

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
www.menomineecounty.com

Jason Carviou – 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 24, 2018 @ 6:00 p.m.  
Menominee County MSU-E, Conference Room  
S904 US Hwy 41, Stephenson, MI 49887

### **AMENDED AGENDA**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
  - April 10, 2018 ~ Special Meeting – Equalization Session
  - April 10, 2018 ~ Regular Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*): Paul Putnam – MSUE Updates
- H. Department Head/Elected Officials Reports (*limited to ten minutes*):
- I. Action Items
  - 1. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to re-appoint Lillian Schultz to the Menominee County Planning Commission for a three (3) year term expiring 4.30.2021
  - 2. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-10 Deficit Elimination Plan for FY ending 9.30.17
  - 3. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-12 Consideration of Pinecrest Millage Proposal
  - 4. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-13 Corrective Action Plan for FY ending 9.30.17
  - 5. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-14 Authorizing Millage Renewal Election for MC Senior Citizen Services & Certifying Ballot Language
  - 6. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-15 ~ Opposing Amendatory Legislation to MI Public Act 93 of 2013
  - 7. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Airport Committee’s recommendation to retain the current Admin. Manpower person on a part time basis for Airport office help.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

8. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation by the 911 Governing Board for the purchase of a three (3) position Zetron Max **Dispatch System** as quoted by JS Electronics in the amount of \$287,690.
9. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation by the 911 Governing Board for the purchase of a three (3) position console **furniture system** as quoted by Xybix Systems, Inc in the amount of \$54,654.
10. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Commissioners Per Diems & Expenses
11. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous bills as paid on April 5, 2018, in the amount of \$52,608.11.
12. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous boards/committees/commission reports to be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
  - a. None
2. Building and Grounds/Park Items:
  - a. None
3. Miscellaneous Items
  - a. Discussion UPACC Spring Conference
  - b. 2017/18 MSU Extension Agreement
  - c. Resolution 2018-16 Resolution to adopt Monthly 9-1-1 Surcharge Within Menominee County
4. Finance Items:
  - a. Review Commissioner per Diems and Expenses
  - b. Miscellaneous bills paid on April 9, 11 and 19, 2018 in the amount of \$151,983.55

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Moved by \_\_\_\_\_ to go into closed session, to consider materials exempt from discussion or disclosure by state or federal statute. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(h)); motion supported by \_\_\_\_\_

Individuals attending closed session \_\_\_\_\_ (Note Time) \_\_\_\_\_

O. Return to Open Session at \_\_\_\_\_ (time)

P. Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation from the County Administrator to appoint \_\_\_\_\_ as Menominee County's Equalization Director, Beginning June 16, 2018.

Q. Adjourn

April 10, 2018

UNAPPROVED

Proceedings of an Equalization Session of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, Stephenson, Michigan.

Chairman Piche called the meeting to order at 5:45 P.M. followed by the Pledge of Allegiance.

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

**Present:** Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Charlie Meintz, John Nelson, Larry Phelps, Gerald Piche, and Larry Schei.

**Absent:** None.

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

**Public Comment:** None.

**Department Head/Elected Officials Reports:** None.

**Action Items:**

Moved by Com. Meintz, seconded by Com. Nelson to approve the 2018 Equalization Report (L-4024) as submitted by the Equalization Director, Margaret J. Schroud. Motion was approved 9-0.

Chairman Piche called for public comment

**Public Comment:** None.

Moved by Com. Hafeman, seconded by Com. Cech to adjourn at 5:49 p.m. Motion was approved 9-0.

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Gerald Piche, Chairman

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Marc Kleiman, County Clerk

April 10, 2018

UNAPPROVED

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

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

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

**Present:** Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Charlie Meintz, John Nelson, Larry Phelps, Gerald Piche, and Larry Schei.

**Absent:** None.

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

Moved by Com. Cech, seconded by Com. Hafeman to approve the minutes from the March 22, 2018 Special County Board Meetings and the March 27, 2018 Regular County Board Meeting. Motion was approved 9-0.

**Public Comment:**

- Harry Meintz – Commented against having a millage for Pinecrest.
- Bob Desjarlais – Commented against having a millage for Pinecrest.
- Marvin Salts – Commented against having a millage for Pinecrest.
- Garry Eichhorn – Commented in support of a millage for Pinecrest.

**Presentations:**

- Nancy Douglas – Menominee Business Development Corporation (MBDC) – Quarterly update.

**Department Head/Elected Officials Reports:**

- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

**Action Items:**

Moved by Com. Schei, seconded by Com. Gromala to approve Mead & Hunt's Final Draft of the Scope of Services for the Airport Layout Plan (ALP) as recommended by the Airport Committee. (May change pending approval from MDOT). Motion was approved 9-0.

Moved by Com. Lang, seconded by Com. Hafeman to approve Resolution 2018-11 ~ To Approve Outside Counsel for Opioid Litigation. Motion was not approved. Roll call vote 4-5, Com. Hafeman, Meintz, Phelps, Piche and Schei voted nay.

Moved by Com. Cech, seconded by Com. Lang to approve the payout of 34 hours of unused vacation time (\$1,240.92) to Sherry DuPont, due to not being able to take the vacation time while in the Interim Administrator Position. Motion was approved by roll call vote 7-2. Com. Meintz and Nelson voted nay.

Moved by Com. Schei, seconded by Com. Hafeman to approve a full page advertisement in the amount of \$1,750 in the 2018-19 Marinette-Menominee Regional Guide. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve miscellaneous bills as paid on March 23, 2018 in the combined amount of \$85,826.01. Motion was approved 9-0.

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

**New Business (discussion only)**

**Personnel Items:**

- a. None.

**Building and Grounds/Parks Items:**

- a. None.

**Miscellaneous Items:**

- a. HA Division of MERS – Confirmation of closure. – This is just an informational item that the HA Division of MERS is closed and the new County Administrator, Jason Carviou is in the Defined Contribution division.

**Finance Items:**

- a. Review of Wexford County Resolution 18-09 ~ Opposing Amendatory Legislation to MI Public Act 93 of 2013. – Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provisions of indigent defense services, mandated compliance plans from all Michigan County. Other counties are also opposing this. The consensus of the board is to move this item forward for approval at the next meeting.
- b. Review Resolution 2018-10 ~ Deficit Elimination Plan. - The consensus of the board is to move this item forward for approval at the next meeting.
- c. Review Resolution 2018-13 ~ Corrective Action Plan. - The consensus of the board is to move this item forward for approval at the next meeting.
- d. Review Resolution 2018-12 ~ Consideration of Pinecrest Millage Proposal. – Pinecrest is looking to run a millage of .65 Mills for 5 years. This millage would have to run in Dickinson, Delta and Menominee Counties and it would have to pass in all three counties in order to take effect. They are looking to place this on the August 7<sup>th</sup> Primary Election Ballot. The consensus of the board is to move this item forward to the next meeting.
- e. Review of Commissioner Per Diems and Expenses. - The consensus of the board is to move this item forward for approval at the next meeting.
- f. Miscellaneous bills as paid on April 5, 2018 in the amount of \$52,608.11. - The consensus of the board is to move this item forward for approval at the next meeting.

**Misc. Boards/Committees/Commissions Reports:**

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

Chairman Piche called for public comment

**Public Comment:**

- Pat Cheski – Welcomed new County Administrator Jason Carviou and thanked Sherry DuPont. She also commented that the board has set the precedent in the past of paying salaried employees for their unused vacation time.
- Bob Desjarlais – Commented on the Regional Guide and what account it is to be paid from. Commented on the grant that was applied for at Shakey Lakes. Commented on the Road Commission and the drawdown of Shakey Lakes this summer.
- Eric Tickler – Commented on the grant and the drawdown at Shakey Lakes.
- Nancy Douglas – Commented on the grant application and a copy of it is at the courthouse.

**Commissioner Comment:**

- Com. Hafeman – Welcomed Jason Carviou and thanked Sherry DuPont. She also commented about Com. Meintz requesting a business plan from Pinecrest before they can run a millage but he did not request one from the Sheriff's Department, 911 or Community Action Agency.
- Com. Meintz – Commented that the Sheriff's Department, 911 and CAA all gave the board business plans.
- Com. Nelson – Commented on the unused vacation time and on Pinecrest.
- Com. Gromala – Welcomed Jason Carviou and thanked Sherry DuPont. He also commented that his #2 son was elected as a commissioner for the Marinette County Board.
- Com. Schei – Commented that the Navy will be flying into the Menominee Regional Airport on Friday with the Admiral and they will be buying fuel. He also commented that the airport will be holding their annual open house again this fall in September.
- Com. Phelps – Commented on the drawdown at Shakey Lakes.
- Com. Piche – Commented that he was part of the interviews for a new MSU Educator in Menominee County. He also welcomed Jason Carviou and thanked Sherry DuPont.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 7:48 p.m. Motion was approved 9-0.

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Gerald Piche, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Board Appointments</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
County Board to review application for the appointment to the Menominee County Planning Commission	
<b>RECOMMENDED MOTION</b>	
Re-appoint Lillian Schultz to the Menominee County Planning Commission for a 3 year term, expiring 4.30.21	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

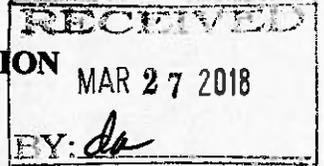
**DATE:**

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

**Menominee County miscellaneous appointments:  
Interested Candidates  
4.24.18**

<p><b>Menominee County Planning Commission</b></p> <p><i><u>Interested Candidates: Lillian Schultz</u></i></p>	<p><b>One ~ 3-year term to expire 1/31/2021</b></p>
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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  
Men. Co. Planning Commission for 3 from April 30-18 - April 30-21  
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment  
to See above line.

**TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:**

1. I reside at \_\_\_\_\_ Powers \_\_\_\_\_ 49874  
Street City Zip  
Menominee and have since 1960  
County

Mailing address if different than above: P.O. Box #174

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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: Horticultural - Farming

b. Title: Owner/operator

5. Educational Level and degrees received:

U of MI - 2 yrs. - 16 yrs Supervisor - Spalding Twp.  
Also School of Hard Knocks being a Farmer, you face many  
Challenges, etc.

6. I presently hold the following appointments and elected positions:  
Chair Person - Powers Spalding Water Authority - 6 yrs  
" " - Men Co. Planning Commission - 5 yrs

7. Previously held appointments and/or elected positions:  
Men Co Fair Board - menominee waste Disposal - First  
Setting up of this 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!

NO!

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

NO

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

NONE

11. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? 5 yrs

Please indicate your attendance record for the term(s) served 19 / 20  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

1 Excused Absence

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

I firmly believe in Economic Development of our County and State. We have a lot to achieve in our Area. - Brownfield must be addressed - Need Grants, etc. to help with this Area for Financing.

13. I hereby apply for appointment to Men. Co. Planning Commission 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 Schultz  
Name (Print or Type) Lillian 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**

<b>SUBJECT:</b>	<b>Resolution 2018-10 Deficit Elimination Plan</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Review Resolution 2018-10 of the Deficit Elimination Plan for FY ending September 30, 2017	
<b>RECOMMENDED MOTION:</b> Approve Resolution 2018-10 of the Deficit Elimination Plan for FY ending September 30, 2017	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

*"Menominee – Where the best of Michigan Begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### RESOLUTION – 2018-10

**Menominee County Deficit Elimination Plan  
For FY ending September 30, 2017**

**WHEREAS**, Menominee County experienced deficit fund balances at the conclusion of the Fiscal Year ending on September 30, 2017 in the following fund:

Child Care #292-000-001.00 in the amount of \$49,887.00  
Medical Marijuana #286-000-539.00 in the amount of \$42.00

**WHEREAS**, Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury:

**NOW THEREFORE, IT IS RESOLVED** that the Menominee County Board of Commissioners approves the amount of \$49,929.00 to be transferred from General Fund, cash account #101-000-001.00 to balance the deficit fund incurred in the Child Care and Medical Marijuana accounts, at the conclusion of the Fiscal Year ending September 30, 2017.

**BE IT FURTHER RESOLVED** that Menominee County's Board of Commissioners submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

\_\_\_\_\_  
Gerald Piche, Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marc Kleiman, County Clerk

\_\_\_\_\_  
Date

*Bernie Lang*

*Gerald Piche – Chairperson*

*William Cech – Vice Chairperson*

*Steven Gromala*

*Larry Phelps*

*Larry Schei*

*Charlie Meintz*

*Jan Hafeman*

*John Nelson*



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

NICK A. KHOURI  
STATE TREASURER

April 3, 2018

**Notice of Intent To  
Withhold State Payments**  
Municipality Code: 550000  
APR Form ID Number: 49960  
Report ID Number: 78096

**Sent Via Email**  
Chief Administrative Officer  
Menominee County  
SDuPont@menomineeeco.com

Dear Chief Administrative Officer:

The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971, Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan. Any assessment of a local unit's deficit condition should be made using the guidelines provided in Treasury Website (Numbered Letter 2016-1).

The Community Engagement and Finance Division received an audit report from your local unit for the fiscal year ending 2017. Your Certified Public Accountant has indicated a deficit in one or more funds as follows:

<u>FUND NAME</u>	<u>AMOUNT</u>
Child Care Fund	-\$49,887.00
Medical Marijuana	-\$42.00

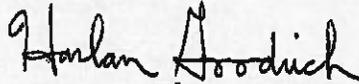
If a deficit exists in the General Fund, the General Fund plan should include a monthly breakdown of revenues and expenditures for the first two years of the projection and annual detail for the remaining years. For example, a five-year plan would show monthly detail for 24 months, and annual detail for the remaining three years. When a revised plan is submitted in the subsequent year, it would include a monthly breakdown for two years and an annual breakdown for the remaining two years. The monthly breakdown shall be for actual revenue and expenditures expected that month. For example, property taxes should be included in the months the taxes are projected to be actually collected. It shall not be merely the annual revenue and expenditures divided by

12 months. This will allow for a more meaningful picture of how the municipality is progressing on a monthly basis.

Except where indicated "No Plan Necessary," please upload a deficit elimination plan for all funds listed above and a certified resolution online at Treasury Website (<http://www.michigan.gov/MunicipalFinance>) within 30 days from the date of this letter. Should a plan not be filed within 30 days, we may withhold 25% of the local unit's State Incentive Payments or payments issued under Public Act 140 of 1971, the Glenn Steil State Revenue Sharing Act of 1971. Once withheld, payments are not released when a plan has been *filed*, but when a plan has been *evaluated and certified* by Treasury.

After receiving your plan, we will notify you by email if additional information is needed or that your plan has been certified. If you have any questions, contact the Municipal Finance Section at (517) 373-3227 (option 0) or email questions to [Treas\\_MunicipalFinance@Michigan.gov](mailto:Treas_MunicipalFinance@Michigan.gov).

Sincerely,

A handwritten signature in black ink that reads "Harlan Goodrich". The signature is written in a cursive style with a large initial "H".

Harlan Goodrich, Municipal Finance Manager  
Community Engagement and Finance Division

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Resolution 2018-12 for Consideration of Pinecrest Millage Proposal</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> Review the Resolution 2018-12 In Consideration of Pinecrest Medical Care Facility Millage Proposal for approval	
<b>RECOMMENDED MOTION:</b> Approve Resolution 2018-12 In Consideration of Pinecrest Medical Care Facility Millage Proposal for approval	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

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## **RESOLUTION AUTHORIZING ELECTION FOR PINECREST MEDICAL CARE FACILITY MILLAGE PROPOSAL AND CERTIFYING BALLOT LANGUAGE**

### **RESOLUTION 2018-12**

A regular meeting of the Board of County Commissioners of the County of Menominee (the "County") was held in the Conference Room of the County (MSU) Annex, Stephenson, Michigan, on April 24, 2018, at 6:00 p.m., local time.

PRESENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

**WHEREAS**, the Pinecrest Medical Care Facility has requested that the County Board of Commissioners seek to have the voters of Menominee County approve a millage of 0.6500 of one (1) mill to provide funding for operating, maintaining, renovating and repairing the Pinecrest Medical Care Facility, and for any other Pinecrest Medical Care Facility purposes authorized by law; and

**WHEREAS**, the Board of Commissioners for the County of Menominee seeks to have the voters of the County determine whether or not they desire to raise funds for the purpose of for operating, maintaining, renovating and repairing the Pinecrest Medical Care Facility, and for any other Pinecrest Medical Care Facility purposes authorized by law, by approving a millage of up to 0.6500 of one (1) mill for a period of five (5) years, from 2019 through 2023, inclusive; and

**WHEREAS**, the Board of County Commissioners wishes to submit the question of levying a millage for these purposes to the voters at the election to be held on August 7, 2018.

### **NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the following proposal be submitted to the qualified voters of the County of Menominee at the Primary Election to be held in the County on Tuesday, August 7, 2018:

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

**PINECREST MEDICAL CARE FACILITY  
MILLAGE PROPOSAL**

For the sole purpose of operating, maintaining, renovating and repairing the Pinecrest Medical Care Facility, and for any other Pinecrest Medical Care Facility purposes authorized by law, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan, be increased, and shall the County be authorized to levy, up to 0.6500 mill (\$0.6500 per \$1,000 of Taxable Value), for a period of five (5) years, from 2019 through 2023 inclusive?

If approved and levied in full, this millage will raise an estimated **\$506,804** for providing funds for the Pinecrest Medical Care Facility in the first calendar year of the levy based on taxable value. As required by State law, a portion of the millage may be disbursed to the City of Menominee Downtown Development and Brownfield Redevelopment Authorities.

YES

NO

2. Said proposition shall be stated on the ballots to be prepared and distributed in the matter provided by law.

3. All Public Officials of the County of Menominee, State of Michigan, and all Governmental units thereof, within such time as shall be required by law, be and are directed to perform all acts which shall be necessary to be performed in order to submit the above stated proposition to the duly qualified voters of said County at the Election to be held in Menominee County on Tuesday, August 7, 2018.

4. It is further ordered that a certified copy of said proposition be filed with the Menominee County Clerk as required by law.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Marc Kleiman, Clerk  
County of Menominee

**CERTIFICATION**

The undersigned, duly qualified and acting Clerk of the County of Menominee, State of Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of County Commissioners at a regular meeting held on April 24, 2018, the original of which is part of the Board of County Commissioners' minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the Act 267 of the Public Acts of Michigan of 1976, as amended.

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Marc Kleiman, Clerk  
County of Menominee

CAPITAL IMPROVEMENT INITIATIVES	2018	2019	2020	2021	2022
Efis and Window Sealing	48,000	60,000	60,000	70,000	
Boiler (heating)/Chiller (cooling) via wood chip fuel	40,000	50,000	50,000	60,000	80,000 Rebuild
Pinecrest Roof	25,000 patching	50,000 repair	50,000 repair	50,000 repair	150,000 replace some
HVAC	30,000 Replace valves, pumps, drive, air handlers				
Elevators (2)	15,000	20,000	20,000	20,000	25,000
Generators (2) State requirement for back-up system	21,000	20,000 Radiators	25,000 Control upgrade	25,000 Control upgrade	25,000
Brady Lock Out Tag Out and Pipe Identification System – labeling of all pipes, electricals Requirement of Fire Marshal and OSHA	5,000	2,500	2,500	3,500 Upgrade	4,000 Upgrade
Maintenance Management System – work order system	5,000			3,500 Upgrade	
Life Safety doors – fire pump in 2021	15,000	15,000	15,000	15,000	15,000
Lifts – including Groves	22,000	25,000	25,000	27,000	30,000
Floors replacement in Dr's house, living rooms, resident rooms	10,000	50,000	50,000	50,000	50,000
Telephone System		300,000		50,000 Upgrade	
Windows			200,000 wing	200,000 wing	400,000 Main part of building
Vehicles Pickup (2), vans (2) bus		60,000	100,000	20,000	20,000

			Bus	1 Pickup truck and 1 van	Van	van
Outbuildings Roofs			65,000 Dr's and Maple Grove	45,000 Whispering Pines	15,000 Maple Grove repairs	15,000 Pine Grove repairs
Outbuildings Plumbing and repairs			150,000 Dr's house and Whispering Pines West to include fire system			
IT - Domain controller, hardware	69,000		50,000	50,000	50,000	50,000
IT - software, licenses, maintenance agreements Maintenance agreements: Avaya (phone) - \$7752, x 3 yrs, ECS (Medical Records) \$4863/yr, MDI (Financial) - \$2400./yr, Web host \$240 total of all: \$15,255.00 Licenses: 15,600 Software:	30,855.00		32,900.00	34,900.00	37,000.00	40,000.00
PMCF Plumbing redo resident bathrooms			30,000	30,000	30,000	30,000
Ceiling replacement in resident rooms			10,000	10,000	10,000	10,000
Blacktop Seal Coat			20,000		20,000	
Blacktopping and driveway repair by Pine Grove			15,000			
Retaining Wall Repairs			30,000	85,000		30,000
Lawn Equipment - replace lawn mower					10,000	
Laundry & Housekeeping Washers, dryers, folder and upgrades, furniture, floor scrubber, cubical curtain, upgrades	45,800		70,000	50,000	35,000	35,000
Dietary - stoves, cook tops, griddle, hoods, carts	51,400		50,000	100,000	50,000	50,000
Furniture for resident rooms, offices and Board Room			30,000	20,000	30,000	20,000
Nursing - beds, wheelchairs, equipment	90,800		95,800	108,000	115,000	120,000
Tri County Rehabilitation Services	14,500 Optima System		15,000	15,000	15,000	15,000
Matrix Accounting System - MDI is taking our current system off line at the end of 2018	19,000		5,000	5,000	5,000	5,000



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Resolution 2018-13 ~ Corrective Action Plan for FY ending 9.30.2017</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review Resolution 2018-13 ~ Corrective Action Plan for FY ending 9.30.2017	
<b>RECOMMENDED MOTION:</b>	
Approve Resolution 2018-13 ~ Corrective Action Plan for FY ending 9.30.2017	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

*"Menominee – Where the best of Michigan Begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### RESOLUTION – 2018-13

#### **Menominee County Corrective Action Plan For FY ending September 30, 2017**

**WHEREAS**, Menominee County experienced expenditures incurred in excess of amounts approved in the amended budget balances at the conclusion of the Fiscal Year ending on September 30, 2017 in the following Special Revenue Funds:

Drug Law Enforcement in the amount of (\$984)  
911 Program in the amount of (\$27,068)  
Canteen in the amount of (\$468)  
K9 in the amount of (\$140)  
PA 302 Justice Training in the amount of (\$487)  
Senior Citizens in the amount of (\$20,192)  
Salvage Title Inspection in the amount of (\$1,062)

**WHEREAS**, Act 621 of the Public Acts of 1978, as amended, requires the adoption of a balanced budget for the General Fund and Special Revenue Funds, as well as budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

**NOW THEREFORE, IT IS RESOLVED** that the Menominee County Board of Commissioners approves the following corrective action for the above accounts: To discuss with the Department Heads that all accounts are to remain within the approved budget, or amended budget. A positive fund balance for Special Revenue accounts, does not give the Department Heads the right to spend, without a budget amendment approved by the County Board of Commissioners. All accounts are to be reimbursed from the fund balances of those respective Special Revenue accounts, at the conclusion of the Fiscal Year ending September 30, 2017.

**BE IT FURTHER RESOLVED** that Menominee County's Board of Commissioners submits the Corrective Action Plan to the Michigan Department of Treasury for certification.

\_\_\_\_\_  
Gerald Piche, Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marc Kleiman, County Clerk

\_\_\_\_\_  
Date

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



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

NICK A. KHOURI  
STATE TREASURER

April 3, 2018

**Request for Improvement  
of Deficiencies -**

**Corrective Action Plan**

Fiscal Year: 2017

MuniCode: 550000

Report ID Number: 78083

**Sent Via Email**

Menominee County

sdupont@menomineeco.com

Dear Governing Body:

The Community Engagement and Finance Division has received the audit report for the fiscal year referenced above. It is the responsibility of this division to administer certain State statutes. Consequently, your audit has been reviewed to determine compliance with budgeting, accounting, auditing, and statutory compliance related activities. This review has identified issues that we believe need your attention.

Your certified public accountant has noted the following issues corresponding to questions on the auditing procedures report:

- Actual expenditures exceeded the amounts authorized in the budget. Please describe actions being taken to prevent budget variances.

The matters described above are either violations of State statute or are deficiencies of the local unit that may impede the local unit's ability to comply with State statute. Therefore, please submit to us, within **30 days** from the date of this letter, a detailed Corrective Action Plan to resolve the above-mentioned matters including other deficiencies noted in your audit report. Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report. The plan should identify each Auditing Procedure Report question listed above, each additional deficiency, the corrective action to be taken, the supporting documentation requested, if any, and the date in which the action is to be implemented.

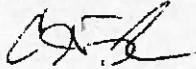
Please submit your Corrective Action Plan by logging into the department's online filing site at: Michigan Department of Treasury/online report. You must request local unit user access if one does not already exist.

Failure to respond within 30 days or an inability to demonstrate that corrective action has been implemented may result in one or more of the following:

- Denial of subsequent year qualified status under Public Act 34 of 2001, the Revised Municipal Finance Act (possibly preventing your municipality the ability to borrow money);
- Subject the local unit to an audit and/or review performed by Department of Treasury auditors at the expense of the local unit.

If you have any questions, contact the audit review staff at (517) 373-3227 (option 0) or email questions to [LAFD\\_Audits@michigan.gov](mailto:LAFD_Audits@michigan.gov).

Sincerely,



Cary Jay Vaughn, CPA, CGFM  
Audit Manager  
Community Engagement and Finance Division

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Resolution 2018-14 ~ Authorizing Millage Renewal Election for MC Senior Citizen Services &amp; Certifying Ballot Language</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review Resolution 2018-14 ~ Authorizing Millage Renewal Election for MC Senior Citizen Services & Certifying Ballot Language	
<b>RECOMMENDED MOTION:</b>	
Approve Resolution 2018-14 ~ Authorizing Millage Renewal Election for MC Senior Citizen Services & Certifying Ballot Language	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS**

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

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

**RESOLUTION AUTHORIZING MILLAGE RENEWAL ELECTION FOR  
MENOMINEE COUNTY SENIOR CITIZENS SERVICES AND CERTIFYING BALLOT  
LANGUAGE**

**RESOLUTION 2018-14**

A regular meeting of the Board of County Commissioners of the County of Menominee (the "County") was held in the Conference Room of the County (MSU) Annex, Stephenson, Michigan, on April 24, 2018, at 6:00 p.m., local time.

PRESENT: Commissioners: \_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

**WHEREAS**, the voters of Menominee County supported a 0.60 mill special tax to fund operation of the Community Action Agency Senior Services Programs in Menominee County in 2008, which millage provided authorization through the 2019 tax levy, and continued levy of this tax in 2020, and thereafter, requires voter re-authorization; and

**WHEREAS**, Act 39 of the Public Acts of 1976 expressly authorizes the Board of Commissioners for the County of Menominee to levy taxes and appropriate funds for the purpose of providing activities or services to the older persons, being individuals sixty (60) years of age or older of said County; and

**WHEREAS**, the Menominee-Delta-Schoolcraft Community Action Agency, which provides senior services within Menominee County, has requested that the County Board of Commissioners seek to have the voters of Menominee County approve a millage of the same level of millage previously approved in 2008, at 0.6000 of one (1) mill, to maintain operation of the Community Action Agency Senior Services Programs in Menominee County; and

**WHEREAS**, the Board of Commissioners for the County of Menominee seeks to have the voters of the County determine whether or not they desire to continue to raise funds for the purpose of supporting funding to continue to operate service programs for the Community Action Agency Senior Services Programs in Menominee County by continuing and renewing an ad valorem property tax levy of 0.6000 of one (1) mill for a period of ten (10) years, 2020 through 2029, inclusive; and

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

**WHEREAS**, the Board of County Commissioners wishes to submit the question of levying a millage for these purposes to the voters at the election to be held on August 7, 2018.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the following proposal be submitted to the qualified voters of the County of Menominee at the Primary Election to be held in the County on Tuesday, August 7, 2018:

**SENIOR CITIZENS SERVICES RENEWAL MILLAGE PROPOSAL**

For the sole purpose of continuing funding necessary to operate the Community Action Agency Senior Services Programs in Menominee County, shall the previously voted increase on the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan be continued and renewed, and shall the County be authorized to levy, at up to 0.6000 of one mill (\$0.60 per \$1,000 of taxable value) for a period of ten (10) years, 2020 through 2029, inclusive?

If approved and levied in full, this millage will raise an estimated **\$467,819** for providing funds for operating services for the Community Action Agency Senior Services Programs in Menominee County in the first calendar year of the levy based on taxable value. As required by State law, a portion of the millage may be disbursed to the City of Menominee Downtown Development and Brownfield Redevelopment Authorities.

YES

NO

2. Said proposition shall be stated on the ballots to be prepared and distributed in the matter provided by law.

3. All Public Officials of the County of Menominee, State of Michigan, and all Governmental units thereof, within such time as shall be required by law, be and are directed to perform all acts which shall be necessary to be performed in order to submit the above stated proposition to the duly qualified voters of said County at the Election to be held in Menominee County on Tuesday, August 7, 2018.

4. It is further ordered that a certified copy of said proposition be filed with the Menominee County Clerk as required by law.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
Marc Kleiman, Clerk  
County of Menominee

**CERTIFICATION**

The undersigned, duly qualified and acting Clerk of the County of Menominee, State of Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of County Commissioners at a regular meeting held on April 24, 2018, the original of which is part of the Board of County Commissioners' minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the Act 267 of the Public Acts of Michigan of 1976, as amended.

---

Marc Kleiman, Clerk  
County of Menominee

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Resolution 2018-15 Opposing Amendatory Legislation to MI Public Act 93 of 2013</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Review Resolution 2018-15 Opposing Amendatory Legislation to MI Public Act 93 of 2013	
<b>RECOMMENDED MOTION:</b>  Approve Resolution 2018-15 Opposing Amendatory Legislation to MI Public Act 93 of 2013	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### **RESOLUTION NO. 2018-15**

#### **OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013**

**WHEREAS**, Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MID C), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

**WHEREAS**, Menominee County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline, and

**WHEREAS**, Governor Rick Snyder has now proposed a FY19 budget for the state of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

**WHEREAS**, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

**WHEREAS**, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Menominee County to provide indigent defense services in compliance with the first four standards, and

**THEREFORE BE IT RESOLVED**, the Menominee County Board of Commissioners **hereby opposes** any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the state of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated.

**BE IT FURTHER RESOLVED**, the Menominee County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the state of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

*Steven Gromala*

*Gerald Piche - Chairperson*

*William Cech - Vice Chairperson*

*Larry Phelps*

*John Nelson*

*Jan Hafeman*

*Charlie Meintz*

*Bernie Lang*

*Larry Schei*

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to Governor Snyder, Senator Stabenow, State Representative LaFave, the Michigan Association of Counties, and the other 82 counties.

**A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:**

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED**

\_\_\_\_\_  
Gerald Piche, Chairman,  
Menominee County Board of Commissioners

\_\_\_\_\_  
Marc Kleiman, County Clerk

STATE OF MICHIGAN            )  
  ) ss  
COUNTY OF MENOMINEE )

I hereby certify that the foregoing is a true and complete copy of Resolution 2018-15 adopted by the County Board of Commissioners of Menominee County at a regular meeting held on April 24, 2018, and I further certify that public notice of such meeting was given as provided by law.

