

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ April 28, 2015 @ 6:00 p.m. CDT**
At Nadeau Township Hall
403 N. US 41
Carney, MI 49812

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - April 14, 2015 – Equalization Meeting
 - April 14, 2015 - CB Meeting
 - April 14, 2015 – Closed Session (now public)
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
 - Ray LaMarche, Anderson, Tackman & Co. PLC – 2014 Audit Report
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve Resolution 2015-08 ~ Proclamation "Head Start Month" May 2015
 - 2. Moved by _____ seconded by _____ to allow the 2015 Menominee River Century Bicycle Riders use of Menominee River Park and The Chappee Rapids Historical Marker areas for rest stops on their ride.
 - 3. Moved by _____ seconded by _____ to approve the letter submitted by Brian Bousley be sent to Pincrest Medical Care Facility in reference to the Medicare Enrollment Application.
 - 4. Moved by _____ seconded by _____ to approve placing a full page ad in the 2015/16 Menominee-Marquette Regional Guide. Cost of the full page ad is \$1,750 to be disbursed from account # 101-103-802.00

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

5. Moved by _____ seconded by _____ to approve Resolution 2015-09 ~ Menominee County Deficit Elimination Plan for FY ending 9.30.2014.
6. Moved by _____ seconded by _____ to approve the Veterans' Memorial Park Nature Trail Improvement Project as submitted, and to send the plan to the Planning Commission.
7. Moved by _____ seconded by _____ to appoint one member of the public to the Northpointe Board of Directors for a three year term. (4.1.2015-3.31.2018) Interested candidates: Geraldine Murray & Patricia Phillips.
8. Moved by _____ seconded by _____ to approve budget amendments 8 & 9 as forwarded from the Finance Committee. Funds to be disbursed from the General Fund cash account #101-000-001.00.
 - a. MSUE MOA increase (CB approved 2.24.15) - \$9,737
 - b. Full Time 4-H Agent Position increase (CB approved 4.14.15) - \$20,000
9. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as recently submitted.
10. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on March 26, 27 & April 9, 2015 in the combined amount of \$209,527.94.
11. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. Resolution 2015-07 ~ Retirement of Renee Herrild
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. None
4. Finance Items
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills as paid on April 15 & 23, 2015 in the combined amount of \$55,980.62.

- K. Misc. Boards/Committees/Commissions Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Adjourn

April 14, 2015

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 in the Nadeau Township Hall, Carney, Michigan.

Vice-Chairman Schei called the meeting to order at 5:48 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Cech, Furlong, Hafeman, Lang, Nelson, Piche, Schei and Williams

Absent: Com. Meintz

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

Public Comment: None.

Department Head/Elected Officials Reports: None.

Moved by Com. Nelson, seconded by Com. Hafeman to approve the 2015 Equalization Report (L-4024) as submitted by the Equalization Director, Margaret J. Schroud. Motion was approved 8-0.

Vice-Chairman Schei called for public comment

Public Comment: None.

Moved by Com. Hafeman, seconded by Com. Williams to adjourn at 5:51 p.m. Motion was approved 8-0.

Larry Schei, Vice-Chairman

Marc Kleiman, County Clerk

April 14, 2015

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Nadeau Township Hall, Carney, Michigan.

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

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

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

Absent: None.

Moved by Com. Hafeman, seconded by Com. Piche to approve the agenda.

Moved by Com. Schei, seconded by Com. Nelson to amend the agenda to remove Personnel Item A. (M.C. Library Liaison – Com. Schei requests removal-time restrictions). Motion was approved 9-0.

Moved by Com. Furlong, seconded by Com. Nelson to remove Action Item N and O. Discussion ensued. Com. Furlong and Com. Nelson then removed their motion.

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

Moved by Com. Hafeman, seconded by Com. Cech to approve the minutes from the March 24, 2015 Regular County Board Meeting. Motion was approved 9-0.

Public Comment:

- Dale Andersen – Commented on the importance and the need for a full-time 4H position.
- Penny Mullins – Commented on Action Item N & O. She was told that there is a typo in the motion that needs to be addressed since it states Collective Bargaining Agreement and if it is to discuss Brian Bousley's contract then that language would not apply.

Presentations:

- Cindy Boyle ~ Boyle Design Group ~ M&M Regional Guide.

Department Head/Elected Officials Reports: None.

Action Items:

Moved by Com. Hafeman, seconded by Com. Schei to approve Resolution 2015-06 ~ Retirement of Toni Erdman. Com. Meintz read the resolution, but Ms. Erdman was not present to accept the resolution. Motion was approved 9-0. (Attachment A)

Moved by Com. Piche, seconded by Com. Nelson to approve allowing Michigan State University Extension to hire a full time 4-H Agent to be used in Menominee County for an additional cost of \$20,000 to the County for the remainder of 2015. (Total cost of the MSU agreement for 2015 would be \$39,737 + \$20,000 = \$59,737). Motion was approved 9-0.

Moved by Com. Meintz, seconded by Com. Piche to appoint Janis Linderoth to the UP State Fair Authority Governing Board for a three year term. (5.1.2015 – 1.31.2019 extended to correct the term end date per CUPPAD & M.C. Executive Com.). Motion was approved 9-0.

Moved by Com. Schei, seconded by Com. Hafeman to appoint Lillian Schultz to the Menominee County Planning Commission from “nominations” received from entities within the county. One nomination letter was received: The Menominee Business Development Corporation would like the board to consider Lillian Schultz to be re-appointed to the Menominee County Planning Commission, to represent the Industrial and Economic interests within the County. (Term of appointment is three years ~ 5.1.2015 – 4.30.2018). Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to appoint Marye Mathieu to the Menominee County Jury Board for a six year term. 5.1.2015 – 4.30.2021. Motion was approved 9-0.

Moved by Com. Lang, seconded by Com. Furlong to approve the Emergency Services Coordinator; E-911 Director; Friend of Court; Undersheriff; Equalization Director & Assistant Prosecuting Attorney be compensated for two years of back wage recovery due to the county acting “non-willfully” in following the Department Head DMG Salary Study pay scale, when there is no evidence of these positions being moved from the original DMG. Discussion ensued. Attorney Stoker gave the Board his opinion that legally they can’t pay back wages to these employees. He also stated that the county is not required to pay back wages, but if they chose to compensate these employees with some type of bonuses that may be ok. Com. Furlong, Hafeman, and Nelson voiced their opinions against paying. Com. Lang supports the back pay. Com. Cech stated he wouldn’t be opposed to giving some type of bonus in the amount of \$2,000. Motion failed by a roll call vote 2-7, Com. Lang and Schei voted aye.

Moved by Com. Hafeman, seconded by Com. Nelson to approve a bid by Hi-Tech Building Services, Inc. in the amount of \$16,800 each year for a two year contract for Cleaning Services at the Courthouse/Health Department. (4.29.2015-4.28.2017). Disbursements to be paid from account #101-265-801.00 (contractual services). Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve a bid by Anderson, Tackman & Company, PLC in the amount of \$27,000 each year for a three year contract for Audit Services for Menominee County fiscal years ending 9.30.2016, 2017, 2018. Disbursements to be paid from account #101-103-801.00 (Audit services). Motion was approved 9-0.

Moved by Com. Furlong, seconded by Com. Nelson to approve a bid by Veolia North American in the estimated amount of \$13,677.26 for a Household Hazardous Waste Collection & Disposal for Menominee Count in 2015. Disbursements to be paid from account #101-526-882.00 (Household hazardous waste). Motion was approved 9-0.

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

Moved by Com. Williams, seconded by Com. Schei to approve miscellaneous bills as paid on March 12 & 13, 2015 in the combined amount of \$77,161.72. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to place 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. Resolution 2015-08 ~ Proclamation "Head Start Month" May 2015. – Brian Bousley explained that The Community Action Agency will be celebrating the accomplishments and contributions of the local Head Start Program during the Month of May. They have asked the County Board to support a resolution proclaiming May 2015 "Head Start Month". Brian read the resolution to the board. The consensus of the board is to move this item forward to the next meeting for approval.

- b. Menominee River Century Bicycle Ride – 2015. – The Bay Area Medical Center is asking the County if they can use Menominee River Park and The Chappee Rapids Historical Marker area as rest stops for their riders on this year's Century Ride, June 28, 2015. As with every other year, they will have portable toilets dropped off and picked up, and will clean up the parks behind themselves. The consensus of the board is to move this item forward to the next meeting for approval.
- c. CUPPAD Notice of intent comments – Veterans Memorial Park Nature Trail Improvement Project. – Brian Bousley explained that he received a letter from CUPPAD notifying us of an intended project at the Veterans' Memorial Park in Spalding Township. Comments are requested and need to be submitted by May 13, 2015. Com. Nelson commented that this is a good idea and he is glad that we are doing it. Com. Furlong asked if this would affect the snowmobile/ATV trail. Com. Nelson stated that it would not. The consensus of the board is to move this item forward to the next meeting for approval.
- d. Pinecrest Medical Care Facility Medicare Enrollment Application. – Brian Bousley explained that he received a letter from Pinecrest Medical Facility in reference to Medicare Enrollment. They are requesting a letter from each county which attests that the government or tribal organization will be legally and financially responsible in the event that there is any outstanding debt owed to Center for Medicare and Medicaid Services (CMS). Com. Hafeman explained that this is a formality. Com. Lang asked if we are taking on a liability by doing this. Brian explained that all three counties are always financially responsible for Pinecrest. Com. Meintz stated that all three counties need to approve this. Brian believes that the County last did this in 2008.

Moved by Com. Hafeman, seconded by Com. Nelson to move this forward as an action item tonight. Motion failed for not being unanimous by a roll call vote 7-2. Com. Furlong and Com. Lang voted no.

Brian will draft a letter of support for the board to review and approve at the next meeting.

- e. Twin County Airport – Discussion. – Commissioner Schei would like to discuss what the plan is for Menominee County and Marinette County at the Twin County Airport. Menominee County received a letter from Gale Mattison, Marinette Corporation Counsel, notifying us that Marinette County desires to negotiate discontinuing partnership with us. Brian explained that Marinette County would like to negotiate in good terms. They are willing to just walk away from the airport and forego any assets at the airport. Com. Lang asked if there have been any attempts to communicate with Marinette County. Brian explained that he and Com. Schei have been in contact with them. Com. Lang stated that there are many more consequences than people are aware of. Com. Meintz commented that if the airport stops being operated as an airport then you will have to pay back all the Federal money that was

given to the airport in the past 10 years. Com. Meintz also feels that Marinette County should have to pay that money back. Com. Lang asked if anyone has looked into see if that is still the case regarding the Federal money. Brian explained that the Federal obligations are being looked into. Com. Williams commented that if Marinette County wants to just walk away then we should let them. Com. Meintz and Com. Cech agree. Com. Cech also asked about the fact that Marinette County has withheld their quarterly payment to the airport. Com. Lang stated that if they don't pay then they should lose their vote on the airport commission. Com. Meintz discussed the fact that we are in the process of hiring a new Airport Manager and if Marinette County is not going to be involved in the airport, then they shouldn't have a say in who is hired. Com. Furlong commented that there is no firm legal opinion yet as to what Marinette County can and can't do. He also stated that Marinette County has until the end of the quarter to make their payment. This has been the past practice. Com. Nelson feels that we need a legal opinion before we proceed. Com. Furlong feels that we should tell Marinette County that we would like to proceed as partners, but if they want out then we won't stop them. Com. Schei stated that the airport commission is continuing as normal. The consensus of the board is to obtain more information and a legal opinion on what can and can't be done before we proceed.

Finance Items:

- a. Boyle Design Group – Regional Guide for 2015. – Brian Bousley explained that in previous years the County Board approved a full page advertisement in the Menominee & Marinette Regional Guide to promote Menominee County. Cost for the full page advertisement is \$1,750. The consensus of the board is to move this item forward to the next meeting for approval.
- b. Commissioner Per Diems and expenses – The consensus of the board is to move this item forward for approval at the next meeting.
- c. Miscellaneous bills as paid on March 26, 27 & April 9, 2015 in the combined amount of \$209,527.94. Com. Hafeman asked about the ad placed in the Mining Journal regarding the Airport Manager. Brian explained that the county paid for the ad but the Airport is paying that amount back to the county. Com. Hafeman also asked about the AT&T bill. Brian stated that those are still being worked on and we will be receiving a credit. He has that in writing. 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 Meintz called for public comment

Public Comment:

- Dale Andersen – Commented on doing monthly reviews of employees and the Conservation District.
- Joe Linder – Commented on CUPPAD Board and they currently have a good young group working there.
- Charlene Peterson – Thanked the Board for reappointing Lillian Schultz to the Planning Commission and thanked Com. Schei for removing the agenda item regarding the Library Board.
- Paul Putnam – Thanked the Board for their support of the MSU Extension and the 4-H program. He also commented about last week's U.P. Fair meeting in Escanaba.

Commissioner Comment:

- Com. Hafeman – Commented on the April 18th 4-H spring achievement day.
- Com. Schei – Thanked Com. Hafeman for her report on the MAC conference.

Moved by Com. Schei, seconded by Com. Cech to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a contract agreement if either negotiating party requests a closed hearing.) Individuals present at closed session will be all 9 commissioners, Administrator Brian Bousley and County Clerk Marc Kleiman. Motion was approved by a roll call vote 9-0 at 7:22 p.m.

Moved by Com. Williams, seconded by Com. Hafeman to return to open session at 7:41 p.m. Motion was approved by a roll call vote 9-0.

Moved by Com. Nelson, seconded by Com. Cech to adjourn at 7:42 p.m. Motion was approved 9-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

April 14, 2015

CLOSED SESSION

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 Nadeau Township Hall, Carney, Michigan.

County Board went into closed session at 7:25 p.m.

Present: Com. Cech, Com. Furlong, Com. Hafeman, Com. Lang, Com. Meintz, Com. Nelson, Com. Piche, Com. Schei, Com. Williams, Administrator Bousley, and Clerk Kleiman.

Absent: None.

Brian informed the board that his contract is open and he would like to negotiate. He would like to know if the board would just like him to negotiate with the negotiation committee which is Com. Nelson and Com. Piche, or if the board would just like to negotiate with him as a whole board. Com. Schei feels that we need to keep Brian and we should give him some security. Com. Nelson asked what the board's preference is regarding negotiating. Com. Furlong would like Brian to submit what he is looking for in a contract to the full board. Com. Meintz is ok with a long term contract, but he is a little upset with the fact that Brian applied for the Administrator's position in both Delta and Dickinson Counties. Com. Nelson commented on the fact the Brian's current contract which is year to year does not offer him much for security and he understands why he would have applied for the other job when he did. Com. Hafeman said that she would like to see annual evaluations written into Brian's contract. Com. Schei would like to see this taken care of by the next meeting if possible.

Return to open session at 7:41 p.m.

Respectfully submitted,

Marc Kleiman, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

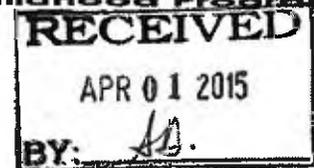
COUNTY BOARD ACTION

DATE:

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



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



Kim Johnson
Early Childhood Director

William Dubord
Executive Director

April 2015

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

Dear Commissioner Meintz:

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

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

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

Sincerely,

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

MH:sr

Enclosure: Sample Resolution

RESOLUTION 2015 - 08

**PROCLAMATION
HEAD START MONTH
MAY 2015**

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

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

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

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

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

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

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

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

"HEAD START MONTH"

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

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

Date: April 28, 2015

Ayes:

Nays:

Absent:

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

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

March 31, 2015

Brian Bosley
Menominee County Administrator
839 10th Avenue
Menominee, MI 49858



Dear County Administrator:

This letter is to ask permission for the BAMC Menominee River Century Bicycle Ride to use Menominee River Park on River Road and the Chappes Rapids Historical Marker on June 28, 2015. We would be using both locations as rest stops for riders on our longest (75/100 mile) routes. Thank you for your past support of the ride, your locations are key to our ride's success.

Our use of the parks would begin at 9AM on June 28 and continue until 4PM. We will provide everything that is needed for the event. We would also have portable toilets dropped off at the park on June 27 and picked up on June 29. The use of the stops would involve bicyclists eating food provided by the Menominee River Century and drinking (non-alcoholic) beverages in the park. Approximately 400 riders would pass through the stops. Upon completion of the ride, we will leave both stops as we found them. I will be contacting you soon for your

Please contact me at with any questions or concerns:

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

We would appreciate your continued support of our event!

Sincerely,

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

What a
Ride!

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

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

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

April 23, 2015

Pinecrest Medical Care Facility
Attention: Ms. Candy Meintz
PO Box 603
N15995 Main Street
Powers, Michigan 49874

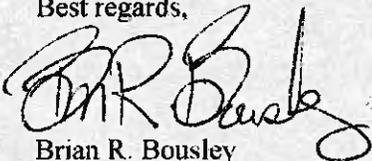
Dear Ms. Meintz;

The following letter has been prepared to aid Pinecrest in the Medicare Enrollment Application process. Menominee, Delta and Dickinson Counties have a cooperative ownership of the Pinecrest Medical Care Facility. The cooperative ownership obligates the three counties to be legally and financially bond to Pinecrest. Each county realizes any financial and liability exposures are shared equally as each county possesses a third of the ownership.

The Menominee County Board of Commissioners does consent to abide by the laws, regulations and program instructions of Medicare as they pertain to the Pinecrest Medical Care Facility. Menominee County does understand the shared responsibility of the stewardship of Pinecrest and is willing to offer assistance in order to sustain the operations of the facility.

If there are any questions or clarifications to be addressed please feel free to contact me at your convenience. I can be reached at our office at 906-863-7779 or by email at bbousley@menomineeco.com. Thank you for your consideration.

Best regards,



Brian R. Bousley
County Administrator

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

Box 603
N15995 Main Street
Powers, MI 49874



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

www.pinecrestmcf.org

March 30, 2015

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

RE: Pinecrest Medical Care Facility Medicare Enrollment Application

Dear Brian,

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

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

The actual email from CMS requesting the letters states:

From: Request for Corrections for Medicare Enrollment Application Tracking ID: T030920150001303
If a Federal, State, county, city or other level of government, or an Indian tribe, will be legally and financially responsible for Medicare payments received (including any potential overpayments), the name of that government or Indian tribe must be reported as an owner. The provider must submit a letter on the letterhead of the responsible government (e.g., government agency) or tribal organization, which attests that the government or tribal organization will be legally and financially responsible in the event that there is any outstanding debt owed to CMS. This letter must be signed by an authorized official of the government or tribal organization who has the authority to legally and financially bind the government or tribal organization to the laws, regulations, and program instructions of Medicare.

DARLENE SMITH - Administrator **JOHN HALLFRISCH, M.D. - Medical Director**

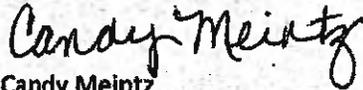
**BOARD
OF
TRUSTEES**

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

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

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

Respectfully submitted,

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

Candy Meintz

Chief Financial Officer

Pinecrest Medical Care Facility



PENALTIES FOR FALSIFYING INFORMATION

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

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

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

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

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



PENALTIES FOR FALSIFYING INFORMATION (Continued)

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

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

Tracking ID: T030920150001303

Date: 03/09/2015



Authorized Official Certification Statement for Institutional Providers

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

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

1) I authorize the Medicare contractor to verify the information contained herein. I agree to notify the Medicare contractor of any future change to the information contained in this application in accordance with provisions found at 42 CFR 424.516. I understand that any change in business structure of this supplier may require the submission of a new application.

2) I have read and understand the Penalties for Falsifying Information as printed in this application. I understand that any deliberate omission, misrepresentation, or falsification of any information contained in this application or contained in any communication supplying information to Medicare, or any deliberate alteration of text on this application form, may be punished by criminal, civil, or administrative penalties including, but not limited to, the denial or revocation of Medicare identification number(s), and/or the imposition of fines, civil damages, and/or imprisonment.

3) I agree to abide by the Medicare laws, regulations and program instructions that apply to this provider. The Medicare laws, regulations and program instructions are available through the Medicare contractor. I understand that payment of a claim by Medicare is conditioned upon the claim and underlying transaction complying with such laws, regulations and program instructions (including, but not limited to, the Federal anti-kickback statute and the Stark Law), and on the provider's compliance with all applicable conditions of participation in Medicare.

4) Neither this provider, nor any 5 percent or greater owner, partner, officer, director, managing employee, authorized official, or delegated official is currently sanctioned, suspended, debarred, or excluded by the Medicare or State Health Program, e.g. Medicaid program, or any other Federal program, or is otherwise prohibited from supplying services to Medicare or other Federal program beneficiaries.

5) I agree that any existing or future overpayment made to the provider by the Medicare program may be recouped by Medicare through the withholding of future payments.

6) I will not knowingly present or cause to be presented a false or fraudulent claim for payment by Medicare, and I will not submit claims with deliberate ignorance or reckless disregard of truth of their truth or falsity.

7) I authorize any national accrediting body whose standards are recognized by the Secretary as meeting the Medicare program participation requirements, to release to any authorized representative, employee, or agent of the CMS, a copy of my most recent accreditation survey, together with any information related to the survey that CMS may require (including corrective action plans).

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Boyle Design Group – 2015 Regional Guide
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
In previous years, the County Board approved a full page advertisement in the Menominee & Marinette Regional Guide, to promote Menominee County. Cost for the full page advertisement is \$1,750.	
RECOMMENDED MOTION	
To approve placing a full page ad in the 2015/16 Menominee-Marinette Regional Guide. Cost of the full page ad is \$1,750 to be disbursed from account #101-103-802.00	

Submitted by: **Brian Bousley**

 04/24/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Reservation

SIGN UP TODAY

Please X ad size (dimensions listed to the right)

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

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

Business _____

Contact _____

Address _____

Phone (____) _____

Fax (____) _____

e-mail _____

Signature _____ Date _____

Please check one:

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

E-mail files to:
art@boyledesigngroup.net

Printed Book

Regional Guide



DIMENSIONS

- Full Page 7.5" x 9.5"
- 1/2 Horizontal 7.5" x 4.5"
- 1/2 Vertical 3.5" x 9.5"
- 1/4 3.5" x 4.5"
- 1/8 3.5" x 2.25"
- Back Cover 8" x 7.5"

NOW INCLUDES A FREE NEW

Online E-Book

mmregionalguide.com

View the Marinette-Menominee Regional Guide online!



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



Production SERVICES

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

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

All artwork remains the property of Boyle Design Group.

