 Regular County Board Meeting. Motion was approved 8-0.

**Public Comment:** None.

**Presentations:**

- Nancy Douglas – Menominee Business Development, quarterly report.
- Cindy Boyle – 2017 Regional Guide Advertisement, \$1,750 for 1 page ad.

**Department Head/Elected Officials Reports:**

- Peggy Schroud – Equalization Director – Discussed the previously seized tax roll from the City of Menominee and what direction the County Board may need to take to approve the changes. She has sought assistance from the State of Michigan but has not been given direction. The consensus of the board is to let her contact Attorney Stoker regarding this, if necessary.
- Marc Kleiman – County Clerk/Register of Deeds - Updated the board on the process of selecting new election equipment for the entire county. Also discussed the help the Register of Deeds office was able to provide Coleman Engineering, saving them time and money with the GIS program.

**Action Items:**

Moved by Com. Hafeman, seconded by Com. Piche to appoint Ed Granquist to the Menominee County Fair Board for a term to expire 1.31.2020. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Cech, to approve the “County Administrator’s Position Description as recommended by the personnel committee. Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve re-advertising for a full time County Administrator position in the County. And to send a letter to those applicants we currently have, with a copy of the new job description, asking them if they are still interested in the position. Motion was approved 8-0.

Moved by Com. Piche, seconded by Com. Hafeman to approve the Information Technology (IT) position description as recommended by the personnel committee. Motion was approved 8-0.

Moved by Com. Lang, seconded by Com. Cech to approve sending the IT position description to MGT for a job classification/salary study recommendation. Motion was approved 8-0.

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

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous bills as paid on February 9, 10, 22 & 23, 2017 in the combined amount of \$295,946.81. Motion was approved 8-0.

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

#### **New Business (discussion only)**

##### **Personnel Items:**

- a. None.

##### **Building and Grounds/Parks Items:**

- a. Parks Maps. – The parks committee would like to recommend to the county board to approve the purchase of the parks maps for Shakey Lakes and Kleinke Parks. Cost of the maps will be \$900 total. \$480 (onetime fee) for creation of maps (\$240 each park) & \$420 for 2,500 2-sided color copies of the maps. – The consensus of the board is to allow the parks to purchase the maps.
- b. Request expanded quote from Twin City Electric. – The parks committee met on March 6<sup>th</sup> to discuss possibly adding five (5) more electrical sites (50 amp service) along Bass Lake. (Currently all are primitive sites B3-B7). The committee would like to have these five sites added to the current Twin City Electric bid already approved to be upgraded in the spring. The consensus of the board is to move this item forward for an expanded quote. The original quote was \$15,734.
- c. Purchase pavilion for play area at Shakey Lakes. – The parks committee met to discuss adding a pavilion to the play area at Shakey Lakes Park. They are asking to put an 18x20 foot carport in (with a sand floor not enclosed) at a cost of \$1,570 (carport only). This is intended to be used by parents for cover from the sun when children are playing in the playground. The consensus of the board is to move this item forward for approval.
- d. No Drone request of Prosecuting Attorney. – The parks committee would like the Prosecuting Attorney to address a “No Drone” ordinance for the County Parks. The consensus of the board is to move this item forward for approval.

- e. Use of old Equalization office area. – There are no changes to the previously approved recommendations from the Building and Grounds Committee. The only difference will be the placement of the Juvenile Probation office with in that area.

**Miscellaneous Items:**

- a. Building Code – Electrical Inspector. – Our Building Code Inspector would like to add an electrical inspector position within the County rather than let the State do it. We would retain any electrical fees – which would pay for the cost to have an electrical inspector. Can be a contracted position done on a “per inspection” basis. Dan Menacher discussed this. The County Board would need to pass an ordinance first. He has a copy that was previously passed by the board in the 1980’s. Menominee County would work with Delta County for this. The county would set the fees. Currently 63 counties already have their own electrical inspector. The consensus of the board is to have Prosecuting Attorney review the ordinance and bring it back to the board for approval.
- b. 2017 Regional Guide Full Page Ad. – Cindy Boyle would like to have the county place another ad in their Regional Guide for 2017. Cost is the same as it’s been for the last few years, \$1,750. The consensus of the board is to move this item forward to the next meeting for approval.
- c. BAMC Menominee River Century Bicycle Ride. – The BAMC Menominee River Century Bicycle Ride would like to use Menominee River Park and Chappee Rapids Historical Marker for stops along their 75/100 mile bike ride. In the past they have always left the park free of debris. The consensus of the board is to move this item forward to the next meeting for approval.

**Finance Items:**

- a. Cleaning Services Contract. – Our current cleaning contract is expiring at the end of April. Permission is requested to advertise for a two year cleaning services contract. Will include the Courthouse/Health Dept. & New Building on 9<sup>th</sup> Street. The consensus of the board is to advertise for bids.
- b. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- c. Miscellaneous bills as paid on March 7 & 9, 2017 in the combined amount of \$159,233.81. 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:**

- Charlene Peterson – Commented that she was at the Parks Committee meeting and could explain the electrical upgrades to the sites at Shakey Lakes.
- Dan Menacher – Commented that if the County was issuing the electrical permits the project at Shakey Lakes would be able to have the fees waived for the permits.

**Commissioner Comment:**

- Com. Gromala – Commented that he voted against moving the Veterans Service Office to the new building prior to having all the information. He might now support that move. He also has been meeting with Department Heads and Elected Officials. He is meeting with the County Clerk tomorrow.
- Com. Piche – Commented that Com. Nelson is with his mother and asked that everyone please say a prayer for them.
- Com. Phelps – Thanked Nancy Douglas for her presentation and also commented on moving Veterans Services to the new building.
- Com. Schei – Commented the Buildings and Grounds Committee can meet if Chairman Meintz would like to request a meeting.
- Com. Meintz – Commented on making moves to the new building. He further stated that the Building and Grounds Committee could meet next month.

Moved by Com. Piche, seconded by Com. Hafeman to adjourn at 7:43 p.m. Motion was approved 8-0.

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Request expanded quote from Twin City Electric</b>
<b>DEPARTMENT:</b>	<b>Parks</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Parks committee met on March 6<sup>th</sup> to discuss possibly adding five (5) more electrical sites (50 amp service) along Bass Lake. (Currently all are primitive sites B3-B7). The committee would like to have these five sites added to the current Twin City Electric bid already approved to be upgraded in the spring.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To approve the quote from Twin City Electric in the amount of \$1,889 for the additional work to install 20/30 Amp electrical pedestals to five sites along Bass Lake (B3-B7) at Shakey Lakes Park. To be paid for from the Parks fund Balance.</p>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>



**Twin City Electric, Inc.**

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

**QUOTATION**

Page No. 1 of 1

Name: Menominee County Administrator 906-863-7779

Date: March 22, 2017

Address: 839 10th Ave

Quote #: 8753

City: Menominee State: MI Zip: 49858

We submit specifications and estimates for:

Shakey Lakes New Electrical Sites:

- Install 5 each used Midwest 30/20A direct burial pedestals.
- Install supplement ground rod by each pedestal.
- Run power from existing Electrical Service, Panel to have 100A breaker.
- Supply/ install #2 URD cable and continuous ground cable to pedestals.

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

Total Cost: \$1,889.00

Authorized Signature: *Ron Barley*

Requested Terms: Partial Payments as Work Progresses

Comments:

Date Accepted: \_\_\_\_\_

Accepted: \_\_\_\_\_

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Parks Maps</b>
<b>DEPARTMENT:</b>	<b>Parks Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The parks committee would like to recommend to the county board to approve the purchase of the parks maps for Shakey Lakes and Kleinke Parks. Cost of the maps will be \$900 total. \$480 (onetime fee) for creation of maps (\$240 each park) &amp; \$420 for 2500 2-sided color copies of the maps.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To approve the Parks maps as printed (to include the five electric sites above if approved) and to allow the parks committee to purchase 2500 copies from Boyle Design Group. Total cost is \$900 to be paid for from the Parks fund balance</p>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

WELCOME TO

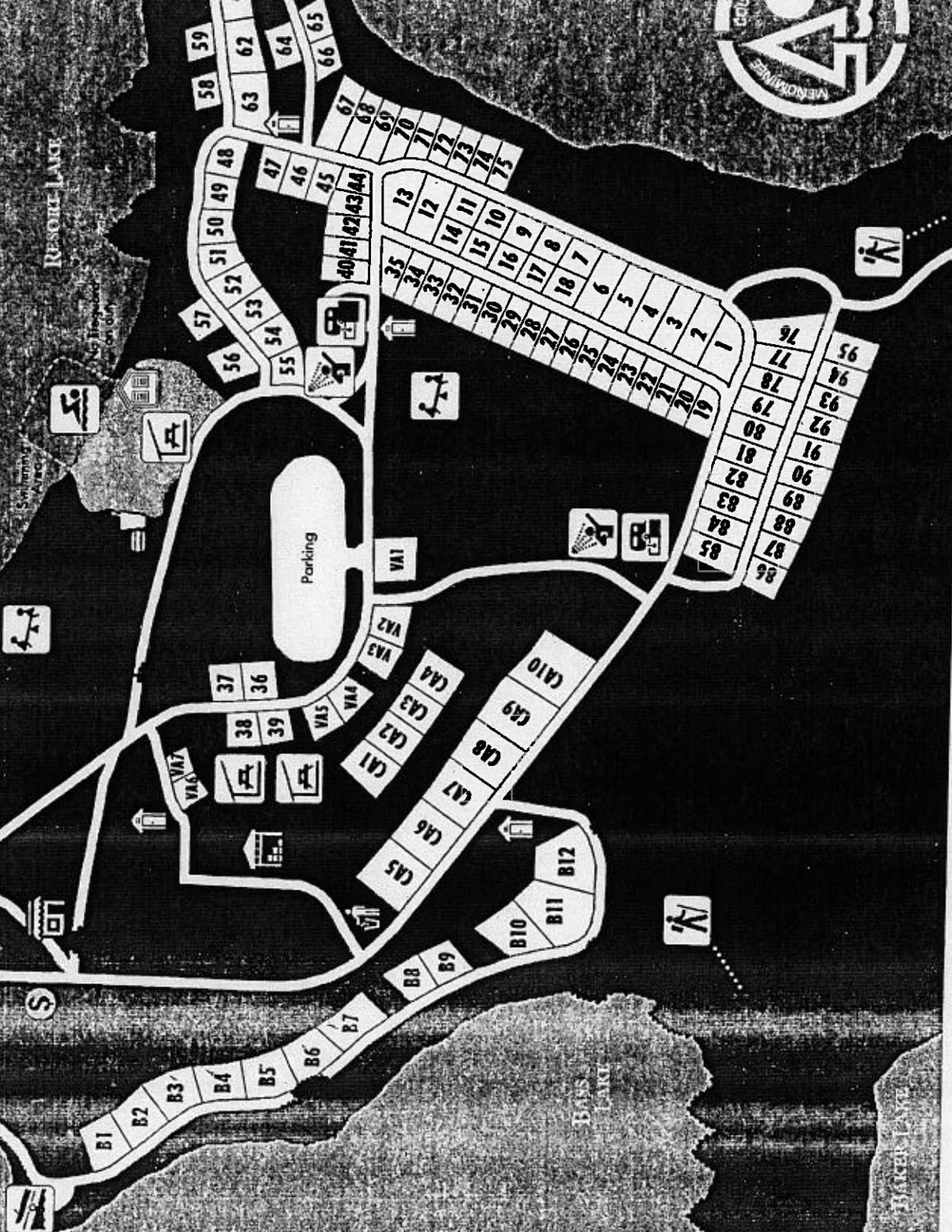
# SHAKKEY LAKES PARK

N-8390 COUNTY PARK ROAD, STEPHENSON, MI 49887  
906-753-4552

Face North West of Stephenson on Green Arrow Road - Follow the Signs to Park



RESORT LAKE



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



BAY LAKE

BAY LAKE

BAY LAKE

Swimming Area

Parking

Office

Office

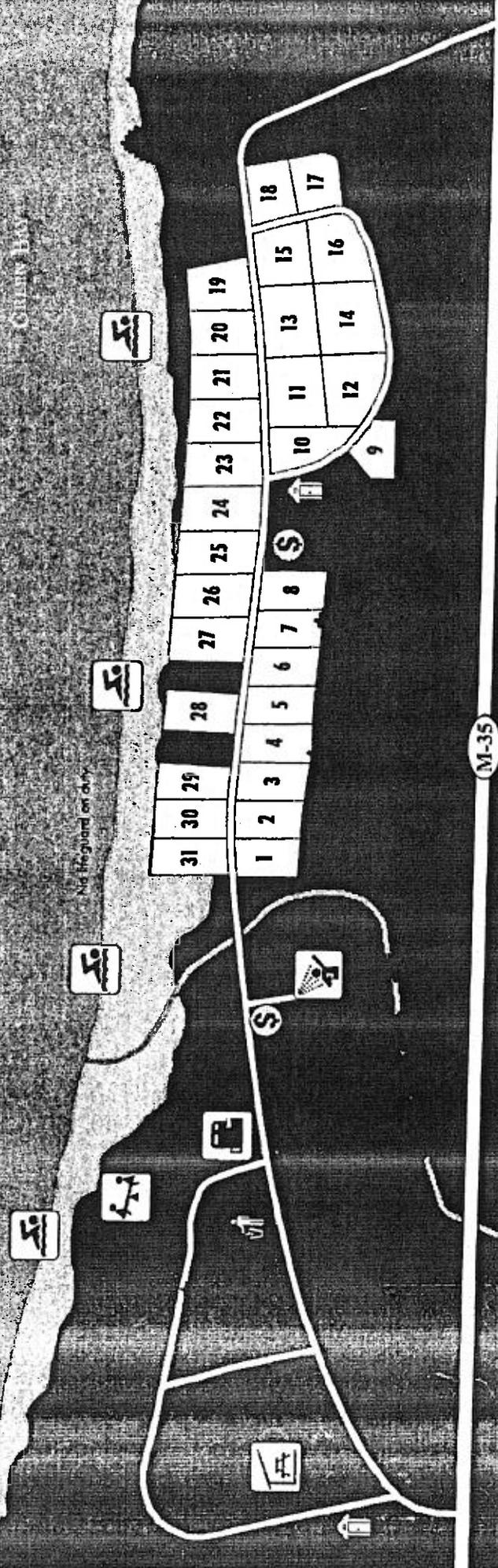
Entrance

WELCOME TO

# KLEINKE PARK

N5790 STATE RD M-55 MENOMINEE, MI 49858  
DULBE North of Cal (97) Menominee, MI  
906-753-4587

CHERRY LAKE

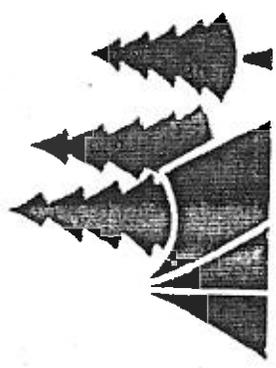


Showers	Dump Station	Swimming Area	Pavilion	Play Area	Pit Toilet	Dumpster	Pay Pole

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

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

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





**BOYLE DESIGN GROUP** INC

Estimate

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

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

Date	Estimate No.	Project
01/18/17	383	

Item	Description	Quantity	Cost	Total
Design	Design/recreate artwork for Shakey Lakes Park camp map, proofing and print management.	1	240.00	240.00T
Design	Design/recreate artwork for Kleinke Park camp map, proofing and print management.	1	240.00	240.00T
<del>Printing</del>	<del>8.5"x11", 100# gloss text, full color, double sided, AQ coated.s</del>	<del>250</del>	<del>0.72</del>	<del>180.00T</del>
<del>Printing</del>	<del>8.5"x11", 100# gloss text, full color, double sided, AQ coated.s</del>	<del>500</del>	<del>0.49</del>	<del>245.00T</del>
<del>Printing</del>	<del>8.5"x11", 100# gloss text, full color, double sided, AQ coated.s</del>	<del>1,000</del>	<del>0.31</del>	<del>310.00T</del>
X Printing	8.5"x11", 100# gloss text, full color, double sided, AQ coated.s	2,500	0.168	420.00T
	WI 5.5%		5.50%	89.93
<i>360.00 - 208-761-901.00 540.00 - 208-751-880.00</i>				
			<i>240.00 240.00 420.00 ----- \$ 900.00 total.</i>	
We hope to earn your valued business!			Total	\$1,724.93

