

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ April 14, 2015 @ 6:00 p.m. CDT**
At Nadeau Township Hall
403 N. US 41
Carney, MI 49812

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
March 24, 2015 – CB Meeting:
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
Cindy Boyle ~ Boyle Design Group ~ M&M Regional Guide
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve Resolution 2015-06 ~ Retirement of Toni Erdman.
 - 2. Moved by _____ seconded by _____ to approve allowing Michigan State University Extension to hire a full time 4-H Agent to be used in Menominee County for an additional cost of \$20,000 to the County for the remainder of 2015. (*Total cost of the MSU agreement for 2015 would be 39,737 + 20,000= \$59,737*)
 - 3. Moved by _____ seconded by _____ to appoint one member of the public to the UP State Fair Authority Governing Board for a three year term. (5.1.2015 – 1.31.2019 *extended to correct the term end date per CUPPAD & M.C. Executive Com.*) Interested Candidates: Janis Linderoth; Marc Zawacki; Michael Lyons.
 - 4. Moved by _____ seconded by _____ to appoint one member to the Menominee County Planning Commission from "nominations" received from entities within the county. One nomination letter was received. The Menominee Business Development Corporation would like the board to consider Lillian Schultz to be re-appointed to the M.C. Planning Commission, to

Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Raymond Williams John Nelson William Cech Gerald Piche Jan Hafeman

represent the Industrial and Economic interests within the County. (Term of appointment is three years ~ 5.1.2015 – 4.30.2018.)

5. Moved by _____ seconded by _____ to appoint one member of the public to the Menominee County Jury Board. Recommendation from Judge Barglind to appoint Ms. Marye Mathieu to the M.C. Jury Board for a six year term. 5.1.2015 – 4.30.2021.
6. Moved by _____ seconded by _____ to approve the Emergency Services Coordinator; E-911 Director; Friend of Court; Undersheriff; Equalization Director & Asst. Prosecuting Atty., be compensated for two years of back wage recovery due to the county acting “non-willfully” in following the Department Head DMG Salary Study pay scale, when there is no evidence of these positions being moved from the original DMG.
7. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of \$ _____ for a two year contract for Cleaning Services at the Courthouse/Health Department. (4.29.2015-4.28.2017). Disbursements to be paid from account #101-265-801.00 (contractual services)
8. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of \$ _____ for a three year contract for Audit Services for Menominee County fiscal years ending 9.30.2016, 2017, 2018. Disbursements to be paid from account# 101.103-801.01 (Audit services)
9. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of \$ _____ for a Household Hazardous Waste Collection & Disposal for Menominee County in 2015. Disbursements to be paid from account #101-526-882.00 (Household hazardous waste)
10. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as recently submitted.
11. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on March 12 & 13, 2015 in the combined amount of \$77,161.72.
12. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. M.C. Library Liaison – Com. Schei requests removal-time restrictions
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. Resolution 2015-08 ~ Proclamation “Head Start Month” May 2015
 - b. Menominee River Century Bicycle Ride – 2015

- c. CUPPAD Notice of intent comments – Veterans Memorial Park Nature Trail Improvement Project
- d. Pinecrest Medical Care Facility Medicare Enrollment Application
- e. Twin County Airport – Discussion

4. Finance Items

- a. Bolye Design Group – Regional Guide for 2015
- b. Commissioner Per Diems and expenses
- c. Miscellaneous bills as paid on March 26, 27 & April 9, 2015 in the combined amount of \$209,527.94.

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Moved by _____ seconded by _____ to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.)

O. Motion by _____ seconded by _____ to return to open session at _____ P.M.

P. Adjourn

March 24, 2015

UNAPPROVED

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

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

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

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

Absent: Com. Nelson (excused).

Com. Meintz stated that the agenda would need to be amended to remove Action Item #6, a motion regarding back pay for several county employees. This item will be removed because Attorney Stoker has not yet given his legal opinion on this matter.

Moved by Com. Hafeman, seconded by Com. Williams to remove Action Item 6 from the Agenda. Motion was approved 8-0.

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

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the March 10, 2015 Regular County Board Meeting. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Piche to approve the minutes from the March 10, 2015 Closed Session. Motion was approved 8-0.

Public Comment:

- Millie Hofer – Commented on the Northpointe Board and she would like to be reappointed.

Presentations: None.

Department Head/Elected Officials Reports:

- Diane Lesperance, County Treasurer – She has included a copy of the monthly financial statement and there is a fund balance of over 12 million dollars right now. She is also working with the townships on the tax settlements.

Moved by Com. Williams, seconded by Com. Hafeman to approve the agreement between the Menominee County Board of Commissioners and the E 911 Personnel and the AFSCME Council #25. Contract effective October 1, 2014 through September 30, 2017. Motion was approved 8-0.

Moved by Com. Piche, seconded by Com. Schei to lift/remove Menominee County hiring freeze beginning March 25, 2015 for the E911 Department. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Hafeman to approve a forestry management plan from Upper Michigan Land Management & Wildlife Services, Inc. in the amount of \$2,500 to be funded from the Park Fund Balance account number 208-000-390.00. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve amendments to the Parks and Recreation Committee Bylaws. Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Williams to appoint Millie Hofer to the first of two open positions on the Northpointe Board of Directors for (3) year term (4/1/2015 to 3/31/2018). Motion was approved 8-0.

Moved by Com. Meintz to appoint Geraldine Murray to the second of two open positions on the Northpointe Board of Directors for (3) year term (4/1/2015 to 3/31/2018). Motion died for lack of support. The commissioners would like Administrator Bousley to advertise for the remaining open position again.

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

Moved by Com. Hafeman, seconded by Com. Williams to approve miscellaneous bills as paid on February 26, 2015 in the amount of \$152,129.27. Motion was approved 8-0.

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

New Business (discussion only)

Personnel Items:

- a. Resolution 2015-06 ~ Retirement of Toni Erdman. – Prosecuting Attorney, Dan Hass would like the county board to recognize the retirement of Toni Erdman for her 30 years of dedicated service as an employee of Menominee County. Brian Bousley read the resolution. The consensus of the board it to move this item forward to the next meeting for approval.

- b. William Merkel, 20 year Prosecution Service Award. – Prosecuting Attorney, Dan Hass would just like it publically acknowledged that Assistant Prosecuting Attorney William Merkel was recognized by the Prosecuting Attorneys Association of Michigan at the Mid-Winter Conference in February for his 20 years of service in the field of prosecution. There is no need for action on this item.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. County Board review of Disaster Declaration Process. – Per the Emergency Management Grant requirements, the County Board must review the “Response procedures and the Disaster Declaration Process”. Com. Furlong asked if this needed to be made into an action item tonight. Brian Bousley explained that it just needed to be documented that the board has reviewed the Disaster Declaration Process. The consensus of the commissioners is to move this forward as an action item and have it recorded that they have reviewed the process and approve of it.

Moved by Com. Hafeman, seconded by Com. Williams to move the review and approval of the Menominee County Response Procedures and the Disaster Declaration Process forward as an action item tonight. Motion was approved by a roll call vote 8-0.

Moved by Com. Piche, seconded by Com. Hafeman to approve the Menominee County Response Procedures and the Disaster Declaration Process. Motion was approved by a roll call vote 8-0.

- b. MSUE – 4H Agent. – The current 4H Agent for Menominee County has tendered his resignation and his last day was March 23, 2015. District Coordinator Paul Putnam addressed the board regarding a plan of action to restore the 4H Agent position. Paul explained that MSU will hopefully have someone in the position on a temporary basis by next week. He also will keep the board informed and hopes that Brian and the board can help interview a replacement candidate. Paul also discussed the partnership between 4H and Farm Bureau. Paul would like the board to consider increasing the 4H position from half-time to $\frac{3}{4}$ or full-time. Some ideas that he has is; the employee could be half-time 4H and half-time Community Development Leader, or work on Agriculture and tourism. To do this it would require additional financial support from Menominee County. It would also require a two or three year commitment. Paul stated that MSU would be responsible for paying the employee and all the benefits along with any legacy cost. Menominee County would just be required to make some type of agreed cash infusion. He thinks that could be around \$30,000 - \$32,000. Com. Cech asked about the possibility of sharing the position with Delta or Dickinson

counties. Paul stated that he would like the board to move this to an action item tonight and to make a commitment to the position. Com. Piche feels that we should have a committee set up to review exactly what we would be looking for in this position. Com. Furlong stated that he likes what he is hearing, but thinks the Executive Committee should look at this first and bring something back to the full board in two weeks. The consensus of the board is to have Paul meet with the Executive Committee to discuss the options.

- c. UP State Fair Authority Governing Board. – Administration sent a letter to Janis Linderoth in February letting her know her appointment would expire on 4/30/15. If she would like to be considered for another three year term (5/1/15 – 4/30/18) she can complete an application. In March Administration received a letter from Jonathan Mead of UPCAP stating that the U.P. State Fair Authority Governing Board members terms are on a calendar year and Ms. Linderoth's term does not expire until 12/31/15. Brian Bousley feels that we should follow the board member terms that the UPSFA uses. This would require doing one of two things. Either extend Ms. Linderoth's current term to 12/31/15 and then appoint someone for a three year term (1/1/2016 – 12/31/2018) or just appoint Ms. Linderoth now until 12/31/18. The board discussed this issue at length. This would have to be changed in our bylaws. The consensus of the board is to move this item forward to the Executive Committee to review.

Finance Items:

- a. Commissioner Per Diems and expenses –The consensus of the board is to move this item forward for approval at the next meeting.
- b. Miscellaneous bills as paid on March 12 & 13, 2015 in the combined amount of \$77,161.72. – Com. Hafeman asked why the county was still paying AT&T. Brian explained that we will continue to have bills from AT&T because the Sheriff's Department and the Extension office have AT&T. They will start to be lower though because of the new contract that we have signed. Com. Hafeman also asked about mileage reimbursements for Jennifer Brunelle. She was wondering if she could be using a county car for when she is traveling. 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:

- Bob Desjarlais – Thanked the board for approving the use of Upper Michigan Land Management & Wildlife Services. He discussed what type of work can be done at the parks with logging and hiking trails.
- Charlene Peterson – Commented that she is the Vice-Chair of the planning commission and the State of Michigan mandates the lengths of certain appointee terms, so the county may need to follow the terms as set for by the U.P. State Fair Authority.

Commissioner Comment:

- Com. Williams – Discussed an article he read about community orchards. He is working with Josh Jones from the Menominee City Council to start one in the City of Menominee.
- Com. Schei – Thanked Bob Desjarlais for the information that he provided regarding the forestry management at the county parks. But, he personally does not want to see all the “big” trees cut down. He also discussed the need to replace the sign in front of Bailey Park. He noted that this item has been discussed before.
- Com. Piche – Commented that the forestry plan would probably try to keep some of the “big” trees.
- Com. Lang – Commented on the clear-cutting that the State of Michigan did on the land near his cabin. He did not like the way it looked.
- Com. Furlong – Commented on hiring the forester to create a plan for us. He also commented on the need for a podium or something for our presenters to stand at.
- -Com. Meintz – Commented that he agreed with the need for a podium. He further stated that he is impressed with the work Paul Putnam has been doing. He also hopes everyone is enjoying the warmer weather.

Moved by Com. Hafeman, seconded by Com. Piche to adjourn at 7:10 p.m.
Motion was approved 8-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
RESOLUTION 2015-06
HONORING**

TONI ERDMAN

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

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

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

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

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

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

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

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

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

Marc Kleiman
Menominee County Clerk

Charlie Meintz, Chairman
Menominee County Board of
Commissioners

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	MSUE – 4H Agent ~ Full Time
DEPARTMENT:	Executive Committee-Administration
ATTACHMENTS:	No
SUMMARY:	
<p>The current 4H Agent for Menominee County has tendered his resignation and his last day will be March 23, 2015. District Coordinator, Paul Putnam would like to address the board to discuss a plan of action to restore the 4H Agent position.</p> <p>3.25.15 CB meeting the commissioners voted to move this to the Exec. Com. for discussion</p> <p>4.1.15 Executive Com. voted to recommend the <u>full time</u> 4-H Agent position with an additional \$20,000 (cost to Menominee County) for FY 2015 to the full County Board for a vote.</p>	
RECOMMENDED MOTION	
<p>To approve allowing Michigan State University Extension to hire a full time 4-H Agent to be used in Menominee County for an additional cost of \$20,000 to the County for the remainder of 2015. <i>(Total cost of the MSU agreement for 2015 would be 39,737 + 20,000= \$59,737)</i></p>	

Submitted by: Brian Bousley

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Proposed Budget Request Menominee County
 2015-2016 MSUE proposal budget - 1.0 FTE 4H/GMI
 2015 - 2018 (3 years)

Projected expenses	2015	2016	2017
Menominee County/MSUE salary (1.0 FTE)	\$35,000	\$36,050	\$37,132
Fringe Benefits/FICA	\$21,350	\$21,991	\$22,650
Operating	\$6,000	\$6,000	\$6,000
Travel	\$3,000	\$3,000	\$3,000
Expenses/Appropriations	\$65,350	\$67,041	\$68,782

3% increase/year

3% increase/year

**2015 amount would be pro-rated based upon start date of employee

2015 Menominee County contribution is estimated to be approximat \$20,000
 \$32,000 x .6

2015-2017 Budget estimate	
2015	\$20,000
2016	\$33,000
2017	\$34,000
Total	\$87,000

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	UP State Fair Authority Governing Board
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Administration advertised for a member to be appointed to the UP State Fair Authority Governing board. Current appointment term was 5/1/2012-4/30/2015. We received a letter from the board secretary (Jonathan Mead) stating their appointments run on a calendar year... therefore extending the current term to 12.31.2015. Board discussion.</p> <p>3.24.15 County Board forwarded this item to the Exec. Com. for discussion.</p> <p>4.1.15 the Executive Committee recommended to change the term date of the UP State Fair Authority Gov. Brd. To end on Jan. 31 of the three year term. Current term will start 5.1.15 and will end 1.31.2019. The following 3 year term will be from 2.1.2019 to 1.31.2022... these dates will continue in the future.</p>	
RECOMMENDED MOTION	
<p>To appoint one member of the public to the UP State Fair Authority Governing Board for a three year term. (5.1.2015 – 1.31.2019 <i>extended to correct the term end date per CUPPAD & M.C. Executive Com.</i>) Interested Candidates: <u>Janis Linderoth</u>; <u>Marc Zawacki</u>; <u>Michael Lyons</u>.</p>	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

February 28, 2015

Menominee County Board of Commissioners
839 10th Avenue
Menominee, MI 49858

Dear Commissioners,

I am writing to express my interest in continuing to represent Menominee County on the U. P. State Fair Authority - Governing Board.

I believe I am highly qualified to represent Menominee County in a professional manner in this important position. Following is a list of my experiences and qualifications.

- I am presently representing Menominee County on the U.P. State Fair Authority Board. As a member of this team I am on the executive committee and also serve as vice president. Our goal is to work with the management team and staff regarding all fair activities and to develop and update policy and procedures that are aligned with public values.
- My agricultural background began with growing up on a dairy farm in the Wallace area. My husband and I own and have been actively involved in a family dairy operation near Daggett.
- I have exhibited at, and been involved in, both County and U.P. State Fairs as a youth, adult, parent and 4-H leader. Projects ranged from livestock to crops to crafty activities.
- For the past 23 years I have served as the advisor to the U.P. Jr. Market Livestock Board and youth exhibitors. This involves being responsible for organizing the Jr. Market Livestock Sale held at the end of each U.P. State Fair. These activities involve advertising, interacting with past buyers, coordinating buyer recognition, communication with livestock leaders, and working with the auctioneers.
- I have just completed my term on the USDA Farm Service Agency Committee for Menominee County.
- In addition to these pursuits and accomplishments, I was a life skills educator at Stephenson Area Public Schools for 30 years. During my tenure, I worked with youth in the classroom, served as a class advisor and an advisor for student extracurricular activities – including those that involved competitions aimed at preparing students for collegiate and professional success.

Thank you for considering me for this position.

Janis Linderoth

Janis Linderoth

N9308 Linderoth Road P-3
Daggett, MI 49821
906.753.4504



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

I, Janis Linderoth, hereby submit an application for appointment to
NAME

U.P. State Fair Authority - Gov. Bd. for 3 yrs from 5-1-2015
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 12-31-2018

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at N9308 Linderoth Rd P.3 Daggett 49821
Street City Zip

Menominee and have since 1963
County

Mailing address if different than above: _____

Telephone: 906.753.4504 Cell Phone: _____

Email Address: janislinderoth@yahoo.com

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

3. I am currently registered to vote: YES NO _____

4. Employer: retired from Stephenson Schools Telephone: _____

a. Indicate nature of your work: teaching life skills

b. Title: Educator

5. Educational Level and degrees received:

B.S. and M.A. in Education

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

U.P. State Fair Authority - Governing Board

7. Previously held appointments and/or elected positions:

U.S.D.A. Farm Service Committee

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment. NO

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

NO

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

Husband - Lake Township Trustee

11. Is this an application for reappointment? Yes No

If yes, how many years have you served on this board? 6

Please indicate your attendance record for the term(s) served 29 / 30
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

My background in working with all age groups, knowledge as a fair exhibitor and professional experiences will be of benefit to everyone in Menominee County. Please see additional qualification in enclosed letter.

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

Janis Linderoth
Signature
Janis Linderoth
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Sherry DuPont

From: Marc Zawacki <mzawacki@escanaba.org>
Sent: Wednesday, March 04, 2015 6:03 PM
To: Sherry DuPont
Subject: Application for Appointment Submission



First Name: Marc

Last Name: Zawacki

Address: W808 hwy M69

City: Perronville

State: Michigan

Zip Code: 49873

Email Address: mzawacki@escanaba.org

Phone Number: 906-2803577

What board or committee are you applying for?: U.P. State Fair Authority Gov. Board

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: Employed with the City of Escanaba as a Lieutenant at Escanaba Public Safety. (906-786-5911) Supervise the daily activities of 6 sworn police officers and 2 civilian dispatchers. Report directly to department Director and Captain.

I also manage a 3200 acre recreational facility located in northern Menominee County with a annual operating budget of \$200,000. (906-630-5878) Duties include building and ground maintenance, maintain 75 wildlife food plots. Ensure the safety of guests and employees. Manage day to day operations.

Please indicate education level and degrees received.: Bachelor of Science degree in Criminal Justice

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

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

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: No.

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

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

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: Application

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I believe that my education and employment has uniquely qualified me for this position. My experience with management and budgeting and my ability to be unbiased will best benefit the U.P. State Fair and the citizens of Menominee county. As a life long resident of this County I have had the opportunity to participate in not only the Menominee County Fair as a 4-H member , but to also participate in the U.P. State Fair as a 4-H member, 4-H leader and a parent of a 4-H member. I believe working together with other board members is the key to a successful Fair and having the voice of Menominee County residence heard.

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

(Please sign the box, by typing your name here.): Marc A. Zawacki

Sherry DuPont

From: Michael Lyons <mikel@dreamscp.com>
Sent: Monday, March 09, 2015 10:18 AM
To: Sherry DuPont
Subject: Application for Appointment Submission

First Name: Michael

Last Name: Lyons

Address: N10353 L-3 Road

City: Daggett

State: Michigan

Zip Code: 49821

Email Address: mikel@dreamscp.com

Phone Number: 906-290-2274

What board or committee are you applying for?: U.P State Fair Board

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: Stephenson Area Public Schools
906-753-2222 Ext.401

Please indicate education level and degrees received:: B.S. Elementary education M.A.E. Elementary Education Ed.S.
Administration and Supervision

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

Have you previously held any appointments and/or elected positions? If yes, please explain.: Fair Board

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: No

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

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

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: No

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I have served in the past on the County Fair Board.

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

(Please sign the box, by typing your name here.): Michael P. Lyons

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Planning Commission
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Administration sent letters to five different entities throughout the County asking for nominations per the Planning Commission bylaws. We received only one response from the MBDC, recommending Lillian Schultz for the Planning Commission.</p>	
RECOMMENDED MOTION	
<p>To appoint one member to the Menominee County Planning Commission from "nominations" received from entities within the county. One nomination letter was received: The Menominee Business Development Corporation would like the board to consider Lillian Schultz to be re-appointed to the M.C. Planning Commission, to represent the Industrial and Economic interests within the County. (Term of appointment is three years ~ 5.1.2015 – 4.30.2018.)</p>	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



Menominee Business Development Corporation

2511 10th Street, Menominee, MI 49858

Phone (906) 864-2201; (906) 863-2679

NANCY DOUGLAS

March 26, 2015

Menominee Board of Commissioners
Menominee County Court House
839 10th Avenue
Menominee, MI 49858

Dear Commissioners:

The Menominee Business Development Corporation would like to nominate Lillian Shultz as a member of the County Planning Commission.

Ms. Shultz has long had an interest in the economic well- being of northern Menominee County, and in the past we have had occasions to work with her. We believe she will be an advocate for growth and development of Menominee County and will be a person we can continue to work with and consult on planning needs in the county to facilitate economic expansion.

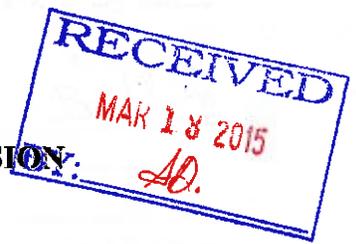
We are also aware that she has been an active and loyal member of the Planning Commission and would like to commend her on her service and her wish to continue.

We appreciate you consideration.

Sincerely,

Charlie Cappaert, V.P.
Stephenson National Bank
Chairman
Menominee Business Development Corporation

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



I, Lillian Schultz, hereby submit an application for appointment to
NAME

Menominee Co. Planning Com. for 3 from April 30 2015
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to April 30, 2018

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 104521 Klomen Road Powers MI 49874
Street City Zip

Menominee and have since Sept. 1, 1960
County

Mailing address if different than above: N/A

Telephone: 906-497-5141 Cell Phone: N/A

Email Address: N/A

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

3. I am currently registered to vote: YES NO

4. Employer: Self-employed Telephone: 906-497-5141

- a. Indicate nature of your work: Agricultural, Horticultural, Construction, Economics - Financial, Housing
- b. Title: Owner/operator

5. Educational Level and degrees received:
College - U of M, R.E. Licensed - Retired many years

6. I presently hold the following appointments and elected positions:
Chairperson - Menominee Co. Planning Com. - Chair person - Powers Spalding Water Authority.

7. Previously held appointments and/or elected positions:
Spalding Twp. Supervisor - 16 yrs. - Cuppad - Executive Board - 3/1/11 to 2/28/14. In the 1980's, Sat on Men. Co. Boards, Planning Com., Parks Com. and waste management

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

NO!

RECEIVED
N/A

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

No!

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

None!

11. Is this an application for reappointment? Yes No

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

Please indicate your attendance record for the term(s) served Excused
2 Mtgs Missed / Quite A few
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

When Redoing the Master Plan for Menominee Co. - 1 yr - 16-18 meetings, than an average of four (4) per year - unless more needed as issues arise.

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

I am a well rounded person in Business, Agriculture - 50 yrs., etc. As an individual, I believe in giving back to the communities and County I live in. I also support our County through the taxes I pay along with other citizens of Menominee County.

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

Signature Lillian R. Schultz

Name (Print or Type) Lillian R. Schultz

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

- Resume
- Letter of Reference
- Letter of Intent

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Jury Board
DEPARTMENT:	County Clerk
ATTACHMENTS:	Yes
SUMMARY: The Jury board has a member term expiring on 4.30.15. Judge Barglind accepted applications for the appointment. She has submitted her recommendation of Marye Mathieu to the County Board for the appointment.	
RECOMMENDED MOTION To appoint one member of the public to the Menominee County Jury Board. Recommendation from Judge Barglind to appoint <u>Ms. Marye Mathieu</u> to the M.C. Jury Board for a six year term. 5.1.2015 – 4.30.2021.	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

THE CIRCUIT COURT
FOR
THE FORTY-FIRST JUDICIAL CIRCUIT
MICHIGAN
COUNTIES OF DICKINSON - IRON - MENOMINEE



Circuit Judge
MARY B. BARGLIND

P.O. Box 609
Dickinson County Courthouse
Iron Mountain, MI 49801

Circuit Judge
RICHARD J. CELELLO

Phone (906) 774-2266
Fax (906) 779-0587

April 8, 2015

Menominee County Clerk Marc Kleiman
Menominee County Board of Commissioners
Menominee, MI 49858

Re: Menominee County Jury Board

Dear Mr. Kleiman and the Menominee County Board of Commissioners:

I have reviewed the one applicant for the position of Menominee County Jury Board since we currently have an opening in the position. Upon review of this application it is my privilege and pleasure to recommend to the Menominee County Board of Commissioners that Ms. Marye Mathieu of Menominee, Michigan be appointed to fill the position expiring April 30, 2015.

I thank you for your assistance in this matter.

Sincerely,

Mary B. Barglind
41st Circuit Court Judge

MBB/mer

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL
LANSING, MICHIGAN 48933

PETER A. COHL
DAVID G. STOKER
ROBERT D. TOWNSEND
BONNIE G. TOSKEY
RICHARD D McNULTY
TIMOTHY M. PERRONE
MATTIS D. NORDFJORD

(517) 372-9000
FAX (517) 372-1026

March 31, 2015

Attorney-Client Privilege

Via E-mail Only

Brian Bousley, County Administrator
Menominee County
839 Tenth Avenue
Menominee, Michigan 49858

Re: Department Head Compensation Levels

Dear Mr. Bousley:

You requested this office's review of the County's compensation level pay scales as they relate to six (6) management positions, being the Emergency Services Coordinator, 911 Director, Friend of the Court, Equalization Director, Assistant Prosecuting Attorney, and Undersheriff.

I. BACKGROUND

Along with your request, you have provided extensive materials including a chronological review of the classification plan and wage scales going back at least from 2001. The information indicated that some of the positions involved had individual contracts that were then subsequently moved over to a classification plan and pay scale.

On September 24, 2001, the County Board of Commissioners ("BOC") adopted a pay and classification plan prepared by DMG Maximus ("DMG") which at that time included all County employees, including these six (6) positions. At the same meeting, the BOC also adopted a County Personnel Manual, which included in Section 8 the adoption of the same 9/24/2001 DMG Classification Plan, and had attached to it as an appendix the listing of the job classifications and compensation ranges for all such positions.¹ Again, this Personnel Manual and its attachments included these six (6) positions. The Personnel Manual also provided in Section 9 that the compensation levels would thereafter be set by the BOC on an annual basis. The BOC then approximately a year later adopted a revised DMG Pay and Classification Plan

¹ The original DMG Pay and Classification Plan, as approved by the BOC both by separate resolution and within the Personnel Manual on 9/24/2001, included the original pay scale plus a 3% increase to be implemented 10/1/2001.

to include a 9.1% increase. Then County Administrator Ralph Hester explained in a memorandum of 9/19/2002 that this new scale should be applicable to the unionized Courthouse employees as there had been discrepancies in the original DMG Job Classification Study as its "comparison was not based on equal hours worked in each entity." Approximately a month later, on 10/28/2002, the BOC then applied the same 9.1% increase in the pay and classification grid to certain specified non-union positions, including the Chief Deputy Treasurer, Chief Deputy County Clerk/Register of Deeds, the Chief Deputy Register of Deeds, the Sheriff's Department Secretary, and the Administrative Secretary, but *not* including the six (6) positions that are now being questioned. It appears that from that date forward generally the DMG pay scales with the additional 9.1% (hereafter referred to as the "modified DMG scale") were utilized as the base salary for cost of living adjustments for most of the unionized employees within their negotiated labor contracts,² and for the specifically listed non-union positions that were expressly extended that increase in the 10/28/2002 motion. Other non-union employees, being primarily department heads, were thereafter compensated pursuant to a department head pay scale derived from the original unmodified DMG figures and in some cases individual contract levels that were then shifted to the department head pay scale system. Other changes that then subsequently occurred included the Sheriff's Secretary position being moved into the union on 4/21/2003; the Building and Grounds Superintendent retaining a separate contractual rate through February of 2007; and the Undersheriff receiving a separate agreed upon compensation level not on either DMG scale on 1/25/2005. Also, in 2005 the BOC approved annual cost of living percentage increases for the Courthouse bargaining unit, elected officials and non-represented employees³; on 3/22/2005, an updated 911 union contract was approved; on 8/22/2005, the BOC authorized the hiring of an Equalization Director at Grade 15 on the department head scale and then approved a contract for that position on 11/27/2006.