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

Make check payable to:

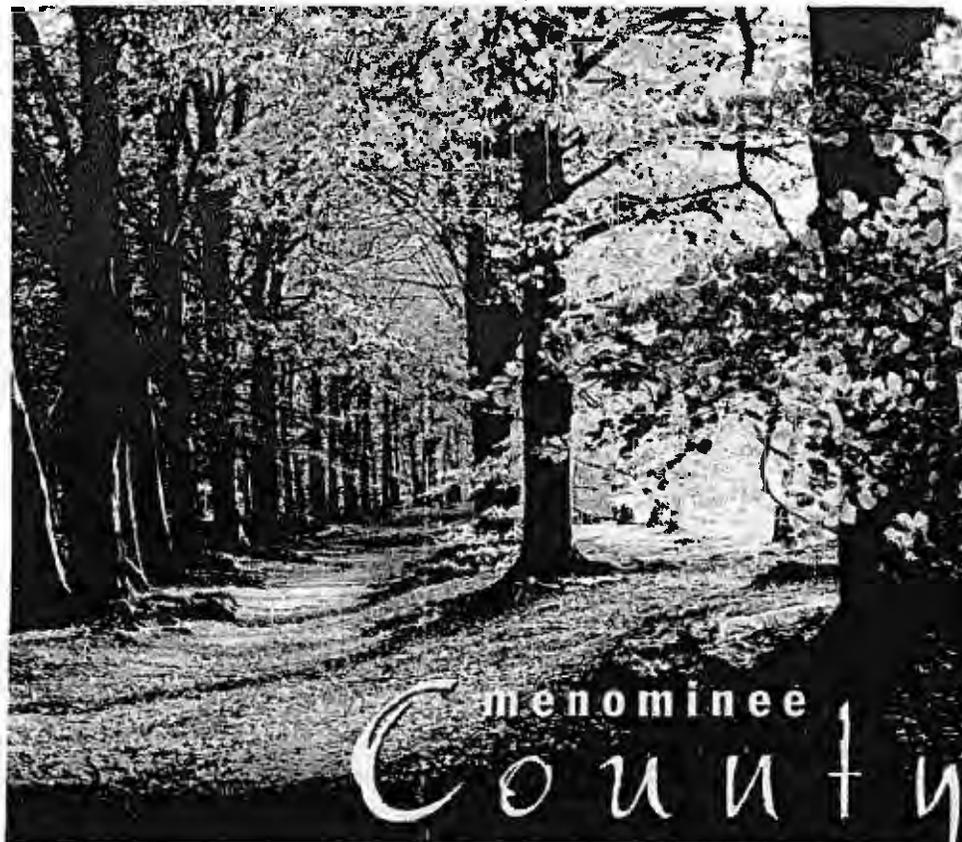
Boyle Design Group
P.O. Box 233
Marinette, WI 54143

Reservation form and questions can be sent to:

Cindy Boyle
cindy@boyledesigngroup.net
715.735.3130

Fax reservation form to:
715.735.3120

We thank you for your support!



menominee County

play here

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

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

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

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

work here

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

www.menomineecounty.com

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



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	2013/2014 Deficit Elimination Plan
DEPARTMENT:	Administration/Finance Committee
ATTACHMENTS:	Yes
SUMMARY:	
Resolution addresses the 3 deficit funds of State Special Child Care, Remonumentation and the Law Library. All three funds had a deficit fund balance after the 2013/2014 FY. The State requires plan to be developed and sent to the Department of Treasury.	
RECOMMENDED MOTION	
Forwarded by the Finance Committee to accept the Deficit Elimination Plan	

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

**RESOLUTION – 2015-09
Menominee County Deficit Elimination Plan
For FY ending September 30, 2014**

WHEREAS, Menominee County experienced deficit fund balances at the conclusion of the Fiscal Year ending on September 30, 2014 in the following fund:

State-Special Child Care #296-000-001.00 in the amount of \$42,826
Remonumentation #243-000-001.00 in the amount of \$425
Law Library #269-000.001.00 in the amount of \$2,393

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 \$45,644 to be transferred from General Fund, cash account #101-000-001.00 to balance the deficit fund incurred in State-Special Child Care at the conclusion of the Fiscal Year ending September 30, 2014.

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

Charlie Meintz, Board Chairman

Date

Marc Kleiman, County Clerk

Date

Charlie Meintz – Chairperson

Larry Schei – Vice Chairperson

James Furlong

Raymond Williams

William Cech

Bernie Lang

Gerald Piche

Jan Hafeman

John Nelson

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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

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

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

NOTICE OF INTENT COMMENT FORM

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

COMMENTS MUST BE RECEIVED BY: May 13, 2015

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

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

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

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

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

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

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

RESPONDENT'S NAME _____

SIGNATURE _____

AGENCY OR L.U.G. _____

DATE _____

Please return any comments to:

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





NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

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

1. Name of Project: Veterans Memorial Park Nature Trail Improvement Project		2. Date: 03/05/15	
3a. Identity of the applicant agency, organization, or individual: Spalding Township W3798 US 2/41, P.O. Box 181 Powers, MI 49874		3b. Indicate below the representative of the applicant to contact for additional information regarding this Notice: Name Scott Nowack Address (Street / PO Box) 635 Circle Drive City Iron Mountain State MI ZIP 49801 Telephone (906) 774 - 3440	
4a. Agency from which assistance will be sought: <input checked="" type="checkbox"/> Michigan Department of Natural Resources		Name of Program: DNR Trust Fund Public Law or USC#: <input checked="" type="checkbox"/> Michigan Natural Resources Trust Fund Part 19 of Act 451 of 1994	
5. Estimated Cost: FEDERAL: \$ _____ STATE: \$81,950 OTHER: \$28,850 TOTAL: \$110,800		6. Estimated date by which time the applicant expects to formally file an application: April 1, 2015	
7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). Spalding Township (see attached map)			
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:			
8a. Type of project: This is a recreational development project. Improvements include walking trail reconstruction and parking improvements.			
8b. Purpose: The purpose of this project is to improve Veterans Memorial Park for public outdoor recreation.			
8c. General size or scale: Veterans Memorial Park (41.6 acres)			
8d. Beneficiaries (persons or institutions benefited): The general public.			
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary) The goals of this project are in line with Spalding Township's five year Recreation Plan. Please see attachment for proposed improvements.			

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Northpointe Board of Directors Appointment
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>One vacancy needs to fill by Menominee County on the Northpointe Board. There are two applicants to the fill one term, term running from April 1, 2015 to March 31, 208.</p>	
RECOMMENDED MOTION	
<p>To appoint one member to the Northpointe Board of Directors.</p>	

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

-----Original

Message-----

From: Patricia Phillips [<mailto:phillipsn16580@aol.com>]

Sent:

Thursday, April 02, 2015 6:17 PM

To: Sherry DuPont

Subject: Application for

Appointment Submission

First Name: Patricia

Last Name:

Phillips

Address: N16580 Linden Street

City: Hermansville

State:

Michigan

Zip Code: 49847

Email Address: phillipsn16580@aol.com

Phone

Number: 9897517327

What board or committee are you applying for?: Northpointe
Board of Directors

Are you at least 18 years of age?: Yes

Are you
currently registered to vote?: Yes

Current Employer and telephone number;
Indicate your title and nature of your work.: Retired

Please indicate
education level and degrees received.: High School

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

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

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

Do you have a conflict of
interest or potential conflict of interest such as a financial or business

interest in any contracts, grants, permits, etc. with Menominee County? If so,

list the interest (except where required for the appointment): No

List any

family members who are or have been employed by Menominee County or are or have

been elected to County offices?: None

Is this an application for re-appointment?

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

Briefly

indicate your qualifications for appointment to this specific board and why you

believe your appointment will benefit Menominee County.: I've been involved in

different community organizations over the years. I'm retired from a banking position down state and feel this would be a good opportunity for the community

and myself.

I hereby apply for an appointment and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements,

I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied

for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

(Please sign the box, by typing your name here.): yes

Sherry DuPont

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

First Name: Geraldine

Last Name: Murray

Address: W4520 cedar street

City: Nadeau

State: Michigan

Zip Code: 49863

Email Address: gmurray63@gmail.com

Phone Number: 9065539994

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

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

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

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

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

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

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

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

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

Is this an application for re-appointment?

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

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

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

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Budget Amendments
DEPARTMENT:	Administration/Finance Committee
ATTACHMENTS:	Yes
SUMMARY:	
Two budget amendments need to be made. #8 is an increase amount to the MOA between Menominee County and MSUE in the amount \$9,737. #9 is an increase of \$20,000 to be paid to cover a full time 4H Coordinator for Menominee County. Both increases will be taken from the General Fund Balance.	
RECOMMENDED MOTION	
To approve budget amendments #8 and #9.	

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

8 2/25/2015 County Board approved MSU agreement and it was more than originally budgeted \$ 9,737.00 101-261-801.00

9 4/14/2015 County Board approved MSU agreement to fund a full time 4H Coordinator, additional funds needed \$ 20,000.00 101-261-801.00

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
MAR 24 2015
BY: *AD*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: James Furlong ~ District 3

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

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

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

[Signature]
Signed

3-24-15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/12/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/17/15	CO. STEPHENSON, MI	32		18.40	101-101-860.04
3/17/15	ESCANABA, MI	104		59.80	101-101-860.04
3/17/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/18/15	PINECREST, POWERS	73		41.98	101-101-860.04
3/24/15	COURTHOUSE	16		9.20	101-101-860.04
3/26/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
3/31/15					101-101-860.04
		170			101-101-860.04
			Total Mileage		
Total Mileage Fee					155.27

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

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

Signed

Date

3/31/15
68

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Bernie Lang ~ District 2

2015

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
03-06	CHASE	3			101-101-860.02
03-10	CHASE	3			101-101-860.02
03-12	ESCALAWA	112			101-101-860.02
03-24	CHASE	3			101-101-860.02
03-27	DHS	3			101-101-860.02
		<u>124 x .575 = 71.30</u>			101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	<u>71.30</u>

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

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

B. Lang

Signed

03-31-15

Date

4/1/15

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

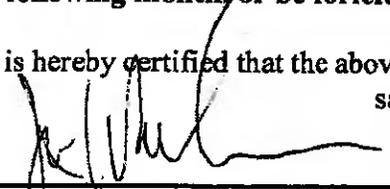
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/5/15	North Plain, Kingsford			0	101-101-860.11
3/5/15	MI weeks, ESCOMING MI	56	.575	32.20	101-101-860.11
3/10/15	Memo. Co. Board, Menominee	94	.575	54.05	101-101-860.11
3/12/15	North Plain, Kingsford			0	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		150	Total Mileage	86.25	
Total Mileage Fee					

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

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



Signed

4/1/15

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
APR 02 2015
BY: *AB*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Gerald L. Piche ~ District 7

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

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

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

Gerald L. Piche

Signed

4/1/15

Date

Handwritten initials/signature

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
APR 06 2015
BY: *JA*

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: William Cech ~ District 5

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

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

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

William Cech

Signed

4/5/15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**



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

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.575/mile	Total Cost	Account Number
3/10/15	Co Bd- Menominee	76	43.70		101-101-860.10
3/18/15	BOH-Pinecrest	14	8.05		101-101-860.10
3/24/15	Co Bd.-Menominee	76	43.70		101-101-860.10
3/26/15	Pinecrest-Pinecrest	14	8.05		101-101-860.10
3/29/15	MAC-Lansing	N/C			101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		180	Total Mileage		
Total Mileage Fee					103.50

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

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

Jan Hafeman

Signed

4/7/15

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

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

Special Revenue Funds

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

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

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 20 2015

903

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ANDERSON AUTO & RV SALES INC								
	40813	03/10/2015	1325	2011 Impala Vehicle Maintenance	205-315-934.02	59.95		\$1,744.70
	40814	01/27/2015	1328	2009 Chevy Tahoe Vehicle Maintenance	205-315-934.02	82.25		
	40815	01/28/2015	1327	2007 Chevy Pickup - Vehicle Maintenance	205-315-934.02	150.00		
	40816	02/04/2015	1329	2012 Impala - Vehicle Maintenance	205-315-934.02	339.00		
	40817	02/10/2015	1330	2011 Impala - Vehicle Maintenance	205-315-934.02	482.00		
	40818	02/12/2015	1331	2012 Impala - Vehicle Maintenance	205-315-934.02	59.95		
	40819	01/29/2015	1329	2008 Tahoe - Vehicle Maintenance	205-315-934.02	434.00		
	40820	02/24/2015	1332	2008 Impala - Vehicle Maintenance	205-315-934.02	34.95		
	40821	02/24/2015	1333	2011 Impala - Vehicle Maintenance	205-315-934.02	122.60		
AT&T - Carol Stream, IL								
	40854	02/19/2015	908863881402	February 19 - March 18, 2015	288-325-850.00	698.82		\$698.82
AT&T Mobility								
	40839	03/16/2015	287252150867	908-792-0211 (March 2015)	101-132-850.00	36.27		\$67.54
	40840	03/24/2015	287252234886	908-792-8888 (March 10 - April 9)	101-132-850.00	31.27		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								
	40708	02/28/2015	MENCC	Coroner Screening Films (A. Graf)	101-648-836.00	974.66		\$974.66
BELSON CO.								
	40805	03/19/2015	0000188927	Service Call & Labor	101-301-770.00	187.50		\$187.50
Big O's Lube and Service, Inc.								
	40822	03/05/2015	16379	2011 Chevy Impala - Vehicle Maintenance	205-315-934.02	341.02		\$698.58
	40823	03/10/2015	16412	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	35.98		
	40824	03/16/2015	16459	2014 Chevy Impala - Vehicle Maintenance	205-315-934.02	32.90		
	40825	03/16/2015	16463	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	288.09		
BP								
	40811	03/06/2015	43765832	Road Patrol - Gasoline Charges	205-315-742.00	359.96		\$359.96
Brian Bousley								
	40719	03/10/2015	Reimbursement	Mileage - March 2015	101-172-860.00	190.40		\$190.40
Brunelle, Jennifer								
	40841	03/17/2015	Reimbursement	Tote for Ice Shack at Doby Park	296-867-801.01	16.99		\$86.98
	40708	03/25/2015	Reimbursement	Conference Registration	296-868-801.00	10.00		
	40708	03/25/2015	Reimbursement	Conference Registration	296-864-860.00	30.00		
	40708	03/25/2015	Reimbursement	Conference Registration	296-863-860.00	30.00		
CBM Managed Services								
	40828	03/04/2015	STDINV81831	Inmate Meals	280-382-755.00	2,087.66		\$4,167.44
	40829	03/11/2015	STDINV82124	Inmate Meals	280-382-755.00	2,079.89		
Cedar River Plaza								
	40894	03/13/2015	TROY 2-29	Gasoline Charges	208-751-742.00	55.37		\$55.37
Cellcom Wisconsin RSA 04								
	40866	03/05/2015	198828	Cellular Services	296-863-850.00	55.33		\$166.99
	40866	03/05/2015	198829	Cellular Services	296-864-850.00	55.33		
	40866	03/05/2015	198828	Cellular Services	296-865-850.00	55.33		
CIMA COMPANIES, INC.								
	40887	03/13/2015	MIMENO1	PO# 03067 (7/1/15 - 7/1/16)	101-132-802.00	1,034.75		\$1,034.75

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchen#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF LEGAL OFFICER MENOMINEE COUNTY MICHIGAN								
CLOVERLAND PAPER CO								\$489.88
40830		03/08/2015	107584	Cleaning Supplies	280-382-755.00	91.99		
40831		03/13/2015	107647	Linens & Delimer	280-382-755.00	66.73		
40845		03/20/2015	107703	Linens, Pedge, Vinegar	101-285-755.01	148.25		
40870		03/13/2015	107648	Cleaning Supplies	101-285-755.01	92.89		
40871		03/13/2015	107828	Cleaning Supplies	101-285-755.01	38.21		
Cooper Office Equipment								\$235.20
40892		03/12/2015	120893	Contract: # 2146-01 (3/11/15 - 6/10/15)	101-172-831.01	235.20		
DEKETO, LLC								\$820.00
40876		02/03/2015	DK 2-15	January 2015 (x410)	258-277-857.00	820.00		
Dougovito, Greg								\$55.25
40836		03/18/2015	5801	Holdover Attendant	101-132-801.01	21.25		
40836		03/19/2015	5801	Holdover Attendant	101-132-801.00	34.00		
EAGLEHERALD PUBLISHING, LLC								\$29.50
40849		03/18/2015	Advertising	Sealed Bids - Cleaning Contract	101-101-901.00	29.50		
Furlong, James								\$23.00
40704		03/24/2015	Reimbursement	Mileage	101-101-880.03	23.00		
GREAT AMERICAN DISPOSAL CO THE								\$119.30
40858		03/01/2015	63101069	Annex - Garbage Removal	101-261-930.04	119.30		
Gregory, Raymond G.								\$220.00
40878		02/04/2015	2015-018-MI	Court Appointed Legal - Giancola	101-148-807.00	130.00		
40879		03/13/2015	2015-032-MI	Court Appointed Legal - Bourgeois	101-148-807.00	90.00		
HOTFLAME GAS COMPANY								\$634.30
40713		03/09/2015	8277	Maintenance Building at Shekey Lakes	208-751-744.00	634.30		
ID NETWORKS								\$2,249.00
40898		03/24/2015	289093	PO# 03098 Software Maintenance	101-301-975.00	2,249.00		
Joel Henstey, RN								\$4,764.00
40807		03/22/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
40808		03/22/2015	Reimbursement	Malpractice Insurance	101-301-770.01	134.00		
40834		03/24/2015	Medical Examiner	March 2015	101-848-709.00	1,065.00		
40834		03/24/2015	Medical Examiner	March 2015	101-848-835.00	2,100.00		
40848		03/22/2015	Blood Draw	C.S. (3/11)	101-267-801.01	190.00		
K MART	7031							\$79.95
40832		02/06/2015	070310206150086338	Bath Towels	280-382-755.00	79.95		
Kiesler's Police Supply, Inc.								\$2,772.01
40804		03/17/2015	0750762	PO# 03085 - Assorted Ammo	205-315-755.02	2,772.01		
Kielman, Marc								\$39.18
40885		03/16/2015	Reimbursement	Mileage & Fuel	101-215-860.00	39.18		
Lambie, Michael H.								\$75.00
40708		03/25/2015	2015-037-MI	Court Appointed Legal (Pfeiffer)	101-148-807.00	75.00		
LENCA SURVEYING								\$3,049.50
40705		03/24/2015	15040	Project Yr 2016 (March 7 - March 24, 2016)	243-245-801.07	3,049.50		
Lesperance, Diane								\$37.03
40669		03/18/2015	Reimbursement	Mileage - Site Visit for Foreclosure Hear	517-252-860.00	37.03		
LexisNexis								\$350.00
40891		02/28/2015	1602608140	2/1/15 - 2/28/15	288-145-801.00	350.00		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MaComb Community College								
40803		03/09/2015	004577901	PO# 03081 Training (x2)	205-315-881.03	1,500.00		\$1,500.00
Manpower								
40710		03/16/2015	28389251	Week Ending 3/16/15 (Krista Marciniak)	101-281-705.00	446.04		\$823.94
40716		03/22/2015	28418279	Week Ending 3/22/15 (Krista Marciniak)	101-281-705.00	477.90		

APPROVED

MAR 26 2015

[Handwritten initials]

CHIEF FISCAL OFFICER
MENOMINEE COUNTY INDIAN

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 26 2015

GA

Vendor Name	Vchrs#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$13,057.71
40715		03/12/2015		Credit Card				
		03/12/2015		Credit Card	280-382-755.00	164.70		
40715		03/12/2015		Credit Card	280-382-755.00	32.28		
40715		03/12/2015		Credit Card	280-382-755.00	89.98		
40715		03/12/2015		Credit Card	280-382-755.00	15.00		
40715		03/12/2015		Credit Card	280-382-755.00	30.00		
40715		03/12/2015		Credit Card	280-382-755.00	12.00		
40715		03/12/2015		Credit Card	280-382-755.00	148.00		
40715		03/12/2015		Credit Card	282-302-881.00	25.70		
40715		03/12/2015		Credit Card	282-302-881.00	9.53		
40715		03/12/2015		Credit Card	282-302-881.00	22.03		
40715		03/12/2015		Credit Card	282-302-881.00	27.36		
40715		03/12/2015		Credit Card	282-302-881.00	163.86		
40716		03/12/2015		Credit Card	517-252-860.00	11.21	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	517-252-860.00	12.71	*	
40716		03/12/2015		Credit Card	101-172-802.00	9.99	*	
40716		03/12/2015		Credit Card	517-252-860.00	183.37	*	
40716		03/12/2015		Credit Card	101-103-755.00	980.58	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	215-141-860.00	9.09	*	
40716		03/12/2015		Credit Card	215-141-860.00	30.41	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	215-141-860.00	12.72	*	
40716		03/12/2015		Credit Card	215-141-860.00	10.67	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	215-141-860.00	9.98	*	
40716		03/12/2015		Credit Card	215-141-860.00	12.72	*	
40716		03/12/2015		Credit Card	215-141-860.00	478.50	*	
40716		03/12/2015		Credit Card	215-141-860.00	445.50	*	
40716		03/12/2015		Credit Card	298-887-801.00	24.58	*	
40716		03/12/2015		Credit Card	298-887-801.00	21.14	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	101-265-755.00	23.20	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	266-325-860.00	28.48	*	
40716		03/12/2015		Credit Card	266-325-860.00	120.75	*	
40716		03/12/2015		Credit Card	266-325-860.00	11.00	*	
40716		03/12/2015		Credit Card	101-101-858.00	800.00	*	
40716		03/12/2015		Credit Card	101-101-858.00	300.00	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	298-887-801.01	21.11	*	
40716		03/12/2015		Credit Card	266-325-860.00	9.22	*	
40716		03/12/2015		Credit Card	101-265-755.00	39.94	*	
40716		03/12/2015		Credit Card	298-883-860.00	12.87	*	
40716		03/12/2015		Credit Card	215-141-860.00	9.99	*	
40716		03/12/2015		Credit Card	298-883-860.00	32.35	*	
40716		03/12/2015		Credit Card	215-141-860.00	25.35	*	
40716		03/12/2015		Credit Card	215-141-860.00	21.29	*	
40716		03/12/2015		Credit Card	298-883-860.00	21.29	*	
40716		03/12/2015		Credit Card	298-883-860.00	12.77	*	
40716		03/12/2015		Credit Card	215-141-860.00	5.76	*	
40716		03/12/2015		Credit Card	101-268-729.00	5.05	*	
40716		03/12/2015		Credit Card	298-883-860.00	32.86	*	
40716		03/12/2015		Credit Card	215-141-860.00	32.56	*	

APPROVED

MENOMINEE COUNTY
Claims Audit Report

MAR 26 2015

903

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								
	40718	03/12/2015	Credit Card	Buffalo Wild Wings	206-889-880.00	18.38	J	\$13,067.71
	40718	03/12/2015	Credit Card	Buffalo Wild Wings	215-141-880.00	15.94	J	
	40718	03/12/2015	Credit Card	Crowne Plaza	286-889-880.00	136.74	J	
	40718	03/12/2015	Credit Card	Crowne Plaza	215-141-880.00	152.90	J	
	40718	03/12/2015	Credit Card	Tacoryn Power Flite	101-265-834.00	244.48	J	
	40718	03/12/2015	Credit Card	Angeli's	206-867-801.01	5.56	J	
	40718	03/12/2015	Credit Card	Credit Memo - Great Wolf	517-252-880.00	-3.80	J	
	40718	03/12/2015	Credit Card	Credit Memo - Great Wolf	517-252-880.00	-3.80	J	
Menards - Marinette								
	40681	03/11/2015	77208	Stoney Point Dock	101-265-755.00	159.31		\$382.47
	40682	03/12/2015	77276	Credit Memo	101-265-755.00	-27.88		
	40683	03/12/2015	77284	Stoney Point Dock	101-265-755.00	111.58		
	40701	03/20/2015	77843	Building & Ground Supplies	101-265-755.00	84.14		
	40714	03/23/2015	78045	Building & Ground Supplies	101-265-755.00	55.42		
MENOMINEE COUNTY JOURNAL								
	40687	03/16/2015	2014-014805-DS	Publication for Service of Process (x3)	101-267-804.00	118.85		\$118.85
MGT of America, Inc.								
	40703	03/19/2015	28810	Jan, Feb, Mar 2015 (FOC DHS-286 bill)	101-141-801.00	1,345.80		\$1,345.80
MICHIGAN DISTRICT JUDGES ASSOC								
	40698	03/10/2015	Dues	2015 MI District Judges Association	101-188-802.00	200.00		\$200.00
MICHIGAN ELECTION RESOURCES								
	40680	03/12/2015	33852	Election Petition Forms	101-262-727.00	110.88		\$11,853.48
	40688	03/18/2015	33862	PO# 03088 Ballots for May 2015 Electic	101-262-727.00	11,853.48		
Michigan Municipal Risk								
	40648	03/10/2015	2257	Effective Discipline/Grievance Process	286-325-755.00	25.00		\$25.00
Michigan Sheriffs' Association								
	40809	03/17/2015	2150205	Registration for Conference (Holmes, R	101-301-861.00	425.00		\$425.00
Michigan State University - ANR Communications Event Svcs								
	40888	03/13/2015	80285	Registration - M. Korman	101-215-880.00	45.00		\$45.00
MILLERS ACTION OFFICE SUPPLY I								
	40847	03/20/2015	0108270-001	Binder - FOC	101-141-727.00	11.58		\$542.35
	40881	03/11/2015	0108034-001	Fax Cartridge (Clerk's Office)	101-215-727.00	38.99		
	40882	03/12/2015	0108089-001	Notary Seal	101-215-727.00	37.96		
	40887	03/11/2015	0108021-001	Office Supplies (Clerk's Office)	101-215-727.00	417.06		
	40887	03/11/2015	0108021-001	Office Supplies (Clerk's Office)	101-215-983.00	36.78		
Morning Dove Productions								
	40711	01/29/2015	118	PO# 03059 Advertising (x52)	208-751-880.00	1,200.00		\$2,800.00
	40711	01/28/2015	118	PO# 03059 Advertising (x52)	208-751-755.02	1,000.00		
	40711	01/29/2015	118	PO# 03059 Advertising (x52)	208-751-801.00	400.00		
Newhouse, Kristan A.								
	40673	03/13/2015	2015-31-MI	Court Appointed Legal - (Vodrazka)	101-148-807.00	137.50		\$137.50
Nieml, Daniel R.								
	40837	03/18/2015	5802	Holdover Attendant (D.J.)	101-132-801.01	20.00		\$52.00
	40837	03/18/2015	5802	Holdover Attendant (D.J.)	101-132-801.00	32.00		
Nutt, Michael								
	40707	03/25/2015	Reimbursement	Mileage	208-884-880.00	135.99		\$135.99