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Request purchase of a pavilion for the play area at Shakey Lakes</b>
<b>DEPARTMENT:</b>	<b>Parks</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Parks committee met to discuss adding a pavilion to the play area at Shakey Lakes park. They are asking to put an 18x20 foot carport in (with a sand floor not enclosed) at a cost of \$1570.00 (carport only). This is intended to be used by parents for cover from the sun when children are playing in the playground.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To approve the purchase of the 18'x 20' carport to be used as a pavilion for the play area near the beach at Shakey Lakes. Total cost is \$1,570 for all parts and installation to be paid from the Parks fund Balance.</p>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

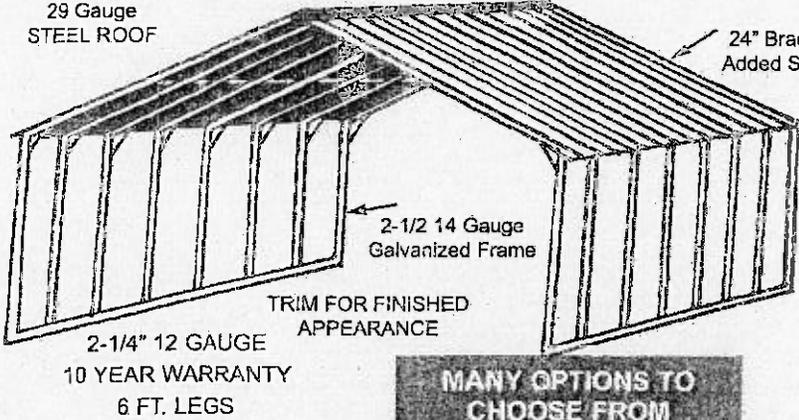


*303 D 1st Quality*  
**THE STRONGEST DELUXE CARPORTS  
 IN THE INDUSTRY!**

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

ENGINEER CERTIFIED STARTING AT ONLY

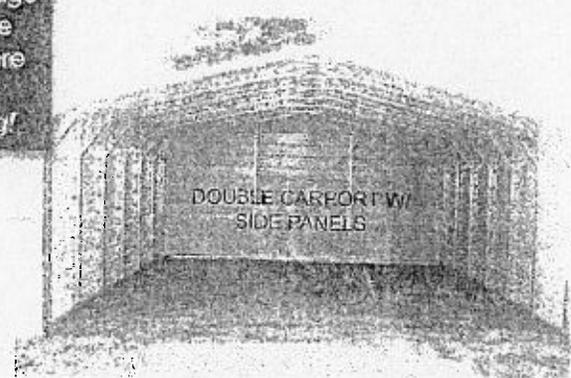
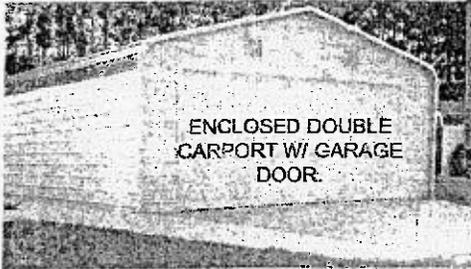
**\$1570.00**



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

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

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

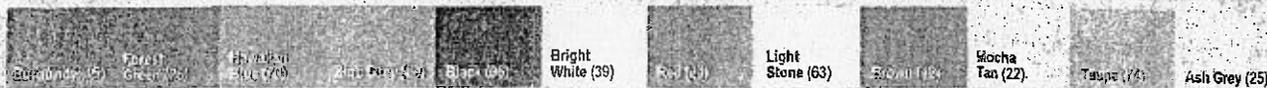


We Accept:



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

<b>14 GAUGE</b> 50# SNOW LOAD	12x20	\$1495.00	<b>18x20</b>	<b>\$1570.00</b>	20x20	\$1780.00	22x20	\$2095.00	24x20	\$2305.00
	12x25	\$1885.00	18x25	\$2150.00	20x25	\$2465.00	22x25	\$2935.00	24x25	\$3145.00
	12x30	\$2265.00	18x30	\$2570.00	20x30	\$2885.00	22x30	\$3460.00	24x30	\$3775.00
	12x35	\$2725.00	18x35	\$2990.00	20x35	\$3410.00	22x35	\$3985.00	24x35	\$4405.00
	12x40	\$3040.00	18x40	\$3410.00	20x40	\$3830.00	22x40	\$4510.00	24x40	\$4930.00
<b>12 GAUGE</b> 60# SNOW LOAD	12x20	\$1675.00	18x20	\$1940.00	20x20	\$2150.00	22x20	\$2620.00	24x20	\$2830.00
	12x25	\$2200.00	18x25	\$2465.00	20x25	\$2675.00	22x25	\$3250.00	24x25	\$3565.00
	12x30	\$2620.00	18x30	\$2890.00	20x30	\$3200.00	22x30	\$3880.00	24x30	\$4195.00
	12x35	\$3040.00	18x35	\$3410.00	20x35	\$3725.00	22x35	\$4510.00	24x35	\$4930.00
	12x40	\$3460.00	18x40	\$3830.00	20x40	\$4670.00	22x40	\$5140.00	24x40	\$5560.00



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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>2017 Regional Guide Full Page Ad.</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Cindy Boyle would like to the county to place another ad in their Regional Guide for 2017. Cost is the same as it's been for the last few years, \$1750	
<b>RECOMMENDED MOTION:</b>	
To approve purchase of a full page ad for Menominee County in the 2017 M&M Regional Guide. Cost of the ad is \$1,750 to be paid from acct.# 101-103-755.00 – Other Operating expense	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

# INVOICE



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

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

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

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

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

Thank you for your valued business!

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>BAMC Menominee River Century Bicycle Ride</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The BAMC Menominee River Century Bicycle Ride would like to use Menominee River Park and Chappee Rapids Historical Marker for stops along their 75/100 mile bike ride. In the past they have always left the park free of debris.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To allow the BAMC Menominee River Century Bicycle Riders use of River Park and the Chappee Rapids Historical Marker on June 25, 2017 as rest areas for their annual bike ride.</p>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

January 24, 2017

Menominee County Administrator  
839 10th Avenue  
Menominee, MI 49858



Dear County Administrator:

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

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

Please contact me at with any questions or concerns:

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

We would appreciate your continued support of our event!

Sincerely,

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

What a  
**Ride!**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Request from Parks for "No Drone" ordinance</b>
<b>DEPARTMENT:</b>	<b>Parks</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b>	
The parks committee would like the Prosecuting attorney to address a "No Drone" ordinance for the County Parks.	
<b>RECOMMENDED MOTION:</b>	
To approve allowing the parks to request having the Prosecuting Attorney draw up a NO DRONE ordinance for use at the County Parks.	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

**COPY**

MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

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

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2/14/17	Road Commission	25		13.38	101-101-860.07
2/14/17	Annex - County Board	30		16.05	101-101-860.07
2/15/17	Annex - Fair Board	30		16.05	101-101-860.07
2/28/17	Annex - County Board	30		16.05	101-101-860.07
					101-101-860.07
					101-101-860.07
		115	Total Mileage		
Total Mileage Fee					61.53

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

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

*Gerald Piche*

Signed

3/3/17

Date



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2/14/17	City Bd.	32			
2/19/17	Bld. grounds	32			101-101-860.05
2/20/17	Bld. grounds	16			101-101-860.05
2/24/17	FINANCE	32			101-101-860.05
2/27/17	E-911	34			101-101-860.05
2/27/17	City Bd.	32			101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
		146	Total Mileage	78.11	
				Total Mileage Fee	78.11

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

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

*William J. Cech*  
\_\_\_\_\_  
Signed

3/1/17  
\_\_\_\_\_  
Date

3/1/17  
AA





MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

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

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

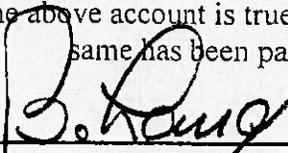
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X	Total Cost	Account Number
2017			.535/mile		
02-07	MENO	4			
02-08	MENO	4			101-101-860.02
02-14	ESCA	110			101-101-860.02
02-14	STEPH	45			101-101-860.02
02-28	MENO	4			101-101-860.02
02-28	STEPH	—			101-101-860.02
		169			101-101-860.02
			$169 \times .535 =$	<u>89.35</u>	101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	<u>89.35</u>

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10<sup>th</sup> 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

03-01-17

Date

**RECEIVED**  
MAR 01 2017  
BY: 



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
2/2/17	ESCAMBA, Mc WORTH	54	"	28.89	101-101-860.11
2/14/17	STEPHONSON, Co. Bd	54	"	28.89	101-101-860.11
2/24/17	" FRANKS	54	"	28.89	101-101-860.11
2/28/17	" Co. Bd.	54	"	28.89	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
			Total Mileage	= 115.56	
<b>Total Mileage Fee</b>					<b>115.56</b>

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

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

John R. Nelson

---

Signed

2/28/17

---

Date

RECEIVED  
 FEB 28 2017  
 BY:



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

[COPY]

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

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

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

**Name: Jan Hafeman ~ District 8**

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

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

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

*Jan Hafeman*  
Signed

2/28/17  
Date

RECEIVED  
FEB 28 2017  
BY:







MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: Charlie Meintz ~ District 6

Date	Meeting Place	# of miles	X .535/mile	Total Cost	Account Number
1-3	Board meeting menominee	50		26.75	
1-5	Mich works Esby	65		34.75	101-101-860.06
1-17	Board meeting menominee	50		26.75	101-101-860.06
1-24	11	50		26.75	101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
			Total Mileage		
				Total Mileage Fee	\$115.00

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

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

*Charlie Meintz*

Signed

2-2-17

Date

RECEIVED  
FEB 28 2017  
BY:





MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: Larry Schei ~ District 4

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

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10<sup>th</sup> 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

3/01/17

Date

RECEIVED  
 FEB 28 2017  
 BY:



## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

## Miscellaneous Bills Account Number List

### General Fund Expenditures

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

### Special Revenue Funds

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

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

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card						
51926	Mastercard	02/09/2017	03/07/2017	3,048.28	3,048.28	Open
	January 14 - January 16, 2017 (Court)jessicaw					
	101-268-729.00	USPS		6.45		
	296-667-801.01	Dollar Tree		21.10		
	296-667-801.01	WM Supercenter		90.76		
	101-268-729.00	USPS		6.45		
	216-585-970.00	Amazon		439.99		
	101-265-931.00	Amazon		36.37		
	216-585-970.00	Amazon		11.10		
	101-103-755.00	Amazon		39.87		
	101-268-729.00	USPS		6.45		
	101-268-729.00	USPS		6.45		
	101-101-729.00	USPS		6.47		
	101-268-729.00	Label Universe		48.00		
	101-268-729.00	USPS		6.45		
	101-265-742.00	Krist		35.92		
	263-215-860.00	DoubleTree Hotel		207.90		
	101-268-729.00	USPS		6.65		
	101-265-755.01	Family Dollar		5.83		
	101-265-755.00	Jack's Fresh Market		9.26		
	101-215-970.00	Amazon		64.95		
	101-268-729.00	USPS		6.65		
	292-663-860.00	Staybridge Suites		159.00		
	292-663-860.00	The Store		35.70		
	101-265-755.00	Amazon		89.32		
	517-252-860.00	Tavern and Tap		17.73		
	292-668-801.00	Little Caesars		68.30		
	517-252-860.00	Nuthouse Sports Grill		16.99		
	517-252-860.00	Radisson Hotels		401.10		
	101-267-804.00	WM Supercenter (PO# 3584)		1,087.62		
	101-267-804.00	Walgreens		43.04		
	101-268-729.00	USPS		6.65		
	101-267-804.00	Walgreens		59.76		
# of Invoices:	1	# Due:	1	Totals:	3,048.28	3,048.28
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					3,048.28	3,048.28

**APPROVED**

**MAR 08 2017**

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN



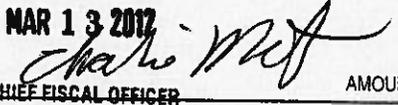
— TOTALS BY FUND —

101 - GENERAL FUND		
216 - TWIN COUNTY AIRPORT	1,578.81	1,578.81
263 - CONCEALED PISTOL LICENSING	451.09	451.09
292 - CHILD CARE	207.90	207.90
296 - STATE-SPECIAL CHILD CARE	263.00	263.00
517 - PA 123 FORECLOSURE	111.86	111.86
	435.82	435.82

— TOTALS BY DEPT/ACTIVITY —

101 - BOARD OF COMMISSIONERS		
103 - OTHER LEGISLATIVE	6.47	6.47
215 - COUNTY CLERK	39.87	39.87
252 - PA 123 FORECLOSURE	272.85	272.85
265 - BUILDINGS AND GROUNDS	435.82	435.82
267 - PROSECUTING ATTORNEY	176.70	176.70
268 - REGISTER OF DEEDS	1,190.42	1,190.42
585 - AIRPORT EXPENDITURE	100.20	100.20
663 - ST GRANT FOR SP CHILD CARE	451.09	451.09
667 - JUVENILE JUSTICE DIVERSION	194.70	194.70
668 - BASIC GRANT SERVICES	111.86	111.86
	68.30	68.30

MAR 13 2017



CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

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

**APPROVED**

**MAR 13 2017**

*CM*

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

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

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

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

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

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

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VENDOR NAME: STATE OF MICHIGAN				
TOTAL VENDOR STATE OF MICHIGAN				19,949.96
VENDOR NAME: STATE OF MICHIGAN-MISCELLANEOUS				
Renewal	Boat Registration	101-331-755.00	3.00	3.00
TOTAL VENDOR STATE OF MICHIGAN-MISCELLANEOUS				3.00
VENDOR NAME: STEPHEN VAN EYCK				
6287	Holdover of Juvenile	101-132-801.01	27.50	93.50
		101-132-801.00	66.00	
TOTAL VENDOR STEPHEN VAN EYCK				93.50
VENDOR NAME: STERICYCLE, INC.				
4006923266	Inmate Medical Supplies	101-301-770.01	35.50	35.50
TOTAL VENDOR STERICYCLE, INC.				35.50
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	33.40	33.40
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.40
VENDOR NAME: THE JANITOR'S CLOSET				
41903	Furniture Polish (x6)	101-265-755.01	35.34	35.34
TOTAL VENDOR THE JANITOR'S CLOSET				35.34
VENDOR NAME: TIME WARNER CABLE				
10404-621199203-9001	March 2 - April 1 (Airport)	216-585-850.00	341.65	341.65
10404-710008401-1001	March 2 - April 1	101-103-850.00	531.20	531.20
10404-620475202-3001	March 6 - April 5, 2017 (Jail)	101-301-770.00	134.28	134.28
TOTAL VENDOR TIME WARNER CABLE				1,007.13
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
80682	Moves within Courthouse	101-103-998.12	337.50	337.50
80681	Moves within Courthouse	101-103-998.12	342.10	342.10
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				679.60
VENDOR NAME: U.E.S. COMPUTERS, INC.				
76198	FOC - Refurbished HP Replacement Cassette	101-141-727.00	99.00	99.00
76184	PA - Duplex Printer	101-267-728.00	219.99	219.99
46485	February 2017 - Weekly Maintenance	249-371-727.00	127.98	8,367.95
		218-656-857.00	8,239.97	
76232	Netgear Switch	218-656-857.01	272.00	272.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				8,958.94
VENDOR NAME: U.P. COUNTY TREASURER'S ASSOC				
Dues	2017 Calendar Year Dues	101-253-802.00	25.00	25.00
TOTAL VENDOR U.P. COUNTY TREASURER'S ASSOC				25.00
VENDOR NAME: UP ASSOC OF CTY COMMISSIONERS				
2/27/17	2017 UPACC Dues	101-103-802.00	150.00	150.00
TOTAL VENDOR UP ASSOC OF CTY COMMISSIONERS				150.00
VENDOR NAME: UP JUDGES ASSOCIATION				
Dues	2017 Membership Dues (Honorable Daniel E. Hass)	101-132-802.00	25.00	50.00
		101-148-802.00	25.00	
TOTAL VENDOR UP JUDGES ASSOCIATION				50.00
VENDOR NAME: UWC				
9068632023	Telephone Services	101-103-850.00	21.73	21.73
9067534582	Telephone Services	101-103-850.00	1.17	1.17
9068634441	Telephone Services	101-103-850.00	35.25	35.25
9067532209	Annex - Telephone Services	101-103-850.00	75.20	75.20
TOTAL VENDOR UWC				133.35

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 MENOMINEE COUNTY MICHIGAN

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Boards/Committees/Commission Reports
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 3.14.2017 County Board meeting	
<b>RECOMMENDED MOTION</b>	
To approve the miscellaneous reports discussed at the 3.14.17 County Board meeting	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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

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

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

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

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

Public Comment: none present

Old Business:

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

New Business:

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

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

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

Minutes Submitted by:



Charlene Peterson, Secretary  
Menominee County Planning Commission

*Approved 2-27-17 cp*

# Menominee County Parks and Recreation Committee

## Meeting Minutes

December 5, 2016 – Approved 2.6.17

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

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

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

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

**Public Comments:** None.

### Business:

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

Jim stated that the culvert has been installed at Bailey.