Thus, the discrepancy involved relates to the fact that a number of the department head positions, including those specifically referenced above, have had their compensation levels calculated using the original DMG Pay and Classification Plan approved on 9/24/2001 and did

² However, apparently the labor contract approved with AFSCME for the 911 employees on 1/27/2003 did not utilize the modified DMG scale.

³ It is my understanding that employees expressly placed on the modified DMG scale had increases applied to their salary levels from that modified scale, while employees on the unmodified (department head) scale had the percentage increases added to that original scale. It is my assumption that the Undersheriff's salary was based on the percentage increase being applied to the separate agreed upon salary from 1/25/2005.

not receive the 9.1% adjustment extended in 2002 to the Courthouse union staff and certain specific non-union classifications approximately a year later.⁴

You also clarified that to your knowledge no objection was ever raised to the BOC by the employees in these positions regarding not receiving this additional pay adjustment in 2002 or at any time thereafter.⁵ You confirmed that the County's payroll system clearly reflects the actual pay levels of each of these employees on their paychecks each pay period. Further, the BOC has approved a budget with these employees' compensation levels set based on the non-modified DMG Pay and Classification Schedule (the department head schedule) on an annual basis. Moreover, based on the nature of these positions, the vast majority of these individuals apparently were also directly involved in developing the budgets that went to the Board, which would necessarily include costing their own positions within their departmental budget requests.

Nevertheless, it is clear the failure to receive the additional 9.1% increase extended to other employees in 2002 resulted in these six (6) positions' pay grades being compensated at a lower level than the same pay grades in the modified DMG scale that included the additional 9.1%.⁶ You have indicated that a number of these six (6) employees have now raised the issue that they should have received this additional 9.1% increase that was provided to unionized and the designated non-union positions in 2002. You also advised that the BOC at its March 10, 2015, meeting moved to eliminate the "department head pay scale" and move all employees to the modified DMG pay scale that included the additional 9.1%; and then also expressly moved these six (6) positions to the appropriate pay grades on that scale.

However, it appears that a question was also raised by at least one of the referenced staff members as to whether retroactive pay should be due for these positions not having received the additional 9.1% increase, and apparently citing the federal Fair Labor Standards Act ("FLSA") as a basis to seek such retroactive compensation for at least the last two (2) years. It is my understanding that this request was tabled by the BOC subject to this review.

⁴ These documents do not expressly clarify the wage levels for the Sheriff's Department unionized staff, but those wages would be controlled by the approved collective bargaining agreement terms.

⁵ You further indicated that they may not have even been aware of their positions not receiving this additional increase.

⁶ As noted, however, the Undersheriff position had a separately agreed upon salary level established in 2005 that did not match any DMG scale.

II. APPLICATION OF APPLICABLE LABOR LAWS

In our verbal discussions, as well as the emails and minutes provided, a question was raised as to whether the County had a legal obligation to provide any retroactive pay to the six (6) positions that were not designated as being eligible to receive the 9.1% increase in 2002. A document was also forwarded indicating that the FLSA authorizes retroactive pay in wage disputes for up to two (2) years and that apparently was an issue presented to the BOC.

Turning first to the FLSA, it is respectfully submitted that no basis exists to provide any additional compensation, retroactive or otherwise, pursuant to that federal legislation in this context. It is accurate that wage claims under the FLSA are subject to a two (2) year statute of limitations.⁷ However, the FLSA regulations simply do not appear to be applicable to this situation. The FLSA covers a number of aspects of wages for employees, including requiring a minimum wage and requiring overtime for certain non-exempt employees. The Act also includes provisions dealing with sex discrimination based equal pay issues, as well as child labor protections. It does *not*, however, require any pay increases that fall above the minimum wage be paid by employers. It is my understanding that the issue in this matter is whether these employees should have received an additional 9.1% increase when other employees received it in 2002, but at no time were any of these employees' salaries below the federal minimum wage level. Additionally, I am unaware of any allegations of overtime violations.⁸ The US Department of Labor, the FLSA enforcing agency, in its general overview Q&A of the FLSA⁹ notes:

When are pay raises required?

Pay raises are generally a matter of agreement between an employer and employee (or the employee's representative). Pay raises to amounts above the federal minimum wage are not required by the Fair Labor Standards Act (FLSA).

Thus, while there is a two (2) year statute of limitations for FLSA claims that would allow retroactive pay when a violation of that Act occurs, it would not be relevant here as the FLSA would not cover claims as to when, and if, pay increases are given when the compensation level is in excess of the federal minimum wage.

Moreover, from the information provided, it does not appear that there was any "agreement" to extend the additional increase to these classifications. The positions were

⁷ The statute of limitations is three (3) years if the violation is deemed "willful." 29 USC § 255.

⁸ Most, if not all, of these employees would also likely be exempt from the overtime FLSA provisions due to their executive, administrative, or professional status. [29 USC §213(a)(1)]

⁹ <http://www.dol.gov/elaws/faq/esa/flsa/004.htm>

expressly included in the original unmodified 9/24/2001 DMG Pay and Classification Schedule and in the 2001 Personnel Manual, but when the BOC then elected to provide a 9.1% increase in 2002, it choose to only specify certain classifications as being eligible. These classifications were not included and, thus, continued to be paid on the approved unmodified original 9/24/2001 DMG scale.¹⁰ Whether or not this decision to exclude these specific positions was intentional,¹¹ or result of an oversight, it is clear that at no point does the record reflect a decision of the full Board to grant these positions the additional 9.1% extended to most other employees. Thus, there does not appear to be a viable legal obligation to provide additional compensation at this time over the levels prior Boards approved for compensation for these positions in the annual budgets and appropriations for any prior years; nor was there a legal obligation to make the increase adjustment that the BOC deemed appropriate at the March 2015 meeting. It appears the potential claims here are based not on whether or not the County paid compensation as was formally adopted by the Board, being the unmodified DMG scale with cost of living increases, but rather relates to a belief that the Board should have given these positions a salary increase on the same basis that the increases were extended to most other County employees. As indicated, whether it is perceived as equitable or not, the statutes do not require employers to give raises to any particular classification unless the wage level falls below the minimum wage requirements.¹² That does not appear to be the situation here.

Nevertheless, it is also clear from the materials reviewed that these specific six (6) positions did not receive the same increase as most other County positions some 13 years ago. While there does not appear a legal obligation to make such an increase, should the BOC decide that it would be equitable to prospectively provide for that increase, that adjustment could be made at any time, as it was here at the March 10, 2015 BOC meeting.

¹⁰ This scale was the base from which the cost of living increases were thereafter applied (excepting the Undersheriff which had a separate agreed upon salary adopted in 2005).

¹¹ The provided chronological summary indicated that at the 8/28/2001 BOC Special Committee of the Whole meeting there was an agreement to grant all employees the cost of living increase, but there was also a recommendation to only raise the salaries for those positions that were "underpaid," and to freeze the pay of those positions determined to be "overpaid" based on the DMG study. It is unclear what action was taken as to that recommendation and where these six (6) positions were determined to fit.

¹² Michigan also has a Payment of Wages and Fringe Benefits statute (MCL 408.471 *et seq*), but it again does not control a dispute that alleges an employer should have provided a raise, but rather only deals with the method and timing of paying wages and benefits. It also has a 1-year filing requirement, which here likely would have run prior to 2004.

However, it should also be noted that the Michigan Constitution prohibits additional pay for services already provided by “public officers.”¹³ The Michigan Attorney General, in OAG, 1995, No. 6862 (July 28, 1995), stated:

Const 1963, art 11, § 3, provides:

Neither the legislature nor any political subdivision of this state shall grant or authorize extra compensation to any public officer, agent or contractor after the service has been rendered or the contract entered into.

A county sheriff is a constitutional public officer elected by the people of the county under Const 1963, art 7, § 4. OAG, 1989-1990, No 6643, p 332 (June 14, 1990), addressed the effect of Const 1963, art 11, § 3, on public officers. That opinion concluded that public officers may not receive compensation increases for services they have already performed unless those compensation increases were authorized before the services were performed. The focus of the prohibition contained in Const 1963, art 11, § 3, as it relates to public officers, is on whether the “extra compensation” is granted or authorized “after the service has been rendered.”

OAG, 1979-1980, No 5731, p 848, 852, (July 1, 1980), concluded:

Once a rate of compensation has been determined for a contractual period, and the public officer subsequently performs services during such period, he or she may not, thereafter, be granted extra compensation for such services on a retroactive basis, regardless of contractual language to the contrary, since any payment of extra compensation for services previously rendered is constitutionally impermissible. *Attorney General v Board of Education of the City of Detroit, supra*.

* * *

It is my opinion, therefore, in answer to your first question, that under Const 1963, art 11, § 3, a county board of commissioners may not modify an approved compensation plan to retroactively increase the compensation of a county sheriff for prior years of service.

The Attorney General then went on to find that this constitutional limitation only applies to “public officers” and not to public “employees.” However, of the six (6) positions involved here,

¹³ Const. 1963 art. XI, §3.

only the 911 Director position would appear to not be a statutorily created "Public Office."¹⁴ Therefore, providing retroactive payments to most of these positions would likely be contrary to the Michigan Constitution. However, if an additional adjustment is felt appropriate, an additional wage increase that operates prospectively only, or lump sum bonus could be paid for prospective (but not retroactive) service, could be allowed.

In summary, there does not appear to be a legal obligation under the FLSA or otherwise to pay additional or retroactive compensation to these positions based on the facts as they have been presented to this office. However, such additional compensation on a prospective basis only would be legally permissible.

Should you have any additional questions, please do not hesitate to contact me.

Very Truly Yours,

COHL, STOKER & TOSKEY, P.C.



David G. Stoker

DGS/gmk

cc: Menominee County Board of Commissioners

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¹⁴ Emergency Services Coordinator, MCL 30.409; Friend of the Court, MCL 552.503; Equalization Director, MCL 211.34(3); Undersheriff, MCL 51.71; Assistant Prosecuting Attorney, MCL 49.32 as to the designated Chief Assistant Prosecuting Attorney (other Assistant Prosecuting Attorneys may arguably be "employees").

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Cleaning Services Contract
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration received four bids for cleaning services for the Courthouse/Health Dept. A Bid Summary is enclosed.	
RECOMMENDED MOTION	
To approve a bid by _____ in the amount of \$ _____ for a two year contract for Cleaning Services at the Courthouse/Health Department. (4.29.2015-4.28.2017). Disbursements to be paid from account #101-265-801.00 (contractual services)	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Cleaning Services for the Courthouse/Health Dept.

Two year contract (4.29.2015-4.28.17) – Labor only (no supplies)

Bids due by: Wednesday – April 8, 2015 - 12:00 NOON

Company Name	Bid	Other information
Clean By Design, LLC. 7309 Sundew Rd. Sobieski, WI 54171	\$41,822.76 each year	Includes labor, supervision, material and equip. necessary.
ISS Facility Services 1912 Truax Blvd. Eau Claire, WI 54703 Jim Peterson: 715-835-6355	\$32,340 each year	Includes labor, equipment, chemicals and floor finishes.
Clean Sweep Janitorial Services, LLC Menominee, MI 49858 Andrew Porath: 906-424-0191	\$34,000 each year	Labor only, no supplies
Hi-Tech Building Services, Inc. 6578 Roger Drive, Suite A Jenison, MI 49428 David Miller: 906-295-1534	\$16,800 each year	Labor only, no supplies

Bids opened on: **April 9, 2015**

In the presence of: Administrator, Brian Bousley
Veteran's Service Officer, Mike Dellisse
Administrative Assistant, Sherry DuPont

Recommended Bid Award to: _____ In the Amount of: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Audit Services
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration advertised for bids for the County Audit for then FY's ending 9.30.2016; 2017, & 2018. We received only one bid from Anderson, Tackman & Co. PLC	
RECOMMENDED MOTION	
To approve a bid by _____ in the amount of \$ _____ for a three year contract for Audit Services for Menominee County fiscal years ending 9.30.2016, 2017, 2018. Disbursements to be paid from account# 101.103-801.01 (Audit services)	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Audit Proposal – for FY's ending 9/30/2016, 2017, & 2018

Bids due by: Thursday – April 2, 2015 - 3:00 PM

Company Name	Bid	Other information
Anderson, Tackman & Company, PLC 901 Ludington St. Escanaba, MI 49829 Ray LaMarche: 906-786-3111	\$27,000 each year for FY's ending on 9/30/2016, 2017, 2018	
No other bids received.		

Bids opened on: April 9, 2015

In the presence of: Administrator, Brian Bousley
Veteran's Service Officer, Mike Dellisse
Administrative Assistant, Sherry DuPont

Recommended Bid Award to: _____ In the Amount of: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Household Hazardous Waste Collection & Disposal
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration advertised for bids for the Household Hazardous Waste Collection & Disposal for 2015. We received two bids. One did not have an annual dollar amount as requested in the RFP. A breakdown is listed in the summary.	
RECOMMENDED MOTION	
To approve a bid by _____ in the amount of \$ _____ for a Household Hazardous Waste Collection & Disposal for Menominee County in 2015. Disbursements to be paid from account #101-526-882.00 (Household hazardous waste)	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Household Hazardous Waste Collection & Disposal

Bids due by: Thursday – April 8, 2015 - 3:00 PM

Company Name	Bid	Other information
Tradebe Treatment & Recycling, LLC 4343 Kennedy Drive East Chicago, IN 46312 David Leach: 219-354-2354	Bid was not given in an annual amount as requested.	Prices listed were per 55 gal. drum or pounds collected.
Veolia North American W124 N9311 Boundary Rd. Menominee Falls, WI 53051 Jonathan Pipkorn: 262-255-6655 ext. 72628	Annual amount: Estimated at \$13,677.26	Based on types of materials collected in past years. Actual total will depend on total amount of materials received.

Bids opened on: **April 9, 2015**

In the presence of: Administrator, Brian Bousley
Veteran's Service Officer, Mike Dellisse
Administrative Assistant, Sherry DuPont

Recommended Bid Award to: _____ In the Amount of: _____

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

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

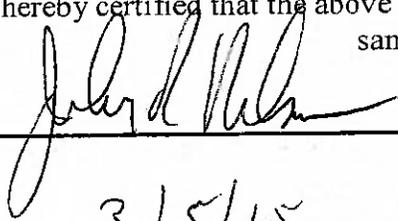
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

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

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

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



 Signed
 3/5/15

 Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

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

Special Revenue Funds

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

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

APPROVED

MENOMINEE COUNTY
Claims Audit Report

BUS

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General CHIEF FISCAL OFFICER MENOMINEE COUNTY WISCONSIN								
Ace Hardware								\$525.45
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	23.98		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	17.06		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	49.44		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	43.98		
40400		2/28/2015	281	Building & Ground Supplies	101-265-755.00	2.49		
40456		3/5/2015	214271/2	Inmate Supplies	101-301-770.00	180.25		
40508		2/28/2015	214081/2	Inmate Medical Supplies	101-301-770.01	208.25		
Ade Incorporated								\$200.00
40356		2/23/2015	93381	Needs Pass Web Records (Order # 254	101-136-755.00	200.00		
ALGER-DELTA COOPERATIVE ASSOCI								\$9,470.71
40401		2/28/2015	370500	Shakey Lakes Office/Shop	208-751-920.01	102.74		
40402		2/28/2015	379700	Storage Shed	208-751-920.01	69.76		
40403		2/28/2015	380300	Shower Building	208-751-920.01	44.18		
40404		2/28/2015	367100	N8390 Beach House	208-751-920.01	28.45		
40405		2/28/2015	367200	Northwest Campsites	208-751-920.01	28.45		
40406		2/28/2015	369802	W8449 Co Rd G12 Campsites	208-751-920.01	28.45		
40407		2/28/2015	383001	Shakey Lakes Park/Horse Arena	208-751-920.01	28.45		
40408		2/28/2015	383200	N8380 Co Park Road 20.5	208-751-920.01	28.45		
40409		2/28/2015	383301	Shakey Lakes Park/Cattle Arena	208-751-920.01	28.45		
40410		2/28/2015	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	28.45		
40411		2/28/2015	1614900	Bath House	208-751-920.01	27.60		
40478		3/5/2015	414-13	PO# 03060 Upgrade Shakey Lakes Tra	220-752-953.01	9,027.28		
AT&T - Carol Stream, IL								\$2,591.56
40365		2/19/2015	906863444102	Sheriff Department	101-103-850.00	1,494.62	*	
40366		2/19/2015	906863202302	February 19 - March 18, 2015	101-103-850.00	1,096.94	*	
AT&T Long Distance								\$1,756.10
40399		2/19/2015	854528091	Telephone Services	101-103-850.00	1,756.10		
Barrette, Jodie								\$16.94
40502		3/10/2015	Reimbursement	Meals for Training	101-141-860.00	16.94		
Big O's Lube and Service, Inc.								\$32.90
40467		2/24/2015	16317	2012 Chevy Impala - Oil Change	205-315-934.02	32.90		
Brunelle, Jennifer								\$1,288.81
40494		3/2/2015	Reimbursement	Mileage	296-663-860.00	148.35		
40495		3/2/2015	February 2015	Crisis Intervention	296-668-801.00	600.00		
40501		3/11/2015	Reimbursement	Mileage & Bridge Toll (Training in Lans	215-141-860.00	270.23		
40501		3/11/2015	Reimbursement	Mileage & Bridge Toll (Training in Lans	296-663-860.00	270.23		
Carquest Auto Parts								\$103.96
40468		2/27/2015	2825-289772	Blades (x2)	205-315-934.02	36.98		
40486		2/28/2015	718230	Utility Belt & Battery	101-265-934.00	12.99		
40486		2/28/2015	718230	Utility Belt & Battery	101-265-934.00	53.99		
CBM Managed Services								\$4,232.97
40470		2/18/2015	STDINV81318	Inmate Meals	280-362-755.00	2,113.04		
40471		2/25/2015	STDINV81559	Inmate Meals	280-362-755.00	2,119.93		
Cech, William								\$27.60
40515		3/1/2015	Reimbursement	Mileage - February 2015	101-101-860.05	27.60		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 12 2015

B2B

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY MICHIGAN								
CITY OF MENOMINEE - 2511 10TH ST.								\$2,190.71
40336		2/25/2015	3926	Gasoline Sales	101-265-742.00	34.71		
40442		3/11/2015	March 2015	Monthly Rent	266-326-942.00	351.67		
40455		2/25/2015	3930	Gasoline Sales - January 2015	205-315-742.00	1,804.33		
City of Stephenson - P.O. Box 467								\$224.44
40357		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.01	18.10		
40357		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.02	31.00		
40357		2/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.03	175.34		
CLOVERLAND PAPER CO								\$470.30
40376		2/27/2015	107523	Damp Mop Cleaner, Toilet Tissue	101-265-755.01	96.65		
40450		3/6/2015	107583	Towels, Toilet Tissue	101-265-755.01	208.35		
40472		2/20/2015	107458	Gloves	280-362-755.00	78.32		
40473		2/27/2015	107524	Towels & Cups	280-362-755.00	86.98		
Cooper Office Equipment								\$534.00
40511		3/3/2015	120383	Contract # 2418-01 (3/13/15 - 6/12/15)	101-261-942.00	534.00		
Country Mile Document Destruct								\$57.10
40487		3/6/2015	20574	Shredding of Documents (3/5/15)	101-265-801.00	57.10		
David F. Oeming, Jr.								\$80.00
40491		3/2/2015	2013-068-MI	Court Appointed Legal (Anderla)	101-148-807.00	80.00		
DEKETO, LLC								\$750.00
40398		3/5/2015	DK 3-15	March 2015 (Capped x304 Documents)	256-277-857.00	750.00		
DRAZE, THOMAS								\$75.00
40461		2/27/2015	Reimbursement	K9 Boarding (Brix x5)	101-301-881.01	75.00		
Dreamscape Communications								\$69.99
40436		12/20/2014	w3988	Wireless Internet (Annex)	101-261-850.00	69.99		
DuPont, Sherry								\$8.05
40360		2/26/2015	Reimbursement	Mileage	101-172-860.00	8.05		
EAGLEHERALD PUBLISHING, LLC								\$479.68
40389		2/28/2015	1408	Advertising - February 2015	101-101-901.00	38.55		
40390		2/28/2015	1406	Advertising	101-101-901.00	395.11		
40449		2/28/2015	1445	Advertising - Deputy Clerk	101-215-729.00	46.02		
Employee Benefits Agency, Inc.								\$117.45
40394		3/4/2015	4975	Vision Insurance	266-326-712.00	32.07		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	17.89		
40394		3/4/2015	4975	Vision Insurance	701-000-231.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	12.40		
40394		3/4/2015	4975	Vision Insurance	266-325-712.00	17.89		
Forms Trac Enterprises, Inc.								\$254.24
40378		2/27/2015	62559	3 Part NCR Continuous	101-136-727.00	64.56		
40379		2/27/2015	62558	3 Part NCR Continuous	101-136-727.00	189.68		
Fox Valley Technical College								\$225.00
40459		3/9/2015	Registration	Conference Fee (LEAP - C. Rye-Lindbe	101-301-881.00	225.00		
Friends Ofc Prod Whse Direct								\$228.04
40355		2/26/2015	0220471	FOC Office Supplies	101-141-727.00	210.55		
40372		2/27/2015	0220561	Envelopes (Veterans)	101-682-727.00	17.49		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 12 2015

BBB

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General MENOMINEE COUNTY AIRBORNE								
GREAT AMERICAN DISPOSAL CO THE	40435	2/1/2015	52101475	Annex	101-261-930.04	55.15		\$55.15
Hafeman, Jan	40370	2/26/2015	Reimbursement	Mileage - February 2015	101-101-860.10	151.80		\$151.80
HELPERT BRIAN	40466	2/4/2015	Reimbursement	Registration for UP EMS Conference	205-315-860.00	220.00		\$220.00
HERRILD, RENEE	40371	2/26/2015	Reimbursement	Bridge Fare (x2) Mileage (FOCA Confe	215-141-860.00	355.30		\$355.30
Hi Tec Building Services	40438	2/28/2015	008928	Cleaning Services - February 2015	101-265-801.00	1,410.00		\$1,410.00
IMAGEWORKS	40377	2/26/2015	7553	Uniform Allowance - Mike Sieg	101-265-745.00	30.00		\$30.00
J S ELECTRONICS, INC.	40382	3/1/2015	18688	Numeric Paging	101-267-850.00	27.00		\$542.00
	40443	3/1/2015	18686	Tower Lease - February 2015	266-326-942.00	425.00		
	40452	3/1/2015	18687	Voice Paging	101-301-755.00	90.00		
Joel Hensley, RN	40446	3/6/2015	Blood Draws	M.B. (3/5) R.B. (2/26)	101-267-801.01	200.00		\$1,565.00
	40457	3/8/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
K MART 7031	40474	1/13/2015	07031011315010445	Copper & Remote	280-362-755.00	37.96		\$54.25
	40475	1/24/2015	07031012415010792	Extension Cord	280-362-755.00	6.99		
	40476	3/2/2015	07031030215010918	Razors & Toilet Brush	280-362-755.00	9.30		
Koehne	40482	3/2/2015	93530	PO# 03057 Struts & Tie Rods	101-265-981.00	888.76		\$888.76
L.A. Busse, Inc.	40364	2/24/2015	ZB62220	O Ring (Jail Dishwasher)	101-265-934.00	18.36		\$18.36
Lang, Bernard	40385	3/5/2015	Reimbursement	Mileage - February 2015	101-101-860.02	52.90		\$52.90
Larry L.D. King, DVM	40460	2/25/2015	28170	K9 Care (Vesta)	101-301-881.01	51.00		\$51.00
LENCA SURVEYING	40434	3/7/2015	15030	Project Yr 2015 (2/14 - 3/7/15)	243-245-801.07	3,325.65		\$3,325.65
Linderoth, JanIs	40369	2/27/2015	Reimbursement	Mileage - UP State Fair Authority (Feb :	101-101-860.09	50.60		\$50.60
Linsmeier Implement, Inc.	40392	2/28/2015	53390	Park Supplies (Filter)	208-751-742.00	25.44		\$25.44
M & M Business Machines	40500	3/6/2015	820736	Embosses	101-132-970.00	225.00		\$450.00
	40500	3/6/2015	820736	Embosses	101-148-970.00	225.00		
Manpower	40437	3/1/2015	28336689	Week Ending 3/1/15 (Krista Marciniak)	101-261-705.00	477.90		\$955.80
	40512	3/8/2015	28365358	Week Ending 3/8/15 (Krista Marciniak)	101-261-705.00	477.90		

APPROVED

MAR 12 2015

BAB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MENOMINEE COUNTY JOURNAL								
Menards - Marinette								\$930.45
40387		2/27/2015	76381	Building & Ground Supplies	101-265-755.00	232.14		
40460		2/16/2015	75468	Annex - Road Patrol	101-103-755.00	474.98		
40469		3/5/2015	76771	Annex - Road Patrol	101-265-755.00	59.99		
40504		3/6/2015	76837	Ladder, Tile Clear, Wet/Dry Vacuum	101-265-931.00	121.99		
40505		3/4/2015	76728	Nails, Vented Soffit	101-265-930.01	41.35		
MENOMINEE COUNTY JOURNAL								
40391		3/1/2015	139	Advertising - February 2015	101-101-901.00	208.00		\$224.00
40517		3/1/2015	142	Deputy Clerk Position	101-215-729.00	16.00		
MENOMINEE COUNTY ROAD COMMISSI								
40462		3/6/2015	10874	Power to Radio Tower (February 2015)	101-301-934.01	109.36		\$109.36
Michelle Larson								
40492		3/2/2015	5790	Can Zone	296-668-801.00	60.00		\$92.78
40493		3/2/2015	Reimbursement	Mileage - Can Zone	296-668-801.00	32.78		
Michigan Chamber Services, Inc								
40440		2/6/2015	592368	2015 Employment Law Handbook	101-103-802.00	219.95		\$219.95
Michigan Municipal Risk								
40441		3/10/2015	2258	Effective Discipline/Grievance Processi	101-172-802.00	25.00		\$75.00
40469		3/2/2015	2253	Effective Discipline/Grievance Processi	264-363-881.00	50.00		
MILLERS ACTION OFFICE SUPPLY I								
40358		2/27/2015	0107782-001	Notary Stamp (Annette)	101-268-727.00	123.93		\$139.71
40444		3/6/2015	0107977-001	Files & Pencils (Treasurers Office)	101-253-727.00	15.78		
Nelson, John R.								
40514		3/5/2015	Reimbursement	Mileage - February 2015	101-101-860.11	86.25		\$86.25
Neopost USA, Inc.								
40507		3/2/2015	52573059	Rate Change Protection	101-253-729.01	351.91		\$351.91
Northern Star Pathology, PC								
40361		2/21/2015	Autopsy	Deborah Wilde (2/15/15 DOD)	101-648-836.00	1,000.00		\$1,000.00
Office Depot, Inc.								
40490		2/4/2015	753872434001	Toner, Pens, Folders (District)	101-136-727.00	272.73		\$272.73
PAIDL'S TRUE VALUE HARDWARE								
40385		2/28/2015	150007	Building & Ground Supplies	101-265-755.00	4.87		\$89.66
40483		2/28/2015	150008	Park Supplies	208-751-981.00	4.79		
40483		2/28/2015	150008	Park Supplies	208-751-930.03	80.00		
Personnel Concepts								
40481		2/27/2015	9326990162	Michigan & Federal Labor Law Poster (101-103-802.00	397.44		\$397.44
Piche, Gerald L.								
40513		3/8/2015	Reimbursement	Mileage - February 2015	101-101-860.07	51.75		\$51.75
PLASTOCON, INC								
40477		2/23/2015	84159	Disposable Tray Liners	280-362-755.00	386.80		\$386.80
Quill Corporation								
40357		2/19/2015	1645086	PA - Office Supplies	101-267-727.00	203.43		\$203.43
S & O LOCK AND PHONE SERVICE								
40446		3/6/2015	40621	Keys (x5)	101-265-755.00	25.00		\$25.00
Schel, Larry								
40362		2/27/2015	Reimbursement	Mileage - February 2015	101-101-860.04	140.90		\$140.90