\_\_\_\_\_  
Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Airport PT Office Help</b>
<b>DEPARTMENT:</b>	<b>Airport</b>
<b>ATTACHMENTS:</b>	
<b>SUMMARY:</b>	
<p>The Airport Committee has made a recommendation that the CB move to approve the Airport Committee's recommendation to use the current Admin. Manpower person on a PT basis for Airport office help</p>	
<b>RECOMMENDED MOTION</b>	
<p>Approve the Airport Committee's recommendation to use the current Admin. Manpower person on a PT basis for Airport office help</p>	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Current Airport Budget was approved with salaries for:

1 - Full time Airport Manager

1 - Full time Lineman/maintenance

1 - Part time Lineman/maintenance

We currently have one full time and one part time  
lineman/maintenance.

PERIOD ENDING 04/30/2018

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE 04/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/18 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDDT USED
		ORIGINAL BUDGET	2017-18 AMENDED BUDGET				
Fund 216 - MENOMINEE REGIONAL AIRPORT							
Revenues							
Dept 000							
216-000-541.00	STATE PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
216-000-631.03	GROUND POWER UNIT	0.00	0.00	45.00	0.00	(45.00)	100.00
216-000-633.00	LANDING FEES	7,000.00	7,000.00	4,465.00	625.00	2,535.00	63.79
216-000-633.01	RAMP/PARKING FEES	100.00	100.00	25.00	0.00	75.00	25.00
216-000-634.00	ENGINE PRE-HEAT	100.00	100.00	30.00	0.00	70.00	30.00
216-000-634.01	CARGO HANDLING FEE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
216-000-634.02	AIRPORT DE-ICING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
216-000-642.00	AVIATION FUEL/OIL - BUSINESS	80,000.00	80,000.00	14,004.25	0.00	65,995.75	17.51
216-000-642.01	AVIATION FUEL - CASH	500.00	500.00	149.83	0.00	350.17	29.97
216-000-642.02	AVIATION FUEL - CREDIT CARD	120,000.00	120,000.00	38,025.95	6,660.44	81,974.05	31.69
216-000-642.03	SODA MACHINE	100.00	100.00	0.00	0.00	100.00	0.00
216-000-642.04	Oil Sales - Credit Card	150.00	150.00	44.50	0.00	105.50	29.67
216-000-665.00	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00	0.00
216-000-670.00	RENT/HANGER LEASE	30,000.00	30,000.00	9,834.60	1,728.08	20,165.40	32.78
216-000-670.01	RAMP/ TIE DOWN FEE	0.00	0.00	90.00	0.00	(90.00)	100.00
216-000-672.00	AFTER HOUR FEES	200.00	200.00	750.00	0.00	(550.00)	375.00
216-000-672.01	TERMINAL SIGN DISPLAY	200.00	200.00	0.00	0.00	200.00	0.00
216-000-676.00	MISCELLANEOUS REVENUE	500.00	500.00	0.00	0.00	500.00	0.00
216-000-677.00	SALARY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
216-000-699.00	TRANSFERS/APPROPRIATION	58,991.00	58,991.00	44,243.25	14,747.75	14,747.75	75.00
216-000-699.01	COUNTY APPROPRIATION - CAPITAL IMPROVEM	155,000.00	155,000.00	116,250.00	38,750.00	38,750.00	75.00
216-000-699.02	EQUITY TRANSFER FROM AIRPORT	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
216-000-699.03	TRANSFER IN FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
216-000-699.04	TRANSFER IN FROM DESIGNATED	0.00	42,245.09	0.00	0.00	42,245.09	0.00
Total Dept 000 - NONE		485,341.00	527,586.09	227,957.38	62,511.27	299,628.71	43.21
TOTAL REVENUES		485,341.00	527,586.09	227,957.38	62,511.27	299,628.71	43.21
Expenditures							
Dept 585							
216-585-704.00	SALARIES	96,020.00	96,020.00	24,262.83	1,818.98	71,757.17	25.27
216-585-705.00	SALARIES - PART TIME	24,149.00	24,149.00	6,926.18	530.54	17,222.82	28.68
216-585-706.00	OVERTIME	3,000.00	3,000.00	2,064.71	238.74	935.29	68.82
216-585-707.00	LONGEVITY	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
216-585-712.00	HOSPITAL INSURANCE	31,663.00	31,663.00	10,044.88	0.00	21,618.12	31.72
216-585-713.00	LIFE INSURANCE	60.00	60.00	16.52	2.36	43.48	27.53
216-585-715.00	FICA-OASDI	7,022.00	7,022.00	2,377.52	150.97	4,644.48	33.86
216-585-715.01	FICA-MEDI	1,642.00	1,642.00	495.78	35.31	1,146.22	30.19
216-585-716.00	WORKMENS COMPENSATION	4,871.00	4,871.00	2,464.77	0.00	2,406.23	50.60
216-585-718.00	RETIREMENT	3,972.00	3,972.00	0.00	0.00	3,972.00	0.00
216-585-718.01	MERS UNFUNDED LIABILITY	0.00	6,180.00	2,575.00	0.00	3,605.00	41.67
216-585-727.00	OFFICE SUPPLIES	350.00	350.00	64.27	19.02	285.73	18.36
216-585-728.00	OFFICE EQUIPMENT	400.00	400.00	31.60	0.00	368.40	7.90
216-585-729.00	POSTAGE	300.00	300.00	37.51	0.00	262.49	12.50
216-585-729.01	MISCELLANEOUS PURCHASES	0.00	0.00	40.08	0.00	(40.08)	100.00
216-585-742.00	GAS, OIL ETC	1,000.00	1,000.00	2,505.18	74.65	(1,505.18)	250.52
216-585-743.00	AVIATION FUEL PURCHASES	85,000.00	85,000.00	14,755.24	0.00	70,244.76	17.36
216-585-743.01	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	1,192.33	122.63	1,807.67	39.74
216-585-744.00	EQUIPMENT FUEL PURCHASE	2,000.00	2,000.00	1,722.00	1,722.00	278.00	86.10
216-585-745.00	UNIFORMS	1,500.00	1,500.00	1,467.33	0.00	32.67	97.82
216-585-755.01	OTHER OPERATING - JANITORIAL	2,000.00	2,000.00	1,556.33	106.52	443.67	77.82
216-585-755.02	OTHER OPERATING - GENERAL	2,000.00	2,000.00	446.44	0.00	1,553.56	22.32

REVENUE AND EXPENDITURE REPORT FOR MENOMINEE COUNTY

PERIOD ENDING 04/30/2018

GL NUMBER	DESCRIPTION	2017-18		2017-18	YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET		04/30/2018	NORM (ABNORM)	MONTH 04/30/18	INCR (DECR)		
Fund 216 - MENOMINEE REGIONAL AIRPORT										
Expenditures										
216-585-755.03	LICENSES/PERMITS	1,000.00	1,000.00	1,000.00	385.00	0.00	0.00	0.00	615.00	38.50
216-585-756.01	CONSTRUCTION SUPPLIES	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
216-585-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	3,000.00	3,000.00	3,000.00	1,664.14	172.02	172.02	1,335.86	1,335.86	55.47
216-585-801.01	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
216-585-831.00	LIABILITY INSURANCE	13,000.00	13,000.00	13,000.00	9,351.73	8,710.00	8,710.00	3,648.27	3,648.27	71.94
216-585-850.00	TELEPHONE/INTERNET	4,300.00	4,300.00	4,300.00	2,319.09	472.89	472.89	1,980.91	1,980.91	53.93
216-585-860.00	TRAVEL/CONFERENCES	520.00	520.00	520.00	0.00	0.00	0.00	520.00	520.00	0.00
216-585-901.00	ADVERTISING	500.00	500.00	500.00	111.32	80.00	80.00	388.68	388.68	22.26
216-585-920.00	NATURAL GAS/HEATING	5,000.00	5,000.00	5,000.00	3,859.63	415.60	415.60	1,140.37	1,140.37	77.19
216-585-920.01	WATER	500.00	500.00	500.00	286.98	154.54	154.54	213.02	213.02	57.40
216-585-920.02	SEWER	500.00	500.00	500.00	326.98	175.89	175.89	173.02	173.02	65.40
216-585-920.03	ELECTRIC	9,000.00	9,000.00	9,000.00	4,790.43	810.76	810.76	4,209.57	4,209.57	53.23
216-585-930.03	DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
216-585-955.00	AIRPORT SALES TAX	6,500.00	6,500.00	6,500.00	2,673.88	0.00	0.00	3,826.12	3,826.12	41.14
216-585-970.00	CAPITAL OUTLAY	55,000.00	82,245.09	55,000.00	650.00	0.00	0.00	81,595.09	81,595.09	0.79
216-585-970.01	CAPITAL OUTLAY - COURTESY VAN	0.00	15,000.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	0.00
216-585-970.02	FIRE CRASH BLDG EXPANSION	100,000.00	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00
216-585-981.00	EQUIPMENT MAINTENANCE/PARTS	3,000.00	3,000.00	3,000.00	3,398.02	7.98	7.98	(398.02)	(398.02)	113.27
216-585-981.01	AIRFIELD MAINTENANCE/REPAIRS	1,500.00	1,500.00	1,500.00	243.67	0.00	0.00	1,256.33	1,256.33	16.24
216-585-981.02	BUILDING MAINTENANCE/REPAIRS	2,000.00	2,000.00	2,000.00	98.99	0.00	0.00	1,901.01	1,901.01	4.95
216-585-984.00	NEW/REPLACEMENT EQUIPMENT	2,000.00	2,000.00	2,000.00	59.98	0.00	0.00	1,940.02	1,940.02	3.00
216-585-990.00	AIRPORT LOAN - PRINCIPAL	4,726.00	5,137.39	4,726.00	0.00	0.00	0.00	5,137.39	5,137.39	0.00
216-585-990.01	AIRPORT LOAN - INTEREST	1,346.00	934.61	1,346.00	0.00	0.00	0.00	934.61	934.61	0.00
Total Dept 585 - AIRPORT EXPENDITURE		485,341.00	533,766.09	485,341.00	106,266.34	15,821.40	15,821.40	427,499.75	427,499.75	19.91
TOTAL EXPENDITURES		485,341.00	533,766.09	485,341.00	106,266.34	15,821.40	15,821.40	427,499.75	427,499.75	19.91
Fund 216 - MENOMINEE REGIONAL AIRPORT:										
TOTAL REVENUES		485,341.00	527,586.09	485,341.00	227,957.38	62,511.27	62,511.27	299,628.71	299,628.71	43.21
TOTAL EXPENDITURES		485,341.00	533,766.09	485,341.00	106,266.34	15,821.40	15,821.40	427,499.75	427,499.75	19.91
NET OF REVENUES & EXPENDITURES		0.00	(6,180.00)	0.00	121,691.04	46,689.87	46,689.87	(127,871.04)	(127,871.04)	1,969.11

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>911 Console Dispatch System</b>
<b>DEPARTMENT:</b>	<b>911 Governing Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The 911 Governing Board has opened bids and has made a recommendation to the County board for a three position Console Dispatch System.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To approve a recommendation by the 911 Governing Board for the purchase of a three (3) position Zetron Max Dispatch System as quoted by JS Electronics in the amount of \$287,690.</p>	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

MENOMINEE COUNTY  
MENOMINEE, MICHIGAN

BID RECAPITULATION

**ITEM(S): Menominee County Dispatch Console**

Bids due by: January 19, 2018

Company Name	Bid	Notes
Motorola Solutions, Inc. Mike Muskovin 500 W. Monroe St. Chicago, IL 60661 616-638-1252 <a href="mailto:Mike.muskovin@motorolasolutions.com">Mike.muskovin@motorolasolutions.com</a>	Motorola 7500 Console system  2 position - \$538,937 3 position - ADD \$51,347 (\$590,284)	This system is approved by the State of MI (MPSCS) and <b>includes pricing</b> for the connection, firewall & equipment.
JS Electronics, Inc. 1108 20 <sup>th</sup> St. Menominee, MI 49858 906-863-2820 <a href="mailto:jswanson@jselectronics.net">jswanson@jselectronics.net</a>	Zetron Max Dispatch System  2 position - \$252,820 3 position - \$287,690	This system does not have approval from the State of MI (MPSCS) and <b>does not include</b> pricing for the connection, firewall or Equipment.

Bids opened on: February 27, 2018 @ 10:00 AM in the Menominee County Administrator's Office

In the presence of: Sherry DuPont, Brian Barrette, Mark Carpenter, and Carl Johnson

Recommended Bid Award to: Recommendation from the 911 Governing Board is for the 3 position Zetron Max Dispatch System at a cost of \$287,690 from JS Electronics, Inc.

PROPOSAL  
MENOMINEE COUNTY 911

# MENOMINEE COUNTY 911 MCC7500 DISPATCH CONSOLES



 **MOTOROLA SOLUTIONS**

PS-000079072



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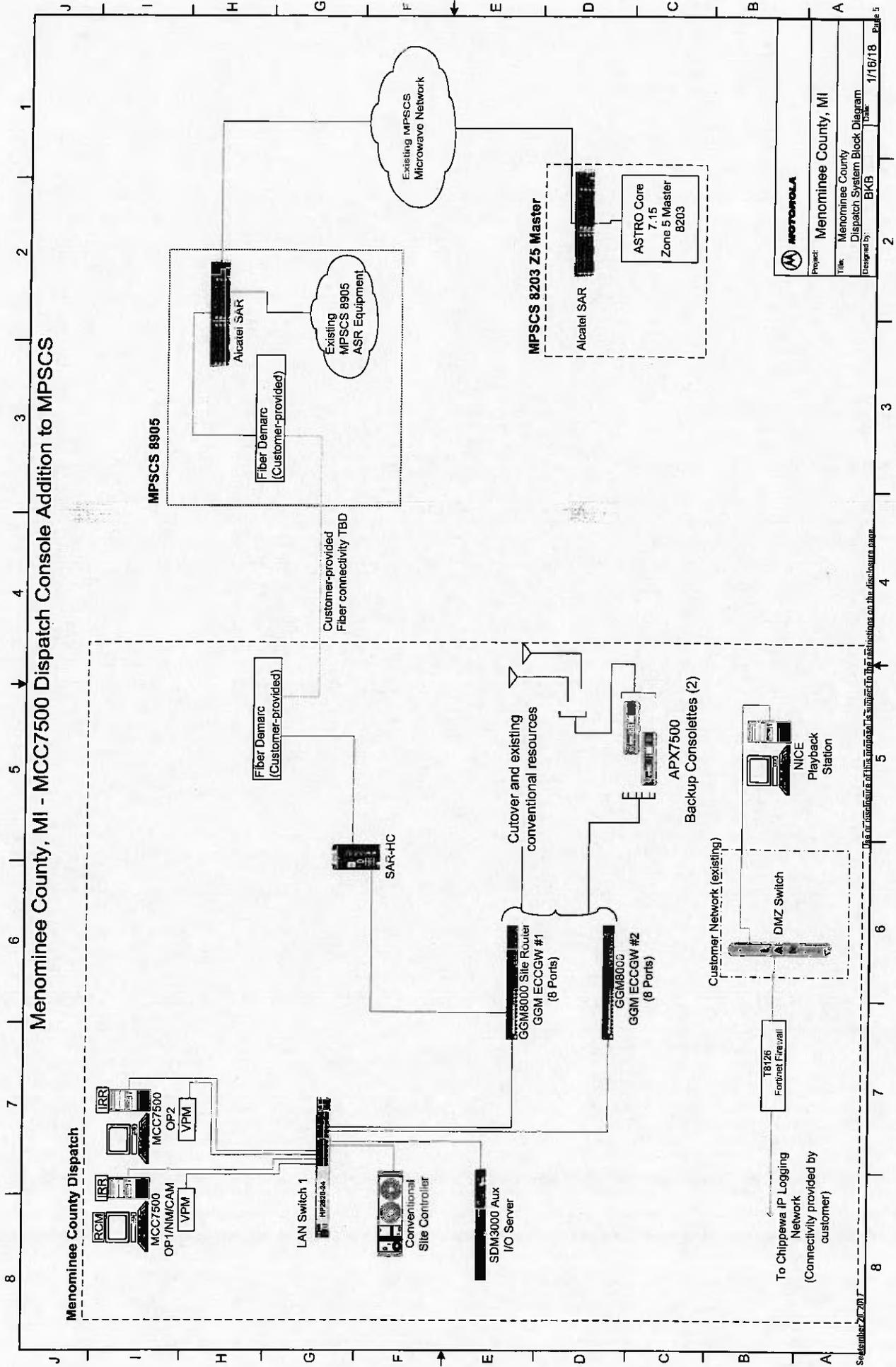


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# Menominee County, MI - MCC7500 Dispatch Console Addition to MPSCS



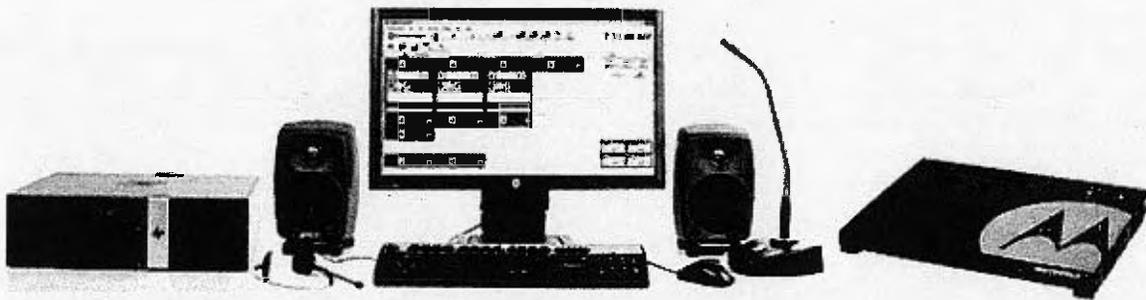
<b>MOTOROLA</b>	
Project:	Menominee County, MI
Title:	Menominee County Dispatch System Block Diagram
Designed by:	BKB
Date:	1/16/18

SECTION 1

# SYSTEM DESCRIPTION

## 1.1 MCC 7500 SOLUTIONS OVERVIEW

Motorola's proposed dispatch solution for the Menominee County 911 is our MCC 7500 Dispatch Console, offering IP-based seamless connectivity between Menominee County 911 dispatch operators and field personnel. The MCC 7500 Dispatch Console will provide Menominee County 911 with a scalable and flexible system architecture, sophisticated network management and security, and an easy migration to future capabilities. See the figure titled "MCC 7500 Dispatch Console."



**Figure 1: MCC 7500 Dispatch Console. The Console includes desktop PC, headset, speakers, display, keyboard, mouse, microphone, and Voice Processor Module**

The proposed solution for Menominee County includes two MCC 7500 Dispatch consoles at E9-1-1 dispatch. The following table summarizes the proposed console equipment and peripherals included in our proposal. All licenses necessary for operation have also been included as part of the solution.

**Table 1: Proposed Equipment at E9-1-1 dispatch**

Qty	Equipment
<b>Operation Positions</b>	
	Personal Computer with Windows 7
	Voice Processor Module
	Computer Display with Touch Screen
	Headset Jack
	Headsets
	Desktop Speakers
	Footswitch
	Gooseneck Microphone
	Instant Recorder Port
	Telephone Headset Port
<b>Additional Equipment</b>	



Qty	Equipment
-----	-----------

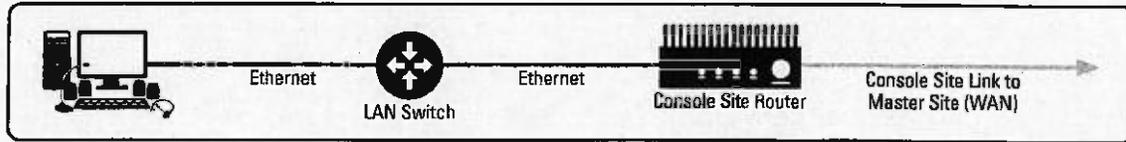
- Console LAN Switch
- Console Site Router
- GGM 8000 Gateway with a Conventional Gateway Interface (CCGW)
- GCP 8000 Conventional Site Controller
- SDM 3000 Auxiliary Input/Output Server
- MKM 7000 Console Alias Manager
- APX 7500 Consolettes
- APX 7500 Consolette Antenna System



////////////////////////////////////

## 1.2 CONSOLE CONNECTIVITY

The proposed console will connect into the ASTRO 25 master site at Zone 5. A conceptual diagram of the proposed console connectivity has been provided in the figure titled "System connectivity for proposed solution."

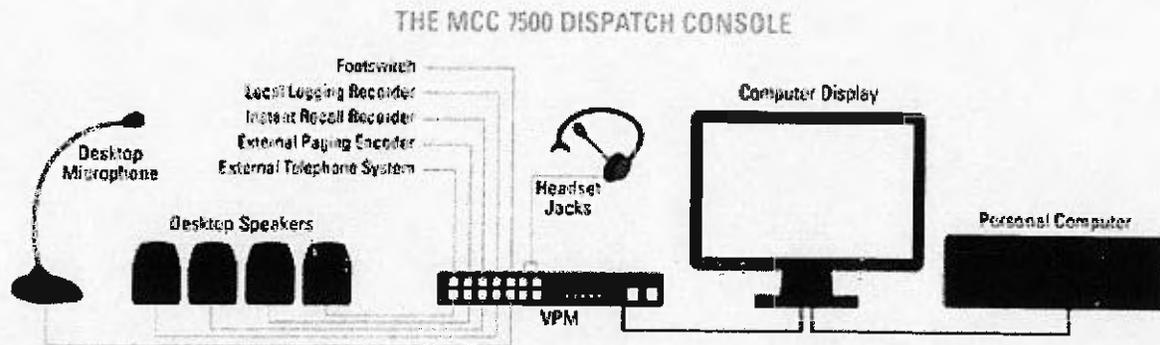


**Figure 2: System connectivity for proposed solution.**

The solution will rely on Fiber links provided by Menominee County for backhaul connectivity.

////////////////////

## 1.3 ELEMENTS OF THE MCC 7500



**Figure 3: MCC 7500 Dispatch Console Components**

As proposed to Menominee County, each MCC 7500 Dispatch console includes the following elements:

**Personal Computer (PC)**

The personal computer included with the console position is Windows-based, and certified by Motorola to ensure that the dispatch software, voice cards, and secure cards are properly installed and configured.

**Computer Display**

A 24" Computer Display with Touch Screen is provided with each MCC 7500 dispatch console.

**Headset Jack**

The dispatch console supports two headset jacks, both push-to-talk (PTT) and non-PTT-enabled for simultaneous use by the dispatch operator and a supervisor. The headset jack contains two volume controls for the separate adjustment of received radio and telephone audio.

**Headset**

The proposed headset consists of two elements. The headset base includes an audio amplifier, a push-to-talk switch, and a long cord that connects with the dispatch console. The headset top consists of the earpiece and microphone, as well as a short cable that connects to the headset base.

**Gooseneck Microphone**

The microphone controls the dispatch console's general transmit and monitor features through two buttons on its base. The microphone can be fastened down or left loose. It can be used alone or in conjunction with a headset.

**Voice Processor Module (VPM)**

The secure VPM provides vocoding and audio processing for the dispatch console, and also serves as the hub for the console's speakers, microphone, footswitch, headset jacks, and recorders.

**Footswitch**

Each dispatch console includes a dual pedal footswitch that can be configured to control general transmit and monitor functions

**Headset Port**

The telephone/headset port allows the connection of an external telephone to the dispatch console, allowing the operator to use a single headset to communicate on both the radio system and a telephone system

**Desktop Speakers**

////////////////////



Two audio speakers have been included with each console position and can be configured to transmit audio from a specific talkgroup or set of talkgroups. Each speaker is a self-contained unit, with individual volume controls and can be placed on a desktop, or mounted on a rack or computer display.

**Instant Recall Recorder (IRR) Port**

The IRR port enables the connection of a short-term audio recorder, which allows the recording and playback of recent audio received by the console.





## 1.4 ADDITIONAL EQUIPMENT

Per your request, we have included the following additional items to extend the functionality of the MCC 7500 to meet Menominee County 911 needs.

### SDM 3000 Auxiliary Input/Output Server



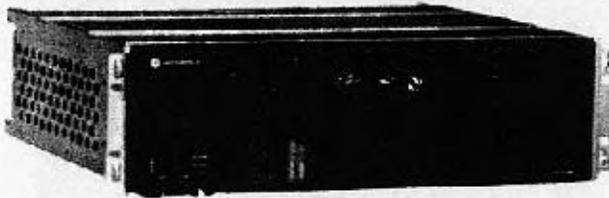
The SDM 3000 provides console operators with the ability to control and monitor external devices, such as doors and lights, from the console user interface. The console interface uses icons to display the state of external devices via auxiliary inputs and outputs, which support momentary and latched inputs, as well as latched and interlocked latched outputs.

### GGM 8000 Gateway with a Conventional Channel Gateway Interface (CCGW)



The GGM 8000 interfaces analog and ASTRO 25 conventional channels to your ASTRO 25 radio system. The proposed GGM 8000 contains eight analog ports, eight V 24 ports, and an Ethernet port, supporting up to 16 conventional channels. It will also support up to 16 IP based channels, bringing the total number of supported channels to 32. The GGM 8000 can simultaneously support a combination of analog, MDC 1200, ACIM Link, digital, and mixed mode channels.

### GCP 8000 Conventional Site Controller



The GCP 8000 Conventional Site Controller supports site conventional operation where a Conventional Channel Gateway (CCGW) is located at an MCC 7500 console site. If the link between the dispatch site and the master site is lost, the GCP 8000 enables dispatchers to communicate over conventional resources.

### MKM 7000 Console Alias Manager

The MKM 7000 manages the display of radio unit ID aliases on the dispatch console. It enables agencies to manage their radio unit ID aliases independently and autonomously without requiring a network manager client at the dispatch center. The MKM 7000 also supports aliases for radio unit IDs for ASTRO 25 trunking systems, ASTRO 25 conventional systems, MDC 1200 conventional systems, Advanced Securenet conventional systems, and SmartX-enabled SmartZone or SMARTNET systems.

### APX 7500 Control Stations



The APX 7500 control station provides backup communications for your dispatchers. It comes with a front panel equipped with a LCD display, numeric keypad, programmable buttons, VU meter, internal local speaker, auxiliary display, keyload port, IV&D port, and a myriad of ports for additional control and programming. It also has a dedicated logging port for use with logging recorders.





The control station will be connected to a GGM 8000 as an interface to mutual aid audio or other systems, enabling dispatchers to communicate with field users on the control station via the MCC 7500 console. In the unlikely event that the dispatch center loses connectivity to the system core, dispatchers can also continue to use their consoles to communicate with field users via the control stations.

Each of the control stations come with an antenna system that includes a transmit/receive antenna, RF connectors, surge suppressors, and cabling.





## 1.5 EQUIPMENT LIST

Please see the attached equipment list for the proposed solution.



Quantity	Model Number	Description
		<b>MASTER SITE EQUIPMENT</b>
1	SQM01SUM0273	MASTER SITE CONFIGURATION
1	CA02629AA	ADD: EXPAND 7.17 M CORE
1	UA00149AA	ADD: RADIO CONTROL MANAGER
1	UA00156AA	ADD: MCC7500 CONSOLE LICENSES (QTY 5)
1	T8123	ASTRO CLIENT APPL SW 7.15
		<b>OPERATOR POSITIONS</b>
1	B1905	MCC 7500 ASTRO 25 SOFTWARE
2	B1933	MOTOROLA VOICE PROCESSOR MODULE
2	CA01642AA	ADD: MCC 7500 BASIC CONSOLE FUNCTIONALITY SOFTWARE LICENSE
2	CA01644AA	ADD: MCC 7500 /MCC 7100 ADV CONVL OPERATION
2	CA01643AA	ADD: MCC 7500 / MCC 7100 TRUNKING OPERATION
2	CA00147AF	ADD: MCC 7500 SECURE OPERATION
2	CA00143AC	ADD: DES-OFB ALGORITHM
2	CA00182AB	ADD: AES ALGORITHM
2	CA00245AA	ADD: ADP ALGORITHM
2	CA00140AA	ADD: AC LINE CORD, NORTH AMERICAN
2	DSEV241B	TECH GLOBAL EVOLUTION SERIES 24INCH WITH TOUCH
2	TT2833	COMPUTER, Z440 WORKSTATION WINDOWS 7 (NON RETURNABLE)
2	T7448	WINDOWS SUPPLEMENTAL FULL CONFIG
4	B1912	MCC SERIES DESKTOP SPEAKER
2	B1914	MCC SERIES DESKTOP GOOSENECK MICROPHONE
4	B1913	MCC SERIES HEADSET JACK
4	RLN6099A	HDST MODULE BASE W/PTT, 25' CBL
4	RMN5077B	SUPRAPLUS SINGLE MUFF HEADSET
2	DSTWIN6328A	PROVIDES ONE DUAL PEDAL FOOTSWITCH FOR USE WITH MOTOROLA MCC 7500 DISP
2	T7885	MCAFFEE WINDOWS AV CLIENT
2	DDN2089	DUAL IRR SW USB HASP WITH LICENSE (V47)
2	DDN2134	SOUND BLASTER AUDIGY FX PCIE SOUND CARD
2	CDN6673	CREATIVE LABS INSPIRE A60
2	DSGXTT0450N017	UPS, GXT TOWER 500VA/450W, 17 MINUTE RUNTIME 120/120V SOFTWIRED
		<b>NETWORK EQUIPMENT</b>
1	CLN1856	2620-24 ETHERNET SWITCH
2	T8126	FORTINET FIREWALL APPLIANCE
1	SAR-HC	SAR-HC
1	F4543	SITE MANAGER BASIC
1	VA00874	ADD: AUX I-O SERV FW CURR ASTRO REL
3	V592	AAD TERM BLCK & CONN WI
1	T7038	GCP 8000 SITE CONTROLLER
1	CA00303AA	ADD: QTY (1) SITE CONTROLLER
1	X153AW	ADD: RACK MOUNT HARDWARE
1	CA01136AA	MCC 7500 CONVEN SITE OPER
1	SQM01SUM0205	GGM 8000 GATEWAY
1	CA01616AA	ADD: AC POWER
1	CA02087AA	ADD: ENCRYPTION (7.12 OR LATER)
1	CA02134AA	ADD: COMMON CRITERIA
1	CA02086AA	ADD: HIGH DENSITY ENH CONV GATEWAY
1	SQM01SUM0205	GGM 8000 GATEWAY
1	CA02086AA	ADD: HIGH DENSITY ENH CONV GATEWAY
1	CA01616AA	ADD: AC POWER

Quantity	Model Number	Description
1	BVN1013	MKM 7000 Console Alias Manager Software
2	TRN7343	SEVEN AND A HALF FOOT RACK
2	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
2	6406066M02	PANEL PUNCH BLOCK
8	DSS66M25T68L125R	SIX 4-PAIR MODULAR JACKS, ONE 25-PAIR FEMALE CONNECTOR, T568B
2	DDN9748	19 INCH BLACK SHELF
2	DSOP820B	PDU, 120V HARDWIRE (8) 20A OUTLET PDU WITH TYPE 3 SAD PROTECTION
1	DSGXTR18001020	UPS, GXT RACKMOUNT 2KVA/1.8KW, 120/120V, 20 MIN RUNTIME
		<b>BACKUP CONSOLETTES</b>
2	L30URS9PW1 N	APX CONSOLETTTE 7/800
2	CA01598	ADD: AC LINE CORD US
2	G361	ADD: P25 TRUNKING SOFTWARE
2	G806	ADD: ASTRO DIGITAL CAI OPERATION
2	G51	ENH: SMARTZONE OPERATION APX
2	L999	ADD: FULL FP W/05/KEYPAD/CLOCK/VU
2	G90	ADD: NO MICROPHONE NEEDED
2	G851	ADD: AES/DES-XL/DES-OFB ENCRYPTION
2	G78	ADD: 3 YEAR SERVICE FROM THE START LITE
2	HKN6233C	APX CONSOLETTTE RACK MOUNT KIT
200	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
6	DDN1088	L4TNM-PSA TYPE N MALE PS FOR 1/2 IN CABLE
2	DDN1089	L4TNF-PSA TYPE N FEMALE PS FOR 1/2 IN CABLE
2	DSIS50NXC2MA	RF SPD, 125-1000MHZ DC BLOCK FLANGE MT NM ANTENNA, NF EQUIPMENT SIDE
2	TDN9289	221213 CABLE WRAP WEATHERPROOFING
2	DSSG1206B2A	SG12-06B2A 1/2IN SURE GROUND GROUNDING KIT
2	DSMFBW7463	WIDEBAND FIBERGLASS OMNI ANTENNA 746-869 NFM BULKHEAD
		<b>SPARES</b>
1	B1934	MCC 7500 VOICE PROCESSOR MODULE FRU
1	CA00147AF	ADD: MCC 7500 SECURE OPERATION
1	CA00143AC	ADD: DES-OFB ALGORITHM
1	CA00182AB	ADD: AES ALGORITHM
1	CA00245AA	ADD: ADP ALGORITHM
1	CLN1856	2620-24 ETHERNET SWITCH
1	TYN4010	FRU: GGM 8000 BASE MODULE-ENCRYPTION ENABLED
1	TYN4011B	FRU: GGM 8000 HD ENH CONV GATEWAY MODULE
1	TPN6210	FRU: GGM 8000 AC MODULE
1	TYN4008	FRU: FIPS 140-2 LEVEL 2 ENCRYPTION CERT LABELS
1	DLN6966	FRU: GCP 8000/GCM 8000/GPB 8000
1	DLN6898	FRU: FAN MODULE
1	DLN6781	FRU: POWER SUPPLY
		<b>LOGGING EQUIPMENT</b>
1	DSTG221	TECH GLOBAL EVOLUTION SERIES 22INCH NON TOUCH
1	TT2833	COMPUTER, Z440 WORKSTATION WINDOWS 7 (NON RETURNABLE)
2	W969	ADD: MULTIPLE KEY ENCRYPTION OPERATION
1	DDN7532	SNMP MANAGEMENT APPLICATION
2	TT05786AB	ADD: ADDITIONAL 10 INFORM CHANNEL LICENSES
1	TT2672	INFORM R7.2 TURNKEY BUNDLE SERVER, 10 CHANNEL LIC, 1 RECON, 1 MONITOR



SECTION 2

# IMPLEMENTATION PLAN

## 2.1 STATEMENT OF WORK

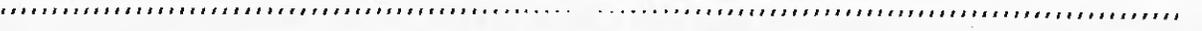
Motorola will install and configure the proposed equipment. The following table describes the tasks involved with installation and configuration.