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

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

**H. Correspondence:** None

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

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

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

**J. Public Comment:** None

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

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

*Approved 3/3/17*

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

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

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

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

**Public Comment:** None

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

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

**Business Items:**

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

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

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

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

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

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

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

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

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

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

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

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

**Correspondence:** None

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

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

\_\_\_\_\_  
Renee Leow, UP RC&D Council Secretary/Treasurer

\_\_\_\_\_  
Date

Menominee County Finance Committee  
Minutes of Meeting  
January 10, 2017

**APPROVED 2.24.17**

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

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

**Pledge of allegiance:** was recited by all.

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

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

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

**Public Comment:** None

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

**Business Items:**

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

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

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

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

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

- F. **Circuit Court Judges Salaries for 2017-\$45,724:** **Sherry**-Circuit Court we have two judges we have \$45,724.00 we would split in half per judge. Currently what we have in our budget is \$37,494.00 so that is \$8000.00 less what we need for the two judges. Why we have to do that is because it is affecting the salaries. **Gramola**- motion to transfer general funds to this account to reach the \$8230.00 from general fund to this account to reach the \$45,724.00. **Cech** seconds, all in favor.
- G. **2016/17 Budget Amendments:** as discussed through this meeting
- H. **25 hr/wk hard cap for part time employees:** **Nelson**- Allow 29 hours to help get Sherry get caught up, paid from Admin split between Treasurer and Administration.

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

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

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

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

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

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

\*\*\*\*\*APPROVED 2.24.17\*\*\*\*\*

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

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

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

**Pledge of allegiance:** was recited by all.

**Roll Call:** All Finance Com. Commissioners are present.

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

**Previous Meeting minutes:** Minutes not available

**Public Comment:** None

**Department Head/Elected Official Reports:** None

**Business Items:**

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

**New Account: 101-103-998.11 ~ Purchase of Building at 1000 9<sup>th</sup> St.: – Nelson:**  
With new account structure, which has been set up, sufficient monies have to be transferred to cover the cost of the building as well as any cost incurred for repairs, etc. Will pay taxes on it this year, about \$2,500.00. \$30 to Register of Deeds, and the purchase price of \$85,000. After looking at the building, the carpeting in two of the units look good, unit on far north side is questionable. **Schei:** 1<sup>st</sup> one for sure needs to be cleaned, 2<sup>nd</sup> one is threadbare down the middle, 3<sup>rd</sup> one hard to tell because it is being used. Better to replace now than later, but if trying to save money, we could clean it. Recommends to look at the bigger picture, the total picture. **Nelson** Painting, doors, windows, would be nice to have all done so that people don't have to be disrupted once in the building and operating. **Gromala** One thing that also needs to be looked at is the middle section. Cooling/airflow etc. **Nelson** Also the boiler, 32 years old. Electric outlets, need GFIs. The lights are outdated, switches. North side of building: talked to Matt, his plan is to add a wall. Doors need insulating, etc.. **Schei** Will there need to be security doors? **Nelson** Dead bolted and insulated should be fine. **Cech** The window that is cloudy, needs to be replaced. **Schei** Recommendation is to

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

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

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

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

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

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

**BOARD MEMBERS**

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

**DIRECTOR**

**RUSSELL K. SEXTON**

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

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

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

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

Absent: Jeff Naser, Board Chair (Approved)

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

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

**FINANCIAL REPORT:**

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

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

**DIRECTOR'S REPORT:**

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

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

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

**Collaborative Issues:** No new information provided.

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

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

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

Assistance Payments:

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

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

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

December 2016 data:

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

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

Total Eligible Medicaid Cases and Recipients:

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

Total Healthy Michigan Enrollments: 1200+

This information is available on the [www.michigan.gov/dhs](http://www.michigan.gov/dhs) website in the "Green Book".

**Child Welfare:**

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

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

**Board Member Input/Suggestions:** None

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

**UNIT REPORT:** None.

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

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

**2. Board Reorganization:**

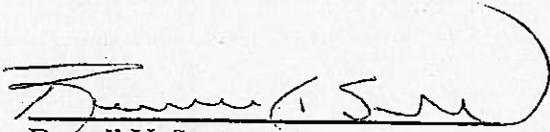
A motion was made by Mr. Eichhorn to nominate Jeff Naser to Board Chair and Sheila Veraghen to Board Vice Chair. Motion was supported by Ms. Veraghen and motion passed without opposition.

**NEW BUSINESS:** None

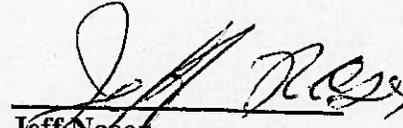
**PUBLIC COMMENT:** None

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

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



**Russell K. Sexton**  
**Board Secretary**



**Jeff Naser**  
**Board Chairperson**

Pc: DHS Board Members;  
Menominee County BOC

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Advertising agencies – County Administrator</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>I sent out an email to the Commissioners in reference to where I should advertise for the County Administrator position. So far I've put the ad on the MiWorks site, on our County Website and have sent to the local newspapers (Eagle Herald, Lufts, M.C. Journal &amp; Great Northern Connection). Wisconsin job Center (online) I entered all info. and when I left the site, it no longer existed...will need to try that again.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

<http://www.naco.org/node/72592> **National Association of Counties –**

## • Jobs Online

Ads posted to NACo's website cost \$200 per 2 weeks or any fraction thereof for NACo member counties and \$300 for all others. There is no restriction on length, although only one position per ad is posted to the site. Ads received before 3 p.m. EST, Monday through Friday, are posted within 24 hours.

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[http://micounties.org/images/MAC\\_Website\\_Advertising\\_Guide\\_2016-17.pdf](http://micounties.org/images/MAC_Website_Advertising_Guide_2016-17.pdf)

### Michigan association of Counties

Ad Type	Placement	Size (wxh)	1 month	6 months	1 year
Slideshow	All Pages	960p x 200p	\$750	\$650	\$6,000
Anchored Banner	Individual Page	1,100p x 125p	\$500	\$425	\$4,000
Rail	All Pages	200p x 250p	\$300	\$1,500	\$2,400

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<http://www.mitalent.org/>

### MiWorks

*online  
3/22/17*

I have created an account on line to advertise the job posting for the County Administrator. I am currently waiting for MI Works to verify the county information before I'm allowed to enter any info.

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<https://jobcenterofwisconsin.com/Default.aspx> **Job Center of Wisconsin**

I have created an online account, and I am currently waiting for WI Job Center to contact me with approval to place an ad on their website.

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<http://www.mml.org/classifieds/guidelines.html> **Michigan Municipal League**

#### Classified Ad Rates

- *Full League members, Full League associate members & Business Alliance Participants:*  
10 cents per character in the Compensation, To Apply, and Description fields, per 4-week period or less with a \$25 minimum charge. Attach photos or text files for an additional \$10 per file for each 4-week period. An estimated ad cost will be displayed before final ad submission. **Ads placed by third parties on behalf of a League member must be billed directly to the member to obtain the member rate, so please provide the members bill to address to ensure member pricing. Ads with a bill to address other than the member will be billed at the nonmember rate.**
- *League Limited Associates, Affiliates, non-members, and companies:*  
20 cents per character in the Compensation, To Apply, and Description fields, per 4-week period or less with a \$25 minimum charge. Attach photos or text files for an additional \$15 per file for each 4-week period. An estimated ad cost will be displayed before final ad submission. **Ads placed by third parties on behalf of a League member that are not billed directly to the member will be billed at the nonmember rate. Please provide the members bill to address to ensure member pricing. Ads must be billed directly to the member to be billed at the member rate.**

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>FAA noncompliance – Airport Manager necessary</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b>	
<p>The Airport Committee met on 3.21.17 and discussed information we received from the FAA in reference to us having an Asst. Manager and NOT a Manager at the airport.          We MUST have a manager named at the airport or we are NOT in compliance with the FAA standards.          This item should be forwarded to a vote to name Jeff LaFleur as the Airport Manager.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Emergency Generator Project</b>
<b>DEPARTMENT:</b>	<b>Buildings &amp; Grounds</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Jim Mekash has been working with a contractor for the Emergency Generator Project. Approval of the contractor was give via the former County Administrator at a cost of \$4,000. Now we have some issues that need to be taken care of in order to be in compliant with the electrical codes. Drawings of emergency lighting in the courthouse and jail needs to be done which will cost more than the original price...an additional \$2,000 is needed.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

TO: Menominee County Commissioners

FR: Jim Mekash

RE: Emergency Generator Project

DT: March 21, 2017

Engineering planning is continuing for the addition of an emergency generator to serve the courthouse, jail and boiler room. Working with Harland Mathews of Midwest Design Solutions, the engineer who has been contracted for \$4000, to design the generator system specifications, a couple of items have come up.

1. The emergency lighting system which we now have in the courthouse is no longer acceptable by current code and would not be "grandfathered" as being acceptable. Current code requires emergency lighting be responsive to that hallway area it is serving versus our current all-or-nothing system with a building wide power outage. The ramifications of this change are to change the courthouse emergency lighting wiring and to add emergency lighting to the jail and boiler room. Drawings of the existing buildings and the proposed new emergency lighting are necessary. These drawings are beyond what the engineer has been contracted to perform under the design aspect. Since we do not have any of our building floor plans on AutoCAD, or other software based program, it will take additional time to develop the necessary drawing plans. These projected expenses are approximately \$ 2000.
2. Also, the engineer proposed having a contracted attorney to oversee the bidding process at a cost of \$800 --- \$1000 for these services.

The recommended project procedure is to have the complete generator project "under contract" that should there be any difficulties of installation or inspections that it is the responsibility of the contractors selected through the bidding process. Especially with the jail, there is no "weekend" to complete the project.

With your approval, it is desired to continue this project ASAP.

## Sherry DuPont

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**From:** Harland Matthews <harland@mwdolutions.com>  
**Sent:** Wednesday, March 22, 2017 9:38 AM  
**To:** James Mekash  
**Cc:** Sherry DuPont  
**Subject:** RE: Menominee Complex Generator Power

Thanks. With the changes, I think we're ok on the fees for this, it's hard to say for sure, but I think we'll be covered.

If you can get the electronic autocad files from the architect who designed the recent addition, that would be an excellent place to start. It would give accurate plans for the recent work, and we can extend from these plans to add the remainder of the building. The architect may charge a fee for these files. Check with them.

Harland Matthews, DES



Midwest Design Solutions, LLC  
2676 Bay Settlement Rd  
Green Bay, WI 54311  
(920) 471-0805

Harland@mwdolutions.com

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**From:** James Mekash [mailto:jmekash@Menomineeco.com]  
**Sent:** Wednesday, March 22, 2017 9:28 AM  
**To:** Harland Matthews <harland@mwdolutions.com>  
**Cc:** James Mekash <jmekash@Menomineeco.com>; Sherry DuPont <SDuPont@menomineeco.com>  
**Subject:** RE: Menominee Complex Generator Power

Harland,

The courthouse has a crawl space/piping level, three active floor levels, and attic areas for the old section (1800's) and the 1938 section. A new 2 story section was added this past year that has no crawl space or attic.

I do have prints from the 1983 courthouse remodel that provide the information you would need. These prints identify the levels as "Ground, 1<sup>st</sup>, and 2<sup>nd</sup>". We now identify them as levels 1, 2 and 3. I can make a set of these prints available for your use.

I will need to have our Commissioners approve this additional financial appropriation.

Jim

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**From:** Harland Matthews [mailto:harland@mwdolutions.com]  
**Sent:** Wednesday, March 22, 2017 9:13 AM

**To:** James Mekash <jmekash@Menomineeeco.com>

**Subject:** Menominee Complex Generator Power

Jim, I looked at the drawings that I have here of the complex, I only have floor plans of the jail facility. I have some plans for the courthouse, but the only actual floor plan that was included in this set was the attic. But, looking at the elevations for the building, I see that there are four floors for the courthouse, basement, attic and looks like two main floors.

To take the printed plans I have and get them into an electronic format and import them into autocad and trace over building walls, we can provide these services for an additional \$2000.00 over our original proposal provided last year. The plans would be to scale - to the best of our ability, and would be rudimentary in nature and not include every wall, door, or window in the building. The plans we would create would encompass the exterior walls, door and window openings, and would include limited interior walls that are necessary for us to accurately show the work that is needed for the current generator project.

In order to complete this, I will need to obtain additional printed plans that show the courthouse floor levels, with dimensions. Or, you may have a local printing facility scan the drawings into pdf or jpg format and email those plans to us.

Please let me know if you have any questions. If these services are acceptable to you, let me know and I will provide an updated proposal that includes these services.

Thanks,

Harland Matthews, DES



Midwest Design Solutions, LLC  
2676 Bay Settlement Rd  
Green Bay, WI 54311  
(920) 471-0805

[harland@mwdsolutions.com](mailto:harland@mwdsolutions.com)

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2016.0.8007 / Virus Database: 4767/14162 - Release Date: 03/22/17

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Clean Water Fund grant – Public Health</b>
<b>DEPARTMENT:</b>	<b>Parks</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Parks Committee discussed the Clean water fund grant info. sent from the Health Dept. There were different opinions on allowing the health dept. to carry out the grant. Discussion is warranted.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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



Public Health  
Delta & Menominee Counties  
Environmental Health Division



2920 College Avenue  
Escanaba, Michigan 49829  
Ph:(906)786-9692 - Fax:(906)789-8147

www.phdm.org

909 Tenth Avenue  
Menominee, Michigan 49858  
Ph:(906)863-4451 - Fax:(906)863-7142

February 23, 2017

Sherry DuPont  
Administrative Assistant  
839 10<sup>th</sup> Ave.  
Menominee, MI 49858

RE: Weekly Beach Monitoring at Shakey Lakes Beach

Dear Ms. DuPont:

Public Health, Delta & Menominee Counties (PHDM) is preparing a Clean Michigan Initiative – Clean Water Fund grant which would include beach monitoring at Shakey Lakes Beach. PHDM is requesting your support of this important public health proposal.

Hundreds of people utilize the beach at Shakey Lakes each summer yet no information on the water quality exists. In order to help the bathing public make informed decisions and prevent water-borne diseases, PHDM proposes to conduct weekly beach sampling at Shakey Lakes beach beginning the week of May 22 and ending the week of September 4. Additional sampling would occur after large rains of at least one inch since degraded water quality may be associated with water washing over the surfaces and carrying contaminants into the water.

Should *E. coli* level exceed Michigan Department of Environmental Quality (DEQ) standards (daily geometric mean of 300 *E. coli*/100 mL, or 30 day geometric mean of 130 *E. coli*/100 mL,) Menominee County would commit to closing Shakey Lakes beach and posting closure notices. Additional methods to inform the public such as press releases would also be issued by Menominee County. PHDM would conduct follow-up beach sampling to determine if *E. coli* had returned to levels safe for bathing. PHDM will keep Menominee County informed of the water quality conditions at the beach.

Attached, please find suggested language for a letter of support.

PHDM considers this grant opportunity a tremendous benefit to the citizens of Menominee County and all those who utilize Shakey Lakes beach. Preventing water-borne diseases is an important public health effort. We hope Menominee County will join with PHDM in this endeavor. If you have any questions, please contact me at (906)786-9692.

Sincerely,

Michael R. Snyder  
Health Officer

Enclosure      Suggested letter of support language



Michael R. Snyder, Health Officer  
Public Health, Delta & Menominee Counties  
2920 College Ave.  
Escanaba, MI 49829

RE: Support for Public Health, Delta & Menominee County Inland Beach Grant

Dear Mr. Snyder:

Menominee County fully supports the efforts of Public Health, Delta & Menominee Counties (PHDM) to provide beach monitoring at select inland beaches including Shakey Lakes beach. Shakey Lakes Park and beach provide important recreational opportunities to the citizens of Menominee County.

Menominee County commits to closing Shakey Lakes beach and posting closure notices should *E. coli* level exceed Michigan Department of Environmental Quality (DEQ) standards (daily geometric mean of 300 *E. coli*/100 mL, or 30 day geometric mean of 130 *E. coli*/100 mL.) Additional methods to inform the public such as press releases would also be issued by Menominee County.