APPROVED
AMS

MENOMINEE COUNTY
 Claims Audit Report

Vendor Name Vcher#	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Signarama Menominee	40510	3/9/2015	3970	Park - Signs (x5)	208-751-755.02	163.20		\$163.20
Soderberg Process Service	40447	3/2/2015	1091	Service on M. Berman (2/28/15)	101-141-801.00	45.00		\$45.00
Squires-Stepniak, Rebecca	40496	3/11/2015	Reimbursement	Mileage	296-665-860.00	237.48		\$237.48
State of Michigan - MI Dept. of Human Services	40499	3/11/2015	5800	Monthly Offset - January 2015	292-662-843.01	12,630.18		\$12,630.18
State of Michigan - MI Supreme Court Finance	40509	3/4/2015	Circuit Ct 2015-1	Jan, Feb, March 2015	101-131-858.03	1,761.40		\$1,761.40
STEPHENSON MARKETING COOPERATI - P O BOX 399	40479	1/31/2015	023851	Gasoline Purchases	101-265-742.00	35.53		\$35.53
Stericycle, Inc.	40458	3/1/2015	4005421339	Medical Supplies	101-301-770.01	31.41		\$31.41
Sutherland, Daniela	40497	3/11/2015	5798	Ice Rink at Dudy Park	101-132-801.01	78.00		\$78.00
SVINICKI, GAIL M.	40506	3/10/2015	Reimbursement	Registered Mail (2014-014905-DS)	101-267-804.00	16.26		\$16.26
The Current	40518	3/2/2015	1756	Advertising (Equalization Ratios, Board	101-101-901.00	286.03		\$318.09
	40518	3/2/2015	1756	Advertising (Equalization Ratios, Board	101-215-727.00	32.06		
The First National Bank&Trust	40488	2/27/2015	628840339	FOC - Service Charge	101-141-817.00	32.80		\$32.80
The Print Shop - 1340 Main Street	40464	2/26/2015	7030032	Voluntary Statement (x1000)	205-315-727.00	82.50		\$82.50
Time Warner Cable - P.O. Box 3237	40393	3/2/2015	10404710008401100	March 2 - April 1, 2015	101-103-850.00	531.05		\$531.05
TWIN CITY ELECTRIC, Inc.	40439	2/27/2015	79415	Telephone, Power Supply, Label, Regie	101-103-755.00	263.13		\$263.13
TWIN CITY SERVICE AGENCY INC	40375	2/26/2015	62311403N	Surety Bond - Lisa S. Frost	101-215-727.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.	40359	2/26/2015	70666	Toner (x2) - Joann Klumb	101-215-727.00	138.00		\$2,822.99
	40383	2/19/2015	70582	20" Widescreen w/ Speakers	101-136-931.01	119.99		
	40388	3/3/2015	70718	Remote Maintenance - Window Update	101-103-857.02	200.00		
	40445	3/3/2015	70725	Monitor - District	101-136-931.01	96.00		
	40503	2/13/2015	70530	PO# 03047 Dual Screen Ultra Book/Tal	215-141-934.00	1,129.00		
	40516	2/28/2015	42454	February 2015 Computer Maintenance	101-103-857.00	1,140.00		
UNIFORM SHOPPE	40451	2/20/2015	240716	Magazine Pouch - Holmes	101-301-745.00	99.80		\$99.80
Vincent, Daren & Lisa	40498	3/11/2015	5799	Foster Care Costs (T.T.)	292-662-843.02	241.36		\$241.36
WALTER BROTHERS INC	40463	2/3/2015	C55384	Garbage Bags	101-301-935.00	59.98		\$59.98

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Waste Management	40397	3/1/2015	1489110-1856-9	March 2015	101-265-801.00	484.20		\$484.20
WEST GROUP PAYMENT CENTER	40484	12/1/2014	830813102	November 1 - November 30, 2014	269-145-801.00	446.44		\$446.44
WII-KII Pest Control	40380	2/23/2015	2625333	Health Department	101-265-801.00	32.00		\$94.25
	40381	2/23/2015	2624463	Courthouse	101-265-801.00	62.25		
Williams, Raymond	40368	2/24/2015	Reimbursement	February 2015 Mileage	101-101-860.01	77.64		\$77.64
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$9,666.23
	40363	2/24/2015	1374209453-00000	Bailey House	208-751-920.01	28.77		
	40363	2/24/2015	1374209453-00000	Kleinke Street Lighting	208-751-920.01	29.33		
	40363	2/24/2015	1374209453-00000	Bailey Park	208-751-920.01	12.75		
	40364	2/24/2015	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.28		
	40374	2/26/2015	0402047856-00004	Courthouse	101-265-920.04	5,157.42		
	40366	2/26/2015	0402191663-00001	Health Care Center	101-265-920.03	235.13		
	40366	2/26/2015	0402191663-00001	Health Care Center	101-265-920.04	571.12		
	40465	3/5/2015	0402055840-00001	Jail	101-265-920.03	3,598.43		
Xerox Corporation - 26152 Network Place								\$575.95
	40373	3/1/2015	078392989	Probation & Parole - March 2015	101-131-942.00	104.83		
	40453	3/1/2015	078392987	Sheriff Dept - February 2015	101-301-755.00	42.44		
	40454	3/1/2015	078392988	Sheriff Dept - February 2015	101-301-755.00	428.68		
Total Amount for Bank Account: General								\$71,860.00

APPROVED

MAR 12 2015

BWB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
AT&T - Carol Stream, IL 40521	3/1/2015	906753458203	March 1 - March 31, 2015	101-103-850.00	208.49		\$2,833.81
40522	3/1/2015	906R41083903	March 1 - March 31, 2015	101-103-850.00	1,198.90		
40523	3/1/2015	906753220903	March 1 - March 31, 2015	101-103-850.00	1,426.42		
Cenex Fleetcard							\$33.95
40524	3/6/2015	100888	Gasoline Charges - February 2015	101-426-860.00	9.21		
40524	3/6/2015	100888	Gasoline Charges - February 2015	296-665-881.00	24.74		
Ciochetto, Joseph							\$32.25
40526	3/11/2015	Per Diem	Airport Commission	101-101-860.08	28.00		
40527	3/11/2015	Reimbursement	Mileage - Airport Commission	101-101-860.08	4.25		
Northern Star Pathology, PC							\$450.00
40528	3/2/2015	3/2/15	Morgue Fees due to Autopsy - D. Wilde	101-648-836.00	450.00		
Sexton, Richard							\$179.33
40520	3/13/2015	Reimbursement	Verizon Wireless & Mileage	101-426-850.00	76.98		
40520	3/13/2015	Reimbursement	Verizon Wireless & Mileage	101-426-860.00	102.35		
Short, Mary Kay							\$58.75
40519	3/11/2015	M14-3714-FH	Transcripts	101-131-806.00	58.75		
STEPHENSON MARKETING COOPERATI - P O BOX 399							\$78.63
40525	2/28/2015	023851	Gasoline Charges - February 2015	208-751-742.00	78.63		
U.E.S. COMPUTERS, INC.							\$1,635.00
40530	3/10/2015	30974	PO# 03062 - Cisco 1 Year Service	101-103-857.02	1,047.00		
40531	3/10/2015	30976	PO# 03062 - Cisco Extended Service	101-103-857.02	588.00		
Total Amount for Bank Account: General							\$5,301.72

APPROVED

MAR 13 2015

BBB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 3.24.2015 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 3.24.2015 County Board meeting	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MONTH END BALANCE SHEET

2/27/2015

IMPREST CASH GENERAL FUND	\$ 3,300.00
IMPREST CASH OTHER FUNDS	\$ 560.00
	<u>\$ 3,860.00</u>

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

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

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

TOTAL CO-MINGLED CASH	\$ 9,650,436.66
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SECTION 125	
Stephenson National Bank	\$ 13,576.74

LILJA BEQUEST	
Stephenson National Bank	\$ 2,000.00

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

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

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

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

DTRF MBS CD'S	
Federal Home Loan	\$ 140,000.00
	<u>\$ 556,376.23</u>

TOTAL DTRF	\$ 971,816.30
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TOTAL	\$ 11,919,576.26
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Diane Lesperance

3-16-15

*Menominee-Delta-Schoolcraft
Community Action Agency*

GOVERNING BOARD MEETING

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

MINUTES

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

MEMBERS PRESENT

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

OTHERS PRESENT

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

MEMBERS ABSENT

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

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

APPROVAL OF NOVEMBER 6, 2014 GOVERNING BOARD MINUTES

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

UPCOMING ADMINISTRATIVE STAFF CHANGE

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

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

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

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

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

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

FINANCE COMMITTEE REPORT

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

PERSONNEL COMMITTEE REPORT

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

REVIEW/APPROVAL OF AGENCY MISSION STATEMENT

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

RESOLUTION FOR SIGNATURES FOR SAFETY DEPOSIT BOX

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

HEALTH & SAFETY 45 DAY REQUIREMENT CERTIFICATION

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

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

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

ACCEPTANCE OF ECP MONTHLY REPORT DATED 1/5/15

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

UPDATE ON ORGANIZATIONAL STANDARDS

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

EXECUTIVE DIRECTOR'S REPORT

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

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

PUBLIC COMMENT/OTHER BUSINESS

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

ADJOURNMENT

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

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

11/11/2014 11:11 AM

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

MINUTES

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

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

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

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

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

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

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

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

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

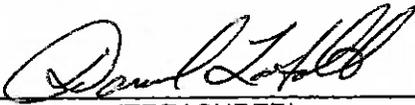
The Treasurer called on Mr. Dubord who requested that when board members receive a questionnaire from the auditors (Anderson, Tackman Co.) he would appreciate if they would try to answer to the best of their ability and return it. They had very few responses from the board last year.

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

The meeting adjourned at 12:55 p.m.

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

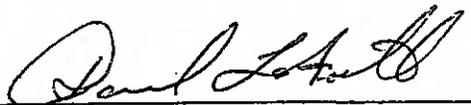
HEAD START	\$	229,931
EARLY HEAD START		62,212
EARLY-ON CHILDHOOD		303
GSRP		117,623
ASSET & LIABILITY ACCOUNTS		42,708
TOTAL	\$	452,777

SIGNED 
(TREASURER)

DATE 1-8-15

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

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

SIGNED 
(TREASURER)

DATE 1-8-15

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

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

The Finance Committee reviewed the CAA November credit card charges.

There were no HRA November credit card charges to review.

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

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

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

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

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

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

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

SIGNED 
(TREASURER)

DATE 1-8-15

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

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

SIGNED 
(TREASURER)

DATE 1-8-15

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

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

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

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

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

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

The committee reviewed recommendations through Section X.

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

*Menominee-Delta-Schoolcraft
Human Resources Authority*

GOVERNING BOARD MEETING

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

MINUTES

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

MEMBERS PRESENT

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

OTHERS PRESENT

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

MEMBERS ABSENT

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

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

APPROVAL OF NOVEMBER 6, 2014 GOVERNING BOARD MINUTES

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

UPCOMING ADMINISTRATIVE STAFF CHANGE

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

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

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

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

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

FINANCE COMMITTEE REPORT

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

PERSONNEL COMMITTEE REPORT

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

REVIEW/APPROVAL OF AGENCY MISSION STATEMENT

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

APPROVAL OF POLICY ADVISORY COMMITTEE MINUTES

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

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

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

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

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

RESOLUTION FOR SIGNATURES FOR SAFETY DEPOSIT BOX

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

UPDATE ON ORGANIZATIONAL STANDARDS

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

EXECUTIVE DIRECTOR'S REPORT

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

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

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

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

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

PUBLIC COMMENT/OTHER BUSINESS

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

ADJOURNMENT

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

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

MINUTES
TWIN COUNTY AIRPORT COMMISSION

February 17, 2015
AIRPORT CONFERENCE ROOM

1. Call to order

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

Approved
3/17/15

2. Pledge of Allegiance

Pledge of Allegiance recited.

3. Roll call

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

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

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

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

Commissioner Meintz on his way.

4. Approve/Amend agenda.

MOTION Ciochetto/Pazynski to approve the agenda as presented.

Motion carried.

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

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

Motion carried.

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

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

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

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

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

Commission Meintz arrived at 4:42 p.m.

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

Motion carried.

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

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

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

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

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

Motion carried.

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

9. Discuss Update from Nancy Douglas, MBDC

A. Explorer Solutions

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

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

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

B. Airport Land Use

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

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

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

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

Motion carried.

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

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

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

Voting yes – Sauve, Pazynski

Voting no – Meintz, Ciochetto, Schei

Motion failed.

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

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

Motion carried.

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

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

MDOT – Airport Division of the appointment.

Motion carried.

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

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

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

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

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

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

17. Discuss/Consider Airport Security Measures

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

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

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

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

18. Committee Reports - Discussion

A. Finance

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

B. Personnel

No action at this point.

C. Buildings & Grounds

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

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

19. Communications/Correspondence

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

20. Dialog between Manager and the TCAC

None at this time.

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21. Dialog between airport users and the TCAC.

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

22. Public Comment

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

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

23. Future Agenda Items

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

24. Schedule next meeting

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

25. Adjourn

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

Motion carried.

Respectfully submitted,
Sally R. Witak, minutes secretary

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Participation: No public participation at this time.

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

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

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

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

Director's Report:

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

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

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

Old Business:

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

New Business:

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

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

Public Participation: No public participation at this time.

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

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

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

CALL TO ORDER/ROLL CALL:

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

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

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA

There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

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

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

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

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

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

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

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

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

ROLL CALL VOTE:

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

Motion carried unanimously.

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

b) Contract-February 12, 2015

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

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

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

ROLL CALL VOTE:

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

Motion carried unanimously.

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

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

Karen Thekan conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

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

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

- b) January 2015 Financial Report

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

• **Personnel**

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

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

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

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

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

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

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

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

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

PUBLIC COMMENTS - No public comments

BOARD COMMENT

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

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

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

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

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

ADJOURN

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

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

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Menominee County Library Liaison
DEPARTMENT:	Larry Schei/Administration
ATTACHMENTS:	No
SUMMARY:	
<p>Commissioner Schei was placed on the M.C. Library Board as the County Liaison at the beginning of this year. He has now realized that he doesn't have the time to spend at the Library due to taking on the Chairman of the Airport assignment. Com. Meintz is asked to reappoint another commissioner to the Library Board as Liaison.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

2015 COMMITTEE ASSIGNMENTS - as approved 1.27.15

Road Commission

Gerald Piche

Delta-Men. Health Department

Jan Hafeman
Larry Schei

Intergovernmental Relations (MTA)

Charlie Meintz

Department of Human Services (DHS)

Bernie Lang

Northpointe Behavior Health

John Nelson

UP Resource Conservation & Develop.

Bernie Lang

Fair Board

Gerald Piche

Park & Rec Committee

James Furlong
William Cech

Financial Hardship

Bernie Lang

Remonumentation

Raymond Williams

Six County Alliance/MI Works!

Charlie Meintz
John Nelson

Pinecrest Board of Directors

Jan Hafeman

West Central UP Community Corrections Ad. Brd.

James Furlong

E911 Governing Board

William Cech

Airport Commission

Charlie Meintz
Larry Schei

NorthCare Substance Abuse Disorder Policy Brd.

John Nelson

Community Action Agency

Bernie Lang

UPCAP - (2 year appt.)

Jan Hafeman

Men. Business Dev. Corp

County Administrator
Larry Schei

Local Emergency Planning Comm.

Charlie Meintz (chairman of the board)

Library Liaison (no vote)

Larry Schei

3 Way Road - Ad Hoc Committee

John Nelson
Gerald Piche

Planning Commission

Ray Williams

Buildings & Grounds Committee

Larry Schei
William Cech
2 at large members
1 building code member
1 building & grounds member

Personnel Committee

James Furlong-Chair
Raymond Williams
Bernie Lang
Gerald Piche

Finance Committee

John Nelson - Chair
Jan Hafeman
Larry Schei
William Cech

Executive Committee

Charlie Meintz
James Furlong
John Nelson

Negotiating Committee

John Nelson
Gerald Piche
James Furlong (Alternate)

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Resolution 2015-08 ~ Proclamation "Head Start Month" May 2015
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Community Action Agency will be celebrating the accomplishments and contributions of the local Head Start Program during the Month of May. They have asked the County Board to support a resolution proclaiming May 2015 "Head Start Month".</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

CAA HRA COMMUNITY ACTION AGENCY HUMAN RESOURCES AUTHORITY
Early Childhood Programs

Serving Menominee, Delta, and Schoolcraft Counties
111 North 5th Street
Mailing Address: 507 First Avenue North
Escanaba, Michigan 49829
Telephone: [906] 786-7080 FAX: [906] 786-6889



William Dubord
Executive Director

Kim Johnson
Early Childhood Director

April 2015

Menominee Co Bd of Commissioners
Charlie Meintz, Chairperson
839 10th Avenue Courthouse Building Courtroom B
Menominee, Michigan 49858

Dear Commissioner Meintz:

During the month of May 2015, the Menominee-Delta-Schoolcraft Community Action Agency will be celebrating the accomplishments and contributions of the local Head Start Program. Since 1965, Head Start has been a national model program with proven success in increasing the kindergarten readiness skills of children who are at the greatest risk of future school failure.

The MDS Community Action Agency has been operating the Head Start program since 1966 and currently provides exemplary early education and family support services to three hundred and three young children and their families through federal Head Start and Early Head Start funding.

Please support acknowledgement of the contributions the Head Start program has made in our community by asking the Board of Commissioners to proclaim May 2015 as our local **"Head Start Month"**. Our staff sincerely appreciates the dedication demonstrated by the Board of Commissioners in their continuous efforts to ensure our community is a wonderful place for young children and their families to live. Thank you for your ongoing support.

Sincerely,

Myra Heslip, Director
MDS CAA Early Childhood Program / Head Start

MH:sr

Enclosure: Sample Resolution

RESOLUTION 2015 - 08

**PROCLAMATION
HEAD START MONTH
MAY 2015**

WHEREAS, Head Start has been a high quality, comprehensive early childhood education, health and social services program operating locally since the mid 1960's; and

WHEREAS, Head Start emphasizes individualized services and the involvement and leadership of parents in setting goals designed to maximize the successful development of school readiness attributes in each child;

WHEREAS, Head Start has earned an outstanding reputation as a most successful program that responds to educational and social challenges and has proven effective in reducing future grade retention, delinquency, school dropout, unemployment, and criminal activity; and

WHEREAS, Head Start provides GED and literacy tutoring and other services to support the self-sufficiency efforts of low income families; and

WHEREAS, Head Start provides parents with a wealth of information on child development, child guidance strategies and the importance of establishing and maintaining positive parent-child relationships; and

WHEREAS, Head Start is comprised of hundreds of young children and loving families, dedicated staff, outstanding community partners and volunteers; and

WHEREAS, The Head Start program, a positive environment where goals are identified and progress is recognized, has had a positive effect on the community through the positive impact on young children and their families;

NOW, THEREFORE, WE, the Menominee County Board of Commissioners do hereby proclaim May 2015, as

"HEAD START MONTH"

And urge all the citizens of Menominee County, to support and reflect on the outstanding results of Head Start.

Moved by _____, seconded by _____ that the resolution be adopted.

Date: April 28, 2015

Ayes:

Nays:

Absent:

I, Marc Kleiman, the duly qualified and acting Clerk of Menominee County, do hereby certify that the following resolution was adopted at a meeting of the county Board of Commissioners held on April 28, 2015 is on file; has not been amended, altered or revoked; and is in full force and effect.

Marc Kleiman, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	BAMC Menominee River Century Bicycle Ride
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Bay Area Medical Center is asking the County if they can use Menominee River Park and The Chappée Rapids Historical Marker area as rest stops for their riders on this year's Century Ride, June 28, 2015. As with every other year, they will have portable toilets dropped off and picked up, and will clean up the parks behind themselves.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

March 31, 2015

Brian Bosley
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 Chappée Rapids Historical Marker on June 28, 2015. We would be using both locations as rest stops for riders on our longest (75/100 mile) routes. Thank you for your past support of the ride, your locations are key to our ride's success.

Our use of the parks would begin at 9AM on June 28 and continue until 4PM. We will provide everything that is needed for the event. We would also have portable toilets dropped off at the park on June 27 and picked up on June 29. 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 400 riders would pass through the stops. Upon completion of the ride, we will leave both stops as we found them. I will be contacting you soon for your

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



MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	CUPPAD – Notice of Intent Comment Form Veterans’ Memorial Park Nature Trail Improvement Project
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration received a letter from CUPPAD notifying us of an intended project at the Veterans’ Memorial Park in Spalding Twp. Comments are requested.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

TO: LOCAL UNITS OF GOVERNMENT AND LOCAL AGENCIES **April 10, 2015**

The CUPPAD Regional Commission is notifying you of an intended project, which may have impact on plans, and programs of your municipality or agency. We invite your review and to submit remarks.

A description of the proposed project (Notice of Intent) is attached. The Comment Form below is for your convenience.

NOTICE OF INTENT COMMENT FORM

PROJECT TITLE: Veterans Memorial Park Nature Trail Improvement Project
APPLICANT: Spalding Township

COMMENTS MUST BE RECEIVED BY: **May 13, 2015**

THIS FORM IS TO BE RETURNED TO THE REGIONAL CLEARINGHOUSE IF ANY OF THE FOLLOWING CONDITIONS APPLY.

PLEASE WRITE ANY COMMENTS ON BACK OF FORM OR SEPARATE PAPER.

___ SUPPORT ONLY WITH CONDITIONS (Indicate below major reservations about the project and the specific substantive changes or modifications desired.)

___ DO NOT SUPPORT (Summarize below the major reasons for recommended disapproval including documentation or references to plans, statutes, regulations, etc. which substantiate disapproval.)

IF YOU WISH TO RECEIVE THE FULL APPLICATION OR WISH A CONFERENCE WITH THE APPLICANT PLEASE CONTACT: **Scott Nowack, Coleman Engineering 906.774.3440**

___ THE FULL APPLICATION HAS BEEN REQUESTED. (Please contact the Applicant for Application.)

___ A CONFERENCE WITH THE APPLICANT HAS BEEN REQUESTED. (Please contact the Applicant to arrange a conference.)

RESPONDENT'S NAME _____

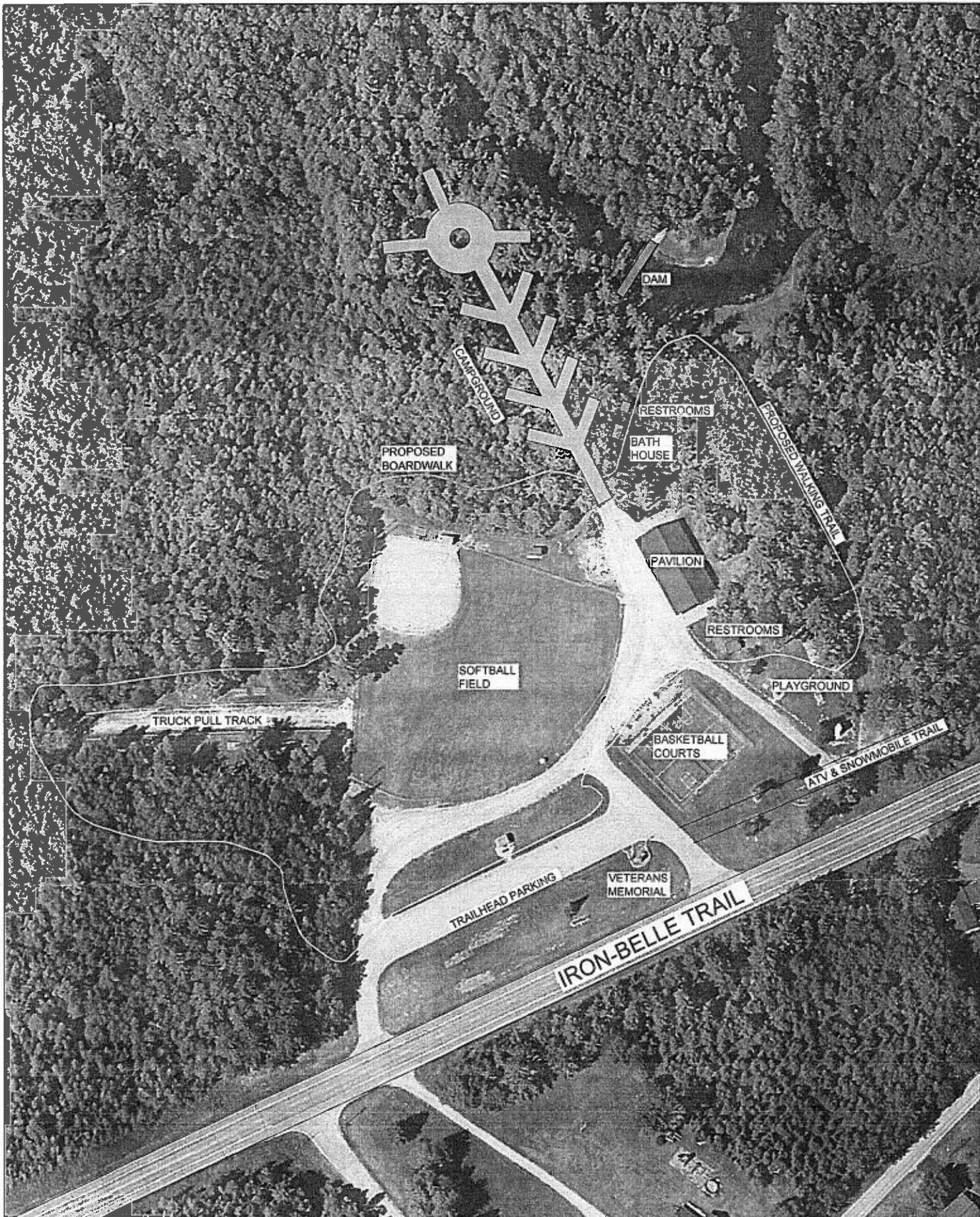
SIGNATURE _____

AGENCY OR L.U.G. _____

DATE _____

Please return any comments to:

Peter Van Steen, Federal Review Coordinator
CUPPAD Regional Commission
2950 College Avenue
Escanaba, MI 49829



1	SURVEYED BY:	DATE:	DRAWN BY:	DATE:	CLIENT:	PROPOSED VETERANS MEMORIAL PARK IMPROVEMENTS	 COLEMAN ENGINEERING COMPANY <small>485 CHERRY DRIVE • WEST BLOOMINGTON, MI 48312 • PHONE 313-774-8440 232 EAST AINSA STREET • BIRMINGHAM, MI • PHONE 205-950-3548</small>
	3/5/16	EAS	EAS	EAS	SPALDING TOWNSHIP MENOMINEE COUNTY, MICHIGAN		



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project: Veterans Memorial Park Nature Trail Improvement Project		2. Date: 03/05/15												
3a. Identity of the applicant agency, organization, or individual: Spalding Township W3798 US 2/41, P.O. Box 161 Powers, MI 49874	3b. Indicate below the representative of the applicant to contact for additional information regarding this Notice: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="3" style="padding: 2px;">Name Scott Nowack</td> </tr> <tr> <td colspan="3" style="padding: 2px;">Address (Street / PO Box) 635 Circle Drive</td> </tr> <tr> <td style="padding: 2px;">City Iron Mountain</td> <td style="padding: 2px;">State MI</td> <td style="padding: 2px;">ZIP 49801</td> </tr> <tr> <td colspan="3" style="padding: 2px;">Telephone (906) 774 - 3440</td> </tr> </table>		Name Scott Nowack			Address (Street / PO Box) 635 Circle Drive			City Iron Mountain	State MI	ZIP 49801	Telephone (906) 774 - 3440		
Name Scott Nowack														
Address (Street / PO Box) 635 Circle Drive														
City Iron Mountain	State MI	ZIP 49801												
Telephone (906) 774 - 3440														
4a. Agency from which assistance will be sought: <input checked="" type="checkbox"/> Michigan Department of Natural Resources	Name of Program: DNR Trust Fund Public Law or USC#: Part 19 of Act 451 of 1994 <input checked="" type="checkbox"/> Michigan Natural Resources Trust Fund													
5. Estimated Cost: FEDERAL: \$ _____ STATE: \$81,950 OTHER: \$28,850 TOTAL: \$110,800	6. Estimated date by which time the applicant expects to formally file an application: April 1, 2015 7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). Spalding Township (see attached map)													
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project: 8a. Type of project: This is a recreational development project. Improvements include walking trail reconstruction and parking improvements.														
8b. Purpose: The purpose of this project is to improve Veterans Memorial Park for public outdoor recreation.														
8c. General size or scale: Veterans Memorial Park (41.6 acres)														
8d. Beneficiaries (persons or institutions benefited): The general public.														
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary) The goals of this project are in line with Spalding Township's five year Recreation Plan. Please see attachment for proposed improvements.														