**Table 2: Project Tasks and Responsibilities**

Tasks	Motorola Solutions	Menominee County
<b>Kickoff and Team Creation</b>		
Assign a Project Manager as a single point of contact.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct Kickoff meeting.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Defined Project Team</b>		
<b>Equipment Order and Manufacturing</b>		
Process Equipment Order.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Manufacture Equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Equipment ordered and manufactured ready to ship to destination</b>		
<b>Design Review</b>		
Review the operational requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Discuss the proposed cutover plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Establish a defined baseline for the system design and identify any special product requirements and their impact on system implementation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Review the System Design, Statement of Work, Project Schedule, and Acceptance Test Plans, and update the contract documents accordingly.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct site evaluations to capture site details of the system design and to determine site readiness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Determine each site's ability to accommodate proposed equipment based upon physical capacity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Submit design review documents for approval. These documents form the basis of the system, which Motorola Solutions will manufacture, assemble, stage, and install.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Approve design review documents.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Design review document delivered to and approved.</b>		
<b>System Staging</b>		
Set up and rack the system equipment on a site-by-site basis, as it will be configured in the field at each of the sites.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Label the cables with to/from information to specify interconnection for field installation and future servicing needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Complete the cabling/connecting of the subsystems to each other ("connectorization" of the subsystems).	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Tasks	Motorola Solutions	Menominee County
Assemble required subsystems to assure system functionality.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Power up, program, and test all staged equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Confirm system configuration and software compatibility to the existing system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Complete programming of the fixed network equipment and consoles.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Perform factory acceptance test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Factory acceptance test completed and equipment shipped to the field.</b>		
<b>Equipment Shipment and Storage</b>		
Ship all equipment to the field.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Provide secure warehousing for Motorola Solutions-provided equipment, at a location central to the sites.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Coordinate receipt of Motorola Solutions-provided equipment.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Receive Motorola Solutions-provided equipment and store in warehouse.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inventory Motorola Solutions-provided equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Equipment received and ready for installation</b>		
<b>Site Access</b>		
Provide Site Access.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Provide necessary buildings, equipment shelters, and towers for installation of the new equipment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ensure adequate electrical power in proper phase and voltage at the sites.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ensure that sites meet space, grounding, power, and connectivity requirements for installation of equipment as required by R56 standards.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Obtain all licensing and permitting for sites.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Access, permitting, and licensing for sites of equipment installation.</b>		
<b>General Equipment Installation</b>		
Deliver equipment from warehouse to site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Provide network link resources for console connectivity to master site.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Verify site link performance, prior to the interconnection of the Motorola Solutions-supplied equipment to the link equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Provide any required system interconnections that are not specifically outlined in the system design, including dedicated phone circuits, microwave links or other types of connectivity.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Install and brace equipment racks in accordance with R56 standards and state/local codes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install and terminate all network cables between site routers and network demarcation points, including microwave, leased lines, and Ethernet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ensure that Type 1 and Type 2 AC suppression is installed to provide protection to the fixed network equipment and console operator positions.	<input type="checkbox"/>	<input checked="" type="checkbox"/>





Tasks	Motorola Solutions	Menominee County
Install and terminate all power cabling from AC-powered equipment to surge suppression panels at the top of the rack.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Connect the appropriate equipment to the ground system in accordance with Motorola Solutions' R56 Site Installation standards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Apply Motorola Solutions-provided labeling to field installed equipment, racks, and cables.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Perform preliminary audit of installed equipment to ensure compliance with requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Installation and performance of equipment and work not provided by Motorola Solutions.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Coordinate activities of Motorola Solutions subcontractors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coordinate activities of non-Motorola Solutions subcontractors.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>All equipment installed and ready for optimization.</b>		
<b>Console Installation</b>		
Identify circuits for connection to console and a demarcation point located within 25 feet of the console interface.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Connect console to circuit demarcation points.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ensure existing conventional stations are configured for 4 wire operation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Install PC workstation w/ keyboard and mouse, and monitor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install a Voice Processor Module (VPM), two speakers, dual PTT footswitch, and gooseneck microphone in accordance with R56 Standards per position on desktop surface.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install all associated cabling in appropriately-sized split loom.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install extension jumpers for mouse, keyboard, and monitor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install two headset jacks per position.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install new equipment racks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install a dedicated Local Area Network (LAN) to connect the proposed console positions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Develop templates for console programming.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Perform console programming.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Console equipment installed and accepted</b>		
<b>Consolette Installation</b>		
Specify frequencies for proposed consolettes and obtain FCC licenses as necessary. Note: Motorola Solutions is only responsible for interference caused by Motorola Solutions-provided transmitters to the Motorola Solutions-provided receivers. Should the proposed equipment experience interference, Motorola Solutions can be contracted to investigate the source and recommend solutions to mitigate the issue.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Develop consolette programming template.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Determine consolette locations.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>





Tasks	Motorola Solutions	Menominee County
Provide antenna-mounting location at each of the RF console points specified, while providing an adequate means of feed-line routing and support. Note: Motorola Solutions assumes that there will be good RF coverage where the consoles are installed. No coverage guarantees are included with this offering.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Install RF local consoles identified in the equipment list. Install line (not greater than 100 feet in length) and antenna system (connectors, coax grounding kit, antenna, and surge protection).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Properly connectorize and ground the cabling, which will be run to the outdoor antenna location using the least obtrusive method.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Supply a dedicated 115 VAC grounded electrical outlet rated at 15 A to power the console and remote control device. Provide an outlet within 6 feet of the unit.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supply a ground point of 5 ohms or less located in the immediate vicinity (within six feet) of the finalized location of the antenna and console.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Program all consoles according to the developed programming template, prior to delivery.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Training</b>		
Operator and Supervisor coursework for XX students has been included as part of this project.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Finalize schedule for training coursework.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Provide training facility.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ensure that students meet course prerequisites.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct proposed training classes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attend proposed training classes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>All classes completed</b>		
<b>System Optimization</b>		
Verify that all equipment is operating properly and that all electrical and signal levels are set accurately.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Verify that all audio and data levels are at factory settings.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Verify communication interfaces between devices for proper operation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ensure that functionality meets manufacturers' specifications and complies with the final configuration established during design review or system staging.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Set up the consoles to perform dispatching operations on the radio system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Completion of system optimization</b>		
<b>Functional Testing</b>		
Verify the operational functionality and features of the consoles and the system supplied by Motorola Solutions, as contracted.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Witness the functional testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>





Tasks	Motorola Solutions	Menominee County
If any major task as contractually described fails, repeat that particular task after Motorola Solutions determines that corrective action has been taken.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Document the results of the acceptance tests and present for review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Review and approve final acceptance test results.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Successful completion of functional testing, approval of functional testing, and System Acceptance</b>		
<b>Cutover</b>		
Develop a mutually agreed upon cutover plan based upon discussions held during the Design Review.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct cutover meeting with user group representatives to address both how to mitigate technical and communication problem impacts to the users during cutover and during the general operation of the system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Notify the user groups affected by the cutover (date and time).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
During cutover, follow the written plan and implement the defined contingencies, as required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Conduct a roll call of all users working during the cutover, in an organized and methodical manner.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Provide Motorola Solutions with the subscriber information for input into the system database and activation, as required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Successful migration from old system to new system</b>		
<b>Finalize Documentation</b>		
Provide an electronic as-built system manual on CD. The documentation will include the following: • System, site, and rack diagrams • Equipment inventory list • Functional acceptance test plan test sheets and results • Console programming template • Service and operator manuals Documentation will be delivered in Adobe PDF format.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Receive and approve documentation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Execute Final Project Acceptance.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>All required documents are provided and approved. Final Project Acceptance</b>		

## 2.2 TRAINING DESCRIPTION

Effective training will ensure successful implementation and use of Menominee County 911 communications solution by all personnel for the life of the system. A detailed training plan has been included with our proposal, comprised of targeted coursework developed and delivered by our expert instructors. This plan, included below, will provide Menominee County 911 personnel with a comprehensive understanding of the proposed solution. During the Design Review, Motorola Solutions will collaborate with Menominee County to customize a final training plan focused on the skills necessary to operate, configure, and maintain Menominee County 911 solution effectively and efficiently.





SECTION 3

## SUPPORT PLAN

To maintain Menominee County 911 equipment, Motorola offers our standard commercial warranty as set forth in the terms and conditions provided with our proposal.

### **Dispatch Service**

Motorola's Dispatch Service ensures that trained and qualified technicians are dispatched to diagnose and restore your communications network. Following proven response and restoration processes, the local authorized service center in your area is contacted and a qualified technician is sent to your site. An automated escalation and case management process is followed to ensure that technician site arrival and system restoration comply with contracted response and restore times. Once the issue has been resolved, the System Support Center verifies resolution and with your approval, closes the case. Activity records are also available to provide a comprehensive history of site performance, issues, and resolution.

### **Technical Support Service**

Motorola Technical Support service provides an additional layer of support through centralized, telephone consultation for issues that require a high level of communications network expertise and troubleshooting capabilities. Technical Support is delivered by the System Support Center (SSC). The SSC is staffed with trained, skilled technologists specializing in the diagnosis and swift resolution of network performance issues. These technologists have access to a solutions database as well as in house test labs and development engineers. Technical Support cases are continuously monitored against stringent inbound call management and case management standards to ensure rapid and consistent issue resolution. Technical Support service translates into measurable, customer-specific metrics for assured network performance and system availability.

### **On Site Infrastructure Response**

Motorola On Site Infrastructure Response provides local, trained and qualified technicians who arrive at your location to diagnose and restore your communications network. Following proven response and restore processes, Motorola Dispatch contacts the local authorized service center in your area and dispatches a qualified technician to your site. An automated escalation and case management process ensures that technician site arrival and system restoration comply with contracted response times. The field technician restores the system by performing first level troubleshooting on site. If the technician is unable to resolve the issue, the case is escalated to the System Support Center or product engineering teams as needed.

### **INFRASTRUCTURE REPAIR with Advanced Replacement**

Infrastructure Repair service provides for the repair of all Motorola-manufactured equipment, as well as equipment from third-party infrastructure vendors. All repair management is handled through a central location eliminating your need to send equipment to multiple locations.

Comprehensive test labs replicate your network in order to reproduce and analyze the issue. State-of-the-art, industry-standard repair tools enable our technicians to troubleshoot, analyze, test, and repair your equipment. Our ISO9001 and TL9000-certified processes and methodologies ensure that your equipment is quickly returned maintaining the highest quality standards.

Service agreements allow you to budget your maintenance costs on an annual basis. Equipment covered under service agreements also receives higher service priority, which results in quicker repair times.





Infrastructure Repair with our Advanced Replacement upgrade supplements your spares inventory with Motorola's centralized inventory of critical equipment. When available, Motorola will provide Customer with an Advanced Replacement unit(s) within 24 hours in exchange for Customer's malfunctioning equipment. Upon receipt of the malfunctioning unit, Motorola repairs the unit and replaces it in our centralized inventory.

### **3.1 Network Preventative Maintenance- not included for NICE logging recorder**

Network Preventative Maintenance provides an operational test and alignment on your infrastructure or fixed network equipment to ensure that it meets original manufacturer's specifications. Trained technicians:

- Physically inspect equipment.
- Remove dust and foreign substances.
- Clean filters.
- Measure, record, align and adjust equipment to meet original manufacturer's specifications.

This service is performed based on a schedule agreed upon between you and Motorola. Network Preventative Maintenance proactively detects issues that may result in system malfunctions and operational interruptions.

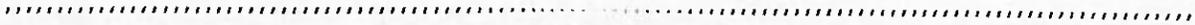




SECTION 4

# PRICING

The following table provides a pricing breakdown for the proposed equipment and services.



# PRICING

The following table provides a pricing breakdown for the proposed solution.

<b>Menominee County Final Pricing</b>	
<b>MCC7500 Dispatch Consoles</b> <ul style="list-style-type: none"><li>• (2) MCC7500 IP Radio Console Operator Positions</li><li>• Remote IP Logging Recorder Playback</li><li>• Project Implementation, Engineering, Staging, Installation &amp; Optimization</li><li>• 7x24 first year warranty</li></ul>	<b>\$ 608,525</b>
<b>Michigan State Contract #071B2200101 Discount</b>	<b>(\$69,588)</b>
<b>Total Solution Pricing</b>	<b>\$ 538,937</b>

<b>Optional Additions (after MI State Contract Discount)</b>	
<b>Additional Third Radio Console Operator Positions and Associated Components</b>	<b>\$51,347</b>
<b>Two Position Sit-Stand Dispatch Console Furniture</b>	<b>\$79,605</b>
<b>Three Position Sit-Stand Dispatch Console Furniture</b>	<b>\$97,473</b>

This proposal is subject to the terms and conditions of the State of Michigan MiDEAL Contract #071B2200101. Menominee County may accept this proposal by issuing a Purchase Order referencing State of Michigan Contract #071B2200101.

## **PAYMENT TERMS**

- 25% of contract price upon contract execution
- 60% of contract price upon shipment of equipment
- 5% of contract upon Installation of equipment
- 5% upon system acceptance or beneficial use
- 5% upon Final Acceptance



## 4.1 EXHIBIT A SOFTWARE LICENSE AGREEMENT

This Exhibit A Software License Agreement ("Agreement") is between Motorola Solutions, Inc., ("Motorola"), and Menominee County 911 ("Licensee").

For good and valuable consideration, the parties agree as follows:

### Section 1 DEFINITIONS

- 1.1 "Designated Products" means products provided by Motorola to Licensee with which or for which the Software and Documentation is licensed for use.
- 1.2 "Documentation" means product and software documentation that specifies technical and performance features and capabilities, and the user, operation and training manuals for the Software (including all physical or electronic media upon which such information is provided).
- 1.3 "Open Source Software" means software with either freely obtainable source code, license for modification, or permission for free distribution.
- 1.4 "Open Source Software License" means the terms or conditions under which the Open Source Software is licensed.
- 1.5 "Primary Agreement" means the agreement to which this exhibit is attached.
- 1.6 "Security Vulnerability" means a flaw or weakness in system security procedures, design, implementation, or internal controls that could be exercised (accidentally triggered or intentionally exploited) and result in a security breach such that data is compromised, manipulated or stolen or the system damaged.
- 1.7 "Software" (i) means proprietary software in object code format, and adaptations, translations, de-compilations, disassemblies, emulations, or derivative works of such software; (ii) means any modifications, enhancements, new versions and new releases of the software provided by Motorola; and (iii) may contain one or more items of software owned by a third party supplier. The term "Software" does not include any third party software provided under separate license or third party software not licensable under the terms of this Agreement.

### Section 2 SCOPE

Motorola and Licensee enter into this Agreement in connection with Motorola's delivery of certain proprietary Software or products containing embedded or pre-loaded proprietary Software, or both. This Agreement contains the terms and conditions of the license Motorola is providing to Licensee, and Licensee's use of the Software and Documentation.

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- 3.1 Subject to the provisions of this Agreement and the payment of applicable license fees, Motorola grants to Licensee a personal, limited, non-transferable (except as permitted in Section 7) and non-exclusive license under Motorola's copyrights and Confidential Information (as defined in the Primary Agreement) embodied in the Software to use the Software, in object code form, and the Documentation solely in connection with Licensee's use of the Designated Products. This Agreement does not grant any rights to source code.
- 3.2 If the Software licensed under this Agreement contains or is derived from Open Source Software, the terms and conditions governing the use of such Open Source Software are in the Open Source Software Licenses of the copyright owner and not this Agreement. If there is a conflict between the terms and conditions of this Agreement and the terms and conditions of the Open Source Software Licenses governing Licensee's use of the Open Source





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**Section 4 LIMITATIONS ON USE**

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4.3. Unless otherwise authorized by Motorola in writing, Licensee will not, and will not enable or allow any third party to: (i) install a licensed copy of the Software on more than one unit of a Designated Product; or (ii) copy onto or transfer Software installed in one unit of a Designated Product onto one other device. Licensee may temporarily transfer Software installed on a Designated Product to another device if the Designated Product is inoperable or malfunctioning, if Licensee provides written notice to Motorola of the temporary transfer and identifies the device on which the Software is transferred. Temporary transfer of the Software to another device must be discontinued when the original Designated Product is returned to operation and the Software must be removed from the other device. Licensee must provide prompt written notice to Motorola at the time temporary transfer is discontinued.

4.4. When using Motorola's Radio Service Software ("RSS"), Licensee must purchase a separate license for each location at which Licensee uses RSS. Licensee's use of RSS at a licensed location does not entitle Licensee to use or access RSS remotely. Licensee may make one copy of RSS for each licensed location. Licensee shall provide Motorola with a list of all locations at which Licensee uses or intends to use RSS upon Motorola's request.

4.5. Licensee will maintain, during the term of this Agreement and for a period of two years thereafter, accurate records relating to this license grant to verify compliance with this Agreement. Motorola or an independent third party ("Auditor") may inspect Licensee's premises, books and records, upon reasonable prior notice to Licensee, during Licensee's normal business hours and subject to Licensee's facility and security regulations. Motorola is responsible for the payment of all expenses and costs of the Auditor. Any information obtained by

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applicable license fees and agreeing to be bound by this Agreement. If the Designated Products are Motorola's radio products and Licensee transfers ownership of the Motorola radio products to a third party, Licensee may assign its right to use the Software (other than RSS and Motorola's FLASHport® software) which is embedded in or furnished for use with the radio products and the related Documentation; provided that Licensee transfers all copies of the Software and Documentation to the transferee, and Licensee and the transferee sign a transfer form to be provided by Motorola upon request, obligating the transferee to be bound by this Agreement.

**Section 8 TERM AND TERMINATION**

8.1 Licensee's right to use the Software and Documentation will begin when the Primary Agreement is signed by both parties and will continue for the life of the Designated Products with which or for which the Software and Documentation have been provided by Motorola, unless Licensee breaches this Agreement, in which case this Agreement and Licensee's right to use the Software and Documentation may be terminated immediately upon notice by Motorola.

8.2 Within thirty (30) days after termination of this Agreement, Licensee must certify in writing to Motorola that all copies of the Software have been removed or deleted from the Designated Products and that all copies of the Software and Documentation have been returned to Motorola or destroyed by Licensee and are no longer in use by Licensee.

8.3 Licensee acknowledges that Motorola made a considerable investment of resources in the development, marketing, and distribution of the Software and Documentation and that Licensee's breach of this Agreement will result in irreparable harm to Motorola for which monetary damages would be inadequate. If Licensee breaches this Agreement, Motorola may terminate this Agreement and be entitled to all available remedies at law or in equity (including immediate injunctive relief and repossession of all non-embedded Software and associated Documentation unless Licensee is a Federal agency of the United States Government).

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This Section applies if Licensee is the United States Government or a United States Government agency. Licensee's use, duplication or disclosure of the Software and Documentation under Motorola's copyrights or trade secret rights is subject to the restrictions set forth in subparagraphs (c)(1) and (2) of the Commercial Computer Software-Restricted Rights clause at FAR 52.227-19 (JUNE 1987), if applicable, unless they are being provided to the Department of Defense. If the Software and Documentation are being provided to the Department of Defense, Licensee's use, duplication, or disclosure of the Software and Documentation is subject to the restricted rights set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.227-7013 (OCT 1988), if applicable. The Software and Documentation may or may not include a Restricted Rights notice, or other notice referring to this Agreement. The provisions of this Agreement will continue to apply, but only to the extent that they are consistent with the rights provided to the Licensee under the provisions of the FAR or DFARS mentioned above, as applicable to the particular procuring agency and procurement transaction.

**Section 10 CONFIDENTIALITY**

Licensee acknowledges that the Software and Documentation contain Motorola's valuable proprietary and Confidential Information and are Motorola's trade secrets, and that the provisions in the Primary Agreement concerning Confidential Information apply.

**Section 11 LIMITATION OF LIABILITY**

The Limitation of Liability provision is described in the Primary Agreement.

**Section 12 NOTICES**

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Notices are described in the Primary Agreement.

**Section 13 GENERAL**

13.1. **COPYRIGHT NOTICES.** The existence of a copyright notice on the Software will not be construed as an admission or presumption of publication of the Software or public disclosure of any trade secrets associated with the Software.

13.2. **COMPLIANCE WITH LAWS.** Licensee acknowledges that the Software is subject to the laws and regulations of the United States and Licensee will comply with all applicable laws and regulations, including export laws and regulations of the United States. Licensee will not, without the prior authorization of Motorola and the appropriate governmental authority of the United States, in any form export or re-export, sell or resell, ship or reship, or divert, through direct or indirect means, any item or technical data or direct or indirect products sold or otherwise furnished to any person within any territory for which the United States Government or any of its agencies at the time of the action, requires an export license or other governmental approval. Violation of this provision is a material breach of this Agreement.

13.3. **ASSIGNMENTS AND SUBCONTRACTING.** Motorola may assign its rights or subcontract its obligations under this Agreement, or encumber or sell its rights in any Software, without prior notice to or consent of Licensee.

13.4. **GOVERNING LAW.** This Agreement is governed by the laws of the United States to the extent that they apply and otherwise by the internal substantive laws of the State to which the Software is shipped if Licensee is a sovereign government entity, or the internal substantive laws of the State of Illinois if Licensee is not a sovereign government entity. The terms of the U.N. Convention on Contracts for the International Sale of Goods do not apply. In the event that the Uniform Computer Information Transaction Act, any version of this Act, or a substantially similar law (collectively "UCITA") becomes applicable to a party's performance under this Agreement, UCITA does not govern any aspect of this Agreement or any license granted under this Agreement, or any of the parties' rights or obligations under this Agreement. The governing law will be that in effect prior to the applicability of UCITA.

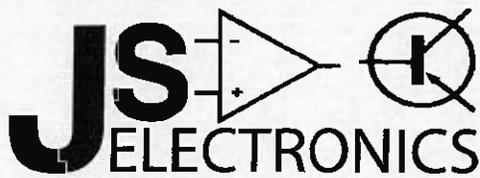
13.5. **THIRD PARTY BENEFICIARIES.** This Agreement is entered into solely for the benefit of Motorola and Licensee. No third party has the right to make any claim or assert any right under this Agreement, and no third party is deemed a beneficiary of this Agreement. Notwithstanding the foregoing, any licensor or supplier of third party software included in the Software will be a direct and intended third party beneficiary of this Agreement.

13.6. **SURVIVAL.** Sections 4, 5, 6.3, 7, 8, 9, 10, 11 and 13 survive the termination of this Agreement.

13.7. **ORDER OF PRECEDENCE.** In the event of inconsistencies between this Exhibit and the Primary Agreement, the parties agree that this Exhibit prevails, only with respect to the specific subject matter of this Exhibit, and not the Primary Agreement or any other exhibit as it applies to any other subject matter.

13.8. **SECURITY.** Motorola uses reasonable means in the design and writing of its own Software and the acquisition of third party Software to limit Security Vulnerabilities. While no software can be guaranteed to be free from Security Vulnerabilities, if a Security Vulnerability is discovered, Motorola will take the steps set forth in Section 6 of this Agreement.





- ★ TWO WAY RADIO
- ★ SYSTEM DESIGN
- ★ EMERGENCY VEHICLE LIGHTING AND INSTALLS
- ★ FCC APPLICATIONS AND LICENSING

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## EMERGENCY DISPATCH RADIO CONSOLE PROPOSAL

### (3) Position Zetron Max Dispatch Console system

- 16 radio channels, 6 digital, 10 analog
- Integrated instant recall recorder system
- Redundant system controllers
- Redundant Cisco IP switches
- Redundant power supply system
- 2200 VA UPS power system
- 3 1000 VA UPS power systems (1 each position)
- 5 year parts/service coverage (1 year warranty plus 4 years MAX PSP extended service plan)
- 5 year local service/maintenance agreement on console system
- 3 days of on-site training for dispatch personnel by factory training staff. Zetron will send training personnel from their Redmond, WA facility to inspect the system and provide training.

Control room furniture was not proposed.

### (4) Kenwood 800 MHz P25 MPSCS control stations in rack mount configuration

- 55P911 Primary law frequency
- 55COM County wide fire/rescue/coordination
- STATE8 State-wide district 8 coordination channel
- MPSCS Local, state, special events and interop 800 with adjacent counties

(1) Kenwood VHF P25 digital control station for Wisconsin agency interoperability installed in rack mount configuration. WISCOM network compliant.

(2) Kenwood VHF analog control stations for local EMS and Fire paging in rack mount configuration includes Zetron tone control interfaces and antennas.

Tie all new equipment to existing logging recorder.

(2) Rack mount power supplies with built-in battery back-up for radios.

Antenna support structure for antenna installations on City Hall building. Includes structure, antennas, coaxial cables, lightning protection, and grounding.

Telecommunications Systems Sales and Service

(2) 7 foot equipment racks for Zetron Max Dispatch equipment, UPS system, power supplies, radios and other equipment required for operation.

Baseboard data wiring channel for cable runs from room entry to console positions.

All installation of new equipment and removal/disposal of old system is included in this proposal.

This proposal supersedes any/all previously submitted price quotes or estimates.

This proposal includes additional equipment and services not addressed in the original budgetary information previously provided as requested.

Price quote valid for 90 days from date of bid opening (Monday January 22, 2018).

**OPTION 1: Provide wire-line control to Michigan Public Safety Communication System**

A Zetron proposal for a P25 CSSI interface is attached as an option and not included in this price quote. This option would require MPSCS approval and additional MPSCS firewall equipment. Zetron, as a representative for Menominee County 911, would submit paperwork and assist with legal requirements imposed by the State of Michigan. There would also be an unknown cost for lease of fiber circuits.

Our use of "800" control stations, as proposed, will provide MPSCS services with no additional monthly charges.

**OPTION 2: Provide interoperable configuration with other Michigan dispatch centers**

With approval of other Michigan State dispatch centers, talk groups from their counties can be installed in the interop radio being provided. Written permission to MPSCS is required. There is no additional cost for this option.

**TOTAL COST FOR 3 POSITION CONSOLE SYSTEM WITH 5  
YEAR SERVICE/MAINTENANCE, ALL SUPPORT  
EQUIPMENT AND INSTALLATION:**

**\$287,690.00**

**TOTAL COST FOR 2 POSITION CONSOLE SYSTEM WITH 5  
YEAR SERVICE/MAINTENANCE ALL SUPPORT  
EQUIPMENT AND INSTALLATION :**

**\$252,820.00**



MAX Dispatch - Pro  
 U.S. Pricing (USD)  
 Quote Number: 55638-00

Menominee County 911  
 Customer #:  
 2509 10th Street  
 Menominee, MI 49858  
 Brian Barrette  
 Phone: 906-863-6614  
 Email: bbarrette@menomineeco.com

Quote Date: 1/18/2018  
 Quote Expires: 5/18/2018  
 Terms: TO BE DETERMINED  
 Ship Quote: 8 weeks ARO  
 Ship Via: UPS GROUND  
 FOB: Origin  
 End User/Site: Menominee County 911  
 System ID:  
 Salesperson: Greg Ference

**MAX Pro Workstations**

Part #	Description	Unit Price	Qty	Ext. Price
905-0381	MAX Pro Workstation Bundle Position: 1 Operator Workstation PC, 1 Media Dock, 2 Speakers, & power supply licenses: MAX Base Software, Individual Call, Tone Signaling/Paging, Telephony, Event Replay, Aux I/O Control Feature Sets All manuals are included in soft copy format with the MAX Software	\$17,505.00	3	\$52,515.00

**Workstation Hardware**

Part #	Description	Unit Price	Qty	Ext. Price
950-0032	Headset, 6-wire w/PTT, Noise Cancelling Dual-prong adapter which includes one headset top	\$330.00	3	\$990.00
802-0115	Headset Top, Noise Cancelling	\$111.00	6	\$666.00
950-1077	Dual Prong Headset Jackbox Option; Dual Volume Control Needed for TRMI functionality	\$800.00	3	\$2,400.00
905-0330	Desktop Microphone, Shure With 6' cable	\$668.00	3	\$2,004.00
950-9102	Footswitch, Single w/ 10' cable	\$122.00	3	\$366.00
709-0170-10	10 ft Shielded Cat 5e Cable for Speakers	\$16.00	3	\$48.00

**MAX Radio Gateway Interface & Options (DB15)**

Part #	Description	Unit Price	Qty	Ext. Price
901-9675	MAX Radio Gateway Conventional (DB15) Hardware This hardware variant is used when the radio is co-located with the MAX Radio Gateway and the cable can run directly from the unit to the radio itself. This device supports 2 radio connections. Includes one 10' shielded Cat 5e cable.	\$2,650.00	3	\$7,950.00
930-0229	Kenwood Interface License (Tk-x180, Tk-5x10, NX-x00, 820) Note: Per Channel	\$320.00	6	\$1,920.00
709-7977-20	MAX Radio Gateway to Kenwood Radios (TK-x180, TK-5x10, NX-700/800/900) Cable (20ft)	\$130.00	6	\$780.00

**MAX Radio Gateway Interface & Options (RJ21)**

Part #	Description	Unit Price	Qty	Ext. Price
901-9677	MAX Radio Gateway Conventional (RJ21) Hardware This hardware variant is used when the site requires that the interconnects be demarcated on punch down blocks. Includes one 10' shielded Cat 5e cable. This device supports 2 radio connections.	\$2,650.00	4	\$10,600.00
709-0167-25	25-pr Cable, M180-M90 (25 feet)	\$69.00	4	\$276.00
950-9351	Connectonzed Punch Down Block	\$88.00	4	\$352.00

**MAX System Hardware/Software**

Part #	Description	Unit Price	Qty	Ext. Price
901-9715	MAX Central MAX Central is the hardware platform that hosts the MAX Manager, Telephony Gateway, IP Voice Logger Gateway, and the Aux I/O Gateway. Includes five 10' shielded Cat 5e cables.	\$3,395.00	2	\$6,790.00
930-0231	Z-Node Manager At least 1 Z-Node Manager is required for each system.	\$3,290.00	2	\$6,580.00
930-0221	Block of 10 Radio Channel Licenses Up to 50 channels in the system. Beyond 50 channels please call Zetron for pricing. Not needed when using interfaces on the digital radio gateway.	\$3,185.00	2	\$6,370.00

This quote is subject to U.S. Pricing (USD) terms and conditions.