If you have any questions, contact me at (906)863-7779.

Sincerely,

Sherry DuPont  
Administrative Assistant

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Radio Control - Date (September 9th, 2017) & Use of Hangar 4
<b>DEPARTMENT:</b>	Airport Committee
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>The Radio Control would like to have their annual car show/train show local vendor etc. gathering at the Airport this year. Date is <b>September 9<sup>th</sup>, 2017</b>. Approval to use Hangar 4 for the shows on the date requested.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



WISCONSIN AND MICHIGAN MODEL RAILROAD CLUB  
OF MARINETTE, WI AND MENOMINEE, MI



# THE 11TH ANNIVERSARY FALL CAR SHOW

~~At the parking lot of~~ *At the Airport? (2017)*  
~~St. Thomas Aquinas Academy~~  
~~Marquette Catholic Central High School~~

REGISTRATION 8-11 A.M.  
PRIZE DRAWINGS 1-3 P.M.

DASH PLAQUES FOR THE FIRST 30 CARS



*9th, 2017*  
Saturday, September 10th 2016, 9-4 p.m.

**PRIZES • PRIZES • PRIZES**

Most In Any  
Local Show!

*Best of Show - The Pirate's Cove*  
*People's Choice - Shooby's Trophies & Awards*

CLASS

- A. 1900-1954 - Witt "Country Style" Ford - Crivitz
- B. 1955-1963 - Automotive Products - Menominee
- C. 1964-1967 - Frank Porth Chevrolet
- D. 1968-1971 - Bayshore Radiator & Auto Care Center
- E. 1972-1984 - The Motor Company - Marinette
- F. 1900-2010 - (Modified Customs) Tony Furton - State Farm Insurance & Financial Services
- G. 1900-1984 - Twin City Trucking & Septic Service - Fred Reidell
- H. Special Interests - Olsen's Flip Side Coin Machines - Dave Olsen

**Craft Show in the gym**

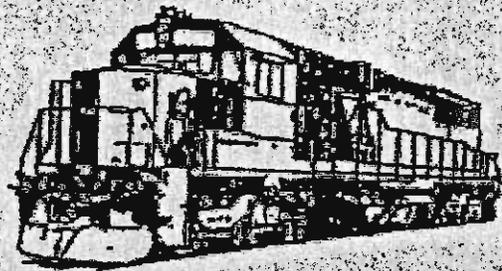
For information & available space, contact Tammie @ tkruse60@hotmail.com

**Vendors Always Welcome!**

Pre-Register by September 1st, 2016 and receive a complimentary T-Shirt, one per owner.

Additional shirts available for \$3.

For more information or Pre-Registration, Call Charles Renner Jr. 715.732.2122  
or Jay Wessely, email: noisemaker383@yahoo.com or Cell: 906.792.5112



30th Annual

# TRAIN SHOW

WISCONSIN AND MICHIGAN  
MODEL RAILROAD CLUB

“30TH ANNUAL MODEL RAILROAD  
SHOW AND SWAP MEET”

&

“THE 11TH ANNIVERSARY  
FALL CAR SHOW”

*9th, 2017*  
Saturday, September ~~10th, 2016~~

9:00 AM - 4:00 PM

~~St. Thomas Aquinas Academy~~

~~1200 Main Street, Marinette, WI~~

*? At the Airport?*

*9th 2016*

- Saturday, September ~~10th, 2016~~ Banquet -

Special Guest Speakers:

Al Chavez & Dan Hoenecke

Topic: A Historical Tour of the WI & MI Railway

*@MarinetteElks*

OPERATING MODEL RAILROAD LAYOUTS AND  
MODEL RR EQUIPMENT FOR SALE AND TRADE

## FREE - General Public Welcome

For more information or pre-registration, call Jay 906-792-5112  
or e-mail Scott Wessely: noisemaker383@yahoo.com

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Airport Use Ordinance</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The airport committee approved this airport use ordinance and would like the full board approve it. This is a necessary document to become sponsors for our airport.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY AIRPORT USE ORDINANCE

### An ordinance providing regulations pertaining to the use of the Menominee County Airport

Temporary airport closing; Procedures for operating aircraft; Designating airport tie-down areas; regulation of flying clubs; dispensing of aviation fuel; fire regulations, private hangars; rendering of commercial service; repealing prior ordinances, and providing penalties for the violation of ordinance requirements.

WHEREAS, Menominee County, by authority of Act 327 of Public Acts of 1945, as amended, is empowered to enact ordinances for the management, governance and use of the Menominee County Airport; and

WHEREAS, the Board of County Commissioners for the County of Menominee has determined that it is necessary that it adopt an ordinance providing legal regulations pertaining to the use of the Menominee County Airport so as to provide for the health, welfare and safety of all persons using the Airport and for the protection of the facilities and personal property located thereon;

NOW, THEREFORE, the Board of County Commissioners for the County of Menominee ordains:

#### DEFINITIONS

Section 1. **AIRCRAFT** - Any contrivance now known, or hereafter invented, used, or designated for navigation of or flight in the air.

Section 2. **AIRPORT** - The Menominee County Airport, including all the lands within its boundaries and all the physical facilities located thereon.

Section 3. **AIRPORT COMMITTEE**- The advisory Committee appointed by the Board of County Commissioners for the County of Menominee.

Section 4. **AIRPORT MANAGER** - The Menominee County Airport Manager and his or her designated assistant when acting in his or her absence.

Section 5. **CERTIFICATED AIRCRAFT** - Aircraft certified and/or licensed and/or registered by the State of Michigan or the federal government when so required by the laws of either government or the rules and/or regulations of aeronautic agency or agencies of either government.

Section 6. **CERTIFICATED PERSON** - A person certified and/or licensed and/or registered by the State of Michigan or the federal government with respect to services performed when so required by the laws of either government or the rules and/or regulations of the aeronautic agency or agencies of either government.

Section 7. **COMMERCIAL AIR CARRIER** - Any governmentally approved scheduled air carrier engaged in the carrying of passengers and/or freight, the services of which constitute an act of interstate or foreign commerce, or in the part of such commerce which is interstate in character, and the personnel of such aircraft.

Section 8. **COUNTY BOARD** - The Board of Commissioners for the County of Menominee.

Section 9. **FIXED BASED OPERPATION** -The conduct of any activity involving the services of a Fixed Based Operator.

Section 10. **FIXED BASE OPERATOR** - Any person who provides one or more of the following services:

- (a) Sale of new and used aircraft.
- (b) Sale and/or installation and/or maintenance of parts, equipment and other accessories for aircraft, including sale, and/or installation, and/or maintenance of aviation associated electronic equipment.
- (c) Maintenance, and/or inspection of aircraft and aircraft engines.
- (d) Air ambulance service, and/or air taxi service, and/or air freight service.
- (e) Air crop spraying or pest control service.
- (f) Aviation instruction service.
- (g) Any other type of aviation and ground services.

Section 11. **FLYING CLUB** - Any group of persons owning, leasing or operating one or more aircraft, not for profit or reward, and using such aircraft for the purpose of giving flight instruction to its members.

Section 12. **FUEL** - Any or all gasoline, distillates, benzene, naphtha, benzoyl, and other volatile and flammable liquids produced or which may hereafter be invented, produced, compounded and used for propelling aircraft.

Section 13. **PERSON** - Any individual, firm, partnership, corporation, company, association, joint stock association, or body politic; and includes any trustee, receiver, assignee, or similar representative thereof.

Section 14. **TENANT** - The owner of lessee of a hangar or other physical facility located on the Airport.

Section 15. **OTHER DEFINITIONS** - If any terms used in this ordinance are not defined but are defined by any law of the State of Michigan, such statutory definition shall apply, and if there be none, then their commonly accepted aeronautical definition shall apply.

#### **CLOSING AIRPORT**

Section 16. The Airport Manager or his or her representative shall have the authority to close one or more runways to aircraft flights, when, in his or her opinion, the condition of the landing area is such as to make flying operations unsafe. Upon closing any one or more such facility, the Airport Manager, or his or her representative, shall promptly notify the Flight Service Station at Green Bay, Wisconsin.

Section 17. Aircraft engines shall not be started unless a pilot or a competent mechanic remains at the controls.

Section 18. Aircraft engines shall not be started when the air stream may blow loose debris at buildings, parking areas, or spectators.

Section 19. When starting engines, if the aircraft is not equipped with adequate brakes, blocks and ropes or other suitable device shall be placed in the front of the wheels. Such blocks or devices shall be removed from the path of other aircraft after use.

Section 20. Aircraft shall be taxied at a moderate rate of speed and with caution. Extra caution shall be taken while in the vicinity of other aircraft.

Section 21. Parked aircraft shall be appropriately secured by proper tie-down or chocks. The aircraft owner and/or pilot shall be responsible for tying down and chocking his own aircraft.

### **AIRCRAFT PARKING AND TIE-DOWN AREAS**

Section 22. Neither the County of Menominee nor the Airport Committee shall be responsible for any damage or theft to any aircraft parked or tied down at the Airport.

Section 23. Transient aircraft using the terminal parking aprons shall park in areas designated by signs ~~or the control tower.~~

Section 24. The terminal gate areas shall only be used for aircraft loading and unloading, not to exceed a period of twenty (20) minutes.

Section 25. All based aircraft shall use the tie-down area on the south end of the Airport unless otherwise authorized by the Airport Manager.

Section 26. Aircraft that is not certified shall not be stored on any tie-down area or parking ramp.

### **FLYING CLUBS**

Section 27. The President of every flying club shall (a) register each flying club with the Airport Manager's office, (b) secure a copy of this Ordinance and (c) familiarize all members with same. All flying clubs must operate according to the Michigan Aeronautics ~~Committee~~ Commission Flying Club Rules and Regulations.

Section 28. Aircraft owned and/or operated by a flying club shall be registered with the Airport Manager's office and must be certified.

Section 29. All instructors, both ground and flight, acting as such, belonging to a flying club shall be properly certificated and shall register with the Airport Manager's office.

### **AVIATION FUEL REGULATIONS**

Section 30. Only fixed base operators whose basic lease provides the right to dispense aviation

fuel to the general public shall be permitted to dispense fuel at the Airport and they shall:

- (a) Secure written approval from the Airport Committee for the installation of storage and fixed dispensing units.
- (b) Submit to the Airport Manager a letter which shall specify hours and types of services, types of fuels offered, lubricants, associated products, fees and charges.
- (c) Establish and file with the Airport Manager a schedule of retail prices of all grades of aviation fuel, which prices shall be comparable to fuel prices charged to other airports in the State of Michigan.
- (d) Utilize only fuel storage and dispensing facilities which meet all safety requirements of appropriate local, State and Federal authorities.
- (e) Furnish evidence of sufficient insurance coverage for public liability, property damage and products liability as determined by the Airport Committee. This insurance shall be carried with an insurance company licensed to do business in the State of Michigan and such company shall furnish the Michigan Department Of Aeronautics with a certificate indicating the coverage and expiration date of any policy.
- (f) Not operate aviation fuel tenders on taxi-ways or runways.
- (g) The Airport Manager, as a condition of approving fuel dispensing services under this section, may require an applicant to provide such service during certain hours, either on an "attendant on duty" or "on call" basis. "On call" service shall be provided within an hour at a rate not to exceed \$10.00 per call unless the Airport Manager approves a different rate. If a fixed base operator does not desire to provide service on a 24 hour basis, and there be more than one such operator, the Airport Manager may pro-rate on a weekly basis the hours of duty service to be provided by each so as to provide total duty service for 24 hours;. provided, however, that this section shall not prohibit a fixed base operator authorized hereunder to offer fuel service at any time.
- (h) Fixed base operators shall be required to pay a flowage fee for each gallon of fuel delivered to the premises as may be established by the Airport Committee and shall submit monthly supporting invoices and payment to the Airport Committee.
- (i) Specified fuel service or increase charges or fees without approval of the Airport Manager, who shall have the right to reject any change of hours, or increase of charges or fees if such increase be more than similar comparable charges being made at other airports in the State of Michigan.
- (j) The Airport Manager shall prepare appropriate notices detailing the type and hours of services offered by each operator and designating the 24 hour service responsibilities. Such notices shall be posted by each operator in a conspicuous manner in their place of business and further shall be posted by the Airport Manager in the Manager's office.
- (k) Any violation of these provisions shall constitute grounds for revocation of fuel sales privileges in addition to the penalties hereinafter provided.

## **FIRE REGULATIONS**

Section 31. All persons using the Airport area or facilities of the Airport shall exercise the utmost care to guard against fire or injury to persons or property and shall comply with "No Smoking", "Fire Lane", and other signs.

Section 32. No aircraft shall be fueled or drained while the engine is running or while in a hangar or other enclosed space.

Section 33. The cleaning of engine parts or other parts of the aircraft shall preferably be with non-flammable liquids. If volatile flammable liquids are employed for this purpose, cleaning operations shall be carried on in the open air.

Section 34. Aircraft maintenance in hangars shall be limited to inspection and replacement of parts and repairs incident thereto, and the final assembly of aircraft under construction, provided such repairs do not involve appliances using open flames or highly heated parts other than an electric soldering iron. The use of open flame or highly heated parts shall not be allowed in hangars until all other aircraft and flammable materials have been removed.

Section 35. Hangar tenants shall provide suitable metal receptacles with air-tight covers for the storage of oily waste, rags, and other rubbish. The contents of these receptacles shall be removed at reasonable intervals.

Section 36. Empty oil paint and varnish cans, bottles, or other containers shall be immediately removed from the hangars and shall not be allowed to remain on floors or wall stringers.

Section 37. No rubbish, paper, or debris of any kind shall be permitted to be stored in or about the hangars, or other structures.

Section 38. Gasoline, kerosene, ethyl, ether, or other flammable liquids, including those used in connection with the process of doping shall not be stored in the hangars. Such liquids shall only be stored in structures which comply with the regulations of the National Board of Fire Underwriters. Use of flammable liquids shall also comply with local and State Fire Regulations.

Section 39. Persons maintaining and repairing aircraft outside of hangars shall do so in a manner so as not to endanger structures or other parked aircraft, and shall promptly dispose of and keep the premises free of flammable items as described in Sections 36 through 38 thereof.

## **PRIVATE HANGARS**

Section 40. No private hangars shall be constructed on Airport lands excepting as may be leased by the Airport Committee for such purpose, and the lessee shall comply with all the terms and conditions of the leases.

Section 41. The type and construction of hangars shall be subject to approval of the Airport Committee.

Section 42. All future leases shall require that rentals include rental of hangar space, adequate parking space for the lessee and the employees or guests of lessee, ramp space in front of or adjacent to the hangar of not less than 15,000 square feet, and providing sufficient liability insurance to protect the County, the Airport Committee and other Airport users in the event of property damage or personal injuries.

Section 43. Unless existing leases otherwise provide, upon this ordinance becoming effective rentals will be charged for parking and ramp space as well as building space.

Section 44. It shall be the responsibility of the lessor to provide, at its expense, paved taxi-ways from ramps to runways. Utility hook-ups from the closest source will be the responsibility of the lessee.

Section 45. No private hangars shall be used for commercial activities of any nature.

### **COMMERCIAL SERVICES**

Section 46. No commercial air carrier shall carry on any activities on the Airport excepting those for which it has been certified.

Section 47. No other person shall, without the written consent of the Airport Committee, use the lands or facilities of the Airport for the purpose of fixed base operations.

Section 48. As a condition of approval by the Airport Committee for the providing of any of the services provided by fixed based operators, an applicant shall be required to comply with the following minimum requirements:

(a) Provide a hangar type structure no less than 100 x 100 feet and an adjoining office of at least 40 x 24 feet, to be constructed on Airport land leased from the Airport Committee. However, if only a single phase of fixed based operations is to be provided, such fixed based operator shall provide a hangar of a size no less than 40 x 60 feet with suitable adjoining office space.

(b) Provide proof of sufficient financial and technical ability which in the opinion of the Airport Committee will be adequate to permit acquisition, construction, and operation of the required facility.

(c) Qualified, and where required, certificated personnel for the type of services offered shall be available during regular hours of operation.

### **PENALTY PROVISIONS**

Section 49. Violation of this ordinance shall constitute a misdemeanor punishable by a fine not exceeding Five Hundred Dollars (\$500.00), or imprisonment in the County jail for a period not exceeding ninety (90) days, or both. Each day a violation continues after notice shall constitute a separate offense.