**WISCONSIN COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Office Depot, Inc.							\$128.78
40883	03/13/2015	780194835001	District - Duster	101-138-727.00	8.98		
40884	03/11/2015	758787059001	District Court - Office Supplies	101-138-727.00	38.94		
40885	03/12/2015	780184834001	Credit Memo - District Court	101-138-727.00	-10.89		
40717	03/17/2015	780762327001	Office Supplies	101-101-727.00	5.94		
40717	03/17/2015	780762327001	Office Supplies	101-172-727.00	84.01		
40717	03/17/2015	780762327001	Office Supplies	101-172-727.00	8.25		
40717	03/17/2015	780762327001	Office Supplies	249-371-728.00	15.33		
Owens, Karen A.							\$287.00
40838	03/17/2015	5804	JDFS Program	288-688-801.00	189.00		
40843	03/18/2015	5806	JDFS Program	288-688-801.00	108.00		
Paul W. Campbell Construction							\$280.00
40850	11/24/2014	343847	Plt Run (x2) Topcill (x2)	208-761-830.04	280.00		
Poupore Collision & Towing							\$120.50
40826	03/18/2015	55018	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	48.25		
40827	03/18/2015	55-K91	2013 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	74.25		
PrintersPlus!							\$323.50
40872	03/12/2015	13772	Ticket Envelopes (x1000)	101-138-727.00	190.00		
40875	03/12/2015	13771	Window Envelopes (Treasurer's Office)	181-253-727.00	133.50		
Quill Corporation							\$358.40
40899	03/19/2015	2515039	Office Supplies (PA Office)	101-267-727.00	350.91		
40700	03/19/2015	2542086	Office Supplies (PA Office)	101-267-727.00	5.49		
Randell Phillippe							\$1,800.00
40888	03/05/2015	Court Appointed	February 2015	101-131-807.00	1,000.00		
40888	03/06/2015	Court Appointed	February 2015	101-132-807.00	500.00		
REDWOOD TOXICOLOGY LABORATORY							\$36.00
40874	02/28/2015	00718420152	Drug Testing (District Court)	101-138-727.00	36.00		
Sherwin Williams Company							\$34.04
40880	02/27/2015	9360-1	Paint	101-265-930.01	34.04		

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MAR 26 2015

AWB

SHERIFF'S OFFICE
WISCONSIN COUNTY SHERIFF

MENOMINEE COUNTY
Claims Audit Report

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MAR 26 2015

BP

Vendor Name	Vchen#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General					TRUST PROGRAMS			
Standard Insurance Company								\$211.60
40652		03/23/2015	April 2015	Life Insurance Premium	101-101-713.00	20.70		
40652		03/23/2015	April 2015	Life Insurance Premium	101-132-713.00	6.32		
40652		03/23/2015	April 2015	Life Insurance Premium	101-136-713.00	11.50		
40652		03/23/2015	April 2015	Life Insurance Premium	101-141-713.00	9.20		
40652		03/23/2015	April 2015	Life Insurance Premium	101-148-713.00	0.58		
40652		03/23/2015	April 2015	Life Insurance Premium	101-215-713.00	11.80		
40652		03/23/2015	April 2015	Life Insurance Premium	101-172-713.00	4.60		
40652		03/23/2015	April 2015	Life Insurance Premium	101-287-713.00	9.20		
40652		03/23/2015	April 2015	Life Insurance Premium	101-288-713.00	4.60		
40652		03/23/2015	April 2015	Life Insurance Premium	101-263-713.00	9.90		
40652		03/23/2015	April 2015	Life Insurance Premium	101-257-713.00	4.60		
40652		03/23/2015	April 2015	Life Insurance Premium	101-265-713.00	4.80		
40652		03/23/2015	April 2015	Life Insurance Premium	101-301-713.00	48.30		
40652		03/23/2015	April 2015	Life Insurance Premium	101-882-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	101-103-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	271-790-713.00	9.20		
40652		03/23/2015	April 2015	Life Insurance Premium	298-663-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	298-684-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	298-685-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	208-751-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	205-316-713.00	2.30		
40652		03/23/2015	April 2015	Life Insurance Premium	205-315-713.00	25.30		
40652		03/23/2015	April 2015	Life Insurance Premium	286-325-713.00	18.10		
40652		03/23/2015	April 2015	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan POB 30286								\$1,750.00
40610		03/10/2015	551-440292	DataComm 1/1/15 - 3/31/15	101-301-876.00	1,750.00		
Stellar Pizza, LLC								\$15.00
40642		03/18/2015	34	Pizza for Teen Court	298-667-801.02	15.00		
STEPHENSON MARKETING COOPERATI - P O BOX 399								\$1,488.91
40612		02/28/2015	018579	Road Patrol Gasoline Charges - Feb 20	205-318-742.00	1,488.91		
TWIN CITY ELECTRIC, Inc.								\$102.00
40889		03/20/2015	79451	Allow Access to Lunch Room Camera	101-103-867.01	102.00		
U P A A								\$46.00
40693		03/26/2015	Dues	May 1 - 2015 - April 30, 2016	101-253-802.00	15.00		
40702		03/16/2015	Dues	May 1, 2015 - April 30, 2016 (x2)	101-257-802.00	30.00		
U.S. Bank Equipment Finance								\$133.07
40657		03/16/2015	274406182	Blzhub 423	101-172-842.00	133.07		
UP 9-1-1 Authority								\$740.00
40653		03/10/2015	Dues	PO# 03084 2015 Membership Dues	268-325-802.00	740.00		
UPCAP SERVICES INC								\$278.00
40806		02/28/2015	886	Work Crew Services	101-301-935.00	165.00		
40806		02/28/2015	886	Work Crew Services	101-301-770.00	8.00		
40880		02/28/2015	892	Work Crew Services	208-751-930.04	115.00		
Valenti, Susan F.								\$175.40
40684		02/28/2015	Reimbursement	Meals & Mileage (February 2015)	101-131-860.00	175.40		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Verizon Wireless							\$880.33
40855	03/01/2015	9741484715	Cellular Services	101-265-850.01	82.83		
40855	03/01/2015	9741484715	Cellular Services	101-301-850.00	456.41		
40855	03/01/2015	9741484715	Cellular Services	101-882-850.00	32.43		
40855	03/01/2015	9741484715	Cellular Services	205-315-850.00	308.24		
40855	03/01/2015	9741484715	Cellular Services	286-325-850.00	0.42		
Vincent, Daren & Lisa							\$172.40
40844	03/24/2015	5808	Foster Care Costs (T.T.)	292-682-843.02	172.40		
WEST GROUP PAYMENT CENTER							\$615.00
40851	03/04/2015	831472700	February 5 - March 4, 2015	268-145-882.00	181.00		
40858	03/04/2015	831455818	District Court	101-136-802.00	181.00		
40895	03/04/2015	831441187	February 5 - March 4, 2015	101-267-802.00	253.00		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 18003							\$48.89
40886	03/18/2015	0402047856-00005	Kleinke Park	208-761-920.01	48.89		
Xerox Corporation - 28152 Network Place							\$79.77
40677	12/01/2014	077048597	Probation/Parole	101-131-842.00	79.77		
Zavitz, Dr. Michael E.							\$2,036.00
40836	03/24/2015		Medical Examiner March 2015	101-848-708.00	2,036.00		
Total Amount for Bank Account: General							\$71,688.47

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MAR 26 2015



CHIEF FISCAL OFFICER
MENOMINEE COUNTY WISCONSIN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Apox Software 40730	2/25/2015	287770	Maintenance Renewal	101-103-857.02	235.00		\$235.00
CIMA COMPANIES, INC. 40732	3/13/2015	MIBENO	7/1/15 - 7/1/16	101-136-807.00	240.00		\$240.00
COHL STOKER & TOSKEY P C 40728	3/6/2015	45258	Legal Services	101-211-807.00	937.16		\$937.16
Friends Ofc Prod Whse Direct 40723	3/25/2015	0221951	FCC - Office Supplies	101-141-727.00	370.92		\$370.92
Hanna, Brenda 40731	3/27/2015	Reimbursement	Mileage (January 2 - March 31, 2015)	101-253-860.00	33.92		\$33.92
K MART 7031 40726	2/26/2015	070310226150261719/D# 03074	TV Monitor for Annex	101-103-755.00	579.96		\$579.96
Manpower 40722	3/22/2015	26416235	Week Ending 3/22/15 (Molly McRae)	216-141-705.00	315.00		\$315.00
Menominee Business Development 40721	3/27/2015	Appropriation	Quarterly Appropriation	101-728-801.00	5,000.00		\$5,000.00
MGT of America, Inc. 40729	3/8/2015	26389	Cost Allocation Plan & Job Classificatio	101-103-801.08	3,578.03		\$3,578.03
Michigan State University - ANR Communications Event Svcs 40727	3/12/2015	Registration	Brian Bousley	101-172-802.00	45.00		\$45.00
Signarama Menominee 40726	2/27/2015	3893	Emergency Number Signs (x2)	101-285-755.00	30.00		\$30.00
Williams, Raymond 40724	3/28/2015	Reimbursement	Mileage - March 2015	101-101-860.01	25.87		\$25.87
Xerox Corporation - 26152 Network Place 40720	12/1/2014	077048397	Probation/Parole	101-131-842.00	23.36		\$23.36
Total Amount for Bank Account: General							\$11,414.22

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CHIEF FINANCIAL OFFICER
MENOMINEE COUNTY, WISCONSIN

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MENOMINEE COUNTY
Claims Audit Report

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Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER								
MENOMINEE COUNTY								
Ace Hardware								\$38.84
	40782	3/31/2015	281	Building & Ground Supplies	101-265-755.00	38.84		
ALGER-DELTA COOPERATIVE ASSOC								\$819.39
	40913	4/1/2015	370500	Shakey Lakes Office/Shop	208-751-920.01	131.85		
	40914	4/1/2015	378700	Storage Shed	208-751-920.01	80.06		
	40915	4/1/2015	380300	Shower Building	208-751-920.01	129.29		
	40916	4/1/2015	387100	N8980 Basch House	208-751-920.01	28.48		
	40917	4/1/2015	388802	W8449 Co Rd G12 Campsites	208-751-920.01	136.04		
	40918	4/1/2015	383001	Shakey Lakes Park/Horse	208-751-920.01	37.12		
	40919	4/1/2015	383301	Shakey Lakes Park/Cattle	208-751-920.01	16.55		
	40920	4/1/2015	1614900	Bath House	208-751-920.01	58.14		
All Phase								\$4,067.82
	40927	3/28/2015	PO# 03073	Shakey Lakes Electrical Upgrade	208-751-984.00	2,000.00		
	40927	3/28/2015	PO# 03073	Shakey Lakes Electrical Upgrade	208-751-930.04	2,067.82		
ANGELIS MENOMINEE INC								\$27.35
	40900	3/18/2015	0112311-IN	911 Supplies	286-325-755.00	27.35		
AT&T - Carol Stream, IL								\$4,885.89
	40787	3/18/2015	908863202303	March 19 - April 18, 2015	101-103-850.00	1,165.97		
	40788	3/18/2015	908863444103	March 19 - April 18, 2015	101-103-850.00	1,517.77		
	40801	3/18/2015	908863861403	March 19 - April 18, 2015	286-325-850.00	743.94		
	40903	4/1/2015	908R41083904	April 1 - April 30, 2015	101-103-850.00	682.30		
	40909	4/1/2015	908753220804	April 1 - April 30, 2015	101-103-850.00	688.80		
	40910	4/1/2015	90875345822702	April 1 - April 30, 2015	101-103-850.00	86.31		
AT&T Long Distance								\$1,854.56
	40789	3/18/2015	854528061	Telephone Services	101-103-850.00	1,854.56		
Batteries Plus								\$67.25
	40851	4/6/2015	986-118289	Bulbs (x25)	101-268-930.01	67.25		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								\$228.00
	40922	3/31/2015	MENOCY	Pre Employment Physical (x2)	208-751-901.01	228.00		
BERNTSEN INTERNATIONAL, INC.								\$721.68
	40898	3/31/2015	165599	PO# 03079 - Remuneration Supplie	243-245-785.00	721.68		
Big O's Lube and Service, Inc.								\$1,041.68
	40872	3/23/2015	16519	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	30.75		
	40873	3/25/2015	16535	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	342.45		
	40874	4/7/2015	16610	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	32.90		
	40875	4/7/2015	16612	2012 Chevy Impala - Vehicle Maintenance	205-315-934.02	635.48		
Brian Bousley								\$171.21
	40825	4/6/2015	Reimbursement	Mileage & Meals	101-172-860.00	171.21		
Bruselle, Jennifer								\$782.23
	40845	3/30/2015	6816	Crisis Intervention (March 2015)	208-668-801.00	855.00		
	40847	3/30/2015	Reimbursement	Mileage & Registration for Spring Conts	208-683-860.00	117.23		
Call One, Inc.								\$42.60
	40854	3/20/2015	564173	Equipment for 911 Headsets	286-325-728.01	42.60		
CBM Managed Services								\$4,086.49
	40878	3/18/2015	STDJNV82387	Inmate Meals	280-362-755.00	2,004.10		
	40879	3/25/2015	STDJNV82847	Inmate Meals	280-362-755.00	2,082.39		

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<p>Bank Account: General CHIEF FINANCIAL OFFICER MENOMINEE COUNTY MEMORANDUM</p>								
Cech, William	40911	3/31/2015	Reimbursement	Mileage - March 2015	101-101-880.05	144.17		\$144.17
CITY OF MENOMINEE - 2511 18TH ST.	40769	3/31/2015	20102038	1/1/15 - 3/31/15	101-285-820.00	2,781.28		\$3,184.29
	40770	3/31/2015	90103011	1/1/15 - 3/31/15	101-285-820.00	31.36		
	40796	4/8/2015	April 2015	Monthly Rent	288-326-842.00	351.87	JK	
City of Stephenson - P.O. Box 487	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-820.01	21.43		\$218.79
	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-820.02	33.25		
	40777	3/19/2015	709	Annex - Water/Electric/Sewer (2/20 - 3/	101-261-820.03	184.11		
GLOVERLAND PAPER CO	40786	3/27/2015	107784	Tissue, Towels, Liners, Tidy Foam	101-265-755.01	188.33		\$2,704.25
	40774	3/18/2015	5523	Shelby Lakes Park Janitorial Supplies	288-751-755.01	2,409.89		
	40860	3/26/2015	107717	Inmate Supplies	280-352-755.00	49.34		
	40861	3/27/2015	107785	Inmate Supplies	280-352-755.00	56.66		
Coast to Coast Computer Prod.	40895	3/24/2015	A1304606	Printer (x2) - FOC	101-141-831.00	288.96		\$288.96
CVS Pharmacy Inc.	40896	3/27/2015	6006 4320 4404 9416	Inmate Medication	101-301-770.01	9.63		\$9.63
DEKETO, LLC	40790	4/3/2015	DK 3-15	March 2015 Documents (p830)	288-277-857.00	1,200.00		\$1,200.00
Delarwelle, Jamie	40858	3/30/2015	5814	Ice Skating Rink Attendant (Duby Park)	288-687-801.02	255.00		\$255.00
Delta County - 316 Ludington Street, Ste 222	40772	3/30/2015	15-0006185	Building Code Services	249-371-801.00	4,250.00		\$4,250.00
DRAZE, THOMAS	40866	3/27/2015	Reimbursement	Boarding Brix	101-301-881.01	120.00		\$120.00
DTE Energy	40778	3/16/2015	462245200011	Annex	101-261-820.04	228.48		\$228.48
EAGLEHERALD PUBLISHING, LLC	40773	3/26/2015	Acct # 1408	Request for Audit Proposals	101-101-801.00	21.28		\$58.93
	40886	3/31/2015	1408	Advertising - March 2015	101-101-801.00	38.67		
Elchhorn, Gary	40887	3/31/2015	Per Diem	DHS Board	101-801-837.00	50.00		\$88.16
	40888	3/31/2015	Reimbursement	Mileage - DHS Board	101-801-837.00	48.16		
Election Systems & Software	40900	3/30/2015	924433	PO# 09078 Ballot Layout - May 5, 2015	101-282-727.00	718.25		\$718.25
Employee Benefits Agency, Inc.	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	32.07		\$117.48
	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	17.89		
	40926	4/2/2015	5060	Vision Insurance - April 2015	701-000-291.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	12.40		
	40926	4/2/2015	5060	Vision Insurance - April 2015	288-325-712.00	17.89		
ERICKSON WAYNE	40843	3/31/2015	629	G.A.I. Fees (A.C.)	101-148-807.00	512.48		\$512.48

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vchar#	Voucher Date	APR - 9 2015 Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
CHIEF FISCAL OFFICER MENOMINEE COUNTY WISCONSIN							
Falk Technologies 40867	3/24/2015	581156	Troubleshoot Access Control	101-301-994.00	226.00		\$226.00
GBS Inc. 40871	3/24/2015	16-21816	Michigan Traffic Citations (x25)	205-316-766.00	269.48		\$269.48
GENESIS GRAPHICS 40905	4/8/2015	49815	Aluminum Signs	243-246-786.00	692.69		\$692.69
Hafeman, Jan 40908	4/7/2015	Reimbursement	Mileage - March 2015	101-101-860.10	103.50		\$103.50
Hi Tec Building Services 40969	3/30/2015	009109	March 2015	101-265-901.00	1,410.00		\$1,410.00
Ivans, Ruby E. 40858	3/31/2016	Reimbursement	Mileage - Parks Committee	208-761-860.00	77.60		\$77.60
J & B ELECTRONICS, INC. 40799	4/1/2015	18736	Tower Lease (April 2015)	266-326-942.00	426.00		\$426.00
40868	1/20/2015	18636	Radio Maintenance	101-301-934.01	69.00		\$69.00
40878	3/19/2016	18718	Marine Rescue Vehicle	205-315-934.02	380.00		\$380.00
Jeff Naeer 40907	3/31/2015	Reimbursement	Mileage - DHS Board	101-801-837.00	49.28		\$49.28
40908	3/31/2015	Per Diem	DHS Board	101-801-837.00	60.00		\$60.00
Joel Henaley, RN 40863	4/6/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		\$1,365.00
40923	4/6/2015	Blood Draws	M.T. (3/27) T.P. (3/28) L.L. (3/28)	101-267-801.01	300.00		\$300.00
Klumb, Joseph 40842	4/7/2015	630	G.A.L. Fees (J.S.)	101-148-807.00	710.00		\$710.00
Lake County Sheriff 40884	4/8/2015	2016-015082-DB	Jacqueline McDermont vs Shannon Lee	101-267-804.00	40.00		\$40.00
Lang, Bernard 40766	3/31/2016	Reimbursement	Mileage - March 2015	101-101-860.02	71.30		\$71.30
LENCA SURVEYING 40912	4/7/2015	16048	Ramon Yr 2015 (March 25 - April 7, 201	243-246-801.07	2,865.70		\$2,865.70
Lesperance, Diane 40768	4/2/2015	Reimbursement	Mileage - (January - March) Bank Trips	101-263-900.00	36.22		\$36.22
LedsNexia 40904	3/31/2016	1503607441	March 2015	268-145-801.00	350.00		\$350.00
Lithocrafters Printing, Inc. 40894	3/31/2015	84739	Business Cards (J. Barzetta) x500	101-141-727.00	75.75		\$75.75
40896	3/31/2015	84740	FOC Letterhead (x500)	101-141-727.00	80.60		\$80.60
Luffs Advertiser 40803	3/31/2015	3/31/15	Advertising	101-101-901.00	330.00		\$330.00
40803	3/31/2015	3/31/15	Advertising	101-262-727.00	180.00		\$180.00
40803	3/31/2015	3/31/15	Advertising	101-160-727.00	28.00		\$28.00
Manpower 40857	3/29/2015	28443672	Week Ending 3/29/15 (Krista Marciniak)	101-261-705.00	448.04		\$448.04
40896	3/29/2015	28441737	Week Ending 3/29/15 (Molly McRae)	215-141-705.00	315.00		\$315.00
40902	4/5/2015	28476619	Week Ending 4/5/15 (Krista Marciniak)	101-261-704.00	360.48		\$360.48
40921	4/5/2015	28476645	Week Ending 4/5/15 (Molly McRae)	215-141-704.00	262.00		\$262.00