**MAX System Hardware/Software**

Part #	Description	Unit Price	Qty	Ext. Price
930-1211	Aux I/O Port License - 16 ports	\$410.00	1	\$410.00
802-1111	Acromag Ethernet I/O Unit 16 Discrete I/O Channels - Any Mix of Inputs and Outputs 12 - 32 VDC	\$590.00	1	\$590.00

**Rack Mounting & Power Equipment**

Part #	Description	Unit Price	Qty	Ext. Price
950-1142	Redundant 12VDC Power System - Up to 20 devices This is a redundant power supply that can support up to 20 MAX Dispatch devices. Includes 19" rack mount enclosure.	\$2,650.00	1	\$2,650.00
950-1134	12VDC Power Distribution Panel Can support up to 40 MAX Dispatch devices. Fuses not included.	\$475.00	1	\$475.00
416-0043	Fuse, 3 Amp	\$5.00	15	\$75.00
950-0588	Dual Unit Rack Mount Option	\$170.00	5	\$850.00
810-0142	19" Rack 2U Shelf	\$80.00	1	\$80.00

**Monitors & Network Equipment**

Part #	Description	Unit Price	Qty	Ext. Price
802-2311	23" Widescreen LCD Monitor Supports up to 1920x1080 resolution.	\$270.00	3	\$810.00
950-1281	24 Port Managed Gigabit Rack Mount Switch Two required for high availability network.	\$2,060.00	2	\$4,120.00

**System Documentation**

Part #	Description	Unit Price	Qty	Ext. Price
025-9638	MAX System Overview	\$50.00	1	\$50.00
025-9645	MAX Dispatch System Installation Manual	\$50.00	1	\$50.00
025-9654	MAX Dispatch System Configuration Manual	\$50.00	1	\$50.00
025-9648	MAX Radio Gateway (RJ21) Product Manual	\$50.00	1	\$50.00
025-9649	MAX Operation	\$50.00	3	\$150.00
025-9647	MAX Central Product Manual	\$50.00	1	\$50.00
025-9650	MAX Dispatch Console Design Manual	\$50.00	1	\$50.00
025-9658	Media Dock XS	\$50.00	1	\$50.00

**On-Site Operator Training (Non-Discountable)**

Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-OSO	MAX-PSP On-Site Operator Training, Per Day Price is Per Day, is for North America Only and with 3 weeks Advance Notice	\$2,500.00	3	\$7,500.00

**Product Service Plans**

Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-EBS	MAX-PSP Extended Service Plan Price is for 3 workstation seats 1 year Software services, 1 year Hardware, After Hours Phone Support and 1 year in membership the Zetron MAX Users Group, per position per year.	\$5,250.00	4	\$21,000.00
XMP-0344-RCS	MAX-PSP Remote Configuration Services Systems & CSSI Assistance in the initial configuration of a system - up to 32 hours scheduled	\$4,500.00	1	\$4,500.00

**Product Warranty Package**

Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-BAS	MAX-PSP Base Service Plan 1 year Software Services, 1 years Hardware Services, 1 year of Advance Hardware replacement, Operator web training (2-4 hr sessions) and 1 year membership in the Zetron MAX Users Group	\$0.00	1	\$0.00

Sub Total \$144,167.00

**Sales Concession**

Part #	Description	Unit Price	Qty	Ext. Price
N-0344-02	Additional discount on MAX-PSP Extended Service Plan if 4 years are purchased with equipment	(\$4,200.00)	1	(\$4,200.00)

This quote is subject to U.S. Pricing (USD) terms and conditions.

Total \$139,967.00  
Shipping not included

This quote is subject to U.S. Pricing (USD) terms and conditions.

Menominee County 911  
Customer #:  
2509 10th Street  
Menominee, MI 49858  
Brian Barrette  
Phone: 906-863-6614  
Email: bbarrette@menomineeco.com

Quote Date: 1/18/2018  
Quote Expires: 5/18/2018  
Terms: TO BE DETERMINED  
Ship Quote: 8 weeks ARO  
Ship Via: UPS GROUND  
FOB: Origin  
End User/Site: Menominee County 911  
System ID:  
Salesperson: Greg Ference

## MAX Pro Workstations

Part #	Description	Unit Price	Qty	Ext. Price
905-0381	MAX Pro Workstation Bundle Position: 1 Operator Workstation PC, 1 Media Dock, 2 Speakers, & power supply Licenses: MAX Base Software, Individual Call, Tone Signaling/Paging, Telephony, Event Replay, Aux I/O Control Feature Sets All manuals are included in soft copy format with the MAX Software	\$17,505.00	2	\$35,010.00

## Workstation Hardware

Part #	Description	Unit Price	Qty	Ext. Price
950-0032	Headset, 6-wire w/PTT, Noise Cancelling Dual-prong adapter which includes one headset top	\$330.00	2	\$660.00
802-0115	Headset Top, Noise Cancelling	\$111.00	4	\$444.00
950-1077	Dual Prong Headset Jackbox Option; Dual Volume Control Needed for TRM1 functionality	\$800.00	2	\$1,600.00
905-0330	Desktop Microphone, Shure With 6' cable	\$668.00	2	\$1,336.00
950-9102	Footswitch, Single w/ 10' cable	\$122.00	2	\$244.00
709-0170-10	10 ft Shielded Cat 5e Cable for Speakers	\$16.00	2	\$32.00

## MAX Radio Gateway Interface & Options (DB15)

Part #	Description	Unit Price	Qty	Ext. Price
901-9675	MAX Radio Gateway Conventional (DB15) Hardware. This hardware variant is used when the radio is co-located with the MAX Radio Gateway and the cable can run directly from the unit to the radio itself. This device supports 2 radio connections. Includes one 10' shielded Cat 5e cable.	\$2,650.00	3	\$7,950.00
930-0229	Kenwood Interface License (TK-x180, TK-5x10, NX-x00, 820) Note: Per Channel	\$320.00	6	\$1,920.00
709-7977-20	MAX Radio Gateway to Kenwood Radios (TK-x180, TK-5x10, NX-700/800/900) Cable (20ft)	\$130.00	6	\$780.00

## MAX Radio Gateway Interface & Options (RJ21)

Part #	Description	Unit Price	Qty	Ext. Price
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709-0167-25	25-pr Cable, M180-M90 (25 feet)	\$69.00	4	\$276.00
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## MAX System Hardware/Software

Part #	Description	Unit Price	Qty	Ext. Price
901-9715	MAX Central MAX Central is the hardware platform that hosts the MAX Manager, Telephony Gateway, IP Voice Logger Gateway, and the Aux I/O Gateway. Includes five 10' shielded Cat 5e cables.	\$3,395.00	2	\$6,790.00
930-0231	Z-Node Manager At least 1 Z-Node Manager is required for each system.	\$3,290.00	2	\$6,580.00
930-0221	Block of 10 Radio Channel Licenses Up to 50 channels in the system. Beyond 50 channels please call Zetron for pricing. Not needed when using interfaces on the digital radio gateway.	\$3,185.00	2	\$6,370.00

This quote is subject to U.S. Pricing (USD) terms and conditions.

**MAX System Hardware/Software**

930-1214	Aux I/O Port License - 16 ports	\$410.00	1	\$410.00
802-1111	Acromag Ethernet I/O Unit 16 Discrete I/O Channels - Any Mix of Inputs and Outputs 12 - 32 VDC	\$590.00	1	\$590.00

**Rack Mounting & Power Equipment**

Part #	Description	Unit Price	Qty	Ext. Price
950-1142	Redundant 12VDC Power System - Up to 20 devices This is a redundant power supply that can support up to 20 MAX Dispatch devices. Includes 19" rack mount enclosure.	\$2,650.00	1	\$2,650.00
950-1134	12VDC Power Distribution Panel Can support up to 40 MAX Dispatch devices. Fuses not included.	\$475.00	1	\$475.00
416-0043	Fuse, 3 Amp	\$5.00	15	\$75.00
950-0588	Dual Unit Rack Mount Option	\$170.00	5	\$850.00

**Monitors & Network Equipment**

Part #	Description	Unit Price	Qty	Ext. Price
802-2311	23" Widescreen LCD Monitor Supports up to 1920x1080 resolution.	\$270.00	2	\$540.00
950-1281	24 Port Managed Gigabit Rack Mount Switch Two required for high availability network.	\$2,060.00	2	\$4,120.00

**System Documentation**

Part #	Description	Unit Price	Qty	Ext. Price
025-9638	MAX System Overview	\$50.00	1	\$50.00
025-9645	MAX Dispatch System Installation Manual	\$50.00	1	\$50.00
025-9654	MAX Dispatch System Configuration Manual	\$50.00	1	\$50.00
025-9648	MAX Radio Gateway (RJ21) Product Manual	\$50.00	1	\$50.00
025-9649	MAX Operation	\$50.00	2	\$100.00
025-9647	MAX Central Product Manual	\$50.00	1	\$50.00
025-9650	MAX Dispatch Console Design Manual	\$50.00	1	\$50.00
025-9658	Media Dock XS	\$50.00	1	\$50.00

**Product Service Plans**

Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-EBS	MAX-PSP Extended Service Plan Price is for 2 workstation seats 1 year Software services, 1 year Hardware, After Hours Phone Support and 1 year in membership the Zetron MAX Users Group, per position per year.	\$3,500.00	4	\$14,000.00

**Product Warranty Package**

Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-BAS	MAX-PSP Base Service Plan 1 year Software Services, 1 years Hardware Services, 1 year of Advance Hardware replacement, Operator web training (2-4 hr sessions) and 1 year membership in the Zetron MAX Users Group	\$0.00	1	\$0.00

Total	\$105,104.00
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Shipping not included
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This quote is subject to U.S. Pricing (USD) terms and conditions.



MAX Dispatch - Pro  
U.S. Pricing (USD)  
Quote Number: 55637-00

Menominee County 911  
Customer #:  
2509 10th Street  
Menominee, MI 49858  
Brian Barrette  
Phone: 906-863-6614  
Email: bbarrette@menomineeeco.com

Quote Date: 1/18/2018  
Quote Expires: 5/18/2018  
Terms: TO BE DETERMINED  
Ship Quote: 8 weeks ARO  
Ship Via: UPS GROUND  
FOB: Origin  
End User/Site:  
System ID:  
Salesperson: Greg Ference

Special Export Controls				
Part #	Description	Unit Price	Qty	Ext. Price
931-0001	MAX Infrastructure Gateway - P25 CSSI License - Includes AES Encryption (1 per System)	\$2,800.00	1	\$2,800.00

MAX CSSI Interface				
Part #	Description	Unit Price	Qty	Ext. Price
905-0509	MAX Dispatch CSSI Infrastructure Gateway, Redundant (US Only) Requires 931-0001	\$9,795.00	1	\$9,795.00
930-0348	MAX Dispatch P25 5 TalkPath CSSI License	\$11,250.00	1	\$11,250.00

Product Service Plans				
Part #	Description	Unit Price	Qty	Ext. Price
XMP-0344-RCS	MAX-PSP Remote Configuration Services Systems & CSSI Assistance in the initial configuration of a system - up to 32 hours scheduled	\$4,500.00	1	\$4,500.00

Sub Total \$28,345.00

Sales Concession				
Part #	Description	Unit Price	Qty	Ext. Price
N-0344-04	Concession for: 931-0001	(\$2,800.00)	1	(\$2,800.00)
N-0344-04	Concession for: 930-0348	(\$11,250.00)	1	(\$11,250.00)

Total \$14,295.00  
Shipping not included

This quote is subject to U.S. Pricing (USD) terms and conditions.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>911 Console Furniture System</b>
<b>DEPARTMENT:</b>	<b>911 Governing Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The 911 Governing Board has opened bids and has made a recommendation to the County board for a three position Console Furniture System.</p>	
<b>RECOMMENDED MOTION:</b>	
<p>To approve a recommendation by the 911 Governing Board for the purchase of a three (3) position console <b>furniture system</b> as quoted by Xybix Systems, Inc in the amount of \$54,654.</p>	

Submitted by: Sherry DuPont

04/19/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY  
MENOMINEE, MICHIGAN

BID RECAPITULATION

**ITEM(S): Menominee County Dispatch Console Furniture**

Bids due by: January 19, 2018

Company Name	Bid
Xybix Systems, Inc ATTN: Heather Brown 8207 SouthPark Circle Littleton, CO 80120 303-683-5656 <a href="mailto:heatherb@xybix.com">heatherb@xybix.com</a>	\$54,654

Bids opened on: February 27, 2018 @ 10:00 AM in the Menominee County Administrator's Office

In the presence of: Sherry DuPont, Brian Barrette, Mark Carpenter, and Carl Johnson

Recommended Bid Award to: Xybix Systems, Inc. for the 3 position console furniture at a cost of \$54,654

**Xybix Systems, Inc.**  
 8207 SouthPark Circle  
 Littleton, CO 80120  
 Phone:303-683-5656  
 Fax:303-683-5454  
 kristiner



**Quote Number: 20936**

**Quote Date: 1/15/2018**

**Revision: B**

**Orig Create Date: 5/11/2017**

**Expires: 4/15/2018**

**Opp #: 0016508**

**Page: 1 of 4**

**Quote**

**Terms: 50% DEP;40% INSTALL;10% PUNCH**

**Quote To:**

Acct: MENCOUNEMI

Menominee County Central Dispatch  
 2509 10th Street  
 Menominee MI 49858

**Ship To:** Menominee County Central Dispatch  
 2509 10th Street

Menominee  
 MI 49858

**Sales Person:** HEATHER BROWN

Rep Phone: 720-326-1165

Email: heatherb@xybix.com

01.22.2018 -Drawing R2 ~kmr (RFP)

05.11.2017 -Drawing R1 ~kmr

PLEASE NOTE: OPTIONAL ITEMS ARE NOT INCLUDED IN THE TOTAL PRICE.

PLEASE CONTACT XYBIX TO HAVE ANY OPTIONAL ITEMS INCLUDED IN THE FINAL PRICE.

FREIGHT & INSTALLATION CHARGES WILL BE ADJUSTED ACCORDINGLY.

Line	Part Number	Description	Qty	U/M	List Ea	Disc%	DiscPrice	Net Price
1.00	12343.	Panel System Priced by the Linear Foot: Grade 2Fabric 12343-1-SS - 42-48in - 0 LF @ 182 12343-1-DS - 42-48in - 42 LF @ 246 12344-1-SS - 65in - 0 LF @ 244 12344-1-DS - 65in - 0 LF @ 339  Upper Tiles Fabric Color: TBD Grade 2 G2 Lower Tiles Fabric Color: TBD Grade 2 G2 Panel Trim Color: Black	1	1.0 EA	\$10,332.00	50	\$5,166.00	\$5,166.00
1.01	14145-BLK	Cable Pole 96" - Alum Black	53	4.0 EA	\$88.00	50	\$44.00	\$176.00
2.00	14498.	Adj. Table Worksurface - Straight Dual Surface - 84W x 44D 10 RV - Cable Management Included	39	1.0 EA	\$1,293.00	50	\$646.50	\$646.50
2.01	14486.	Adj. Table Worksurface - Corner Dual Surface - 72L x 72R 10 RV - Cable Management Included	3	2.0 EA	\$1,904.00	50	\$952.00	\$1,904.00
2.02	15203	Anti-Microbial Laminate Upgrade <b>OPTIONAL (Qty x3)</b>	4	0.0 EA	\$618.00	50	\$309.00	\$0.00
3.00	15701	T4 Table Base	5	1.0 EA	\$5,484.00	50	\$2,742.00	\$2,742.00
3.01	15844	T5S Table Base for 72X72 Corner Worksurface	40	2.0 EA	\$6,205.00	50	\$3,102.50	\$6,205.00
4.00	12758.	Monitor Mount 2 - Rollervision - - - Straight Dual Surface - 84W x 44D 10 RV - 16127 - Std VESA Mount 2 HI 2 Knuckle Qty = 3 Total: \$1947	41	1.0 EA	\$3,629.00	50	\$1,814.50	\$1,814.50

**Xybix Systems, Inc.**  
 8207 SouthPark Circle  
 Littleton, CO 80120  
 Phone:303-683-5656  
 Fax:303-683-5454  
 kristiner



**Quote Number: 20936**

**Quote Date: 1/15/2018**

**Revision: B**

**Orig Create Date: 5/11/2017**

**Expires: 4/15/2018**

**Opp #: 0016508**

**Page: 2 of 4**

**Quote**

**Terms: 50% DEP;40% INSTALL;10% PUNCH**

4.01	12757.	Monitor Mount 2 - Rollervision - - - Corner Dual Surface - 72L x 72R 10 RV - 16127 - Std VESA Mount 2 HI 2 Knuckle Qty = 3 Total: \$1947	42	2.0 EA	\$3,629.00	50	\$1,814.50	\$3,629.00
4.02	15498.	Acrylic Shroud 2 - - - Straight Dual Surface - 84W x 44D 10 RV	44	1.0 EA	\$268.00	50	\$134.00	\$134.00
4.03	15498.	Acrylic Shroud 2 - - - Corner Dual Surface - 72L x 72R 10 RV	45	2.0 EA	\$268.00	50	\$134.00	\$268.00
5.00	16130-8	Datadock2 - Keyboard Snap-In Cable Organizer Includes: 8 - USB Ports 1 - RJ45 Port	43	3.0 EA	\$545.00	50	\$272.50	\$817.50
5.01	11816	Ext. Monitor Cable DVI-D Male/Female 5M (16' 4")	14	18.0 EA	\$78.00	50	\$39.00	\$702.00
5.02	11132	Ext Audio Cable 3.5mm Jack Male/Female 25'	15	6.0 EA	\$36.00	50	\$18.00	\$108.00
6.00	11792.	Power Bar - 10 Outlet	16	6.0 EA	\$140.00	50	\$70.00	\$420.00
6.01	14976	6 Outlet Power Strip 25'	46	1.0 EA	\$149.00	50	\$74.50	\$74.50
6.02	15848	Grounding Kit Full Station R56 Compliant	17	3.0 EA	\$1,288.00	50	\$644.00	\$1,932.00
7.00	15618MCC	Task Light Pair LUX LED My Climate	18	3.0 EA	\$482.00	50	\$241.00	\$723.00
8.00	15476	Shelf Under Surface USB Charging Upgrade	20	3.0 EA	\$109.00	50	\$54.50	\$163.50
8.01	15463	Shelf Under Surface 19W x 9D - Metal	19	3.0 EA	\$131.00	50	\$65.50	\$196.50
9.00	15620MCC	MyClimate Personal Climate Control With Forced Air Heat 250W X2 = 500W	21	3.0 EA	\$2,059.00	50	\$1,029.50	\$3,088.50
10.00	12033.	Return Worksurface - 27.25Wx36D	22	3.0 EA	\$423.00	50	\$211.50	\$634.50
10.01	12031.	Return Worksurface - 72Wx20D	23	1.0 EA	\$531.00	50	\$265.50	\$265.50
10.02	12031.	Return Worksurface - 76Wx20D	24	1.0 EA	\$531.00	50	\$265.50	\$265.50
10.03	12031.	Return Worksurface - 96Wx21.25D	25	1.0 EA	\$531.00	50	\$265.50	\$265.50
11.00	15485-FT.	CPU Cabinet - ERGO ACCESS Under Work Surface 27.25Wx33D With Flip Top Hinge	26	3.0 EA	\$1,301.00	50	\$650.50	\$1,951.50

**Xybix Systems, Inc.**  
 8207 SouthPark Circle  
 Littleton, CO 80120  
 Phone:303-683-5656  
 Fax:303-683-5454  
 kristiner



**Quote**

**Quote Number: 20936**

**Quote Date: 1/15/2018**

**Revision: B**

**Orig Create Date: 5/11/2017**

**Expires: 4/15/2018**

**Opp #: 0016508**

**Page: 3 of 4**

**Terms: 50% DEP;40% INSTALL;10% PUNCH**

11.01	15707	Cable Bridge Corner Left Side	29	1.0 EA	\$206.00	50	\$103.00	\$103.00
11.02	15708	Cable Bridge Corner Right Side	30	1.0 EA	\$206.00	50	\$103.00	\$103.00
11.03	15709	Cable Bridge Straight Left Side	31	1.0 EA	\$206.00	50	\$103.00	\$103.00
12.00	11093.	Drawer Pedestal - Mobile - Single - 18W - 6-6-12 Drawers 18W 22D -	47	3.0 EA	\$974.00	50	\$487.00	\$1,461.00
14.00	11668.	Lateral File - 36W - 2 Drawer 30H	48	1.0 EA	\$1,471.00	50	\$735.50	\$735.50
16.00	13675.	Storage Cabinet - UnderWS W/Toekick w/Drawers - 36W, 28H, 17D	49	2.0 EA	\$1,226.00	50	\$613.00	\$1,226.00
17.00	10908.	Storage Cabinet - Locker 5Hi - 12W, 84H, 17D	50	2.0 EA	\$1,959.00	50	\$979.50	\$1,959.00
18.00	12235	Support - "L" Bracket 18"	51	7.0 EA	\$36.00	50	\$18.00	\$126.00
18.01	14655	Wall Screw Anchor Kit	52	7.0 EA	\$10.00	50	\$5.00	\$35.00
19.00	10176	Cup Holder - Blk	34	3.0 EA	\$93.00	50	\$46.50	\$139.50
30.00	CHAIRS	Concept Seating - 3142r1 Black Leather	54	4.0 EA	\$1,400.00		\$1,400.00	\$5,600.00
90.00	12356	Installers Kit	35	3.0 EA	\$-		\$0.00	\$0.00
99.00	OTHER	Other Charges & Services	36	1.0 EA	\$-		\$0.00	\$0.00

**Line(36) - Miscellaneous Charge -**

Freight - FullTruck NonTaxable	\$2,625.00
Installation - Non-Taxable	\$6,145.00

List Price Total \$86,168.00

Lines Total: \$45,884.00  
 Line Miscellaneous Charges Total: \$8,770.00  
**Quote Total: \$54,654.00**

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Commissioner Per Diems &amp; Expenses</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> Review Commission Per Diems & Expenses as recently submitted for payment	
<b>RECOMMENDED MOTION</b> Approve Commission Per Diems & Expenses as recently submitted for payment	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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





# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

RECEIVED  
MAR 26 2018  
BY: *JA*

Mileage: \$ .545/mile – effective 01 January 2018

\*Meals: Breakfast - \$ 9.00

Lunch - \$11.00 Dinner \$20.00

\*must attach receipt for reimbursement

\*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
3/2/18	Co. Bd. Spec- Courthouse	76		41.42	101-101-860.10 ✓
3/13/18	Co. Bd. Mtg. – Courthouse	76		41.42	101-101-860.10 ✓
3/15/18	BOH- Pinecrest	14		7.63	101-101-860.10
3/22/18	Pinecrest -Pinecrest	14		7.63	101-101-860.10
3/27/18	Co. Bd. Mtg.- Courthouse	76		41.42	101-101-860.10 ✓
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		256	<b>Total Mileage</b>	X .545=	
<b>Total Mileage Fee</b>					<b>139.52</b>

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

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

*Jan Hafeman*  
\_\_\_\_\_  
Signed

3/27/18

Date





**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

RECEIVED  
MAR 28 2018  
*da*

Mileage: .545 cents/mile ~ effective 01 January 2018

\*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 .545/mile	Total Cost	Account Number
3/1/18	Ct house	16		8.72	101-101-860.05
3/2/18	Interviews	16		8.72	101-101-860.05
3/13/18	Cty Bd	16		8.72	101-101-860.05
3/20/18	911	16		8.72	101-101-860.05
3/21/18	Fair Bd. mtg.	32		17.44	101-101-860.05
3/22/18	mead + Hunt + Spec.	16		8.72	101-101-860.05
3/27/18	Cty. mtg	16		8.72	101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	128	
Total Mileage Fee					69.76

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

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

*William J. Cech*

Signed

3/28/18

Date







**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: .545 cents/mile ~ effective 01 January 2018

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

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

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
03-02	CB	4			101-101-860.02
03-08	CAA	110			101-101-860.02
03-13	CB	4			101-101-860.02
03-22	CB	4			101-101-860.02
03-27	DHS	86			101-101-860.02
03-27	CB	4			101-101-860.02
		212			101-101-860.02
			$212 \times .545 =$	115.54	101-101-860.02
					101-101-860.02
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	115.54 ✓

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

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

*B. Lang*

Signed

03-29-18

Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

RECEIVED  
MAR 29 2018  
BY: *du*

Mileage: .545 cents/mile ~ effective 01 January 2018

\*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 .545/mile	Total Cost	Account Number
3/13/18	LIBRARY-STEPHENSON	32		17.44	101-101-860.04
3/13/18	COURTHOUSE	16		8.72	101-101-860.04
3/29/18	COURTHOUSE	16		8.72	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	64	
				Total Mileage Fee	\$ 34.88 ✓

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

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

*Larry Schei*

Signed

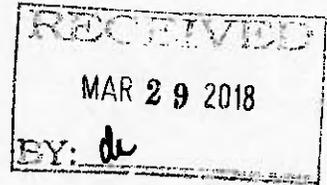
3/29/18

Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: .545 cents/mile ~ effective 01 January 2018

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



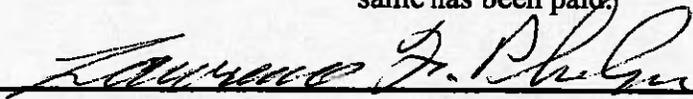
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
2/27/18	Men. Co. Courthouse	5	.545	\$2.72	101-101-860.03
3/2/18	Men. Co. Courthouse	5	.545	\$2.72	101-101-860.03
3/5/18	Stephenson Annex	36	.545	\$19.62	101-101-860.03
3/13/18	Men. Co. Courthouse	5	.545	\$2.72	101-101-860.03
3/22/18	Men. Co. Courthouse	5	.545	\$2.72	101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
		56	Total Mileage		
				Total Mileage Fee	\$30.52 ✓

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

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

  
\_\_\_\_\_  
Signed

3-30-18  
\_\_\_\_\_  
Date



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review miscellaneous bills as recently paid of April 5, 2018 for the amount of \$52,608.11	
<b>RECOMMENDED MOTION</b>	
Approve miscellaneous bills as recently paid of April 5, 2018 for the amount of \$52,608.11	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

APR 06 2018

10

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALL CARE AUTOMOTIVE, INC.				CHIEF FISCAL OFFICER
47553	2001 Dodge - Vehicle Maintenance Supplies	101-265-981.00	153.91	153.91
TOTAL VENDOR ALL CARE AUTOMOTIVE, INC.				153.91
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202303	March 19 - April 18, 2018	101-103-850.00	429.68	429.68
906863470503	March 19 - April 18, 2018 (Credit Memo)	101-103-850.00	(341.96)	(341.96)
906863444103	March 19 - April 18, 2018	101-103-850.00	377.07	377.07
906863661403	911 Telephone Service	266-325-850.00	470.66	470.66
TOTAL VENDOR AT&T - CAROL STREAM, IL				935.45
VENDOR NAME: BARRETTE, JODIE				
Reimbursement	Postage (Essa to Wayne County)	101-141-729.00	23.90	23.90
TOTAL VENDOR BARRETTE, JODIE				23.90
VENDOR NAME: BERNTSEN INTERNATIONAL, INC.				
194771	Remon Supplies	243-246-765.00	2,098.39	2,098.39
TOTAL VENDOR BERNTSEN INTERNATIONAL, INC.				2,098.39
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
24239	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	354.98	354.98
24256	Vehicle Maintenance - 2015 Chevy Impala	205-315-934.02	51.95	51.95
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				406.93
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1619209319	B & G Supplies	101-265-970.12	320.00	345.48
		101-265-755.00	25.48	
E52338	Inmate Supplies	101-301-770.00	236.00	236.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				581.48
VENDOR NAME: BODY WORKS PLUS, LLC				
M268930	Vehicle Maintenance - Squad 55-000	205-315-934.02	200.00	200.00
TOTAL VENDOR BODY WORKS PLUS, LLC				200.00
VENDOR NAME: BRUNELLE, JEFF				
Reimbursement	Green Lab Training Expenses	286-301-881.00	87.49	87.49
TOTAL VENDOR BRUNELLE, JEFF				87.49
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - March 2018	101-101-860.05	69.76	69.76
TOTAL VENDOR CECH, WILLIAM				69.76
VENDOR NAME: CIMA COMPANIES, INC.				
MIMEN01	Volunteer Insurance Renewal	101-132-831.00	1,082.18	1,082.18
MIMENO	Volunteer Insurance Renewal (7/1/18 - 7/1/19)	101-136-807.00	240.00	240.00
TOTAL VENDOR CIMA COMPANIES, INC.				1,322.18
VENDOR NAME: CITY OF MENOMINEE				
20102038	1/1/18 - 3/31/18	101-265-920.00	4,721.50	4,721.50
20101017	1/1/18 - 3/31/18	101-265-920.00	124.15	124.15
90103011	1/1/18 - 3/31/18	101-265-920.00	31.36	31.36
90103028	1/1/18 - 3/31/18 (Airport)	216-585-920.01	2.08	2.08
801010700	1/1/18 - 3/31/18 (Airport)	216-585-920.01	46.40	100.07
		216-585-920.02	53.67	
80101069	1/1/18 - 3/31/18 (Airport)	216-585-920.01	46.40	100.07
		216-585-920.02	53.67	
80101198	1/1/18 - 3/31/18 (Airport)	216-585-920.01	59.66	128.21
		216-585-920.02	68.55	
TOTAL VENDOR CITY OF MENOMINEE				5,207.44

**APPROVED**

APR 06 2018 *JS*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CITY OF STEPHENSON		CHIEF FISCAL OFFICER		
709	Annex - Water/Electric/Sewer	101-261-920.01	19.48	224.72
		101-261-920.02	33.20	
		101-261-920.03	172.04	

TOTAL VENDOR CITY OF STEPHENSON

224.72

VENDOR NAME: CLOVERLAND PAPER CO

116740	Janitorial Supplies - Courthouse	101-265-755.01	131.55	131.55
116701	Janitorial Supplies - Courthouse	101-265-755.01	161.03	161.03
116650	Inmate Supplies	101-301-770.00	391.87	391.87
116699	Inmate Supplies	101-301-770.00	59.94	59.94
116702	Inmate Supplies	101-301-770.00	311.38	311.38
116734	Inmate Supplies	101-301-770.00	102.74	102.74

TOTAL VENDOR CLOVERLAND PAPER CO

1,158.51

VENDOR NAME: COAST TO COAST COMPUTER PROD.