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Pinecrest Medical Care Facility Medicare Enrollment Application
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration received a letter from Pinecrest Medical Facility in reference to Medicare Enrollment. They are requesting a letter from each county which attests that the government or tribal organization will be legally and financially responsible in the event that there is any outstanding debt owed to Center for Medicare and Medicaid Services (CMS).	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Box 603
N15995 Main Street
Powers, MI 49874



Phone: 906-497-5244
Fax: 906-497-5005

www.pinecrestmcf.org

March 30, 2015

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

RE: Pinecrest Medical Care Facility Medicare Enrollment Application

Dear Brian,

Pinecrest is in the process of revalidating our Medicare Enrollment Application with National Government Services, our Center for Medicare and Medicaid Services (CMS) fee-for-service contractor. As 33 1/3% owners of Pinecrest, we are asking Menominee, Delta and Dickinson counties to provide the requested information below. CMS has requested the information by April 25, 2015. We are asking to get these letters returned to us for submission to CMS as soon as possible so we can submit them and have them cleared by the due date.

This revalidation impacts the Medicare admissions and related revenues. I have included the Penalties for Falsifying Information letter, as well as the Authorized Official Certification Statement for Institutional Providers. Darlene Smith, Administrator, and I have signed these certifications.

The actual email from CMS requesting the letters states:

From: Request for Corrections for Medicare Enrollment Application Tracking ID: T030920150001303

If a Federal, State, county, city or other level of government, or an Indian tribe, will be legally and financially responsible for Medicare payments received (including any potential overpayments), the name of that government or Indian tribe must be reported as an owner. The provider must submit a letter on the letterhead of the responsible government (e.g., government agency) or tribal organization, which attests that the government or tribal organization will be legally and financially responsible in the event that there is any outstanding debt owed to CMS. This letter must be signed by an authorized official of the government or tribal organization who has the authority to legally and financially bind the government or tribal organization to the laws, regulations, and program instructions of Medicare.

DARLENE SMITH - Administrator

JOHN HALLFRISCH, M.D. - Medical Director

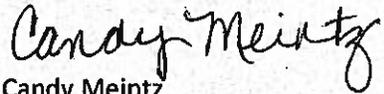
**BOARD
OF
TRUSTEES**

**DELTA COUNTY - Debbi Spinginsguth, Gerald Smith, Elaine Boyne, Mary Harrington
DICKINSON COUNTY - Barbara J. Oliver, Randall Van Gasse, Catherine Driscoll, John Degenaer, Jr.
MENOMINEE COUNTY - Jeff Naser, Gary Eichhorn, Jan Hafeman, David Prestin**

After talking with Charlie Meintz, I am sending this to you to be added to the next meeting agenda.

If you need additional information, please feel free to call me at (906) 497-2113 or email me at cmeintz@pinecrestmcf.org.

Respectfully submitted,

A handwritten signature in black ink that reads "Candy Meintz". The signature is written in a cursive, flowing style.

Candy Meintz

Chief Financial Officer

Pinecrest Medical Care Facility



PENALTIES FOR FALSIFYING INFORMATION

This section explains the penalties for deliberately furnishing false information in this application to gain or maintain enrollment in the Medicare program.

1. 18 U.S.C. § 1001 authorizes criminal penalties against an individual who, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals or covers up by any trick, scheme or device a material fact, or makes any false, fictitious, or fraudulent statements or representations, or makes any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry. Individual offenders are subject to fines of up to \$250,000 and imprisonment for up to five years. Offenders that are organizations are subject to fines of up to \$500,000 (18 U.S.C. § 3571). Section 3571(d) also authorizes fines of up to twice the gross gain derived by the offender if it is greater than the amount specifically authorized by the sentencing statute.
2. Section 1128B(a)(1) of the Social Security Act authorizes criminal penalties against any individual who, "knowingly and willfully," makes or causes to be made any false statement or representation of a material fact in any application for any benefit or payment under a Federal health care program. The offender is subject to fines of up to \$25,000 and/or imprisonment for up to five years.
3. The Civil False Claims Act, 31 U.S.C. § 3729, imposes civil liability, in part, on any person who:
 - a) knowingly presents, or causes to be presented, to an officer or any employee of the United States Government a false or fraudulent claim for payment or approval;
 - b) knowingly makes, uses, or causes to be made or used, a false record or statement to get a false or fraudulent claim paid or approved by the Government; or
 - b) conspires to defraud the Government by getting a false or fraudulent claim allowed or paid.

The Act imposes a civil penalty of \$5,000 to \$10,000 per violation, plus three times the amount of damages sustained by the Government

4. Section 1128A(a)(1) of the Social Security Act imposes civil liability, in part, on any person (including an organization, agency or other entity) that knowingly presents or causes to be presented to an officer, employee, or agent of the United States, or of any department or agency thereof, or of any State agency...a claim...that the Secretary determines is for a medical or other item or service that the person knows or should know:
 - a) was not provided as claimed; and/or
 - b) the claim is false or fraudulent.

This provision authorizes a civil monetary penalty of up to \$10,000 for each item or service, an assessment of up to three times the amount claimed, and exclusion from participation in the Medicare program and State health care programs.



PENALTIES FOR FALSIFYING INFORMATION (Continued)

5. 18 U.S.C. 1035 authorizes criminal penalties against individuals in any matter involving a health care benefit program who knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact; or makes any materially false, fictitious, or fraudulent statements or representations, or makes or uses any materially false fictitious, or fraudulent statement or entry, in connection with the delivery of or payment for health care benefits, items or services. The individual shall be fined or imprisoned up to 5 years or both.
6. 18 U.S.C. 1347 authorizes criminal penalties against individuals who knowing and willfully execute, or attempt, to execute a scheme or artifice to defraud any health care benefit program, or to obtain, by means of false or fraudulent pretenses, representations, or promises, any of the money or property owned by or under the control of any, health care benefit program in connection with the delivery of or payment for health care benefits, items, or services. Individuals shall be fined or imprisoned up to 10 years or both. If the violation results in serious bodily injury, an individual will be fined or imprisoned up to 20 years, or both. If the violation results in death, the individual shall be fined or imprisoned for any term of years or for life, or both.
7. The government may assert common law claims such as "common law fraud," "money paid by mistake," and "unjust enrichment."

Remedies include compensatory and punitive damages, restitution, and recovery of the amount of the unjust profit.



Authorized Official Certification Statement for Institutional Providers

These are additional requirements that the provider must meet and maintain to bill the Medicare program. By signing, the provider is attesting to have read the requirements and understanding them.

By his/her signature(s), the authorized official named below agrees to adhere to the following requirements stated in this Certification Statement:

- 1) I authorize the Medicare contractor to verify the information contained herein. I agree to notify the Medicare contractor of any future change to the information contained in this application in accordance with provisions found at 42 CFR 424.516. I understand that any change in business structure of this supplier may require the submission of a new application.
- 2) I have read and understand the Penalties for Falsifying Information as printed in this application. I understand that any deliberate omission, misrepresentation, or falsification of any information contained in this application or contained in any communication supplying information to Medicare, or any deliberate alteration of text on this application form, may be punished by criminal, civil, or administrative penalties including, but not limited to, the denial or revocation of Medicare identification number(s), and/or the imposition of fines, civil damages, and/or imprisonment.
- 3) I agree to abide by the Medicare laws, regulations and program instructions that apply to this provider. The Medicare laws, regulations and program instructions are available through the Medicare contractor. I understand that payment of a claim by Medicare is conditioned upon the claim and underlying transaction complying with such laws, regulations and program instructions (including, but not limited to, the Federal anti-kickback statute and the Stark Law), and on the provider's compliance with all applicable conditions of participation in Medicare.
- 4) Neither this provider, nor any 5 percent or greater owner, partner, officer, director, managing employee, authorized official, or delegated official is currently sanctioned, suspended, debarred, or excluded by the Medicare or State Health Program, e.g. Medicaid program, or any other Federal program, or is otherwise prohibited from supplying services to Medicare or other Federal program beneficiaries.
- 5) I agree that any existing or future overpayment made to the provider by the Medicare program may be recouped by Medicare through the withholding of future payments.
- 6) I will not knowingly present or cause to be presented a false or fraudulent claim for payment by Medicare, and I will not submit claims with deliberate ignorance or reckless disregard of truth of their truth or falsity.
- 7) I authorize any national accrediting body whose standards are recognized by the Secretary as meeting the Medicare program participation requirements, to release to any authorized representative, employee, or agent of the CMS, a copy of my most recent accreditation survey, together with any information related to the survey that CMS may require (including corrective action plans).

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Twin County Airport
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Commissioner Schei would like to discuss what the plan is for Menominee County and Marinette County at the Twin County Airport. Menominee County received a letter from Gale Mattison, Marinette Corporation Counsel, notifying us that Marinette County desires to negotiate discontinuing partnership with us.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

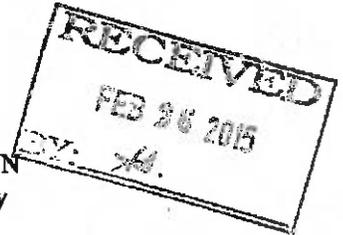
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):



OFFICE OF
CORPORATION COUNSEL

GALE MATTISON
Corporation Counsel

CATHY POLZIN
Legal Secretary



February 24, 2015

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

RE: Twin County Airport

Dear Mr. Bousley:

As you are aware, on February 24, 2015, by a vote of 25 to 4, the Marinette County Board of Supervisors authorized the Corporation Counsel to notify Menominee County of Marinette County's desire to negotiate discontinuing partnership with Menominee County in the Twin County Airport.

Please consider this as notification of Marinette County's request to negotiate as stated above.

Please contact me at your convenience to discuss how Menominee County would like to proceed.

Sincerely,

Gale Mattison
Corporation Counsel

GM/cp

Cc: Vilas Schroeder, Marinette County Board Chairperson

Future of TCA needs to be public

Tuesday, April 07, 2015 12:00 AM

With the fate of the agreement that governs the Twin County Airport in a holding pattern, the arguments and constant public turmoil between Marinette and Menominee counties have suddenly disappeared.

The silence is deafening.

Since last summer, the conflict between Marinette and Menominee county representatives on the Twin County Airport Commission has been loud and public. Not a week went by that one side was not waging war with the other over appointments, resignations, meeting dates or decisions. Menominee County also filed a legal action against the Marinette County commission members over their refusal to accept a Menominee appointee, using Menominee County Prosecutor Dan Hass, who previously advised the entire airport commission. That left the Marinette members without representation, and two of them resigned.

While providing anguish to some and entertainment to others, it was clear that there were serious problems with the 40-year-old partnership between the counties.

That became obvious when Menominee County Board Chairman Charlie Meintz made a visit (not authorized by his own county board) to the Marinette County Board of Supervisors in January, to "inform" them of what was happening at TCAC, where he is a commissioner. Using public comment as a forum to explain, in his opinion, some of the issues and conflict, he called actions by the Marinette representatives "a witch hunt" and defined the commission as a "terrible political playground." At the very next meeting, Marinette County Board members voted 25-4 to explore the steps needed to dissolve their partnership in the airport. The two remaining representatives from Marinette County on the commission (citizen appointee Ron Holmes had just resigned) not only voted to explore withdrawal from the airport agreement, they lobbied vehemently for it.

Supervisor Don Pazynski called the commission "dysfunctional," and said he had never seen "so much disregard for rules and lack of professional conduct" by the Menominee members.

Supervisor Ted Sauve, who has the distinction of being the longest serving member of the commission, said, "I think it's time that we continue to have our corporation counsel work with the Menominee County people with the ultimate goal of removing Marinette County from the joint operation that was put into force in 1975."

What did Menominee County Commissioners or airport representatives have to say?

Nothing.

That was OK with Menominee County Administrator Brian Bousley, who told the EagleHerald the day of the Marinette County decision that he would inform his board, but did not want to see an unposted discussion take place at the Menominee County meeting that evening.

But two other Menominee County meetings have been held since that time, and the airport matter has not been on either agenda.

It was not discussed at the Twin County Airport Commission meeting March 17. In fact, the only time the possibility that Marinette County might be pulling out of the airport business came up was at an interview with a candidate for the airport manager position.

While it may be prudent for Menominee County to stay silent while Marinette County explores its ability to walk away from the partnership, nobody in Menominee County has tried to stop it from happening.

It looks like Menominee County may not have a problem taking over operations of Twin County Airport. They certainly haven't raised a hue and cry over the possibility.

Maybe county commissioners believe they can do a better job of running things without any intercession or assistance from another county.

But there are questions that need to be answered.

Can Marinette County walk away without any cost? In the past, counties were told that they might be federally obligated to repay the grant funding that totals millions of dollars. While that might be the case if TCA were to close as a general aviation airport, it might not apply if one party concedes its holdings to the other.

Can Menominee County afford to operate the airport alone? Currently, annual operational costs are less than \$50,000 from each county, but there are still special construction or capital projects that are either part of the 10-year plan or come up unexpectedly. The local match is sometimes in the hundreds of thousands of dollars. The airport has many large projects that receive state and federal grants, but there is always a portion that comes from the counties.

Can Menominee County, alone, keep the airport functioning? Some of the past problems and issues with businesses such as Freight Runners and Enstrom Helicopter Corp. originated with the Menominee County representatives, as did the repetitive, yet unsuccessful attempts to fire airport lineman Jeff LaFleur.

Marinette County Corporation Counsel Gale Mattison had been asked to notify Menominee County of Marinette County's desire to negotiate discontinuing its partnership with Menominee County in the TCA.

That was discussed and voted upon at a public meeting, and Mattison did what was asked. Since then, all has been quiet. It's time the public gets to know what is the next step in the process and what it will mean to the future of the airport. It is taxpayer money that funds the Twin County Airport, whether it comes from local, state or federal funds. Who operates it in the future is essential to its continued success.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Boyle Design Group – 2015 Regional Guide
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: In previous years, the County Board approved a full page advertisement in the Menominee & Marinette Regional Guide, to promote Menominee County. Cost for the full page advertisement is \$1,750.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Reservation

SIGN UP TODAY

Please ad size (dimensions listed to the right):

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

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

Business _____

Contact _____

Address _____

Phone (____) _____

Fax (____) _____

e-mail _____

Signature _____ Date _____

Please check one:

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

E-mail files to:
art@boyledesigngroup.net

Printed Book

W x H

DIMENSIONS

Full Page 7.5" x 9.5"

1/2 Horizontal 7.5" x 4.5"

1/2 Vertical 3.5" x 9.5"

1/4 3.5" x 4.5"

1/8 3.5" x 2.25"

Back Cover 8" x 7.5"



NOW INCLUDES A FREE NEW

Online E-Book



mmregionalguide.com

View the Marinette-Menominee Regional Guide online!

When your website is listed on your ad anyone viewing the Regional Guide via the e-book will be taken directly to your site with one click!



Production SERVICES

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

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

All artwork remains the property of Boyle Design Group.

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

Make check payable to:

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

Reservation form and questions can be sent to:

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

Fax reservation form to:
715-735-3120

We thank you for your support!



Menominee County

play here

Menominee County offers 675,840 acres of outdoor activities and breathtaking beauty. All of this pristine acreage offers the outdoors and hunting enthusiast endless opportunities. State land, for the individual sportsman, and private land (made available for rent), increase the likelihood of a successful hunt. Whether it be bow, rifle or muzzle loading, hunters enjoy a variety of seasons from turkey and bear to the ever bountiful deer season.

With the Menominee River on the west and Lake Michigan's Green Bay on the east, Menominee County is almost a peninsula. Over 125 miles of shore border its southern boundary. The Bay of Green Bay provides excellent yachting as well as fresh water and ice fishing.

Specially groomed trails and dormant logging roads allow snowmobile access to the county's vast wilderness outback. With restaurants and lodging in the Powers/Spalding areas, this provides an excellent hub for snowmobile enthusiasts burning with the desire to ride the open trails as far north as Copper Harbor.

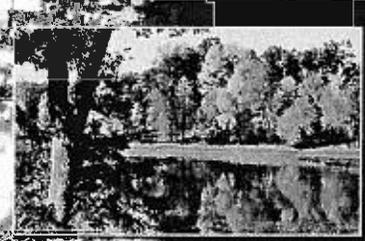
Cross country skiing, ATV trails and extensive camping are just a few more featured activities. With skiing at Cedar River Pathway and ATV paths at Forest Island Trail, visitors and residents capitalize on the opportunity for relaxation and enjoyment. Camping and recreation are abundant in our wonderful State and County Parks. Incredible rapids and water fall sites are not to be missed when touring the area.

work here

Menominee County is not only a remarkable place to play but a wonderful place to raise a family and work. Career opportunities range from engineering and medical to legal and technology professions. Employment opportunities are growing while business building opportunities greatly benefit from the support of such critical components as our full instrumented all weather landing systems, interstate highways, deep water ports and rail. Menominee County continually strives to provide economic incentives for new and growing businesses of all sizes, please contact our county administration office for additional information.

www.menomineecounty.com

Rich and inviting are both the spirit and opportunities of Menominee County. Ever striving to provide excellence in economic growth and development while maintaining our exceptional northwoods experience. Activities abound in this haven of wildlife and wonder, come experience all that Menominee County has to offer you.



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
MAR 24 2015
BY: *AD*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3-2-15	Stephenson	40			101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage	40	
Total Mileage Fee					23.00

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

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

[Signature]
Signed

3-24-15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
MAR 26 2015
BY: *AA*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Raymond Williams ~ District 1

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3-4	Stephenson Annex	45	25.875	25.875	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	25.875

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

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

Raymond Williams

Signed

3-26-15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/12/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/17/15	ROY STEPHENSON, MI	32		18.40	101-101-860.04
3/17/15	ESCANABA, MI	104		59.80	101-101-860.04
3/17/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/18/15	PINECREST, POWERS	73		41.98	101-101-860.04
3/24/15	COURTHOUSE	16		9.20	101-101-860.04
3/26/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/31/15					101-101-860.04
		270			101-101-860.04
			Total Mileage		
Total Mileage Fee					<u>155.27</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 10th Ave., Menominee, MI 49858

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

Signed

Date

3/31/15
166

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Bernie Lang ~ District 2

2015

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
03.06	CT. HSE	3			101-101-860.02
03.10	CT. HSE	3			101-101-860.02
03-12	ESCALAWABA	112			101-101-860.02
03-24	CT. HSE	3			101-101-860.02
03-31	DHS	3			101-101-860.02
		<u>124 x .575 = 71.30</u>			101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
Total Mileage Fee					71.30

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

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

B. Lang

Signed

03-31-15

Date

4/1/15

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

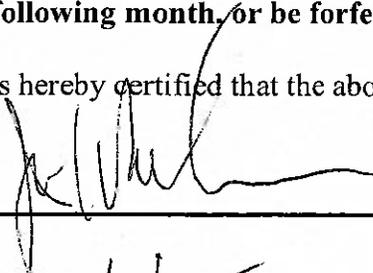
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/5/15	NORTH Point, Kingsford			0	101-101-860.11
3/5/15	MI WORKS, ESCANABA MI	56	.575	32.20	101-101-860.11
3/10/15	MENOM. Co. Board, MENOMINEE	94	.575	54.05	101-101-860.11
7/12/15	NORTH Point, Kingsford			0	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		150	Total Mileage	84.25 86.25	
Total Mileage Fee					

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

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



Signed

4/1/15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
APR 02 2015
BY: *AB*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/6/15	Karswell Meeting Court House	72		41.40	101-101-860.07
					101-101-860.07
3/10/15	Road Commission	25		14.38	101-101-860.07
					101-101-860.07
3/10/15	County Board - Court House	72		41.40	101-101-860.07
					101-101-860.07
3/18/15	Fair Board - Annex	30		17.25	101-101-860.07
					101-101-860.07
3/24/15	County Board - Court House	72		41.40	101-101-860.07
		271	Total Mileage		
				Total Mileage Fee	155.83

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

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

Gerald L. Piche

Signed

4/1/15

Date

AA-OK

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
APR 06 2015
BY: *AA.*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/10/15	County Board - Menom	16	.575	9.20	101-101-860.05
3/17/15	911 Gov. Bnd - Stephenson	32	.575	18.40	101-101-860.05
3/24/15	County Bnd. - Menom	16	.575	9.20	101-101-860.05
3/30/15					101-101-860.05
3/31/15	MAC Conf.	To Esky			101-101-860.05
4/1/15		+ Return			101-101-860.05
4/1/15		120 mi.	.575	69.00	101-101-860.05
3/29/15	Lunch receipt			8.37	101-101-860.05
3/30/15	Dinner receipt			20.00	101-101-860.05
3/31/15	Lunch receipt			10.00	
			Total Mileage	144.17	
Total Mileage Fee					144.17

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

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

William Cech

Signed

4/5/15

Date

Bill Cook

Subway#23005-0 Phone 906-643-1140
134 W. US 2

St. Ignace, MI, 49781

Served by: Tabatha 3/29/2015 12:24:27 pm
Term ID-Trans# 1/A-11166

Qty Size Item Price

1 12" Spicy Italian Sub 5.50
1 Milk 1.30
1 Chips 1.10

Sub Total 7.90
Tax Authority (6%) 0.47
Total (Eat In) 8.37
Cash 10.00
Change 1.63

Host Order ID: SPM20150329122427

Thanks for visiting Subway. Please let us know how we did today by taking our 1 minute survey at www.tellsubway.com



REG 03-31-2015 08:06
0000011
CT 1

1 DEPT001 T1 \$8.50
1 DEPT001 T1 \$3.50
BASE1 \$12.00
IVA1 \$0.72
TL \$ 12 - 72
CAJA \$12.72

GUEST CHECK

Date	Table	Guests	Server
3/30/15	A5	4	75
APPT - SOUP/SAL - ENTREE - VEG/POT - DESSERT - BEV			
			010050

AS	475		
P98	10.00		
P15 PK	925		
	275		
	24.00		
		Tax	
		Total	
Thank You			

CT-S6000

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 26, 27 & April 9, 2015 in the combined amount of \$209,527.94.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

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

Special Revenue Funds

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

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

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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
ANDERSON AUTO & RV SALES INC								
	40613	03/10/2015	1325	2011 Impala Vehicle Maintenance	205-315-934.02	59.95		\$1,744.70
	40814	01/27/2015	1326	2009 Chevy Tahoe Vehicle Maintenance	205-315-934.02	82.25		
	40615	01/28/2015	1327	2007 Chevy Pickup - Vehicle Maintenance	205-315-934.02	150.00		
	40616	02/04/2015	1328	2012 Impala - Vehicle Maintenance	205-315-934.02	339.00		
	40617	02/10/2015	1330	2011 Impala - Vehicle Maintenance	205-315-934.02	462.00		
	40618	02/12/2015	1331	2012 Impala - Vehicle Maintenance	205-315-934.02	59.95		
	40619	01/29/2015	1328	2008 Tahoe - Vehicle Maintenance	205-315-934.02	434.00		
	40620	02/24/2015	1332	2008 Impala - Vehicle Maintenance	205-315-934.02	34.95		
	40621	02/24/2015	1333	2011 Impala - Vehicle Maintenance	205-315-934.02	122.60		
AT&T - Carol Stream, IL								
	40654	02/19/2015	906863681402	February 19 - March 18, 2015	266-325-850.00	699.82		\$699.82
AT&T Mobility								
	40639	03/16/2015	287252150867	906-792-0211 (March 2015)	101-132-850.00	36.27		\$67.54
	40640	03/24/2015	287252234866	906-792-5988 (March 10 - April 9)	101-132-850.00	31.27		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								
	40709	02/28/2015	MENCC	Coroner Screening Films (A. Graf)	101-648-838.00	974.65		\$874.65
BELSON CO.								
	40605	03/19/2015	0000168927	Service Cali & Labor	101-301-770.00	187.50		\$187.50
Big O's Lube and Service, Inc.								
	40622	03/06/2015	16379	2011 Chevy Impala - Vehicle Maintenance	205-315-934.02	341.62		\$699.59
	40623	03/10/2015	16412	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	35.98		
	40624	03/16/2015	16459	2014 Chevy Impala - Vehicle Maintenance	205-315-934.02	32.90		
	40625	03/16/2015	16463	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	289.09		
BP								
	40811	03/06/2015	43765632	Road Patrol - Gasoline Charges	205-315-742.00	359.96		\$359.96
Brian Bousley								
	40719	03/10/2015	Reimbursement	Mileage - March 2015	101-172-860.00	190.40		\$190.40
Brunelle, Jennifer								
	40841	03/17/2015	Reimbursement	Tote for Ice Shack at Doby Park	296-667-801.01	16.99		\$66.98
	40708	03/25/2015	Reimbursement	Conference Registration	296-668-801.00	10.00		
	40708	03/25/2015	Reimbursement	Conference Registration	296-664-860.00	30.00		
	40708	03/25/2015	Reimbursement	Conference Registration	296-663-860.00	30.00		
CBM Managed Services								
	40628	03/04/2015	STDINV81831	Inmate Meals	280-362-755.00	2,087.55		\$4,167.44
	40629	03/11/2015	STDINV82124	Inmate Meals	280-362-755.00	2,079.89		
Cedar River Plaza								
	40694	03/13/2015	TROY 2-29	Gasoline Charges	208-751-742.00	35.37		\$35.37
Cellcom Wisconsin RSA 04								
	40656	03/05/2015	198828	Cellular Services	296-663-850.00	55.33		\$165.99
	40656	03/05/2015	198828	Cellular Services	296-664-850.00	55.33		
	40656	03/05/2015	198828	Cellular Services	296-665-850.00	55.33		
CIMA COMPANIES, INC.								
	40697	03/13/2015	MIMENO1	PO# 03067 (7/1/15 - 7/1/16)	101-132-802.00	1,034.75		\$1,034.75

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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
CLOVERLAND PAPER CO								\$459.86
40630	03/08/2015	107584	Cleaning Supplies	280-362-755.00	91.98			
40631	03/13/2015	107647	Liners & Delimer	280-362-755.00	88.73			
40645	03/20/2015	107703	Liners, Pledge, Vinegar	101-265-755.01	148.25			
40670	03/13/2015	107648	Cleaning Supplies	101-265-755.01	92.89			
40671	03/13/2015	107628	Cleaning Supplies	101-265-755.01	38.21			
Cooper Office Equipment								\$235.20
40692	03/12/2015	120693	Contract # 2146-01 (3/11/15 - 6/10/15)	101-172-931.01	235.20			
DEKETO, LLC								\$820.00
40676	02/03/2015	DK 2-15	January 2015 (x410)	256-277-857.00	820.00			
Dougovito, Greg								\$55.25
40636	03/16/2015	5801	Holdover Attendant	101-132-801.01	21.25			
40636	03/16/2015	5801	Holdover Attendant	101-132-801.00	34.00			
EAGLEHERALD PUBLISHING, LLC								\$29.80
40649	03/16/2015	Advertising	Sealed Bids - Cleaning Contract	101-101-901.00	29.80			
Furlong, James								\$23.00
40704	03/24/2015	Reimbursement	Mileage	101-101-860.03	23.00			
GREAT AMERICAN DISPOSAL CO THE								\$110.30
40658	03/01/2015	63101069	Annex - Garbage Removal	101-261-930.04	110.30			
Gregory, Raymond G.								\$220.00
40678	02/04/2015	2015-018-MI	Court Appointed Legal - Giancola	101-148-807.00	130.00			
40679	03/13/2015	2015-032-MI	Court Appointed Legal - Bourgeois	101-148-807.00	90.00			
HOTFLAME GAS COMPANY								\$634.30
40713	03/09/2015	6277	Maintenance Building at Shakey Lakes	208-751-744.00	634.30			
ID NETWORKS								\$2,249.00
40698	03/24/2015	269093	PO# 03066 Software Maintenance	101-301-976.00	2,249.00			
Joel Hensley, RN								\$4,764.00
40607	03/22/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00			
40608	03/22/2015	Reimbursement	Malpractice Insurance	101-301-770.01	134.00			
40634	03/24/2015	Medical Examiner	March 2015	101-648-709.00	1,065.00			
40634	03/24/2015	Medical Examiner	March 2015	101-648-835.00	2,100.00			
40648	03/22/2015	Blood Draw	C.S. (3/11)	101-267-801.01	100.00			
K MART 7031								\$79.95
40632	02/06/2015	070310206150089336	Bath Towels	280-362-755.00	79.95			
Kiesler's Police Supply, Inc.								\$2,772.01
40604	03/17/2015	0750782	PO# 03065 - Assorted Ammo	205-315-755.02	2,772.01			
Kleiman, Marc								\$39.15
40685	03/16/2015	Reimbursement	Mileage & Fuel	101-215-860.00	39.15			
Lamble, Michael H.								\$75.00
40706	03/25/2015	2015-037-MI	Court Appointed Legal (Pfeffer)	101-148-807.00	75.00			
LENCA SURVEYING								\$3,049.50
40705	03/24/2015	15040	Project Yr 2015 (March 7 - March 24, 2015)	243-245-801.07	3,049.50			
Lesperance, Diane								\$37.03
40689	03/18/2015	Reimbursement	Mileage - Site Visit for Foreclosure Hea	517-252-860.00	37.03			
LexisNexis								\$350.00
40691	02/28/2015	1502508140	2/1/15 - 2/28/15	269-145-801.00	350.00			