APPROVED

6/2/15

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vchcr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
CHIEF FISCAL OFFICER							
MENOMINEE COUNTY MICHIGAN							
Nenards - Marinette 40797	3/25/2015	78171	Building & Ground Supplies	101-266-755.00	54.34		\$206.98
	4/8/2015	78127	Building & Ground Maintenance Supplie	101-266-930.01	152.62		
MENOMINEE COUNTY JOURNAL							
40802	3/5/2015	117	Jury Commission Board	101-150-727.00	38.50		\$888.50
40899	4/1/2015	118	PO# 03077 Registration Notice	101-262-727.00	525.00		
40924	4/1/2015	113	Request Audit Proposals	101-101-901.00	28.00		
40828	4/1/2015	114	Advertising - March 2015	101-101-901.00	98.00		
MICHIGAN ELECTION RESOURCES							
40901	3/21/2015	33952	PO# 03076 Ballots - May 2015 Election	101-262-727.00	11,853.46		\$11,853.46
Michigan Sheriffs' Association							
40877	3/24/2015	20160233	Registration for Summer Conference (M	204-368-891.00	200.00		\$200.00
Michigan State University - Agriculture Hall							
40888	3/31/2015	1 MENOMINEE 2015 First Qtr (Oct - Dec 2014) MOA 2015 W	101-261-801.00	9,934.25			\$19,868.50
40890	3/31/2015	2 MENOMINEE2015 2nd Qtr (Jan - Mar) MOA 2015 Work Pla	101-261-801.00	9,934.25			
MILLERS ACTION OFFICE SUPPLY I							
40778	3/27/2015	0108457-001	Office Supplies (Clerk)	101-215-727.00	218.05		\$226.83
40849	4/1/2015	0108525-001	Office Supplies (Treasurer's Office)	101-253-727.00	8.78		
Neleon, John R.							
40787	4/1/2015	Reimbursement	Mileage - March 2015	101-101-800.11	96.25		\$96.25
Northcare Network							
40848	4/7/2015	Tax	Convention & Tourism Tax (@ 80%)	101-801-838.01	8,934.00		\$8,934.00
Owens, Karen A.							
40782	3/26/2015	5813	After School Program	296-658-801.00	162.00		\$162.00
PAIDL'S TRUE VALUE HARDWARE							
40782	3/31/2015	150008	Park Supplies	208-751-980.03	80.00		\$224.78
40782	3/31/2015	150008	Park Supplies	208-751-930.03	6.57		
40782	3/31/2015	150008	Park Supplies	208-751-984.00	18.98		
40782	3/31/2015	150008	Park Supplies	208-751-930.03	9.64		
40782	3/31/2015	150008	Park Supplies	208-751-984.00	19.98		
40782	3/31/2015	150008	Park Supplies	208-751-984.00	14.49		
40782	3/31/2015	150008	Park Supplies	208-751-984.00	29.97		
40782	3/31/2015	150008	Park Supplies	208-751-930.03	6.49		
40793	3/31/2015	150007	Building & Ground Supplies	101-265-755.01	12.78		
40793	3/31/2015	150007	Building & Ground Supplies	101-265-755.00	26.88		
Piche, Gerald L.							
40775	4/1/2015	Reimbursement	Mileage - March 2015	101-101-800.07	155.83		\$155.83
PLASTOCON, INC							
40882	3/24/2015	84457	Disposable Tray Liners	280-382-755.00	388.16		\$388.16
Quilt Corporation							
40881	4/2/2015	78825208	Logitech Speaker System (PA Office)	101-287-727.00	10.99		\$10.99
Sage Checks & Forms							
40891	3/25/2015	A00054338	Direct Deposit (x2000)	101-172-727.00	289.38		\$289.38
Schei, Larry							
40781	3/30/2015	Reimbursement	Mileage - March 2015	101-101-800.04	155.27		\$155.27
Signarama Menominee							
40784	3/9/2015	3970	Laminated Signs	208-751-755.03	183.20		\$183.20

APPROVED
BRB

MENOMINEE COUNTY
 Claims Audit Report

Vendor Name	Vcherrf	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FINANCIAL OFFICER MENOMINEE COUNTY MICHIGAN								
State of Michigan - MI Dept. of Human Services	40844	4/7/2015	5819	Monthly Offset (February 2015)	292-882-843.01	18,455.76		\$18,455.76
State of Michigan - MI Supreme Court Finance	40846	4/1/2015	P55 1530-04	April, May, June 2015	101-132-886.03	2,433.11		\$5,652.83
	40885	4/1/2015	D85A 1530-02	April, May, June 2015	101-136-931.01	3,219.82	J	
Stateline Apparel	40885	2/24/2015	37070	Mike Sieg - Uniform Allowance	101-265-745.00	43.88		\$43.88
Startcycle, Inc.	40884	4/1/2015	4008482627	Inmate Medical Supplies	101-301-770.00	31.41		\$31.41
The Current	40781	3/26/2015	1864	Request for Audit Proposals	101-101-901.00	98.84		\$98.84
The First National Bank & Trust	40897	3/31/2015	628840339	FOC - Service Charge	101-141-817.00	34.00		\$34.00
THE JANITOR'S CLOSET	40890	4/8/2015	38519	Mop Bucket Guard	101-265-755.01	52.59		\$52.59
Time Warner Cable - P.O. Box 4833	40882	3/28/2015	10404 620478202 800	April 6 - May 5, 2015	101-301-770.00	119.32		\$654.89
	40829	3/24/2015	10404 710008401 100	April 2 - May 1, 2015	101-103-855.00	535.48		
Tractor Supply Credit Plan	40852	3/10/2015	200141819	PO# 03058 Trailer	101-265-755.00	1,788.00		\$1,831.98
	40853	3/10/2015	200141854	Caster Wheel & Wire Harness	101-265-981.00	32.98		
U.E.S. COMPUTERS, INC.	40771	3/27/2015	70848	Log Me In (1 Year)	101-103-857.02	305.00		\$2,898.98
	40783	3/31/2015	42654	March 2015 - Weekly Computer Maint	101-103-857.00	2,265.00		
	40860	1/13/2015	70251	Laserjet Printer (Probate)	101-132-831.00	328.99		
WALTER BROTHERS INC	40791	3/31/2015	13185	Building & Ground Supplies	101-265-755.00	3.00		\$3.00
Waste Management	40796	4/1/2015	1491055-1858-2	April 2015	101-265-801.00	483.00		\$483.00
WB-KB Pest Control	40763	3/18/2015	2847794	Library	101-265-801.00	31.25		\$126.50
	40779	3/27/2015	2836834	Courthouse	101-265-801.00	62.25		
	40780	3/27/2015	2836707	Health Department	101-265-801.00	32.00		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	40764	3/27/2015	0402047856-00004	Courthouse	101-265-920.04	3,791.55		\$7,674.93
	40786	3/25/2015	1382201382-00000	Bailey House	208-751-920.01	24.60		
	40785	3/25/2015	1382201382-00000	Kleinke Park Street Lighting	208-751-920.01	29.33		
	40785	3/25/2015	1382201382-00000	Bailey Park Street Lighting	208-751-920.01	12.75		
	40786	3/25/2015	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.28		
	40784	3/27/2015	0402055840-08001	Jail	101-265-920.03	3,186.99		
	40785	3/27/2015	0402191883-08001	Health Care Center	101-265-920.03	208.00		
	40785	3/27/2015	0402191883-08001	Health Care Center	101-265-920.04	377.03		
Xerox Corporation - 26152 Network Place	40869	4/1/2015	078847528	March 2015	205-316-727.00	42.08		\$525.08
	40870	4/1/2015	078847528	March 2015	205-316-727.00	390.82		
	40883	4/1/2015	078847530	April 2015 (Probation/Parole)	101-131-942.00	92.18		

MENOMINEE COUNTY
Claims Audit Report

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

APPROVED
APR - 9 2015
BKS
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: Brian Bousley

04/10/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

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

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

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

ABSENT: None.

The Pledge of Allegiance was recited.

LAKE TOWNSHIP

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

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

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

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

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

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

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

FAITHORN TOWNSHIP

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

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

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

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

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

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

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

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

MEYER TOWNSHIP

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GOURLEY TOWNSHIP

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

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

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

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

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

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

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

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

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

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

Finance Director/Clerk

Chair

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

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

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

ABSENT: None.

The Pledge of Allegiance was recited.

NADEAU TOWNSHIP

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

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

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

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

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

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

HOLMES TOWNSHIP

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

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

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

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

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

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

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

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

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

DAGGETT TOWNSHIP

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

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

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

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

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

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

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

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

STEPHENSON TOWNSHIP

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

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

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

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

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

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

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

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

Finance Director/Clerk

Chair

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

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

ABSENT: None

SPALDING TOWNSHIP

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

The meeting concluded at 6:25 p.m.

Finance Director/Clerk

Chair

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

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

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

ABSENT: None.

The Pledge of Allegiance was recited.

MELLEN TOWNSHIP

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

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

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

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

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

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

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

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

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

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

INGALLSTON TOWNSHIP

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

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

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

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

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

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

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

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

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

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

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

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

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

CEDARVILLE TOWNSHIP

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

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

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

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

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

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

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

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

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

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

MENOMINEE TOWNSHIP

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

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

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

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

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

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

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

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

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

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

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

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

Finance Director/Clerk

Chair

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

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

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

Absent: William Anderson.

The Pledge of Allegiance was recited.

Public comments – None.

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

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

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, January 12, 2015				\$1,708,867.75
Receipts thru 01/31/15	31,818.39			
Expenditures thru 01/31/15		367,795.44		
Balance, January 31, 2015				\$1,372,890.70
Michigan Transportation Funds	276,412.56			
Receipts thru 02/09/15	77,567.11			
Expenditures thru 02/09/15		64,997.68		
State Maint. & Equip. Advances			124,162.00	
Balance, February 9, 2015	385,818.06	432,793.12	124,162.00	1,537,730.69
<u>Payables & Reserves</u>				
Payroll 02/12, and 02/26 (Est.)			128,000.00	
Soc. Sec. 02/12 and 02/26 (Est.)			9,792.00	
Reserve for workers compensation insurance			25,169.00	
Reserve for liability insurance			114,638.30	
Reserve for rental grader leases (Oct 2010)			62,964.72	
Reserve for Forest Funds			166,661.15	
Reserve RR X'ing closure funds for Nadeau Twp. projects			65,614.35	
Reserve for 2014 Federal Aid Match			1,418.92	
Reserve for 2015 Federal Aid Match			126,449.00	

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

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

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

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

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

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

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

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

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

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

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

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

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

to continue to be used. Screening would add about \$.75/cyd to the cost of the sand. Kakuk asked if any of the complaints were of vehicle damage. Moilanen responded they were not, but that the sander chains on our trucks were being effected by the stones.

Kakuk asked if Moilanen had received the bid results for Phase II of the CR358 project. Moilanen stated that he had and that the bid came in about 8.9% under the original estimate. Moilanen will provide Kakuk with a copy of the bid.

Jerry Piche asked if the road commission was working with Aquila Resources regarding usage of the county roads and possible damage due to their proposed mining operations. Moilanen replied that he had met with them in the past when HudBay was a partner in the mining project. Kakuk noted that any improvements needed would be at the mine's expense.

Public Comment – David Wesoloski asked if the crack filling machine that the road commission was considering purchasing would include a compressor to blow the cracks out prior to filling them. Moilanen replied that this was an available option that the board would be looking into if a machine is purchased.

Kakuk commented that the crew was doing a great job with the brush cutting along US41 and that it was a nice improvement for visibility in the area.

There being no further business, Kakuk declared the meeting adjourned at 9:41 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, February 24, 2015.

Chair Kakuk called the meeting to order at 1:30 p.m. with the following persons present or absent:

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord.
Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Discuss Quit Claim Deed from Floriana-Stecker Post #340 for property on Vega Road – Moved by Anderson, seconded by Kakuk to execute a Quit Claim deed to purchase 1.456 acres of land from the Floriana-Stecker Post #340 in Hermarsville for the sum of \$2,197.50, to be used for right of way for the Vega Road Category A Grant project. Carried unanimously.

Act on resolution to allow the chair or vice-chair to sign documents for Category A Grant –

Commissioner Skrobiak moved for the adoption of the following resolution:

WHEREAS, it is the intent of the Menominee County Road Commission, in conjunction with Wendricks Truss, Inc.'s facility expansion project, to upgrade Vega Road, construct a new T-intersection and remove the existing access onto Old US-2 from No. 43 Road and Vega Road using Transportation Economic Development Fund (TEDF) Category A Grant Funds.

AND WHEREAS, it is necessary to complete the forms and contracts for such funds,

NOW THEREFORE BE IT RESOLVED, that the Chair or Vice-Chair are herewith authorized and empowered to enter into and sign any and all agreements necessary to receive Transportation Economic Development Fund (TEDF) Category A Grant Funds for the project listed above.

Seconded by Commissioner Anderson and carried by the following vote: Ayes: 3; Nays: 0.

Closed session to discuss union negotiations – Moved by Anderson, seconded by Skrobiak to move to closed session at 1:35 p.m. Carried unanimously.

Moved by Kakuk, seconded by Skrobiak to return to open session at 1:40 p.m.

Any other business – Moilanen asked the board for permission to enter into a lease agreement, if necessary, with Wendricks Truss for a portion of the Vega Road property to allow parking for Wendricks Truss employees and visitors. Moved by Anderson, seconded by Kakuk to have the lease prepared if it was deemed necessary. Carried unanimously.

Moilanen stated that a date needed to be set for the bid opening for the Vega Road project. Moved by Kakuk, seconded by Anderson to hold a special meeting on Tuesday, March 31, 2015 at 9:00 a.m. to open the bids. Carried unanimously.

Skrobiak stated he had been contacted by Charlene Peterson asking if she could give a presentation to the board regarding joining the Wild Rivers Invasive Species Coalition. Kakuk asked if the road commission was legally able to join an association. Moilanen will check with the attorney for clarification. Skrobiak stated the group is looking for support of their effort to apply for grant funds. Moilanen suggested that the board could discuss adopting a resolution of support for each individual grant application.

Kakuk noted that the CRA Annual Conference in Lansing was a good meeting and that a lot of information on the ballot proposal had been shared. It was noted that a campaign in support of the proposal was going to be launched by various groups about six weeks prior to the election, with a focus on safe roads and dedicated road revenue.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 1:54 p.m.

Road Commission Finance Director / Clerk

Chair

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

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

Present: William Anderson, Anthony Kakuk, Joe Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Ken Goffin, Larry Barker, Gerald Piche, Chuck Behrend, David Wesoloski, John and Darlene Nerat.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – Ken Goffin discussed the variance in the numbers from the last time that the township had gravel crushed. He noted that the township will be going out to bid for gravel crushing again this spring and asked if the road commission would provide the testing for the gravel. Moilanen responded that the road commission has been contracting their gravel testing out to DGR Engineering of Carney. The testing is done at approximately every 1,000 cubic yards that are crushed. Mr. Goffin stated that the township is having approximately 12,000 cubic yards of 22A gravel crushed for use on roads in the township such as Bay de Noc Road and O-1 Road. Moilanen asked if the township had the piles surveyed when the crushing was completed in their CR338 and Windbiel pits. Mr. Goffin responded that they had not, that the contractor's belt scale had been used to determine quantities. Moilanen advised that even with the belt scale properly calibrated, the moisture content in the gravel can vary greatly causing a variance between the weight on the scale and the number of yards produced.

Ken Goffin asked about the ride problems on the River Drive project and whether there is any recourse that can be taken in this and any possible future issues. Moilanen explained that a portion of the project payment had been withheld. The road commission is on record requesting that the contractor mill off the bad portion of the pavement and repave the area. The contractor feels that the area just needs to be reheated and rolled to smooth out the ride. If an agreement cannot be reached then MDOT may need to be involved.

Mr. Goffin stated that if the ballot proposal fails it would likely still be status quo at the road commission. Moilanen stated that unfortunately it would not, as service levels would probably be reduced due to aging equipment.

Mr. Goffin stated that Menominee Township would like to chip seal Bay de Noc Road from approximately No. 7 Road to Birch Creek Road and O-1 Road from Birch Creek to the Pullman House. He also noted that they would likely use their 3-Way funds to do additional chip sealing, due to the cost of the gravel through the program. Kakuk asked what would happen if the road commission used the township's gravel for their 3-Way projects. Moilanen replied that the road commission would buy the gravel from the township and still bill the program back at the graveling rate as it would include the trucking, grading, watering and rolling of the gravel. Kakuk also noted that it should be the township's responsibility to have their gravel tested, not the road commissions, and that the township should include that requirement in their bid spec. Moilanen added that he recommends the township have the pile surveyed upon completion of the crushing so they have a more accurate quantity.

Gerald Piche stated that Faithorn Township Supervisor Jeff Kiser had asked him what portion of CR577 was all season. Moilanen replied that it was all season from the Dickinson County line, then south for approximately 8 ½ miles. Mr. Piche stated that they Mr. Kiser would also like to know how the cost of dust control applications are calculated. Moilanen explained that it was billed by the number of gallons of brine used. Some townships prefer that it be applied heavier than others, so the cost per mile of road may vary.

Public appearances – None.

Additions/corrections to minutes for 02/10/15 and 02/24/15 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, February 9, 2015				\$1,661,892.69
Receipts thru 02/28/15	110,849.33			
Expenditures thru 02/28/15		495,021.24		
Balance, February 28, 2015				\$1,277,720.78
Michigan Transportation Funds	300,645.61			
Receipts thru 03/09/15	95,073.81			
Expenditures thru 03/09/15		69,544.32		
State Maint. & Equip. Advances			134,296.00	
Balance, March 9, 2015	506,568.75	564,565.56	134,296.00	1,469,999.88
Payables & Reserves				
Payroll 03/12, and 03/26 (Est.)			128,000.00	
Soc. Sec. 03/12 and 03/26 (Est.)			9,792.00	
Reserve for workers compensation insurance			8,389.00	
Reserve for liability insurance			126,102.13	
Reserve for rental grader leases (Oct 2010)			62,964.72	
Reserve for Forest Funds			166,661.15	
Reserve RR King closure funds for Nadeau Twp. projects			65,614.35	
Reserve for 2014 Federal Aid Match			1,418.92	
Reserve for 2015 Federal Aid Match			126,449.00	
Reserve for Construction Engineering on CR358			68,254.81	
Reserve for Construction Engineering on River Drive project			525.50	
Reserve for Construction Engineering on Pach Rd. Bridge project			36,090.00	
Reserve for 2015 Three-Way Road Program			0.00	
Reserve for Hannahville 2% funds- culvert steamer			0.00	
Reserve for purchase of 3 culvert steamers			0.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			21,032.00	
Reserve for Capital Outlay - Boiler replacement			1,500.00	(822,793.58)
				\$ 646,806.30

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

Vouchers # 15-0025, 15-0026, 15-0228, and 15-0028 – Skrobiak asked why there were two invoices from Automotive Supply for door handles for truck #133, each with a different cost. Moilanen will get clarification from the stock clerk on this. Moved by Anderson, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Discuss extension of contract with S&S Mowing for roadside mowing for 2015 and 2016 – Moilanen explained that the original contract was for three years, but that it also provided for 2 one year extensions. The contractor has offered to hold their 2014 price for 2015 and 2016. Moilanen noted that the second mowing each year was included in the price, but would only be done at the discretion of the road commission. Moved by Anderson, seconded by Skrobiak to accept the offer to extend the contract for 2015 and 2016 at the 2014 pricing. Carried unanimously.

Discuss/update FMLA policy – Moilanen stated that Menominee County Road Commission followed the FMLA years back when we had more than 50 employees. We currently have less than 50 employees so we would not have to follow the FMLA per the law, however, it is stated in the union contract that the FMLA will be followed. If the road commission were to consider discontinuing following the FMLA, it would have to be an item negotiated with the union.

Discuss Hannahville 2% Grant request – Moilanen stated that the 2% Grant Applications are due by March 31, 2015. Moved by Skrobiak, seconded by Anderson to apply for funds to help cover the purchase of a crack filling machine. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to go out to bid for the purchase of a crack filling machine and to rent a crack filling machine until the new machine is received if necessary. Carried unanimously.

Moved by Skrobiak, seconded by Anderson to hire 6-8 summer temporary employees. Carried unanimously.

Discuss possible surplus equipment sale for spring of 2015 – Moilanen stated that there were several obsolete unused items that could be sold on bids rather than continuing to store them. Moved by Anderson, seconded by Skrobiak to have Moilanen compile a list of items to present to the board at the April meeting, with the bids to be opened in May. Carried unanimously.

Update on RFP's for 2015 Bridge Inspections – Moilanen stated that he had received the following RFP's to perform the bridge inspections for 2015: AE Com - \$18,622 and Ayres & Associates - \$12,425. Moved by Skrobiak, seconded by Anderson to award the work to Ayres & Associates. Carried unanimously.

Closed session to discuss union contract negotiations – This item was moved to the end of the meeting, following Public Comments.

Any other business – Moilanen stated that he had received notice of two upcoming informational meetings for the May 5 ballot proposal. Representative Ed McBroom will be holding a meeting on Friday, March 13 at 9 am in Quinnesec and Senator Tom Casperson will be holding a meeting on Friday, March 13 at 1 pm in Newberry.

Kakuk stated that the shoulders look good since the crew cleared the snow back.

Public Comment – David Wesoloski commented that the crew did a nice job with the brushing on US 41. He also noted that there was an error in the minutes for the meeting held with Menominee Township on January 22. The minutes state that a future project for the township would be Bay De Noc Road, from Wesoloski's south to US 41. The project would actually end at the church.

Closed session to discuss union contract negotiations – Moved by Anderson, seconded by Skrobiak to move to closed session at 9:41 a.m. and place a conference call to labor attorney Tom Derderian to get updated on the status of the union contract negotiations. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to return to open session at 10:24 p.m.
The board will wait for a response from Attorney Derderian and union officials before taking any action.

Skrobiak asked what the 3 pressure washers that were purchased will be used for. Moilanen replied that they are for steaming culverts. Skrobiak would like to see it operate when the crew is using it in the Miscauno Island Road area.

Kakuk, Skrobiak and Moilanen will be attending the meeting in Quinnesec being held by Representative McBroom on March 13. Anderson will also attend if he is available.

There being no further business, Kakuk declared the meeting adjourned at 10:28 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, March 31, 2015.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Jordan Barley and Larry Barker.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Open bids for Vega Road Category A Grant project – Bids were opened and read aloud as follows:

Barley Grading & Underground UT Contractor, Menominee, MI	\$173,219.01
Payne & Dolan, Gladstone, MI	\$123,623.50
Havelka Construction, Wallace, MI	\$134,947.75
Bacco Construction, Iron Mountain, MI	\$101,333.05

Moved by Anderson, seconded by Kakuk to award to the apparent low bidder, Bacco Construction, pending tabulation of the bids and approval from MDOT. Carried unanimously.

Discuss closing Bogdan pit – Moilanen explained that the road commission was no longer taking materials from the pit, and that per the agreement with the landowner, Steve Bogdan, the road commission was to level the pit. Mr. Bogdan has offered to close the pit out himself for \$1,000. Moilanen stated that it would be more expensive for the road commission to close the pit. Moilanen would request that Mr. Bogdan sign a statement that upon receipt of the payment of \$1,000, the road commission would not be obligated to do anything further with the pit. Kakuk added that Mr. Bogdan owns the equipment necessary to do the work. Skrobiak asked that Moilanen have Mr. Bogdan first submit a letter requesting the payment. Moved by Skrobiak, seconded by Kakuk to pay Steve Bogdan \$1,000 to do the necessary work to close the pit on his property, once a letter of request is received for the payment and an agreement is signed removing any further obligation from the road commission. Carried unanimously.

Discuss results of union negotiations – Moilanen advised that board that the members of Teamsters Local 406 had voted to ratify a one year contract, effective April 1, 2015 - March 31, 2016, that provided a \$0.50/hour pay increase to all job classifications within the bargaining group. The annual cost of the pay increase is approximately \$26,000. The employees will now also be able to choose between two different insurance plans through the MCTWF, at no additional cost to the road commission. Moved by Anderson, seconded by Kakuk to have Moilanen sign the contract on behalf of the road commission. Carried unanimously.

Any other business – Moilanen stated that the \$0.50/hour pay increase for the union employees is equivalent to 2.7% and asked if the board was willing to offer the non-union personnel a 2.7% increase also, or if they would prefer to negotiate with them separately. Kakuk asked what the annual cost of the increase for the non-union employees would be. Moilanen stated the cost would be approximately \$11,100. Skrobiak asked how the wages here compared to other counties in the UP. Moilanen stated that the union employees would be in the bottom 1/3 and for the management employees it varied by position. Moved by Anderson, seconded by Skrobiak to increase the wages of all non-union employees by 2.7% effective April 1, 2015. Carried unanimously.

Anderson stated he had received a call that logging operations were damaging No. 5 Road. Moilanen replied that he had checked the road and that so far there was no rutting. The weighmaster is also checking the area periodically.

Skrobiak asked if the road commission had a sign program. Moilanen stated that the previous federal mandate had been relaxed and that signs now only needed to be replaced with the new prismatic signs as needed. He also noted that all signs were replaced as construction projects were completed. Skrobiak said he has noticed some signs that are so faded they are no longer visible at night. Moilanen asked him to call the office with the location of those signs as he finds them so they

can be put onto a list to be replaced.

Kakuk noted that many of the county roads were still bleeding and that road restrictions will need to be continued until they are done. Moilanen added that it will likely be a long breakup this year.