A1790295	FOC Toner Cartridge (x2)	101-141-931.00	279.98	279.98
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TOTAL VENDOR COAST TO COAST COMPUTER PROD.

279.98

VENDOR NAME: COUNTRY VISIONS

232399	Diesel Fuel (x700 gallons)	216-585-744.00	1,722.00	1,722.00
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TOTAL VENDOR COUNTRY VISIONS

1,722.00

VENDOR NAME: DEKETO, LLC

DK 3-18	March 2018 (x387 Documents)	256-277-857.00	774.00	774.00
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TOTAL VENDOR DEKETO, LLC

774.00

VENDOR NAME: EICHHORN, GARY

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

50.00

VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT

03638	FOC Office Supplies	101-141-727.00	44.30	44.30
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TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT

44.30

VENDOR NAME: GBS INC.

18-31397	Precinct Kit with Electronic Poll Book	101-262-727.00	56.91	56.91
18-31399	Precinct Kit with Standard Poll Book	101-262-727.00	59.76	59.76
18-31398	Precinct Kit with Standard Poll Book	101-262-727.00	59.73	59.73

TOTAL VENDOR GBS INC.

176.40

VENDOR NAME: GENESIS GRAPHICS

535856	Remon Supplies	243-246-765.00	365.50	365.50
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TOTAL VENDOR GENESIS GRAPHICS

365.50

VENDOR NAME: GROMALA, STEVEN

Reimbursement	Mileage - March 2018	101-101-860.01	28.34	28.34
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TOTAL VENDOR GROMALA, STEVEN

28.34

VENDOR NAME: HAFEMAN, JAN

Reimbursement	Mileage - March 2018	101-101-860.10	139.52	139.52
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TOTAL VENDOR HAFEMAN, JAN

139.52

VENDOR NAME: HANSON, JUDI

Reimbursement	Uniform Allowance	205-315-745.00	205.62	205.62
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TOTAL VENDOR HANSON, JUDI

205.62

VENDOR NAME: HENSLEY, RN, JOEL

April 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
Reimbursement	Cell Phone & Stamps	101-648-850.00	37.18	37.18
		101-648-729.00	19.73	19.73

TOTAL VENDOR HENSLEY, RN, JOEL

1,421.91

VENDOR NAME: HI TEC BUILDING SERVICES, INC.

**APPROVED**

APR 06 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HI TEC BUILDING SERVICES, INC.				
016966	Cleaning Services - March 2018	101-265-801.00	1,861.20	1,861.20
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.				1,861.20
VENDOR NAME: ID NETWORKS, INC.				
273158	LIEN System 4/1/18 - 3/31/19	101-301-976.00	2,249.00	2,249.00
TOTAL VENDOR ID NETWORKS, INC.				2,249.00
VENDOR NAME: J.F. AHERN COMPANY				
251155	Annex & Library Annual Inspection	101-265-801.00	620.19	620.19
TOTAL VENDOR J.F. AHERN COMPANY				620.19
VENDOR NAME: JOHN DEERE FINANCIAL				
1973731	5/2015 Lease - Final Payment	101-265-755.00	2,365.34	2,365.34
TOTAL VENDOR JOHN DEERE FINANCIAL				2,365.34
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Election Mileage	101-262-860.00	50.14	50.14
TOTAL VENDOR KLEIMAN, MARC				50.14
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - March 2018	101-101-860.02	115.54	115.54
TOTAL VENDOR LANG, BERNARD				115.54
VENDOR NAME: LENCA SURVEYING				
18034	Remon Yr 2018	243-246-801.07	3,074.12	3,074.12
TOTAL VENDOR LENCA SURVEYING				3,074.12
VENDOR NAME: LUFTS ADVERTISER, INC.				
3/27/18	March 2018 Advertising (Parks)	208-751-901.00	224.00	224.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				224.00
VENDOR NAME: MANPOWER, INC.				
32574878	Week Ending 3/25/18 (D. Averill)	101-172-704.00	680.00	680.00
32606334	Week Ending 4/1/18 (D. Averill)	101-172-704.00	544.00	544.00
TOTAL VENDOR MANPOWER, INC.				1,224.00
VENDOR NAME: MENARDS - MARINETTE				
56132	B&G Supplies	101-265-755.00	3.67	3.67
55502	Parks - Picnic Table Repair	208-751-970.00	139.35	139.35
55690	B&G Supplies	101-265-755.00	8.03	8.03
55730	B&G Maintenance Supplies	101-265-930.01	78.67	78.67
TOTAL VENDOR MENARDS - MARINETTE				229.72
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10454801	B&G - Equipment Repair Supplies	101-265-934.00	9.48	9.48
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				9.48
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0135602-001	Road Patrol - Office Supplies	205-315-727.00	8.49	8.49
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				8.49
VENDOR NAME: MOTOROLA				
13207901	Battery	205-315-934.01	49.00	49.00
TOTAL VENDOR MOTOROLA				49.00
VENDOR NAME: NASER, JEFF				
Per Diem	DHS Board	101-601-837.00	50.00	50.00
TOTAL VENDOR NASER, JEFF				50.00
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	Mileage - March 2018	101-101-860.11	153.69	153.69
TOTAL VENDOR NELSON, JOHN R.				153.69
VENDOR NAME: OFFICE DEPOT, INC.				
116718521001	District - Office Supplies	101-136-727.00	75.59	75.59

APR 06 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER	AMOUNT
VENDOR NAME: OFFICE DEPOT, INC. TOTAL VENDOR OFFICE DEPOT, INC.					75.59
VENDOR NAME: OWENS, KAREN A. 3/29/18	After School Program	292-668-801.00	216.00	MENOMINEE COUNTY MICHIGAN	216.00
TOTAL VENDOR OWENS, KAREN A.					216.00
VENDOR NAME: PACK-N-SHIP CENTER 750	Mailing to Safety Vision	101-301-934.00	33.80		33.80
TOTAL VENDOR PACK-N-SHIP CENTER					33.80
VENDOR NAME: PAN-O-GOLD BAKING CO. 40068318075013 40068318068014	Inmate Supplies Inmate Supplies	101-301-770.00 101-301-770.00	109.76 104.82		109.76 104.82
TOTAL VENDOR PAN-O-GOLD BAKING CO.					214.58
VENDOR NAME: PHELPS, LARRY Reimbursement	Mileage - Feb 27 & March 2018	101-101-860.03	30.52		30.52
TOTAL VENDOR PHELPS, LARRY					30.52
VENDOR NAME: QUAAK, BRENDA 3/23/18	5/2015 Lease - Final Payment	101-132-801.01 101-132-801.00	22.50 54.00		76.50
TOTAL VENDOR QUAAK, BRENDA					76.50
VENDOR NAME: REINHART FOODSERVICE 413090 418057 420437	Inmate Supplies Inmate Supplies Credit Memo - Inmate Supplies	101-301-770.00 101-301-770.00 101-301-770.00	1,395.32 871.52 (12.79)		1,395.32 871.52 (12.79)
TOTAL VENDOR REINHART FOODSERVICE					2,254.05
VENDOR NAME: RIESTERER & SCHNELL, INC. 1309423	Park Supplies	208-751-930.02	34.65		34.65
TOTAL VENDOR RIESTERER & SCHNELL, INC.					34.65
VENDOR NAME: SCHEI, LARRY Reimbursement	Mileage - March 2018	101-101-860.04	34.88		34.88
TOTAL VENDOR SCHEI, LARRY					34.88
VENDOR NAME: SEXTON, RICHARD Reimbursement	Cell Phone and Training Supplies	101-426-850.00 101-426-963.00	68.02 10.95		78.97
Reimbursement	Mileage	101-426-860.00	96.47		96.47
TOTAL VENDOR SEXTON, RICHARD					175.44
VENDOR NAME: SPALDING TOWNSHIP TREASURER 3/27/18	DHHS Board	101-601-837.00	50.00		50.00
TOTAL VENDOR SPALDING TOWNSHIP TREASURER					50.00
VENDOR NAME: STANDARD INSURANCE COMPANY					

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: STANDARD INSURANCE COMPANY</b>				
May 2018	Life Insurance Premium	101-101-713.00	21.24	
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	49.56	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	23.60	
<b>TOTAL VENDOR STANDARD INSURANCE COMPANY</b>				<b>228.92</b>
<b>VENDOR NAME: STERICYCLE, INC.</b>				
4007747127	Inmate Medical Supplies	101-301-770.01	84.99	
<b>TOTAL VENDOR STERICYCLE, INC.</b>				<b>84.99</b>
<b>VENDOR NAME: STUDER, VINCENT</b>				
Reimbursement	Uniform Allowance	205-315-745.00	256.90	
<b>TOTAL VENDOR STUDER, VINCENT</b>				<b>256.90</b>
<b>VENDOR NAME: TARGET INFORMATION MANAGEMENT</b>				
285355	Divorce Packet Forms	101-215-727.00	65.81	
<b>TOTAL VENDOR TARGET INFORMATION MANAGEMENT</b>				<b>65.81</b>
<b>VENDOR NAME: TD CARWASH</b>				
20184	Car Washes (x20)	205-315-742.00	140.00	
<b>TOTAL VENDOR TD CARWASH</b>				<b>140.00</b>
<b>VENDOR NAME: THE FIRST NATIONAL BANK&amp;TRUST</b>				
628840339	FOC - Service Charge	101-141-817.00	33.60	
<b>TOTAL VENDOR THE FIRST NATIONAL BANK&amp;TRUST</b>				<b>33.60</b>
<b>VENDOR NAME: TIME WARNER CABLE</b>				
710008401032618	4/2/18 - 5/1/18	101-103-851.01	535.17	
<b>TOTAL VENDOR TIME WARNER CABLE</b>				<b>535.17</b>
<b>VENDOR NAME: TWIN CITY SERVICE AGENCY INC</b>				
Policy # 13000530	Airport Operations Liability	216-585-831.00	8,710.00	
<b>TOTAL VENDOR TWIN CITY SERVICE AGENCY INC</b>				<b>8,710.00</b>
<b>VENDOR NAME: U.P. KIDS</b>				
4/3/18	Foster Care (L. Guenette)	292-662-843.05	241.36	
<b>TOTAL VENDOR U.P. KIDS</b>				<b>241.36</b>
<b>VENDOR NAME: UWC</b>				
9067532209	Annex	101-103-850.00	5.66	
9068634705	Dept of Probation	101-103-850.00	12.35	
9067534582	Shakey Lakes Park	101-103-850.00	3.23	
9068632023	Menominee County Offices	101-103-850.00	22.70	
9068634441	Sheriff's Office	101-103-850.00	45.15	
9068634705	Probation/Parole	101-103-850.00	12.35	

APR 03 2018  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: UWC				
TOTAL VENDOR UWC				101.44
VENDOR NAME: WASTE MANAGEMENT, INC.				
1597136-1856-3	April 2018	101-265-801.00	609.71	609.71
TOTAL VENDOR WASTE MANAGEMENT, INC.				609.71
VENDOR NAME: WIL-KIL PEST CONTROL				
3341070	Health Department	101-265-801.00	33.25	33.25
3339889	Jail & Courthouse	101-265-801.00	64.50	64.50
TOTAL VENDOR WIL-KIL PEST CONTROL				97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00004	Courthouse	101-265-920.04	1,894.97	1,894.97
0402055840-00001	Jail	101-265-920.03	3,538.18	3,538.18
0402191663-00001	Health Care Center	101-265-920.03	485.26	485.26
2358249652-00000	Parks	208-751-920.01	22.00	22.00
		208-751-920.01	37.25	37.25
		208-751-920.01	16.29	16.29
		208-751-920.01	27.01	27.01
0402047856-00006	Stoney Point	208-751-920.01	42.48	42.48
0403823200-00005	Airport (Gate Center)	216-585-920.03	29.32	29.32
0403823200-00006	Airport (Hngr Gate Center)	216-585-920.03	27.46	27.46
2358248101-00000	Airport	216-585-920.00	123.02	123.02
		216-585-920.03	623.41	623.41
		216-585-920.00	161.75	161.75
		216-585-920.03	130.57	130.57
		216-585-920.00	130.83	130.83
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				7,289.80
GRAND TOTAL:				51,553.10

~~APR 06 2018~~

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CITY OF MENOMINEE				
February 2018	911 Monthly Rent	266-325-976.00	351.67	351.67
March 2018	911 Monthly Rent	266-325-976.00	351.67	351.67
April 2018	911 Monthly Rent	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				1,055.01
GRAND TOTAL:				1,055.01

**APPROVED**

APR 06 2018



CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Miscellaneous Boards/Committees/Commission Reports	
<b>RECOMMENDED MOTION</b>	
Approve Miscellaneous Boards/Committees/Commission Reports to be placed on file in the office of the County Clerk	

Submitted by: Sherry DuPont

04/18/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

## MONTHLY BUILDING PERMIT REPORT

04/06/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13648-18</b>	01/03/18	NEUMEIER BRIAN & JOSEPHINE	N644 RIVER DR		\$113.08
Work :	2.ADDITION	224 sq ft 4 season room			010-420-014-00
<b>P13649-18</b>	01/09/18	MY COMMUNITY DENTAL CENTER	N16088 BALSAM LN	SPALDING TWP.	\$300.00
Work :	11.COMMERCIAL	remodel/addition			013-215-007-00

**Total Permits** 2  
**Total Fees** \$413.08

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

## MONTHLY BUILDING PERMIT REPORT

04/06/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13650-18</b>	02/01/18	JANIGA ANTHONY & ALINA	N9076 DUNKAS RD A-3	CEDARVILLE TWP.	\$183.80
Work :	2.ADDITION	640 sq ft 4 season room			001-112-004-50
<b>P13651-18</b>	02/02/18	GUNDERSON LEONARD & NORINE	SNUFF BOX RD	MEYER TWP.	\$177.40
Work :	3.GARAGE	40 x 32 Pole Barn			011-082-028-00
<b>P13652-18</b>	02/13/18	BANTES TIMOTHY A	15 LN	INGALLSTON TWP.	\$132.60
Work :	3.GARAGE	24 x 30 garage			007-018-012-00
<b>P13653-18</b>	02/19/18	SHAMPO JOHN & LOU ANN	N3399 HWY M-35	INGALLSTON TWP.	\$174.84
Work :	1.NEW BUILDING	24 x 32 camp			007-322-032-00
<b>P13654-18</b>	02/14/18	WOTRUBA WILLIAM F	N10432 HWY M-35	CEDARVILLE TWP.	\$136.44
Work :	3.GARAGE	24 x 32 attached garage			001-029-004-00
<b>Total Permits</b>					<b>5</b>
<b>Total Fees</b>					<b>\$805.08</b>

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

## MONTHLY BUILDING PERMIT REPORT

04/06/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13655-18</b>	03/01/18	PAGE TIM & PAGE TOM	NOWAK RD	SPALDING TWP.	\$264.28
Work :	1.NEW BUILDING	28 x 36 camp			013-203-005-00
<b>P13656-18</b>	03/02/18	AYLWARD SANDRA A & WELLMAN	W8173 DEACON LN 29	HOLMES TWP.	\$171.00
Work :	3.GARAGE	30 x 40 pole barn			006-210-002-10
<b>P13657-18</b>	03/14/18	BHJB REAL ESTATE LLC	W6674 CO RD 356	LAKE TWP.	\$75.00
Work :	9.DEMOLITION	demo of old building			008-008-010-00
<b>P13658-18</b>	03/26/18	ROSS JR WALTER A	MISCA RIVER FF & INTERIOR	HOLMES TWP.	\$167.16
Work :	3.GARAGE	24 x 48 storage building			006-425-002-05
<b>P13659-18</b>	03/29/18	MOUFORD DAVID J & PATRICIA A	N16185 HANSEN LN	HARRIS TWP.	\$445.80
Work :	3.GARAGE	42 x 84 two story storage building			005-007-038-10

**Total Permits**

**5**

**Total Fees**

**\$1,123.24**

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

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

**DIRECTOR**  
**RUSSELL K. SEXTON**

**Date:** January 23, 2018

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:15 a.m. Central Time. The meeting was held at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan.

Present: Gary Eichhorn, Board Member; Sheila Veraghen, Board Member and Russell Sexton, Board Secretary.

Absent: Jeff Naser, Board Chair. Excused.

Others Present: None.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the December 26, 2017 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for December 2017 was reviewed. There were \$100.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure for Spaulding Township for the use of their facility; leaving a balance of \$3,450.00.

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

**DIRECTOR'S REPORT:**

Mr. Sexton provided the board with an update on the current staffing situation in Menominee County.

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

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

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

FY 2018 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$5,626.27. This constitutes 21.7% of the allocation spent with 25% of the year elapsed.

FY 2018 Travel Funds: Menominee County allocation is: \$35,261.00. Year-to-date expenditures are: \$0. This constitutes 0% of the allocation spent with 0% of the year elapsed (the data for this allocation is not yet available).

**Assistance Payments:**

Assistance Payments Standard of Promptness: 96.81%. Business Service Center 1 average is 96.84%. Statewide Average is 97.62%.

Family Independence Program Work Participation Rate: 0%. Year to date average for CY 2017 is 33.33%. Federal goal is 50%.

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

November 2017 data:

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

- Family Independence Program: 20 cases; 42 recipients; \$5,814.00 in benefits.
- Food Assistance Program: 1,277 cases; 2,384 recipients; \$264,020.00 in benefits.
- State Disability Assistance: 10 cases; 10 recipients; \$1,916.00 in benefits.
- Child Development and Care: 28 cases; 39 recipients; \$12,287.00 in benefits.
- State Emergency Relief: 9 cases; \$6,496.00 in benefits.
- Unduplicated total: 1,301 cases; 2,418 recipients; \$290,533.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 689 cases; 1,494 recipients
- Other Children < Age 21: 112 cases; 120 recipients
- Pregnant Women & Children Under 19: 447 cases; 833 recipients
- MiChild: 70 cases; 121 Recipients
- Non-SSI Aged, Blind & Disabled: 649 cases; 678 recipients
- SSI Aged, Blind & Disabled: 483 cases; 483 recipients
- Medicaid Eligible Total: 2,225 cases; 3,730 recipients
- Healthy Michigan Program Total: 1,223 cases; 1,386 recipients

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

**Child Welfare:**

CPS Commencement	100%
CPS F2F Investigations	100%
CPS Ongoing F2F	93%
CPS Ongoing Caregiver F2F	100%
CPS Services Plans	100%
CPS Plan Approval	100%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	75%
Dental	100%
Worker/Child Contacts	100%
Worker/Parent Contacts	75%
Worker/Supervisor Contacts	73%
Parent/Child Contacts	61%

**Board Member Input/Suggestions: None**

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

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

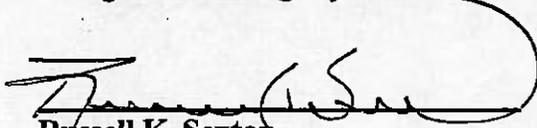
Vouchers for December 2017 were reviewed. A motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

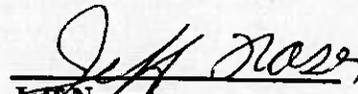
**NEW BUSINESS:** There was no new business presented.

**PUBLIC COMMENT:** None

**NEXT MEETING:** February 27, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0937 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 22, 2018	Place: Board Room
Presiding: Catherine Driscoll, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive	

Call to Order: The meeting was called to order by Chairperson Driscoll at 2:00 p.m. CST

Roll Call:  
Trustees present: Elaine Boyne, Donna Schomin, Kristine Mulder, Catherine Driscoll, John Degenaer, Jr., Jan Hafeman and Darlene Smith, Administrator  
Trustees absent: Theresa Nelson, Jeff Naser and Gary Eichhorn.  
Team Leader Members present: Candace Meintz, CFO; Nicole Freeland, Director of Nursing; David Vandermissen, Maintenance Supervisor  
Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of February 2018 Agenda	Administrator Smith requested that two items be added to the Agenda: 8.b Discussion regarding Millage Proposal 9.c. Annual Report of Pinecrest Trusts	A motion was made by Trustee Hafeman, supported by Trustee Schomin, to approve the Agenda as amended. Motion carried.
Board action on Minutes of the January 2018 meeting.	The minutes had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Hafeman, supported by Trustee Boyne, to approve the minutes as presented. Motion carried.
Board action on Minutes of February 5, 2018 meeting.	The minutes had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Hafeman, supported by Trustee Boyne, to approve the minutes as presented. Motion carried.
Board action on the January Manifest of Invoices.	The Manifest of Invoices had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Degenae, supported by Trustee Schomin, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Action on Financial Statement for January 2018.	CFO Melntz presented and discussed the Financial Statement.	A motion was made by Trustee Hafeman, supported by Trustee Schomin, to approve the Financial Statements as presented. Motion carried.
Report from Whispering Pines Committee Meeting	Trustee Driscoll reported that all homes are doing well, the Committee reviewed the 2016-2017 Overtime chart, the A/R chart and 2017 Resignations and the reasons why.	A motion was made by Trustee Hafeman, supported by Trustee Degenae, to approve the report as presented.
Review and request permission for Write-Offs	There were no Write-offs presented this month.	
Board Approval of the 2018-2010 AFSCME contract.	Administrator Smith stated that we had negotiated with AFSCME on February 6 <sup>th</sup> .	A motion was made by Trustee Degenae, supported by Trustee Hafeman, that the

	<p>We reached a Tentative Agreement at the end of that day. The Union met and voted on the Agreement and it was ratified with a vote of 15-39. The wage increase will become effective the 1<sup>st</sup> full payroll after April 1<sup>st</sup>. CFO Meintz reported that the increases given to the AFSCME group had been budgeted for.</p>	<p>Board ratify the contract has agreed to with AFSCME Union Local 854. Motion carried.</p>
<p>Discussion regarding Millage Proposal</p>	<p>Administrator Smith discussed the need for the facility to approach the owner counties to discuss a millage proposal this fall on the August primary. She outlined the steps we would have to take to do this, asking each Commissioner to go to the County Board asking permission to put this on the ballot. We would need an attorney's help with wording the proposal and we do have an attorney that we can work with on this. We need the paperwork submitted by May 15<sup>th</sup>. The matter was discussed at length prior to a motion and roll call vote.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Mulder, that the Board move to pursue this issue.  A roll call vote was taken:  Trustee Boyne -- yes  Trustee Schomin -- yes  Trustee Nelson -- absent  Trustee Mulder -- yes  Trustee Driscoll -- yes  Trustee Degenauer -- yes  Trustee Naser -- absent  Trustee Eichhorn -- absent  Trustee Hafeman -- yes  The motion carried with all those present in favor.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Nicole Freeland, Director of Nursing reported that she had been to the Round-Table in Marquette and they discussed that facilities are struggling when it comes to bringing in new employees through the sponsorship because even though we pay for the program and pay their wages while they are going through</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the report at presented. Motion carried.</p>

	<p>the program, they are not staying with us. They discussed an internship where these potential employees would shadow staff prior to being enrolled in the sponsorship program and the facility pays tuition and wages.</p> <p>She also reported on the Resident Council meetings held during the month. They discussed fish fry outings, menu items, the flu outbreak, they would like an exercise activity at the Groves and they also discussed Resident Rights.</p>	
<p>Report of Safety Committee Meeting</p>	<p>David Vandermissen reported on the February Safety Committee Meeting informing the Board of all areas of concern and work or training being done.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Boyne, to approve the Safety Committee Report as presented. Motion carried.</p>
<p>Administrator's Report</p>	<p>Administrator Smith stated that as a thank you to Dr. James Boydston for his many years of services as a member of the Pinecrest Board of Trustees and then as a member of the Pinecrest Trusts Committee we had purchased a plaque for him which was on display during this meeting.</p> <p>She reported attended the District MCF Meeting in Marquette on 2/8. She stated that is was she and Marquette County MCF and they discussed surveys and millage.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Hafeman, to approve the Administrator's report. Motion carried.</p>

	<p>She attended the Alzheimer's Support Meeting on 2/13, and the Water Authority Meeting and Pinecrest Trusts meeting on 2/21.</p> <p>She gave an annual report to the Board citing the value of each of the Trusts, the amounts of trust available to the Facility for use and the plans using the money, such as screening in the porches the Groves so the elders can sit outside in summer.</p> <p>There were no comments.</p>	
Comments from the Public		
Adjournment	The meeting adjourned at 2:47 p.m.	A motion was made by Trustee Hafeman, supported by Trustee Degenaeer, to adjourn the meeting. Motion carried.

Donna Schomin, Secretary

*Catherine Quinell*

Darlene Smith, Acting Secretary

*Darlene Smith 3-22-18*

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting  
MINUTES**

**715 Pyle Drive, Kingsford, MI  
February 22, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia		X	
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Roberge, Robert	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. McCarty, B. Ducoli, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked to amend agenda under new business after CEO report: Addition of updated Greenshades quote.

M. Hofer asked to amend the agenda under New Business: Addition of Board Questions before Vehicle bids, and Addition of Board Questions before CEO report.

**ACTION:** Moved to amend agenda under New Business as requested.

**Motion by:** M. Negro supported by J. Hafeman to approve amended agenda.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the February 8, 2018 regular Board meeting minutes.

**ACTION:** Moved to approve 2-8-18 regular Board meeting minutes.

**Motion by:** G. McCole supported by J. Dehn to approve the 2-8-18 regular Board meeting minutes.

J. Dehn requested clarification that Board had not already agreed to purchase new vehicles. A. Martin requested purchase amounts authorized by the Board be added to Greenshades approval in 2-8-18 minutes, and future approved purchase amounts be documented in minutes.

**Motion with correction carried unanimously.**

M. Zevitz arrived at 4:40 p.m.

**PRESENTATION** T. Wendt – Workforce Analysis

T. Wendt presented Northpointe's workforce data trends to the Board for Calendar year 2017. Miscellaneous questions addressed. J. McCarty presented recommendations derived from data. Request for additional data and cost information on recommendations. Miscellaneous questions addressed.

## ACTION ITEMS

- **Finance**

- a) FY16/17 Final Balance Sheet Income Statement

**ACTION:** A motion was made by G. McCole supported by M. Hofer to approve FY16/17 Final Balance Sheet Income Statement.

**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

## NEW BUSINESS (Discussion only)

- **Finance**

- a) Check Disbursement – January 2018

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

- b) Contract Grid 2-22-18 (Whispering Pines South, Bellin Psychiatric)

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

- c) Board Member Questions/Responses

M. Hofer requested itemized data on all NBHS vehicles in next Board packet and for discussion on next agenda. Strategic Plan vehicle maintenance goals discussed.

**Outcome:** Discussion item for next agenda.

- d) Vehicle bids

Recommended vehicles discussed. Summary of bids and destination of each vehicle will be included in next Board mailing for action. Miscellaneous questions addressed.

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

- e) Board Member Finance Questions - None

- Workforce Analysis – Full analysis of cost, if recommendations are implemented, requested.

**OUTCOME:** Discussion item for next meeting

- FY18 Budget & Financial Reporting

Misc. questions addressed.

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

- Board Bylaws and Board Policy Review

Minor grammatical errors corrections that do not change intent of documents.

**OUTCOME:** Action item for next meeting. To Remain as Action item for 30 days prior to vote.

- Board Member Questions

M. Hofer requested information on General Fund and to develop a plan to prevent a wait list.

Miscellaneous questions addressed.

**OUTCOME:** Presentation for next agenda.

- CEO Report

CEO Report provided to the Board. Board requested a copy of the National Core Indicator report.

Miscellaneous questions addressed.

- Greenshades quote

Discount inadvertently applied twice before Board approval on 2-8-18. Excess discount removed and

quote resubmitted for Board approval.

**ACTION:** A motion was made by M. Negro supported by R. Roberge to move Greenshades purchase to an action item at present meeting.

**ROLL CALL VOTE**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Dehn	X		Pasternak	X	
Hafeman	X		Hofer	X	
Peretto	X		Luhtanen	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X				

**ACTION:** A motion was made by M. Negro and supported by R. Roberge to approve purchase of Greenshades for \$15,346.22.

**Motion carried unanimously.**

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- NorthCare Board Minutes 1-10-18

**Outcome: Place on file.**

**PUBLIC COMMENTS** – None

**BOARD COMMENT**

M. Negro noted website contains outdated items.

G. McCole encouraged all members to read CMAH Friday Facts Page 4 from February 21, 2018.

**ADJOURN**

A motion was made by G. McCole supported R. Roberge to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:30 p.m.

The next regular Board meeting is scheduled for Thursday, March 8, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**March 8, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Peretto, Patti		X	
Roberge, Robert	X			Phillips, Patricia	X		
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. McCarty, B. Ducoli, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval of agenda. A. Martin requested the addition of telecommuting questions under new business after workforce analysis. M. Hofer requested vehicle fleet be moved to before vehicle bids under action item.

**ACTION:** Moved to approve amended agenda.

**Motion by:** A. Martin supported by G. McCole to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the February 22, 2018 regular Board meeting minutes. Correction to reflect A. Martin requesting dollar amounts for all approvals made by Board under Approval of Regular Board Meeting Minutes. M. Hofer requested change to wording under New Business Board Member Questions regarding waitlist. Change “strategies to develop a plan to avoid waitlist”.

**ACTION:** A. Martin Moved to approve the amended 2-22-18 regular Board meeting minutes.

**Motion by:** A. Martin supported by J. Hafeman to approve the 2-22-18 regular Board meeting minutes as amended.

**Motion with correction carried unanimously.**

**PRESENTATION** B. Ducoli, CFO-General Fund/Finance

Cost Summary from 1<sup>st</sup> quarter reviewed, including break down of costs charged to the general fund Review of FY16/17 total GF usage. Miscellaneous questions addressed.

J. McCarty presented a draft of the annual Financial Risk Management Plan due for approval by the Board later this year. Draft of UM Plan and Risk Management Plan also discussed.

**ACTION ITEMS**

• **Finance**

- a) Check Disbursement – January 2018

**ACTION:** A motion was made by G. McCole supported by J. Hafeman to approve Check Disbursement – January 2018

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Bellin Psych	Hospital	1/1/18 to 12/31/18	\$1311.25/day \$126.46 for Psychiatric diagnostic evaluation with medical services	\$1154.08/day \$144.14 for Psychiatric diagnostic evaluation with medical services	Decrease of \$157.17/day Increase of \$17.68 for Psych. Diagnostic eval/medical services
B.	Whispering Pines South	Residential	8/31/17 to 9/30/18	\$171.89/per diem	\$137.07/per diem	\$34.82/diem Decrease

- b) **Contract Grid 2-22-18 (Whispering Pines, Bellin Psychiatric)**

**ACTION:** Motion was made by J. Hafeman supported by M. Hofer to approve 2-22-18 Contract Grid

**Motion carried unanimously**

- c) **FY18 Budget**

**ACTION:** Motion was made by J. Hafeman supported by G. McCole to approve FY18 Budget Miscellaneous questions addressed.

**Motion carried unanimously**

- d) **Vehicle Fleet**

Discussion pertaining to location of vehicles, use of vehicles, cost of maintenance, gas costs etc. along with mileage reimbursements given as requested by Board. Miscellaneous questions addressed.

**Outcome:** Consensus of the Board is to review the Fleet Management Plan once complete.

- e) **Vehicle Bids**

Recommendations, Consumer Reports guide, and vehicle options discussed.

**ACTION:** A motion was made by G. McCole to approve purchase of the 3 recommended vehicles, which was not supported.

**Motion does not carry**

**ACTION:** A motion was made by A. Martin and supported by R. Roberge to approve the first 2 recommended vehicles and the Ford Fusion.