Section 50. A violation of this Ordinance shall also be deemed to be good and sufficient cause for the Airport Manager to deny use of the Airport to the offending person; provided, however, that any person denied use of the Airport hereunder shall be given written notice of the reasons for any such denial, and shall have ten (10) days from date of serving or mailing such notice to appeal to the Airport Committee. The appeal shall be made in writing, and shall be heard by the Committee within ten (10) days after receipt thereof. Upon hearing an appeal, the Committee may affirm, reverse, or modify the decision of the Airport Manager.

**SEVERABILITY AND REPEALER**

Section 52. If any provision or clause of this Ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 53. The Menominee-Marinette Twin County Airport Use Ordinance, as amended, is hereby repealed. Any other ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**EFFECTIVE DATE**

Section 54. This Ordinance shall take effect upon publication of notice of its adoption in a newspaper of general circulation in the County. The County Clerk shall cause a notice of the adoption of this Ordinance to be published at least once in a newspaper of general circulation in the County, and shall furnish the Airport Manager with sufficient copies which shall be available to all persons affected by this Ordinance. One copy shall be posted in a conspicuous place in the Airport Manager's office.

Dated: \_\_\_\_\_

\_\_\_\_\_

Chairman, County Board of Commissioners

Attest:

\_\_\_\_\_

County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Hannahville 2% grants – Parks and 911</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Since the parks are having electrical work done, I've asked Richard Sexton to help me with requesting a grant for that project. Also, Brian Barrett is requesting money for the new Radio and Console for the 911 department. Any money will be appreciated for that project, however the board needs to know if we receive money, we have to use it for that project or return the money...we do not anticipate receiving all of the funding from the grant, so the county should be prepared to include some money for this project.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

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

March 22, 2017

Hannahville Indian Community  
N14911 Hannahville B-1 Road  
Wilson, MI 49896

To Whom It May Concern:

Enclosed is a grant application on behalf of Menominee County for a **Shakey Lakes Electrical Upgrade Project**.

Menominee County Operates the Shakey Lakes Park and Campground and provides continual maintenance and upgrades to the facilities. Shakey Lakes Park is located 11 miles West of Stephenson on G12. This beautiful park offers camping from one night Stays to seasonal sites, great fishing, hiking, picnicking and swimming are available. Some of the powered camping areas have 20-30-50 Amp electrical service available. This area of the park has rest rooms with showers, a dump station and a playground. New picnic tables were also added through a Hannahville 2% grant. Some primitive camping sites also available. The beautiful sandy beach area offers a beach house with restrooms. A nearby Pavilion is a great place to relax and enjoy the scenic view of the Resort Lake. The park offers two boat launches: The Resort Lake Launch and the Bass Lake Launch. Fishing is great in any of the lakes. If hiking is for you, a nature trail of about 2 miles offers gorgeous views of the lakes and wild life of the area.

Currently some sites within the campground are in need of an upgrade. The upgrade will provide for more commercially powered camping opportunities and enhance the overall experience of the campground. Bids have been received and the county has some funds that can be put towards the project. Many residents and travelers utilize the sites starting in the spring and continuing into the fall.

We wish to purchase and install 18 pedestals for the upgrade with a 20/30/50 amp connectors. The County will provide the funding for the maintenance and upkeep after the install and has some funds to put towards the project. Any and all grant monies awarded will be used to purchase and install equipment.

We appreciate your consideration of our application and our partnership with the Hannahville Indian Community on funding of these special projects. We also thank you for your past support of our County projects. Any amount of award will contribute towards the completion of this project.

Sincerely,

Charlie Meintz  
County Board Chair

*Enclosures: Grant Application, cover letter and bid proposal – Original and 10 copies*

*Steven Gromala*

*Charlie Meintz – Chairperson*

*William Cech – Vice Chairman*

*Larry Phelps*

*John Nelson*

*Jan Hafeman*

*Gerald Piche*

*Bernie Lang*

*Larry Schei*

For Hannahville Indian Community Use	
Date Received:	Received By:
Application Number:	

**2% Grant Application**

Due March 31 and September 30 each year.

**THIS MUST BE THE FIRST PAGE OF THE APPLICATION PACKET**

**I. General Information**

a. Date Application Submitted:

**INCLUDE ONLY THOSE COSTS DIRECTLY RELATED TO THE PROPOSED PROJECT**

b. Amount of Grant Request:

*this amount should be equal to the Total in III-a on PAGE 3*

c. Other Funding for Project:

*this amount should be equal to the Total in III-c on PAGE 3*

d. Total Project Budget (All Sources):

e. Name of Eligible Local Unit of Government Submitting the Application:

Address

City  State  Zip

County  Township

f. Printed Name & Title of Authorizing Official of Eligible Local Unit of Government:

g. Signature of Authorizing Official of Eligible Local Unit of Government:

Phone Number:

E-mail Address:

h. Project Name:

Start Date:

End Date:

i. Entity Implementing the Project (if different than Eligible Local Unit of Government):

Address

City  State  Zip

j. Contact Person for questions related to the Application or Project Implementation:

Contact Person Name:  Phone Number:

Email Address:

**III. Budget Narrative**

a. Please provide a detailed budget breakdown using the following budget categories:

**INCLUDE ONLY 2% BUDGET REQUEST IN THIS SECTION**

		2% Grant Amount	Calculation/Description
1	Salary		
2	Fringe		
3	Travel		
4	Supplies		
5	Contractual	\$10,734.00	equipment, supplies, permit and installation
6	Training		
7	Equipment		
8	Construction		
9	Other (Please Describe)		
TOTAL		\$10,734.00	<i>this amount should be equal to item I-b on PAGE 1</i>

b. List priority items as proposed in the budget above in the event that we are unable to meet your full request.

	Amount	Item Description
1	\$10,734.00	18 installed pedestals
2		
3		
4		

c. Are there any other funding sources contributing to the cost of the project? Yes  No

If yes, please list the agency and provide the amounts and type of funds they are contributing.

(Include your organization in this list if you will be contributing funds toward the project.)

	Name of Agency	Amount	Cash or Inkind	Committed or Pending
1	Menominee County Parks	\$5,000.00	Cash	Committed
2			None	None
3			None	None
4			None	None
TOTAL		\$5,000.00		<i>this amount should be equal to item I-c on PAGE 1</i>

**IV. Attachment - Optional (3 page limit)**

a. Attachments may include a cover letter, a letter of support, an organizational chart, resumes of key staff members, etc. These are not required and should be limited to only those items that will assist with further clarification of the grant request.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

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

March 28, 2017

Hannahville Indian Community  
N14911 Hannahville B-1 Road  
Wilson, MI 49896

To Whom It May Concern:

Menominee County E-911 is the only Primary Emergency Dispatch Center in Menominee County. We provide both Emergency and non-emergency Services to 25 Public Safety Departments including, but not limited to the Hannahville Police Department, Menominee County Sheriff's Department, Michigan State Police, Bark River-Harris Fire Department, Gurley Fire Department, Valley Med-Flight and Rampart out of Delta County. The Menominee County E-911 Dispatch Center alone had received and dispatched 1,408 calls for Police, Fire & EMS Services in 2015, 1,398 in 2016 and a total of 348 year to date just to the Hannahville Indian Community.

In December 2016, Menominee County hired a new E-911 Director for Menominee County Central Dispatch. The Director had quickly learned that the Menominee County E-911 radio console technology and dispatch consoles in use today should have been replaced over 5 years ago. Support and parts for the hardware on our current radio and console have been unavailable and hard to find for many years. It is unknown if and when this equipment will fail and no life is worth the risk. This is not a suitable method for any public safety entity, let alone the only Dispatch Center for Emergency Communications for the Hannahville Indian Community and the rest of Menominee County.

The MCC7500 Radio and Console is the only wireline console approved for use on the State of Michigan network and is already used for dispatch operations by 12 of the 15 Counties in the Upper Peninsula. Menominee, Alger & Delta Counties are the only three not utilizing the MCC7500. Delta County currently has the MCC5500 and is presently upgrading to the MCC7500.

The MCC 7500 Radio and Console provides push-button interoperability with all the other Counties in the Upper Peninsula using the MCC7500. Through simple configuration and because the systems are all on the same network, other Counties can have direct access to emergency dispatching for Menominee in the case of a critical issue preventing local dispatching. This expands the backup capabilities and survivability of communications for Menominee County.

Any and all grant monies awarded will be used to purchase the MCC 7500 Emergency Radio, Dispatch Consoles and other equipment to complete the project.

We appreciate your consideration of our application and our partnership with the Hannahville Indian Community on funding of these critical projects. We also thank you for your past support of our County projects. Any amount of award will be greatly appreciated and contributed towards the completion of this project.

Sincerely,

Charlie Meintz - Chairperson

*Steven Gromala*

*Charlie Meintz – Chairperson*

*William Cech – Vice Chairman*

*Larry Phelps*

*John Nelson*

*Jan Hafeman*

*Gerald Piche*

*Bernie Lang*

*Larry Schei*

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on March 23, 2017 in the combined amount of \$54,224.95	
<b>RECOMMENDED MOTION</b>	

Submitted by: Sherry DuPont

03/24/2017  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## Miscellaneous Bills Account Number List

### General Fund Expenditures

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

### Special Revenue Funds

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

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 03/23/2017 - 03/23/2017  
 UNJOURNALIZED OPEN  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
<b>Credit Card</b>						
52215	Mastercard 2/14 - 3/11/17 (Road/Sheriff)	03/12/2017 jessicaw	03/23/2017	2,807.52	2,807.52	Open
	101-301-727.00	Quill		65.44		
	101-301-727.00	Quill		43.96		
	101-301-755.00	Galls		411.00		
	101-301-755.00	Galls		293.00		
	101-301-755.00	Galls		235.50		
	101-301-755.00	Galls		235.50		
	101-301-770.00	Bob Barker		464.60		
	101-301-770.00	Jack's Fresh Market		7.55		
	101-301-770.01	Quill		40.89		
	101-301-860.00	McDonalds		13.19		
	205-315-727.00	Quill		73.60		
	205-315-742.00	Shell		18.86		
	264-363-881.00	Safety Restraint Chair		50.00		
	264-363-881.00	Safety Restraint Chair		450.00		
	281-345-881.00	Boss Safety		224.94		
	281-345-881.00	Elite K9		158.29		
	281-345-881.00	Nerat Merchandising		21.20		
# of Invoices:	1	# Due: 1	Totals:	2,807.52	2,807.52	
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00	
<b>Net of Invoices and Credit Memos:</b>				<b>2,807.52</b>	<b>2,807.52</b>	
<b>--- TOTALS BY FUND ---</b>						
	101 - GENERAL FUND			1,810.63	1,810.63	
	205 - ROAD PATROL			92.46	92.46	
	264 - LOCAL CORRECTIONS OFFICERS TRAINING			500.00	500.00	
	281 - K9 DONATIONS			404.43	404.43	
<b>--- TOTALS BY DEPT/ACTIVITY ---</b>						
	301 - SHERIFF DEPARTMENT			1,810.63	1,810.63	
	315 - ROAD PATROL			92.46	92.46	
	345 - DONATIONS			404.43	404.43	
	363 - CORRECTIONS ACTIVITIES - TRAINING			500.00	500.00	

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ACCENT BUILDING MAINTENANCE LT				
46872	Floor Refinishing (Jail)	280-362-755.00	489.00	489.00
TOTAL VENDOR ACCENT BUILDING MAINTENANCE LT				489.00
VENDOR NAME: ANDERSON AUTO & RV SALES INC				
1372	Vehicle Repairs to K93	281-345-981.00	1,089.00	1,089.00
Lease	11/18/16 - 2/18/17	205-315-755.00	900.00	900.00
1373	Oil Change - 2009 Tahoe	205-315-934.02	39.95	39.95
1371	Oil Change - 2017 Interceptor	205-315-934.02	39.95	39.95
TOTAL VENDOR ANDERSON AUTO & RV SALES INC				2,068.90
VENDOR NAME: APCO INTERNATIONAL				
423531	Training - A. Primeaux EMD-M	266-326-881.00	199.00	199.00
42359	Training - A. Primeaux EMD-M	266-326-881.00	389.00	389.00
TOTAL VENDOR APCO INTERNATIONAL				588.00
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677580692	Airport Supplies	216-585-755.01	44.38	44.38
		216-585-745.00	48.39	92.77
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				92.77
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753458203	March 2017 - Telephone Services	101-103-850.00	72.08	72.08
906753220903	March 2017 - Telephone Services	101-103-850.00	440.14	440.14
TOTAL VENDOR AT&T - CAROL STREAM, IL				512.22
VENDOR NAME: AT&T MOBILITY				
287252150867X0308201	906-792-0211 & 906-792-5968	101-132-850.00	63.22	63.22
TOTAL VENDOR AT&T MOBILITY				63.22
VENDOR NAME: AUTOMOTIVE SUPPLY CO.				
080401915	Brake Cleaner (Airport)	216-585-742.00	8.78	8.78
TOTAL VENDOR AUTOMOTIVE SUPPLY CO.				8.78
VENDOR NAME: BARSTOW, SELSOR, & KLUMB P.C.				
7451	GAL 16-4429-859	101-148-807.00	620.00	620.00
TOTAL VENDOR BARSTOW, SELSOR, & KLUMB P.C.				620.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
21668	Oil Change - 2016 Ford Explorer	205-315-934.02	32.90	32.90
21670	Oil Change - 2017 Ford Explorer	205-315-934.02	32.90	32.90
21684	Vehicle Maintenance - 2008 Chevy Tahoe	205-315-934.02	380.22	380.22
21704	Oil Change - 2016 Ford Explorer	205-315-934.02	32.90	32.90
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				478.92
VENDOR NAME: BLUETARP FINANCIAL, INC.				
D92572	Inmate Medical Supplies	101-301-770.01	243.00	243.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				243.00
VENDOR NAME: BODY WORKS PLUS				
M268846	Replace Windshield	205-315-934.02	240.00	240.00
TOTAL VENDOR BODY WORKS PLUS				240.00
VENDOR NAME: BP				
49856001	Road Patrol Gasoline Sales	205-315-742.00	430.01	430.01
TOTAL VENDOR BP				430.01
VENDOR NAME: CARQUEST AUTO PARTS				
559401	Various Invoices - Buildings & Grounds	101-265-742.00	(27.00)	125.88
		101-265-742.00	139.49	
		101-265-742.00	13.39	
TOTAL VENDOR CARQUEST AUTO PARTS				125.88
VENDOR NAME: CELLCOM				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CELLCOM				
216675	Airport - Cellular Services	216-585-850.00	54.70	54.70
219201	Cellular Services	292-663-850.00	40.16	120.48
		292-664-850.00	40.16	
		292-665-850.00	40.16	
223042	Medical Examiner Cellular Services	101-648-850.00	57.05	57.05
TOTAL VENDOR CELLCOM				232.23
VENDOR NAME: CENEX FLEETCARD				
999168	Gasoline Sales	292-665-860.00	47.61	47.61
TOTAL VENDOR CENEX FLEETCARD				47.61
VENDOR NAME: CITY OF MENOMINEE				
April 2017	Monthly Rent	266-326-942.00	351.67	351.67
4469	Gasoline Sales	101-265-742.00	48.61	91.90
		101-265-742.00	24.70	
		101-301-742.00	10.52	
		101-215-860.00	8.07	
4473	Road Patrol Gasoline Sales	205-315-742.00	1,119.61	1,119.61
TOTAL VENDOR CITY OF MENOMINEE				1,563.18
VENDOR NAME: CLOVERLAND PAPER CO				
113773	Janitorial Supplies	101-265-755.01	167.70	167.70
113649	Inmate Supplies	101-301-770.00	387.40	387.40
113722	Annex - Janitorial Supplies	101-265-755.01	30.37	30.37
113723	Courthouse - Janitorial Supplies	101-265-755.01	139.17	139.17
TOTAL VENDOR CLOVERLAND PAPER CO				724.64
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUT				
27380	Shredding Documents (3/10/17)	101-265-801.00	57.03	57.03
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUT				57.03
VENDOR NAME: CVS PHARMACY INC.				
6005432044049416	Inmate Medical Supplies	101-301-770.01	56.59	56.59
TOTAL VENDOR CVS PHARMACY INC.				56.59
VENDOR NAME: DICKINSON COUNTY HEALTHCARE				
1221008846-0003	Autopsy - Anthony S. Williams	101-648-836.00	2,270.30	2,270.30
TOTAL VENDOR DICKINSON COUNTY HEALTHCARE				2,270.30
VENDOR NAME: DTE ENERGY				
462245200011	Annex	101-261-920.04	169.71	169.71
TOTAL VENDOR DTE ENERGY				169.71
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
02290	FOC - Wireless Keyboard & Mouse, Rotary Card File	101-141-727.00	133.93	133.93
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				133.93
VENDOR NAME: HANNA, BRENDA				
Reimbursement	Post Office Mileage	101-253-860.00	25.38	25.38
TOTAL VENDOR HANNA, BRENDA				25.38
VENDOR NAME: HANSON, JUDI				
Reimbursement	Uniform Allowance	205-315-745.00	46.63	46.63
TOTAL VENDOR HANSON, JUDI				46.63
VENDOR NAME: HENSLEY, RN, JOEL				
March 2017	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
Blood Draw	J.M. (3/1) G.P.(3/16) S.H.(3/8) S.R.(3/16)	101-267-801.01	400.00	400.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,765.00
VENDOR NAME: IDENTISYS, INC.				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: IDENTISYS, INC.				
325527-R	Body Camera (x16) & Freight	205-315-755.00	69.34	7,989.34
		205-315-934.03	7,920.00	
TOTAL VENDOR IDENTISYS, INC.				7,989.34
VENDOR NAME: J S ELECTRONICS, INC.				
19638	Maintenance on Camera system	205-315-934.02	168.88	168.88
19659	Light Bar Maintenance	205-315-934.02	80.00	80.00
19664	Maintenance Check on Jail Radios	101-301-934.01	39.13	39.13
TOTAL VENDOR J S ELECTRONICS, INC.				288.01
VENDOR NAME: JENNINGS, PATRICK L.				
2017-013-MI	Court Appointed Legal (Joslin)	101-148-807.00	60.00	60.00
2017-005-MI	Court Appointed Legal (Wodrazk)	101-148-807.00	55.00	55.00
TOTAL VENDOR JENNINGS, PATRICK L.				115.00
VENDOR NAME: KLUMB, JOANN				
Reimbursement	Mileage - Personnel Manual Meeting	101-215-860.00	23.00	23.00
TOTAL VENDOR KLUMB, JOANN				23.00
VENDOR NAME: LARRY L.D. KING, DVM				
32455	Vesta - K9 Care	101-301-881.01	133.00	133.00
TOTAL VENDOR LARRY L.D. KING, DVM				133.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
91502	Business Cards (x500) D. Lesperance	101-253-727.00	60.75	60.75
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				60.75
VENDOR NAME: LUFTS ADVERTISER, INC.				
3/8/17	County Directories (x300)	101-215-970.00	780.00	780.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				780.00
VENDOR NAME: MARINETTE FARM & GARDEN				
388670	K9 Supplies	101-301-881.01	125.97	125.97
TOTAL VENDOR MARINETTE FARM & GARDEN				125.97
VENDOR NAME: MENACHER, DAN				
Reimbursement	Online Code Access (MADCAD 1 Yr)	249-371-802.00	300.00	300.00
TOTAL VENDOR MENACHER, DAN				300.00
VENDOR NAME: MENARDS - MARINETTE				
30033	Inmate Supplies	101-301-770.00	33.13	33.13
30448	Inmate Supplies	101-301-770.00	97.95	97.95
30700	Building Purchase Supplies	101-103-998.11	101.31	101.31
30519	Building Purchase Supplies	101-103-998.11	114.67	114.67
30578	Janitorial Supplies	101-265-755.01	169.00	169.00
30579	Building Maintenance Supplies	101-265-930.01	28.89	28.89
30443	Supplies for New Building	101-103-998.11	165.14	165.14
30306	Supplies for Courthouse Moves	101-103-998.12	15.78	15.78
30307	Building & Ground Supplies	101-265-755.00	60.22	60.22
30520	Well Startup Materials (Parks)	208-751-920.00	135.88	135.88
30162	Inmate - Refrigerator	280-362-755.00	437.00	437.00
30164	Inmate Supplies	280-362-755.00	15.00	15.00
TOTAL VENDOR MENARDS - MARINETTE				1,373.97
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
551-483423	Power to Radio - February 2017	101-301-934.01	57.47	57.47
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				57.47
VENDOR NAME: MGT OF AMERICA, INC.				
29553	DHS 286 Billings (Jan-Mar) FOC	101-141-801.00	1,364.00	1,364.00
TOTAL VENDOR MGT OF AMERICA, INC.				1,364.00
VENDOR NAME: MI FAMILY SUPPORT COUNCIL				
Registration	Fall Conference (Barrette & Topper)	101-141-860.00	150.00	150.00