Kakuk advised that he had been contacted by Gil Grinsteiner with a concern about the road commission limbing some of the oak trees on his property east of US 41 on Wildwood Road. Mr. Grinsteiner asked that the oak trees not be trimmed between April and November as oak wilt is easily spread during this time.

Kakuk stated that Steve Brock had asked him if the road commission could help with the process of putting stone on the driveways leading into farm fields. Moilanen replied that it would be up to the board if they wanted to participate with this or not.

Kakuk asked about the damage caused to some of the roads by the new transmission line project being performed MJ Electric. Moilanen stated that MJ Electric is aware of the damages and that the road commission will submit a repair cost estimate to them that they will forward to American Transmission Company for payment consideration.

Kakuk asked when the CR358 project would be started. Moilanen replied that the trees would be cut soon, prior to May 1.

Public Comments -- None.

There being no further business, Kakuk declared the meeting adjourned at 9:24 a.m.

Road Commission Finance Director / Clerk

Chair

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

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN
DAVID C. PRESTIN

DIRECTOR
RUSSELL K. SEXTON

Date: February 24, 2015

The regular meeting of the Menominee County Department of Human Services Board was called to order by Jeff Naser, Board Chair, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

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

Others Present: None.

APPROVAL OF AGENDA:

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

APPROVAL OF DECEMBER 30, 2014 MINUTES:

Minutes of the December 30, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

FINANCIAL REPORT:

The financial reports for December 2014 and January 2015 were reviewed. There were \$197.44 in expenditures in December for the DHS Board meeting; leaving a balance of \$6,317.68. There were \$197.44 in expenditures in January for members who showed for the two board meetings in which a quorum could not be met, leaving a balance of \$6,120.24.

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

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

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program

supervisor. There is also 1 tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

Statewide Director's Meeting Information:

Mr. Sexton notified the board members of the Governor's Executive Order that combines the Department of Human Services with the Department of Community Health into the Department of Health and Human Services. This will become official on April 10, 2015.

Community Health Director Nick Lyon, now also the interim director of DHS, was named the director for the new department - which will be the largest in terms of overall budget. We do not yet know the complete extent of the reorganization. Mr. Lyon hopes to have the operational structure for the new DHHS department in place by October 1, the start of the 2015-16 fiscal year.

Beyond combining the two departments into one, the order will also create a new Michigan Children's Services Agency within the new department. The order will also convert the current Offices of Services to the Aging to the Aging and Adult Services Agency, which will coordinate all the services now provided the state's adults and elderly. The relatively new Autism Council will be moved to the new department, as will the State Child Abuse and Neglect Prevention Board. Also, the licensing operations now within the Office of Children and Adult Services will be moved to the Department of Licensing and Regulatory Affairs.

Mr. Sexton informed the Board of new budget cuts that were coming due to another identified shortfall in the State Budget. Those cuts identified for the Department of Human Services included:

- Elimination of executive laptops
- Reduced funding for the Child Welfare Training Institute
- Reduced Recoupment positions
- Elimination of Non-FIS positions
- Maxey JJ Center reductions
- Reductions to In-Home Care Grants to rural counties
- Elimination of JJ 20/20 project funding
- Reduction to emergency services local office allocations by 10%
- Reduction in funding for Michigan Rehabilitation Services
- Recognized one-time projected lapse in redetermination adoption assistance program.
- Elimination of funding for Asset Test automation.
- Reduction in funding for redetermined adoption subsidy program.
- Reduction in DHS Call Center funding
- Reduction in Peer Coach positions
- Reduction in PATH Coordinator positions.

- Reduction in employee training related travel reimbursements.
- Consolidation of Disability Determination services.
- Expand the CDI Unit.
- Offset general fund with TANF.

Mr. Sexton explained these cuts and how they would affect the local office. Mr. Sexton related that there would be minimal impact to the local office based upon these cuts.

Collaborative Issues: No new information was provided.

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

- FY 2015 Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$8,780.79, which constitutes 21.9% of the allocation expended with 33% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: \$5,859.87, which constitutes 18% of the allocation expended with 33% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 95.55%. Business Services Center 1 average is 92.17% and State average is 89.34%.

Family Independence Program Work Participation Rate: 75%. Goal is 50%.

Miscellaneous:

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

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

- Family Independence Program: 25 cases; 55 recipients; \$7,688.00 in benefits.
- Food Assistance Program: 1,500 cases; 2,865 recipients; \$317,135.00 in benefits.
- State Disability Assistance: 12 cases; 12 recipients; \$2,538.00 in benefits.
- Child Development and Care: 24 cases; 36 recipients; \$6,540.00 in benefits.
- State Emergency Relief: 15 cases; \$10,559.00 in benefits.
- Unduplicated total: 1,519 cases; 2,895 recipients; \$344,459.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 584 cases; 1,219 recipients
- Other Children < Age 21: 96 cases; 104 recipients
- Pregnant Women & Children Under 19: 681 cases; 1,210 recipients
- Non-SSI Aged, Blind & Disabled: 695 cases; 731 recipients
- SSI Aged, Blind & Disabled: 534 cases; 534 recipients
- Medicaid Eligible Total: 2,371 cases; 3,788 recipients

Total Healthy Michigan Enrollments: 1039

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

Child Welfare Data:

CPS Commencement of Investigation: 71%, which is 15% below the BSC1 average and at the statewide average.

CPS Investigation face-to-face total: 96%, which is 10% above the BSC1 average and 28% above the statewide average.

Foster Care Initial Medical: 0% (one case), which is 66% below the BSC1 average and 48% below the statewide average.

Foster Care Initial Dental: 0% (two cases), which is 27% below the BSC1 average and 31% below the statewide average.

Foster Care Worker/Child Visits: 86%, which is 26% above the BSC1 average and 33% above the statewide average.

Board Member Input/Suggestions: None

UNIT REPORT: Andrew Laurin, Children's Protective Services and Children's Foster Care Supervisor. Mr. Laurin provided a comprehensive report to the board regarding the Children's Protective Services unit in Menominee County.

Mr. Laurin stated that Menominee County remains fully staffed at 5. 3 staff are Children's Protective Services, 2 of which are strictly investigators, 1 of which handles investigations and ongoing CPS cases. 2 staff are Foster Care Workers, 1 of which also manages Juvenile Justice, the other also manages licensing, adoption, Purchase Of Service monitoring. MISACWIS, the new operating system for child welfare is 9 months along. The system is cumbersome and difficult. Training was rolled out too early but we continue to make progress especially with the help of our Local Office Expert. User errors are identified as the biggest problem, something we continue to work on but there are also system errors. This causes issues with payments, something we have dealt with in Menominee County, specifically with Hannahville Tribal Foster Homes that transferred over from our former operating system.

January Stats

Commencement – 86%

FF timeliness – 96%

ISP timeliness – 95%

These stats were pulled from the new system prior to this presentation. They may not match the management report as stats tend to increase as reports are reviewed and missing information or errors in data input are identified.

Over the last 3 months, Menominee County has seen an increase in cases substantiated for Child Abuse and/or Neglect based on mental health and substance abuse. Menominee

County is limited in these services. Northpointe Behavioral Health Systems provides services to a limited number of our clients as many do not meet criteria for their services. We have no counselors in this county who are contracted with the State. Substance abuse services are lacking.

Mr. Laurin also provided explanations regarding changes made to Central Registry (CR). Currently CR is a lifetime registry for those who have been found to be responsible for abuse and/or neglect where the risk assessment scores as high or intensive. Beginning in March, the CR listing will remain for a lifetime for those found to be responsible for abuse and/or neglect where an egregious act occurred; i.e.; sexual abuse, severe physical injury, abandonment, prior termination of parental rights, etc. All others identified on the registry can be expunged after 10 years. Menominee County is currently reviewing 470+ records to determine appropriateness for expungement.

Board members asked questions regarding Foster Home licensing, specifically in regard to how recruitment is accomplished. Menominee County continues to struggle in this area. Mr. Sexton explained that when we can get Delta and Dickinson counties at full staffing levels he intends to provide assistance from licensing staff there to assist Menominee County in recruiting and licensing of homes. Menominee County does not have a worker dedicated to just licensing and the priority is often shifted away from licensing duties to the more urgent foster care case management duties. Menominee County will continue efforts to recruit homes in order to better serve children by keeping them in their communities, school district, and among their peers and extended families.

BOARD BUSINESS:

1. Approval of Vouchers:

Vouchers for December 2014 and January 2015 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

2. Board Reorganization:

A new Board Member, Mr. David C. Prestin, was appointed by the State to finish the term of the former state appointee. Mr. Prestin was introduced to the other board members and them to him.

As a result of the board member change, board reorganization was conducted.

A motion was made by Mr. Eichhorn to nominate Mr. Naser as the Board Chair and to close the nominations. Motion was supported by Mr. Prestin. Motion passed without opposition and Mr. Naser continues as the Board Chair.

NEW BUSINESS: One new contract was presented to the Board for their review:

COUN15-Various (counties throughout the state). This is a statewide contract for counseling services that licensed counselors could use to contract with the state to provide counseling in specific geographical areas of the state. There is no dollar amount

connected to this contract as it simply allows DHS offices to utilize a counselor who has a contract with the state and the amount of money going toward this is dependent upon what funds an individual county DHS office has available, as well as on what referrals are made throughout the year. The rates for counseling are: \$63 per unit (50 minutes of counseling time) for clinical counseling; \$73 per unit for outreach counseling; and \$120 per unit for group counseling. The agreement is for April 1, 2015 through March 31, 2018, with 2 one year options to extend to March 31, 2020.

A motion to approve the review of the contract was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

PUBLIC COMMENT: None.

NEXT MEETING: March 31, 2015 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Prestin. Meeting adjourned at 10:13 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members
Menominee County BOC



**MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES**

Date: Thursday, February 26, 2015	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:03 p.m. CST
Recording Secretary: Lois Bail, Executive Secretary	

Call to Order: The meeting was called to order at 2:03 p.m. CST by Chairperson Oliver.

Roll Call
Present: Trustees Gerald Smith, Elaine Boyne, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenauer, Jr., Gary Elchhorn, Jan Hafeman, David Prestin. Administrator Smith introduced Mr. David Prestin to the Board and Guests. Mr. Prestin has been newly assigned to the Menominee County DHS Board and is now a Board member for the Facility.
Absent: Trustees Debbi Springinsguth, Jeff Naser.
Also Present:
Leadership Team Members: Candace Meintz, CFO and Susan Williamson, Director of Nursing.
Guests:
 Gerald McCole, Heather Niarhos, Todd Flath, Terry Grondine, Steve Hruska, Ombudsman Connie Grahovac, Sandi Gauthier

TOPIC	DISCUSSION	OUTCOME
Approval of the February 2015 Agenda	There were no additions or deletions to this agenda.	A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Agenda as presented. Motion carried.

<p>Board action on the minutes of the January 22, 2015 meeting</p>	<p>The minutes had been sent to Board Members for review prior to this meeting.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer to approve the minutes as presented. Motion carried.</p>
<p>Review and approval of Financial Statements for January 2015</p>	<p>Candace Meintz, CFO reviewed the Financial Statements with those present.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the Financial Statement as presented. Motion carried.</p>
<p>Board action on the January Manifest of Invoices</p>	<p>The Manifest of Invoices was sent to Board Members for review prior to this meeting.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Driscoll reported that they had reviewed several policies. She noted that all homes are doing well and are able to fill vacant beds. She also noted that Whispering Pines South had an inspection and were in full compliance.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Boyne, to approve the report as presented. Motion carried.</p>
<p>Report from Finance Committee Meeting.</p>	<p>Trustee Smith reported that the Finance Committee had met prior to this meeting. To discuss negotiations in action at this time. Administrator Smith stated that we had negotiations with Local 854 and got through all contract verbiage and policies. We will be negotiating again with Local 854 on wages and insurance and we will also be negotiating with SEIU.</p>	
<p>Request for approval of meals and lodging</p>	<p>The Administrator and Director of Nursing requested permission to attend the Joint Provider meeting in Grand Rapids on March 23 and 24 and</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the requests</p>

<p>Board's final approval and signature on changes made to Board By-Laws in June 2014.</p>	<p>also requested approval of meals and lodging in the amount of \$225.00.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Degenauer, to approve the By-Laws from June 2014.</p> <p>Trustee Harrington asked that language be included to reflect on the designation of the County Commissioners to the Board on the front page as well as in the other section. It was also requested that the date for the signature page be changed to reflect the current date.</p> <p>A motion was then made by Trustee Eichhorn, supported by Trustee Hafeman to rescind the motion that had been made to approve the By-Laws. Motion carried.</p>	<p>and amount of \$225.00 for this conference. Motion carried.</p> <p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the By-Laws with the amendments as proposed today. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson, Director of Nursing reported on the monthly Quality Assurance Meeting and the Resident Council Meetings at each of the 3 buildings.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Boyne, to approve each of the reports as presented. Motion carried.</p>
<p>Report of Safety Committee</p>	<p>Lois Ball, secretary for the Safety Committee reported on the meeting held in February. She noted that all incidents and accidents had been reviewed.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman to approve the report as presented. Motion carried.</p>
<p>House Committee Meeting</p>	<p>Administrator Smith stated that there will be House Committee Meeting held directly following this Board Meeting to hear 2 grievances from Union Local 854.</p>	
<p>Facility bus</p>	<p>Administrator Smith stated that through Trustee Harrington she has been in touched with the DATA Bus people, who are willing to look into purchasing</p>	

	<p>a larger bus and make a few runs out here to accommodate our residents/outings, etc. She noted that we are looking into doing something with the DATA bus before purchasing a bus for the facility.</p>	
<p>DNR Grant Committee report</p>	<p>Administrator Smith stated that the DNR Grant Committee is actually Spalding Township, they are looking into putting a walking trail to go around the park. They are asking the facility for a letter of support. She read the letter that had been prepared.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the letter of support to the DNR Grant Committee for the walking trail in the Powers Veterans' Park. Motion carried.</p>
<p>Administrator's Report</p>	<p>Administrator Smith reported that she took part in the UPHP Phone Conference on February 9th. She noted that UPHP is the pilot program for our dual enrolled residents who have Medicare and Medicaid. The residents are getting letters regarding joining or opting out. As the facility, we cannot sway them in their decision. She attended the HCAM Meeting in Iron Mountain on February 11th, and a meeting with Vince Babcock from Employee Benefits Agency of Marquette. Mr. Babcock is our agent for our employee health insurance.</p> <p>She announced that Penney Gierke, our Food Service Supervisor is retiring next month.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Administrator's report as presented. Motion carried.</p>
<p>Comments from the Public</p>	<p>Gerald McCole addressed the Board. Mr. McCole read a letter he had prepared which addressed the composition of the Board with members now being made up of one Board of Commissioners from each county being assigned to the Pinecrest Board.</p>	

Adjournment	The meeting adjourned at 2:40 p.m. CST	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.
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Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Administrator

Darlene Smith, Admin 10/15

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

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

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Connors, Peggy		X		Martin, Ann	X		
DeDie, William	X(4:35 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine		X	
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(5:00 pm)		

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

Karen Raether stated the agenda would be amended to correct: NorthCare Committee Meeting Report to NorthCare Governing Board Meeting report. Millie Hofer asked that the agenda be amended to add: clinical supervision during interim time.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Dehn, supported by P. Freeman to approve the amended agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Janet Dehn asked that the February 26, 2015 Board meeting minutes under CEO Search be corrected from: The Ad Hoc Committee that was formed to hire a CEO to the Board will advertise and explore the hiring of the CEO.

ACTION: Moved to approve the corrected February 26, 2015 Board meeting minutes.

Motion by: J. Luhtanen, supported by A. Martin. **Motion carried unanimously**

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

a) Check Disbursement Report-Period ending February 19, 2015

ACTION: A motion was made by J. Nelson, supported by M. Negro to approve the check disbursement report period ending February 19, 2015. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

b) January 2015 Financial Report

ACTION: A motion was made by J. Nelson, supported by A. Martin to approve the January 2015 financial report. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

- **Appoint Interim CEO**

ACTION: A motion was made by J. Nelson, supported by M. Hofer to appoint Bill Adrian as interim CEO.

Motion carried unanimously.

DISCUSSION: Karen Raether stated that a salary adjustment should be addressed for Mr. Adrian as interim CEO. This issue will be an action agenda item on the March 26, 2015 Board meeting agenda. John Nelson stated that from a continuity standpoint he is glad that Mr. Adrian has agreed to be the interim CEO.

Karen Thekan conducted New Business as follows:

NEW BUSINESS (Discussion only)

- **Finance**

- a) **Check Disbursement Report-through March 5, 2015**

Karen Thekan asked if there were any questions regarding the check disbursement report. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval.

- b) **Contract-March 12 2015**

Karen Thekan reviewed the following contract is for the Mild-Moderate (Dual Eligibles) who have both Medicare and Medicaid. The payer only covers these services when they are provided by an enrolled Medicare provider. Miscellaneous questions were addressed by Ms. Thekan.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	NorthCare Network MI Health Link CMHSP/PIHP Provider Subcontract Addendum	Dual Eligibles Project	03/01/2015	N/A	See attached	N/A

Consensus of the Board is that this item will move forward to the next meeting for approval.

- **Great Lakes Officer Nominations**

Karen Thekan stated that the Great Lakes Association is looking for officer nominations. These nominations need to be turned in by April 10th to Great Lakes. Ms. Thekan stated that if anyone is interested in an officer position they should contact Mary Wendt before April 10th and she will submit their name.

- **Recipient Rights Ad Hoc Committee Recommendations & Review Applications for Vacancies on the Committee**

Karen Thekan reviewed the Recipient Rights Ad Hoc Committee recommendations and applications to fill the two vacancies on the Recipient Rights Committee. There were two applications received from William Bouchard and Laurel Reynolds and a resignation letter received from Loren Veaser. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by J. Nelson, supported by M. Negro to move the Recipient Rights Committee vacancies appointments to an action item.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy			Martin, Ann	X	
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Raether, Karen	X	

Hofer, Millie	X	Spence, Christine
Luhtanen, Joan	X	Zevitz, Michael, Dr.

Motion carried unanimously.

ACTION: A motion was made by J. Nelson, supported by M. Negro to approve the appointments of William Bouchard and Laurel Reynolds to the Recipient Rights Advisory Committee. No discussion.

ROLL CALL VOTE:

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

Motion carried unanimously.

• **Ad Hoc Meeting-March 5, 2015**

Peggy Freeman highlighted the Ad Hoc Committee March 5, 2015 meeting minutes.

○ **Waiver of Educational Requirement for CEO**

Terri Wendt stated that she received information from the State regarding a waiver for the educational requirement for the CEO. Ms. T. Wendt highlighted this information which provided that a blanket waiver cannot be given on the educational qualification. What can be done though, if there is an individual candidate that has a Bachelor's Degree and a significant amount of experience that would be deemed appropriate, this candidate's resume can be sent to the State to ask for a waiver for this candidate. Discussion ensued regarding to whether the CEO posting should include a Bachelor's Degree.

ACTION: Information

○ **Posting for CEO Position**

Terri Wendt reviewed the draft posting for the CEO position which includes a Bachelor's Degree. Ann Martin provided a few edits to the posting. Miscellaneous questions were addressed by Karen Thekan.

ACTION: A motion was made by M. Negro, supported by J. Nelson to move the Posting for the CEO Position to an action item.

ROLL CALL VOTE:

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

Motion carried unanimously.

ACTION: A motion was made by M. Negro, supported by J. Nelson to approve the Posting for the CEO Position with the edits provided by Ms. Martin.

DISCUSSION: John Nelson stated that the postmark for the CEO job posting is April 4, 2015.

Mr. Nelson further stated that the short turnaround was done to try and fill the position as soon as possible. This deadline can be extended at a later time if a valid candidate is not received by April 4, 2015 and the job can then be reposted.

ROLL CALL VOTE:

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

Motion carried unanimously.

W. DeDie - present 4:35 p.m.

- **Wage Scales**

Karen Thekan stated that a spreadsheet was provided from Bill Adrian which listed from a .5% to a 3% percentage wage scale increase, the estimated cost of each percentage increase, and the breakdown of Medicaid dollars versus General Fund dollar. Ann Martin asked when the last time there was an adjustment of wage scales. Terri Wendt stated that there have been several one time bonus payments for staff over the years (which did not change their wage scale), the residential wage scale has been adjusted twice-once in 2007 and 2008 with pass-through dollars, the MSW wage scale was adjusted a few years ago but a percentage increase to all wage scales across the Board has not been done since the 1990's. Ms. T. Wendt stated that also a few years ago the percentage increases were replaced by the step system which is movement within the wage scale but the base and max of wage scales did not change. John Nelson stated that he is a fan of a flat rate increase and asked for the numbers on what a flat rate increase for employees would cost. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan, Ms. T. Wendt, and Mr. Adrian.

ACTION: Mr. Adrian will provide information at the next Board meeting on the cost of a flat rate increase for employees.

- **Clinical Supervision During Interim Time**

Millie Hofer stated that when looking at the Table of Organization she saw all of the employees who were directly supervised by Karen Thekan. Ms. Hofer further stated that she thinks that a clinical supervisor interim should take over the responsibility for the staff under Ms. Thekan's supervision and they should be reimbursed accordingly to the extra work they would have to do. Ms. Hofer stated that this position is for the safety of the agency, is truly necessary after seeing all of the staff that Ms. Thekan supervises, and that there not be a void and have continued continuity. Ann Martin asked with Mr. Adrian's experience what is there that would have to be done that he has not observed being done and has not learned just from the time he has been with Northpointe to execute this aspect of the work. Discussion ensued. Ms. Thekan stated that at the March 12th Operations Team meeting it was discussed that the three county directors will rely on each other in the interim regarding clinical issues and Mr. Adrian does have the expertise in regards to clinical services, etc. Ms. Thekan further stated that Dr. Razdan, as the Medical Director of Northpointe, is also available for clinical cases, decisions, etc. Ms. Thekan stated that is was also discussed at the March 12th Operations Team meeting that the staff she supervises will be distributed among managers.

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- **CEO Report**

- **NorthCare Governing Board Meeting Report**

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

DISCUSSION: Karen Raether stated that the Northpointe Board will need to appointment three representatives to serve on the NorthCare Governing Board effective in April 2015. Discussion ensued and miscellaneous questions were addressed by Ms. Raether. Consensus of the Board is to put the NorthCare Board appointments on the April 9, 2015 Northpointe meeting agenda as an action item.

Dr. Zevitz - present at 5:00 p.m.

PUBLIC COMMENTS

- Lisa Dionne thanked Karen Thekan for being a great boss and friend and wished her the best.

BOARD COMMENT

- Karen Raether read a letter from Gogebic Community Mental Health Authority Employee Group and Board of Directors which expressed their appreciation and gratitude to Ms. Thekan on her years of dedication and commitment to assuring that the Mental Health and Intellectual/Developmental Disability needs of consumers in the U.P. were met.
- John Nelson stated that he had the opportunity to work with Ms. Thekan for a number of years. Mr. Nelson further stated that as a regional manager he never had to worry about what went on at Northpointe and they were

always present on issues that came up. Mr. Nelson stated that Ms. Thekan has served this area well, not just from a Board standpoint, but from a professional standpoint. Mr. Nelson also stated his appreciation for all that Ms. Thekan did while he was working and in her position as CEO. Mr. Nelson stated that this is why he wanted to serve on the Northpointe Board and thanked Ms. Thekan on behalf of Menominee County.