Kelly Stankevich, Administrative Assistant, conducted the roll call.

**ROLL CALL VOTE**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer		X	Roberge	X	
Martin	X		Zevitz	X	
McCole		X	Luhtanen		X
Negro	X				

Bidder	Make/Model/Year	Price
*Riverside	2017 Chrysler 200 LX	20,318.00
*Riverside	2016 Chrysler 200 Limited	21,214.00
Town & Country	2018 Ford Fusion SE	19,165.00

**Motion carried by Majority.**

**f) Board Member Finance Questions/Responses**

A. Martin deferred her questions to a phone call with B. Duoli next week.

- **Board Bylaws and Board Policy Review**

**Outcome:** To remain on Agenda until April 12, 2018 Board meeting (30 days).

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **Finance**

a) Financial Statement – January 2018

**Outcome:** Action item for next meeting

b) Contract Grid 3-8-18 (*Whispering Pines Powers lease*)

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

c) Board Member Questions/Responses

UM Plan discussion.

**Outcome:** Informational

- **Workforce Analysis** –Additional information presented as requested. Miscellaneous questions addressed.

**OUTCOME:** Additional information requested. Consensus of the Board is to move Recommendation 1 to an Action item at next meeting.

- **Telecommuting** - A. Martin requested answers to her questions be given in writing to all Board members.

**Outcome:** Discussion item for next agenda.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- National Core Indicator Report

**Outcome:** Place on file

**PUBLIC COMMENTS** –None

**BOARD COMMENT**

J. Luhtanen thanked G. McCole for his report on the CMHAM conference he attended.

G. McCole to report on new reimbursement opportunities for U.P. committee members attending CMHAM conferences.

J. Luhtanen urged members to support the PAC.

**ADJOURN**

A motion was made by M. Negro supported by P. Phillips to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:40 p.m.

The next regular Board meeting is scheduled for Thursday, March 22, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
November 27, 2017

Approved  
3/26/18

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

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

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

Approval of Previous Minutes: Motion by Bob Desjarlais to approve regular minutes of September 25, 2017 meeting; support by C. Peterson. Motion carried.

Public Comment: none present

Old Business:

- A) Marijuana regulations: State is writing rules although they are only "emergency" status at this time. The State of MI is still in a flux about how to handle the multiple issues of regulating this currently illegal (by Federal standards) Substance. Peterson had been to an MTA class which addressed some potential avenues for local Townships to deal with the issues. Language was drafted by MTA for a Resolution for an Opt-Out (or) Opt-In Ordinance.

New Business:

- A) COUNTY MASTER PLAN – 5 year Review is due in 2018. By consensus, it was determined that new copies of the County Master Plan should be provided for each of the PC members at the next meeting. Then after members have had an opportunity to review the document; a plan to renew or upgrade the document would be discussed depending on the nature of the revisions needed.

Next Meeting Date: **Monday, January 22, 2018.** (OR to be called as needed)

Adjournment: Motion by B. Desjarlais to adjourn, support by B. Anderson. Motion carried.  
Meeting adjourned at 5:25 pm.

Minutes Submitted by:

Charlene Peterson, Secretary  
Menominee County Planning Commission

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
November 27, 2017

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

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

Approval of Previous Minutes: Motion by Bob Desjarlais to approve regular minutes of September 25, 2017 meeting; support by C. Peterson. Motion carried.

Public Comment: none present

Old Business:

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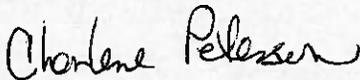
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Next Meeting Date: **Monday, January 22, 2018.** (OR to be called as needed)

Adjournment: Motion by B. Desjarlais to adjourn, support by B. Anderson. Motion carried.  
Meeting adjourned at 5:25 pm.

Minutes Submitted by:



Charlene Peterson, Secretary  
Menominee County Planning Commission

APPROVED 3-26-18  
chp

# Menominee County Parks and Recreation Committee

Meeting Minutes – March 5, 2018

*approved 4-4-18*

The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at the Annex in Stephenson.

**Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Vola Bleile, and County Commissioner Larry Phelps. Excused were County Administrator Sherry DuPont. Excused were Mike Kass & Commissioner Bill Cech. Others present were Jim Quist, Karen Kayser, Judy Bright, Glen Hanson and Jerry Pische-Piche.

**Approval of agenda:** Bob Desjarlais amended the agenda by adding Menominee Township. Motion by Vola Bleile to approve the amended agenda; support by Kathy Branz. Motion carried.

**Minutes:** Motion by Dick Peterson to approve the February 5, 2017 minutes; second by Larry Phelps. Motion carried.

**Public Comments:** None.

## Business:

- a. Recommendation to the County Board on lawnmower for the parks: A motion by Dick Peterson to recommend to the County Board to purchase the Hustler#936286 for \$7,399.99 due to the construction of the lawnmower and they were willing to subtract another \$50 off if the county were to purchase another lawn mower supported by Kathy Branz with all in favor.

Jim Quist presented a quote to purchase 68 bouys \$770 and 450' of rope \$185 for a total of \$955. A motion by Vola Bleile to recommend to County Board to purchase the bouys and rope supported by Kathy Branz with all in favor.

- b. Judy Bright, Menominee Township Planning Commission: Judy stated they are looking for a Department of Natural Resource grant to improve the area by the baseball diamond. They are adding a pavilion, walkways, benches and a portable bleacher. They would like a letter of support. Bob Desjarlais and Kathy Branz will supply the letter of support. All were in favor.

### c. Other Discussion Items:

- Wind Rose North Sponsored Kayak Fishing Derby June 9<sup>th</sup> and 10<sup>th</sup> at Shakey Lakes Park: Zach stated this is the furthest Kayak fishing derby north and expects a good turn out. Two kayak vendors, Old Towne and Native Water Crafts, will be present with 12 kayaks. He will have more information in April. It was suggested to contact Colleen at Polka Polka Polka to add to the Parks ads as well as other social media (County website, and Colleen's website). Zach is putting it on his website and is targeting the Green Bay and Appleton area. The Fair Building will be used for display if needed.
- Parks Agenda – Parks Secretary: Sherry stated she does not have time to do the parks agenda and asked if the Parks Secretary would be

responsible. Kathy Branz said she would do the agenda – any information should be addressed to her. Sherry will still provide the financials.

- **County Fair Grant Submittal – Electrical rewire of Fair Building:** A copy of a grant submitted to the Michigan Department of Agriculture for rewiring of the Fair Building in the amount of \$68,000 was presented. A letter attached stated that it was a 50/50 grant and the County had the money in the Parks Budget, \$34,000, to meet the agreed 50%. After much discussion regarding this grant being signed and sent out when we already had a bid for \$11,615. Bids presented to the County were opened on February 5<sup>th</sup> which were sent out in January and the \$11,615 from Solander's was accepted. Jerry Piche stated he called \_\_\_\_\_ Tebo and she did not know anything about it. This was tabled until the next meeting until more information is available. Jerry Pische Piche and Glen Hanson were given copies and it will be discussed at the Fair Board Meeting. Bob Desjarlais and Kathy Branz will also attend the meeting.

- d. **2017/2018 Monthly Budget Review:** Bob Desjarlais asked Sherry DuPont to include the carry over amounts from 2017. The reports show we had \$52,971.60 in the Park Improvement Fund (#220) and \$84,109.49 balance in the County Parks (#208).

8. **Correspondence:** None

9. **Public Comment:** Dick Peterson presented a copy from the DNR regarding Shakey Lakes which was last updated in 1982. This will be looked into and see who to update the information with. Karen Kayser stated the date for reservations is April 23. There are 5 sites that were not renewed on the seasonal but she will start calling from the list of approximately 80 names. She also stated there are 8 taken for the season at Kleinke, two of which are for only 1 month.

Bob Desjarlais and Kathy Branz will apply to Hannahville for two grants one for \$8,000 for the Fair Building Electrical showing \$3,615 committed and \$5,000 for the Handicap camping pedestals with a committed amount of \$1,300.

A motion to adjourn by Vola Bleile supported by Larry Phelps at 7PM with all in favor.

**Menominee County Park & Recreation Committee  
c/o Menominee County Administrator  
839 10<sup>th</sup> Avenue  
Menominee MI 49858**

April 4, 2018

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

Dear Commissioners:

At the Menominee County Parks and Recreation Committee meeting last night it was brought to our attention that we could use one more part time person for the Parks.

A motion was made by Bob Desjarlais to add one more part time Parks personnel, in addition to the two that are being advertised for, to be split between office and maintenance. This motion was supported by Dick Peterson with all in favor. (This would be a total of 3 part time being advertised for.)

Thank you for your consideration of this request.

Sincerely,

Kathy Branz  
Parks & Recreation Secretary

## Menominee County Parks and Recreation Committee

Meeting Minutes – February 5, 2018

approved  
3/5/18

The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at the Annex in Stephenson.

**Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Mike Kass County Commissioners Bill Cech and Larry Phelps and County Administrator Sherry DuPont. Excused were Vola Bleile. Others present were Jim Quist, Karen Kayser, Collen Van Ells (Morning Dove Productions), Noreen Johnson, Kathy Coppock and Jerry Pische.

**Approval of agenda:** Motion by Kathy Branz; support by Mike Kass to approve the agenda. Motion carried.

**Minutes:** Motion by Mike Kass to approve the December 4, 2017 minutes; second by Dick Peterson. Motion carried.

**Public Comments:** Noreen Johnson reported that since the last meeting, they received an anonymous donation of \$18,000 to help the cost of the septic system and new building at Bailey Park. They hope to do the septic system and pour the slab with these funds in the spring. Kathy Coppock stated her husband is thrilled with the no motorized vehicles on the beach sign. They seem to be working.

### Business:

- a. Colleen Van Ells – Morning Dove Productions presented her ideas for the 2018 TV ads. She passed out a handout with the background of Polka! Polka! Polka! and stated a lot of listeners are now recording the show and sending it to family members and friends across the US. This is spreading our advertising way beyond expectations. The promotional ads for the Menominee County Parks & Campgrounds start the first Sunday in April and run for 26 weeks.

Colleen spoke with Eric and Lori from the Fair Board and wanted to know how we wanted to incorporate the Fair into our ads. She stated these could be separate ads for the Fair if they wanted to pay for the ads.

Colleen also stated they have a very active Website and have incorporated YouTube on the web. These ads are now going to be shown to viewers of the YouTube which will supply even more exposure.

Bill mentioned that the rustic camping should also be mentioned.

Dick mentioned that with the electrical updates we can now accommodate campers over 35' and up to 50'.

Colleen stated there will be no charge for YouTube at this time. Bob asked that a calendar of events be placed on the YouTube or website stating what is available each weekend – Michigan free fishing, Fair, Kayak fishing, and any other events taking place.

A motion by Mike to recommend to the County Commissioners to pay the invoice for Morning Dove Productions supported by Kathy. All were in favor.

- b. Election of Officers: Bob turned the meeting over to Sherry. A motion by Dick to nominate Bob as Chairman supported by Kathy. No other nominations – all were in favor. Bob Desjarlais is Chair. Sherry then turned the meeting back to Bob.

A nomination by Bill for Dick as Vice-Chair supported by Mike. No other nominations – all were in favor. Dick Peterson is Vice-Chair. A nomination by Bill for Kathy as Secretary supported by Mike. No other nominations – all were in favor. Kathy Branz is Secretary.

- c. Parks Committee Bylaws/Charter/rules & policies: A motion by Larry to move forward until the next meeting supported by Mike. All in favor.
- d. Park Rules: A motion by Larry to move forward until the next meeting supported by Mike. All in favor.
- e. Opening bids for the following RFQ's:

- Lawnmower for parks:

Linsmeier, Menominee Implement,	Model 329B	\$8,480.40
(Both Grasshopper)	Model 227VEFI	\$6,938.10
Jake's Sales, Beaver Wi –	Hustler Model 936286	\$7,399.99
	Hustler Model 938050	\$5,599.99
Menominee Ind. Supply (Men.)–	Pro Turn Model 992269	\$9,243.04
Cozzys, Marinette – (5yr war or 1400 hrs)		
	Toro Model 74960-6000	\$9,779.00
Mid County Small Eng,(Steph)	SnapperPRO S200xt	\$7,500.00
Northgate, Escanaba	John Deere Z950M Ztrak	\$8,300.00
	John Deere (same) w/mulch on demand	\$8,900.00
Riesterer & Schnell, Pound	John Deere Z950M Ztrak	\$8,480.00
	John Deere Z945M EFI	\$8,741.00
Ward's, Dollar Bay Wood's	FZ28K WOOW	\$14,900.00

A motion by Bob for Dick and Jim to narrow down to 3-4 bids to be decided in March supported by Kathy with all in favor

- 2 – dual 50 amp Pedestals on big blacktop

Twin City (4 pedestals needed)	\$14,515.00
Solandars Electric (4 pedestals)	\$6,300.00
First Contracting	\$15,900.00

A motion by Dick to recommend to the County Board, Solander's at \$6,300 supported by Kathy with all in favor.

- Rewire Fair Building with a 200 amp service and new lights
- |   |             |
|---|-------------|
| Twin City   | \$14,110.00 |
| Solander's 25 receptacles 6 LED lites, storage area | \$11,615.00 |
| First Contracting                                   | \$14,900.00 |

A motion by Dick to recommend to the County Board Solanders at \$11,615.00 supported by Mike with all in favor.

f. 2018 Parks price list – question regarding gift certificates. A motion by Bob to follow the price list as is and no gift certificates supported by Mike with all in favor.

g. Other Discussion Items

- Timber Cutting Update: Jim reported that Shakey Lake's is done. There are approximately 4 loads to haul. Jim said it looks really good where they are done. They have not started anywhere else as of yet.

- Annual Park Passes-Availability of passes prior to first of year (Christmas gifts) Consensus to leave as is, as you do not know who the pass is for re: Senior price vs Regular price.

- Left over firewood: General discussion not a good idea at this time. Bob also stated it was part of the cutting agreement to leave the brush piles for small species.

Bailey deed was also questioned at this time if we could cut. Noreen stated the deed was done in 1923 along with Kleinke and River and stated there needed to be upkeep of the parks and improvements. As the cutting is to be done for walking trails on the West side of Bailey this should suffice. Sherry said she will check into the deed.

h. 2017/2018 Monthly Budget Review: Check the total paid for the timber and the breakdown by park to be removed from the budget and put under Timber Cutting. The sheet for the Improvement Fund Balance was missing and Sherry will send that out. A motion by Mike to approve the budget supported by Bill. All in favor.

8. Correspondence: None

9. Public Comment: Zach, from Wind Rose North Outfitters said he attended a Fishing Derby at Mason Park. There were 55 registered fishermen and over 100 people present. They had food, gave away an ice auger and flasher. The purpose was to break even and find the interest in the sport. Mason Park has a great opportunity to

promote fishing. Larry Smith Outdoors – Green Bay would be a good source for promoting this.

He stated that fishing in Menominee County is a very large draw to the tourist, both winter and summer. The area supports bass and walleye fishing but is lax in pan fish such as blue gills, perch, sun fish and crappie. He said he would like to see language in our five year plan to support fishing, as well as in the Counties Five Year Plan. Next month he will bring in a formal statement to include in our plan.

Kathy stated that the DNR still had some grant money available and would look for the web site and send it to Larry.

We are still looking at a date for the Kayak Fishing Tournament based on the light weekends that Karen indicated. Pick a date so we can get it to Colleen for promotion.

Charlene stated it is on the Agenda to review the County Master Plan this year.

Larry said the reason Zach was here is Larry is on the Economic Development and he felt this was a great opportunity to promote growth in the County.

A question came up on why fees are not charged in the winter for park usage. The biggest reason is it is not worth it because people then start accessing the parks through private property.

The DNR is now checking scales on the fish in Michigan Lakes to check on the aging of different species.

Bob stated that Vola has been reappointed to the Parks and Recreation Committee for 3 years.

A motion to adjourn by Mike supported by Kathy at 8:35PM with all in favor.

Menominee Regional Airport Committee  
Minutes of Meeting  
December 19, 2017

\*\*\*\*\*APPROVED\*\*\*\*\*

The Menominee Regional Airport Committee met on December 19, 2017 at 4:00 PM at the Menominee Regional Airport, Conference Room.

**Call Meeting to order:** Chairperson Schei called the meeting to order at 4:00 PM

**Pledge of Allegiance:** Recited by all

**Roll Call:** Coms. Schei, Meintz and Gromala - all present

Also, present at the meeting were Jeff LaFleur, Sheriff Ken Marks

**Approval of Agenda:** Motion to approve by Com. Meintz, Seconded by Com. Gromala – 3/0

**Approval of Previous Minutes –September 19, 2017:** Motion to approve by Com. Gromala, Seconded by Com. Meintz – 3/0

**Public Comment:** None

**Presentations:** None

**Business:**

**1. Financial**

**Month-End Budget Status:** **Com. Schei:** Final budget figures are in this month. The audit will be starting and will be completed by March 2018. **Com. Meintz:** questions how much fuel we have on hand. **Jeff:** I just filled the tanks with 4000 gal. **Com. Schei:** That's listed under the Manager's report on the agenda. **Com. Meintz:** Well, it affects the budget in that the tank is empty showing that there was fuel sales, but there's also the expense to fill it. **Jeff:** The invoice is due to be paid the next pay cycle.

- 2. Airport Sponsorship Status:** **Com. Schei:** It was announced in the paper and at the last CB meeting that we have official sponsorship approval from MDOT/Aero and the FAA. They will be sending a letter stating our sponsorship. This letter will be put on file in the County Clerk's office and we'll send the Marinette County Clerk a copy.

This means the Menominee County is the official owner of all the land and official sponsor for grants and FAA sponsorship going forward. It also involves the name change to Menominee Regional Airport – which is in process. MDOT will be taking care of most of the internet and directory changes. Sherry will be handling local changes – i.e. Chamber of Commerce. Jeff will have to handle the changes on the internet flight services. The call letters remain the same MNM – it's just the name that needs to be changed that goes along

with it.

### 3. Manager Report

**Fuel Sales: Jeff:** Fuel sales were fairly good. People move when the weather cooperates. Jet fuel – corporate people are done flying, for the most part, until after the holidays.

**Activity: Jeff:** Again, this also depends on the weather. It could be better – it's been hit or miss – between snow storms.

**Courtesy Van: Com. Schei:** We put money in the new budget for a used van. Jeff got the van repaired for under \$1000.00. **Jeff:** The body is better than anything else that we've seen out there. So, I went and got it repaired for around \$600.00. **Com. Schei:** Is it mechanically sound to drive? **Jeff:** Yes, except the turn signal doesn't cancel itself after completing a turn.

**Snow Storms: Com. Schei:** I just want to make a comment that with this last snow storm, Jeff was out plowing/scraping/grating runways through the night. Because we can't use salt on the runways, Jeff has to keep up with it so they don't ice up. We have more snow forecasted and temperatures around zero at Christmas. It's going to be a big job to keep the runways open and free of ice.

**4 Review of RFQ's for Airport Engineer/Consultant: Com. Schei:** As you know, we put out the advertisement for Consultants for the Airport. The deadline was Thurs. (12/14/17) at 3pm. Jeff received 2 proposals ~ the first is from Mead & Hunt (current consultant) had to resubmit; because the FAA requires, with the name change, they resubmit a proposal; the second is from QOE.

The normal procedure to select/reselect a consultant, by law, must be a separate meeting consisting of at least 3 people. We are going to have 5 ~ the 3 Commissioners on the Committee, Jeff and an Engineer/Planner. Jeff's going to contact Valarie Mellon (City Engineer) to see if she would like to participate. There is a scoring process that has to be completed and compiled in order to choose the best consultant. The panel will then recommend their choice of consultant to the County Board for approval.

Charlie, you've gone through this before, what are your thoughts? **Com. Meintz:** It's a pretty simple process, really. It seems more complicated than it really is. **Com. Schei:** This should be a pretty straight forward process. Once the consultant is chosen, the first thing that needs to get done is the ALP (per FAA/MDOT), in order to be able to get started on the grant submission for monies held in escrow for us (\$150,000.).

**5. Discussion Airport Security Plan Update: Com. Schei:** As you know, the CB has issued a letter of intent to where Sheriff Marks will be in charge of security issues at the Airport. Ken, would you give us an update on what's happen to right now? **Ken:** We have are currently getting an upgrade on our camera system at the jail. The current system runs great, it just can't handle the amount of data we need it to hold. So, I'm thinking we can transfer and utilize the older system at the Airport. I'm not sure when this can take place, but once our new updated system is completed, the Airport is more than welcome to have it – it's a rack system and should be stored in a cool, dry area. **Com. Schei:** We purchased cameras for the front gate, but

they were never installed because of the 9<sup>th</sup> St. project. But now that that project is somewhat complete, we can work on getting them installed. **Ken:** I've been working with Richard Sexton regarding security issues with the ramp at the terminal. There is major concerns with Marinette Marine and us regarding this when Admirals, CEO, etc. land at the Airport. The one thing is the cameras. The other idea is using Jersey Barriers to tighten up the ramp (the run 5 ft. long and weigh 2000 lbs. ea.). We approached MMC about a partnership in that area ~ use of the jersey barriers on the ramp at the terminal. They were very excited about teaming up with us and will provide us with them at no cost (just a cost to move them). They plan on giving us approx. 12 of them (approx. 24,000 lbs.). It has gone through the channels and MMC and have been approved. We can pick them up any time and don't have to be returned. **Com. Schei:** That's great, this is a donation, no cost to us. Jeff will get in touch with Plutchak to work out pick up plans, once they're here and the weather breaks, we can move forward with our security plan. **Ken:** The last thing is to talk about new Gate Key Cards, what the status on that? **Com. Schei:** Jeff has received the new key cards. They will be distributed once the tenants sign the new lease agreement. The card will be issued and registered to the owner only, so we can monitor its use. Ken is in charge of the entire security plan for the Airport as a whole and will be working with Jeff on this.

**6. Discussion of Operational Agreement:** **Com. Schei:** Business people providing services (FBO) on airport property – like servicing/working on a plane – need to have an FBO agreement signed along with liability insurance and workman's comp. coverage. We have a couple of documents that we're going to send to Stoker to clean up to use for such an occasion. We need to know who is doing work/services on Airport property (per FAA/MDOT regulations) and they must have liability and workman's comp. coverage. Once Stoker gets the document back to me, we can recommend to move it forward to the CB for approval. **Ken:** Yes, we do need to know who is doing work/services on Airport property – because of liability issues, in case there is an injury. We need to make sure they have liability & workman's comp. certification submitted to the Airport Manager along with this form. **Com. Schei:** This form will be filled out by any FBO/Service for Profit, Non-Profit Business, LLC, Subleases, Flying Clubs & their members, Flight Instruction Schools (there are specific FAA regulations must be met & followed) and the Civil Air Patrol. We need to make sure we are in compliance by having this paperwork filled out along with Certification of Liability & Workman's Comp. coverage.

**7. Solicit proposals:** Need to solicit proposals for a new diesel fueled lawnmower for the Airport (leased or purchased): **Com. Schei:** We are looking at soliciting proposals for a new diesel lawnmower to lease or purchase. The plan is to use any leftover money from the courtesy van repair. Jeff only used a couple thousand dollars, so whatever's left could be used to purchase the lawnmower. **Com. Meintz:** We should also look at the gas side of it, too. Diesel would cost about 3 thousand dollars more. **Com. Schei:** Well, we get government discounts that would be around 3 thousand dollars, too. We don't have anywhere to store gasoline on Airport property. The van and pickup are the only vehicles that use gasoline. **Com. Meintz:** Well, we should go out and get prices for it, then. **Com. Schei:** We have a couple of vendors that handle diesel engine lawnmowers. Steve, you have any comments? **Com. Gromala:** I'd rather purchase than lease, but that just my opinion. Diesel might have its advantages. Funding for it – using money set aside for the van really isn't a good thing. The taxpayer may wonder why money earmarked for a van is being used for a lawnmower. **Com. Meintz:** I still think we need to get pricing and maybe the cost for having it contracted out. **Ken:** The Road Commission has inmates cut their lawns – that might be another way to go.

**Com. Schei:** Contracting out and using inmates would open another can of worms, regarding compliance with MDOT/FAA. I don't even want to go there right now.

**Public Comment – Terry Glimm –** I just want to caution you on your Consultant selection. We had issues with ours – helicopter pad too close to fuel tanks – we park snow plows there now. I brought a sample of the Flight School Inspection Report that we use. It may help with Ciochetto incident. You might want to check who can legally drive your courtesy van. MMRMA requires that only an employee of the county can drive the courtesy van.

**Commissioner Comment – Com. Schei:** As far as the courtesy van, I know that we made sure that all the "T's" were dotted and "T's" crossed on this, regarding who can drive it; but we'll double check it.

**Next meeting date: Com. Schei:** Normally, our meetings fall on the third Tuesday of the month, but the Reorganization Meeting is scheduled for January 9, 2018. In the meantime, we'll go ahead and schedule the next meeting for January 16, 2018 at 4 pm.

**Adjourn:** A motion was made to adjourn by Com. Charlie Meintz and seconded by Com. Gromala. The motion was approved 3/0. Meeting adjourned at 6 pm.

Menominee Regional Airport Committee  
Minutes of Meeting  
January 4, 2018

\*\*\*\*\*APPROVED\*\*\*\*\*

The Menominee Regional Airport Committee met for a Special Meeting to selection an Airport Consultant firm and forward recommendation to the CB for approval at the Menominee Regional Airport, Conference Room, on January 4, 2018 at 11 am.

- A. **Call Meeting to order:** Chairperson Schei called the meeting to order at 11:00 AM
- B. **Pledge of Allegiance:** Recited by all
- C. **Roll Call:** Coms. Schei and Gromala – present, Com. Meintz – excused absence. Also present were Jeff LaFleur, Valerie Mellon and Cassie Sturos, Eagle Herald, Mike Borta, QOE and Dan Kehoe, Mead & Hunt
- D. **Approval of Agenda:** Motion is on the table to amend the Agenda to include Jeff LaFleur and Valarie Mell as part of the Selection Committee. A Motion to approve this amendment to the Agenda made by Com. Gromala, seconded by Com. Schei. Motion carried. A Motion to approve Agenda as amended by Com. Gromala, Seconded by Com. Gromala. Motion carried.
- E. **Approval of Previous Minutes:** None available
- F. **Public Comment:** Mike Borta, Project Manager with QOE introduced himself to let everyone know he would be the Project Manager, if QOE is selected. Dan Kehoe, Engineer and Project Manager with Mead & Hunt introduced himself as the current Engineer and Project Manager for Menominee Regional Airport and hopes to continue working as the Airport's Engineer/Consultant.
- G. **Amendment to Agenda:** Include Jeff LaFleur, Interim Airport Manager and Valerie Mellon to the Selection Committee. A motion to include Jeff and Valerie in the Selection Committee, moved by Com. Gromala, seconded by Com. Schei. Motion carried.
- H. **Discussion/Selection/Recommendation, for an approved Airport Consultant Services, to the County Board – Com. Gromala:** We are just doing a selection to recommend to the CB. **Com. Schei:** Yes. The plan, today, is to go through the selection process for an Airport Consultant. Our recommendation will then move forward to the CB for approval. The FAA, because of the change of ownership/sponsorship, requires to us to go through the selection process to hire an Airport Consultant (as if we are starting new/fresh). *The Selection Process will follow the requirements as set forth by MDOT/FAA. Some requirements are listed out as follows:* **Com. Schei:** Now, requirements for this Selection Committee are: at least a 3+ member committee, at least 2 Commissioners, 1 Engineer and

we're adding the Interim Airport Manager. There is a rating and a weight system used to score, which is then multiplied to come up with a total score. Today's selection is between QOE and Mead & Hunt ~ both were received by the deadline. Our final decision will then be forwarded to the CB (January 9, 2018) for approval. The paperwork would then be filled out and sent to MDOT & the FAA. Jeremy Riley, a representative from MDOT, will then take care of the paperwork. **Jeff:** To be fair to everyone, we need to decide whether Com. Meintz' score sheet will be used, because it's basically useless if we are going to use rank/weight scoring system. **Com. Schei:** Let's vote on how to do the scoring. Just weights, just rank or both. *After the vote, the committee decided to use both rank and weight – rendering Com. Meintz scoring sheet unusable!*

*Com. Schei went through each item to get a consensus from everyone as to what the weight (of "importance") of each category should be. Each member to time to fill out the score sheet. Discussions/questions were addressed for a period of time.*

*After discussions/questions and tabulations, a choice as to which consultant was chosen was made.*

**Com. Gromala:** Selection process was difficult because there were only 2 candidates that responded. **Com. Schei:** Yes. Now, going through the tabulations, it looks like Mead & Hunt came out on top. I can go through each one, if you like. **Com. Gromala:** I don't think that's necessary, at this time. **Com. Schei:** So, Mead & Hunt is the official high point winner and following the agenda, we need to move to make a motion to recommend Mead & Hunt as the Airport's consultant to the CB for approval– **Com. Gromala:** I so, move, seconded by Valerie. Motion carries.

- I. **Public Comment – Dan Kehoe (M & H):** thanks for this opportunity - Mike you were a worthy competitor. **Mike Borta (QOE):** I would also like to thank you for this opportunity and Dan, you are also a worthy competitor.
- J. **Commissioner Comment – Com. Gromala:** I just would like to restate that this was a difficult because they were both very comparable.
- K. **Adjourn:** A motion was made to adjourn by Com. Gromala, seconded by Jeff at 12:30pm

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>UPACC Spring 2018 Conference</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	Discuss interest in attending this conference
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**UPACC Spring 2018 Conference  
Island Resort & Casino  
Harris, MI**

**Registration Form**

**May 10-11, 2018**



U.P. Association of County Commissioners

Name Steve Gromala

Name Jason Carnion

Name Jan Hafeman

Name Larry Schei

Name Bernie Long

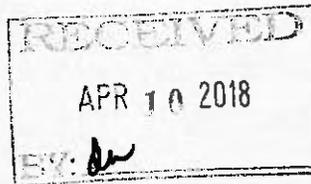
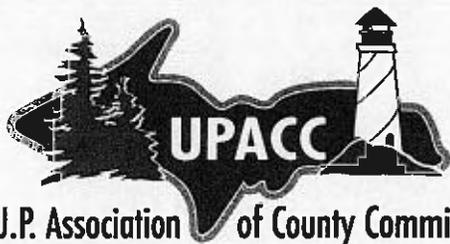
Name \_\_\_\_\_

		RATES			
COUNTY	NUMBER ATTENDING	EARLY BIRD *	GROUP RATE * Must be 3 or more Registrations	AFTER April 26th	TOTAL DUE
_____	_____	\$70.00 each	\$60.00	\$100.00 each	\$ _____

**MAKE CHECKS PAYABLE TO:**

U.P. Association of County Commissioners  
P.O. Box 606  
Escanaba, MI 49829

Please include payment with registration. Registration and payment are due no later than May 3, 2018. No refunds will be issued after this date.



P.O. Box 606  
2501 14th Avenue South  
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853  
[www.upcap.org](http://www.upcap.org)

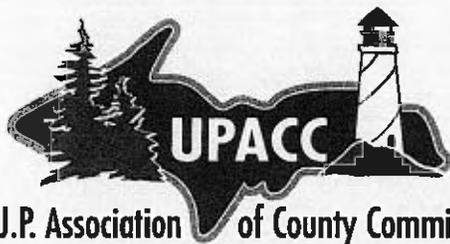
**To:** County Clerks and/or Administrators  
**From:** Jonathan Mead, UPCAP Executive Director  
**Subject:** UPACC Spring Conference – May 10 & 11, 2018  
**Date:** April 3, 2018

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Enclosed is a registration form for the May 10 & 11, 2018 UPACC Spring Conference. Please complete the registration form and return it with payment by May 3, 2018 to U.P. Association of County Commissioners, P.O. Box 606, Escanaba, MI 49829.  
***Please note: \*\*You can also register online at [www.upcap.org](http://www.upcap.org).***

If you have any questions, please feel free to contact my Assistant, Tracy Lektzian at the UPCAP office (906) 786-4701.