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MI FAMILY SUPPORT COUNCIL				
TOTAL VENDOR MI FAMILY SUPPORT COUNCIL				150.00
VENDOR NAME: MICHIGAN COUNTIES WORKERS' 3070	Premium Adjustment - 2nd Qtr Installment	216-585-716.00	691.24	691.24
TOTAL VENDOR MICHIGAN COUNTIES WORKERS'				691.24
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I 0126007-001	Family Court/Probate - Office Supplies	101-148-727.00	8.75	22.75
		101-132-727.00	14.00	
0126015-001	Sheriff Department - Office Supplies	101-301-727.00	57.04	57.04
0125904-001	Office Supplies - Clerk's Office	101-215-727.00	19.00	19.00
0125825-001	Office Supplies - Family/Probate	101-132-727.00	7.99	15.98
		101-148-727.00	7.99	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				114.77
VENDOR NAME: MOTOROLA 13153358	Batteries (x2)	205-315-934.01	84.00	84.00
TOTAL VENDOR MOTOROLA				84.00
VENDOR NAME: MURPHY, KEITH Reimbursement 6289	Juvenile Transport - Mileage Juvenile Transport	101-132-801.00	114.49	114.49
		101-132-801.01	30.00	102.00
		101-132-801.00	72.00	
TOTAL VENDOR MURPHY, KEITH				216.49
VENDOR NAME: NMCOA TREASURER Dues	Daniel Menacher	249-371-802.00	100.00	100.00
TOTAL VENDOR NMCOA TREASURER				100.00
VENDOR NAME: NORTHERN MI LAW ENFORCEMENT TRNG GR 948	Training (Luke Wert)	282-302-881.00	240.00	240.00
TOTAL VENDOR NORTHERN MI LAW ENFORCEMENT TRNG GR				240.00
VENDOR NAME: NORTHERN MICHIGAN FAMILY Registration	Spring Conference (Barrette & Bourgeois)	101-141-802.00	25.00	50.00
		215-141-860.00	25.00	
TOTAL VENDOR NORTHERN MICHIGAN FAMILY				50.00
VENDOR NAME: OWENS, KAREN A. 3/15/17	After School Program	292-668-801.00	189.00	189.00
TOTAL VENDOR OWENS, KAREN A.				189.00
VENDOR NAME: PAN-O-GOLD BAKING CO. 40068317055001	Inmate Supplies	101-301-770.00	123.20	123.20
TOTAL VENDOR PAN-O-GOLD BAKING CO.				123.20
VENDOR NAME: PHILLIPPS, RANDALL March 2017	Court Appointed - Show Cause	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
TOTAL VENDOR PHILLIPPS, RANDALL				1,500.00
VENDOR NAME: POUPORE COLLISION & TOWING 3/9/17	Deductible - 2016 Ford Explorer	205-315-934.02	250.00	250.00
3/09/17	Vehicle Maintenance - 2017 Ford Explorer	205-315-934.02	74.00	74.00
TOTAL VENDOR POUPORE COLLISION & TOWING				324.00
VENDOR NAME: PRINTERSPLUS! 14986	Envelopes (PA123)	517-252-727.00	157.50	157.50

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PRINTERSPLUS!				
TOTAL VENDOR PRINTERSPLUS!				157.50
VENDOR NAME: QUILL CORPORATION				
4842493	911 Office Supplies	266-325-727.00	133.99	133.99
5143374	PA Office Supplies	101-267-727.00	19.95	19.95
5138031	PA Office Supplies	101-267-727.00	13.96	13.96
4843449	PA Office Supplies	101-267-727.00	260.46	260.46
TOTAL VENDOR QUILL CORPORATION				428.36
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
00719820172	Drug Testing	296-667-730.00	35.60	35.60
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				35.60
VENDOR NAME: REINHART FOODSERVICE				
119944	Inmate Supplies	101-301-770.00	1,072.25	1,072.25
120577	Inmate Supplies	101-301-770.00	101.86	101.86
125366	Inmate Supplies	101-301-770.00	611.16	611.16
TOTAL VENDOR REINHART FOODSERVICE				1,785.27
VENDOR NAME: RERUN FURNITURE				
12024	Flat Top Book Shelf (Equalization)	101-257-727.00	475.00	475.00
TOTAL VENDOR RERUN FURNITURE				475.00
VENDOR NAME: RIVERSIDE FORD				
23304	Vehicle Maintenance	205-315-934.02	454.69	454.69
TOTAL VENDOR RIVERSIDE FORD				454.69
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
46036	Grade 1 Lever & Keys	101-103-998.12	181.95	181.95
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				181.95
VENDOR NAME: SCHROUD, MARGARET				
Reimbursement	Countertop	101-257-727.00	46.41	46.41
TOTAL VENDOR SCHROUD, MARGARET				46.41
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	94.16	94.16
TOTAL VENDOR SEXTON, RICHARD				94.16
VENDOR NAME: STANDARD INSURANCE COMPANY				
April 2017	Life Insurance Premium	101-101-713.00	21.24	21.24
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-285-713.00	4.72	
		101-301-713.00	51.92	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	9.44	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	25.96	
		266-325-713.00	16.52	
		266-326-713.00	2.36	

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY TOTAL VENDOR STANDARD INSURANCE COMPANY				224.20
VENDOR NAME: STATE OF MICHIGAN				
D95A	Jan, Feb, Mar 2017 (District)	101-136-931.01	3,549.86	3,549.86
6294	Chargeback December 2016/January 2017	292-662-843.01	7,043.62	7,043.62
TOTAL VENDOR STATE OF MICHIGAN				10,593.48
VENDOR NAME: STATE OF MICHIGAN POB 30266				
551-483423	3-Way Line (1/1 - 3/31/17)	101-301-976.00	1,765.00	1,765.00
TOTAL VENDOR STATE OF MICHIGAN POB 30266				1,765.00
VENDOR NAME: STEPHEN VAN EYCK				
6291	Juvenile Transport	101-132-801.01	30.00	102.00
		101-132-801.00	72.00	
TOTAL VENDOR STEPHEN VAN EYCK				102.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
023851	Gasoline Sales (Parks)	208-751-742.00	78.89	78.89
462643	Park Supplies	208-751-755.02	4.48	66.53
		208-751-742.00	38.44	
		208-751-742.00	33.99	
		208-751-742.00	(10.38)	
023851	Gasoline Sales	208-751-742.00	78.89	78.89
015579	Road Patrol Gasoline Sales	205-315-742.00	2,204.78	2,204.78
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,429.09
VENDOR NAME: SVINICKI, GAIL M.				
Reimbursement	Registered Mail (2016-015633-DS)	101-267-804.00	16.06	16.06
TOTAL VENDOR SVINICKI, GAIL M.				16.06
VENDOR NAME: TD CARWASH				
20189	Car Washes (x10)	205-315-934.02	70.00	70.00
TOTAL VENDOR TD CARWASH				70.00
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
80693	Move Extensions (Equalization)	101-103-998.12	231.81	231.81
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				231.81
VENDOR NAME: U.E.S. COMPUTERS, INC.				
78337	Cisco Maintenance (Jail)	218-656-857.00	74.00	74.00
78282	Symantec Endpoint Protection	218-656-857.00	24.50	24.50
TOTAL VENDOR U.E.S. COMPUTERS, INC.				98.50
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
326364429	Bizhub 423 Copier	101-172-942.00	133.07	133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				133.07
VENDOR NAME: UPCAP SERVICES INC				
Dues	2017 UPCAP Dues	101-103-802.00	1,000.00	1,000.00
TOTAL VENDOR UPCAP SERVICES INC				1,000.00
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	Mileage & Meals	101-131-860.00	181.00	181.00
TOTAL VENDOR VALENTI, SUSAN F.				181.00
VENDOR NAME: VALLEY MECHANICAL, INC.				
3269	Thermostat for Hot Water Tank & Install	101-265-934.00	400.45	400.45
TOTAL VENDOR VALLEY MECHANICAL, INC.				400.45
VENDOR NAME: VERIZON WIRELESS				

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 03/23/2017 - 03/23/2017  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VERIZON WIRELESS				
9781258907	Cellular Services	101-265-850.01	159.02	977.18
		101-301-850.00	452.34	
		101-426-850.00	2.53	
		101-682-850.00	32.45	
		205-315-850.00	330.40	
		286-325-850.00	0.44	
TOTAL VENDOR VERIZON WIRELESS				977.18
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00010	1000 9th Street	101-265-920.03	15.17	49.88
		101-265-920.04	34.71	
0402047856-00005	Kleinke Park	208-751-920.01	40.63	40.63
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				90.51
GRAND TOTAL:				51,417.43

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Sherry DuPont

03/24/2017  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



# Public Health Delta & Menominee Counties

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## Board of Health AGENDA

February 16, 2017  
1:00 p.m. (CST), 2:00 p.m. (EST)  
Pinecrest Medical Care Facility  
Powers, MI

### Board Members:

Jan Hafeman  
Larry Schei

Amanda Hess  
Gerard Tatrow

Patrick Johnson  
Tom Trudgeon

### Public Health Staff:

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

- 1) Call to Order/Roll Call
- 2) Approval of February 16, 2017 Agenda
- 3) Public Comment on Agenda Items (five minutes maximum)
- 4) Approval of January 19, 2017 Board of Health Meeting Minutes
- 5) Environmental Health Board of Appeals
- 6) Finance Committee
  - a. FY 2017 First Quarter Report
  - b. American Express Statement
- 7) Review and Approval of January Check Register
- 8) Medical Director's Report
- 9) Health Officer's Report
- 10) Public Comment (three minutes maximum)
- 11) Board Member Comments
- 12) Adjournment



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Pinecrest Medical Care Facility  
Powers, MI

### Meeting Minutes

Thursday, February 16, 2017

#### Board Members Present

Jan Hafeman  
Larry Schei

Amanda Hess  
Gerard Tatrow

Patrick Johnson (via phone)  
Tom Trudgeon

#### Public Health Staff

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

#### 1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on February 16, 2017. The meeting was called to order at 1:00 p.m. CST by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Mr. Johnson was not able to attend in person, but joined via teleconference. Ms. Hess joined the meeting at 1:10 p.m.

#### 2. Approval of Agenda

Chairman Trudgeon would like to add agenda item 6c, MCIR Funding.

**Mr. Schei moved the addition of agenda item 6c MCIR Funding to the agenda, be approved. Motion was supported by Ms. Hafeman and carried.**

**Ms. Hafeman moved to approve the amended February 16, 2017 agenda. Motion was supported by Mr. Schei and carried.**

**3. Public Comment**

There was no public comment.

**4. Approval of Minutes**

**Ms. Hafeman moved the minutes from January 19, 2017, be approved. Motion was supported by Mr. Tatrow and carried.**

**5. Environmental Health Board of Appeals (EHBA)**

Mr. Snyder updated the BOH on the status of the individuals who agreed to participate in the EHBA. He stated he also received a phone call from Mr. Donald Mlostek wondering if a date/time has been set for his appeal request. Mr. Snyder informed him the tentative date is scheduled for March 7, 2017. He will send a letter to the appointees, along with guidelines regarding the appeal process.

**Ms. Hafeman moved Ray Fettig; Dave Holmgren, P.E.; Randy Demeuse, RS; Bryan Kozikowski; and Chuck Schwenner, be appointed to the EHBA, with Dennis Bittner, P.E., being designated as an alternate. Motion was supported by Mr. Schei and carried.**

**6. Finance Committee**

**a. FY2017 First Quarter Report**

Chairman Trudgeon gave an overview on the FY 2017 First Quarter Report.

**Ms. Hafeman moved the FY 2017 First Quarter Report be acknowledged and placed on file. Motion was supported by Mr. Tatrow and carried.**

**b. American Express Statements**

Ms. Hafeman briefed the BOH on the American Express Statements from November, December, and January.

**Chairman Trudgeon moved the American Express statements be acknowledged and placed on file. Motion was supported by Ms. Hafeman and carried.**

**c. MCIR Funding**

Chairman Trudgeon and Mr. Snyder informed the BOH on the status of the MCIR Funding and amount of local funds that continue to be put into the program; due to lack of additional funding from the State. Mr. Snyder has repeatedly contacted Mr. Robert Swanson, but still has not heard any response. It was suggested a letter be written and signed by Mr. Snyder and Chairman Trudgeon and mailed to Mr. Swanson.