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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MaComb Community College	40803	03/06/2015	004577391	PO# 03051 Training (x2)	205-315-881.03	1,500.00		\$1,500.00
Manpower	40710	03/15/2015	28389251	Week Ending 3/15/15 (Krist Marciniak)	101-261-705.00	448.04		\$923.94
	40718	03/22/2015	28419279	Week Ending 3/22/15 (Krista Marciniak)	101-261-705.00	477.90		

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY ARCHIBAN

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BP

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$13,057.71
	40715	03/12/2015	Credit Card	PO# 3071 Team Intel	101-103-755.00	114.00		
	40715	03/12/2015	Credit Card	PO# 3071 Team intel	101-103-755.00	1,599.00		
	40715	03/12/2015	Credit Card	Quill	101-301-727.00	140.10		
	40715	03/12/2015	Credit Card	Quill	101-301-727.00	100.96		
	40715	03/12/2015	Credit Card	Quill	101-301-770.01	43.99		
	40715	03/12/2015	Credit Card	Arby's	101-301-860.00	7.08		
	40715	03/12/2015	Credit Card	Crunchy's	101-301-860.00	15.35		
	40715	03/12/2015	Credit Card	Crystal Mtn Lodging	101-301-860.00	195.39		
	40715	03/12/2015	Credit Card	Crystal Mtn Lodging	101-301-860.00	195.39		
	40715	03/12/2015	Credit Card	Crystal Mtn Lodging	101-301-860.00	195.39		
	40715	03/12/2015	Credit Card	Enterprise Rent A Car	101-301-860.00	130.69		
	40715	03/12/2015	Credit Card	Hardees	101-301-860.00	10.79		
	40715	03/12/2015	Credit Card	Old Chicago Okemos	101-301-860.00	20.00		
	40715	03/12/2015	Credit Card	Subway	101-301-860.00	8.27		
	40715	03/12/2015	Credit Card	Subway	101-301-860.00	5.83		
	40715	03/12/2015	Credit Card	Tractor Supply	101-301-881.01	47.99		
	40715	03/12/2015	Credit Card	Coogan Enterprises	101-301-934.02	60.00		
	40715	03/12/2015	Credit Card	Cenex	205-315-742.00	11.15		
	40715	03/12/2015	Credit Card	Conlee Oil Co	205-315-742.00	9.00		
	40715	03/12/2015	Credit Card	Exxon Mobil	205-315-742.00	17.32		
	40715	03/12/2015	Credit Card	Holiday	205-315-742.00	32.70		
	40715	03/12/2015	Credit Card	Island Oasis	205-315-742.00	21.01		
	40715	03/12/2015	Credit Card	Kwik Trip	205-315-742.00	19.25		
	40715	03/12/2015	Credit Card	Kwik Trip	205-315-742.00	15.82		
	40715	03/12/2015	Credit Card	Rubber Ducky	205-315-742.00	22.59		
	40715	03/12/2015	Credit Card	Superior Touchless	205-315-742.00	8.00		
	40715	03/12/2015	Credit Card	Paidl's Hardware	205-315-755.00	16.94		
	40715	03/12/2015	Credit Card	PO# 3070 Susteen, Corn	205-315-755.00	800.00		
	40715	03/12/2015	Credit Card	Walmart	205-315-755.00	58.98		
	40715	03/12/2015	Credit Card	Bavarian Mtn Ldg	205-315-755.00	120.75		
	40715	03/12/2015	Credit Card	Arby's	205-315-860.00	8.03		
	40715	03/12/2015	Credit Card	Arby's	205-315-860.00	0.80		
	40715	03/12/2015	Credit Card	Arby's	205-315-860.00	7.90		
	40715	03/12/2015	Credit Card	Bell-Mart BP	205-315-860.00	20.25		
	40715	03/12/2015	Credit Card	Crunchy's	205-315-860.00	16.92		
	40715	03/12/2015	Credit Card	Hardees	205-315-860.00	12.01		
	40715	03/12/2015	Credit Card	Indiana Tollway	205-315-860.00	0.80		
	40715	03/12/2015	Credit Card	Indiana Tollway	205-315-860.00	1.60		
	40715	03/12/2015	Credit Card	Indiana Tollway	205-315-860.00	1.90		
	40715	03/12/2015	Credit Card	Indiana Tollway	205-315-860.00	1.90		
	40715	03/12/2015	Credit Card	Old Chicago Okemos	205-315-860.00	15.38		
	40715	03/12/2015	Credit Card	Quality Inn University	205-315-860.00	59.88		
	40715	03/12/2015	Credit Card	Subway	205-315-860.00	8.27		
	40715	03/12/2015	Credit Card	Subway	205-315-860.00	7.53		
	40715	03/12/2015	Credit Card	Wendy's	205-315-860.00	20.12		
	40715	03/12/2015	Credit Card	Berger Chevrolet	205-315-934.02	2,654.49		
	40715	03/12/2015	Credit Card	Jay's Sporting Goods	205-315-934.02	21.19		
	40715	03/12/2015	Credit Card	Magic Wand	205-315-934.02	10.00		
	40715	03/12/2015	Credit Card	Paidl's Hardware	205-315-934.02	54.01		
	40715	03/12/2015	Credit Card	Secretary of State	205-315-934.02	15.30		
	40715	03/12/2015	Credit Card	Bob Barker	280-362-755.00	108.28		
	40715	03/12/2015	Credit Card	Bob Barker	280-362-755.00	387.69		
	40715	03/12/2015	Credit Card	Bob Barker	280-362-755.00	492.88		
	40715	03/12/2015	Credit Card	Bob Barker	280-362-755.00	114.19		

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BA

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Vendor Name	Vchcr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$13,057.71
	40715	03/12/2015		Credit Card	Bob Barker	280-362-755.00		164.70
	40715	03/12/2015		Credit Card	Bob Barker	280-362-755.00		32.28
	40715	03/12/2015		Credit Card	Quill	280-362-755.00		89.98
	40715	03/12/2015		Credit Card	Readers Digest	280-362-755.00		15.00
	40715	03/12/2015		Credit Card	Time Magazine	280-362-755.00		30.00
	40715	03/12/2015		Credit Card	Tim Popular Science	280-362-755.00		12.00
	40715	03/12/2015		Credit Card	Walmart	280-362-755.00		148.00
	40715	03/12/2015		Credit Card	Admiral Petro	282-302-881.00		25.70
	40715	03/12/2015		Credit Card	Hardee's	282-302-881.00		9.53
	40715	03/12/2015		Credit Card	Holiday	282-302-881.00		22.03
	40715	03/12/2015		Credit Card	Meijer Store	282-302-881.00		27.36
	40715	03/12/2015		Credit Card	Quality Inn University	282-302-881.00		163.86
	40716	03/12/2015		Credit Card	Blg Boy	517-252-860.00		11.21
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Dixie Salon	517-252-860.00		12.71
	40716	03/12/2015		Credit Card	Adobe Systems, Inc.	101-172-802.00		9.99
	40716	03/12/2015		Credit Card	Great Wolf Traverse City	517-252-860.00		183.37
	40716	03/12/2015		Credit Card	PO# 3089 Mining Journal	101-103-755.00		990.58
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Jo to Go	215-141-860.00		9.09
	40716	03/12/2015		Credit Card	Alpine Tavern & Eatery	215-141-860.00		30.41
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Grand Traverse Resort	215-141-860.00		12.72
	40716	03/12/2015		Credit Card	Grand Traverse Resort	215-141-860.00		10.87
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Biggby Coffee	215-141-860.00		9.96
	40716	03/12/2015		Credit Card	Grand Traverse Resort	215-141-860.00		12.72
	40716	03/12/2015		Credit Card	Grand Traverse Resort	215-141-860.00		478.50
	40716	03/12/2015		Credit Card	Grand Traverse Resort	215-141-860.00		445.50
	40716	03/12/2015		Credit Card	Angeli's	296-667-801.00		24.58
	40716	03/12/2015		Credit Card	K Mart	296-667-801.00		21.14
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Amazon	101-265-755.00		23.20
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Bavarian Inn	266-325-860.00		26.48
	40716	03/12/2015		Credit Card	Bavarian Mtr Lodge	266-325-860.00		120.75
	40716	03/12/2015		Credit Card	Big Boy	266-325-860.00		11.00
	40716	03/12/2015		Credit Card	Michigan Assoc Counties	101-101-859.00		800.00
	40716	03/12/2015		Credit Card	Michigan Assoc Counties	101-101-859.00		300.00
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Angeli's	296-667-801.01		21.11
	40716	03/12/2015		Credit Card	Omas & Ratskeller	296-325-860.00		9.22
	40716	03/12/2015		Credit Card	Amazon	101-265-755.00		39.94
	40716	03/12/2015		Credit Card	La Senorita of Gaylord	296-663-860.00		12.67
	40716	03/12/2015		Credit Card	La Senorita of Gaylord	215-141-860.00		9.99
	40716	03/12/2015		Credit Card	Bordeaux	296-663-860.00		32.35
	40716	03/12/2015		Credit Card	Bordeaux	215-141-860.00		26.35
	40716	03/12/2015		Credit Card	Pizano's Pizza	215-141-860.00		21.29
	40716	03/12/2015		Credit Card	Pizano's Pizza	296-663-860.00		21.29
	40716	03/12/2015		Credit Card	Cheddar's	296-663-860.00		12.77
	40716	03/12/2015		Credit Card	Cheddar's	215-141-860.00		5.76
	40716	03/12/2015		Credit Card	USPS	101-268-729.00		5.05
	40716	03/12/2015		Credit Card	Bordeaux	296-663-860.00		32.56
	40716	03/12/2015		Credit Card	Bordeaux	215-141-860.00		32.56

CHIEF FISCAL OFFICER
MICHIGAN ASSOCIATION

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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER WEISS COUNTY JOURNAL								
Mastercard								
	40716	03/12/2015	Credit Card	Buffalo Wild Wings	296-663-860.00	18.38	x	\$13,057.71
	40716	03/12/2015	Credit Card	Buffalo Wild Wings	215-141-860.00	15.94	x	
	40716	03/12/2015	Credit Card	Crowne Plaza	296-869-860.00	136.74	x	
	40716	03/12/2015	Credit Card	Crowne Plaza	215-141-860.00	152.90	x	
	40716	03/12/2015	Credit Card	Tacony Power Flite	101-265-934.00	244.46	x	
	40716	03/12/2015	Credit Card	Angeli's	296-867-801.01	5.56	x	
	40716	03/12/2015	Credit Card	Credit Memo - Great Wolf	517-252-860.00	-3.60	x	
	40716	03/12/2015	Credit Card					
Menards - Marinette								
	40681	03/11/2015	77206	Stoney Point Dock	101-265-755.00	159.31		\$382.47
	40682	03/12/2015	77275	Credit Memo	101-265-755.00	-27.98		
	40683	03/12/2015	77284	Stoney Point Dock	101-265-755.00	111.58		
	40701	03/20/2015	77843	Building & Ground Supplies	101-265-755.00	84.14		
	40714	03/23/2015	78045	Buidling & Ground Supplies	101-265-755.00	55.42		
MENOMINEE COUNTY JOURNAL								
	40687	03/16/2015	2014-014905-DS	Publication for Service of Process (x3)	101-267-804.00	118.95		\$118.95
MGT of America, Inc.								
	40703	03/19/2015	26510	Jan, Feb, Mar 2015 (FOC DHS-286 bill)	101-141-801.00	1,345.80		\$1,345.80
MICHIGAN DISTRICT JUDGES ASSOC								
	40696	03/10/2015	Dues	2015 Mi District Judges Association	101-136-802.00	200.00		\$200.00
MICHIGAN ELECTION RESOURCES								
	40680	03/12/2015	33832	Election Petition Forms	101-262-727.00	110.88		\$11,954.34
	40689	03/18/2015	33882	PO# 03068 Ballots for May 2015 Electic	101-262-727.00	11,853.46		
Michigan Municipal Risk								
	40646	03/10/2015	2257	Effective Discipline/Grievance Process	266-325-755.00	25.00		\$25.00
Michigan Sheriffs' Association								
	40609	03/17/2015	2150205	Registration for Conference (Holmes, R	101-301-881.00	425.00		\$425.00
Michigan State University - ANR Communications Event Svcs								
	40686	03/13/2015	60295	Registration - M. Kleiman	101-215-860.00	45.00		\$45.00
MILLERS ACTION OFFICE SUPPLY I								
	40647	03/20/2015	0108270-001	Binder - FOC	101-141-727.00	11.58		\$542.35
	40661	03/11/2015	0108034-001	Fax Cartridge (Clerk's Office)	101-215-727.00	38.99		
	40662	03/12/2015	0108099-001	Notary Seal	101-215-727.00	37.95		
	40667	03/11/2015	0108021-001	Office Supplies (Clerk's Office)	101-215-727.00	417.05		
	40667	03/11/2015	0108021-001	Office Supplies (Clerk's Office)	101-215-883.00	36.78		
Morning Dove Productions								
	40711	01/29/2015	116	PO# 03059 Advertising (x52)	208-751-880.00	1,200.00		\$2,600.00
	40711	01/29/2015	116	PO# 03059 Advertising (x52)	208-751-755.02	1,000.00		
	40711	01/29/2015	116	PO# 03059 Advertising (x52)	208-751-801.00	400.00		
Newhouse, Kristan A.								
	40673	03/13/2015	2015-31-MI	Court Appointed Legal - (Wodrazka)	101-148-807.00	137.50		\$137.50
Niemi, Daniel R.								
	40637	03/16/2015	5802	Holdover Attendant (D.J.)	101-132-801.01	20.00		\$52.00
	40637	03/16/2015	5802	Holdover Attendant (D.J.)	101-132-801.00	32.00		
Nutt, Michael								
	40707	03/25/2015	Reimbursement	Mileage	296-864-860.00	135.99		\$135.99

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Office Depot, Inc.								\$128.76
40663		03/13/2015	760194635001	District - Duster	101-136-727.00	8.98		
40664		03/11/2015	759787059001	District Court - Office Supplies	101-136-727.00	38.94		
40665		03/12/2015	760194634001	Credit Memo - District Court	101-136-727.00	-10.69		
40717		03/17/2015	760762327001	Office Supplies	101-101-727.00	5.94		
40717		03/17/2015	760762327001	Office Supplies	101-172-727.00	64.01		
40717		03/17/2015	760762327001	Office Supplies	101-172-727.00	6.25		
40717		03/17/2015	760762327001	Office Supplies	249-371-728.00	15.33		
Owens, Karen A.								\$297.00
40638		03/17/2015	5804	JDFS Program	296-668-801.00	189.00		
40643		03/18/2015	5806	JDFS Program	296-668-801.00	108.00		
Paul W. Campbell Construction								\$260.00
40650		11/24/2014	343847	Pit Run (x2) Topsoil (x2)	208-751-930.04	260.00		
Poupore Collision & Towing								\$120.50
40626		03/18/2015	55018	2009 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	46.25		
40627		03/18/2015	55-K91	2013 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	74.25		
PrintersPlus!								\$323.50
40672		03/12/2015	13772	Ticket Envelopes (x1000)	101-136-727.00	190.00		
40675		03/12/2015	13771	Window Envelopes (Treasurer's Office)	101-253-727.00	133.50		
Quill Corporation								\$356.40
40699		03/19/2015	2515039	Office Supplies (PA Office)	101-267-727.00	350.91		
40700		03/19/2015	2542095	Office Supplies (PA Office)	101-267-727.00	5.49		
Randall Phillipps								\$1,500.00
40686		03/05/2015	Court Appointed	February 2015	101-131-807.00	1,000.00		
40686		03/05/2015	Court Appointed	February 2015	101-132-807.00	500.00		
REDWOOD TOXICOLOGY LABORATORY								\$36.00
40674		02/28/2015	00718420152	Drug Testing (District Court)	101-136-727.00	36.00		
Sherwin Williams Company								\$34.04
40680		02/27/2015	9360-1	Paint	101-265-930.01	34.04		

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CHIEF FISCAL OFFICER
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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Standard Insurance Company								\$211.60
	40652	03/23/2015	April 2015	Life Insurance Premium	101-101-713.00	20.70		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-132-713.00	6.32		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-136-713.00	11.50		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-141-713.00	9.20		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-148-713.00	0.58		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-215-713.00	11.50		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-172-713.00	4.60		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-267-713.00	9.20		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-268-713.00	4.60		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-253-713.00	6.90		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-257-713.00	4.60		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-265-713.00	4.60		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-301-713.00	48.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-682-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	101-103-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	271-790-713.00	9.20		
	40652	03/23/2015	April 2015	Life Insurance Premium	296-663-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	296-664-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	286-665-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	208-751-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	205-316-713.00	2.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	205-315-713.00	25.30		
	40652	03/23/2015	April 2015	Life Insurance Premium	286-325-713.00	16.10		
	40652	03/23/2015	April 2015	Life Insurance Premium	266-328-713.00	2.30		
State of Michigan POB 30266								\$1,750.00
	40610	03/10/2015	551-440292	DataComm 1/1/15 - 3/31/15	101-301-976.00	1,750.00		
Stellar Pizza, LLC								\$15.00
	40642	03/18/2015	34	Pizza for Teen Court	296-667-801.02	15.00		
STEPHENSON MARKETING COOPERATI - P O BOX 399								\$1,486.91
	40612	02/28/2015	015579	Road Patrol Gasoline Charges - Feb 20	205-315-742.00	1,486.91		
TWIN CITY ELECTRIC, Inc.								\$102.00
	40659	03/20/2015	79451	Allow Access to Lunch Room Camera	101-103-857.01	102.00		
U P A A								\$45.00
	40693	03/25/2015	Dues	May 1 - 2015 - April 30, 2016	101-253-802.00	15.00		
	40702	03/16/2015	Dues	May 1, 2015 - April 30, 2016 (x2)	101-257-802.00	30.00		
U.S. Bank Equipment Finance								\$133.07
	40657	03/16/2015	274405182	Bizhub 423	101-172-942.00	133.07		
UP 9-1-1 Authority								\$740.00
	40653	03/10/2015	Dues	PO# 03084 2015 Membership Dues	266-325-802.00	740.00		
UPCAP SERVICES INC								\$278.00
	40606	02/28/2015	886	Work Crew Services	101-301-935.00	155.00		
	40606	02/28/2015	886	Work Crew Services	101-301-770.00	8.00		
	40690	02/28/2015	892	Work Crew Services	208-751-930.04	115.00		
Valanti, Susan F.								\$175.40
	40684	02/28/2015	Reimbursement	Meals & Mileage (February 2015)	101-131-860.00	175.40		

**MENOMINEE COUNTY
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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Verizon Wireless								
	40655	03/01/2015	9741484715	Cellular Services	101-265-850.01	82.83		\$880.33
	40655	03/01/2015	9741484715	Cellular Services	101-301-850.00	456.41		
	40655	03/01/2015	9741484715	Cellular Services	101-682-850.00	32.43		
	40655	03/01/2015	9741484715	Cellular Services	205-315-850.00	308.24		
	40655	03/01/2015	9741484715	Cellular Services	266-325-850.00	0.42		
Vincent, Daren & Lisa								
	40644	03/24/2015	5808	Foster Care Costs (T.T.)	292-662-843.02	172.40		\$172.40
WEST GROUP PAYMENT CENTER								
	40651	03/04/2015	831472700	February 5 - March 4, 2015	269-145-982.00	181.00		\$615.00
	40668	03/04/2015	831465816	District Court	101-136-802.00	181.00		
	40695	03/04/2015	831441197	February 5 - March 4, 2015	101-267-802.00	253.00		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	40666	03/18/2015	0402047856-00005	Kleinke Park	208-751-920.01	48.69		\$48.69
Xerox Corporation - 26152 Network Place								
	40677	12/01/2014	077048597	Probation/Parole	101-131-942.00	79.77		\$79.77
Zevitz, Dr. Michael E.								
	40635	03/24/2015	Medical Examiner	March 2015	101-648-709.00	2,035.00		\$2,035.00
Total Amount for Bank Account: General								\$71,698.47

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MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Apex Software 40730	2/25/2015	287770	Maintenance Renewal	101-103-857.02	235.00		\$235.00
CIMA COMPANIES, INC. 40732	3/13/2015	MIMENO	7/1/15 - 7/1/16	101-138-807.00	240.00		\$240.00
COHL STOKER & TOSKEY P C 40728	3/6/2015	45258	Legal Services	101-211-807.00	937.16		\$937.16
Friends Ofc Prod Whse Direct 40723	3/25/2015	0221951	FOC - Office Supplies	101-141-727.00	370.92		\$370.92
Hanna, Brenda 40731	3/27/2015	Reimbursement	Mileage (January 2 - March 31, 2015)	101-253-860.00	33.92		\$33.92
K MART 7031 40725	2/26/2015	070310226150261718/D# 03074	TV Monitor for Annex	101-103-755.00	579.96		\$579.96
Manpower 40722	3/22/2015	28416235	Week Ending 3/22/15 (Molly McRae)	215-141-705.00	315.00		\$315.00
Menominee Business Development 40721	3/27/2015	Appropriation	Quarterly Appropriation	101-728-801.00	5,000.00		\$5,000.00
MGT of America, Inc. 40729	3/6/2015	26389	Cost Allocation Plan & Job Classificatio	101-103-801.08	3,578.03		\$3,578.03
Michigan State University - ANR Communications Event Svcs 40727	3/12/2015	Registration	Brian Bousley	101-172-802.00	45.00		\$45.00
Signarama Menominee 40726	2/27/2015	3993	Emergency Number Signs (x2)	101-285-755.00	30.00		\$30.00
Williams, Raymond 40724	3/26/2015	Reimbursement	Mileage - March 2015	101-101-860.01	25.87		\$25.87
Xerox Corporation - 26152 Network Place 40720	12/1/2014	077048597	Probation/Parole	101-131-942.00	23.36		\$23.36
Total Amount for Bank Account: General							\$11,414.22

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CHIEF FISCAL OFFICER
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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY IFC 0549								
Ace Hardware								\$30.94
40792		3/31/2015	281	Building & Ground Supplies	101-265-755.00	30.94		
ALGER-DELTA COOPERATIVE ASSOC								\$819.39
40913		4/1/2015	370500	Shakey Lakes Office/Shop	208-751-920.01	131.85		
40914		4/1/2015	379700	Storage Shed	208-751-920.01	80.05		
40915		4/1/2015	380300	Shower Building	208-751-920.01	129.28		
40916		4/1/2015	367100	N8390 Beach House	208-751-920.01	28.45		
40917		4/1/2015	368802	W8449 Co Rd G12 Campsites	208-751-920.01	136.94		
40918		4/1/2015	383001	Shakey Lakes Park/Horse	208-751-920.01	37.12		
40919		4/1/2015	383301	Shakey Lakes Park/Cattle	208-751-920.01	16.55		
40920		4/1/2015	1614900	Bath House	208-751-920.01	59.14		
All Phase								\$4,067.82
40927		3/28/2015	PO# 03073	Shakey Lakes Electrical Upgrade	208-751-984.00	2,000.00		
40927		3/28/2015	PO# 03073	Shakey Lakes Electrical Upgrade	208-751-930.04	2,067.82		
ANGELIS MENOMINEE INC								\$27.35
40800		3/18/2015	0112311-IN	911 Supplies	266-325-755.00	27.35		
AT&T - Carol Stream, IL								\$4,805.09
40787		3/19/2015	906863202303	March 19 - April 18, 2015	101-103-850.00	1,165.97		
40788		3/19/2015	906863444103	March 19 - April 18, 2015	101-103-850.00	1,517.77		
40801		3/19/2015	906863661403	March 19 - April 18, 2015	266-325-850.00	743.94		
40903		4/1/2015	906R41083904	April 1 - April 30, 2015	101-103-850.00	592.30		
40909		4/1/2015	906753220904	April 1 - April 30, 2015	101-103-850.00	688.80		
40910		4/1/2015	90675345822702	April 1 - April 30, 2015	101-103-850.00	86.31		
AT&T Long Distance								\$1,854.56
40789		3/19/2015	854528091	Telephone Services	101-103-850.00	1,854.56		
Batteries Plus								\$57.25
40851		4/6/2015	988-118289	Bulbs (x25)	101-265-930.01	57.25		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								\$226.00
40922		3/31/2015	MENCTY	Pre Employment Physical (x2)	208-751-801.01	226.00		
BERNTSEN INTERNATIONAL, INC.								\$721.68
40898		3/31/2015	165589	PO# 03079 - Remonumentation Supplie	243-245-765.00	721.68		
Big O's Lube and Service, Inc.								\$1,041.58
40872		3/23/2015	16519	2013 Chevy Impala - Vehicle Maintenanc	205-315-934.02	30.75		
40873		3/25/2015	16535	2013 Chevy Impala - Vehicle Maintenanc	205-315-934.02	342.45		
40874		4/7/2015	16610	2013 Chevy Impala - Vehicle Maintenanc	205-315-934.02	32.00		
40875		4/7/2015	16612	2012 Chevy Impala - Vehicle Maintenanc	205-315-934.02	635.48		
Brian Bousley								\$171.21
40925		4/9/2015	Reimbursement	Mileage & Meals	101-172-860.00	171.21		
Brunelle, Jennifer								\$782.23
40845		3/30/2015	6816	Crisis Intervention (March 2015)	298-668-801.00	685.00		
40847		3/30/2015	Reimbursement	Mileage & Registration for Spring Confe	296-663-860.00	117.23		
Call One, Inc.								\$42.50
40854		3/20/2015	564173	Equipment for 911 Headsets	266-325-728.01	42.50		
CBM Managed Services								\$4,086.49
40878		3/18/2015	STDINV82367	Inmate Meals	280-362-755.00	2,004.10		
40879		3/25/2015	STDINV82847	Inmate Meals	280-362-755.00	2,082.39		

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Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY WISCONSIN								
Cech, William	40911	3/31/2015	Reimbursement	Mileage - March 2015	101-101-860.05	144.17		\$144.17
CITY OF MENOMINEE - 2511 10TH ST.	40769	3/31/2015	20102038	1/1/15 - 3/31/15	101-265-920.00	2,781.26		\$3,164.29
	40770	3/31/2015	90103011	1/1/15 - 3/31/15	101-265-920.00	31.36		
	40798	4/6/2015	April 2015	Monthly Rent	266-326-942.00	351.67	x	
City of Stephenson - P.O. Box 467	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-920.01	21.43		\$216.79
	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-920.02	33.26		
	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-920.03	164.11		
CLOVERLAND PAPER CO	40765	3/27/2015	107794	Tissue, Towels, Liners, Tidy Foam	101-265-755.01	188.33		\$2,704.25
	40774	3/18/2015	5523	Shakey Lakes Park Janitorial Supplies	208-751-755.01	2,409.89		
	40880	3/26/2015	107717	Inmate Supplies	280-362-755.00	49.34		
	40881	3/27/2015	107795	Inmate Supplies	280-362-755.00	56.69		
Coast to Coast Computer Prod.	40893	3/24/2015	A1304606	Printer (x2) - FOC	101-141-931.00	269.98		\$269.98
CVS Pharmacy Inc.	40865	3/27/2015	6005 4320 4404 9416	Inmate Medication	101-301-770.01	9.53		\$9.53
DEKETO, LLC	40790	4/3/2015	DK 3-15	March 2015 Documents (x630)	256-277-857.00	1,260.00		\$1,260.00
Delarwelle, Jamie	40859	3/30/2015	5814	Ice Stake Rink Attendant (Dubey Park)	266-667-801.02	255.00		\$255.00
Delta County - 310 Ludington Street, Ste 222	40772	3/30/2015	15-0006185	Building Code Services	249-371-801.00	4,250.00		\$4,250.00
DRAZE, THOMAS	40866	3/27/2015	Reimbursement	Boarding Brix	101-301-881.01	120.00		\$120.00
DTE Energy	40778	3/16/2015	462245200011	Annex	101-261-920.04	228.48		\$228.48
EAGLEHERALD PUBLISHING, LLC	40773	3/26/2015	Acct # 1408	Request for Audit Proposals	101-101-901.00	21.26		\$59.93
	40886	3/31/2015	1406	Advertising - March 2015	101-101-901.00	38.67		
Eichhorn, Gary	40887	3/31/2015	Per Diem	DHS Board	101-601-837.00	50.00		\$98.16
	40888	3/31/2015	Reimbursement	Mileage - DHS Board	101-601-837.00	48.16		
Election Systems & Software	40900	3/30/2015	924433	PO# 03078 Ballot Layout - May 5, 2015	101-262-727.00	719.25		\$719.25
Employee Benefits Agency, Inc.	40926	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	32.07		\$117.45
	40928	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	17.89		
	40926	4/2/2015	5060	Vision Insurance - April 2015	701-000-231.00	12.40		
	40928	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	266-325-712.00	17.89		
ERICKSON WAYNE	40843	3/31/2015	629	G.A.L. Fees (A.C.)	101-148-807.00	512.48		\$512.48