JM:til  
Encl.



P.O. Box 606  
2501 14th Avenue South  
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853  
www.upcap.org

**To:** Upper Peninsula County Commissioners  
**From:** Jonathan Mead, UPCAP Executive Director  
**Subject:** UPACC Spring Conference – May 10 & 11, 2018  
**Date:** April 3, 2018

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Preparations are being finalized for the Upper Peninsula Association of County Commissioners' (UPACC) Spring Conference to be located at *Island Resort & Casino, Harris, MI* beginning with registration at 12:15 on Thursday, May 10<sup>th</sup> and ending at approximately 11:00 a.m. on Friday, May 11<sup>th</sup>. **\*\*Please note all times are Eastern Time.**

A preliminary agenda is currently being worked on and will be available on our website along with the minutes of the October 2017 Conference.

A group of rooms has been set aside for those individuals who wish to have overnight accommodations at *Island Resort & Casino*. **You must call 1(800) 682-6040 no later than April 26, 2018, to secure room reservations.** To get the conference room rate (\$70.85 single or double occupancy); indicate that you are with UPCAP – Commissioners Block #12H2YV). *Accommodations include \$5 promo cash; \$5 bingo coupon; \$5 meal coupon; \$5 drink coupon and a \$5 coupon good on any service at the Drift Spa.* Check-in is 4:00 p.m. – Check out 11:00 a.m.

A registration form has been sent to your clerk and/or administrator. They are required to register individuals from your county prior to May 3, 2018. The Conference **early bird registration fee is \$70.00** – which includes **Thursday night hospitality/dinner and Friday morning breakfast.**

**Again, you are responsible for your motel reservations.**

JM:til  
cc: County Clerks

# U.P. Association of County Commissioners Spring Conference

**Island Resort & Casino  
Harris, Michigan**

**1:00 p.m. ET  
May 10-11, 2018**

## "Draft" Agenda

### Thursday, May 10, 2018

- 12:15 p.m.    **REGISTRATION**
- 1:00 p.m.    Call to Order / Welcome ~ UPACC Chairman  
                  Pledge of Allegiance
- 1:05 p.m.    Human Trafficking 101~ Marlene Mottes, Victim's Advocate - US Dept. of Justice
- 1:50 p.m.    MERS Update ~ CFO Leon Hank
- 2:30 p.m.    **BREAK ~ Sponsored by UPCAP**
- 2:45 p.m.    Opioids ~ Eryn Hurley, Assoc. Legislative Director—Human Services & Education - NACO
- 3:30 p.m.    Michigan Medical Examiner System ~ Khadija Swims, Senior Community Health Consultant  
                  - Michigan Public Health Institute
- 4:15 p.m.    Mental Health Jail Diversion Project ~ Panel Discussion
- 5:00 p.m.    **Hospitality Hour ~ Sponsored by 44 North**
- 6:00 p.m.    **Dinner**

### Friday, May 11, 2018

- 8:30            **Breakfast**
- 9:00            MAC Update & Legislator Forum
- 10:30          UPACC Business Meeting

*Received  
4/19/18*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	MSU Extension Agreement - 2017-18
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Discuss MSU Extension Agreement	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

04/19/2018  
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):

## AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on \_\_\_\_\_ by and between Menominee County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

**NOW THEREFORE** in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

**A. MSUE will provide:**

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

**B. The County will Provide:**

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
  - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
  - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
  - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
  - d. Access to space for delivering Extension programs.
  - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

**0.5 FTE County employed Clerical Support Staff**

*Optional:*

4. Funding for additional Extension educators at **\$0**.
5. Funding for additional 4-H program capacity **0.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**

7. Total Annual Assessment in the amount of **\$73,481.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI 48824

**C. Staffing and Financial Summary**

A. Base Assessment (includes 0.5 FTE 4-H Program Coordination) **\$42,372.**

**ADDITIONAL PERSONNEL**

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0.
C. 0 FTE Educator (Program Area: )	\$0.
D. 0.5 FTE Additional 4-H Program Coordination	\$31,109.
E. 0.5 FTE Additional paraprofessional staff	\$0.

**TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2018: \$73,481.**

**I. Term and Termination**

The obligations of the parties under this Agreement will commence on October 1, 2017 the first day of the County budget year 2018 and shall terminate on the last day of such County budget year 2018. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Menominee, 839 10th Ave, Menominee, MI 49858, if to the County.

**II. General Terms**

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of

this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.

5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification:** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF  
MICHIGAN STATE UNIVERSITY**

By: \_\_\_\_\_

Evonne Pedawi  
Contract & Grant Administration

Its: \_\_\_\_\_

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

**Menominee COUNTY**

By: \_\_\_\_\_

Print name: \_\_\_\_\_

Its: \_\_\_\_\_

(title)

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

**Appendix A**  
**Technical Standards for County Internet Connections**

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255  
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)  
35.9.160.36 (1935,443) (authentication)  
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)  
35.9.83.132 (all) (vpn.msu.edu)  
35.9.81.150 (zoom.msu.edu)  
35.9.121.189 and 190 (443) (SharePoint)  
35.8.200.57 (80 and 443) (SharePoint)  
35.9.121.221, 223, and 225 (443) (Exchange)  
35.8.200.56 (80 and 443) (Exchange)  
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)  
35.8.201.200 (443 TCP) (Lync)  
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP – 135, 137-139, 2701-2704, 49152-65535)  
35.8.200.58 (80 and 443) (Lync)  
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199  
MSUE.anr.msu.edu – 35.8.201.199  
Events.anr.msu.edu – 35.8.200.220  
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220  
Expression Engine – 35.8.201.215  
Web Hosting environment (other ANR websites) – 35.8.201.217  
Master Gardener (External) – 128.120.155.54  
Extension.org (External) – 152.46.27.147  
Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to [support@anr.msu.edu](mailto:support@anr.msu.edu), where they will be routed to the best person to assist you.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Resolution 2018-16 To Adopt Monthly 9-1-1 Surcharge within Menominee County</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Discuss Monthly 9-1-1 Surcharge within Menominee County	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

04/19/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### **RESOLUTION 2018-16 RESOLUTION TO ADOPT MONTHLY 9-1-1 SURCHARGE WITHIN MENOMINEE COUNTY**

**WHEREAS**, under MCL 484.1714 (1) (g) the State 9-1-1 Committee is required to provide notice to communications providers of the 9-1-1 surcharges in Michigan; and

**WHEREAS**, this includes the counties' 9-1-1 operational surcharge, the state 9-1-1 surcharge, and the monthly prepaid surcharge; and

**WHEREAS**, surcharge guidelines set by the State of Michigan are:

- Counties may raise or lower their surcharge collection amount once annually.
- Modifications to the surcharge collection amounts go in to effect on July 1<sup>st</sup> each year.
- Counties requesting to raise their current surcharge, not to exceed voter approved cap, must do so by commissioner resolution.
- Resolutions must be to the State of Michigan by May 15<sup>th</sup> each year.
- 2 percent of the counties surcharge is retained by the telephone companies as a technical cost.
- Under the terms of Michigan Public Service Commission U-15489 Menominee County can collect a maximum of \$2.12 by approval of a County Board Resolution.

**THEREFORE BE IT RESOLVED**, that the Menominee County Board of Commissioners hereby determines the Menominee County 9-1-1 Surcharge shall continue at \$2.12 effective July 1, 2018 through June 30, 2019; and

**BE IT FURTHER RESOLVED** that the Board Chairman is authorized to sign the necessary documents on behalf of the County and that the County Administrator is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_ to immediately adopt the resolution as presented.

\_\_\_\_\_  
**Gerald Piche - Board Chair**

\_\_\_\_\_  
**Marc Kleiman – County Clerk**

\_\_\_\_\_  
Date

*Bernie Lang      Gerald Piche - Chairman      William Cech – Vice Chairperson      Jan Hafeman*

*John Nelson      Larry Schei      Charlie Meintz      Steven Gromala      Larry Phelps*



## Menominee County Central Dispatch

2509 10<sup>th</sup> Street, Menominee, MI 49858

Phone: (906) 863-6614, Fax: (906) 863-7704

Brian Barrette, E-911 Director, [bbarrette@menomineeco.com](mailto:bbarrette@menomineeco.com)

Andrew Primeaux, Deputy Director, [aprimeaux@menomineeco.com](mailto:aprimeaux@menomineeco.com)

---

April 10, 2018

Please be advised that Menominee County will continue collection of its local commission-enacted 911 surcharge of \$2.12 with no change in the amount from July 1, 2018, through June 30, 2019.

A handwritten signature in black ink, appearing to read "B Barrette".

Brian Barrette

E-911 Director

Menominee County E-911

*We pledge to respond to the needs of all citizens and public safety professionals with continuous improvement, compassion, respect, commitment, and persistence.*

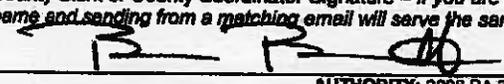
**PUBLIC ACT 379 OF 2008 LOCAL 911 COLLECTION AND REMITTANCE CONTACT INFORMATION  
FOR THE JULY 2018-JUNE 2019 COLLECTION PERIOD**

<b>A. County Information</b>	
County Name Menominee County	
Name of Person Completing Form Brian Barrette	
Phone Number 906-863-8614	E-Mail Address bbarrette@menomineeco.com
Is the county collecting a local surcharge from July 1, 2018, to June 30, 2019? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If "yes" to the above question, what is the monthly amount?	<b>AMOUNT \$2.12</b>
If collecting a local surcharge by ballot proposal, the ballot is valid (at a minimum) between (give dates):	Start/End Date:
Is the county interested in electronic fund transmittal of local surcharge funds? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>B. Primary Remittance Information</b>	
Primary Remittance Contact Name Kim Kewley, Treasure's Office	
Primary Remittance Contact Address 839 10th Avenue	
Phone Number (Include Area Code) 906-863-5548	Fax Number (Include Area Code) 906-863-8839
E-Mail Address kkewley@menomineeco.com	

<b>C. Geographical Information</b>	
Geographical Contact Name Brian Barrette	
Geographical Contact Address 2509 10th Street, Menominee, MI 49858	
Phone Number (Include Area Code) 906-863-8614	Fax Number (Include Area Code) 906-863-7704
E-Mail Address bbarrette@menomineeco.com	

<b>D. County 911 Director/Coordinator Information</b>	
County 911 Director/Coordinator Contact Name Brian Barrette	
County 911 Director/Coordinator Contact Address 2509 10th Street, Menominee, MI 49858	
Phone Number (Include Area Code) 906-863-8614	Fax Number (Include Area Code) 906-863-7704
E-Mail Address bbarrette@menomineeco.com	

<b>E. Authorization</b>	
County Clerk or County Coordinator Printed Name Brian Barrette	Date 04/13/2018
County Clerk or County Coordinator Signature - If you are not able to enter an electronic signature or print the form, sign, and scan, typing your name and sending from a matching email will serve the same as a signature. 	
AUTHORITY: 2008 PA 378; COMPLIANCE: Voluntary; PENALTY: No Funding	

Return to:  
[mspetsc@michigan.gov](mailto:mspetsc@michigan.gov)

This form must be signed and received at the State 911 Office by  
**Tuesday, May 15, 2018**  
This form can be accessed at [www.michigan.gov/enc](http://www.michigan.gov/enc)

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

RECEIVED  
APR 9 2018  
BY: *Jr*

Mileage: .545 cents/mile ~ effective 01 January 2018

\*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 .545/mile	Total Cost	Account Number
3/2/18	Courthouse - Adm. Interview	72		39.24	101-101-860.07
3/13/18	Courthouse - County Board	72		39.24	101-101-860.07
3/15/18	Pinecrest - Public Health	12		6.54	101-101-860.07
3/23/18	Courthouse - ALP Plan	—		—	101-101-860.07
3/22/18	Courthouse - Spec. Adm.	72		39.24	101-101-860.07
3/27/18	County Board - Courthouse	72		39.24	101-101-860.07
		300	Total Mileage		
				Total Mileage Fee	163.50 ✓

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

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

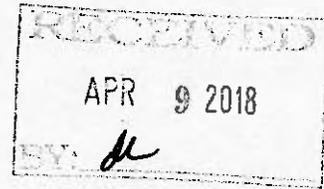
*Gerald L. Piche*

Signed

4/8/18

Date

# Commissioner Per Diem Expense Form



Name of Commissioner Gerald Piche

\$50.00 per meeting - Reg. or Special County Board meeting  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
3/2/18	Administrator Interview	50. —
3/13/18	County Board -	50. —
3/15/18	Public Health - Pinecrest	50. —
3/22/18	Airport Layout Plan - MEAD & HUNT	—
3/22/18	Special Board Meeting - Administrator	50. —
3/27/18	County Board	50. —
Total Per Diem		250. — ✓

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

Commissioner Signature: Gerald Piche

Date: 4/8/18

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review Miscellaneous Bills as recently paid on April 9, 11 and 19, 2018 for the amount of \$151,983.55	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

04/19/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-770.00	850.74	850.74
TOTAL VENDOR SAM'S CLUB MC/SYNCB				850.74
VENDOR NAME: W.N.O.A.				
Registration	2018 Conference (Brunelle/Peterson)	205-315-881.03	330.00	330.00
TOTAL VENDOR W.N.O.A.				330.00
GRAND TOTAL:				1,180.74

**APPROVED**

**APR 11 2018**

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN



04/09/2018 10:24 AM  
User: jessicaw  
DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 04/09/2018 - 04/09/2018  
UNJOURNALIZED  
OPEN

Page: 1/1

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: TOWN & COUNTRY TREE SERVICE 4/3/18	Tree Removal @ Kleinke	208-751-930.04	465.00	465.00
TOTAL VENDOR TOWN & COUNTRY TREE SERVICE				465.00
GRAND TOTAL:				465.00

APPROVED

APR 09 2018



CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

APPROVED

APR 19 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI</b>				
383001	Shakey Lakes/Horse	208-751-920.01	29.22	29.22
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.22	29.22
383301	Shakey Lakes Park/Cattle	208-751-920.01	40.98	40.98
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	29.22	29.22
370500	Shakey Lakes Office/Shop	208-751-920.01	161.13	161.13
379700	Storage Shed	208-751-920.01	59.80	59.80
380300	Shower Building	208-751-920.01	30.54	30.54
367100	N8390 Beach House	208-751-920.01	31.28	31.28
367200	Northwest Campsites	208-751-920.01	35.10	35.10
369802	W8449 Co Rd G12 Campsites	208-751-920.01	32.01	32.01
1614900	BathHouse	208-751-920.01	42.74	42.74
383101	Bass Lakes Campsites	208-751-920.01	29.22	29.22
<b>TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI</b>				<b>550.46</b>
<b>VENDOR NAME: ANDERSON AUTO &amp; RV SALES INC</b>				
1388	Vehicle Maintenance Supplies	205-315-934.02	75.42	75.42
1389	Vehicle Maintenance Supplies	205-315-934.02	49.95	49.95
1390	Vehicle Maintenance Supplies	205-315-934.02	49.95	49.95
1391	Vehicle Maintenance Supplies	205-315-934.02	105.15	105.15
1392	Vehicle Maintenance Supplies	205-315-934.02	49.95	49.95
1393	Vehicle Maintenance Supplies	205-315-934.02	470.75	470.75
04/05/18	Leased Automobile (12/18/17 - 3/18/18)	205-315-755.00	900.00	900.00
<b>TOTAL VENDOR ANDERSON AUTO &amp; RV SALES INC</b>				<b>1,701.17</b>
<b>VENDOR NAME: ANDERSON, BILL</b>				
Reimbursement	Mileage	101-401-710.00	28.34	28.34
<b>TOTAL VENDOR ANDERSON, BILL</b>				<b>28.34</b>
<b>VENDOR NAME: AT&amp;T - CAROL STREAM, IL</b>				
906753458204	Shakey Lakes Park	101-103-850.00	51.21	51.21
906753220904	Annex	101-103-850.00	217.52	217.52
<b>TOTAL VENDOR AT&amp;T - CAROL STREAM, IL</b>				<b>268.73</b>
<b>VENDOR NAME: AT&amp;T MOBILITY</b>				
287252150867X0408201	906-792-0211 & 906-792-5968	101-132-850.00	69.02	69.02
<b>TOTAL VENDOR AT&amp;T MOBILITY</b>				<b>69.02</b>
<b>VENDOR NAME: BARDOWSKI, JAMES</b>				
4/11/18	Transport	101-132-801.01	22.50	149.05
		101-132-801.00	54.00	
		101-132-801.00	72.55	
<b>TOTAL VENDOR BARDOWSKI, JAMES</b>				<b>149.05</b>
<b>VENDOR NAME: BAY AREA MEDICAL CENTER, INC.</b>				
21130	Pre Employment Physicals	208-751-801.01	226.00	452.00
		271-790-801.01	226.00	
<b>TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.</b>				<b>452.00</b>
<b>VENDOR NAME: BAYSHORE VETERINARY CLINIC</b>				
218947	K9 Care (Brix)	101-301-881.01	91.07	91.07
<b>TOTAL VENDOR BAYSHORE VETERINARY CLINIC</b>				<b>91.07</b>
<b>VENDOR NAME: BELLIN HEALTH</b>				
12437592	Pre Employment Physical (T. Leanna)	101-301-835.00	159.00	159.00
<b>TOTAL VENDOR BELLIN HEALTH</b>				<b>159.00</b>
<b>VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.</b>				
24271	Vehicle Maintenance - 2014 Chevy Impala	205-315-934.02	34.90	34.90
24321	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	34.90	34.90
24335	Vehicle Maintenance - 2014 Chevy Impala	205-315-934.02	221.50	221.50
24344	Vehicle Maintenance - 2017 Ford Explorer	205-315-934.02	34.90	34.90
<b>TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.</b>				<b>326.20</b>
<b>VENDOR NAME: BP</b>				

APR 19 2018 *dy*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: BP</b>				
52992653	Gasoline Charges - Road Patrol	205-315-742.00	943.54	943.54
<b>TOTAL VENDOR BP</b>				<u>943.54</u>
<b>VENDOR NAME: BRANZ, KATHLEEN</b>				
Parks & Rec	Per Diem & Mileage <i>3 mtgs.</i>	208-751-860.00	81.75	231.75
		208-751-860.00	150.00	
<b>TOTAL VENDOR BRANZ, KATHLEEN</b>				<u>231.75</u>
<b>VENDOR NAME: BRAZEAU, DAWN</b>				
M17-3880-FH	Transcript (Clover)	101-131-806.00	25.85	25.85
Reimbursement	Wood Cutouts for Jury Trials	101-150-727.00	19.98	19.98
<b>TOTAL VENDOR BRAZEAU, DAWN</b>				<u>45.83</u>
<b>VENDOR NAME: CARQUEST AUTO PARTS</b>				
559402	Road Patrol Car Supplies	205-315-742.00	16.98	16.98
559401	B&G Supplies	208-751-981.00	0.57	16.24
		101-265-934.00	15.67	
<b>TOTAL VENDOR CARQUEST AUTO PARTS</b>				<u>33.22</u>
<b>VENDOR NAME: CELLCOM</b>				
943175	Cellular Services	292-663-850.00	41.26	123.78
		292-664-850.00	41.26	
		292-665-850.00	41.26	
937663	Airport Cellular Services	216-585-850.00	170.52	170.52
<b>TOTAL VENDOR CELLCOM</b>				<u>294.30</u>
<b>VENDOR NAME: CENEX FLEETCARD</b>				
155223	Gasoline Charges	101-426-860.00	8.08	18.18
		292-665-860.00	10.10	
<b>TOTAL VENDOR CENEX FLEETCARD</b>				<u>18.18</u>
<b>VENDOR NAME: CFFDC</b>				
Registration	2018 Awareness Conference (Nutt & Brunelle)	292-664-860.00	30.00	60.00
		292-663-860.00	30.00	
<b>TOTAL VENDOR CFFDC</b>				<u>60.00</u>
<b>VENDOR NAME: CLOVERLAND PAPER CO</b>				
116789	Janitorial Supplies (Library)	101-265-755.01	78.42	78.42
116788	Janitorial Supplies (Annex)	101-265-755.01	99.56	99.56
116785	Janitorial Supplies (Courthouse)	101-265-755.01	105.39	105.39
116787	Inmate Supplies	101-301-770.00	177.39	177.39
116842	Annex - Janitorial Supplies	101-265-755.01	48.05	48.05
116844	Courthouse - Janitorial Supplies	101-265-755.01	457.69	457.69
<b>TOTAL VENDOR CLOVERLAND PAPER CO</b>				<u>966.50</u>
<b>VENDOR NAME: COHL STOKER &amp; TOSKEY P C</b>				
48583	Legal Services	101-211-807.00	1,218.29	1,218.29
<b>TOTAL VENDOR COHL STOKER &amp; TOSKEY P C</b>				<u>1,218.29</u>
<b>VENDOR NAME: COLE, DANA L.</b>				
Reimbursement	Mileage	101-267-860.00	59.95	59.95
<b>TOTAL VENDOR COLE, DANA L.</b>				<u>59.95</u>
<b>VENDOR NAME: COLEMAN ENGINEERING COMPANY</b>				
30686	GIS Mapping - Menominee Township	517-252-997.01	3,000.00	3,000.00
<b>TOTAL VENDOR COLEMAN ENGINEERING COMPANY</b>				<u>3,000.00</u>

CHIEF FISCAL OFFICER  
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: COOPER OFFICE EQUIPMENT				
154676	Contract Number 2836-01 (FOC)	215-141-942.00	544.93	544.93
TOTAL VENDOR COOPER OFFICE EQUIPMENT				544.93
VENDOR NAME: CORTECH				
63911	Inmate Supplies	101-301-770.00	276.37	276.37
TOTAL VENDOR CORTECH				276.37
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
31303	Shredding Documents	101-265-801.00	84.05	84.05
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				84.05
VENDOR NAME: CVS PHARMACY INC.				
6005432044049416	Inmate Medications	101-301-770.01	49.69	49.69
TOTAL VENDOR CVS PHARMACY INC.				49.69
VENDOR NAME: DELLISSE, MIKE				
Reimbursement	Mileage	101-682-860.00	127.99	127.99
TOTAL VENDOR DELLISSE, MIKE				127.99
VENDOR NAME: DELTA COUNTY				
18-0014848	Vehicle Reimbursement	249-371-801.00	901.08	901.08
18-0014847	Building Code Services	249-371-801.00	4,250.00	4,250.00
TOTAL VENDOR DELTA COUNTY				5,151.08
VENDOR NAME: DESJARLAIS, ROBERT				
Reimbursement	Mileage	101-401-710.00	6.54	6.54
TOTAL VENDOR DESJARLAIS, ROBERT				6.54
VENDOR NAME: DICKINSON COUNTY TREASURER				
Circuit Court 2018-1	Shared Expenses	101-131-702.00	32,690.12	32,690.12
Circuit Court 2018-1	Shared Expenses	101-131-858.03	955.91	955.91
TOTAL VENDOR DICKINSON COUNTY TREASURER				33,646.03
VENDOR NAME: DOUGOVITO, GREG				
4/5/18	Transport (M. G.)	101-132-801.01	17.50	17.50
		101-132-801.00	42.00	59.50
TOTAL VENDOR DOUGOVITO, GREG				59.50
VENDOR NAME: DRAZE, THOMAS				
Reimbursement	Uniform Allowance	205-315-745.00	555.12	555.12
TOTAL VENDOR DRAZE, THOMAS				555.12
VENDOR NAME: ESSER PAINT & GLASS				
6043	Jail Exterior Window Glass Replacemnts (x3)	101-265-970.07	877.17	877.17
TOTAL VENDOR ESSER PAINT & GLASS				877.17
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
03692	FOC - Office Supplies	101-141-727.00	26.99	26.99
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				26.99
VENDOR NAME: GOOD SOURCE				
S10440024	Inmate Supplies	101-301-770.00	88.96	88.96
TOTAL VENDOR GOOD SOURCE				88.96
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
84101027	Annex	101-261-930.04	61.88	61.88
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				61.88
VENDOR NAME: HENSLEY, RN, JOEL				
Reimbursement	Cell Phone and Stamps	101-648-850.00	37.18	37.18
		101-648-729.00	10.71	47.89

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: HENSLEY, RN, JOEL				CHIEF FISCAL OFFICER
April 2018	Medical Examiner	101-648-709.00	1,080.00	2,410.00
		101-648-835.00	1,330.00	
April 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				3,822.89
VENDOR NAME: IMAGEWORKS				
11999	Park Ranger Tshirts & Sweatshirt	208-751-745.01	55.00	55.00
TOTAL VENDOR IMAGEWORKS				55.00
VENDOR NAME: J S ELECTRONICS, INC.				
20114	Siren Maintenance - Road Patrol	205-315-934.02	48.25	48.25
TOTAL VENDOR J S ELECTRONICS, INC.				48.25
VENDOR NAME: JACK'S FRESH MARKET				
171-35	Inmate Supplies	101-301-770.00	24.15	24.15
TOTAL VENDOR JACK'S FRESH MARKET				24.15
VENDOR NAME: JENNINGS, PATRICK L.				
2018-004-MI	Court Appointed Legal (D. Tebear)	101-148-807.00	65.00	65.00
2018-027-MI	Court Appointed Legal (R. Ebsch)	101-148-807.00	100.00	100.00
TOTAL VENDOR JENNINGS, PATRICK L.				165.00
VENDOR NAME: J'S SPORT SUPPLY				
438003	Ammo (x10 Boxes) for SWAT school	205-315-755.02	200.00	200.00
TOTAL VENDOR J'S SPORT SUPPLY				200.00
VENDOR NAME: K MART 7031				
03021803183582	Inmate Medical	101-301-770.01	75.84	75.84
03171803196256	Inmate Medical	101-301-770.01	47.08	47.08
03171803196264	Inmate Medical	101-301-770.01	24.44	24.44
TOTAL VENDOR K MART 7031				147.36
VENDOR NAME: LARRY L.D. KING, DVM				
34909	K9 Care (Vesta)	101-301-881.01	218.00	218.00
TOTAL VENDOR LARRY L.D. KING, DVM				218.00
VENDOR NAME: LARSON, MICHELLE				
4/12/18	Can Zone, Mileage, & Supplies	292-668-801.00	90.00	127.74
		292-668-801.00	37.74	
TOTAL VENDOR LARSON, MICHELLE				127.74
VENDOR NAME: LINDA A. MENACHER				
Reimbursement	Cell Phone (Oct - March)	101-136-727.00	285.60	285.60
TOTAL VENDOR LINDA A. MENACHER				285.60
VENDOR NAME: MANPOWER, INC.				
32630744	Week Ending 4/8/18 (D. Averill)	101-172-704.00	750.13	750.13
32650660	Week Ending 4/15/18 (D. Averill)	101-172-704.00	680.00	680.00
TOTAL VENDOR MANPOWER, INC.				1,430.13
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.				
4/9/18	Samantha Rose Hiers (1916065DS 32567)	101-267-804.00	35.00	35.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.				35.00
VENDOR NAME: MEKASH, JAMES				
Reimbursement	Uniform Allowance and Supplies	101-265-745.00	46.97	53.71
		101-265-755.00	6.74	
TOTAL VENDOR MEKASH, JAMES				53.71
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
136	Voter Registration Notice	101-262-727.00	144.00	144.00

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
<b>VENDOR NAME: MENOMINEE COUNTY JOURNAL</b>				
133	Equalization Director & Maintenance Workers	101-101-901.00	111.95	167.95
		208-751-901.00	56.00	
<b>TOTAL VENDOR MENOMINEE COUNTY JOURNAL</b>				<b>311.95</b>
<b>VENDOR NAME: MENOMINEE COUNTY SHERIFF DEPT</b>				
WV361	Work Van Services	208-751-930.04	168.75	168.75
WV357	Work Van Services	208-751-930.04	81.00	81.00
WV360	Work Van Services	208-751-930.04	20.25	20.25
<b>TOTAL VENDOR MENOMINEE COUNTY SHERIFF DEPT</b>				<b>270.00</b>
<b>VENDOR NAME: MIGHTY PET</b>				
7197	K9 Care (Avery)	101-301-881.01	13.00	13.00
<b>TOTAL VENDOR MIGHTY PET</b>				<b>13.00</b>
<b>VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I</b>				
0135684-001	Office Supplies (Clerk's Office)	101-215-727.00	304.35	304.35
0135923-001	Family/Probate Office Supplies	101-132-727.00	32.38	64.76
		101-148-727.00	32.38	
0135607-001	Sheriff Department - Office Supplies	101-301-727.00	59.16	59.16
0135654-001	Sheriff Department/Road - Office/Medical Supplies	101-301-727.00	69.99	102.14
		101-301-770.01	21.31	
		205-315-727.00	10.84	
0135697-001	Sheriff Department - Office Supplies	101-301-727.00	207.97	207.97
0136019-001	Office Supplies - Clerk	101-215-727.00	302.98	302.98
0135903-001	Office Supplies - Clerk	101-215-727.00	112.99	112.99
<b>TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I</b>				<b>1,154.35</b>
<b>VENDOR NAME: NEOPOST USA, INC.</b>				
55692367	May - August (Postage Machine)	101-253-729.01	248.40	248.40
<b>TOTAL VENDOR NEOPOST USA, INC.</b>				<b>248.40</b>
<b>VENDOR NAME: NIEMI, DANIEL</b>				
4/17/18	Holdover (M. G.)	101-132-801.01	28.75	97.75
		101-132-801.00	69.00	
<b>TOTAL VENDOR NIEMI, DANIEL</b>				<b>97.75</b>
<b>VENDOR NAME: NORWAY SPRINGS, INC.</b>				
539543	Airport Water	216-585-801.00	9.49	9.49
538031	Airport Water	216-585-801.00	16.69	16.69
<b>TOTAL VENDOR NORWAY SPRINGS, INC.</b>				<b>26.18</b>
<b>VENDOR NAME: OFFICE DEPOT, INC.</b>				
120628700001	Office Supplies (Admin, Parks, Airport)	101-172-727.01	172.84	446.36
		216-585-727.00	19.02	
		208-751-727.00	254.70	
<b>TOTAL VENDOR OFFICE DEPOT, INC.</b>				<b>446.36</b>
<b>VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE</b>				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Pavilion & Park Supplies <i>Buy</i>	208-751-930.03	1,940.98	2,097.62
		208-751-930.02	12.46	
		208-751-981.00	29.50	
		208-751-930.04	12.99	
		208-751-981.00	4.99	
		208-751-930.02	4.79	
		208-751-930.02	12.99	
		208-751-755.02	13.94	
		208-751-930.04	42.00	
		208-751-755.02	6.99	
		208-751-755.02	15.99	
150012	Remon Supplies	243-246-765.00	10.46	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				2,108.08
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318082017	Inmate Supplies	101-301-770.00	74.96	74.96
40068318089014	Inmate Supplies	101-301-770.00	109.76	109.76
TOTAL VENDOR PAN-O-GOLD BAKING CO.				184.72
VENDOR NAME: PETERSON, CHARLENE				
Reimbursement	Mileage	101-401-710.00	13.63	13.63
TOTAL VENDOR PETERSON, CHARLENE				13.63
VENDOR NAME: PHILIPPS, THOMAS				
4/2/18	B&G Committee	101-101-710.00	50.00	50.00
TOTAL VENDOR PHILIPPS, THOMAS				50.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - March 2018	101-101-860.07	163.50	163.50
TOTAL VENDOR PICHE, GERALD L.				163.50
VENDOR NAME: PLUTCHAK FAB, LLC				
45145	Parts for Park Lawnmower	208-751-930.02	20.50	20.50
TOTAL VENDOR PLUTCHAK FAB, LLC				20.50
VENDOR NAME: QUAACK, BRENDA				
4/11/18	Transportation (M. G.)	101-132-801.01	22.50	76.50
		101-132-801.00	54.00	
4/5/18	Transport (M. G.)	101-132-801.01	17.50	
		101-132-801.00	42.00	127.08
		101-132-801.00	67.58	
TOTAL VENDOR QUAACK, BRENDA				203.58
VENDOR NAME: QUILL CORPORATION				
5960645	PA - Office Supplies	101-267-727.00	51.87	51.87
5982672	PA - Office Supplies	101-267-727.00	48.79	48.79
TOTAL VENDOR QUILL CORPORATION				100.66
VENDOR NAME: REDWOOD BIOTECH, INC.				
639337	Drug Testing Supplies	296-667-730.00	1,062.47	1,062.47
TOTAL VENDOR REDWOOD BIOTECH, INC.				1,062.47
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
00719820183	Drug Testing Supplies	296-667-730.00	10.00	10.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				10.00
VENDOR NAME: REINHART FOODSERVICE				
423966	Inmate Supplies	101-301-770.00	1,109.15	1,109.15
428090	Inmate Supplies	101-301-770.00	1,576.70	1,576.70
TOTAL VENDOR REINHART FOODSERVICE				2,685.85

CHIEF FISCAL OFFICER  
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: RIESTERER &amp; SCHNELL, INC.</b>				
1329207	Snow Thrower Parts	101-265-934.00	27.70	27.70
1328872	Snow Thrower Parts	101-265-934.00	111.46	111.46
1316280	Park Supplies	208-751-930.02	378.03	378.03
<b>TOTAL VENDOR RIESTERER &amp; SCHNELL, INC.</b>				<b>517.19</b>
<b>VENDOR NAME: SCHOLTZ SR., GARY</b>				
Reimbursement	Mileage	101-401-710.00	27.25	27.25
Reimbursement	Entrance Rugs & Bath Tissue	216-585-755.01	64.70	64.70
Reimbursement	Entry Rugs for Airport	216-585-755.01	41.82	41.82
<b>TOTAL VENDOR SCHOLTZ SR., GARY</b>				<b>133.77</b>
<b>VENDOR NAME: SCHROUD, MARGARET</b>				
Reimbursement	Mileage	101-257-860.00	23.54	23.54
<b>TOTAL VENDOR SCHROUD, MARGARET</b>				<b>23.54</b>
<b>VENDOR NAME: SEXTON, RICHARD</b>				
Reimbursement	Mileage	101-426-860.00	83.39	83.39
Reimbursement	Postage	101-426-729.00	21.21	21.21
<b>TOTAL VENDOR SEXTON, RICHARD</b>				<b>104.60</b>
<b>VENDOR NAME: SIGNATURE FORD</b>				
9197T	2018 Ford Police Interceptor (x2)	205-315-981.00	55,140.00	55,140.00
<b>TOTAL VENDOR SIGNATURE FORD</b>				<b>55,140.00</b>
<b>VENDOR NAME: SQUIRES-STEPNIAK, REBECCA</b>				
Reimbursement	Mileage - March 2018	292-865-860.00	293.30	293.30
<b>TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA</b>				<b>293.30</b>
<b>VENDOR NAME: STEPHENSON MARKETING COOPERATI</b>				
015579	Road Patrol Gasoline Charges	205-315-742.00	1,999.23	1,999.23
023851	Parks	208-751-742.00	66.89	66.89
462643	Parks	208-751-742.00	21.05	21.05
		208-751-930.02	30.00	30.00
		208-751-930.02	43.00	43.00
		208-751-755.02	27.48	27.48
<b>TOTAL VENDOR STEPHENSON MARKETING COOPERATI</b>				<b>2,187.65</b>
<b>VENDOR NAME: THE ADVERTISER</b>				
030195	Community Awareness	101-301-802.00	26.00	26.00
<b>TOTAL VENDOR THE ADVERTISER</b>				<b>26.00</b>
<b>VENDOR NAME: THE EBCO COMPANY, LLC</b>				
018079	Legal Size Folders (District)	101-136-727.00	335.00	335.00
<b>TOTAL VENDOR THE EBCO COMPANY, LLC</b>				<b>335.00</b>
<b>VENDOR NAME: TIME WARNER CABLE</b>				
621199203032618	Airport	216-585-850.00	302.37	302.37
620475202033018	4/6 - 5/5/18 (Inmate)	101-301-770.00	140.29	140.29
<b>TOTAL VENDOR TIME WARNER CABLE</b>				<b>442.66</b>
<b>VENDOR NAME: TRANSUNION RISK &amp; ALTERNATIVE</b>				
352277	March 2018	101-301-755.00	25.00	25.00
<b>TOTAL VENDOR TRANSUNION RISK &amp; ALTERNATIVE</b>				<b>25.00</b>
<b>VENDOR NAME: U.E.S. COMPUTERS, INC.</b>				
78756 & 78956	Computer Towers for Camera System (x6)	101-301-998.00	7,204.00	7,204.00
78945	Toners (x4) for Road Patrol	205-315-727.00	428.96	428.96
78734	Notebook & Microsoft Office (PA)	101-267-970.00	962.00	962.00
78970	Laserjet Printers (FOC)	215-141-934.00	590.00	590.00
48144	Weekly Computer Maintenance	101-103-857.00	5,155.93	5,155.93
78856	Remote Access	101-103-857.02	930.00	930.00
78965	Remote Access	101-103-857.02	91.25	91.25
78937	Symantec Antivirus License	101-103-857.02	12.25	12.25
78977	LED Monitor	101-172-727.01	256.00	256.00
<b>TOTAL VENDOR U.E.S. COMPUTERS, INC.</b>				<b>15,630.39</b>

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: U.P. KIDS</b>				
4/17/18	Foster Care	292-662-843.05	241.36	241.36
<b>TOTAL VENDOR U.P. KIDS</b>				<b>241.36</b>
<b>VENDOR NAME: U.S. BANK EQUIPMENT FINANCE</b>				
355325614	Bizhub 423	101-172-942.00	133.07	133.07
<b>TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE</b>				<b>133.07</b>
<b>VENDOR NAME: VALENTI, SUSAN F.</b>				
Reimbursement	March 2018 - Meals & Mileage	101-131-860.00	258.90	258.90
<b>TOTAL VENDOR VALENTI, SUSAN F.</b>				<b>258.90</b>
<b>VENDOR NAME: VERIZON WIRELESS</b>				
9804519663	Cellular Services	101-265-850.01	277.01	1,076.24
		101-301-850.00	450.81	
		101-428-850.00	2.53	
		101-682-850.00	32.45	
		205-315-850.00	312.94	
		266-325-850.00	0.50	
<b>TOTAL VENDOR VERIZON WIRELESS</b>				<b>1,076.24</b>
<b>VENDOR NAME: WALTER BROTHERS INC</b>				
20106	Airport Supplies	216-585-981.00	7.98	7.98
13215	Road Patrol Supplies	205-315-755.00	39.73	39.73
<b>TOTAL VENDOR WALTER BROTHERS INC</b>				<b>47.71</b>
<b>VENDOR NAME: WASTE MANAGEMENT, INC.</b>				
1597765-1856-9	Airport	216-585-801.00	145.84	145.84
<b>TOTAL VENDOR WASTE MANAGEMENT, INC.</b>				<b>145.84</b>
<b>VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP</b>				
0402047856-00011	1004 9th Street	101-265-920.03	60.94	60.94
0402047856-00010	1000 9th Street	101-265-920.03	105.64	188.24
		101-265-920.04	82.60	
<b>TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP</b>				<b>249.18</b>
<b>VENDOR NAME: XEROX CORPORATION</b>				
092725627	Probation/Parole	101-131-942.00	96.46	96.46
092725624	March 2018 (Sheriff Department)	205-315-727.00	37.16	37.16
092725625	Sheriff Department	101-301-727.00	370.86	370.86
<b>TOTAL VENDOR XEROX CORPORATION</b>				<b>504.48</b>
<b>VENDOR NAME: ZEVITZ, DR. MICHAEL E.</b>				
April 2018	Medical Examiner	101-648-709.00	2,030.00	2,030.00
<b>TOTAL VENDOR ZEVITZ, DR. MICHAEL E.</b>				<b>2,030.00</b>
<b>GRAND TOTAL:</b>				<b>147,552.59</b>

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 04/19/2018 - 04/19/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 58484	Mastercard 3/20 - 3/26/18 (Airport) 216-585-742.00 216-585-901.00	04/11/2018 jessicaw	04/19/2018	154.65	154.65	Open
	The Store			74.65		
	AirNav			80.00		
Credit Card 58485	Mastercard 3/12 - 3/26 (Courthouse/Parks)	04/11/2018 jessicaw	04/19/2018	1,956.98	1,956.98	Open
	101-268-729.00	USPS		6.70		
	101-265-755.00	Amazon		23.18		
	208-751-930.04	Rolyan Buys (PO# 03871)		992.00		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	101-265-934.00	Supplyhouse.com		135.95		
	101-265-934.00	Supplyhouse.com		191.95		
	101-265-934.00	Supplyhouse.com		2.58		
	101-215-729.00	Pack N Ship		51.95		
	101-268-729.00	USPS		6.70		
	101-265-755.00	Amazon		7.99		
	208-751-930.04	Amazon		43.19		
	208-751-984.00	Amazon		95.83		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	208-751-930.02	Biehl Construction		165.00		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	101-265-930.01	AAA Industrial Supply		180.36		
	101-268-729.00	USPS		6.70		
# of Invoices: 2	# Due: 2	Totals:		2,111.63	2,111.63	
# of Credit Memos: 0	# Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				2,111.63	2,111.63	

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 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

--- TOTALS BY FUND ---

101 - GENERAL FUND	660.96	660.96
208 - COUNTY PARKS	1,296.02	1,296.02
216 - MENOMINEE REGIONAL AIRPORT	154.85	154.85

--- TOTALS BY DEPT/ACTIVITY ---

215 - COUNTY CLERK	51.95	51.95
265 - BUILDINGS AND GROUNDS	542.01	542.01
268 - REGISTER OF DEEDS	67.00	67.00
585 - AIRPORT EXPENDITURE	154.85	154.85
751 - COUNTY PARKS	1,296.02	1,296.02

**APPROVED**

APR 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BODY WORKS PLUS, LLC				
M268915	Animal Control Vehicle Tow	101-265-981.00	120.00	120.00
TOTAL VENDOR BODY WORKS PLUS, LLC				120.00
VENDOR NAME: J S ELECTRONICS, INC.				
20101	Tower Lease - April 2018	266-325-976.00	505.00	505.00
TOTAL VENDOR J S ELECTRONICS, INC.				505.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0136001-001	Family/Probate - Office Supplies	101-132-727.00	24.30	48.59
		101-148-727.00	24.29	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				48.59
GRAND TOTAL:				673.59

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by: Sherry DuPont

04/18/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**March 22, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Peretto, Patti	X		
Roberge, Robert	X			Phillips, Patricia	X		
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. McCarty, B. Ducoli, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval of agenda. Chairperson Luhtanen requested the addition of the 1<sup>st</sup> Qtr. Outcomes Report as a Presentation. A. Martin requested addition of Telecommuting Policy after the CEO report under New Business.

**ACTION:** Moved to approve amended agenda.

**Motion by:** M. Negro supported by A. Martin to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the March 8, 2018 regular Board meeting minutes. Discussion of minutes with miscellaneous questions addressed.

**ACTION:** Moved to approve the 3-8-18 regular Board meeting minutes.

**Motion by:** J. Hafeman supported by M Negro to approve the 3-8-18 regular Board meeting minutes as presented. 11, ayes; 1 nay

**Motion carried by majority.**

**PRESENTATION** FY18 1<sup>st</sup> Qtr. Outcomes Report (L. Dionne)

L. Dionne reviewed FY18 Outcomes Report for the 1<sup>st</sup> Qtr. Discussion regarding areas not meeting standards and ways in which these areas are addressed. Miscellaneous questions addressed.

**ACTION ITEMS**

• **Finance**

a) Financial Statement – January 2018

**ACTION:** Motion was made by G. McCole supported by P. Phillips to approve Financial Statement – January 2018

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Whispering Pines Powers	Lease	5-1-18 to 4/30/19	\$850.00/mo.	\$850.00	None

b) **Contract Grid 3-8-18 (Whispering Pines Powers Lease)**

**ACTION:** Motion was made by J. Hafeman supported by M. Negro to approve 3-8-18 Contract Grid

**Motion carried unanimously**

c) **Board Member Finance Questions/Responses** – J. Dehn requested report of discretionary funds. Discussed types of fund reporting. Consensus of the Board is report to be completed quarterly for review that would demonstrate the balances of each major funding source.

d) **Workforce Analysis – Recommendation 1**

Discussed recommendations. Miscellaneous questions addressed.

**ACTION:** Motion was made by J. Hafeman supported by P. Phillips to approve Workforce Analysis – Recommendation 1 as presented.

Miscellaneous questions presented and discussed.

**ACTION:** Motion to approve Workforce Analysis – Recommendation 1 as presented was rescinded by J. Hafeman and P. Phillips

**ACTION:** Motion was made by M. Negro to approve Workforce Analysis - Recommendation 1 with the modification that any pay scales will be moved to the regional average as the new wage.

Roll call was conducted by K. Stankevich, Administrative Assistant

ROLL CALL	VOTE	YES	NO		YES	NO
Dehn		X		Pasternak	X	
Hafeman		X		Phillips	X	
Hofer		X		Peretto	X	
Martin		X		Roberge	X	
McCole		X		Zevitz	X	
Negro		X		Luhtanen	X	

**Motion carried unanimously.**

**ACTION:** Motion was made by M. Negro supported by P. Phillips to have approved wage increases become effective immediately.

**Motion carried unanimously.**

e) **Board Bylaws and Board Policy**

**ACTION:** Motion was made by M. Negro supported by J. Hafeman to approve Board Bylaws and Board Policy as presented.

**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- Finance

- a) Financial Statement – February 2018  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting
- b) Check Disbursement Report – February 2018  
**Outcome:** Action item for next meeting
- c) Contract Grid 3-22-18 (*Ithander AFC, Maple Grove, Northern Pines, TRICO Iron River Cleaning*)  
Miscellaneous questions addressed. Northern Pines correction on grid presented from residential to skill building facility as type of contract.  
**ACTION:** Motion was made by G. McCole and supported by J. Hafeman to move TRICO Iron River Cleaning to an ACTION item at present meeting.

Roll call was conducted by K. Stankevich, Administrative Assistant

ROLL CALL VOTE		YES	NO			YES	NO
Dehn		X		Pasternak		X	
Hafeman		X		Phillips		X	
Hofer		X		Peretto		X	
Martin		X		Roberge		X	
McCole		X		Zevitz		X	
Negro		X		Luhtanen		X	

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
D	TRICO Iron River	Cleaning	10/1/16 to 9/30/17	\$37.85 per workday	\$39.33 per workday starting 1/1/18.	\$1.48/day

**ACTION:** Motion was made by M. Negro and supported by J. Hafeman to approve TRICO Iron River Cleaning contract as presented.

**Motion carried unanimously.**

**Outcome:** Contract Grid 3-22-18 (*Ithander AFC, Maple Grove, and Northern Pines*) move to an ACTION item for next meeting.

- **Board Member Questions/Responses:** Responses to written Board questions reviewed. A copy of updated Device and Media Control procedures to be discussed after the CEO report.
- **Workforce Analysis – Recommendation 2**  
Reviewed requested information from other CMH's and Northpointe historical data. Miscellaneous questions addressed.  
**Outcome:** Consensus of the Board is more information needed specific to any effects an increase may have on the pay scales.
- **CEO Report**  
Review of CEO Report. Miscellaneous questions addressed.  
**Outcome:** Informational
- **Telecommuting/Device and Media Control Procedures** – Discussed new procedures as it related to miscellaneous questions and concerns regarding telecommuting process.  
**Outcome:** Consensus of the Board is to halt any planned expansions until more information can be

presented to the Board. Request for item to return as discussion item on next agenda.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- NorthCare Board Meeting Minutes  
**Outcome: Place on file**

**PUBLIC COMMENTS** – None

**BOARD COMMENT**

G. McCole requested recent vehicle bids/purchase as it relates to the Consumer Guide be placed on next agenda as a discussion item.

G. McCole requested 2018 CMHAM PAC be placed on next agenda as a discussion item.

J. Luhtanen spoke about attending the Open House held at the Windsor Center for the Community Ties skill building program in Iron County with N. Pasternak. She stated there was a great turnout and people seemed happy with the program.

**ADJOURN**

A motion was made by M. Negro and supported by P. Phillips to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:45 p.m.

The next regular Board meeting is scheduled for Thursday, April 12, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

Menominee Regional Airport Committee  
Minutes of Meeting  
April 3, 2018  
(Rescheduled from March 20, 2018 Meeting)

\*\*\*\*\*APPROVED\*\*\*\*\* 4/17/18

The Menominee Regional Airport Committee met on April 3, 2018 at 4:00 PM at the Menominee Regional Airport, Conference Room.

- A. **Call Meeting to order:** Chairperson Schei called the meeting to order at 4:00 PM
- B. **Pledge of Allegiance:** Recited by all
- C. **Roll Call:** Coms. Schei, Piche and Gromala – present.  
Also present were Jeff LaFluer, Doreen Averill, Terry Glimn, Will Karne and Gary Scholtz.
- D. **Approval of Agenda:** Motion to approve agenda by Com. Gromala, Seconded by Com. Piche. Motion carried – 3/0.
- E. **Approval of Previous Minutes:** Motion to approve Previous Minutes from December 19, 2017 and January 4, 2018 made by Com. Gromala, seconded by Com. Schei. Motion carried – 3/0
- F. **Public Comment:** None
- G. **Presentations:** None
- H. **Business**

**1 The Menominee Regional Airport Committee 2018 Meeting Schedule**  
There was a motion to approve the 2018 schedule, starting with the April 17<sup>th</sup>, 2018 meeting by Com. Gromala and seconded by Com. Piche. Motion carried – 3/0

**2 Financial**

- a. **Month-End Budget Report Status – Com. Schei:** Our budget is looking really good, we’re keeping a close eye on it – and Sherry is, too. Fuel sales seem to be doing well.
- b. **Budget Amendments - Com. Schei:** We were able to carry over 2 separate amounts/accounts. The first is an Airport non-lapsing account, as of 9/30/17, for \$27,245.09 and the second is Airport Capital Outlay & Courtesy Van account for \$15,000.00. Now, Jeff was able to fix the Courtesy Van for under \$1000.00, so we can still go out and find another one with this money. The plan is to use the non-lapsing account money to

purchase a new diesel lawnmower for the Airport. **Com. Gromala:** Good, we shouldn't use money earmarked for the Courtesy Van on the lawnmower. **Com. Schei:** No, the non-lapsing account will be used for the lawnmower and the money in the Airport capital overlay account will be used to purchase another Courtesy Van.

### 3 Manager Report

- a. Fuel Sales: **Jeff:** Fuel sales usually run hot and cold this time of year, but they've been good so far.
- b. Activity: **Jeff:** It's been brisk for this time of year
- c. RFQ request – New Lawnmower for the Airport was discussed. **Com. Schei** asked about the pricing. **Doreen:** This was a general inquiry to the vendors on whether they carried diesel fueled lawnmowers. Two vendors came back they have diesel engines and gave a general quote for diesel fueled lawnmowers. We'll have to do an "official" RFQ to these vendors for prices. **Com. Piche:** There was some talk about buying local, but here, what's local – it doesn't have to be kept in MI when you're talking about this kind of money. A motion to submit an official RFQ was made by Com. Schei, seconded by Com. Gromala. Motion carried – 3/0
- d. FBO Inquiry: **Com. Schei:** Jeff had someone that is interested in starting a flight school. Is he still interested? **Jeff:** Yes, very interested... He's interested in getting a flight school started, here. I told him he needs to get with Randy Coller to get the proper paperwork (licenses, permits, etc.). He needs to be certified and legal in the state of MI, as he currently runs a Flight School in WI. This will be good, because I know about 4 or 5 people that are interesting in learning how to fly. **Com. Piche:** You mean planes, right, not helicopters? **Jeff:** Yes, planes. **Com. Schei:** This means renting part of the big hangar, then, on a steady basis? **Jeff:** Yes, he'll bring in his aircraft and base it in the big hangar. **Com. Schei:** This would be a separate lease – a monthly lease – different from the Tenant Land Lease. I think, if it's a consensus, we should have Jeff run with this. **Com. Gromala:** As long as he has all the credentials needed, I think we should go with it.

- 4 **New Land Lease Agreement Procedure/Packets – Com. Schei:** New Leases are ready to go. The only thing that really changed is the Airport name on all the documentation, with the exception of some added things like a check list, registration form – some of which are required by our Ordinances, Minimum Standards and MDOT/FAA. We'll have Doreen go over the check list. **Doreen:** Once Jeff gets all the signed documents back (lease, certification of liability insurance, contact list, registration, etc.), they will be reviewed by the Airport Committee for recommendation to the CB for approval. **Com. Schei:** If not approved, the lessee will have to remove their hangar. **Doreen:** Once the CB approves and signs off on the lease, the Administration office will make copies and send an invoice along with the copy of the lease to the hangar owner. **Com. Schei:** The last page is security where Kenny gave his input on what needs to be done. New gate access key cards will be given to each hangar owner once the

lease is approved by the CB. **Jeff:** Old cards will be rendered useless. **Com. Schei:** I think this a good plan and would keep security at check and liability down – lawsuits, accidents, etc. I think the packets are good to go, so the Manager can go ahead and get these leases out.

- 5 Jersey Barriers - Jeff:** Marinette Marine is waiting on us for a date to get these over to us. They want us to give them a 2 day notice of when we want to pick them up. They'll need to get them out of the area that they're stored at. Now, Tim Plutchak can do it and Twin City said they can do it for a minimal fee. **Com. Schei:** Tim is a hangar owner and can get them loaded and over to the Airport – as sort of a donation. **Jeff:** The holdup has been the snow. If we bring them over too soon and we get snow, they'll be in the way of plowing. As soon as the weather cooperates, we'll get them over here.
- 6 Discussion – Airport Focus Group/Advisory Committee: Com. Schei:** Now, Jerry, you originally asked for this to be added to the agenda. **Com. Piche:** Yes, I did. I met with Jim Mekash and Com. Phelps and they thought I should be on it – which I didn't think I should. I wanted Com. Gromala on it and someone from Finance, like Jan Hafeman and Jeff to be on it. So it would be Jim M, Jan, Jerry, Jeff and Larry Phelps on it. Basically, we want to come up with ways to motivate the Airport in a positive direction. Pretty simple, just thoughts. For instance, we were talking about what could be done with the big room. What are the possibilities? **Com. Schei:** We had talked about using it for CB meetings, but we have to be careful of the restrictions with the FAA. Because the Airport is county owned, we would be able to utilize it for CB meetings. There's a lot of grey areas with doing this, the aeronautical restrictions.
- 7 Mead & Hunt/ALP:** As part of the ALP, they will be formulating a focus group which would be made up of local businesses in the area, someone from education, economic development. **Com. Schei:** We should get Stephanie to go ahead and put this in the ALP (it would be covered under the grant, so the County wouldn't have to pay for it outright. She also wants to send out questionnaire to the public – about 150 questionnaires to get their input on what they would like to see done at the Airport. Is this something we should have done? **Com. Piche:** Yes, I completely agree. We need to get the community involved with the questionnaires. I think we need this advisory committee as well. **Com. Schei:** Let me ask the audience, have any of you been on an advisory committee? **Will Karne:** Yes, I was on the Delta County Advisory Committee and would be interested in being on the Advisory, as part of the ALP plan. **Com. Schei:** I would like to see an Advisory set-up and Stephanie had said that maybe they could be part of the Airport Committee somewhere down the road-but not 10 or 12 people-but definitely more than just the 3 commissioners we have now. **Com. Gromala:** Stephanie had said that she'd like to see someone from education, economic development, different areas of business, and people from Hannahville – casino – a lot of their patrons come from this area. If it's ok with both Chair's, I'd like to set up meetings with city Administrators and Superintendents from here all the way to Bark River/Harris. This way, we will have input from the northern end of the County. **Will:** I'm handing out copies that could serve as a starting point of ideas. I gave Stephanie a copy as well. I think this will help. The Airport is where the first impression of the area is perceived. They'll get

a feeling of what's happening in this area. **Com. Schei:** Now, Stephanie wants to be assured that the CB will approve the Final Draft of the Scope & ALP at the meeting, Tuesday, April 10, 2018. She also wants to go ahead with organizing the Advisory Committee and send out the questionnaires. So Doreen, would you make sure that this is on the agenda for Tuesday's CB meeting? **Doreen:** Yes, it will be added to the agenda. **Com. Schei:** I'd like to make one more comment before we move on to Public Comment. I want to have Land Release information included on the next couple of agendas, because it has to be talked about. These parcels are not necessary for aviation. There's a lot of possibilities for this land. **Com. Gromala:** It will probably take a couple of years to get this land released, so now's the time to start thinking about what we want to do with it – be proactive.

- I. **Public Comment – Terry Glimn:** You were talking about getting a new mower. It takes me about an hour to mow my 80 by 1/2 mile runway with the tow behind. It's something to consider using a tow behind. Also, maybe consider purchasing one of the Sheriff Department's vehicles. **Com. Schei:** We tried this before and got shut down.
- J. **Commissioner Comment – Com. Piche:** I'm just curious, what interests do you have with Menominee County? **Will:** Well as a pilot, I've done business in this area over the years. Menominee has a multitude of businesses, here, that employs over 200 people. In our county, we don't have a lot of large businesses, so we're lucky the Airport has Commercial, General, Corporate and Freight Aviation along with flight instruction and maintenance. Your area has a lot of potential. This Airport has a lot going for it, location, dining, hotels/motels, the Bay, the marina, shopping, camping, fishing, the casino. Door County is just a 10 mi. plane ride. Oshkosh, Green Bay are not that far away, either. You basically have it all, and now it's time to capitalize on it. I do a lot of diving, here as well, and you have like 6 shipwrecks right here. We just took someone from the Virgin Islands on an Ice Dive about a month ago. This is something you guys should highlight about your area. This is the gateway to the Upper Peninsula – the starting point.
- K. **Next Meeting:** April 17, 2018
- L. **Adjourn:** A motion was made to adjourn by Com. Piche seconded by Com. Schei at 5:14pm. Motion carried 3/0

# MENOMINEE COUNTY LIBRARY BOARD

Minutes March 13, 2018

Approved: April 10, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:03 PM on Tuesday, March 13, 2018.

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

Excused: K. McNeely

N. Tuinstra moved to approve the agenda, support by M. Fagan. Motion carried.

**Public Participation:** Gina Thompson, the new Bookmobile Assistant was introduced and welcomed.

N. Tuinstra moved to approve the minutes as corrected from the February 13, 2018 meeting, support by M. Fagan. Motion carried.

J. Freis moved to approve the February financials, support from M. Fagan. Motion carried.

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

## Director's Report

Pat Cheski submitted a written report on the February meeting of Superiorland Library Cooperative, which was shared with the Board.

**Main Library:** We have a display of decorated eggs in the display case. Our new staff has been hired. Gina Thompson is the new Bookmobile Assistant and she started Monday March 12, 2018. Heather Harris is the Library Assistant and she will start March 19, 2018.

Our participation in the tax season is heavier this year due in part to last minute changes in the tax code and because several local Post Offices no longer distribute tax forms.

**Bookmobile:** The manufacturer has the chassis and started construction. We have picked out interior fabrics. The delivery is on schedule for early June. We have asked the public for new name suggestions.

**Hermansville:** Ann Murray is scheduled to attend the Beginning Librarianship workshop in May. She has been working on the Summer Reading Program. We are working on a rotation schedule to ensure that all new books get rotated though both the Hermansville branch and on the bookmobile.

**Programing:** Our new "Book Chat" on the 3<sup>rd</sup> Friday at 8 am is the public part of our staff meeting. Library staff each provide brief book review and we share with patrons who join us. March is reading month. We are reading the Michigan Ready to Read book "I got the Rhythm" by Connie Schofield-Morrison at school and library story times. The Easter Rabbit/Community Egg Hunt will be on March 24 on the library lawn. Pajama Storytime is scheduled for Tuesday April 10. This is a family program in the evening with 4-H Youth Leadership Council reading books. Our regular programs; biweekly Lego Club and Friday morning Toddler Story times are well attended.

**Friends:** The Friends are purchasing 2 tablets that will replace the “childrens” computers. They are helping to fund the summer reading program.

**Volunteers:** 32 hours were given by various volunteers in March.

**Building and Grounds:** New fire extinguishers and signs have been installed. Jim Mekash installed a gutter across the front door which has helped eliminate the ice buildup in front of the drop box.

Old Business:

A. M. Fagan moved to approve the updated Bylaws. Seconded by N. Tuinstra. Motion carried.

New Business

- A. Discussion of the 5 year Technology Plan was tabled.
- B. The Friends will help with an open house when the new bookmobile is delivered. We are collecting suggestions for a new name.
- C. J. Freis moved that Menominee County Library joins as a partner to with the Wild Rivers Invasive Species Coalition and that the Director will complete and sign the application. Seconded by M. Fagan. Motion carried.

Public Participation: Gina Thompson was glad that the Library joined the Wild Rivers Invasive Species Coalition and she is looking forward to her new job at the Library.

As there was no further business, N. Tuinstra moved to adjourn the meeting. Support by M. Fagan. Motion carried. Meeting adjourned at 4:40 PM.

Submitted by:

Amanda Winnicki, Library Director

## Sherry DuPont

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**From:** Steven Gromala  
**Sent:** Wednesday, April 18, 2018 7:20 PM  
**To:** Sherry DuPont  
**Subject:** North woods Rail Transit Commission

The quarterly meeting of the Northwoods Rail Transit Commission met in Rhinelander, Wi. on April 18th. As the appointed representative for Menominee County I attended.

This commission works with railroads operating in our area and promotes ways to increase its usage as a viable alternative to other forms of transporting good. This, in turn, would help reduce traffic congestion on our highways as well as the high costs of repairing and replacing our roads.

Each representative was reminded that invoices were being sent for the 2018 dues.

Currently the Commission is working with WisDOT and the Bureau of Planning and Economic Development on creating a Freight Rail Survey. This survey not only covers the Northern Wisconsin Counties but the Upper Peninsula. This survey is in the final stages of completion and should be available in late May or early June. Three surveys were sent to businesses in Menominee County and I will be contacting them to encourage their participation.

Representatives from the two railroads in Menominee County were also in attendance at this meeting.

Rail lines in Wisconsin that are receiving reduced rail service were discussed. No lines are being discontinued at this time but are having service only twice a week because of reduced usage making full service economically unfeasible.

There was a recent meeting in Escanaba discussing the re-opening of the ore docks as well as other businesses that might take advantage of rail service. Shipping costs as well as the timeliness delivering and receiving goods were issues presented.

The next meeting of this group will be June 15th. Additional information on discussed items are available should anyone wishes to review it.

Respectfully Submitted,

Steve Gromala