**Ms. Hafeman moved a letter be drafted to Mr. Swanson stating if PHDM does not receive additional funding for the MCIR program, they will not renew the contract for FY 2018. Motion was supported by Mr. Tatrow and carried.**

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

The Board of Health reviewed the January check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

**Ms. Hafeman moved the January check register be approved. Motion was supported by Mr. Schei and carried.**

**8. Medical Director's Report**

Dr. Frankovich informed the BOH that the flu has finally hit the area and positive tests are now being seen. The vaccine seems to have been a good match this year. She also gave an overview of the Family Planning program and how it impacts women in their child bearing years. Data reported from 2014 showed there were about 67 million women of child-bearing age (13 to 44 years) in the U.S. Of those, roughly 38 million were not pregnant or wishing to become pregnant and were sexually active—hence, needing contraception. Twenty million of those women were in need of publicly-funded reproductive health services because they were low income and/or adolescents. Four out of every 10 women reported that these publicly funded services were their only source of healthcare.

Approximately 75% of the funding for the Family Planning program comes from Medicaid reimbursement for services, 12% from State funding, 10% from federal Title X, and 3% from other sources. It has been calculated that for every \$1 invested in publicly

funded Family Planning services, saves approximately \$7 in Medicaid expenses for pregnancy, delivery, and early childhood care.

Publicly funded reproductive health services are provided in multiple venues: 38% in federally qualified health centers, 29% in health departments, 10% through Planned Parenthood agencies, and the remaining are in hospitals or other clinic settings. Services include: education; screening for cervical cancer; immunizations; physical exams; contraception; and the testing, diagnosis and treatment of STI's. Dr. Frankovich emphasized that contrary to some information circulating, there is no federal funding for abortion in Planned Parenthood clinics. Furthermore, federal Medicaid dollars do not cover abortion in any setting except in the case of rape, incest or a health threat to the mother's life. In 2014, it was estimated publicly funded reproductive health programs helped women avoid:

- 2 million unintended pregnancies
- 1 million unintended births
- 700,000 abortions
- 3,700 cases of cervical cancer
- 2,100 cervical cancer deaths

Last year, PHDM served 726 clients, which is 344% of the caseload they are required to have by State funding. Of those, 10% were males, 72% were at or below 250% of the federal poverty level, while 86% were less than 150% of the federal poverty level. In summary, Dr. Frankovich noted the PHDM Family Planning program is an enormous community asset and that while individuals may have personal/religious concerns about reproductive health programs, there is absolutely no doubt about their value in improving the health of populations.

**9. Health Officer's Report**

- PHDM is currently undergoing their annual audit. Mr. Snyder asked the BOH members if they received their questionnaires from the audit company; which they had.
- PHDM received an email regarding the possible repeal of the Affordable Care Act. If repealed, it will affect the Prevention and Public Health funding, including losing approximately \$10,000 in Lead Poisoning Prevention and \$14,000 in the Immunization programs. Other cuts would be testing ticks for Lyme's Disease and the Public Health Accreditation program.

**10. Public Comment (three minutes maximum)**

No public comment.

**11. Board Member Comments**

- Ms. Hafeman would like the BOH to consider moving the BOH meeting scheduled for September 28, 2017, be moved from 1:00 p.m. to 4:00 p.m. C.S.T. They will vote on the request at the March 16, 2017, BOH meeting.

**12. Adjournment**

**There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 2:11 p.m. CST. Motion was supported by Mr. Tatrow and carried.**

*Thomas L. Polyzos 3-16-17*

Chairperson

:kg

Approved March 16, 2017

*KH*

**Menominee-Delta-Schoolcraft  
Community Action Agency  
GOVERNING BOARD MEETING  
Thursday, January 12, 2017  
511 First Avenue North, Escanaba MI  
12:30 p.m. (EST)**

**MINUTES**

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

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

Julie Moberg, Executive Director  
Naomi Fletcher, Weatherization Director  
Cathy Pearson, Executive Assistant  
Connie Maule, SCP Director  
Peggy Ramsden, FGP Director  
Erin Russell, Family Community Coordinator  
Sarah Cantrell, RSVP Director  
Kris Thibeault, Finance Director  
Sally Kidd, Senior Services Director

**MEMBERS ABSENT**

Geri Nelson, excused  
Andrea Raygo, excused  
Shanna Jasmin, excused  
Ken Penokie  
Peter Thoune  
Dave Moyle

**APPROVAL OF NOVEMBER 10, 2016 GOVERNING BOARD MINUTES & REVISED BOARD SCHEDULE FOR 2017**

Members received a draft of the 11/10/16 Governing Board minutes for their review and a revised copy of the board meeting schedule changing the September meeting from the 4<sup>th</sup> (Labor Day) to the 7<sup>th</sup>. **JOHN STAPLETON MOVED TO APPROVE THE 11/10/16 GOVERNING BOARD MINUTES AND THE REVISED BOARD MEETING SCHEDULE, - SECONDED BY CLYDE THOUNE; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer Kleikamp who reported that the Finance Committee met today and reviewed the CAA November Accounts Payable Schedule and recommends their approval. **THE CAA NOVEMBER ACCOUNTS PAYABLE SCHEDULES WAS APPROVED WITH A MOTION FROM CLYDE THOUNE, SUPPORTED BY CRAIG REITER; MOTION CARRIED.**

The committee also reviewed and recommends approval of a sole source purchase of two vision screeners for \$15,044.42 and **THIS WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also recommends authorizing the Treasurer to be on the CAA General Account and Payroll Account **AND THIS WAS AUTHORIZED WITH A MOTION FROM DAVE ANTHONY, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

#### **SAFETY COMMITTEE REPORT**

The Chair called on Tom Lippens who reported that the committee met on 12/6/16 and reviewed one accident in the Early Childhood Program. **THE SAFETY COMMITTEE REPORT WAS APPROVED WITH A MOTION FROM CLYDE THOUNE; SUPPORTED BY DAN LAFOILLE; MOTION CARRIED.**

#### **APPROVAL OF SHANNA JASMIN TO REPLACE AMANDA ELY AS THE POLICY COUNCIL REPRESENTATIVE ON THE GOVERNING BOARD**

Members were informed that the Head Start Policy Council has appointed Shanna Jasmin to be their representative on the Governing Board. Myra Croasdell disclosed that Shanna is her niece. **SUSAN KLEIKAMP MOTIONED TO APPROVE SHANNA JASMIN TO REPLACE AMANDA ELY AS THE POLICY COUNCIL REPRESENTATIVE ON THE GOVERNING BOARD, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

#### **APPROVAL OF UNION CONTRACT**

This was tabled.

#### **ACCEPTANCE OF NOVEMBER ECP MONTHLY REPORT**

Members were mailed a copy of the November ECP monthly report. There were no questions and **IT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY CRAIG REITER; MOTION CARRIED.**

#### **APPROVAL OF 11/29/2016 HEAD START POLICY COUNCIL MINUTES**

Members were mailed a copy of the 11/29/2016 Head Start Policy Council minutes. There were no questions and **THEY WERE APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.**

#### **APPROVAL OF ECP ATTENDANCE PROCEDURE**

Members were mailed a copy of the revised Early Childhood Program Attendance Procedure and **IT WAS APPROVED WITH A MOTION FROM CRAIG REITER, SECONDED BY CLYDE THOUNE; MOTION CARRIED.**

**Thursday, January 12, 2017**

**Page 3**

### **UPDATE ON THE STRATEGIC PLAN GOALS**

The Chair called on Julie Moberg who indicated that the Organizational Standards required a yearly review of the Strategic Plan. She noted that we are through our first year of the plan and members were mailed a copy of the plan goals indicating what has been done this past year. She told the board that staff have worked diligently on family education and increasing collaborative partners. **CLYDE THOUNE MOVED TO APPROVE THE STRATEGIC PLAN GOALS UPDATE, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

### **EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on the Executive Director who reported that she and the ECP Director, Myra Smeester, attended regional Head Start training in Chicago on the new program regulations. Myra and her staff are working hard to make sure we will be in compliance.

The Head Start duration grant request has been approved. This will extend the time in the classrooms to meet the new performance standards. The program is fully enrolled at this time.

One of the new focus areas is on attendance which is one reason you were presented with a revised attendance procedure.

The union contract has been negotiated. It is before the union members for ratification and then will be brought to the full board.

We have had a complaint filed with the Dept. of Civil Rights from an employee who disagrees with her termination.

**CRAIG REITER MOTIONED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY DAVE ANTHONY; MOTION CARRIED.**

### **PUBLIC COMMENT**

There were no public comments.

### **OTHER BUSINESS**

There was no further business.

### **ADJOURNMENT**

There being no other business **THE MEETING ADJOURNED AT 1:00 P.M. WITH A MOTION FROM CRAIG REITER, SUPPORTED BY DAVE ANTHONY; MOTION CARRIED.**

**NEXT MEETING IS THURSDAY, MARCH 9, 2017**

**Menominee-Delta-Schoolcraft  
Human Resources Authority  
GOVERNING BOARD MEETING  
Thursday, January 12, 2017  
511 First Avenue North, Escanaba MI  
12:45 p.m. (EST)**

**MINUTES**

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

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

Julie Moberg, Executive Director  
Naomi Fletcher, Weatherization Director  
Cathy Pearson, Executive Assistant  
Connie Maule, SCP Director  
Peggy Ramsden, FGP Director  
Erin Russell, Family Community Coordinator  
Sarah Cantrell, RSVP Director  
Kris Thibeault, Finance Director  
Sally Kidd, Senior Services Director

**MEMBERS ABSENT**

Gerri Nelson, excused  
Andrea Raygo, excused  
Shanna Jasmin, excused  
Ken Penokie  
Peter Thoune  
Dave Moyle

**APPROVAL OF NOVEMBER 10, 2016 GOVERNING BOARD MINUTES & REVISED BOARD SCHEDULE FOR 2017**

Members received a draft of the 11/10/16 Governing Board minutes for their review and a revised copy of the board meeting schedule changing the September meeting from the 4<sup>th</sup> (Labor Day) to the 7<sup>th</sup>. **JOHN STAPLETON MOVED TO APPROVE THE 11/10/16 GOVERNING BOARD MINUTES AND THE REVISED BOARD MEETING SCHEDULE, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer Kleikamp who reported that the Finance Committee met today and reviewed the HRA November Accounts Payable Schedule and recommends their approval. **THE HRA NOVEMBER ACCOUNTS PAYABLE SCHEDULES WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.**

The committee also reviewed and recommends approval of a sole source bid from Ness Contracting for \$30,375 to remodel the front entrance of the administrative office building. **DAN LAFOILLE MOVED TO APPROVE THE BID FROM NESS CONTRACTING, SECONDED BY TOM LIPPENS; MOTION CARRIED.** The committee also recommends authorizing the Treasurer to be on the HRA General Account, Payroll and Housing Accounts **AND THIS WAS AUTHORIZED WITH A MOTION FROM DAVE ANTHONY, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

**AUTHORIZATION TO SUBMIT A NEW FUNDING REQUEST TO THE SUPERIOR HEALTH FOUNDATION FOR RSVP TRANSPORTATION**

The Chair called on Sarah Cantrell, RSVP Director, who reported that we have volunteers that transport people to get groceries or prescriptions and for medical appointments. Since there is a big demand for this service Sarah is seeking authorization to apply for funds to be used to pay for mileage in these instances. **SUSAN KLEIKAMP MOVED TO AUTHORIZE THE SUBMISSION OF A FUNDING REQUEST TO THE SUPERIOR HEALTH FOUNDATION FOR RSVP TRANSPORTATION, SECONDED BY CRAIG REITER; MOTION CARRIED.**

**APPROVAL OF SHANNA JASMIN TO REPLACE AMANDA ELY AS THE POLICY COUNCIL REPRESENTATIVE ON THE GOVERNING BOARD**

Members were informed that the Head Start Policy Council has appointed Shanna Jasmin to be their representative on the Governing Board. Myra Croasdell disclosed that Shanna is her niece. **DAN LAFOILLE MOTIONED TO APPROVE SHANNA JASMIN TO REPLACE AMANDA ELY AS THE POLICY COUNCIL REPRESENTATIVE ON THE GOVERNING BOARD, SECONDED BY DAVE ANTHONY; MOTION CARRIED.**

**ACCEPTANCE OF PROGRAM MONTHLY REPORTS**

Members received copies of the FGP, SCP & RSVP Oct./Nov. monthly reports, the first quarter Client Services report and the 2016 in-home services customer satisfaction report. There were no questions **AND THEY WERE ACCEPTED UPON A MOTION FROM LEE ROBBER, SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.**

**APPROVAL OF ADVISORY COMMITTEE MINUTES**

Members were mailed copies of the following Advisory Committee minutes for their review:

- 10/14 (Men), 11/18 (School), 12/8/16 (Delta) FGP Advisory Committee minutes
- 11/9 (Men), 11/30/16 (School) SCP Advisory Committee minutes
- 10/20 (Delta), 11/15 (M/M), 11/17/16 (Delta) RSVP Advisory Committee minutes
- 12/12/16 (Hermansville) Senior Center Advisory Committee minutes

There were no questions and **THEY WERE ACCEPTED WITH A MOTION FROM CLYDE THOUNE, SECONDED BY CRAIG REITER; MOTION CARRIED.**

### **UPDATE ON THE STRATEGIC PLAN GOALS**

The Chair called on Julie Moberg who indicated that the Organizational Standards required a yearly review of the Strategic Plan. She noted that we are through our first year of the plan and members were mailed a copy of the plan goals indicating what has been done this past year. She told the board that staff have worked diligently and have made significant strides in marketing our programs and services. **CRAIG REITER MOVED TO APPROVE THE STRATEGIC PLAN GOALS UPDATE, SUPPORTED BY MYRA CROASELL; MOTION CARRIED.**

### **AUTHORIZATION TO MANAGE SCHOOLCRAFT CDBG PROGRAM INCOME FUND**

Karen Wigand called on Naomi Fletcher, Weatherization/Housing Director, who explained that the lack of current funding for housing rehabilitation has prevented the City of Manistique or the EDC to manage the minimal amount of program income that has recently been paid from mortgage liens that were secured for housing rehabilitation through MSHDA's Small Cities grant program that was originally managed by the Schoolcraft Economic Development Commission. The City asked if MDS CAA would manage said funds similar to our agreement with Schoolcraft County. **DAN LAFOILLE MOVED TO AUTHORIZE MDS CAA TO MANAGE THE SCHOOLCRAFT COUNTY CDBG PROGRAM INCOME FUND, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

### **EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on the Executive Director who reported that the Weatherization Program is meeting its targeted goals so far. Naomi has worked out a process with Marquette staff for the intake process and energy audits. Eleven jobs have been completed so far this year.

Julie reported that SCP and FGP have moved to an easy to read monthly report for the Board. The Senior Companion Program held a fundraiser in December and raised \$1695. Both programs had Christmas parties for their volunteers.

She noted that Sarah Cantrell provided a comprehensive year-end look in her RSVP board report which is quite impressive. She also requested and received \$1,000 donation from the Sackerson Foundation and is also writing grants to the United Way and Superior Health Foundation. The RSVP volunteers assisted the Red Cross in a blood drive right after Christmas and exceeded their goal.

The Executive Director reported that we are in the thick of heat assistance requests and have just begun our Walk for Warmth campaigns. Walks will be held in Escanaba, Manistique & Menominee on February 25<sup>th</sup>. Julie indicated that she and Cathy will be meeting with DHHS-BCAEO to discuss the lack of administrative funding to administer our heat funds.

Julie Moberg reported that the Senior Centers held their Christmas dinners which are always well attended. She noted that the in-home customer satisfaction report was given to the members, which includes home delivered meals and adult day center services.

Julie informed the board that we continue to clear the complaints with the National Labor Relations Board and the US Wage and Hour Division. Both settlement agreements are made and will be completed by 2/1/2017. There is one more complaint with the MI Department of Civil Rights.

The board was informed that we continue to see people daily who are in need of housing assistance, even in winter. Our new Homeless Resource Specialist is serving people in all three counties. On a related note the Executive Director reported that we will be hosting a Bachelor level social work intern for four months starting in January. She will be working with the homeless program and with the personal care program.

Julie reported that the Welcome Newborns program has been a good fit for this office, particularly for the close referrals with the Early Childhood Program.

**CRAIG REITER MOTIONED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.**

#### **PUBLIC COMMENT**

The Chair noted that in the Finance Committee it was strongly recommended that the Nutrition menu be put back in the monthly senior newsletters.

#### **OTHER BUSINESS**

There was some discussion on whether the cancellation of board meetings should occur if schools are cancelled in any of our three-county service area. **DAVE ANTHONY MOVED TO HAVE BOARD MEETING CANCELLATIONS FOLLOW THE SAME AS SCHOOL CLOSINGS IN ANY OF OUR THREE COUNTIES, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

#### **ADJOURNMENT**

There being no other business **THE MEETING ADJOURNED AT 1:40 P.M. WITH A MOTION FROM LEE ROBBERT, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

**NEXT MEETING IS THURSDAY, MARCH 9, 2017**

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**February 9, 2017 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

J. Nelson, Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, Administrative Assistant conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X *			Negro, Mari		X	
Hamm, Ray	X			Nelson, John	X		
Hofer, Millie	X*			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia		X	
Martin, Ann	X			Schinderle, Katie	X 4:28		
McCole, Gerald	X			Zevitz, Michael Dr.	X 4:05		

\*video television conference from the Northpointe Menominee office

**REPRESENTING ADMINISTRATION:** J. McCarty, B. Ducoli, C. Adrian

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

**PUBLIC COMMENTS** - None

**APPROVAL OR AMEND AGENDA**

Chairperson Nelson asked for approval or amend of agenda.

**ACTION:** Moved to amend the agenda with addition of Start Time of Meetings under New Business.

**Motion by:** G. McCole, supported by J. Luhtanen to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Nelson asked for a motion to approve the January 26, 2017 regular Board meeting minutes.

**ACTION:** Moved to approve the regular Board meeting minutes as presented.

**Motion by:** G. McCole supported by A. Martin to approve the 1-26-17 regular Board meeting minutes.

**Motion carried unanimously.**

M. Zevitz present at 4:05 p.m.

**PRESENTATION** – Jail Services Presenter: Jill Doll

J. Doll, Dickinson County Director/Regional Jail Liaison reviewed with the Board Northpointe's jail services/crisis intervention/jail diversion programs. Miscellaneous questions were addressed regarding referral process; medication administration; etc.

**ACTION ITEMS**

• **Finance**

a) Financial Statement - December, 2016

**ACTION:** A motion was made by G. McCole supported by M. Hofer to approve the Financial Statement – December, 2016. **Motion carried unanimously.**

b) Check Disbursement – December, 2016

**ACTION:** A motion was made by A. Martin supported by G. McCole to approve the Check Disbursement – December, 2016. **Motion carried unanimously.**

c) Contracts 1-26-17 (Birchwood AFC; Ihander AFC; Kutha AFC; Schlaud AFC; Anthony House)

	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Birchwood AFC	Specialized Residential	1/1/17-12/31/17	\$190.78/day	Current \$117.48/day; variable with changes in LOC needs	\$73.30/day decrease
This is a renewal agreement for four residents. Individual rates are determined by their level of care. Decrease due to one resident no longer under contract and one resident's decrease in level of care.						
B.	Ihander AFC	Specialized Residential	1/1/17-12/31/17	\$65.97/day	Same; variable with changes in LOC needs	n/a
This is a renewal agreement for two residents. Individual rates are determined by their level of needs.						
C.	Kutha AFC	Specialized Residential	1/1/17-12/31/17	\$293.90/day	\$200.40/day; variable with changes in LOC needs	\$93.50/day decrease
This is a renewal agreement for five residents. Individual rates are determined by their level of needs. Decrease due to one less resident in the home.						
D.	Schlaud AFC	Specialized Residential	1/1/17-12/31/17	\$454.11/day	\$409.48/day; variable with changes in LOC needs	\$44.63/day decrease
This is a renewal agreement for seven residents. Individual rates are determined by their level of needs. The rate decrease is due to a change in residents.						
E.	Anthony House	Crisis Residential	1/1/17 – 12/31/17	\$53.11/hour case mngt/asmt; \$200/day	\$60/hr case mgmt./assessments; \$225/day	6.89/hr \$25/day
This is a renewal agreement for crisis residential services. Rate increase due to increase in staffing needs to provide safe diversion environment.						

**ACTION:** A motion was made by J. Luhtanen supported by M. Zevitz to approve Contracts 1-26-17 as listed on above grid. **Motion carried unanimously.**

K. Schinderle present at 4:28 p.m.

- **Board By-Laws and Policies**

**ACTION:** A motion was made by J. Luhtanen supported by G. McCole to approve Board By-Laws and Policies as presented. **Motion carried unanimously.**

- **Janitor Pay Scale**

**ACTION:** A motion was made by K. Schinderle supported by J. Luhtanen to approve janitor pay scale with range of \$8.90 to \$12.45. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **Finance**

- a) FY15-16 Final Balance Sheet Income Statement

Miscellaneous questions were addressed regarding the FY15-16 Final Balance Sheet Income Statement. Consensus of the Board is that this item will move forward to the next meeting for approval.

**OUTCOME: Action item for next meeting**

- b) Contracts 2-9-17 (*Waste Mngt of Michigan – Boyington, Iron River & Menominee; Lloyd House Limited Dividend Housing; Bedford Specialized Care; Theresa & Mark Balicki*)

Discussed and reviewed Contracts 2-9-17. Miscellaneous questions were addressed regarding Lloyd House contract, i.e. attendance at Clubhouse, length of contract; contract for Theresa and Mark Balicki is for respite services for children and need for action regarding this contract.

**ACTION:** A motion was made by J. Luhtanen, supported by M. Zevitz that the contract for Theresa and Mark Balicki become an action item at the present meeting.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		McCole, G.	X	
Hamm, R.	X		Peretto, P.	X	
Hofer, M.	X		Schinderle K.	X	
Luhtanen, J.	X		Zevitz M.	X	
Martin, A.	X		Nelson, J.	X	

**Motion carried unanimously.**

**ACTION:** A motion was made by K. Schinderle, supported by M. Zevitz to approve the contract for Theresa and Mark Balicki.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		McCole, G.	X	
Hamm, R.	X		Peretto, P.	X	
Hofer, M.	X		Schinderle K.	X	
Luhtanen, J.	X		Zevitz M.	X	
Martin, A.	X		Nelson, J.	X	

**Motion carried unanimously.**

Contracts 2-9-17 with exception of Theresa and Mark Balicki. Consensus of the Board is that this item will move forward to the next meeting for approval.

**Outcome: Action item for next meeting.**

- c) Vehicle Bids (*Fox Negaunee; Riverside Iron Mountain; Town & Country*)

Discussed and reviewed the four vehicle bids received for two (2) mid-size 4 door sedans.

Miscellaneous questions were addressed and need for action on this item.

**ACTION:** A motion was made by J. Luhtanen, supported by M. Zevitz that Vehicle Bids become an action item at the present meeting.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		McCole, G.	X	
Hamm, R.	X		Peretto P.	X	
Hofer, M.	X		Schinderle K.	X	
Luhtanen, J.	X		Zevitz M.	X	
Martin, A.	X		Nelson J.	X	

**Motion carried unanimously.**

**ACTION:** A motion was made by G. McCole, supported by R. Hamm to accept the bid from Riverside Iron Mountain for two (2) vehicles in the amount of \$19,296.00/each.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		McCole, G.	X	
Hamm, R.	X		Peretto P.	X	
Hofer, M.	X		Schinderle K.	X	
Luhtanen, J.	X		Zevitz M.	X	
Martin, A.	X		Nelson J.	X	

**Motion carried unanimously.**

• **MERS Defined Benefit Plan Closure Projection Study**

Discussed and reviewed the proposed study for Northpointe's MERS Defined Benefit Plan Closure Projection. Cost of study is \$700 – 1 Division and \$500 each additional. Miscellaneous questions were addressed. Consensus of the Board is to discuss at the next Board meeting closure of Northpointe's Defined Benefit Plan but that no study be conducted.

**OUTCOME: Discussion item at next meeting.**

• **Forever Friends Drop In Center**

Discussed and reviewed information regarding Forever Friends Drop In Center that was requested at last Board meeting. Miscellaneous questions were addressed regarding location of facility, transportation, advertisement and attendance.

**OUTCOME: Discuss PR issues with management and Board of Directors of the Drop-In Center.**

• **CEO Report**

Discussed and reviewed CEO Report. Miscellaneous questions were addressed.

• **Start Time of Meetings**

Request was made by Board members to review and discuss start time of meetings due to Board member's work schedules. Consensus was to discuss at next meeting the pros and cons of changing start time of meetings.

**OUTCOME: Discussion item at next meeting**

J. Nelson assumed the Chairperson position.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- J. Nelson stated the Board received a letter from Anderson Tackman inquiring as to if there is any Board member interested in meeting with Anderson Tackman as they are currently conducting an audit. A full report will be presented to the Board once the audit is completed.

**PUBLIC COMMENTS**

None

**BOARD COMMENT**

J. Luhtanen stated that recently Northpointe staff and residents were at Pizza Hut for a gathering this past week and was enjoyed by all and commended staff on a good job.

J. Dehn requested to be placed on the next Board meeting agenda for discussion "Services for Individuals".

J. Nelson on behalf of his mother thanked J. Luhtanen for her assistance during his absence.

**ADJOURN**

A motion was made by G. McCole, supported by M. Zevitz to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 5:50 p.m.

The next regular Board meeting is scheduled for Thursday, February 23, 2017 in Kingsford, Michigan at 4:00 p.m.

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John Nelson, Chairperson

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Mari Negro, Secretary

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Cindy Adrian, Administrative Assistant

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

715 Pyle Drive, Kingsford, MI

February 23, 2017 - 4:00 p.m.

**CALL TO ORDER/ROLL CALL:**

J. Nelson, Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, Administrative Assistant conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet	X *			Negro, Mari	X		
Hamm, Ray	X			Nelson, John	X		
Hofer, Millie	X			Peretto, Patti		X	
Luhtanen, Joan	X			Phillips, Patricia		X	
Martin, Ann		X**		Schinderle, Katie	X 4:30		
McCole, Gerald	X			Zevitz, Michael Dr.	X		

\*video television conference from the Northpointe Menominee office

\*\* Joe Stevens, Board of Commissioner, attending meeting on behalf of Ann Martin.

**REPRESENTING ADMINISTRATION:** J. McCarty, B, Ducoli, C. Adrian

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

**PUBLIC COMMENTS** - None

**APPROVAL OR AMEND AGENDA**

Chairperson Nelson asked for approval or amend of agenda.

**ACTION:** Moved to approve the agenda as presented.

**Motion by:** M. Negro, supported by G. McCole to approve agenda.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Nelson asked for a motion to approve the February 9, 2017 regular Board meeting minutes.

**ACTION:** Moved to approve the regular Board meeting minutes as presented.

**Motion by:** G. McCole supported by M. Negro to approve the 2-9-17 regular Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** -- None

**ACTION ITEMS**

• **Finance**

a) FY15-16 Final Balance Sheet Income Statement

**ACTION:** A motion was made by M. Negro supported by J. Luhtanen to approve the FY15-16 Final Balance Sheet Income Statement. **Motion carried unanimously.**

b) Contracts 2-9-17 (*Waste Mngt of Michigan – Boyington, Iron River & Menominee; Lloyd House Limited Dividend Housing; Bedford Specialized Care*)

	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Waste Management of Michigan, Inc.	Trash Removal Iron River 115 Boyington Street	4/1/17- 3/31/18	\$160.00 Base rate plus Fuel and Environmental*	\$160.00 Base rate plus Fuel and Environmental*	None
*Fuel and Environmental/RCR charges fluctuate and are determined at the time of invoicing.						
B.	Waste Management of Michigan, Inc.	Trash Removal Iron River 703 N. 2 <sup>nd</sup> Ave.	4/1/17- 3/31/18	\$55.00 Base rate plus Fuel and Environmental*	\$55.00 Base rate plus Fuel and Environmental*	None
*Fuel and Environmental/RCR charges fluctuate and are determined at the time of invoicing.						
C.	Waste Management of Michigan, Inc.	Trash Removal Menominee 401 10 <sup>th</sup> Avenue	4/1/17- 3/31/18	\$80.00 Base rate plus Fuel and Environmental*	\$80.00 Base rate plus Fuel and Environmental*	None
*Fuel and environmental/RCR charges fluctuate and are determined at the time of invoicing.						
D.	Lloyd House Limited Dividend Housing	Lease Addendum	4/1/17- 3/31/20	\$12,000/year	3% annual increase starting 4/1/18 YR 1 - \$12,360.00 YR 2 - \$12,730.80 YR 3 - \$13,112.72	3%/year
Renewal agreement for Menominee Clubhouse						
E.	Bedford Specialized Care Inc.	AFC Home 128 Eisenhower Battle Creek, MI	2/22/17- 2/21/18	\$95.00 per diem for H0043	\$95.00 per diem	None
Renewal agreement for specialized residential care						

**ACTION:** A motion was made by J. Luhtanen supported by G. McCole to approve Contracts 2-9-17 as listed on above grid. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

• **Finance**

- a) Check Disbursement-January, 2017  
Miscellaneous questions were addressed regarding cost of computer services. Consensus of the Board is that this item will move forward to the next meeting for approval.  
**Outcome: Action item for next meeting**
- b) Contracts 2-23-17 (*Stuart Wilson, CPA; Anderson, Tackman & Company, PLC*)  
Discussed and reviewed Contracts 2-23-17. Miscellaneous questions were addressed regarding the bidding process and policies regarding contracts.  
**Outcome: Action item for next meeting.**

K. Schinderle present at 4:30 p.m.

• **MERS Defined Benefit Plan**

Discussed further Northpointe's MERS Defined Benefit Plan. Miscellaneous questions were addressed regarding benefits, staff retention and cost associated with a defined benefit plan. Consensus of the Board was to request a draft resolution from MERS regarding closure of Defined Benefit Plan for further review.  
**Outcome: Request from MERS a draft Resolution for MERS Defined Benefit Plan Closure for Board review and move item forward.**

- **Start Time of Meetings**

Discussed the possibility of changing the start time of Board meetings to a later start time due to Board member's work schedules, recruitment of future members, public attendance. Suggested start times were 5:00 p.m. and 4:30 p.m. Consensus was a start time of 5pm and to set a start date for the new time at the next meeting.

**Outcome: Action item for next meeting.**

- **Services for Individuals**

Discussed and reviewed skill building services as listed in Written Plan of Service that Northpointe offers internally. Miscellaneous questions were addressed regarding what other services are available for individuals who no longer qualify for skill building that would better serve their needs, etc. Consensus was to establish an Ad Hoc Committee to review further the parameters/limitations of direct billable services per the Written Plan for Professional Services and Michigan Medicaid Provider Manual.

**Outcome: Ad Hoc Committee to be formed to review opportunities available and financial issues/restrictions related to available services per the Medicaid Provider Manual.**

- **Great Lakes Rural Mental Health Association – Officer Nominations**

Request was made by GLRMHA for 2017 officer nominations. Discussion held and consensus of the Board was to nominate Joan Luhtanen as Secretary to GLRMHA.

**Outcome: Consensus of the Board is to submit a letter to GLRMHA nominating Joan Luhtanen for Secretary.**

- **NBHS Policy regarding Wage Scales**

Discussed and reviewed proposed revision to the Wage Scale policy that was requested at last Board meeting. Miscellaneous questions were addressed regarding statement in policy applying to all wage scales; pay scale of all employees. Consensus was to make further revisions to policy and revisit issue regarding wages once budget is established for fiscal year.

**Outcome: Action item for next meeting.**

J. Nelson assumed the Chairperson position.

#### **MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- NorthCare Meeting Minutes 1-11-17

To be placed on file. Further clarification was requested regarding PIHP Performance Incentive Bonus Pool Memo – will be addressed by Northpointe representatives of the NorthCare Board.

#### **PUBLIC COMMENTS**

None

#### **BOARD COMMENT**

J. Luhtanen inquired as to any further updates regarding Boyington group home restructuring to 12 beds. Committee meets regularly and are awaiting budget information.

J. Stevens commended and thanked the Board for their dedication as the future of mental health is very challenging for all.

#### **ADJOURN**

A motion was made by M. Negro, supported by G. McCole to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 5:35 p.m.

The next regular Board meeting is scheduled for Thursday, March 9, 2017 in Kingsford, Michigan at 4:00 p.m.

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John Nelson, Chairperson

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Mari Negro, Secretary

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Cindy Adrian, Administrative Assistant