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Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
Faith Technologies	40867	3/24/2015	581156	Troubleshoot Access Control	101-301-934.00	225.00		\$225.00
GBS Inc.	40871	3/24/2015	15-21916	Michigan Traffic Citations (x25)	205-316-765.00	269.48		\$269.48
GENESIS GRAPHICS	40905	4/8/2015	49915	Aluminum Signs	243-245-765.00	692.69		\$692.69
Hafeman, Jan	40908	4/7/2015	Reimbursement	Mileage - March 2015	101-101-860.10	103.50		\$103.50
HI Tec Building Services	40858	3/30/2015	009109	March 2015	101-265-801.00	1,410.00		\$1,410.00
Ivens, Ruby E.	40858	3/31/2015	Reimbursement	Mileage - Parks Committee	208-751-860.00	77.60		\$77.60
J S ELECTRONICS, INC.	40799	4/1/2015	18736	Tower Lease (April 2015)	266-326-942.00	425.00		\$874.00
	40868	1/20/2015	18636	Radio Maintenance	101-301-934.01	69.00		
	40876	3/19/2015	18718	Marine Rescue Vehicle	205-315-934.02	380.00		
Jeff Naser	40907	3/31/2015	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28		\$99.28
	40908	3/31/2015	Per Diem	DHS Board	101-601-837.00	50.00		
Joel Hensley, RN	40863	4/6/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		\$1,665.00
	40923	4/6/2015	Blood Draws	M.T. (3/27) T.P. (3/29) L.L. (3/26)	101-267-801.01	300.00		
Klumb, Joseph	40842	4/7/2015	630	G.A.L. Fees (J.S.)	101-148-807.00	710.00		\$710.00
Lake County Sheriff	40884	4/8/2015	2015-015082-DS	Jacqueline McDarment vs Shannon Lee	101-267-804.00	40.00		\$40.00
Lang, Bernard	40786	3/31/2015	Reimbursement	Mileage - March 2015	101-101-860.02	71.30		\$71.30
LENCA SURVEYING	40912	4/7/2015	15048	Remon Yr 2015 (March 25 - April 7, 201	243-245-801.07	2,865.70		\$2,865.70
Lesperance, Diane	40788	4/2/2015	Reimbursement	Mileage - (January - March) Bank Trips	101-253-860.00	36.22		\$36.22
LexisNexis	40904	3/31/2015	1503507441	March 2015	269-145-801.00	350.00		\$350.00
Lithocrafters Printing, Inc.	40894	3/31/2015	84739	Business Cards (J. Barrette) x500	101-141-727.00	75.75		\$156.25
	40895	3/31/2015	84740	FOC Letterhead (x500)	101-141-727.00	80.50		
Lufts Advertiser	40803	3/31/2015	3/31/15	Advertising	101-101-901.00	330.00		\$538.00
	40803	3/31/2015	3/31/15	Advertising	101-262-727.00	180.00		
	40803	3/31/2015	3/31/15	Advertising	101-150-727.00	28.00		
Manpower	40857	3/29/2015	28443672	Week Ending 3/29/15 (Krista Marciniak)	101-261-705.00	448.04		\$1,363.50
	40896	3/29/2015	28441737	Week Ending 3/29/15 (Molly McRae)	215-141-705.00	315.00		
	40902	4/5/2015	28476619	Week Ending 4/5/15 (Krista Marciniak)	101-261-704.00	350.46		
	40921	4/5/2015	28475645	Week Ending 4/5/15 (Molly McRae)	215-141-704.00	252.00		

APPROVED
BRD

MENOMINEE COUNTY
 Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
Menards - Marinette	40797	3/25/2015	78171	Building & Ground Supplies	101-266-755.00	54.34		\$206.96
	40892	4/6/2015	79127	Building & Ground Maintenance Supplie	101-265-930.01	152.62		
MENOMINEE COUNTY JOURNAL								
	40802	3/5/2015	117	Jury Commission Board	101-150-727.00	38.50		\$689.50
	40899	4/1/2015	118	PO# 03077 Registration Notice	101-262-727.00	525.00		
	40924	4/1/2015	113	Request Audit Proposals	101-101-901.00	28.00		
	40928	4/1/2015	114	Advertising - March 2015	101-101-901.00	98.00		
MICHIGAN ELECTION RESOURCES								
	40901	3/21/2015	33952	PO# 03076 Ballots - May 2015 Election	101-262-727.00	11,853.46		\$11,853.46
Michigan Sheriffs' Association								
	40877	3/24/2015	20150233	Registration for Summer Conference (H	264-363-881.00	200.00		\$200.00
Michigan State University - Agriculture Hall								
	40889	3/31/2015	1	MENOMINEE 2015 First Qtr (Oct - Dec 2014) MOA 2015 W	101-261-801.00	9,934.25		\$19,968.50
	40890	3/31/2015	2	MENOMINEE2015 2nd Qtr (Jan - Mar) MOA 2015 Work Pl	101-261-801.00	9,934.25		
MILLERS ACTION OFFICE SUPPLY I								
	40776	3/27/2015	0108457-001	Office Supplies (Clerk)	101-215-727.00	218.06		\$226.83
	40849	4/1/2015	0108525-001	Office Supplies (Treasurer's Office)	101-253-727.00	8.78		
Nelson, John R.								
	40767	4/1/2015	Reimbursement	Mileage - March 2015	101-101-860.11	86.25		\$86.25
Northcare Network								
	40848	4/7/2015	Tax	Convention & Tourism Tax (@ 50%)	101-601-835.01	8,934.00		\$8,934.00
Owens, Karen A.								
	40782	3/26/2015	5813	After School Program	296-668-801.00	162.00		\$162.00
PAIDL'S TRUE VALUE HARDWARE								
	40782	3/31/2015	150008	Park Supplies	208-751-930.03	80.00		\$224.78
	40782	3/31/2015	150008	Park Supplies	208-751-930.03	6.57		
	40782	3/31/2015	150008	Park Supplies	208-751-984.00	19.98		
	40782	3/31/2015	150008	Park Supplies	208-751-930.03	9.54		
	40782	3/31/2015	150008	Park Supplies	208-751-984.00	19.98		
	40782	3/31/2015	150008	Park Supplies	208-751-984.00	14.49		
	40782	3/31/2015	150008	Park Supplies	208-751-984.00	29.97		
	40782	3/31/2015	150008	Park Supplies	208-751-930.03	5.49		
	40793	3/31/2015	150007	Building & Gound Supplies	101-265-755.01	12.78		
	40793	3/31/2015	150007	Building & Gound Supplies	101-265-755.00	25.98		
Piche, Gerald L.								
	40775	4/1/2015	Reimbursement	Mileage - March 2015	101-101-860.07	155.83		\$155.83
PLASTOCON, INC								
	40882	3/24/2015	84457	Disposable Tray Liners	280-362-755.00	386.16		\$386.16
Quilt Corporation								
	40861	4/2/2015	78825208	Logitech Speaker System (PA Office)	101-267-727.00	10.99		\$10.99
Sage Checks & Forms								
	40891	3/25/2015	A00064338	Direct Deposit (x2000)	101-172-727.00	289.36		\$289.36
Schei, Larry								
	40761	3/30/2015	Reimbursement	Mileage - March 2015	101-101-860.04	155.27		\$155.27
Signarama Menominee								
	40784	3/9/2015	3970	Laminated Signs	208-751-755.03	163.20		\$163.20

APPROVED
GRS

MENOMINEE COUNTY
 Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General CHIEF FISCAL OFFICER								
State of Michigan - MI Dept. of Human Services MENOMINEE COUNTY MICHIGAN								
	40844	4/7/2015	5819	Monthly Offset (February 2015)	292-662-843.01	18,455.76		\$18,455.76
State of Michigan - MI Supreme Court Finance								
	40846	4/1/2015	P56 1530-04	April, May, June 2015	101-132-858.03	2,433.11		\$5,652.93
	40855	4/1/2015	D95A 1530-02	April, May, June 2015	101-136-931.01	3,219.82	x	
Stateline Apparel								
	40885	2/24/2015	37070	Mike Sieg - Uniform Allowance	101-265-745.00	43.98		\$43.98
Stericycle, Inc.								
	40864	4/1/2015	4005482627	Inmate Medical Supplies	101-301-770.00	31.41		\$31.41
The Current								
	40781	3/25/2015	1864	Request for Audit Proposals	101-101-901.00	99.84		\$99.84
The First National Bank&Trust								
	40897	3/31/2015	628840339	FOC - Service Charge	101-141-817.00	34.00		\$34.00
THE JANITOR'S CLOSET								
	40850	4/6/2015	38519	Mop Bucket Guard	101-265-755.01	52.59		\$52.59
Time Warner Cable - P.O. Box 4639								
	40862	3/28/2015	10404 620475202 800	April 6 - May 5, 2015	101-301-770.00	119.32		\$654.80
	40929	3/24/2015	10404 710008401 100	April 2 - May 1, 2015	101-103-850.00	535.48		
Tractor Supply Credit Plan								
	40852	3/10/2015	200141619	PO# 03058 Trailer	101-265-755.00	1,789.00		\$1,831.98
	40853	3/10/2015	200141654	Caster Wheel & Wire Harness	101-265-981.00	32.98		
U.E.S. COMPUTERS, INC.								
	40771	3/27/2015	70946	Log Me In (1 Year)	101-103-857.02	305.00		\$2,899.99
	40783	3/31/2015	42654	March 2015 - Weekly Computer Mainte	101-103-857.00	2,265.00		
	40860	1/13/2015	70251	Laserjet Printer (Probate)	101-132-931.00	329.99		
WALTER BROTHERS INC								
	40791	3/31/2015	13185	Building & Ground Supplies	101-265-755.00	3.00		\$3.00
Waste Management								
	40796	4/1/2015	1491055-1856-2	April 2015	101-265-801.00	483.00		\$483.00
Wil-Kil Pest Control								
	40763	3/18/2015	2647794	Library	101-265-801.00	31.25		\$126.50
	40779	3/27/2015	2635834	Courthouse	101-265-801.00	62.25		
	40780	3/27/2015	2636707	Health Department	101-265-801.00	32.00		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	40764	3/27/2015	0402047856-00004	Courthouse	101-265-920.04	3,791.55		\$7,674.93
	40785	3/25/2015	1382201382-00000	Bailey House	208-751-920.01	24.00		
	40785	3/25/2015	1382201382-00000	Kleinke Park Street Lighting	208-751-920.01	29.33		
	40785	3/25/2015	1382201382-00000	Bailey Park Street Lighting	208-751-920.01	12.75		
	40786	3/25/2015	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.28		
	40794	3/27/2015	0402055840-00001	Jail	101-265-920.03	3,198.99		
	40795	3/27/2015	0402191863-00001	Health Care Center	101-265-920.03	208.00		
	40795	3/27/2015	0402191863-00001	Health Care Center	101-265-920.04	377.03		
Xerox Corporation - 26152 Network Place								
	40869	4/1/2015	078847528	March 2015	205-315-727.00	42.08		\$525.08
	40870	4/1/2015	078847529	March 2015	205-315-727.00	390.82		
	40883	4/1/2015	078847530	April 2015 (Probation/Parole)	101-131-942.00	92.18		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Total Amount for Bank Account: General								\$126,415.25

APPROVED
APR - 9 2015 *BLS*
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

The Menominee County Board of Road Commissioners began their annual meetings with township officials in the Road Commission offices north of Stephenson on Monday, January 19, 2015.

Chair Kakuk called the meeting to order at 5:30 p.m. with the following persons present or absent.

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present was Robert Hanson-MCRC Stephenson District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

LAKE TOWNSHIP

(5:30 p.m.) Present for Lake Township was Supervisor Ron Johnson.

Moilanen welcomed Supervisor Johnson and made introductions. Moilanen advised Mr. Johnson that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented Supervisor Johnson with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Moilanen noted that since Lake Township had not submitted a specific project for the program, it was assumed that they would use their funds for graveling. Mr. Johnson concurred with that and also stated that the township was receiving an increase in the Swamp Tax and those funds may be used to cover any overages. Supervisor Johnson asked if the road commission's drivers could watch for bad areas that need to be graveled. Moilanen stated that the foreman and drivers do report problem areas and that they would also be looked at in the spring during break up. Bob Hanson noted that P-1 Road and the area south of the Coyote Campground were in need of gravel. Portions of those roads are also in Stephenson Township so they could possibly be done with both townships approval.

Upcoming federal aid projects were also discussed. Moilanen advised that chip sealing would be done in 2015, 2016 & 2017. CR356 from Linderoth Road to CR577 is in bad shape and will need to be reconstructed sometime in the future also. Supervisor Johnson asked if there were any plans to work on Z-1 Road. Moilanen stated that was a long term project, along with areas of G-12 and River Road. Mr. Johnson asked what the cost was to double chip seal a mile of road. Moilanen responded that the approximate cost would be \$6,000 to pulverize, \$44,000 to double chip seal and \$5,000 to apply the fog seal, for a total cost per mile of \$55,000.

Supervisor Johnson asked what the process was to get a private road onto the county system. Moilanen explained that the adjoining landowners would have to design and build the road to meet current specs. The road commission would then need to vote on taking the road over.

Supervisor Johnson asked if Lake Township could get on the list for dust control in June this year. Moilanen advised him to call Bob Hanson early in the spring and schedule the time.

The Lake Township Supervisor left the meeting at 5:55 p.m.

FAITHORN TOWNSHIP

(6:00 p.m.) Present for Faithorn Township were Supervisor Jeff Kiser, Treasurer Renee Augustine, and Clerk Kathy Branz. MCRC Powers District Foreman Ray Betters also joined the meeting.

Moilanen welcomed Faithorn Township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Supervisor Kiser thanked the road commission for writing off the decades old debt that the township had owed the road commission.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. The amount of funds available to the township for graveling under the program was discussed.

Supervisor Kiser noted that he had received many complaints about the plowing in Faithorn Township earlier this winter, including that some roads may have not been plowed at all, including Henderson Lane, Cedar Lane, B-4 Road and the areas by Bonnie LeGrave, John & Don Stewart's and Warren Kelly's road. Ray Betters advised that the gravel roads were still soft in November during the first storms which made it difficult to plow. Moilanen also noted that he had made a change to the plow route so that CR388 into Faithorn will be done earlier.

Clerk Branz stated that she had received complaints that CR577 & CR388 had been sanded and then a short time later the plows came through and scraped the sand back off. Moilanen explained that the crew will do spot sanding first to soften up the snow pack and then go over the areas again to scrape them and then re-sand. It was also noted that the corner of CR577, southbound by the railroad tracks, was plowed too square and needed to be rounded off.

Moilanen asked where the village limits were on CR388 so that a 25 MPH sign could be put up in the correct area. Moilanen stated he had tried to research where it was but was unable to find the information. Supervisor Kiser did not know where the village limits were either.

Faithorn Township officials and Robert Hanson left the meeting at 6:28 p.m.

MEYER TOWNSHIP

(6:30 p.m.) Present for Meyer Township were Supervisor Robert Gurgall, Trustee Pat Dani and Clerk Beth Bertolini.

Moilanen welcomed Meyer Township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Meyer Township would like to pulverize and double chip seal Old US 2 from CR388 to US 2. Supervisor Gurgall asked what the cost of the project would be. Moilanen will prepare an estimate. Trustee Dani asked what the cost would be to also fog seal the project. Moilanen replied that it is approximately \$5,000 per mile.

Moilanen discussed painting the remaining lines on First Street. He also advised that there was a change to the plow route which would allow CR388 to Faithorn to be plowed earlier, after First Street was done. Once Faithorn was plowed the grader will come back to Hermansville and finish cleaning out the town.

Ray Betters advised that his crew had filled in the dip in the road where the gas lines had been installed. Supervisor Gurgall asked if the road commission was advised when the utilities were doing work in the road way. Moilanen stated that they were supposed to get a permit from the road commission, but they don't always do so.

Supervisor Gurgall asked if the sidewalks would also be redone when Old US 2 was chip sealed. Moilanen stated that the road commission does not replace sidewalks, but if the township chooses to do so, it should be done prior to the chip seal project. Trustee Dani asked if the road grade would be changed affecting the sidewalks. Moilanen replied that the grade should remain about the same.

Supervisor Gurgall stated that the guardrail on Old US 2 near his residence had been damaged. Moilanen will have the guard rail looked at to see what repairs need to be made in the spring.

Trustee Dani asked how far Vega Road is plowed. Moilanen replied that the plow goes to the split in the road and then continues on the Sand Road to the Dickinson County line. Trustee Dani noted that there is a bad area on the upper loop near the old Lester Johnson camp. Moilanen will check on this area in the spring.

Supervisor Gurgall noted that there are many unnamed roads off of Vega Road and asked how to get them named. Moilanen advised the township to discuss the matter with Debra Wormwood at central dispatch to determine what they know the roads by and to name them accordingly.

Trustee Dani asked if the road commission would be doing any shouldering in the township in 2015.

Moilanen stated it would depend on how early spring breakup is done, if it's too late there will not be time to do shouldering prior to starting the 3-Way funding projects.

Supervisor Gurgall noted that West 3rd Street currently does not have driveway culverts. Moilanen advised that they should be installed prior to the chip seal project.

Supervisor Gurgall asked for an update on the Category A Grant for the road near Wendrick's Truss. Moilanen replied that the grant had been approved and that the project is in the design stage now. Mr. Gurgall advised that the township may need to relocate the street lights in the area. Trustee Dani asked if an easement had been received from the American Legion as they owned a parcel of property in the area. Moilanen will follow up on the issue.

Meyer Township officials left the meeting at 7:00 p.m.

GOURLEY TOWNSHIP

(7:02 p.m.) Supervisor Stephen Wery, Clerk Cindy Berger and Treasurer Stephanie Walechka were present for Gourley Township.

Moilanen welcomed Gourley Township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Gourley Township's project is to double chip seal Maple Lane. Clerk Berger advised that the township's check had been sent to the county administrator for their cost share of the program.

Supervisor Wery asked if the cost of the emulsion and fog seal had gone down at all due to the lower gas prices. Moilanen replied that he had not seen any price reductions yet. Mr. Wery also noted that Maple Lane was approximately 1/3 mile in length and 22 feet wide.

Supervisor Wery advised Ray Betters that if he saw an area that he felt needed gravel to go ahead and do it without having to call first. Betters stated that the policy was to call if more than 50 yards was needed.

Supervisor Wery stated that he had received a few call regarding the plowing this winter but overall they were satisfied with the sanding of the roads.

Clerk Berger noted that the signs by the fire hydrant were missing and had possibly been stolen. She asked if the road commission would replace them. Moilanen advised that if the signs were yellow warning signs, then the road commission would replace them. If not, it was the township's responsibility.

Supervisor Wery also noted that there are some signs in the township that were no longer needed, such as "Cattle Crossing" signs where there is no longer an active farm.

Gourley Township officials left the meeting at 7:23 p.m.

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

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Tuesday, January 20, 2015.

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

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present was Robert Hanson-MCRC Stephenson District Foreman and Ray Betters-MCRC Powers District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

NADEAU TOWNSHIP

(9:00 a.m.) Present for Nadeau Township was Trustee Dick Corrigan.

Moilanen welcomed Trustee Corrigan and made introductions. Moilanen advised Mr. Corrigan that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented Trustee Corrigan with a copy of the proposed work to be done in the county for 2015, which includes completing the M-4 Lane and 4th Street projects in Nadeau Township, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Moilanen noted that Nadeau Township had submitted the reconstruction of J-1 Road from CR374 to CR380 as their project. Mr. Corrigan asked what the total cost of the project would be. Moilanen responded that it would depend on the length of the grade lift needed. Moilanen will look at the road in the spring and prepare an estimate at that time. The total road length is approximately 2.5 miles. If the road needs to be split into two separate projects, Betters stated that the worst area is from CR374 to Hoduski's, and that should probably be done first.

Trustee Corrigan advised that emergency response personnel could not find a home in the Tower Road area because their map did not match the road signs. Moilanen suggested that the township board contact Debra Wormwood at central dispatch to verify what their records list as the road names and then purchase road signs to match.

Discussion was held on the letter sent out from the county administrator's office listing the amount of money available to each township for the 3-Way Road funding program and what the township's contribution would be. It was noted that a check for the township's portion was due to the county administrator's office in late February if they wish to participate in the program.

Nadeau Township Trustee Corrigan and District Foreman Ray Betters left the meeting at 9:23 a.m.

HOLMES TOWNSHIP

(9:28 a.m.) Present for Holmes Township were Supervisor Ray Guard and Trustee Mike Zemba.

Moilanen welcomed Holmes Township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Holmes Township had provided a list of roads that they would like to gravel under the program. Moilanen will measure the roads in the spring to determine the total cost of the graveling. Supervisor Guard asked if also needed to submit the list of roads to the county administrator with the township's check. Moilanen replied that it could be sent in, but wasn't necessary as the road commission already had the list. It was also noted that the check would need to be to the county administrator prior to the end of February if the township wanted to participate in the program. It was noted that the graveling would hopefully be done early, before dust control needed to be applied.

Moilanen stated that the grade lift on Holmes Brook Road was holding up well. Supervisor Guard noted that the resident on the road was happy with the work also.

Trustee Zemba asked when the CR358 project would be started. Moilanen replied that it was scheduled for 2015. Mr. Zemba asked why it was being done before Snow Road, which was in worse condition. Moilanen responded that the farm traffic was heavier on CR358.

Supervisor Guard asked if the road commission had any conversations with the farm operations people regarding damage to the roads. Moilanen stated that some positive changes have been made, such as Johnson Farms now use a truck instead of their wide farm tractors to pull the manure tankers. They are also looking at a method used in Wisconsin with a pipeline rather than hauling the manure.

Supervisor Guard noted that he noticed an improvement in the snow plowing in December and January. Moilanen explained that there were more equipment breakdowns in November and that there is more sand available at the shops now. Trustee Zemba asked about the availability of the graders. Moilanen stated that the lease had ended on one of the graders, but that the road commission was now renting it on a monthly basis for the remainder of the winter. The lease on two other graders expires in 2015 and if the vote for additional funding is not put through in May the road commission may go down to 3 graders.

Supervisor Guard stated he had received a letter from CUPPAD regarding an upcoming meeting on January 27 and asked if it was necessary that he attend. Moilanen replied that his attendance was not required, but that the meeting is open to the public if he would like to go. The meeting will be used to setup projects in the TIP for upcoming years.

Holmes Township officials left the meeting at 9:53 a.m.

DAGGETT TOWNSHIP

(10:00 a.m.) Present for Daggett Township were Supervisor Jim Revall, Clerk Edith Vincent and Trustees Jim Kayser and Tom Kuntze.

Moilanen welcomed Daggett Township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. CR358 will be reconstructed and paved from US 41 to K-1 Road with federal aid funds. Moilanen asked if the township had a project for the 3-Way program or if they were doing to do graveling with their share of the funds. Supervisor Revall stated that they were considering reconstruction of 25 Road as their project. Mr. Revall asked what the cost of paving would be in 2015. Moilanen replied approximately \$175,000 mile, but it may come in lower with the falling oil prices.

Moilanen stated that the next priority in Daggett Township on the federal aid system would be CR360. Kakuk advised that the DEQ will not allow the footprint of the road to be widened, so once the grade lift is in the road may actually be narrower than it is now. Trustee Kayser asked about a change proposed by Senator Casperson that would allow pre-existing roads to be rebuilt without wetlands mitigation. Moilanen replied that the change did not go through.

Supervisor Revall asked about the upcoming meeting with CUPPAD. Moilanen explained that it was to setup future projects for the TIP.

Kakuk stated that Badish Road had been crack filled and should be chip sealed in the future.

Kakuk also noted that the Long Eared Bat may go on the endangered species list on May 1 which could delay some projects in the state. Moilanen responded that the contractors were supposed to have the trees cut along CR358 prior to May 1 to avoid any problems.

Daggett Township officials left the meeting at 10:27 a.m.

STEPHENSON TOWNSHIP

(10:30 a.m.) Supervisor Mark Marklein was present for Stephenson Township.

Moilanen welcomed Supervisor Marklein and made introductions. Moilanen advised Mr. Marklein

that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented Supervisor Marklein with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Stephenson Township will be able to put down approximately 3675 cyd's of gravel. Moilanen advised that a check for the township's share of the program needed to be sent to the county administrator's office prior to the end of February. A list of roads that the township wants to gravel will be needed also. Supervisor Marklein stated that Cemetery Road would be one since the township is adding on to the cemetery.

Supervisor Marklein asked for an update on CR348. Moilanen responded that it is on the long-term list of projects to be done when funding is available. It will be a big job as the road currently is only 16 feet wide in most areas.

Supervisor Marklein asked if the hill cut on Walnut Road was complete. Moilanen replied that it was done and looked good.

Supervisor Marklein left the meeting at 10:41 a.m.

There being no further business, Kakuk declared the meeting adjourned at 10:41 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials on Wednesday, January 21, 2015 at the Spalding Township Hall.

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen, Lisa Savord and Powers District Foreman Ray Betters.

ABSENT: None

SPALDING TOWNSHIP

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

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

Moilanen thanked the Spalding Township officials for the invitation to the meeting and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the board with a list of projects for the upcoming year, including those for the 3-Way Funding program. Spalding Township has provided a list of roads that they want to have graveled through the 3-Way program. Supervisor Moraska asked how the road commission came up with the cost of \$11.53 cyd for the gravel for the program. Moilanen responded that the price includes the cost of the gravel, trucking, rolling, watering and grading the road. Mr. Moraska asked why the cost per yard was only \$5 when other graveled was done. Moilanen explained that for graveled done outside of the 3-Way program, the townships paid for the cost of the gravel only and the road commission absorbed all of the other costs. Mr. Moraska asked if the 4,050 yards needed for the 3-Way graveled in Spalding Township would be available in the spring. Moilanen responded that the road commission currently has about 43,000 yards of crushed gravel in inventory. Kakuk added that the gravel was crushed last fall to be sure it was ready for the 3-Way program.

Trustee LeBoeuf commented that not a lot of crack filling had been done in Spalding Township the past summer and noted that there were quite a few roads in better condition that needed to be crack filled to preserve them. Supervisor Moraska asked why Fahrner used a different process than the road commission crew did. Moilanen explained that Fahrner put down a paper that allowed the crack filling to be driven on sooner rather than waiting for it to dry, as the road commission does.

Supervisor Moraska stated that the township had 33 miles of paved roads that have not been worked on since the 1980's and asked if these roads can be fixed without cost to the township. Moilanen replied that some of these roads can be repaired using federal aid, but limited funds are available. Currently the road commission is using their federal aid dollars to chip seal and preserve roads that are still in good condition. Moilanen also noted that CR360 and 400 Road are high priority once funds become available.

Supervisor Moraska asked about the upcoming ballot proposal to increase the sales tax by 1%. A discussion ensued about the various components of the proposal and what the road commission could expect for revenue if it passes.

Supervisor Moraska asked about the upcoming meeting that CUPPAD had posted and whether if he attended he could vote on which projects would be funded. Moilanen responded that the meeting is open to the public, and that public comment would be heard, but only members of the task force could vote. Voting members are transit, the road commission, and the cities & villages. Mr. Moraska asked that Moilanen put 400 Road as a top priority.

Supervisor Moraska noted that the township would like to see more crack sealing done in the upcoming year as well as shouldering within Spalding, especially along Pine Avenue to Fazer's store. Moilanen stated that the 3-Way Program would take up most of 2015, but it was planned to do mostly maintenance work in 2016.