- Janet Dehn stated her appreciation and thanked Ms. Thekan for serving the clients of this agency very well for a long time. Ms. Dehn stated that from reading the last Board meeting minutes she would hate to think that questions would ever be interpreted by anyone as problems. Ms. Dehn stated that she thinks that questions are good to ask and so is discussion. Ms. Dehn stated that when their school year begins everyone on their campus gets together, brainstorm, and raise as many different ideas as possible. Disagreements may occur with each other but Ms. Dehn stated that she thinks disagreeing can be done without being disagreeable. Ms. Dehn stated that questioning is in the best interest of clients and is sorry that Ms. Thekan is going to go.
- Millie Hofer stated that Ms. Thekan provided a breath of fresh air.
- Karen Raether stated that with Ms. Thekan leaving it will be hard for everyone. Ms. Raether further stated that she has always had a good working relationship with Ms. Thekan and that Ms. Thekan has been the best and the Board, staff, consumers, and people in the U.P. will miss her.
- Dr. Zevitz stated that she thinks Ms. Thekan has done an excellent job in an extremely difficult job and nobody should envy her in the position she has occupied. Dr. Zevitz stated that he cannot imagine how much frustration that Ms. Thekan has had over the years and was unable to do a lot of things that she would have liked to do and could not. It is a very frustrating job and Dr. Zevitz stated that Ms. Thekan has performed very well.
- Mari Negro stated that everything should just be summed up as "thank you very much".
- Karen Raether presented Ms. Thekan with a Certification of Appreciation for her 22 years of employment with Northpointe.

ADJOURN

Karen Raether, Chairperson, stated the meeting adjourned. Meeting adjourned at 5:10 p.m.

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

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Resolution 2015-07 ~ Retirement of Renee Herrild
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Renee Herrild has retired from the county after 30 plus years of service. Administration requests a resolution be presented to her in honor of her dedication to the county.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
RESOLUTION 2015-07
HONORING**

RENEE HERRILD

WHEREAS, RENEE HERRILD HAS SERVED MENOMINEE COUNTY AS A CORRECTIONS OFFICER AT THE MENOMINEE COUNTY JAIL BEGINNING ON JUNE 1, 1984 MOVING INTO A CASEWORKER POSITION IN THE FRIEND OF THE COURT OFFICE ON AUGUST 1, 1988. RENEE WAS A CASEWORKER FOR 18 YEARS BEFORE BEING APPOINTED AS THE FRIEND OF THE COURT BY HONORABLE MARY B. BARGLIND BEGINNING ON JUNE 2, 2006. DURING THIS 30 PLUS YEARS OF SERVICE SHE HAS FAITHFULLY AND PROFESSIONALLY PERFORMED HER DUTIES; AND

WHEREAS, RENEE HAS ALWAYS BEEN HELPFUL, COURTEOUS, FRIENDLY AND ACCOMMODATING TO ALL PEOPLE SHE HAS DEALT WITH, WHETHER IT BE A CLIENT, HER CO-WORKERS, FELLOW COUNTY AND STATE EMPLOYEES, OR ATTORNEYS; SHE HAS TREATED THEM ALL WITH THE UTMOST OF RESPECT; AND

WHEREAS, RENEE HAS SERVED MANY FAMILIES OF MENOMINEE COUNTY BY HELPING THEM GET THROUGH VERY DIFFICULT TIMES IN THEIR LIVES. SHE EXCELLED AT HELPING PARENTS UNDERSTAND THAT THEIR CHILDREN ARE THE NUMBER ONE PRIORITY AND, THE FRIEND OF THE COURT OFFICE WAS THERE TO HELP THEM IN ANY WAY THEY COULD;

THEREFORE BE IT RESOLVED, THAT WE, THE MEMBERS OF THE MENOMINEE COUNTY BOARD OF COMMISSIONERS, RECOGNIZE WITH THANKS AND DEEP APPRECIATION, THE PROFESSIONAL SERVICE RENDERED TO MENOMINEE COUNTY AND THE 41ST CIRCUIT COURT BY THE FRIEND OF THE COURT, RENEE HERRILD. WE WISH HER THE BEST AS SHE ENTERS RETIREMENT.

THEREFORE BE IT RESOLVED, THAT THIS TESTIMONY OF OUR ESTEEM BE MADE A PART OF THE RECORDS OF THIS BOARD, AND THAT A COPY BE PRESENTED TO HER.

MARC KLEIMAN
MENOMINEE COUNTY CLERK

CHARLIE MEINTZ
COUNTY BOARD CHAIR

HON. MARY B. BARGLIND
41ST CIRCUIT COURT JUDGE

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
<p>Board to review recently submitted Miscellaneous Bills as paid on April 15 & 23, 2015 in the combined amount of \$55,980.62.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/24/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
W.N.O.A.								
	40964	4/14/2015	Registration	Jeff Brunelle	205-315-881.03	165.00		\$330.00
	40965	4/14/2015	Registration	Greg Nest	205-315-881.03	165.00		
Total Amount for Bank Account: General								\$330.00

APPROVED
 APR 15 2015
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Delta Dental of Michigan								\$571.82
40966	04/01/2015	April 2015		Dental Insurance Premium	266-326-712.00	205.64		
40966	04/01/2015	April 2015		Dental Insurance Premium	266-325-712.00	134.22		
40966	04/01/2015	April 2015		Dental Insurance Premium	266-325-712.00	3.65		
40966	04/01/2015	April 2015		Dental Insurance Premium	701-000-231.00	45.54		
40966	04/01/2015	April 2015		Dental Insurance Premium	266-325-712.00	37.14		
40966	04/01/2015	April 2015		Dental Insurance Premium	266-325-712.00	37.14		
40966	04/01/2015	April 2015		Dental Insurance Premium	266-325-712.00	108.49		
Total Amount for Bank Account: General								\$571.82

APPROVED

APR 15 2015

MB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
All Phase	41092	03/26/2015	4430-656251	PO# 03072 Unmetered Srvc Pedestals	208-751-930.03	2,744.50		\$2,744.50
ALL SEASONS EQUIPMENT	41088	04/23/2015	PO# 03055	Trailer for Side by Side	101-103-755.00	3,500.00		\$3,500.00
ANDERSON AUTO & RV SALES INC	41029	01/29/2015	1328	Additional Amount Due on Previous Inv	205-315-934.02	100.00		\$331.70
	41030	03/04/2015	1334	2012 Impala - Vehicle Maintenance	205-315-934.02	59.95		
	41031	03/11/2015	1335	2009 Chevy Tahoe - Vehicle Maintenar	205-315-934.02	119.95		
	41032	03/13/2015	3,13.15	Ball & Ball Cover	205-315-934.02	16.85		
	41033	03/16/2015	1336	2006 Chevy Impala - Vehicle Maintenar	205-315-934.02	34.95		
ANDERSON, TACKMAN & CO PLC	40975	03/31/2015	60425	Final Billing - Audit 9/30/14	101-103-801.01	10,000.00		\$10,000.00
AT&T Mobility	41114	04/22/2015	287252150867	April 1 - April 30, 2015	101-132-850.00	31.27		\$62.73
	41115	04/21/2015	287252234966	April 10 - May 9, 2015	101-132-850.00	31.46		
Big O's Lube and Service, Inc.	41015	04/16/2015	16679	2008 Chevy Tahoe - Oil Change	205-315-934.02	42.90		\$1,940.01
	41034	04/06/2015	16597	2011 Chevy Impala - Vehicle Maintenar	205-315-934.02	36.88		
	41035	04/08/2015	16622	2012 Chevy Impala	205-315-934.02	995.81		
	41036	04/10/2015	16634	2012 Chevy Impala	205-315-934.02	197.14		
	41037	04/14/2015	16666	2012 Chevy Impala	205-315-934.02	667.28		
BP	41024	04/05/2015	44025605	Gasoline Charges - March 2015	205-315-742.00	152.09		\$152.09
Brunelle, Jennifer	41109	04/21/2015	Reimbursement	Bridge Tolls, Meals, Mileage	296-663-860.00	423.82		\$423.82
CBM Managed Services	41040	04/01/2015	STDINV82908	Inmate Meals	280-362-755.00	2,027.73		\$4,055.53
	41041	04/08/2015	STDINV83147	Inmate Meals	280-362-755.00	2,027.80		
Cellcom - P.O. Box 7555	40968	04/05/2015	302981	Medical Examiner Cellular Services	101-648-850.00	13.83		\$179.61
	41112	04/05/2015	301692	Cellular Services	296-663-850.00	55.26		
	41112	04/05/2015	301692	Cellular Services	296-664-850.00	55.26		
	41112	04/05/2015	301692	Cellular Services	296-665-850.00	55.26		
Cenex Fleetcard	41093	04/06/2015	102150	Gasoline Charges	249-371-742.00	47.55		\$74.80
	41093	04/06/2015	102150	Gasoline Charges	101-426-860.00	8.05		
	41093	04/06/2015	102150	Gasoline Charges	296-665-860.00	19.20		
Ciochetto, Joseph	40972	04/13/2015	Reimbursement	Mileage - Airport Commission	101-101-860.08	13.32		\$125.32
	40973	04/13/2015	Per Diem	Airport Commission	101-101-860.08	112.00		
CITY OF MENOMINEE - 2511 10TH ST.	41013	04/16/2015	3959	Gasoline Sales - February 2015	205-315-704.00	1,788.45		\$3,946.58
	41014	04/16/2015	3969	Gasoline Sales - March 2015	205-315-704.00	2,158.13		

APPROVED
APR 23 2015
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APPROVED

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8003

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General						
CLOVERLAND PAPER CO						
40978	04/10/2015	107850	Bottle Brush	101-265-755.01	28.00	\$1,194.84
40979	04/10/2015	107861	Toilet Tissue and Liners	101-265-755.01	119.69	
40980	04/10/2015	107862	Library Supplies	101-265-755.01	300.73	
40981	04/10/2015	107916	Soap, Tissue, Liners, Towels	101-265-755.01	260.57	
40982	04/10/2015	107905	Janitorial Supplies	101-265-755.01	53.10	
40988	03/27/2015	107748	Lysol Fcam - Parks	208-751-755.01	86.10	
41042	01/02/2015	107015	Gloves	280-362-755.00	48.14	
41043	04/03/2015	107863	Towels & Lysol	280-362-755.00	147.45	
41044	04/10/2015	107917	Towels & Degreaser	280-362-755.00	72.69	
41083	04/17/2015	107983	Kitchen Towels	101-265-755.01	38.21	
41084	04/17/2015	107969	Damp Mop Cleaner	101-265-755.01	40.16	
COHL STOKER & TOSKEY P C						
40991	04/09/2015	45343	Legal Svcs - Wage Level Adjustments	101-211-807.00	2,142.98	\$2,142.98
Cooper Office Equipment						
41081	04/09/2015	121308	Contract # 2043-01 (FOC)	215-141-942.00	342.10	\$342.10
Country Mile Document Destruct						
40984	04/13/2015	20835	Shredding Documents (4/9/15)	101-265-801.00	121.90	\$121.90
Delta Chamber of Commerce						
41090	04/20/2015	19326	Uppertunities Conference (B. Bousley)	101-172-802.00	59.00	\$59.00
Delta Dental of Michigan						
41097	04/23/2015	May 2015	Dental Insurance Premium	266-326-712.00	112.27	\$371.98
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	33.65	
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	62.57	
41097	04/23/2015	May 2015	Dental Insurance Premium	701-000-231.00	33.65	
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	33.65	
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	33.65	
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	33.65	
41097	04/23/2015	May 2015	Dental Insurance Premium	266-325-712.00	62.54	
DeWolf & Associates						
41039	04/05/2015	910	PO# 03082 FTO Program - J. Kass	264-363-881.00	695.00	\$695.00
Dickinson County Sheriffs Dept						
41027	04/17/2015	Registration	Mike Holmes	205-315-881.03	35.00	* \$70.00
41028	04/17/2015	Registration	Jeff Brunelle	205-315-881.03	35.00	*
Dougovito, Greg						
41101	04/13/2015	5820	Transport of Juvenile (P.S.)	101-132-801.01	22.50	\$85.59
41101	04/13/2015	5820	Transport of Juvenile (P.S.)	101-132-801.00	54.00	
41111	04/13/2015	Reimbursement	Meals - Transport of Juvenile	101-132-801.00	9.09	
Eldercare Home Pharmacy						
41021	03/31/2015	4623098	Inmate Medication	101-301-770.01	99.65	\$99.65
Election Systems & Software						
40985	04/08/2015	927203	PO# 03081 - Election Software License	101-262-727.00	1,820.00	\$4,536.95
40986	04/06/2015	926891	PO# 03080 - Coding for May 5, 205 Ele	101-262-727.00	2,518.95	
40987	04/03/2015	926295	Support (7/1/15 - 6/30/16)	101-262-727.00	198.00	
Erdman, Brandon						
41017	04/17/2015	Reimbursement	Pistol Grip - Uniform Allowance	205-315-745.00	27.55	\$27.55
Friends Ofc Prod Whse Direct						
41080	04/14/2015	0222901	FOC - Office Supplies	101-141-727.00	100.56	\$120.31
41098	04/21/2015	022320	Office Supplies (Equalization)	101-257-727.00	19.75	

APPROVED

APR 23 2015 *BUB*

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Gregory, Raymond G.	41099	04/15/2015	2015-032-MI	Court Appointed Legal	101-148-807.00	140.00		\$140.00
Ihander, Aaron	41018	04/17/2015	Reimbursement	Uniform Allowance	205-315-745.00	59.50		\$59.50
J S ELECTRONICS, INC.	41038	04/10/2015	18749	Repair Driver's Side Spotlight 55K91	205-315-934.02	60.00		\$60.00
Joel Hensley, RN	41012	04/18/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		\$1,465.00
	41046	04/18/2015	Blood Draw	M.D. (4/18)	101-267-801.01	100.00		
LENCA SURVEYING	41096	04/22/2015	15059	Project Yr 2015 (4/8 - 4/22/15)	243-245-801.07	2,368.70		\$2,368.70
Lithocrafters Printing, Inc.	40996	03/31/2015	84702	Order for Substance Abuse Evaluation	101-136-755.00	87.74		\$87.74
Manpower								
	41082	04/12/2015	28504539	Week Ending 4/12/15 (Molly McRae)	215-141-705.00	315.00		\$1,175.22
	41091	04/12/2015	28502976	Week Ending 4/12/15 (Krista Marciniak)	101-261-705.00	477.90		
	41119	04/19/2015	28532102	Week Ending 4/19/15 (Krista Marciniak)	101-261-705.00	382.32		
Mastercard								
	41020	04/12/2015	Credit Card	Kmart	205-315-934.02	47.64	*	\$1,141.32
	41020	04/12/2015	Credit Card	Staples	205-315-727.00	187.27	*	
	41020	04/12/2015	Credit Card	Krist Oil	101-301-742.00	33.08	*	
	41020	04/12/2015	Credit Card	Ferdinands	101-301-860.00	27.00	*	
	41020	04/12/2015	Credit Card	Mighty Pet	101-301-881.01	46.63	*	
	41020	04/12/2015	Credit Card	Holiday	101-301-742.00	32.00	*	
	41020	04/12/2015	Credit Card	Shell Oil	101-301-742.00	34.00	*	
	41020	04/12/2015	Credit Card	First Out Rescue Equip	205-315-755.00	38.30	*	
	41020	04/12/2015	Credit Card	Drury Inn	101-301-860.00	424.90	*	
	41020	04/12/2015	Credit Card	Shell Oil	101-301-742.00	29.00	*	
	41020	04/12/2015	Credit Card	Holiday	101-301-742.00	27.00	*	
	41020	04/12/2015	Credit Card	MCODSA	205-315-881.03	200.00	*	
	41020	04/12/2015	Credit Card	Island Casis	205-315-742.00	8.00	*	
	41020	04/12/2015	Credit Card	Holiday	101-301-860.00	21.50	*	
	41020	04/12/2015	Credit Card	Credit Memo - Battery Rebate	101-301-860.00	-15.00	*	
Menards - Marinette								
	40976	04/10/2015	79434	Park Supplies	208-751-755.02	44.15		\$242.92
	40999	04/09/2015	79376	ISD Generator & Jail Supplies	101-265-755.00	42.94		
	41030	04/09/2015	79341	Copper Tube Cap, Male Adapter	101-265-930.01	24.30		
	41001	04/09/2015	79374	Credit Memo	101-265-930.01	-18.54		
	41034	04/13/2015	79648	Building & Ground Operating Supplies	101-265-755.00	58.80		
	41037	04/07/2015	79181	Building & Ground Supplies	101-265-755.00	58.93		
	41085	04/17/2015	80000	Hoover Bags	101-265-755.01	29.95		
	41086	04/17/2015	80001	Hardboard	101-265-930.01	2.39		
MENOMINEE COUNTY ROAD COMMISS								
	41022	04/08/2015	10885	Power to Radio Tower (March)	101-301-934.01	171.21		\$171.21
Michelle Larson								
	41105	04/13/2015	5825	Can Zone	296-668-801.00	60.00		\$66.90
	41106	04/13/2015	Reimbursement	Mileage - Can Zone	296-668-801.00	6.90		
MILLERS ACTION OFFICE SUPPLY I								
	41023	04/10/2015	108765-001	Stamps (x2)	205-315-727.00	50.98		\$50.98

APPROVED

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Neopost USA, Inc.	40977	04/08/2015	52691604	May 5 - August 7, 2015	101-253-729.01	216.00		\$216.00
NERAT MERCHANDISING	40989	04/10/2015	0231	60' Flags - Park's	208-751-755.03	11.99		\$27.97
	40992	04/17/2015	0235	30' Banner (x2) - Parks	208-751-755.02	15.98		
Nutt, Michael	41107	04/21/2015	Reimbursement	Mileage	296-664-860.00	206.14		\$206.14
Personnel Concepts	41089	04/20/2015	9327478958	Michigan Law Posters	101-103-802.00	239.64		\$239.64
Pisani Graphix	41008	04/10/2015	6915	Colored Stickers for Fire Identification	101-265-930.01	150.00		\$160.00
	41026	04/03/2015	6913	Locker Name Tags	205-315-755.00	10.00		
Plutchak Fab. LLC	41116	03/22/2015	40570	PO# 03085 Strike Plates in Jail Door	101-265-930.01	525.00		\$525.00
Poupore Collision & Towing	41016	04/16/2015	634	Deductible - 2012 Chevy Impala	205-315-934.02	250.00		\$250.00
PrintersPlus!	41087	04/20/2015	13856	District Window Envelopes (x5000)	101-136-727.00	260.00		\$260.00
Przewrocki, Joan	41108	04/21/2015	5831	Sunday Detention	101-132-801.01	52.00		\$52.00
Quill Corporation	40995	04/02/2015	2950472	Keyboard (x2) - PA's Office	101-267-727.00	44.97		\$44.97
Randall Phillippis	41100	04/09/2015	February 2015	Court Appointed Legal	101-132-807.00	500.00		\$1,500.00
	41100	04/09/2015	February 2015	Court Appointed Legal	101-131-807.00	1,000.00		
REDWOOD TOXICOLOGY LABORATORY	41047	03/31/2015	00718420153	Drug Testing (March 2015)	101-136-727.00	19.75		\$19.75
Riesterer & Schnell, Inc.	40997	04/09/2015	798337	ISD Generator	101-265-934.00	273.16		\$273.16
RIVERSIDE AUTO SALES OF MARINE	41009	04/17/2015	6041108/1	2001 Dodge Ram 1500 - Vehicle Maint	101-265-981.00	280.92		\$280.92
RR Donnelley - 7810 Solution Center	40983	04/03/2015	841073027	Certified Paper (x2000)	101-215-727.00	109.00		\$109.00
S & O LOCK AND PHONE SERVICE	41011	04/16/2015	40898	Keys x6 and Lock Parts	101-265-930.01	22.25		\$22.25
Sexton, Richard	41002	04/10/2015	Reimbursement	Mileage	101-426-860.00	102.35		\$179.33
	41003	04/10/2015	Reimbursement	Verizon - March 2015	101-426-850.00	76.98		
Sherwin Williams Company	41010	04/07/2015	0244-6	Paint & Supplies	101-265-930.01	26.34		\$26.34
Signarama Menominee	40993	04/10/2015	4077	Launch Pad Under Construction (x3)	208-751-755.02	55.50		\$55.50
Squires-Stepniak, Rebecca	41104	04/13/2015	Reimbursement	Mileage	296-665-860.00	246.68		\$246.68

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Standard Insurance Company								
	41121	04/23/2015	May 2015	Life Insurance Premium	101-101-713.00	20.70		\$211.60
	41121	04/23/2015	May 2015	Life Insurance Premium	101-132-713.00	6.32		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-136-713.00	11.50		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-141-713.00	9.20		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-148-713.00	0.58		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-215-713.00	11.50		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-172-713.00	4.60		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-267-713.00	9.20		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-268-713.00	4.60		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-253-713.00	6.90		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-257-713.00	4.60		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-265-713.00	4.60		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-301-713.00	48.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-682-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	101-103-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	271-790-713.00	9.20		
	41121	04/23/2015	May 2015	Life Insurance Premium	296-663-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	296-664-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	296-665-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	208-751-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	205-316-713.00	2.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	205-315-713.00	25.30		
	41121	04/23/2015	May 2015	Life Insurance Premium	266-325-713.00	16.10		
	41121	04/23/2015	May 2015	Life Insurance Premium	266-325-713.00	2.30		
State of Michigan - MI Supreme Court Finance								
	41118	04/17/2015	Circuit Court 2015-2	Software Support (April, May, June 201	101-103-857.02	1,761.40	*	\$1,761.40
Stellar Pizza, LLC								
	41110	04/13/2015	5827	Pizza for Teen Court	296-667-801.02	15.00		\$15.00
STEPHENSON MARKETING COOPERATI - P O BOX 399								
	41025	03/31/2015	015579	Gasoline Sales - March 2015	205-315-742.00	1,717.55		\$1,717.55
Thomson Reuters								
	40994	04/13/2015	Library Update	Gillespie MI Criminal Law & Procedure	101-267-802.00	269.00		\$269.00
U P A A								
	41117	04/23/2015	Registration	Continuing Education Class (Schroud &	101-257-860.00	40.00		\$40.00
U.E.S. COMPUTERS, INC.								
	40974	04/10/2015	71132	SMARTNET Maintenance for Aironet	101-103-857.00	28.99		\$89.99
	40990	04/02/2015	71048	Wireless Pointer (Sheriff Dept)	101-103-857.02	61.00		
U.S. Bank Equipment Finance								
	41120	04/15/2015	276590742	Bizhub 423 Copier	101-172-942.00	133.07		\$133.07
UPCAP SERVICES INC								
	41094	03/31/2015	913	Work Crew Services (3/4/15)	208-751-930.04	6.00		\$356.00
	41095	03/31/2015	916	Work Crsw Services	208-751-930.04	350.00		
Valenti, Susan F.								
	41095	03/31/2015	Reimbursement	Mileage & Meals	101-131-860.00	175.40		\$224.60
	41096	03/25/2015	M14-3673-FH	Transcripts (People v Parish)	101-131-806.00	49.20		

APPROVED
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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Verizon Wireless								\$871.86
	41019	04/01/2015	9743182662	Cellular Services	101-265-850.01	86.84		
	41019	04/01/2015	9743182662	Cellular Services	101-301-850.00	457.19		
	41019	04/01/2015	9743182662	Cellular Services	101-682-850.00	32.43		
	41019	04/01/2015	9743182662	Cellular Services	205-315-850.00	294.98		
	41019	04/01/2015	9743182662	Cellular Services	266-325-850.00	0.42		
Warner, Fredrick								\$133.55
	41102	04/13/2015	5822	Transport of Juvenile (P.S.)	101-132-801.01	20.00		
	41102	04/13/2015	5822	Transport of Juvenile (P.S.)	101-132-801.00	48.00		
	41103	04/13/2015	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	65.55		
WEST GROUP PAYMENT CENTER								\$126.50
	41113	04/03/2015	831455815	February 5 - March 4, 2015	101-148-802.00	126.50		
Total Amount for Bank Account: General								\$55,078.80

APPROVED

APR 23 2015

B.P.

CHIEF FISCAL OFFICER
MENOMINEE COUNTY WISCONSIN

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 04/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

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

CALL TO ORDER/ROLL CALL:

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

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

REPRESENTING ADMINISTRATION: B. Adrian, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

Bill Adrian asked that the agenda be amended to add under New Business - an additional contract under Finance.

ACTION: Moved to approve the amended agenda as presented.

Motion by: M. Negro, supported by P. Freeman to approve the amended agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

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

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

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

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

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

ACTION: A motion was made by M. Negro, supported by P. Connors to approve the check disbursement report period ending March 5, 2015. No discussion. **Motion carried unanimously.**

- b) Contract-March 12, 2015

ACTION: A motion was made by J. Dehn, supported by M. Hofer to approve the March 12, 2015 contract. No discussion. **Motion carried unanimously.**

Bill Adrian conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

- a) Check Disbursement Report-through March 13, 2015

Bill Adrian asked if there were any questions regarding the check disbursement report. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval.

- b) Contracts-March 26, 2015

Bill Adrian reviewed the following contracts and addressed miscellaneous questions.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Guardian Trac	Fiscal Intermediary	5/1/15-9/30/15	\$50-\$125/mo.	Same	n/a

GT currently provides fiscal intermediary services to 19 individuals. The monthly rate is determined by the individual's budget. The larger the budget, the greater the monthly fee.

B.	Jim's Escort Service	Transportation	4/1/15-3/31/16	\$1.05/mi.; \$1.40/mi. if extra staff required; \$15.00/hr. for extended wait time	Same	n/a
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This is a transportation service that is used when no other option is available. Typically to and from the hospital. "Extended wait time" begins after the first hour.

C.	Jim's Escort Lawn Care	Lawn Care	6/1/15-10/31/15	\$30.00/event	\$45.00/event	\$15.00
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This is for lawn care at the Menominee office. The old rate was mowing only. The new rate is to include trimming.

Mr. Adrian stated the additional contract is as follows: Northpointe has been renting office space for \$350.00/month from Whispering Pines in Powers to provide services in the northern part of the county.

Mr. Adrian further stated that services have increased at the Powers office and he contacted Whispering Pines and they are willing to rent 2 additional offices and continued use of their conference room for an extra \$500.00/month which would bring the total rent to \$850.00/month. Miscellaneous questions were addressed by Mr. Adrian. Consensus of the Board is that the contracts will move forward with the additional contract to the next meeting for approval.

c) February 2015 Financial Report

Bill Adrian asked if there were any questions regarding the February 2015 financial report. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval. Mr. Adrian stated that Northpointe received \$126,736.00 from the supplemental appropriation of General Fund (GF) from the State for the rest of the fiscal year. Miscellaneous questions were addressed by Mr. Adrian.

- **Delegation Agreement with NorthCare**

Bill Adrian stated this agreement essentially spells out what NorthCare will do and what Northpointe will do. The agreement has been standard for the last few years with no changes and one of the main repeating parts of the agreement is that NorthCare will conduct a site visit at Northpointe annually. Mr. Adrian stated that the NorthCare site visit this year is scheduled for July 28, 2015. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian. Consensus of the Board is that this item will move forward to the next meeting for approval.

- **Salary Adjustment for Interim CEO**

Janet Dehn asked Bill Adrian what the increased responsibilities are for him taking over as interim CEO. Mr. Adrian stated that it is only his fourth day as interim CEO and at this time this is hard to quantify. Joan Luhtanen stated that Mr. Adrian's current salary is \$96,100.00 and Ms. Thekan's salary was \$105,706.00 and suggested that a salary adjustment for Mr. Adrian be met somewhere in the middle of these two dollar amounts. Discussion ensued.

ACTION: A motion was made by M. Hofer, supported by P. Freeman to move the Salary Adjustment for Interim CEO to an action item.

ROLL CALL VOTE:

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

Motion carried unanimously.

ACTION: A motion was made by M. Hofer, supported by P. Connors to approve that the interim CEO receive a 5% increase to their current salary which will be retroactive to March 23, 2015.

ROLL CALL VOTE:

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

Motion carried unanimously.

• Flat Rate Increase

Bill Adrian stated at the last Board meeting the Board looked at a percentage increase for employees and for this meeting he provided information on a flat rate increase for employees. Mr. Adrian reviewed the flat rate increase information which ranged from \$.07/hour to \$.44/hour and how much these amounts reflect between what would be used from Medicaid and GF dollars. Millie Hofer stated that she has a concern regarding GF funding as the GF dollars are designed to serve the severely mentally ill patients and money is taken from here and there from GF funding for other causes. Ms. Hofer further stated that she cannot justify taking money away from a very sparse fund and putting it into another cost at this time. Ms. Hofer asked if maybe this issue should wait until the fiscal year ends to see where Northpointe stands financially. Ms. Hofer stated that she is not against employees receiving a raise - she is concerned about the GF money which was designed for the severely mentally ill. Karen Raether stated that money invested in good employees benefits Northpointe consumers; if employees are not paid they will go somewhere else. Janet Dehn asked if the home manager's home salary was raised recently. Mr. Adrian stated the home managers and assistant home managers salary range were raised recently but their salary is 100% Medicaid funded. Mr. Adrian further stated that he sees the GF population shrinking as more people are signing up for Healthy Michigan and at some point in time everyone will have some sort of insurance coverage. Mr. Adrian stated at this point in time, with the additional supplemental appropriation of GF dollars, Northpointe should be fine in this aspect for this fiscal year. Joan Luhtanen stated that she thinks something should be given to employees as it is long over-due and to show appreciation to them. Ms. Luhtanen stated that as long as Northpointe can afford to give an increase that they should definitely invest in the employees. Mari Negro stated that she likes the flat rate increase and this is a good way to go. Peggy Freeman stated that Northpointe does have very hard working employees. Ms. Freeman stated that looking at the counties they have given raises to their employees which has not been easy for them, especially Menominee, and other mental health agencies in the region have also given raises to their employees. Ms. Freeman further stated, to the credit of the Board, they made a decision to not having a waiting list and take care of all individuals who were supported by GF funds. The staff did step up to the plate and looked at alternative ways to provide services to the GF population and there is not a waiting list. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian. Consensus was to conduct a "straw poll" as to what flat rate increase to move forward to the next meeting for approval: 6 in favor of \$.30/hour; 5 in favor of \$.23/hour. This item will move forward to the next meeting for approval for a flat rate increase of \$.30/hour for employees.

Karen Raether, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS - No committee reports

PUBLIC COMMENTS

- Margaret Stauber stated when the Board was talking salary she has to say that the staff in the homes are really important people. This is the reason that our young people/adults do as well as they do in the homes and if there are poor staff, consumers will not be given what they need. Salary should not be everything but it is very important to people in this day and age and it strongly needs to be looked at to give staff what they need. Ms. Stauber provided information on an individual she is guardian of that resides in one of Northpointe's home.

BOARD COMMENT

- Karen Raether stated that a Great Lakes Executive meeting was held on March 24. If Northpointe wants to be represented on the Executive Committee they will need to appoint someone. Ms. Raether stated that she has talked to Joan Luhtanen regarding this representation and Ms. Luhtanen has expressed interest in this. This appointment to the Great Lakes Executive Committee will move forward for approval at the next board meeting. Ms. Raether stated that Great Lakes delegates should also be named at the Northpointe April reorganizational

meeting. In the past Northpointe has not named delegates and Ms. Raether strongly urged the Board to name delegates this year who will then be able to vote at the fall Great Lakes conference. This issue will move forward for approval at the next board meeting. Ms. Raether stated that Jim Turbo, from Copper Country, has volunteered to fill in as president of the Great Lakes Association until elections take place in the fall. Ms. Raether stated that on March 25 she participated in the Board Association Nominating Committee and at this point in time, Bill Davie from Marquette, is the only person running for president. Miscellaneous questions were addressed by Ms. Raether.

- Joan Luhtanen stated that she wanted to thank Peggy Connors and Karen Raether for all of their years of service on the Northpointe Board.
- Millie Hofer stated that she want to thank Ms. Connors and Ms. Raether also for all of their hard work and that they have done their job well.
- Peggy Connors wished the Board success and stated that after reading the glowing reports from the last meeting regarding Ms. Thekan she feels bad that she left. Ms. Connors further stated that she hopes the Board will be able to replace the CEO position with the integrity, experience, knowledge, and humanness that Ms. Thekan possessed.
- Peggy Freeman stated she wanted to thank Ms. Connors and Ms. Raether for all of their years of service and commitment to the consumers and everyone associated with Northpointe. Ms. Freeman stated that they have represented Northpointe well at the local, regional and State level. Ms. Freeman wished them well in their future endeavors.
- Bill Adrian thanked Ms. Connors and Ms. Raether for their years of service on the Northpointe Board and provided them with a Certificate of Appreciation.
- Karen Raether thanked everyone for their kind words and stated that she will miss serving on the Board.

ADJOURN

Karen Raether, Chairperson, stated the meeting adjourned. Meeting adjourned at 5:10 p.m.

The next regular Board meeting is scheduled for **April 9, 2015 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

MAC CONFERENCE

MARCH 31-APRIL 1

At the MAC Conference, I went to a pre-conference session on Medicaid "MI health Link—an integrated care program, still not completely in progress, but Medicaid patients can opt in (or out) of the program. This integrates all aspects of a patient's health care under one central controller. It has not been fully implemented, and is not yet proven, but it combines health care, mental health, prescriptions, hospital care, etc. under one umbrella.

I went to one session on revenue options for counties. Tax increases can basically come from new building construction. Therefore, counties must become creative to bring in extra revenue. This can be done through user fees, etc. such as for waste dumps, wind generator fees, tourism fees, hotel and motel taxes, entertainment taxes, airport landing taxes., etc. The idea is to look at what our county has that is unique.

The third workshop I went to was a program called "Swift and Sure", working with parolees to give immediate feedback and penalties if parole is broken in any way. It takes courts, parole officers and sheriff's department working in concert to get results of keeping people out of prison. In the past, parole violations were often not caught up with, but under this system, as soon as a violation takes place (i.e., not in the right place, not showing up for a parole appointment, drugs or alcohol, etc.) it has immediate and stated consequences. Consequences are progressive, and if violations continue, they may even be sent back to prison

Legislation Issues

We were told that Menominee County was one of four counties to receive a Worker's Comp Grant We were also updated that Revenue Sharing would be fully funded, and is requiring transparency to qualify.

PPT will receive \$19.3 million reimbursement

PILT will be fully funding

Dark Stores legislation is coming soon. They believe they may now have the legislative fix to stop the dark store issue where big box stores pay property taxes as if they were an empty store.

The legislature is currently working on unfunded mandates.

They are also working on tax capture reforms.

They are looking at the veteran property tax exemption, and how to amend it.

Also, Casperson is working on curbing how much public land the DNR can own.

They discussed a merger of human Services and the Department of Health, to take place April 10th. I'm not sure what this will mean in the long run.

They also discussed Proposal 1 on May 5th's ballot: They want to raise sales tax to 7% to cover schools and several other things but not transportation, and also raise the gas tax, which is paid by gasoline wholesalers from 19.% to 41% over the next 3 years, but eliminate sales tax on gasoline. This money would go to road repairs.

Our session with Legislators did not work out, as the Legislature was not in session and all of our UP Legislators were in the UP.

Jan Hafeman

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

**GOVERNING BOARD MEETING
Thursday, March 12, 2015
511 First Avenue No., Escanaba
12:30 p.m. (EDT)**

MINUTES

Chair Wigand called the meeting to order at 12:30 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Susan Kleikamp, Menominee
Dan LaFoilie, Schoolcraft
Lee Robbert, Schoolcraft
Bernie Lang, Menominee
Myra Croasdell, Delta
Julie Moberg, Delta
Dave Moyle, Delta
Mari Negro, Menominee
Patrick Johnson, Delta, alt.
Susan Phillips, Schoolcraft

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Connie Maule, SCP Director
Myra Heslip, Early Childhood Director
Kris Thibeault, Finance Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Tom Lippens, excused
Ken Penokie, excused
Cathy Mercier
Dave Anthony
Clyde Thoune
Kristi Wood

APPROVAL OF JANUARY 8, 2015 GOVERNING BOARD MINUTES

Members received a draft of the January 8, 2015 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM DAVE MOYLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

APPROVAL OF THE NEW EARLY CHILDHOOD DIRECTOR, MYRA HESLIP

The Chair called on Bill Dubord who told the members that Myra Heslip has been selected to replace Kim Johnson as ECP Director. Ms. Heslip has been promoted from a Manager's position within the program and happens to have been enrolled in our Head Start Program as a child. Bill thanked Myra Croasdell and Julie Moberg for sitting in on the interviews. He also reviewed the procedures used to seek and screen applicants. He reminded the full board that the Executive Committee had authority to hire but the full board needs to approve that action. It was noted that the Head Start Policy Council has approved her hire. Once approved by the Governing Board, the Head Start Regional Office will be notified and asked for their approval. **MR. LAFOILLE MOVED TO APPROVE THE HIRE OF MYRA HESLIP AS ACTING EARLY CHILDHOOD PROGRAM DIRECTOR UNTIL THE REGIONAL OFFICE APPROVAL, SECONDED BY LEE ROBBERT; MOTION CARRIED.** Once the Regional Office gives their approval she will be the Early Childhood Program Director.

FINANCE COMMITTEE REPORT

3/10/15. He reported that the December and January CAA Accounts Payable Schedules were reviewed and **MR. LAFOILLE MOVED TO APPROVE THEM, SECONDED BY MR. MOYLE; MOTION CARRIED.**

Ms. Wigand called on Treasurer LaFoilie who reported that the Finance Committee met on 2/10/15 and The committee reviewed and recommends a sole source purchase to contract with Jill Molli to present Conscious Discipline training in August, 2015 for approximately 100 employees for \$6,739. JULIE MOBERG MOVED TO APPROVE THE SOLE SOURCE PURCHASE TO CONTRACT WITH JILL MOLLI, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.

Mr. LaFoilie reminded the board that the Finance Committee was charged with ironing out the details of the Executive Director's exit agreement. Members were provided a copy of the agreement **AND IT WAS APPROVED UPON A MOTION FROM MR. LAFOILLE, SUPPORTED BY MR. MOYLE; MOTION CARRIED.**

The Treasurer noted that the committee is also in the process of reviewing the Financial Procedures Manual and should have a recommendation for revisions in the near future. **DAVE MOYLE MOVED TO APPROVE THE FINANCE COMMITTEE REPORT, SECONDED BY MARI NEGRO; MOTION CARRIED. (see attachment "A1 & B1")**

NOMINATING COMMITTEE REPORT

Ms. Wigand called on Susan Phillips for the report. Ms. Phillips reported that the Nominating Committee met on February 10, 2015 and **REVIEWED AND MOVED APPROVAL OF BERNIE LANG'S APPOINTMENT BY THE MENOMINEE COUNTY BOARD OF COMMISSIONERS. THIS WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY DAVE MOYLE; MOTION CARRIED.**

The committee also recommends the reappointment of Dave Anthony to represent the Hannahville Indian Community and **THIS WAS APPROVED WITH A MOTION FROM MR. MOYLE, SUPPORTED BY MARI NEGRO; MOTION CARRIED.**

The committee also recommends the reappointment of Geri Nelson from DTE and **THIS WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

The committee also recommends acceptance of the reappointment of Dave Moyle by the Delta County Board of Commissioners and **THIS WAS APPROVED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY OMER DORAN; MOTION CARRIED. (Dave Moyle excused himself from the vote)**

The committee also recommends acceptance of Patrick Martin to serve as alternate for Dave Moyle and **THIS WAS APPROVED WITH A MOTION FROM OMER DORAN, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

Ms. Phillips indicated that the committee is working on filling three vacancies; two in the Schoolcraft Co. Private Sector and one in the Menominee County Consumer Sector. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED UPON A MOTION FROM DAVE MOYLE, SECONDED BY MARI NEGRO; MOTION CARRIED. (see attachment "C")**

PERSONNEL COMMITTEE REPORT

The Chair called on Susan Kleikamp who reported that the committee developed the timeline for filling the Executive Director's position and the process to be used. The position will be posted the week of March 16th and resumes accepted until April 17th. Interviews will be conducted the week of May 11th. A special board meeting will be called for June 4th to approve the recommended candidate presented by the Personnel Committee. The new director will start no sooner than July 6th but there is some flexibility as to when they

come on board. **DAVE MOYLE MOVED TO APPROVE THE PERSONNEL COMMITTEE REPORT, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED. (see attachment "D")**

AUTHORIZATION TO SUBMIT REFUNDING APPLICATIONS FOR 2015-2016

Ms. Wigand called on Mr. Dubord who noted that every year we seek blanket authorization to submit refunding applications; all new grants come before the board for approval. **MARI NEGRO MOVED TO AUTHORIZE THE SUBMISSION OF REFUNDING APPLICATIONS, SECONDED BY MS. MOBERG; MOTION CARRIED.**

APPROVAL OF APPEALS PROCEDURE

The Chair reminded members that they were mailed a draft of an Appeals Procedure for their review. There were no recommendations **AND THE APPEALS PROCEDURE WAS APPROVED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED. (See attachment "E")**

ACCEPTANCE OF 3/2/15 HS/EHS MONTHLY REPORT

Members were mailed a copy of the 3/2/15 Head Start/Early Head Start monthly report for their review. There were no questions and **IT WAS ACCEPTED WITH A MOTION FROM JULIE MOBERG, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

APPROVAL OF 12/16/14 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 12/16/14 Head Start Policy Council minutes for their review **AND THEY WERE ACCPETED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY MS. CROASDELL; MOTION CARRIED.**

APPROVAL OF GOVERNANCE, LEADERSHIP & OVERSIGHT CAPACITY SCREENER

Members were mailed a copy of the Governance, Leadership and Oversight Capacity Screener and the HS/EHS Director noted that this is part of some new requirements similar to requirements under the new organizational standards the agency is going through. **MS. MOBERG MOVED TO APPROVE THE GOVERNANCE, LEADERSHIP & OVERSIGHT CAPACITY SCREENER, SUPPORTED BY MRS. KLEIKAMP; MOTION CARRIED.**

UPDATE ON ORGANIZATIONAL STANDARDS

Ms. Wigand called on Bill Dubord who reported that staff continue to work on the organizational standards items that need to be completed. As the board is aware, many of the policies and procedures such as the Executive Director Succession Plan, Conflict of Interest Policy and the newly approved Appeals Procedure are just a few of the items that have been completed. Work continues on the Personnel Policy revision that will need to be reviewed by a lawyer. Strategic Planning is also part of the standards but Mr. Dubord feels the new Executive Director should be involved in the process.

EXECUTIVE DIRECTOR'S REPORT

The Chair called on Mr. Dubord who indicated he had no additional items to report on. **MR. LAFOILLE ACCEPTED THE EXECUTIVE DIRECTOR'S REPORT, MYRA CROASDELL SECONDED THE MOTION; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

Karen Wigand called on the Executive Director who handed out his resignation/retirement letter. He noted it is with very mixed emotions that he retire, but feels it is time. His plan is to remain full-time as Executive Director until October 9, 2015 and then continue on in a consultant role until December 31, 2015. He was commended for all of his hard work and told he will be missed.

ADJOURNMENT

There being no further business ***THE MEETING ADJOURNED AT 1:18 P.M. WITH A MOTION FROM SUSAN PHILLIPS, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.***

Attached A-1

**FINANCE COMMITTEE MEETING
Tuesday, March 10, 2015
12:00 noon (EDT)**

The meeting was called to order at noon and the following were present: Dan LaFolle, Omer Doran, Susan Kleikamp, Tom Lippens, Julie Moberg, Karen Wigand, Bill Dubord, Kris Thibeault, Myra Heslip, Cathy Pearson.

Members were given the revised Executive Director Exit Transition Plan and Exit Compensation noting the change that states Ex. Director remains the board's employee until his exit. **(see attachment "A")**
This will be handed out at the 3/12/15 board meeting and be recommended for full board approval.

Members reviewed the January CAA credit card charges.

Members reviewed the January CAA Accounts Payable Schedule. There was a question about whether bids were sought for a new water heater at the Jefferson Center. It was noted that there is a provision in the Financial Procedures Manual that if there is an emergency such as this, a purchase can be made without getting bids.

The members were provided information on a sole source contract for HS/EHS Conscious Discipline training in August 2015 for two full days in the amount of \$6,739 to pay expenses to retain Jill Molli **(see attachment "B")** The sole source contract to retain Jill Molli was approved **WITH A MOTION FROM JULIE MOBERG, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

Members reviewed the January & February HRA credit card charges.

Members reviewed the January HRA accounts payable schedules and they **WERE APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

Questions were raised again about helping folks with heat assistance and whether provisions are in place to prevent people from getting help from several different organizations. It was decided that a sub-committee be formed to discuss heat assistance in late summer to determine if it's something our agency should stay involved in considering the restrictions, meticulous record keeping, as well as little administrative funding, etc.

Bill reminded the members that the question was raised whether we actually need a safety deposit box. Bill updated the members that we do not need a safety deposit box and we have now purchased a good, fireproof safe instead.

Bill informed the committee that he and Kris went to Lansing last week to discuss the details of the Thorntree disposition. He reported that the work involved with the disposition will probably take until the end of this calendar year.

Review of the Financial Procedures Manual. Kris Thibeault, Finance Director, reviewed a couple of proposed changes to the FPM. These, in addition to the credit card policy, will be incorporated into a revised Financial Procedures Manual to be approved at the April or May Governing Board meeting. These changes were **APPROVED WITH A MOTION FROM TOM LIPPENS, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

The Committee was also asked to approve the engagement of Schneider, Larche & Haapala for our 403b audit for an additional two years for an added \$100 (total \$5,000) the first year and an additional \$100 the second year (total \$5,100). The committee was reminded that this is nearly half of what it cost through WIPFLI., our previous 403b auditing firm. **MS. KLEIKAMP MOVED TO APPROVE SCHNEIDER, LANCHE & HAAPALA AS CONTRACTOR FOR OUR 403B AUDIT FOR AN ADDITIONAL TWO YEARS, SUPPORTED BY MR. LIPPENS; MOTION CARRIED.**

There being no further business **THE MEETING ADJOURNED AT 1:30 WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

Proposed Transition to William Dubord's Retirement

At the December Governing Board meeting the Finance Committee was given authority to work with me to make the transition into retirement smooth and to give both me and the board assurance of no misunderstanding in both timing and financial considerations.

Please consider the following plan regarding my leaving:

1. Tentative last day as full-time Executive Director October 9, 2015.
2. Remain a salaried employee through December 31, 2015 at a salary of \$1,000/week beginning October 12, 2015. Receive standard agency fringe benefits through Dec. 31, 2015.
3. Agency to pay out all annual leave earned through the Oct. 9, 2015 pay period.
4. Agency to pay earned personal days at the end of the Oct. 9, 2015 pay period.
5. Agency to pay out annual and pro-rated longevity leave at the end of December at the wage in effect at that time.
6. New Executive Director to be in charge when mutually agreed upon but no later than Oct. 9th. If it is prior to Oct. 9th the above provisions remain as stated. If it is after Oct. 9th the agency and I will renegotiate a short term extension.
7. My activities during from Oct. 9 – Dec. 31, 2015 are listed below. These duties are flexible and subject to the wishes of the new Executive Director. Notwithstanding those wishes, the agreed plan will remain in effect.
8. Bill will remain a direct employee of the Board of Directors.

Possible Consultant Duties

- Assist with Strategic Planning and implementation of new organizational standards
- Stay involved with Thorntree disposition (if necessary)
- Involvement with UP CAN and regionalization issues
- Attend Board and Finance Committee as an observer and resource
- Assist in grant closeout as needed
- Assist in 2016 budget development (as needed)
- Work with Auditors and Program monitors (as needed)
- Work with new director in transferring legal authority and bank accounts
- Provide new director program-by-program analysis, i.e. strengths, weaknesses, issues
- Provide new director analysis of political landscape on the national, state and local levels as they pertain to our programs/funding
- Provide new director with analysis of major vendors, i.e. insurances, retirement plan, IT provider, auditors, contracts, etc.
- Other tasks as requested and mutually agreed to.

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

HEAD START	\$	208,685
EARLY HEAD START		76,842
EARLY-ON CHILDHOOD		678
GSRP		25,494
ASSET & LIABILITY ACCOUNTS		56,590
TOTAL	\$	368,289

SIGNED 
(TREASURER)

DATE _____

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

SENIOR CITIZENS	\$	117,286
VOLUNTEER PROGRAMS		41,817
NUTRITION		69,577
STATE & LOCAL PROGRAMS		176,141
ENERGY AND HOUSING		50,830
ASSET & LIABILITY ACCOUNTS		65,448
TOTAL	\$	521,098

SIGNED 
(TREASURER)

DATE _____

THE FINANCE COMMITTEE HAS REVIEWED THE JANUARY 2015 ACCOUNTS PAYABLE SCHEDULES FOR MDS COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	255,938
EARLY HEAD START		71,901
EARLY-ON CHILDHOOD		209
GSRP		25,136
ASSET & LIABILITY ACCOUNTS		53,626
TOTAL	\$	<u>406,810</u>

SIGNED



(TREASURER)

DATE _____

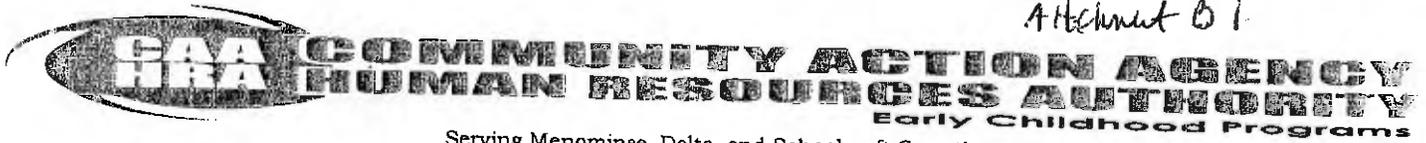
THE FINANCE COMMITTEE HAS REVIEWED THE JANUARY 2015 ACCOUNTS PAYABLE SCHEDULES FOR **HUMAN RESOURCES AUTHORITY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

SENIOR CITIZENS	\$	117,268
VOLUNTEER PROGRAMS		50,859
NUTRITION		97,936
STATE & LOCAL PROGRAMS		146,015
ENERGY AND HOUSING		24,025
ASSET & LIABILITY ACCOUNTS		63,708
TOTAL	\$	499,812

SIGNED 
(TREASURER)

DATE _____

Attachment 01



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Serving Menominee, Delta, and Schoolcraft Counties
507 First Avenue North
Escanaba, Michigan 49829
Telephone: [906] 786-7080 FAX: [906] 786-9423

William Dubord
Executive Director

Myra Heslip
Early Childhood Director

February 23, 2015

Mr. Bill Dubord
MDSCAA
507 First Avenue North
Escanaba, MI 49829

Jill Molli is a Loving Guidance Associate for Concious Discipline. Loving Guidance Associates (LGAs) are trained, certified and hand selected by Dr. Bailey to present the principles of Conscious Discipline to teachers, administrators, childcare professionals, Head Start professionals, school districts (large and small), parents and community groups.

Conscious Discipline is a comprehensive emotional intelligence and classroom management system that integrates all domains of learning (social, emotional, physical, cultural and cognitive) into one seamless curriculum. Conscious Discipline is an evidence-based comprehensive program that includes school climate changes, social-emotional competency changes in adults, social-emotional competency changes in children, behavioral and resiliency changes, classroom management shift from external rewards and punishments to problem-solving, and results in academic success.

The Early Childhood Program implemented Conscious Discipline strategies into our program in the 2006-2007 school year. Strategies are used as classroom guidance policies and are taught to parents for them to use in the home with their children. We are continually looking to improve our current Conscious Discipline practices as well as implement new ones.

Andrea Schick
Child Development Manager
MDSCAA Early Childhood Program

- Administrators
- Teachers
- Mental Health Specialists
- Parents

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Loving Guidance Associates



Jill Molli

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Specialties: Major Keynotes, School-wide Implementation for Pre-K and Elementary, Mental Health & Medical, Prison Staff, Businesses

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Jill Molli has a B.A. in Elementary Education and a Masters in Counseling. She possess the gift of delivering this important message of Dr. Becky Bailey's Conscious Discipline program with humor which makes for a wonderful learning experience. Jill was selected as an LGA because of her no-nonsense ability to get to the heart of a situation plus her commitment to living Conscious Discipline principles at school and at home.

Jill's experience includes delivering state and national keynotes, teaching children with behavior disabilities, teaching elementary school and serving as a guidance counselor. Her background has proved invaluable in teaching schools and school districts how to implement Conscious Discipline. She has also taught hundreds of Conscious Discipline parenting classes which included imprisoned mothers, "Soccer Dads" and parents interested in learning more about how to parent their children. Jill is a contagious source of enthusiasm for and knowledge about Conscious Discipline.

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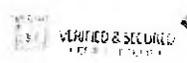
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Professional Development Activity Description/Funds Request

Date 2/13/15

Staff Name **Andrea Schick**

Supervisor **Myra Heslip**

Description: Group x Individual [If individual: Supervisor approval to submit request: _____]

Detail: Bring in certified Conscious Discipline Trainer- 2 days in August. All staff (100) training.

1. Participation in this training is intended to improve skills in the following areas (check all that apply):

CD Info & Outcomes	FP Info & Outcomes	Health Info & Outcomes	Admn. Syst. Info & Outcomes	Performance Monitoring (Supervision)	FQA	Program Self Assm.	Program Satisfaction Surveys	Quality Assurance	Annual Performance Evaluation	Community Assessment	Corrective Action	Other
X	X				X	X						

2. Benefits of chosen PD strategy (check all that apply):

Direct Benefit to Individual Staff	Direct Benefit to Multiple Staff	Learn New Concepts	Practice Concepts	Problem-Solving	Gather Information & Resources	Earn Needed Credits	Networking	Inspiration Motivation
X	X		X	X	X			X

3. Estimated total expenses \$6,739_

4. Total Projected Paid Time:

Training/TA 14 hrs. / Travel hrs. / Other (see reverse side for examples): hrs.

Describe other _____

Attachment B1^h

Attachment "C"

NOMINATING COMMITTEE MEETING
Tuesday, February 10, 2015
12:00 Noon

MINUTES

The meeting began at 12:11 p.m. and the following were in attendance: Omer Doran, Dan LaFoilie, Susan Phillips, Karen Wigand, Bill Dubord and Cathy Pearson

The Menominee County Board of Commissioners has appointed Bernie Lang to represent them on our Governing Board, replacing Doug Krienke. **BERNIE LANG'S APPOINTMENT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

The committee was reminded that we still have not received a letter from the Schoolcraft Transit Authority reappointing John Stapleton. Dan offered to follow-up with John one more time. He noted that if John does not get reappointed he will ask the Schoolcraft County Deputy Transit Director if he would be interested in serving and if so, see if that board will appoint him.

It was noted that there is another vacancy in the Schoolcraft County Private Sector. After some discussion the committee decided to see if Rosemary Sablack would be interested in serving on the board. If not, Susan will check with Judy Zerilla and someone from the Kiwanis to see if there might be interest.

There is also a vacancy in the Menominee County Consumer Sector. Staff will check with our Menominee Senior Center staff and Client Services staff to see if they might know of someone who might be interested and a good fit to serve on the board.

The Hannahville Indian Community has reappointed Dave Anthony to represent them on the Governing Board, **DAN LAFOILLE MOVED TO APPROVE THE REAPPOINTMENT, SECONDED BY OMER DORAN; MOTION CARRIED.**

DTE has reappointed Geri Nelson to represent them on our Governing Board. **MR. LAFOILLE MOTIONED TO APPROVE THE REAPPOINTMENT OF GERI NELSON, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

Bill informed the members that Delta County has reappointed Dave Moyle to be their representative and Patrick Johnson as his alternate.

Karen noted that she will work on committee assignments as these vacancies get filled.

The meeting adjourned at 12:40 p.m.

PERSONNEL COMMITTEE MEETING
Wednesday, February 25, 2015
11:30 a.m.

MINUTES

The meeting began at 11:32 with the following in attendance: Susan Kleikamp, Geri Nelson, Ken Penokie, Susan Phillips, Myra Croasdell, Bill Dubord and Cathy Pearson. Karen Wigand, excused.

The committee discussed their upcoming role and timeline for hiring a new Executive Director. Bill informed the members that the Finance Committee has reviewed his transition and exit compensation plan and will most likely approve that at their March 10th meeting. They will recommend to the full board that they approve what they have worked out. He told the members that he plans to remain at his current status until October 9, 2015. He then will be at a reduced salary until December 31, 2015 to serve as a consultant to the new director. He made it clear, however, that once the new director is hired, they will be the only director and Bill will be working more in the background to train him or her.

Members were presented an email of suggestions from Karen Wigand. The following rough timeline was proposed (see attached calendar):

- *Bill will make his official announcement of retirement at the 3/12/15 board meeting pending Finance and Board approval of the transition & exit plan.*
- *Post the E.D. position the week of 3/16/15. On 3/16/15 MCAAA, MSHDA, National CAA and MI Works websites. Post in the following newspapers maximum of two days (depending on when they publish, some are weekly) during the week of 3/16: The Daily Press, Eagle Record, Pioneer Tribune and the Marquette Mining Journal. Posting should note: **Anticipated start date 7/6/15***
- *Resumes must be received by the close of business on 4/17/15.*
- *Staff will review resumes and not forward non-qualified applicants. Remaining resumes will be copied and mailed to the Personnel Committee on 4/21/15.*
- *Committee will meet to determine applicants to be interviewed between 4/30 – 5/5.*
- *Schedule interviews for the week of 5/11 (we have board meeting on 5/14)*
- *Bill & Cathy check references & do background check on potential hires by 5/19.*
- *Make job offer and negotiate details – job offer contingent on board approval. Candidate to respond on job offer by 5/27/19*
- *Special board meeting to be held the week of 6/1 to approve the recommended hire.*
- *New director's official start date 7/6/15 or later if necessary.*

It was suggested that a temporary or "dummy" account be established to receive resumes.

Bill noted that he would like to get the new person on board to attend management/fiscal training design for Community Action Agencies that is usually mid-July. Would also like to take the new hire to the MCAAA summer conference for introductions, etc. in late July.

Bill will develop a list of interview questions and it was noted that anyone from the board and a representative from Policy Council should be invited to sit in on the interviews if they choose.

The committee intends to present one candidate to the full board for approval.

The committee reviewed the current Executive Director job description and there are no recommended changes.

The next meeting is April 2nd at 11:00 a.m.

MDS COMMUNITY ACTION AGENCY
GRIEVANCE/APPEALS PROCEDURES

It is the intent of the MDS Community Action Agency, Inc. (MMCAA) to provide all participants, subgrantees, subcontractors and other interested parties a process to resolve grievances or complaints about the programs and activities administered by MDSCAA. The procedure shall include a process of information and notification to all interested parties, which includes an informal resolution and appeal. This process should be initiated if the matter cannot be resolved with the local program staff.

All program and service grievance or complaints, except those alleging fraud or criminal activity, must be filed with 14 days of the date of the alleged occurrence. At any time during the grievance/complaint process you may contact the agency regarding the procedures to properly address your concerns at each level of the process.

The Grievance/Appeals process includes three components or levels to include the following:

1. Informal Resolution

You will be afforded the opportunity and encouraged to discuss your concern with the Program Manager/Director to resolve the matter to the mutual satisfaction of the parties involved. You should complete a written explanation of your concern (see attached form). A complaint may be dismissed if you fail to state a course of action for which relief can be granted. You will receive a written notice stating why your complaint was dismissed and informed of the procedure on how to request a review at the next level.

2. Agency Level Review

If you wish to appeal the decision made by the Program Manager/Director, you may do so by filing a grievance/appeal with the MDSCAA Executive Director. The request must be in writing and include a brief description of the alleged occurrence and the reason the applicant believes he/she is eligible or should receive the denied services or contract (see attached form). A review of your grievance or complaint must be conducted within 14 days of the filing of your grievance or complaint. You may expect a written decision within 14 days after filing this appeal with the agency's Executive Director. If you fail to receive a

written decision regarding your appeal within 14 days of your filing or if you receive an adverse written decision, you may request a review at the next level.

3. Board of Directors and/or Grantor Level Review

If you wish to appeal the decision made by the Executive Director, you may do so by filing a grievance/appeal with the MDSCAA Board of Directors or for specific programs you may file your complaint with the Department of Human Services, State of Michigan or other funding source. A request for review of your grievance or complaint must be submitted in writing within 14 days of receipt of the adverse decision or 14 days from the date on which you should have received a decision to the MDSCAA Board of Directors or the Department of Human Services or other funding source specific to the program involved. Your written appeal should include, to the extent possible, the following information (feel free to use the form provided):

- A. A copy of the original appeal all correspondence to the appeal.
- B. The full name, address, and telephone number of the person(s) making the appeal.
- C. The name of the staff and program site against whom the appeal is made, or other information sufficient to identify the party against whom the appeal is made.
- D. A clear and concise statement of the facts, as alleged, including the pertinent dates, constituting the alleged violations.
- E. The provisions of the act, regulation, grant, or other agreements believed to have been violated.
- F. The relief requested.

Upon receipt of a request for review by the appropriate office, the matter shall be reviewed and a written decision rendered. In the event a hearing is conducted, you will be notified prior to the hearing of the date, time and place of the hearing and the opportunity to present your concerns, including witnesses.

ALL DECISIONS AT THE MDSCAA BOARD OF DIRECTORS OR GRANTOR LEVEL REVIEW ARE FINAL.

**Menominee-Delta-Schoolcraft
Human Resources Authority**

**GOVERNING BOARD MEETING
Thursday, March 12, 2015
511 First Avenue No., Escanaba
12:45 p.m. (EDT)**

MINUTES

Chair Wigand called the meeting to order at 12:30 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Susan Kleikamp, Menominee
Dan LaFoilie, Schoolcraft
Lee Robbert, Schoolcraft
Bernie Lang, Menominee
Myra Croasdell, Delta
Julie Moberg, Delta
Susan Phillips, Schoolcraft
Mari Negro, Menominee
Patrick Johnson, Delta, alt.

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Connie Maule, SCP Director
Myra Heslip, Early Childhood Director
Kris Thibeault, Finance Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Tom Lippens, excused
Ken Penokie, excused
Geri Nelson, excused
Dave Moyle, excused
Dave Anthony
Clyde Thoune
Kristi Wood
Cathy Mercier

APPROVAL OF JANUARY 8, 2015 GOVERNING BOARD MINUTES

Members received a draft of the January 8, 2015 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM LEE ROBBERT, SECONDED BY OMER DORAN; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer LaFoilie who reported that the Finance Committee met on 2/10/15 and 3/10/15. He reported that the December and January HRA Accounts Payable Schedules were reviewed and **MR. LAFOILLE MOVED TO APPROVE THEM, SECONDED BY MS. NEGRO; MOTION CARRIED.**

Mr. LaFoilie reminded the board that the Finance Committee was charged with ironing out the details of the Executive Director's exit agreement. Members were provided a copy of the agreement **AND IT WAS APPROVED UPON A MOTION FROM MR. LAFOILLE, SUPPORTED BY MARI NEGRO; MOTION CARRIED**

The Treasurer noted that the committee is also in the process of reviewing the Financial Procedures Manual and should have a recommendation for revisions in the near future.

MYRA CROASDELL MOVED TO APPROVE THE FINANCE COMMITTEE REPORT, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachments "A1& B1")

NOMINATING COMMITTEE REPORT

Ms. Wigand called on Susan Phillips for the report. Ms. Phillips reported that the Nominating Committee met on February 10, 2015 and **REVIEWED AND MOVED APPROVAL OF BERNIE LANG'S APPOINTMENT BY THE MENOMINEE CO. BOARD OF COMMISSIONERS. THIS WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY MARI NEGRO; MOTION CARRIED.**

The committee also recommends the reappointment of Dave Anthony to represent the Hannahville Indian Community and **THIS WAS APPROVED WITH A MOTION FROM SUSAN PHILLIPS, SUPPORTED BY MARI NEGRO; MOTION CARRIED.**

The committee also recommends the reappointment of Geri Nelson from DTE and **THIS WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

The committee also recommends acceptance of the reappointment of Dave Moyle by the Delta County Board of Commissioners and **THIS WAS APPROVED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY MS. KLEIKAMP; MOTION CARRIED. (Dave Moyle excused himself from the vote).**

The committee also recommends acceptance of Patrick Johnson to serve as alternate for Dave Moyle and **THIS WAS APPROVED WITH A MOTION FROM OMER DORAN, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

Ms. Phillips indicated that the committee is working on filling three vacancies; two in the Schoolcraft Co. Private Sector and one in the Menominee County Consumer Sector. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED UPON A MOTION FROM MR. LAFOILLE, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED. (See attachment "C")**

PERSONNEL COMMITTEE REPORT

The Chair called on Susan Kleikamp who reported that the committee developed the timeline for filling the Executive Director's position and the process to be used. The position will be posted the week of March 16th and resumes accepted until April 17th. Interviews will be conducted the week of May 11th. A special board meeting will be called for June 4th to approve the recommended candidate presented by the Personnel Committee. The new director will start no sooner than July 6th but there is some flexibility as to when they come on board.

MR. LAFOILLE MOVED TO APPROVE THE PERSONNEL COMMITTEE REPORT, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED. (see attachment "D")

AUTHORIZATION TO SUBMIT REFUNDING APPLICATIONS FOR 2015-2016

Ms. Wigand called on Mr. Dubord who noted that every year we seek blanket authorization to submit refunding applications; all new grants come before the board for approval. **MS. PHILLIPS MOVED TO AUTHORIZE THE SUBMISSION OF REFUNDING APPLICATIONS, SECONDED BY MS. KLEIKAMP; MOTION CARRIED.**

APPROVAL OF APPEALS PROCEDURE

The Chair reminded members that they were mailed a draft of an Appeals Procedure for their review. There were no recommendations **AND THE APPEALS PROCEDURE WAS APPROVED WITH A MOTION FROM MR. DORAN, SUPPORTED BY MYRA CROASELL; MOTION CARRIED. (see attachment "E")**

ADOPTION OF TRANSPORTATION ADA COMPLAINT POLICY

Karen Wigand called on Sally Kidd who reported that members were mailed a copy of a complaint policy for our transportation services run in Menominee that is required. **MS. KLEIKAMP MOTIONED TO ADOPT THE TRANSPORTATION ADA COMPLAINT POLICY AS PRESENTED, JULIE MOBERG SUPPORTED THE MOTION; MOTION CARRIED.**

ACCEPTANCE OF STAFF MONTHLY REPORTS

Members received a copy of the January/February Senior Companion Program monthly report and **IT WAS ACCEPTED WITH A MOTION FROM LEE ROBBERT, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

APPROVAL OF POLICY ADVISORY COMMITTEE MINUTES

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

- 2/13 (Schoolcraft) & 2/18/15 (Mid-County) Foster Grandparent PAC minutes
- 1/19 (Delta) & 1/29/15 (Menominee) Senior Companion Program PAC minutes

UPDATE ON ORGANIZATIONAL STANDARDS

Ms. Wigand called on Bill Dubord who reported that staff continue to work on the organizational standards items that need to be completed. As the board is aware, many of the policies and procedures such as: Executive Director Succession Plan, Conflict of Interest Policy and the newly approved Appeals Procedure are just a few of the items that have been completed. Work continues on the Personnel Policy revision that will need to be reviewed by a lawyer. Strategic Planning is also part of the standards but Mr. Dubord feels the new Executive Director should be involved in this process.

UPDATE ON NEW ADULT DAY CARE FACILITY

The Chair called on Sally Kidd and Bill Dubord who reminded the members that Pat Besse is donating approximately \$400,000 to build a new Memory Center to replace the current Perspectives Adult Day Care, which will be owned by the Bishop Noa Home. The project is a collaborative one with CAA and Bishop Noa Home and the facility will be for folks who have Alzheimer's and/or dementia to give their loved ones some respite as it is very challenging to deal with folks with dementia 24/7. We will be able to retain our current staff and will be housed in the new facility rent free. There is a beautiful outdoor space that will be provided and Pat Besse is donating another \$50,000 to furnish the facility. Mr. LaFoille asked if the outdoor space will be a secured area and Sally indicated she will check. The Chair commended Sally for her efforts in this collaborative effort and Randy Daigneault, Adult Day Care Director, who has taken the initiative over the past few years to fund-raise to keep this program going.

EXECUTIVE DIRECTOR'S REPORT

The Chair called on Mr. Dubord who asked Cathy Pearson to give a report on Walk for Warmth. She told the members the following: Delta County had approximately 110 walkers and has raised nearly \$37,000; Menominee County had about 55 walkers and has raised just over \$19,000 and Schoolcraft had about 25 walkers and has raised approximately \$6,200. She noted that the brat sales were successful despite the sub-zero temperature during those events. She announced that Susan Phillips was the winner of the in-house raffle for a quilt that was donated by Cathy's sister. She thanked the board for all of their support. The Chair commended Cathy on a job well done.

HRA Governing Board Minutes
Thursday, March 12, 2015
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The Executive Director informed the board that during the two-day power outage that affected our office and kitchen in Escanaba, our staff from the Escanaba kitchen took it upon themselves to get the meal out despite there being no electricity. The ovens are gas and when Bill came in in the morning to check on things the staff was working with flashlights to get a meal out to our homebound seniors. Special thanks to the Escanaba kitchen staff for their dedication to the senior citizens we serve. A big thanks also to Gary Royer, husband of our Nutrition Mgr., Pat Royer, who borrowed a generator to help get lights on temporarily during the outage. Bill noted that this effort typifies the kind of things that make Community Action Agency's unique.

**SUSAN KLEIKAMP MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MS. PHILLIPS
SECONDED; MOTION CARRIED.**

OTHER BUSINESS

Karen Wigand called on the Director who handed out his resignation/retirement letter. He noted that it is with very mixed emotions that he retire, but feels it is time. His plan is to remain full-time as Executive Director until October 9, 2015 and then continue in a consultant role. He was commended for all of his hard work and was told he will be missed.

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 1:44 P.M. WITH A MOTION FROM OMER DORAN, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

MENOMINEE COUNTY FAIR BOARD MEETING

MARCH 18 2015

The meeting was called to Order by Larry Roetzer at 6:35. Those present were Glenn Hanson, Jerry Piche, Brian Bousley, Kristie Rice, Phyllis Kaczmarczyk, Carol Quist, Larry Roetzer, Katelyn Thompson, Paul Putnam, Chris Ruleau, Scott Carhoun and Sandy Paschke.

PUBLIC COMMENT: Paul stated that he would like to have a table for public information at the fair this year and he will see that it is manned.

SECRETARY'S REPORT: Minutes were read, Motion to accept the secretary's report was made, seconded and passed.

TREASURER'S REPORT: Carol gave the treasurer's report. Phyllis made a motion to accept the report Glen seconded the motion and it passed.

A discussion was held regarding the Fair Book and it was decided that it needed to be published during the month of May. Sandy will get in contact with the printer to see what deadline she needs to follow

The board then worked on the plans for the 2015 Fair

The need to attract vendors to our fair was discussed. A motion to lower the Vendor cost to \$30.00 was made, seconded and passed.

Carol Quist made a motion to adjourn. Larry seconded it and meeting was adjourned at 7:45.

Respectfully submitted

Sandra Paschke, Fair Manager

Minutes approved 4.15.15