Supervisor Moraska asked if the Critical Bridge Program still existed. Moilanen explained that it did, but is now called the Local Bridge Program. Bridges must be at least 20 feet wide to qualify for funding under the program. Mr. Moraska asked if the bridge on 400 Road could be replaced using those funds, but Moilanen did not think it was wide enough. Trustee LaBonte stated that it was a six

foot culvert. Mr. Moraska also added that the bridge on CR563 near Grondin's, and a culvert on Oro Road were all in need of repair. Moilanen added that any structures over 20 feet wide must be inspected every two years.

Moilanen stated that in 2015 DEQ permits would be completed for the culverts discussed.

Supervisor Moraska asked why Kell Road, near Spring Green Road, had not been chip sealed in 2014 with the extra chips available when 36.5 Mile Road was done. Moilanen said that even though there were extra chips available, the emulsion was able to be returned to the vendor so there would have been additional expense to keep it.

The criteria for qualifying for a Category A grant was discussed.

Supervisor Moraska stated there may be problems with one of the driveway culverts on 36.5 Road. Moilanen will check it in the spring.

The meeting concluded at 6:25 p.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Thursday, January 22, 2015.

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

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present was Denny Kosewski-MCRC Menominee District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

MELLEN TOWNSHIP

(8:54 a.m.) Present for Mellen Township was Supervisor Gerald Newlin.

Moilanen welcomed Supervisor Newlin and made introductions. Moilanen advised Mr. Newlin that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented Supervisor Newlin with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. A discussion was held on the possibility of graveling No. 12 Road, from US 41 east to N-1 Road and from CR577 east until the road turns north, in conjunction with Menominee Township. Any 3-Way funds left for Mellen Township would be used for graveling on other roads. Supervisor Newlin asked how many yards of gravel are used per mile of road. Moilanen responded that it takes approximately 975 cyd's of gravel per mile to put down 3 inches of gravel on a 20 foot wide road.

Moilanen asked if Mellen Township still wanted the road commission to close the park entrance road. Mr. Newlin responded that they did. Denny Kosewski asked how the township wanted the road to be closed off. Mr. Newlin stated they would like to have the ditch cut and posts put in.

Foreman Kosewski asked if the township wanted any other graveling done. Supervisor Newlin replied that Kosewski could gravel any roads where he thinks it is needed.

Supervisor Newlin stated that the township wants to double chip seal Wildwood Road and asked what the cost of the project would be. Moilanen responded that it would be about \$55,000 to pulverize, double chip seal and fog seal per mile of road. He also recommended that the project start at a point past DDT Construction as the chip seal may not hold up to the truck traffic in that area.

Supervisor Newlin advised that 16.5 Lane near the Dobby residence needed work. Kosewski replied that a grade lift was needed in that area. Mr. Newlin commented that there was also a tower on the road and it would be nice if the road was in better condition for the owners to get to the tower. Kosewski asked if the township would like the work done now while the gravel pit is open. Mr. Newlin asked Moilanen to provide a cost estimate that he can present to the township board for approval.

Supervisor Newlin updated the road commission on the plastics plant that now occupies the old Mellen school. There are now about 100 employees working on 2 shifts, and there are plans to expand again in the summer of 2015.

Kosewski asked how many yards of gravel Mellen Township would like to put down this year. Supervisor Newlin responded that in addition to the 3-Way graveling, they would like about another 1500 yards.

Mellen Township Supervisor Newlin left the meeting at 9:15 a.m.

INGALLSTON TOWNSHIP

(9:30 a.m.) Present for Ingallston Township were Supervisor Paul Anderson, Clerk Kay Keefer-Bronkhorst and Trustee Carl Johnson.

Moilanen welcomed the township officials and made introductions. Moilanen advised the group that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the township board with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Ingallston Township plans to pave S. Pinewoods Loop under the program. Supervisor Anderson asked if paving cost would be cheaper this year since the cost of oil has dropped. Moilanen responded that he was unsure since the contractors usually placed their orders for product in advance of the season. An estimate of the project cost will be provided to the township.

Moilanen advised that there were also plans to fix the Behrend driveway culvert in 2015 and that CR571 (Rangeline) would be chip sealed with federal aid funds this year. Clerk Keefer-Bronkhorst asked why CR571 wasn't going to be paved instead. Moilanen responded that chip sealing costs quite a bit less, so more miles can be done, and that the chip seal would preserve the road for five or more years with the hope that more funding would become available.

Moilanen stated that brushing and ditching along Marsh Road and Beattie Creek Lane would be done when time permitted. Reconstruction and paving of CR348 will be a future federal aid project. Clerk Keefer-Bronkhorst asked why CR348 was not a higher priority. Moilanen responded that it was beyond chip sealing and the road commission was currently using their federal aid funds to chip seal and preserve what they can first.

Clerk Keefer-Bronkhorst asked if it would help the local road commission if the ballot proposal passed. Moilanen explained the proposal and outlined what the proposed increase to road funding could be for the road commission.

Clerk Keefer-Bronkhorst asked if the road commission had received the road name signs that the township had ordered. Moilanen replied that they should be in the sign shop, and would be installed once a new sign man was assigned.

Kosewski asked if the township had any concerns with their gravel roads. Supervisor Anderson will call Kosewski in the spring to take a ride to look at them.

Clerk Keefer-Bronkhorst advised the board that there were trees down and some hanging in the right of way along CR338, west of the intersection with CR346, along her property line and asked if the road commission would cut them.

Moilanen asked if the township would like to have the trees cut along Dale's Lane. Supervisor Anderson responded that they would.

Supervisor Anderson noted that the south end of Butchli Road needed to be double chip sealed. They would also like to double chip seal Rangeline Road north of CR346 and the township would like to cost share the project with Mellen Township in the future.

Trustee Johnson asked when the damaged guardrail on M-35 by Bailey's Creek would be repaired. Moilanen responded that it would be fixed in the spring. There are barrels up in the area until the repairs can be made.

Ingallston Township officials left the meeting at 9:57 a.m.

CEDARVILLE TOWNSHIP

(10:02 a.m.) Present for Cedarville Township was Supervisor Linda Peterson.

Moilanen welcomed Supervisor Peterson and made introductions. Moilanen advised her that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented Ms. Peterson with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Supervisor Peterson noted that Cedarville Township will do graveling with their 3-Way funds. The township does not have a list of roads to gravel yet, but would like to take a ride with Moilanen or Kosewski in the spring to determine where the graveling was needed. Ms. Peterson stated that CR551 and Jimtown Road were probably the top priorities. Moilanen advised that improving these two roads would take more funds than were available through the 3-Way program.

Moilanen stated that the Camp O headwall would be repaired this year and that a portion of G-12 would be chip sealed. Supervisor Peterson noted there were large drop-offs by some of the

driveways on G-12. Moilanen advised that G-12 would be shouldered prior to the chip seal.

Supervisor Peterson talked about Bolen Road, west of M-35. Moilanen responded that it is a county road and is maintained by the road commission.

Supervisor Peterson asked Kosewski to let her know if he sees any road signs that are missing. The township will be replacing them as needed with larger signs and also plan to add signs showing the fire numbers assigned on each road.

Supervisor Peterson thanked the road commission board for approving the ORV Trail pilot program. Moilanen added that Delta County Road Commission has also approved the program, but was still waiting to hear from the Hannahville Indian Community where the trail will be on roads adjacent to their lands.

Supervisor Peterson stated that the township would like to designate a horse trail on CR551 from the campground north to CR360. Moilanen advised her to present a written plan to the road commission so they can research it and make a decision. It was noted that the township may need to get permission from the state as well.

Supervisor Peterson left the meeting at 10:19 a.m.

MENOMINEE TOWNSHIP

(10:30 a.m.) Supervisor Ken Goffin, Treasurer David Wesoloski and Trustees Larry Barker and Darlene Nerat were present for Menominee Township. Glen Havelka and John Nerat also joined the meeting.

Moilanen welcomed the township officials and made introductions. Moilanen advised that the road commission's ACT 51 report would be mailed to the township within the next month.

Moilanen presented the officials with a copy of the proposed work to be done in the county for 2015, along with a list of projects submitted for the upcoming 3-Way Road Funding program. Moilanen discussed the federal aid chip seal projects and noted that the roads would be shouldered prior to the chip sealing. He also advised that bridges on No. 5 Road and No. 10 Road had been funded through the Local Bridge program for 2017.

Moilanen asked if Menominee Township would want to cost share the graveling of No. 12 Road with Mellen Township as part of the 3-Way program. Supervisor Goffin stated that Menominee Township would commit to the project and asked if their township gravel could be used. Moilanen stated it could as long as it met 22A specs. Mr. Goffin stated that the township would spend the remainder of their 3-Way funds chip sealing other roads that are yet to be determined. The chip seals would be contracted out by the township.

Supervisor Goffin asked if the road commission was going to do any reconstruction in 2016. Moilanen stated it was uncertain at this time as the road commission was waiting to see if the funding proposal passes or not. He also noted that the road commission would like to focus on shouldering and other maintenance in 2016.

Supervisor Goffin stated that future projects for the township included O-1 Drive from Birch Creek to Bay de Noc Road and Bay de Noc Road from Wesoloski's south to US 41. Moilanen added that these roads would need geogrid added in some areas. Treasurer Wesoloski noted that there were bad spots near the tracks and 5.25 Lane.

The ride issues with the River Drive project were discussed. Moilanen stated that it was being disputed with Northeast Asphalt and a response hadn't been received from them yet. The road commission is asking that the contractor mill off 1 ½ inches of the asphalt from Sunset Drive to 38th Avenue, and then repave it.

Supervisor Goffin asked if the upcoming meeting that CUPPAD had announced was to discuss state or federal funds. Moilanen stated the meeting was to discuss moving funds off of a City of Stephenson project that had been postponed to chip seal projects in the county.

Supervisor Goffin asked where the funding came from for the two CR577 projects completed in 2014. Moilanen responded that those were RR&R funds from the state's general fund surplus.

Supervisor Goffin asked if the road commission would have time to do any graveling this year outside of the 3-Way funding program. Moilanen stated they would try to work it in if possible. Mr. Goffin advised that they would like to do ½ mile of 11.5 Road and that Havelka Construction would provide crushed limestone for ¼ mile of the project. The other ¼ mile would be done with crushed gravel so the two surfaces could be compared. Moilanen noted that the limestone is a good product but is hard to find. It packs well, but is a little harder to grade. Mr. Goffin asked if the road commission would be willing to pay the cost difference between the limestone and the gravel if it worked out that the limestone performed better than the gravel. Moilanen stated it would depend if there were funds available in the budget.

Menominee Township officials left the meeting at 10:58 a.m.

There being no further business, Kakuk declared the meeting adjourned at 10:58 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, February 10, 2015.

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

Present: Anthony Kakuk, Joe Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Patrick Kleikamp, Larry Barker, David Wesoloski, and Jerry Piche.

Absent: William Anderson.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – Patrick Kleikamp of the Normenco Sportsman Club presented a map of a proposed ORV Trail that include some county roads in Menominee County. He stated that they were trying to be off the county road system as much as possible, but in some areas it would be the only way to connect the trail. The group is also talking with Delta County Road Commission and the Hannahville Indian Community regarding the use of some roads and land within their jurisdictions. Moilanen added that the Hannahville Indian Community is also working on getting a trail head at the casino. The north end of the trail would not be completed until the new electric transmission lines were finished, possible in 2018. Once the sportsman’s club gets permission to use the roads in the south end of the county they can begin to receive funds to groom the trail there. Mr. Kleikamp also noted that the group was looking at the possibility of making it a multi-purpose trail that could also be used for horse riding, bikers and walkers. Moilanen expressed concern over using the same trail for ORV’s and pedestrian and horse traffic and asked if it was being done elsewhere. Mr. Kleikamp responded that there were multi-purpose trails in the area by Pictured Rocks. Kakuk asked why the trail was using the Westman Dam Road instead of Schuster Lane. Mr. Kleikamp stated they would use Schuster Lane if the road commission wanted them to, but that they would prefer to use Westman Dam Road because of the poor condition of Schuster Lane. Moilanen asked if the DNR was okay with the trail using a portion of the roads under their jurisdiction. Mr. Kleikamp said that the DNR had already been approached about this and had given their permission. Kakuk stated that the ORV riders needed to follow the trail rules for this to be a success. Mr. Kleikamp noted that trespass complaints had dropped in the past few years. The most common complaints are from dust or the noise of the vehicles.

Additions/corrections to minutes for 01/13/15, 01/19/15, 01/20/15, 01/21/15 and 01/22/15 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, January 12, 2015				\$1,708,867.75
Receipts thru 01/31/15	31,818.39			
Expenditures thru 01/31/15		367,795.44		
Balance, January 31, 2015				\$1,372,890.70
Michigan Transportation Funds	276,412.56			
Receipts thru 02/09/15	77,587.11			
Expenditures thru 02/09/15		64,997.68		
State Maint. & Equip. Advances			124,162.00	
Balance, February 9, 2015	385,818.06	432,793.12	124,162.00	1,537,730.69
<u>Payables & Reserves</u>				
Payroll 02/12, and 02/26 (Est.)			128,000.00	
Soc. Sec. 02/12 and 02/26 (Est.)			9,792.00	
Reserve for workers compensation insurance			25,169.00	
Reserve for liability insurance			114,638.30	
Reserve for rental grader leases (Oct 2010)			62,964.72	
Reserve for Forest Funds			166,661.15	
Reserve RR X'ing closure funds for Nadeau Twp. projects			65,614.35	
Reserve for 2014 Federal Aid Match			1,418.92	
Reserve for 2015 Federal Aid Match			126,449.00	

Reserve for design of Stephenson heating system replacement	0.00	
Reserve for Construction Engineering on CR358	68,254.81	
Reserve for Construction Engineering on River Drive project	525.50	
Reserve for Construction Engineering on Pach Rd. Bridge project	36,400.00	
Reserve for 2015 Three-Way Road Program	200,000.00	
Reserve for Hannahville 2% funds- culvert steamer	9,000.00	
Reserve for purchase of 3 culvert steamers	20,622.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)	21,032.00	
Reserve for Capital Outlay - Boiler replacement	1,500.00	(1,058,041.75)
		\$ 479,688.94

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

Vouchers # 15-0019, 15-0021, 15-0131, and 15-0023 – Skrobiak asked for an explanation of two of the invoices for parts that were included in the vouchers. Moilanen provided the requested information. Moved by Kakuk, seconded by Skrobiak that the vouchers be approved and ordered paid. Carried unanimously.

Permission to rent or purchase a crack filling machine – Kakuk asked what the cost was to purchase the equipment versus renting it again. Moilanen stated that it would be approximately \$40,000 to \$50,000 depending on which options the road commission requested. The cost to rent the machine last summer was \$4,500 per month. Moved by Skrobiak, seconded by Kakuk to purchase a crack filling machine if there were funds available in the budget. Otherwise the machine will be rented again for the summer months. Carried unanimously.

Permission to hire temporary summer employees – Moilanen stated that operating the crack filling machine required a crew of six employees. Moved by Kakuk, seconded by Skrobiak to hire 6 – 8 temporary summer employees if funds are available to buy/rent a crack filling machine. Carried unanimously.

Discuss parking area at Fazer's IGA in Spalding – Moilanen provided the board with the plans for the planned expansion of Fazer's IGA in Spalding and discussed where the new parking area would be. It was noted that there have not been any serious accidents in the past several years in the area. Once the expansion project is completed the area will be monitored and a white stripe marking the edge of the street added if needed.

Discuss CRA Ballot for 3 year term on Board of Directors – Moved by Kakuk, seconded by Skrobiak to vote for Doug Mills from Baraga County Road Commission. Carried unanimously.

Permission to bid CRS-2 Emulsion for patch truck – Moved by Kakuk, seconded by Skrobiak to have Moilanen go out for bids for the emulsion. Carried unanimously.

Permission to bid 2015 culverts & bands – Moilanen noted that a 5' x 14' box culvert would also be needed for the CR358 project. Moved by Skrobiak, seconded by Kakuk to have Moilanen go out for bids for the culverts & bands needed for 2015 and the box culvert for the CR358 project. Carried unanimously.

Permission to bid pickup and removal of dead deer from the state trunk line – Moved by Kakuk, seconded by Skrobiak to have Moilanen go out for bids for removal of dead deer on the state highways. Carried unanimously.

Set meeting date to discuss upcoming union contract negotiations – Moilanen explained that the first meeting with Local 406 for contract negotiations was scheduled for Tuesday, February 24, 2015 at 3:30 p.m. Moved by Kakuk, seconded by Skrobiak to schedule a meeting between the road commission board and labor attorney Tom Derderian on Tuesday, February 24, 2015 at 1:30 p.m. Carried unanimously.

Any other business – Moilanen stated that he had received a letter from the Menominee Conservation District asking to use the road commission's cold storage building for their upcoming tree sale. The trees are scheduled to be delivered around April 17, 2015 and the pickup dates will be April 24 & 25, 2015. Moved by Skrobiak, seconded by Kakuk to allow the use of the building. Carried unanimously.

Skrobiak asked if any complaints had been received regarding stones in the ice control sand. Moilanen replied that there had been a couple of complaints regarding the sand from the pit on the south end of the county and noted that a screening plant may need to be rented if this pit was going

to continue to be used. Screening would add about \$.75/cyd to the cost of the sand. Kakuk asked if any of the complaints were of vehicle damage. Moilanen responded they were not, but that the sander chains on our trucks were being effected by the stones.

Kakuk asked if Moilanen had received the bid results for Phase II of the CR358 project. Moilanen stated that he had and that the bid came in about 8.9% under the original estimate. Moilanen will provide Kakuk with a copy of the bid.

Jerry Piche asked if the road commission was working with Aquila Resources regarding usage of the county roads and possible damage due to their proposed mining operations. Moilanen replied that he had met with them in the past when HudBay was a partner in the mining project. Kakuk noted that any improvements needed would be at the mine's expense.

Public Comment – David Wesoloski asked if the crack filling machine that the road commission was considering purchasing would include a compressor to blow the cracks out prior to filling them. Moilanen replied that this was an available option that the board would be looking into if a machine is purchased.

Kakuk commented that the crew was doing a great job with the brush cutting along US41 and that it was a nice improvement for visibility in the area.

There being no further business, Kakuk declared the meeting adjourned at 9:41 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, February 24, 2015.

Chair Kakuk called the meeting to order at 1:30 p.m. with the following persons present or absent:

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord.
Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Discuss Quit Claim Deed from Floriana-Stecker Post #340 for property on Vega Road – Moved by Anderson, seconded by Kakuk to execute a Quit Claim deed to purchase 1.456 acres of land from the Floriana-Stecker Post #340 in Hermansville for the sum of \$2,197.50, to be used for right of way for the Vega Road Category A Grant project. Carried unanimously.

Act on resolution to allow the chair or vice-chair to sign documents for Category A Grant –

Commissioner Skrobiak moved for the adoption of the following resolution:

WHEREAS, it is the intent of the Menominee County Road Commission, in conjunction with Wendricks Truss, Inc.'s facility expansion project, to upgrade Vega Road, construct a new T-intersection and remove the existing access onto Old US-2 from No. 43 Road and Vega Road using Transportation Economic Development Fund (TEDF) Category A Grant Funds.

AND WHEREAS, it is necessary to complete the forms and contracts for such funds,

NOW THEREFORE BE IT RESOLVED, that the Chair or Vice-Chair are herewith authorized and empowered to enter into and sign any and all agreements necessary to receive Transportation Economic Development Fund (TEDF) Category A Grant Funds for the project listed above.

Seconded by Commissioner Anderson and carried by the following vote: Ayes: 3; Nays: 0.

Closed session to discuss union negotiations – Moved by Anderson, seconded by Skrobiak to move to closed session at 1:35 p.m. Carried unanimously.

Moved by Kakuk, seconded by Skrobiak to return to open session at 1:40 p.m.

Any other business – Moilanen asked the board for permission to enter into a lease agreement, if necessary, with Wendricks Truss for a portion of the Vega Road property to allow parking for Wendricks Truss employees and visitors. Moved by Anderson, seconded by Kakuk to have the lease prepared if it was deemed necessary. Carried unanimously.

Moilanen stated that a date needed to be set for the bid opening for the Vega Road project. Moved by Kakuk, seconded by Anderson to hold a special meeting on Tuesday, March 31, 2015 at 9:00 a.m. to open the bids. Carried unanimously.

Skrobiak stated he had been contacted by Charlene Peterson asking if she could give a presentation to the board regarding joining the Wild Rivers Invasive Species Coalition. Kakuk asked if the road commission was legally able to join an association. Moilanen will check with the attorney for clarification. Skrobiak stated the group is looking for support of their effort to apply for grant funds. Moilanen suggested that the board could discuss adopting a resolution of support for each individual grant application.

Kakuk noted that the CRA Annual Conference in Lansing was a good meeting and that a lot of information on the ballot proposal had been shared. It was noted that a campaign in support of the proposal was going to be launched by various groups about six weeks prior to the election, with a focus on safe roads and dedicated road revenue.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 1:54 p.m.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, March 10, 2015.

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

Present: William Anderson, Anthony Kakuk, Joe Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Ken Goffin, Larry Barker, Gerald Piche, Chuck Behrend, David Wesoloski, John and Darlene Nerat.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – Ken Goffin discussed the variance in the numbers from the last time that the township had gravel crushed. He noted that the township will be going out to bid for gravel crushing again this spring and asked if the road commission would provide the testing for the gravel. Moilanen responded that the road commission has been contracting their gravel testing out to DGR Engineering of Carney. The testing is done at approximately every 1,000 cubic yards that are crushed. Mr. Goffin stated that the township is having approximately 12,000 cubic yards of 22A gravel crushed for use on roads in the township such as Bay de Noc Road and O-1 Road. Moilanen asked if the township had the piles surveyed when the crushing was completed in their CR338 and Windbiel pits. Mr. Goffin responded that they had not, that the contractor's belt scale had been used to determine quantities. Moilanen advised that even with the belt scale properly calibrated, the moisture content in the gravel can vary greatly causing a variance between the weight on the scale and the number of yards produced.

Ken Goffin asked about the ride problems on the River Drive project and whether there is any recourse that can be taken in this and any possible future issues. Moilanen explained that a portion of the project payment had been withheld. The road commission is on record requesting that the contractor mill off the bad portion of the pavement and repave the area. The contractor feels that the area just needs to be reheated and rolled to smooth out the ride. If an agreement cannot be reached then MDOT may need to be involved.

Mr. Goffin stated that if the ballot proposal fails it would likely still be status quo at the road commission. Moilanen stated that unfortunately it would not, as service levels would probably be reduced due to aging equipment.

Mr. Goffin stated that Menominee Township would like to chip seal Bay de Noc Road from approximately No. 7 Road to Birch Creek Road and O-1 Road from Birch Creek to the Pullman House. He also noted that they would likely use their 3-Way funds to do additional chip sealing, due to the cost of the gravel through the program. Kakuk asked what would happen if the road commission used the township's gravel for their 3-Way projects. Moilanen replied that the road commission would buy the gravel from the township and still bill the program back at the graveling rate as it would include the trucking, grading, watering and rolling of the gravel. Kakuk also noted that it should be the township's responsibility to have their gravel tested, not the road commissions, and that the township should include that requirement in their bid spec. Moilanen added that he recommends the township have the pile surveyed upon completion of the crushing so they have a more accurate quantity.

Gerald Piche stated that Faithorn Township Supervisor Jeff Kiser had asked him what portion of CR577 was all season. Moilanen replied that it was all season from the Dickinson County line, then south for approximately 8 ½ miles. Mr. Piche stated that they Mr. Kiser would also like to know how the cost of dust control applications are calculated. Moilanen explained that it was billed by the number of gallons of brine used. Some townships prefer that it be applied heavier than others, so the cost per mile of road may vary.

Public appearances – None.

Additions/corrections to minutes for 02/10/15 and 02/24/15 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, February 9, 2015				\$1,661,892.69
Receipts thru 02/28/15	110,849.33			
Expenditures thru 02/28/15		495,021.24		
Balance, February 28, 2015				\$1,277,720.78
Michigan Transportation Funds	300,645.61			
Receipts thru 03/09/15	95,073.81			
Expenditures thru 03/09/15		69,544.32		
State Maint. & Equip. Advances			134,296.00	
Balance, March 9, 2015	506,568.75	564,565.56	134,296.00	1,469,599.88
<u>Payables & Reserves</u>				
Payroll 03/12, and 03/26 (Est.)			128,000.00	
Soc. Sec. 03/12 and 03/26 (Est.)			9,792.00	
Reserve for workers compensation insurance			8,389.00	
Reserve for liability insurance			126,102.13	
Reserve for rental grader leases (Oct 2010)			62,964.72	
Reserve for Forest Funds			166,661.15	
Reserve RR X'ing closure funds for Nadeau Twp. projects			65,614.35	
Reserve for 2014 Federal Aid Match			1,418.92	
Reserve for 2015 Federal Aid Match			126,449.00	
Reserve for Construction Engineering on CR358			68,254.81	
Reserve for Construction Engineering on River Drive project			525.50	
Reserve for Construction Engineering on Pach Rd. Bridge project			36,090.00	
Reserve for 2015 Three-Way Road Program			0.00	
Reserve for Hannahville 2% funds- culvert steamer			0.00	
Reserve for purchase of 3 culvert steamers			0.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			21,032.00	
Reserve for Capital Outlay - Boiler replacement			1,500.00	(822,793.58)
				\$ 646,806.30

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

Vouchers # 15-0025, 15-0026, 15-0228, and 15-0028 – Skrobiak asked why there were two invoices from Automotive Supply for door handles for truck #133, each with a different cost. Moilanen will get clarification from the stock clerk on this. Moved by Anderson, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Discuss extension of contract with S&S Mowing for roadside mowing for 2015 and 2016 – Moilanen explained that the original contract was for three years, but that it also provided for 2 one year extensions. The contractor has offered to hold their 2014 price for 2015 and 2016. Moilanen noted that the second mowing each year was included in the price, but would only be done at the discretion of the road commission. Moved by Anderson, seconded by Skrobiak to accept the offer to extend the contract for 2015 and 2016 at the 2014 pricing. Carried unanimously.

Discuss/update FMLA policy – Moilanen stated that Menominee County Road Commission followed the FMLA years back when we had more than 50 employees. We currently have less than 50 employees so we would not have to follow the FMLA per the law, however, it is stated in the union contract that the FMLA will be followed. If the road commission were to consider discontinuing following the FMLA, it would have to be an item negotiated with the union.

Discuss Hannahville 2% Grant request – Moilanen stated that the 2% Grant Applications are due by March 31, 2015. Moved by Skrobiak, seconded by Anderson to apply for funds to help cover the purchase of a crack filling machine. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to go out to bid for the purchase of a crack filling machine and to rent a crack filling machine until the new machine is received if necessary. Carried unanimously.

Moved by Skrobiak, seconded by Anderson to hire 6-8 summer temporary employees. Carried unanimously.

Discuss possible surplus equipment sale for spring of 2015 – Moilanen stated that there were several obsolete unused items that could be sold on bids rather than continuing to store them. Moved by Anderson, seconded by Skrobiak to have Moilanen compile a list of items to present to the board at the April meeting, with the bids to be opened in May. Carried unanimously.

Update on RFP's for 2015 Bridge Inspections – Moilanen stated that he had received the following RFP's to perform the bridge inspections for 2015: AE Com - \$18,622 and Ayres & Associates - \$12,425. Moved by Skrobiak, seconded by Anderson to award the work to Ayres & Associates. Carried unanimously.

Closed session to discuss union contract negotiations – This item was moved to the end of the meeting, following Public Comments.

Any other business – Moilanen stated that he had received notice of two upcoming informational meetings for the May 5 ballot proposal. Representative Ed McBroom will be holding a meeting on Friday, March 13 at 9 am in Quinnesec and Senator Tom Casperson will be holding a meeting on Friday, March 13 at 1 pm in Newberry.

Kakuk stated that the shoulders look good since the crew cleared the snow back.

Public Comment – David Wesoloski commented that the crew did a nice job with the brushing on US 41. He also noted that there was an error in the minutes for the meeting held with Menominee Township on January 22. The minutes state that a future project for the township would be Bay De Noc Road, from Wesoloski's south to US 41. The project would actually end at the church.

Closed session to discuss union contract negotiations – Moved by Anderson, seconded by Skrobiak to move to closed session at 9:41 a.m. and place a conference call to labor attorney Tom Derderian to get updated on the status of the union contract negotiations. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to return to open session at 10:24 p.m.
The board will wait for a response from Attorney Derderian and union officials before taking any action.

Skrobiak asked what the 3 pressure washers that were purchased will be used for. Moilanen replied that they are for steaming culverts. Skrobiak would like to see it operate when the crew is using it in the Miscano Island Road area.

Kakuk, Skrobiak and Moilanen will be attending the meeting in Quinnesec being held by Representative McBroom on March 13. Anderson will also attend if he is available.

There being no further business, Kakuk declared the meeting adjourned at 10:28 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, March 31, 2015.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Jordan Barley and Larry Barker.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Open bids for Vega Road Category A Grant project – Bids were opened and read aloud as follows:

Barley Grading & Underground UT Contractor, Menominee, MI	\$173,219.01
Payne & Dolan, Gladstone, MI	\$123,623.50
Havelka Construction, Wallace, MI	\$134,947.75
Bacco Construction, Iron Mountain, MI	\$101,333.05

Moved by Anderson, seconded by Kakuk to award to the apparent low bidder, Bacco Construction, pending tabulation of the bids and approval from MDOT. Carried unanimously.

Discuss closing Bogdan pit – Moilanen explained that the road commission was no longer taking materials from the pit, and that per the agreement with the landowner, Steve Bogdan, the road commission was to level the pit. Mr. Bogdan has offered to close the pit out himself for \$1,000. Moilanen stated that it would be more expensive for the road commission to close the pit. Moilanen would request that Mr. Bogdan sign a statement that upon receipt of the payment of \$1,000, the road commission would not be obligated to do anything further with the pit. Kakuk added that Mr. Bogdan owns the equipment necessary to do the work. Skrobiak asked that Moilanen have Mr. Bogdan first submit a letter requesting the payment. Moved by Skrobiak, seconded by Kakuk to pay Steve Bogdan \$1,000 to do the necessary work to close the pit on his property, once a letter of request is received for the payment and an agreement is signed removing any further obligation from the road commission. Carried unanimously.

Discuss results of union negotiations – Moilanen advised that board that the members of Teamsters Local 406 had voted to ratify a one year contract, effective April 1, 2015 - March 31, 2016, that provided a \$0.50/hour pay increase to all job classifications within the bargaining group. The annual cost of the pay increase is approximately \$26,000. The employees will now also be able to choose between two different insurance plans through the MCTWF, at no additional cost to the road commission. Moved by Anderson, seconded by Kakuk to have Moilanen sign the contract on behalf of the road commission. Carried unanimously.

Any other business – Moilanen stated that the \$0.50/hour pay increase for the union employees is equivalent to 2.7% and asked if the board was willing to offer the non-union personnel a 2.7% increase also, or if they would prefer to negotiate with them separately. Kakuk asked what the annual cost of the increase for the non-union employees would be. Moilanen stated the cost would be approximately \$11,100. Skrobiak asked how the wages here compared to other counties in the UP. Moilanen stated that the union employees would be in the bottom 1/3 and for the management employees it varied by position. Moved by Anderson, seconded by Skrobiak to increase the wages of all non-union employees by 2.7% effective April 1, 2015. Carried unanimously.

Anderson stated he had received a call that logging operations were damaging No. 5 Road. Moilanen replied that he had checked the road and that so far there was no rutting. The weighmaster is also checking the area periodically.

Skrobiak asked if the road commission had a sign program. Moilanen stated that the previous federal mandate had been relaxed and that signs now only needed to be replaced with the new prismatic signs as needed. He also noted that all signs were replaced as construction projects were completed. Skrobiak said he has noticed some signs that are so faded they are no longer visible at night. Moilanen asked him to call the office with the location of those signs as he finds them so they

can be put onto a list to be replaced.

Kakuk noted that many of the county roads were still bleeding and that road restrictions will need to be continued until they are done. Moilanen added that it will likely be a long breakup this year.

Kakuk advised that he had been contacted by Gil Grinsteiner with a concern about the road commission limbing some of the oak trees on his property east of US 41 on Wildwood Road. Mr. Grinsteiner asked that the oak trees not be trimmed between April and November as oak wilt is easily spread during this time.

Kakuk stated that Steve Brock had asked him if the road commission could help with the process of putting stone on the driveways leading into farm fields. Moilanen replied that it would be up to the board if they wanted to participate with this or not.

Kakuk asked about the damage caused to some of the roads by the new transmission line project being performed MJ Electric. Moilanen stated that MJ Electric is aware of the damages and that the road commission will submit a repair cost estimate to them that they will forward to American Transmission Company for payment consideration.

Kakuk asked when the CR358 project would be started. Moilanen replied that the trees would be cut soon, prior to May 1.

Public Comments -- None.

There being no further business, Kakuk declared the meeting adjourned at 9:24 a.m.

Road Commission Finance Director / Clerk

Chair

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

BOARD MEMBERS

**JEFF NASER, CHAIR
GARY EICHHORN
DAVID C. PRESTIN**

DIRECTOR

RUSSELL K. SEXTON

Date: February 24, 2015

The regular meeting of the Menominee County Department of Human Services Board was called to order by Jeff Naser, Board Chair, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

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

Others Present: None.

APPROVAL OF AGENDA:

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

APPROVAL OF DECEMBER 30, 2014 MINUTES:

Minutes of the December 30, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

FINANCIAL REPORT:

The financial reports for December 2014 and January 2015 were reviewed. There were \$197.44 in expenditures in December for the DHS Board meeting; leaving a balance of \$6,317.68. There were \$197.44 in expenditures in January for members who showed for the two board meetings in which a quorum could not be met, leaving a balance of \$6,120.24.

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

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

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program

supervisor. There is also 1 tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

Statewide Director's Meeting Information:

Mr. Sexton notified the board members of the Governor's Executive Order that combines the Department of Human Services with the Department of Community Health into the Department of Health and Human Services. This will become official on April 10, 2015.

Community Health Director Nick Lyon, now also the interim director of DHS, was named the director for the new department - which will be the largest in terms of overall budget. We do not yet know the complete extent of the reorganization. Mr. Lyon hopes to have the operational structure for the new DHHS department in place by October 1, the start of the 2015-16 fiscal year.

Beyond combining the two departments into one, the order will also create a new Michigan Children's Services Agency within the new department. The order will also convert the current Offices of Services to the Aging to the Aging and Adult Services Agency, which will coordinate all the services now provided the state's adults and elderly. The relatively new Autism Council will be moved to the new department, as will the State Child Abuse and Neglect Prevention Board. Also, the licensing operations now within the Office of Children and Adult Services will be moved to the Department of Licensing and Regulatory Affairs.

Mr. Sexton informed the Board of new budget cuts that were coming due to another identified shortfall in the State Budget. Those cuts identified for the Department of Human Services included:

- Elimination of executive laptops
- Reduced funding for the Child Welfare Training Institute
- Reduced Recoupment positions
- Elimination of Non-FIS positions
- Maxey JJ Center reductions
- Reductions to In-Home Care Grants to rural counties
- Elimination of JJ 20/20 project funding
- Reduction to emergency services local office allocations by 10%
- Reduction in funding for Michigan Rehabilitation Services
- Recognized one-time projected lapse in redetermination adoption assistance program.
- Elimination of funding for Asset Test automation.
- Reduction in funding for redetermined adoption subsidy program.
- Reduction in DHS Call Center funding
- Reduction in Peer Coach positions
- Reduction in PATH Coordinator positions.

- Reduction in employee training related travel reimbursements.
- Consolidation of Disability Determination services.
- Expand the CDI Unit.
- Offset general fund with TANF.

Mr. Sexton explained these cuts and how they would affect the local office. Mr. Sexton related that there would be minimal impact to the local office based upon these cuts.

Collaborative Issues: No new information was provided.

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

- FY 2015 Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$8,780.79, which constitutes 21.9% of the allocation expended with 33% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: \$5,859.87, which constitutes 18% of the allocation expended with 33% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 95.55%. Business Services Center 1 average is 92.17% and State average is 89.34%.

Family Independence Program Work Participation Rate: 75%. Goal is 50%.

Miscellaneous:

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

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

- Family Independence Program: 25 cases; 55 recipients; \$7,688.00 in benefits.
- Food Assistance Program: 1,500 cases; 2,865 recipients; \$317,135.00 in benefits.
- State Disability Assistance: 12 cases; 12 recipients; \$2,538.00 in benefits.
- Child Development and Care: 24 cases; 36 recipients; \$6,540.00 in benefits.
- State Emergency Relief: 15 cases; \$10,559.00 in benefits.
- Unduplicated total: 1,519 cases; 2,895 recipients; \$344,459.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 584 cases; 1,219 recipients
- Other Children < Age 21: 96 cases; 104 recipients
- Pregnant Women & Children Under 19: 681 cases; 1,210 recipients
- Non-SSI Aged, Blind & Disabled: 695 cases; 731 recipients
- SSI Aged, Blind & Disabled: 534 cases; 534 recipients
- Medicaid Eligible Total: 2,371 cases; 3,788 recipients

Total Healthy Michigan Enrollments: 1039

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

Child Welfare Data:

CPS Commencement of Investigation: 71%, which is 15% below the BSC1 average and at the statewide average.

CPS Investigation face-to-face total: 96%, which is 10% above the BSC1 average and 28% above the statewide average.

Foster Care Initial Medical: 0% (one case), which is 66% below the BSC1 average and 48% below the statewide average.

Foster Care Initial Dental: 0% (two cases), which is 27% below the BSC1 average and 31% below the statewide average.

Foster Care Worker/Child Visits: 86%, which is 26% above the BSC1 average and 33% above the statewide average.

Board Member Input/Suggestions: None

UNIT REPORT: Andrew Laurin, Children's Protective Services and Children's Foster Care Supervisor. Mr. Laurin provided a comprehensive report to the board regarding the Children's Protective Services unit in Menominee County.

Mr. Laurin stated that Menominee County remains fully staffed at 5. 3 staff are Children's Protective Services, 2 of which are strictly investigators, 1 of which handles investigations and ongoing CPS cases. 2 staff are Foster Care Workers, 1 of which also manages Juvenile Justice, the other also manages licensing, adoption, Purchase Of Service monitoring. MISACWIS, the new operating system for child welfare is 9 months along. The system is cumbersome and difficult. Training was rolled out too early but we continue to make progress especially with the help of our Local Office Expert. User errors are identified as the biggest problem, something we continue to work on but there are also system errors. This causes issues with payments, something we have dealt with in Menominee County, specifically with Hannahville Tribal Foster Homes that transferred over from our former operating system.

January Stats

Commencement – 86%

FF timeliness – 96%

ISP timeliness – 95%

These stats were pulled from the new system prior to this presentation. They may not match the management report as stats tend to increase as reports are reviewed and missing information or errors in data input are identified.

Over the last 3 months, Menominee County has seen an increase in cases substantiated for Child Abuse and/or Neglect based on mental health and substance abuse. Menominee

County is limited in these services. Northpointe Behavioral Health Systems provides services to a limited number of our clients as many do not meet criteria for their services. We have no counselors in this county who are contracted with the State. Substance abuse services are lacking.

Mr. Laurin also provided explanations regarding changes made to Central Registry (CR). Currently CR is a lifetime registry for those who have been found to be responsible for abuse and/or neglect where the risk assessment scores as high or intensive. Beginning in March, the CR listing will remain for a lifetime for those found to be responsible for abuse and/or neglect where an egregious act occurred; i.e.; sexual abuse, severe physical injury, abandonment, prior termination of parental rights, etc. All others identified on the registry can be expunged after 10 years. Menominee County is currently reviewing 470+ records to determine appropriateness for expungement.

Board members asked questions regarding Foster Home licensing, specifically in regard to how recruitment is accomplished. Menominee County continues to struggle in this area. Mr. Sexton explained that when we can get Delta and Dickinson counties at full staffing levels he intends to provide assistance from licensing staff there to assist Menominee County in recruiting and licensing of homes. Menominee County does not have a worker dedicated to just licensing and the priority is often shifted away from licensing duties to the more urgent foster care case management duties. Menominee County will continue efforts to recruit homes in order to better serve children by keeping them in their communities, school district, and among their peers and extended families.

BOARD BUSINESS:

1. Approval of Vouchers:

Vouchers for December 2014 and January 2015 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

2. Board Reorganization:

A new Board Member, Mr. David C. Prestin, was appointed by the State to finish the term of the former state appointee. Mr. Prestin was introduced to the other board members and them to him.

As a result of the board member change, board reorganization was conducted.

A motion was made by Mr. Eichhorn to nominate Mr. Naser as the Board Chair and to close the nominations. Motion was supported by Mr. Prestin. Motion passed without opposition and Mr. Naser continues as the Board Chair.

NEW BUSINESS: One new contract was presented to the Board for their review:

COUN15-Various (counties throughout the state). This is a statewide contract for counseling services that licensed counselors could use to contract with the state to provide counseling in specific geographical areas of the state. There is no dollar amount

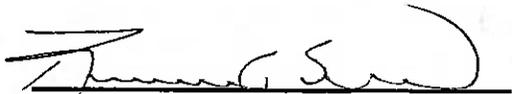
connected to this contract as it simply allows DHS offices to utilize a counselor who has a contract with the state and the amount of money going toward this is dependent upon what funds an individual county DHS office has available, as well as on what referrals are made throughout the year. The rates for counseling are: \$63 per unit (50 minutes of counseling time) for clinical counseling; \$73 per unit for outreach counseling; and \$120 per unit for group counseling. The agreement is for April 1, 2015 through March 31, 2018, with 2 one year options to extend to March 31, 2020.

A motion to approve the review of the contract was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

PUBLIC COMMENT: None.

NEXT MEETING: March 31, 2015 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Prestin. Meeting adjourned at 10:13 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members
Menominee County BOC



MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES

Date: Thursday, February 26, 2015	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:03 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 2:03 p.m. CST by Chairperson Oliver.

Roll Call
Present: Trustees Gerald Smith, Elaine Boyne, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenauer, Jr., Gary Eichhorn, Jan Hafeman, David Prestin. Administrator Smith introduced Mr. David Prestin to the Board and Guests. Mr. Prestin has been newly assigned to the Menominee County DHS Board and is now a Board member for the Facility.
Absent: Trustees Debbi Springinsguth, Jeff Naser.
Also Present:
Leadership Team Members: Candace Meintz, CFO and Susan Williamson, Director of Nursing.
Guests:
 Gerald McCole, Heather Niarhos, Todd Flath, Terry Grondine, Steve Hruska, Ombudsman Connie Grahovac, Sandi Gauthier

TOPIC	DISCUSSION	OUTCOME
Approval of the February 2015 Agenda	There were no additions or deletions to this agenda.	A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Agenda as presented. Motion carried.

Board action on the minutes of the January 22, 2015 meeting	The minutes had been sent to Board Members for review prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Degenauer to approve the minutes as presented. Motion carried.
Review and approval of Financial Statements for January 2015	Candace Meintz, CFO reviewed the Financial Statements with those present.	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the Financial Statement as presented. Motion carried.
Board action on the January Manifest of Invoices	The Manifest of invoices was sent to Board Members for review prior to this meeting.	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll reported that they had reviewed several policies. She noted that all homes are doing well and are able to fill vacant beds. She also noted that Whispering Pines South had an inspection and were in full compliance.	A motion was made by Trustee Degenauer, supported by Trustee Boyne, to approve the report as presented. Motion carried.
Report from Finance Committee Meeting.	Trustee Smith reported that the Finance Committee had met prior to this meeting. To discuss negotiations in action at this time. Administrator Smith stated that we had negotiations with Local 854 and got through all contract verbiage and policies. We will be negotiating again with Local 854 on wages and insurance and we will also be negotiating with SEIU.	
Request for approval of meals and lodging	The Administrator and Director of Nursing requested permission to attend the Joint Provider meeting in Grand Rapids on March 23 and 24 and	A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the requests

<p>Board's final approval and signature on changes made to Board By-Laws in June 2014.</p>	<p>also requested approval of meals and lodging in the amount of \$225.00.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Degenauer, to approve the By-Laws from June 2014.</p> <p>Trustee Harrington asked that language be included to reflect on the designation of the County Commissioners to the Board on the front page as well as in the other section. It was also requested that the date for the signature page be changed to reflect the current date.</p> <p>A motion was then made by Trustee Eichhorn, supported by Trustee Hafeman to rescind the motion that had been made to approve the By-Laws. Motion carried.</p>	<p>and amount of \$225.00 for this conference. Motion carried.</p> <p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the By-Laws with the amendments as proposed today. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson, Director of Nursing reported on the monthly Quality Assurance Meeting and the Resident Council Meetings at each of the 3 buildings.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Boyne, to approve each of the reports as presented. Motion carried.</p>
<p>Report of Safety Committee</p>	<p>Lois Ball, secretary for the Safety Committee reported on the meeting held in February. She noted that all incidents and accidents had been reviewed.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman to approve the report as presented. Motion carried.</p>
<p>House Committee Meeting</p>	<p>Administrator Smith stated that there will be House Committee Meeting held directly following this Board Meeting to hear 2 grievances from Union Local 854.</p>	
<p>Facility bus</p>	<p>Administrator Smith stated that through Trustee Harrington she has been in touched with the DATA Bus people, who are willing to look into purchasing</p>	

	<p>a larger bus and make a few runs out here to accommodate our residents/outings, etc. She noted that we are looking into doing something with the DATA bus before purchasing a bus for the facility.</p>	
<p>DNR Grant Committee report</p>	<p>Administrator Smith stated that the DNR Grant Committee is actually Spalding Township, they are looking into putting a walking trail to go around the park. They are asking the facility for a letter of support. She read the letter that had been prepared.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the letter of support to the DNR Grant Committee for the walking trail in the Powers Veterans' Park. Motion carried.</p>
<p>Administrator's Report</p>	<p>Administrator Smith reported that she took park in the UPHP Phone Conference on February 9th. She noted that UPHP is the pilot program for our dual enrolled residents who have Medicare and Medicaid. The residents are getting letters regarding joining or opting out. As the facility, we cannot sway them in their decision. She attended the HCAM Meeting in Iron Mountain on February 11th, and a meeting with Vince Babcock from Employee Benefits Agency of Marquette. Mr. Babcock is our agent for our employee health insurance. She announced that Penney Gierke, our Food Service Supervisor is retiring next month.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Administrator's report as presented. Motion carried.</p>
<p>Comments from the Public</p>	<p>Gerald McCole addressed the Board. Mr. McCole read a letter he had prepared which addressed the composition of the Board with members now being made up of one Board of Commissioners from each county being assigned to the Pinecrest Board.</p>	

Adjournment	The meeting adjourned at 2:40 p.m. CST	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.
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Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Administrator

Darlene Smith, Admin 1/24/15

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

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

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy		X		Martin, Ann	X		
DeDie, William	X(4:35 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine		X	
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(5:00 pm)		

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

Karen Raether stated the agenda would be amended to correct: NorthCare Committee Meeting Report to NorthCare Governing Board Meeting report. Millie Hofer asked that the agenda be amended to add: clinical supervision during interim time.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Dehn, supported by P. Freeman to approve the amended agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Janet Dehn asked that the February 26, 2015 Board meeting minutes under CEO Search be corrected from: The Ad Hoc Committee that was formed to hire a CEO to the Board will advertise and explore the hiring of the CEO.

ACTION: Moved to approve the corrected February 26, 2015 Board meeting minutes.

Motion by: J. Luhtanen, supported by A. Martin. **Motion carried unanimously**

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

a) Check Disbursement Report-Period ending February 19, 2015

ACTION: A motion was made by J. Nelson, supported by M. Negro to approve the check disbursement report period ending February 19, 2015. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

b) January 2015 Financial Report

ACTION: A motion was made by J. Nelson, supported by A. Martin to approve the January 2015 financial report. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

- Appoint Interim CEO

ACTION: A motion was made by J. Nelson, supported by M. Hofer to appoint Bill Adrian as interim CEO.

Motion carried unanimously.

DISCUSSION: Karen Raether stated that a salary adjustment should be addressed for Mr. Adrian as interim CEO. This issue will be an action agenda item on the March 26, 2015 Board meeting agenda. John Nelson stated that from a continuity standpoint he is glad that Mr. Adrian has agreed to be the interim CEO.

Karen Thekan conducted New Business as follows:

NEW BUSINESS (Discussion only)

- **Finance**

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

Karen Thekan asked if there were any questions regarding the check disbursement report. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval.

- b) Contract-March 12 2015

Karen Thekan reviewed the following contract is for the Mild-Moderate (Dual Eligibles) who have both Medicare and Medicaid. The payer only covers these services when they are provided by an enrolled Medicare provider. Miscellaneous questions were addressed by Ms. Thekan.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	NorthCare Network MI Health Link CMHSP/PIHP Provider Subcontract Addendum	Dual Eligibles Project	03/01/2015	N/A	See attached	N/A

Consensus of the Board is that this item will move forward to the next meeting for approval.

- **Great Lakes Officer Nominations**

Karen Thekan stated that the Great Lakes Association is looking for officer nominations. These nominations need to be turned in by April 10th to Great Lakes. Ms. Thekan stated that if anyone is interested in an officer position they should contact Mary Wendt before April 10th and she will submit their name.

- **Recipient Rights Ad Hoc Committee Recommendations & Review Applications for Vacancies on the Committee**

Karen Thekan reviewed the Recipient Rights Ad Hoc Committee recommendations and applications to fill the two vacancies on the Recipient Rights Committee. There were two applications received from William Bouchard and Laurel Reynolds and a resignation letter received from Loren Veaser. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by J. Nelson, supported by M. Negro to move the Recipient Rights Committee vacancies appointments to an action item.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy			Martin, Ann	X	
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Raether, Karen	X	

Hofer, Millie	X	Spence, Christine
Luhtanen, Joan	X	Zevitz, Michael, Dr.

Motion carried unanimously.

ACTION: A motion was made by J. Nelson, supported by M. Negro to approve the appointments of William Bouchard and Laurel Reynolds to the Recipient Rights Advisory Committee. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

• **Ad Hoc Meeting-March 5, 2015**

Peggy Freeman highlighted the Ad Hoc Committee March 5, 2015 meeting minutes.

○ **Waiver of Educational Requirement for CEO**

Terri Wendt stated that she received information from the State regarding a waiver for the educational requirement for the CEO. Ms. T. Wendt highlighted this information which provided that a blanket waiver cannot be given on the educational qualification. What can be done though, if there is an individual candidate that has a Bachelor's Degree and a significant amount of experience that would be deemed appropriate, this candidate's resume can be sent to the State to ask for a waiver for this candidate. Discussion ensued regarding to whether the CEO posting should include a Bachelor's Degree.

ACTION: Information

○ **Posting for CEO Position**

Terri Wendt reviewed the draft posting for the CEO position which includes a Bachelor's Degree. Ann Martin provided a few edits to the posting. Miscellaneous questions were addressed by Karen Thekan.

ACTION: A motion was made by M. Negro, supported by J. Nelson to move the Posting for the CEO Position to an action item.

ROLL CALL VOTE:

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

Motion carried unanimously.

ACTION: A motion was made by M. Negro, supported by J. Nelson to approve the Posting for the CEO Position with the edits provided by Ms. Martin.

DISCUSSION: John Nelson stated that the postmark for the CEO job posting is April 4, 2015.

Mr. Nelson further stated that the short turnaround was done to try and fill the position as soon as possible. This deadline can be extended at a later time if a valid candidate is not received by April 4, 2015 and the job can then be reposted.

ROLL CALL VOTE:

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

Motion carried unanimously.

W. DeDie - present 4:35 p.m.

- **Wage Scales**

Karen Thekan stated that a spreadsheet was provided from Bill Adrian which listed from a .5% to a 3% percentage wage scale increase, the estimated cost of each percentage increase, and the breakdown of Medicaid dollars versus General Fund dollar. Ann Martin asked when the last time there was an adjustment of wage scales. Terri Wendt stated that there have been several one time bonus payments for staff over the years (which did not change their wage scale), the residential wage scale has been adjusted twice-once in 2007 and 2008 with pass-through dollars, the MSW wage scale was adjusted a few years ago but a percentage increase to all wage scales across the Board has not been done since the 1990's. Ms. T. Wendt stated that also a few years ago the percentage increases were replaced by the step system which is movement within the wage scale but the base and max of wage scales did not change. John Nelson stated that he is a fan of a flat rate increase and asked for the numbers on what a flat rate increase for employees would cost. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan, Ms. T. Wendt, and Mr. Adrian.

ACTION: Mr. Adrian will provide information at the next Board meeting on the cost of a flat rate increase for employees.

- **Clinical Supervision During Interim Time**

Millie Hofer stated that when looking at the Table of Organization she saw all of the employees who were directly supervised by Karen Thekan. Ms. Hofer further stated that she thinks that a clinical supervisor interim should take over the responsibility for the staff under Ms. Thekan's supervision and they should be reimbursed accordingly to the extra work they would have to do. Ms. Hofer stated that this position is for the safety of the agency, is truly necessary after seeing all of the staff that Ms. Thekan supervises, and that there not be a void and have continued continuity. Ann Martin asked with Mr. Adrian's experience what is there that would have to be done that he has not observed being done and has not learned just from the time he has been with Northpointe to execute this aspect of the work. Discussion ensued. Ms. Thekan stated that at the March 12th Operations Team meeting it was discussed that the three county directors will rely on each other in the interim regarding clinical issues and Mr. Adrian does have the expertise in regards to clinical services, etc. Ms. Thekan further stated that Dr. Razdan, as the Medical Director of Northpointe, is also available for clinical cases, decisions, etc. Ms. Thekan stated that is was also discussed at the March 12th Operations Team meeting that the staff she supervises will be distributed among managers.

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- **CEO Report**

- **NorthCare Governing Board Meeting Report**

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

DISCUSSION: Karen Raether stated that the Northpointe Board will need to appointment three representatives to serve on the NorthCare Governing Board effective in April 2015. Discussion ensued and miscellaneous questions were addressed by Ms. Raether. Consensus of the Board is to put the NorthCare Board appointments on the April 9, 2015 Northpointe meeting agenda as an action item.

Dr. Zevitz - present at 5:00 p.m.

PUBLIC COMMENTS

- Lisa Dionne thanked Karen Thekan for being a great boss and friend and wished her the best.

BOARD COMMENT

- Karen Raether read a letter from Gogebic Community Mental Health Authority Employee Group and Board of Directors which expressed their appreciation and gratitude to Ms. Thekan on her years of dedication and commitment to assuring that the Mental Health and Intellectual/Developmental Disability needs of consumers in the U.P. were met.
- John Nelson stated that he had the opportunity to work with Ms. Thekan for a number of years. Mr. Nelson further stated that as a regional manager he never had to worry about what went on at Northpointe and they were

always present on issues that came up. Mr. Nelson stated that Ms. Thekan has served this area well, not just from a Board standpoint, but from a professional standpoint. Mr. Nelson also stated his appreciation for all that Ms. Thekan did while he was working and in her position as CEO. Mr. Nelson stated that this is why he wanted to serve on the Northpointe Board and thanked Ms. Thekan on behalf of Menominee County.

- Janet Dehn stated her appreciation and thanked Ms. Thekan for serving the clients of this agency very well for a long time. Ms. Dehn stated that from reading the last Board meeting minutes she would hate to think that questions would ever be interpreted by anyone as problems. Ms. Dehn stated that she thinks that questions are good to ask and so is discussion. Ms. Dehn stated that when their school year begins everyone on their campus gets together, brainstorms, and raise as many different ideas as possible. Disagreements may occur with each other but Ms. Dehn stated that she thinks disagreeing can be done without being disagreeable. Ms. Dehn stated that questioning is in the best interest of clients and is sorry that Ms. Thekan is going to go.
- Millie Hofer stated that Ms. Thekan provided a breath of fresh air.
- Karen Raether stated that with Ms. Thekan leaving it will be hard for everyone. Ms. Raether further stated that she has always had a good working relationship with Ms. Thekan and that Ms. Thekan has been the best and the Board, staff, consumers, and people in the U.P. will miss her.
- Dr. Zevitz stated that she thinks Ms. Thekan has done an excellent job in an extremely difficult job and nobody should envy her in the position she has occupied. Dr. Zevitz stated that he cannot imagine how much frustration that Ms. Thekan has had over the years and was unable to do a lot of things that she would have liked to do and could not. It is a very frustrating job and Dr. Zevitz stated that Ms. Thekan has performed very well.
- Mari Negro stated that everything should just be summed up as "thank you very much".
- Karen Raether presented Ms. Thekan with a Certification of Appreciation for her 22 years of employment with Northpointe.

ADJOURN

Karen Raether, Chairperson, stated the meeting adjourned. Meeting adjourned at 5:10 p.m.

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

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary