

“Menominee County – Where the best of Michigan Begins”

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

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

Menominee County Board of Commissioners

Tuesday, May 12, 2020 – 4:00 PM

Menominee County Courthouse, Courtroom B

839 10th Avenue, Menominee, MI 49858

906-863-9648

This meeting will be open to the public; however, due to COVID-19 concerns the public is strongly encouraged to attend this meeting remotely. Individuals attending the meeting remotely will have the ability to provide public comment in compliance with the Open Meetings Act.

BY COMPUTER:

Meeting Link:

<https://menomineecountygovernment.my.webex.com/menomineecountygovernment.my/j.php?MTID=mfl7e0c858d938cc37fc4aa17a51b527>

Meeting Number: 294 209 104

Password: u8HgpE5996r

BY PHONE:

Phone Number: 1-408-418-9388

Access Code: 294209104

Password: 88447359

****Note:** Standard telephone and internet rates may apply.

If you have any questions or need assistance with the virtual software, please contact Jason Carviou, County Administrator, at 906-863-9648 (Work), 906-290-0002 (Cell), or by email at JCarviou@menomineeco.com.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)
- D. Approval of the Agenda
- E. Approval of the Previous Minutes: County Board -April 28, 2020
- F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)
- G. Presentations (*Limited to 20 Minutes*):
 - 1. Gunnerson Consulting & Communication Site Services – Aimee Blakeslee
 - 2. InVenture North – Roberta Davis
- H. Department Head/Elected Official Reports (*Limited to 10 Minutes*):
 - Department Head and/or Elected Official
 - County Administrator
- I. Action Items
 - 1. Moved by _____ supported by _____ to approve Resolution 2020-16 – *Response to Executive Order 2020-59*.
 - 2. Moved by _____ supported by _____ to approve Resolution 2020-18 ~ *Honoring Deputy Gregory Smith*.
 - 3. Moved by _____ supported by _____ to approve the change in venue of the County Board meetings for June and August from the Annex to the Courthouse.
 - 4. Moved by _____ supported by _____ to approve eliminating the 911 Assistant Director position, add a Telecommunicator Specialist position, and to approve the Telecommunicator Specialist job description.
 - 5. Moved by _____ supported by _____ to approve the Menominee County COVID-19 Preparedness & Response Plan (required by Executive Order 2020-59).
 - 6. Moved by _____ supported by _____ to approve miscellaneous bills paid on March 31, April 1, 2, 13, 15, & 21, 2020 in the combined amount of \$146,826.32.

- J. New Business
 - 1. Personnel Items
 - a. None
 - 2. Buildings & Grounds/Park Items
 - a. None
 - 3. Miscellaneous Items
 - a. COVID-19 Updates
 - b. Bagley Tower Project
 - c. Nastoff, Bergman, & Moore – Legal Services
 - 4. Finance Items
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills paid on April 22, 28, 29, & May 4, & 5, 2020 in the combined amount of \$64,897.39.
- K. Miscellaneous Boards/Committee/Commission Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Adjourn

April 28, 2020

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan. In addition, public participation was allowed through Cisco Webex Meetings.

Chairman Piche called the meeting to order at 5:02 P.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Larry Johnson Jr., Bernie Lang, Larry Phelps, Gerald Piche, David Prestin and Larry Schei.

Absent: Commissioners: None.

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

Moved by Com. Johnson Jr., seconded by Com. Hafeman to approve the minutes from the April 14, 2020 Regular County Board Meeting and Equalization Meeting. Motion was approved 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Marc Kleiman, County Clerk/Register of Deeds – Gave an update on the filings for County Commissioners and other County races.
- Andy Primeaux, County 911 Director – Gave an updated from 911.
- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Hafeman, seconded by Com. Cech to appoint Kathleen Branz to the Menominee County Planning Commission for a three-year term (5/1/2020 – 4/30/2023). Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve Commissioner Per Diems and Expenses as paid. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Phelps to approve miscellaneous bills as paid on March 20 & 31, and April 6 & 7, 2020 in the combined amount of \$114,712.48. Motion was approved 9-0.

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

New Business (discussion only)

Personnel Items:

- a. 911 Organizational Structure. – Administrator Carviou explained that 911 Director, Andrew Primeaux, would like to make the “Deputy Director” position a “Specialist” position. The consensus of the board is to move this item forward to the next meeting for a vote.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. COVID-19
 - i. Menominee County Continuity Plan. – Administrator Carviou updated the Board and discussed multiple options. We did receive Federal Funding in the amount of \$30,000 for the Menominee Regional Airport. Menominee County currently has 5 confirmed COVID-19 cases and zero deaths. The campgrounds can open up as soon as the Stay-At-Home Order is lifted. The consensus of the board is to continue with the current plan with the exceptions that Administrator Carviou has presented in his Briefing Memo dated April 24, 2020.
 - ii. Letter of Agreement – Teamsters Welfare Fund. – Administrator Carviou explained that Teamsters has asked for a letter of agreement to allow Menominee County to continue to make contributions to the employee insurance, even if the employee is on lay off due to COVID-19. The consensus of the board is to have Administrator Carviou sign the Letter of Agreement.
 - iii. Resolution 2020-16 ~ Response to Executive Order 2020-59. – Administrator Carviou explained the proposed resolution. The resolution is calling for the Governor to end her unilateral “one size fits all” approach and to work with County and Local Governments in the fight against COVID-19. The consensus of the board is to move this item forward to the next meeting for a vote.
 - iv. Resolution 2020-17 ~ Extend the Local State of Emergency. – Administrator Carviou explained that due to the Governor extending the

stay at home order through May 15th, The County is also extending the Local State of Emergency Declaration until May 31, 2020.

Moved by Com. Prestin, seconded by Com. Johnson Jr. to make Resolution 2020-17 ~ Resolution to Extend the Local State of Emergency Declaration in Response to the COVID-19 Outbreak an Action Item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve Resolution 2020-17 ~ Resolution to Extend the Local State of Emergency Declaration in Response to the COVID-19 Outbreak. Motion was approved by roll call vote 9-0.

- b. Bagley Tower Project – Next step. – Administrator Carviou discussed what the next steps are in the Bagley Tower Project. Jason would like to invite the vendor to join us at the next meeting through the Cisco Webex. Com. Hafeman suggested that we have him come in prior to the next meeting or schedule the next meeting to start earlier. The consensus of the board is to ask the vendor to attend the next meeting through the Cisco Webex and schedule it earlier if need be.
- c. Change the Location of all County Board Meetings to the Menominee County Courthouse. Administrator Carviou explained that due to the COVID-19 pandemic, we are using technology for our meetings. The Annex doesn't have the technology that we have in the courtrooms to allow for public participation. Jason would like to change all future 2020 meetings to be held at the Courthouse in Courtroom B. The consensus of the board is to move this item forward to the next meeting for a vote. Looking to move the June and August meetings for sure.

Finance Items:

- a. Miscellaneous bills paid on March 31, April 1, 2, 13, 15 & 21, 2020 in the combined amount of \$146,826.32. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Piche called for public comment

Public Comment: None.

Commissioner Comment

- Com. Piche – Commented that he thanked everyone for working to keep their composure.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to enter into closed session under Section 8(a) of the Open Meetings Act, as requested by County Administrator Jason Carviou to discuss his two-year employee evaluation. Those present will be all nine commissioners, Administrator Carviou, Administrative Assistant DuPont and County Clerk Kleiman. Motion was approved by a roll call vote 9-0 at 7:30 p.m.

Board returned to Open Session at 7:57 p.m.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve a 3% pay increase for County Administrator Jason Carviou effective next pay period. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Prestin to adjourn at 7:58 p.m. Motion was approved 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-16 ~ Resolution in Response to Executive Order 2020-59
DEPARTMENT:	County Board/Administration
ATTACHMENTS:	Yes
SUMMARY:	
Some of the Commissioners voiced concern with the Governor's "Stay at Home" order and would like to send this resolution to Michigan State Representatives.	
RECOMMENDED MOTION	
To approve Resolution 2020-16 ~ Response to Executive Order 2020-59.	

Submitted by: Jason Carviou

05/08/2020
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):

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MENOMINEE COUNTY BOARD OF COMMISSIONERS

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RESOLUTION 2020-16

RESOLUTION IN RESPONSE TO EXECUTIVE ORDER 2020-59

WHEREAS, on April 24, 2020, Governor Whitmer issued Executive Order 2020-59, which extended the duration of the “Stay-At-Home” order to May 15, 2020; and

WHEREAS, the Menominee County Board of Commissioners perceive that certain restrictions in the executive order violate the civil liberties of Michigan residents that are protected by the United States Constitution and the Constitution of the State of Michigan of 1963; and

WHEREAS, the Menominee County Board of Commissioners acknowledge that the COVID-19 virus has caused an unprecedented time in our history; however, even in the time of crisis the basic civil liberties and foundations of our society must be preserved with common sense legislative action; and

WHEREAS, Benjamin Franklin (1706-1790) stated “Any society that is willing to give up liberty for temporary security deserve neither and lose both”; and

WHEREAS, Executive Order 2020-59 continues to take a “one size fits all” approach to COVID-19 in the State of Michigan; however, as has been seen time and time again, what works for the Lansing, Detroit, and other metropolitan areas does not necessarily translate into good public policy for the Upper Peninsula; and

WHEREAS, the Menominee County Board of Commissioners believe all businesses are “essential” because they provide for the livelihood of their employees, and the financial hardship to those that are laid off is substantial; and

WHEREAS, unemployment claims in Menominee County have increased 356% since the end of February 2020 due to the mandatory closing of many businesses that have been deemed “non-essential”; and

WHEREAS, the Menominee County Board of Commissioners believe that the State needs to allow businesses that can operate safely to reopen to mitigate the devastation that COVID-19 has already had on our economy and allow the residents of Menominee County to return to work; and

WHEREAS, the response to the COVID-19 virus must be balanced as not to make the collateral impacts more devastating and punitive than the virus itself; and

WHEREAS, the Menominee County Board of Commissioners support common sense approaches to combat the COVID-19 virus, such as: following social distancing recommendations, health screenings for employees and customers, promoting healthy hygienic practices, and encouraging individuals that are considered high risk to continue to self-quarantine and adhere to the strictest recommendations established by the Centers for Disease Control.

NOW, THEREFORE, BE IT RESOLVED, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to immediately re-evaluate Executive Order 2020-59 to ensure the civil liberties of Michigan residents are not infringed; and

BE IT FURTHER RESOLVED, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to immediately consider relaxing some restrictions allowing more people to return to their jobs; and

BE IT FURTHER RESOLVED, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to end their unilateral, one size fits all approach, and to work with county and local governments in the fight against COVID-19 to ensure that measures put in place make sense for our communities; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to Governor Whitmer, Senator Ed McBroom, Representative Beau LaFave, the Michigan Association of Counties, and to the Clerk of each County in the State of Michigan.

Roll call vote: AYES: _____ NAYS: _____

RESOLUTION DECLARED ADOPTED.

Gerald Piche, Chairman

Date

STATE OF MICHIGAN)
) ss.
COUNTY OF MENOMINEE)

I hereby certify that the foregoing is a true and complete copy of **Resolution 2020-16** adopted by the County Board of Commissioners at a special meeting held on **May 12, 2020**, and I further certify that the public notice of such meeting was given as provided by law.

Marc Kleiman, Menominee County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-18 ~ Honoring Gregory Smith
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Deputy Greg Smith retired from the M.C. Sheriff's Department on March 31, 2020.	
RECOMMENDED MOTION	
To approve Resolution 2020-18 ~ Honoring Deputy Gregory Smith.	

Submitted by: Jason Carviou

05/08/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
RESOLUTION 2020 – 18**

**HONORING
GREGORY SMITH**

WHEREAS, Gregory Smith began his career with the Menominee County Sheriff's Department on January 22, 1993; and

WHEREAS, Gregory Smith retired from the Menominee County Sheriff's Department as a Road Patrol Deputy on March 31, 2020; and

WHEREAS, Gregory Smith has passionately served the citizens of Menominee County with professionalism, dignity, and integrity during his career; and

WHEREAS, Gregory Smith has always been ready when called upon to protect and defend the citizens of Menominee County, and has diligently upheld the public trust endowed upon him as a law enforcement officer; and

WHEREAS, Gregory Smith has exemplified public service at its finest and has carried forward as sense of pride to our County; and

WHEREAS, it is our desire to wish Gregory Smith the best as he enters a well-deserved retirement.

NOW, THEREFORE BE IT RESOLVED THAT, the Menominee County Board of Commissioners, hereby recognize Gregory Smith for his loyal and faithful service to the citizens of Menominee County; and

BE IT FURTHER RESOLVED THAT, in honor of his 27 years of service, this resolution be presented to Gregory Smith.

Ken Marks
Sheriff

Jason Carviou
County Administrator

Gerald Piche
County Board Chairman

Marc Kleiman, County Clerk

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Change of venue County Board Meetings in 2020
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
<p>Due to the virus, we are using technology for our meetings. The annex doesn't have the technology that we have in the courtrooms, to allow for public participation.</p> <p>County Administrator would like to change all future 2020 meetings to be held at the Courthouse in Courtroom B.</p> <p>4.24.20 The County Board would like to make changes to the Months June and August meeting venues at this time.</p>	
RECOMMENDED MOTION	
<p>To approve the change in venue of the County Board meetings for June and August from the Annex to the Courthouse.</p>	

Submitted by: Jason Carviou

05/08/2020
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):

COUNTY BOARD OF COMMISSIONERS COUNTY BOARD MEETINGS

2020 Meeting Schedule -

<u>JANUARY</u>	DATE	TIME	LOCATION
Re-Organization/COUNTY BOARD	January 7, 2020	5:00/6:00 PM	COURTROOM B
COUNTY BOARD	January 28, 2020	5:00 PM	COURTROOM B
<u>FEBRUARY</u>	DATE	TIME	LOCATION
COUNTY BOARD	February 11, 2020	5:00 PM	Annex-Stephenson
COUNTY BOARD	February 25, 2020	5:00 PM	Annex-Stephenson
<u>MARCH</u>	DATE	TIME	LOCATION
COUNTY BOARD	March 10, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	March 24, 2020	5:00 PM	COURTROOM B
<u>APRIL</u>	DATE	TIME	LOCATION
COUNTY BOARD - Equalization Session	April 14, 2020	4:45 PM	COURTROOM B
COUNTY BOARD Changed Mtg. location on 3/24/20	April 14, 2020	5:00 PM	COURTROOM B
COUNTY BOARD Changed Mtg. location on 4/14/20	April 28, 2020	5:00 PM	COURTROOM B
<u>MAY</u>	DATE	TIME	LOCATION
COUNTY BOARD	May 12, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	May 26, 2020	5:00 PM	COURTROOM B
<u>JUNE</u>	DATE	TIME	LOCATION
COUNTY BOARD	June 9, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	June 23, 2020	5:00 PM	COURTROOM B
<u>JULY</u>	DATE	TIME	LOCATION
COUNTY BOARD	July 14, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	July 28, 2020	5:00 PM	COURTROOM B
<u>AUGUST</u>	DATE	TIME	LOCATION
COUNTY BOARD	August 11, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	August 25, 2020	5:00 PM	COURTROOM B
<u>SEPTEMBER</u>	DATE	TIME	LOCATION
COUNTY BOARD	September 8, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	September 22, 2020	5:00 PM	COURTROOM B
<u>OCTOBER</u>	DATE	TIME	LOCATION
COUNTY BOARD	October 13, 2020	5:00 PM	Annex-Stephenson
COUNTY BOARD	October 27, 2020	5:00 PM	Annex-Stephenson
<u>NOVEMBER</u>	DATE	TIME	LOCATION
COUNTY BOARD	November 10, 2020	5:00 PM	COURTROOM B
COUNTY BOARD	November 24, 2020	5:00 PM	COURTROOM B
<u>DECEMBER</u>	DATE	TIME	LOCATION
COUNTY BOARD	December 8, 2020	5:00 PM	Annex-Stephenson
COUNTY BOARD	December 22, 2020	5:00 PM	Annex-Stephenson

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	911 Organizational Structure
DEPARTMENT:	911 – Admin
ATTACHMENTS:	Yes
SUMMARY:	
911 Director would like to make the “Deputy Director” position a “specialist” position. Differences are grade/pay as shown within the agenda.	
RECOMMENDED MOTION:	
To approve eliminating the 911 Assistant Director position, add a Telecommunicator Specialist position, and to approve the Telecommunicator Specialist job description.	

Submitted by: Jason Carviou

05/08/2020
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, Michigan Position Description

Title: E-911 Telecommunications
Specialist
Department: E-911
Date: May 2017 *Original*

Purpose of Position

The position's purpose is to receive, assess and process calls from the public, law enforcement, fire and EMS and to dispatch response personnel or relay call to appropriate agency. This is primarily a night time shift supervisory position to supervise telecommunicators. The work is performed under the direction of the E-911 Director or his designee.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises shift telecommunicators; makes decisions regarding difficult calls; assigns and reviews work; maintains standards; allocates personnel and evaluates performance.
- Answers E9-1-1 and administrative telephone lines.
- Prioritizes incoming calls and determines the need for and appropriate response personnel.
- Enters and records data into CAD (Computer Aided Dispatch) from emergency and administrative telephone calls.
- Dispatches response personnel from different agencies and provides emergency information and instructions.
- Maintains and updates Premise information data in Power 911.
- Maintains TAC certification for LEIN.
- Certifies new LIEN operators and re-certifies existing LEIN operators.
- Maintains knowledge of policies, procedures, reference sources, etc.
- Operates TDD, TTY and TEXTTY equipment.
- Performs other related functions as assigned or required.

Based on the above functions and the CPQ, we recommend upgrading the position to pay grade 9.

Minimum Training and Experience Required to Perform Essential Job Functions

High school grad or equivalent certification in LEIN operation and Emergency Medical Dispatch and one year of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Requires the ability to provide first line supervision. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.
- Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as calls, tapes, forms, logs, reports, training materials, policy and operational manuals, reference materials and books, policies, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the Director and all dispatch personnel, all responding agencies and personnel and the public.

Mathematical Ability

- Requires the ability to perform addition, subtraction, multiplication and division; and to calculate percentages and decimals.

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

- Ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses a very limited risk of injury.

Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

Menominee County, Michigan Position Description

Position Title: Telecommunicator Specialist

FLSA Status: Hourly, Non-Exempt

Department: E-911

Pay Classification: Grade 9

Reports To: E-911 Director

Date: May 2020

New

Summary of Position: As a 911 Telecommunicator Specialist at the Menominee County Communications Center, you will perform supervisory duties under the direction of the 911 Director. The 911 Telecommunicator Specialist processes emergency and non-emergency calls for Police, Fire, and Emergency Medical Services and determines the appropriate courses of action, while operating public safety dispatching equipment for multiple jurisdictions and agencies. This position requires the ability to apply operational knowledge and experience to lead, instruct, and mentor fellow telecommunicators, and to foster a teamwork oriented environment.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervise telecommunicator performance and assures all protocols and procedures are being followed.
- Performs quality assurance evaluations of call-taking and radio communication procedures.
- Applies appropriate decision making based on policy, procedure, and protocol.
- Refers recommendations for performance-related corrective action to the E-911 Director.
- Supervises the department telecommunicator training program.
- Performs administrator level duties regarding the phone, radio, and CAD systems when needed.
- Attends meetings and public appearances when needed.
- Performs basic operational functions and duties in the absence of the E-911 Director.
- Performs and/or delegates additional duties assigned by the E-911 Director.
- Works a standard 40-hour week based on a seniority selected shift bid.
- Answers 911 and administrative telephone lines and dispatch resources according to proper procedures and protocols.

- Assigns and coordinates first responders (Law Enforcement, Fire, Medical) responding to calls for service based on the nature of the incident, the priority of the incident, available resources, jurisdictional boundaries, and department policy.
- Utilizes multiple data information systems to include: One-Solution Computer-Aided Dispatch (CAD), Law Enforcement Information Network (LEIN), Zetron Max Dispatch Radio Control Station, Positron Power 911 Phone System, and weather alert systems.
- Monitor and record Law Enforcement, Fire, and Medical agencies during active calls for service and produce historical information to those responders.
- Operates TDD, TTY and TEXTTY equipment.
- Provides exemplary customer service to citizen callers and servicing agencies.

Minimum Training and Experience Required to Perform Essential Job Functions

- High School Graduate or Equivalent.
- 3 Years of Prior Dispatching Experience.
- Certification in Michigan LEIN Operation or Equivalent.
- Experience with the Superior One-Solution Computer-Aided Dispatch (CAD) System or Equivalent.
- Certified or able to obtain AHA CPR/AED Certification.
- Certified or able to obtain Communications Training Officer Course Certification.
- Ability to Pass Background & Drug Screening.

Knowledge, Skills, and Abilities

- Ability to understand and utilize various telephone, dispatch, radio, and computer network systems.
- Ability to accurately type a minimum of twenty-five (25) words per minute while entering data or information relayed over the phone, radio, or other audio input into a terminal, computer system, or other device.
- Ability to operate two-way multi-channel radio system with multiple frequencies, distinguishing a variety of radio voice transmissions, and a workstation consisting of several computer systems with multiple monitors.
- Ability to memorize, retain, and accurately recall information and codes; multi-task, organize, prioritize and adapt to constantly changing situations, and effectively take appropriate action; perform detailed work with a high degree of accuracy, at times during stressful situations; understand various transmissions (telephone, radio, etc.) and transcribe information (numbers, letters, names and facts) from one source to another quickly and accurately.

- During emergencies, ability to consistently remain calm and effective, even during heavy workloads, exercise good judgment, prioritize emergent and non-emergent situations accurately, and obtain and act on information quickly and accurately.
- Ability to work days, evenings, nights, weekends, and holidays to maintain 24-hour coverage of Menominee's dispatch center. This requires personnel to make themselves available to work when required, particularly in times of disasters or serious emergencies.
- Ability to communicate effectively with citizens, emergency responders, and team while in stressful situations.
- Ability to follow verbal and written instructions, policies and procedures.
- Ability to adhere to the county drug-free workplace policy.
- Ability to perform multiple tasks simultaneously while remaining detail-oriented.
- Ability to communicate with others and to assimilate and understand information in a manner consistent with the essential job functions.
- Ability to make sound decisions in a manner consistent with the "Primary Responsibilities".
- Ability to read, write, speak, and understand the English language at a level adequate to perform the duties of the position.
- Ability to perform basic addition, subtraction, multiplication and division.
- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to perform first line supervision, while providing the proper purpose, direction, and motivation to staff.
- Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.
- Ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as communication recordings, forms, logs, reports, training materials, policy and operational manuals, and non-routine correspondence.
- Ability to communicate orally and in writing with the E-911 Director, employees, county officials, all servicing agencies, and the public.
- Maintain confidentiality and secure sensitive and protected information and knowledge.

Physical Requirements

Lifting and Carrying:

Ability to move 5 to 15 pound items from one location to another, such as boxes of paper, department manuals, resource books, equipment, etc.

Body Positions:

Must be able to operate at dispatcher work station and work radio controls, telephones, and computer keyboards during a typical scheduled shift of at least ten (10) hours, with the ability to change from sitting to standing as needed. Must be able to navigate around the Communications Center. Must have the manual dexterity to operate a computer keyboard, radio system, telephone, foot pedals and other relevant equipment. Some twisting, bending, stooping may be required. Must have the ability to coordinate movements of two or more limbs at the same time, e.g., while operating telephone and/or radio and foot pedal control and typing information into console controls.

Hearing:

Employee must be able to hear the phone and audible signals from equipment at a level that does not interfere with coworkers' ability to hear at their work stations. Hearing must be sufficient to use telephone and radio headset. Must have the ability to actively listen to callers for an understanding of their needs and situations. Must have the ability to understand English spoken in a variety of accents. Must have the ability to focus on a single source of auditory (hearing) information in the presence of other distracting noises. Must be able to detect and discriminate among sounds that vary in a broad range of pitch and loudness.

Vision:

Visual acuity correctable sufficient to read radio channel buttons, teletypes, etc. Employee also uses vision to read handwriting, discern information on a computer screen, enter data into computer, read department manuals, other correspondence, and read and interpret maps. Must be able to distinguish between the colors red and green in order to properly utilize computerized equipment.

Environmental Adaptability

Work in a restricted access area, typical office environment with other staff speaking on phones and radios in communications center. Work involves heavy volume and demand (emergency and non-emergency), personnel shortages, position confinement and emergency crises which may prohibit breaks and/or require employee to work unscheduled overtime. Contact with other public jurisdictions and members of private industry. Contact with employees in work unit and in other departments. Work under general supervision with supervisor available to resolve unusual or complex work problems.

ADA Compliance Statement

Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Continuity Plan
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
As required by the Executive Order 2020-59 on response to COVID-19	
RECOMMENDED MOTION	
To approve the Menominee County COVID-19 Preparedness & Response Plan (required by Executive Order 2020-59).	

Submitted by: Jason Carviou

05/08/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



MENOMINEE COUNTY

COVID-19 Preparedness and Response Plan

Date Implemented: April 30, 2020 (Executive Order 2020-59)

Revised: May 5, 2020 (Updated Model from MMRMA)

Revised: May 7, 2020 (Executive Order 2020-77)

Board Approved: May 12, 2020

MENOMINEE COUNTY

COVID-19 Preparedness and Response Plan

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COVID-19 Preparedness and Response Plan

In order to respond to the current state of emergency related to the novel coronavirus (“COVID-19”) and to comply with relevant state and local orders related to COVID-19, Menominee County has prepared the following COVID-19 Preparedness and Response Plan (“Plan”). This Plan may be updated as this situation evolves or as state or local orders related to COVID-19 are issued or amended.

Essential Workers Necessary to Perform Critical Infrastructure Functions or Conduct Minimum Basic Operations

Executive Order 2020-77 prohibits all in-person government activities at whatever level (state, county, or local) that are not necessary to sustain or protect life, or to support those businesses and operations that are maintaining in-person activities.

Necessary government activities include activities performed by critical infrastructure workers, including workers in law enforcement, public safety, and first responders. Such activities also include, but are not limited to, public transit, solid waste collection, activities necessary to manage and oversee elections, operations necessary to enable transactions that support the work of a business or operation of critical infrastructure workers, and the maintenance of safe and sanitary public parks as to allow for outdoor activity permitted under Executive Order 2020-77.

Under Executive Order 2020-77, workers who are necessary to conduct minimum basic operations are “those workers whose in-person presence is strictly necessary to allow the business or operation to maintain the value of inventory and equipment, care for animals, ensure security, process transactions (including payroll and employee benefits), or facilitate the ability of other workers to work remotely.” Workers performing such activities for a government entity to maintain minimum basic operations need not be designated.

Only “critical infrastructure workers” or those required to conduct minimum basic operations may be permitted to perform in-person activities so long as any in-person work is performed consistently with the social distancing and mitigation measures required under any relevant executive order or public health order.

Protective Safety Measures

Sick Leave

Employees are permitted to take paid leave consistent with the Families First Coronavirus Response Act and Menominee County’s Emergency Paid Sick Leave Act Policy, Emergency Family and Medical Leave Expansion Act Policy, Personnel Manual, and respective Collective Bargaining Agreements. Any onsite employee who appears to have a respiratory illness may be separated from other employees and sent home.

Remote Work

All employees deemed not necessary to work in-person to maintain government operations, and whose job duties reasonably allow to them telework, will work remotely.

Employee Screening Before Entering the Workplace

All employees entering the workplace may be asked to complete an employee entry screening questionnaire and have their temperature taken prior to being permitted to enter the building. Any individual taking an employee’s temperature will be required to wear the appropriate personal protective equipment. If an employee fails the screening process, he or she will be prevented from entering the premises until allowed

to return to work under the relevant executive orders or public health orders, which requirements are explained in detail in the Return to Work Plan, attached as Appendix A.

Personal Protective Equipment

Menominee County shall provide and make available to all employees personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed by the employee, to the extent that the requested equipment is available. Employees will be strongly encouraged to wear any personal protective equipment that they feel is necessary to perform their job related activities.

Enhanced Social Distancing

Management will direct employees to perform their work in such a way so as to reasonably avoid coming within six feet of other individuals. Where possible, employees may be relocated or provided additional resources in order to avoid shared use of offices, desks, telephones, and tools/equipment. The number of employees permitted in any break room or lunch room shall be limited to ensure social distancing restrictions can be followed. Employees should remain in their assigned work areas as much as possible. Employees whose job duties regularly require them to be within six feet of members of the public will be provided with appropriate personal protective equipment or physical barriers commensurate with their level of risk of exposure to COVID-19.

Enhanced Hygiene

Employees are instructed to wash their hands frequently, to cover their coughs and sneezes with tissue, and to avoid touching their faces. Employees will be provided with access to places to frequently wash hands or to access hand sanitizer. Employees will also be provided with access to tissues and to places to properly dispose of them. Hand sanitizer will be made available to each department and readily available throughout the facilities. Hand shaking is also prohibited to ensure good hand hygiene.

Enhanced Cleaning and Disinfecting

Increased cleaning and disinfecting of surfaces, equipment, and other elements of the work environment will be performed regularly by our contracted service provider using products containing EPA-approved disinfectants. Employees will be provided with access to disposable disinfectant wipes or equivalent so that any commonly used surfaces can be wiped down before each use. In the event that an employee that has been in the workplace in the past 14 days tests positive for COVID-19, Menominee County will thoroughly clean and disinfect any area that the employee would have been in using our contracted service provider and/or current employees.

Tools and Equipment

Menominee County limits the sharing of tools and equipment among employees; should any sharing of tools be required, employees must disinfect and clean each tool or piece of equipment following their use of same and before any other employee uses the tool or piece of equipment. Menominee County will provide employees with disinfectant wipes and other disinfecting products for this purpose.

Visitors

No visitors should be allowed in the workplace unless their business is essential and related to the minimum basic operations that Menominee County is required to provide as a government entity. All visitors entering the building shall be screened prior to entering the building (See Appendix B). If the visitor presents with symptoms of COVID-19 or answers yes to any of the following screening questions, they will not be allowed into the building. The visitor will be advised to contact their healthcare professional for additional information.

Employees with Suspected or Confirmed COVID-19 Cases

Suspected Cases

An employee will be considered to have a Suspected Case of COVID-19 if:

- They are experiencing any of the following COVID-19 symptoms:
 - Fever of 100° or above;
 - Shortness of breath; and/or
 - Continuous cough.

OR

- They are experiencing at least two of the following symptoms:
 - Fever
 - Chills
 - Repeated Shaking with Chills
 - Muscle Pain
 - Headache
 - Sore Throat
 - New Loss of Taste or Smell

OP

- They have been exposed to a COVID-19 positive person, meaning:
 - An immediate family member has tested positive for or exhibited symptoms of COVID-19;
or
 - In the last 14 days, the employee came in close contact with someone who has tested positive for COVID-19.

If an employee believes that he or she qualifies as a Suspected Case (as described above), he or she must:

- Immediately notify their Supervisor or the County Administrator;
- Self-quarantine for 14 days; and
- Seek immediate medical care or advice.

If an employee qualifies as a Suspected Case, then Menominee County will:

- Notify all employees who may have come into close contact (being within approximately six feet for a prolonged period of time without PPE) with the employee in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy); and
- Ensure that the employee's work area is thoroughly cleaned.

Confirmed Cases

An employee will be considered a Confirmed Case of COVID-19 if the employee has been performing in-person operations in the past 14 days and that person tested positive for COVID-19.

If an employee believes that he or she qualifies as a Confirmed Case (as described above), he or she must:

- Immediately notify their Supervisor or the County Administrator; and
- Remain out of the workplace until they are cleared to return to work.

If an employee qualifies as a Confirmed Case, then Menominee County will:

- Notify all employees who may have come into close contact with the employee (being within approximately six feet for a prolonged period of time without PPE) in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy);
- Ensure that the entire workplace, or affected parts thereof (depending on employee's presence in the workplace), is thoroughly cleaned and disinfected;
- If necessary, close the work area or workplace, until all necessary cleaning and disinfecting is completed; and
- Communicate with employees about the presence of a confirmed case, the cleaning/disinfecting plans, and when the workplace will reopen.

Business Continuity Plans

Each department is responsible for developing their own continuity plan to ensure critical operations can be maintained in the event that an employee in the department is confirmed positive for COVID-19. Due to the limited number of resources available in Menominee County, departments should make plans that would allow continued operations from an external worksite, provide cross-training to the extent possible, and outline a worst-case scenario plan should the office be forced to close.

APPENDIX A

EMPLOYEE RETURN TO WORK PLAN

Consistent with Executive Order 2020-77, employees who fail entrance screening will only be permitted to return to work under the following circumstances.

Employees who test positive for COVID-19 or display one or more of the principal symptoms of COVID-19 (fever, atypical cough, or atypical shortness of breath) will not be permitted to return to work until either:

1. Both 3 days have passed since their symptoms have resolved *and* 7 days have passed since their symptoms first appeared or since they were swabbed for the test that yielded the positive result; or
2. They receive a negative COVID-19 test.

Employees* who have been in “close contact” (being within approximately six feet for a prolonged period of time) with an individual who tests positive for COVID-19 or who displays one or more of the principal symptoms of COVID-19 will not be permitted to return to work until either:

1. 14 days have passed since the last close contact with the sick or symptomatic individual; or
2. The employee receives a negative COVID-19 test; or
3. The symptomatic individual receives a negative COVID-19 test.

*The “close contact” rule does not apply to the following classes of workers: health care professionals; workers at a health care facility (including hospitals, surgical centers, health maintenance organizations, nursing homes, hospice, and veteran’s facilities); first responders (e.g., police officers, fire fighters, paramedics); child protective service employees; workers at child caring institutions, as defined in MCL 722.111; and workers at correctional facilities.

APPENDIX B

**CORONAVIRUS DISEASE (COVID-19)
VISITOR HEALTH SCREENING**

Court/Office Visiting: _____

Visitors Name: _____

Appointment Date: _____ Time In: _____

In the past 24 hours, have you experienced any of the following symptoms:

Fever? (100.0°F or above)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Atypical Cough?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Atypical Shortness of Breath	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current temperature:		

If the visitor answered “yes” to any of the symptoms listed above visitor not allowed access to building. Visitor handed CDC Handout: Sick with COVID-19 Fact Sheet.

In the past 14 days, have you:

Had close contact (within approximately six (6) feet for a prolonged period of time) with an individual diagnosed with COVID-19? Yes No

Traveled via airplane internationally or domestically? Yes No

If visitor answered “yes” to either of these questions visitor not allowed access to building. Visitor handed CDC Handout: Sick with COVID-19 Fact Sheet.

Security Officer or Employee:

Contacted Court/Office and informed them the visitor was not allowed into the building.

Date: _____ Time: _____ Spoke to: _____

APPENDIX C

SIGNS FOR BUILDINGS

Spectrum Health employer resources provided these signs: one that can be posted at building entrances and one illustrating COVID-19 symptoms and prevention measures, which can be posted inside work places.

<https://www.spectrumhealth.org/covid19/employer-resources>



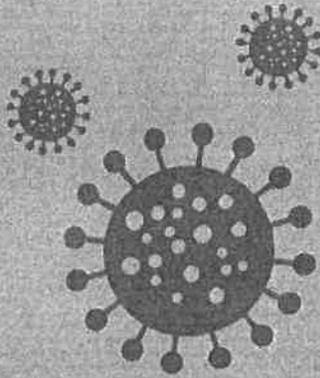
Only Enter This Building If You:

- **Are a healthy visitor**
- **Have an appointment**
- **Are a company employee**

All others:

If you have COVID-19 symptoms, please contact a health care provider.

If you have severe or life-threatening symptoms, please call 911 and proceed to the nearest emergency department.



Keeping Michigan Informed

Novel Coronavirus 2019 (COVID-19)

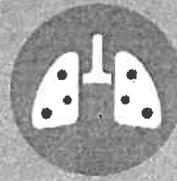
Symptoms



FEVER



COUGH



BREATHING DIFFICULTY

Prevention—Start With Washing Your Hands



WET HANDS



LATHER



SCRUB: 20 SECONDS

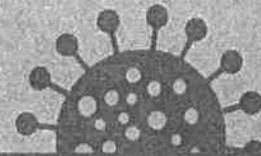


RINSE



DRY HANDS

- Washing your hands often with soap and water for 20 seconds is one of the easiest and most effective ways to prevent the spread of germs.
- Avoid contact with people who are sick.
- Cover your cough and sneeze with tissue.
- Avoid touching eyes, nose and mouth.
- Clean and disinfect surfaces and objects frequently.
- Stay home when you are sick, except to get medical care.



Seeking Care

Call your doctor if you experience symptoms, or our COVID-19 hotline at **616.391.2380** to schedule a free virtual screening.*

If your symptoms are life-threatening, call 911.

*Free screening available for all individuals in the state of Michigan.

For more information visit spectrumhealth.org/covid19.

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APPENDIX D

OTHER RESOURCES

Governor Whitmer's Executive Order 2020-42 and Executive Order 2020-59:

https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-525182--,00.html

https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-526894--,00.html

FAQs from Governor Whitmer on Executive Order 2020-42 and Executive Order 2020-59:

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-525278--,00.html

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-527027--,00.html

Helpful CDC Guidance:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

CDC Handwashing Fact Sheet:

<https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>

CDC Fact Sheet and Poster on Preventing the Spread of Germs:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention-H.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-11x17-en.pdf>

CDC Fact Sheet on What to Do if You Are Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>

CDC Poster for Entrance Reminding Employees Not to Enter When Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stayhomefromwork.pdf>

APPENDIX E

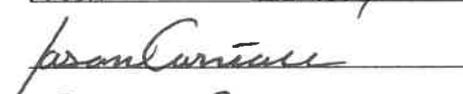
**MENOMINEE COUNTY
COVID-19 PREPAREDNESS AND RESPONSE PLAN**

Certification by Responsible Public Official

This is to certify that I have reviewed the Menominee County COVID-19 Preparedness and Response Plan attached hereto and to the best of my knowledge and belief:

1. It complies with Michigan Executive Order 2020-77 dated May 7, 2020.
2. The plan is consistent with the guidance from U. S. Department of Labor, Occupational Health and Safety Administration publication OSHA 3990-03-2020, Guidance on Preparing Workplaces for COVID -19.
3. The plan is available on the Menominee County website www.menomineecounty.com and at each Menominee County facility where in-person operations take place during the COVID-19 emergency.

I declare that the foregoing is true and correct.

Municipality/Entity: Menominee County
Signature: 
Name of Official: Jason Carvick
Title: County Administrator
Date: May 7, 2020

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous bills paid on March 31, April 1, 2, 13, 15, & 21, 2020 in the combined amount of \$146,826.32.	
RECOMMENDED MOTION:	
Motion to approve miscellaneous bills paid on March 31, April 1, 2, 13, 15, & 21, 2020 in the combined amount of \$146,826.32.	

Submitted by: Jason Carviou

05/08/2020
Date

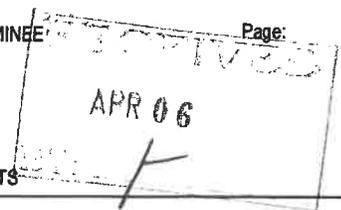
WORKSHOP ACTION

	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):



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BELSON CO.				
0000361796	Road Time & Service Call	101-301-934.02	294.30	294.30
TOTAL VENDOR BELSON CO.				294.30
VENDOR NAME: COZZY'S POLARIS				
14679	2019 Polaris North Star	101-334-985.00	16,390.00	16,390.00
TOTAL VENDOR COZZY'S POLARIS				16,390.00
VENDOR NAME: ELECTIONSOURCE				
19-48386	Presidential Primary Ballots (3/10/20)	101-262-727.00	11,049.05	11,049.05
19-48533	Precinct Kits for Primary 3/10/20	101-262-727.00	457.13	457.13
TOTAL VENDOR ELECTIONSOURCE				11,506.18
VENDOR NAME: GOOD SOURCE				
SI0494887	Inmate Supplies	101-301-770.00	2,243.73	2,243.73
TOTAL VENDOR GOOD SOURCE				2,243.73
VENDOR NAME: HENSLEY, RN, JOEL				
3/28/20	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: J S ELECTRONICS, INC.				
20782	Spotlight on Squad 5503	205-315-981.00	40.00	40.00
TOTAL VENDOR J S ELECTRONICS, INC.				40.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
103863	Window Envelopes (District)	101-136-727.00	135.08	135.08
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				135.08
VENDOR NAME: OFFICE DEPOT, INC.				
458466487001	Office Supplies - District Court	101-136-727.00	28.19	28.19
TOTAL VENDOR OFFICE DEPOT, INC.				28.19
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320087003	Inmate Supplies	101-301-770.00	49.56	49.56
TOTAL VENDOR PAN-O-GOLD BAKING CO.				49.56
VENDOR NAME: REINHART FOODSERVICE				
988493	Inmate Supplies	101-301-770.00	1,421.96	1,421.96
TOTAL VENDOR REINHART FOODSERVICE				1,421.96
VENDOR NAME: STERICYCLE, INC.				
4009258906	Jail Supplies	101-301-755.00	17.86	93.03
		101-301-881.00	75.17	
TOTAL VENDOR STERICYCLE, INC.				93.03
VENDOR NAME: UW VETERINARY CARE				
212174	Avey - K9 Care	281-345-881.01	75.00	75.00
TOTAL VENDOR UW VETERINARY CARE				75.00
GRAND TOTAL:				33,642.03

APR 06

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202303	Telephone Services	101-228-850.00	532.56	532.56
906863444103	Telephone Services	101-228-850.00	614.21	614.21
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,146.77
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
5112	Vehicle Maintenance - 17 Ford Explorer	205-315-981.00	249.22	249.22
5166	Vehicle Maintenance - 19 Ford Intercept	205-315-981.00	38.10	38.10
5169	Vehicle Maintenance - 18 Chevy Tahoe	205-315-981.00	84.32	84.32
5228	Vehicle Maintenance - 19 Ford Intercept	205-315-981.00	38.10	38.10
5007	Vehicle Maintenance - 2009 Tahoe	205-315-981.00	1,610.15	1,610.15
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				2,019.89
VENDOR NAME: BLUETARP FINANCIAL, INC.				
F72164 & F72198	Gloves for Jail	101-301-770.00	815.00	815.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				815.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - March 2020	101-101-860.00	42.55	42.55
TOTAL VENDOR CECH, WILLIAM				42.55
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.66	227.02
		101-261-920.02	35.23	
		101-261-920.03	171.13	
TOTAL VENDOR CITY OF STEPHENSON				227.02
VENDOR NAME: CLOVERLAND PAPER CO				
121861	Inmate Supplies	101-301-770.00	277.78	277.78
TOTAL VENDOR CLOVERLAND PAPER CO				277.78
VENDOR NAME: CUMMINGS MCCLOREY DAVIS & ACHO				
309703	Legal Services	101-211-801.00	2,959.48	2,959.48
TOTAL VENDOR CUMMINGS MCCLOREY DAVIS & ACHO				2,959.48
VENDOR NAME: CVS PHARMACY				
TRN# 3970	Inmate Medications	101-301-770.01	585.82	585.82
TOTAL VENDOR CVS PHARMACY				585.82
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	346.73	346.73
TOTAL VENDOR DTE ENERGY				346.73
VENDOR NAME: GRAINGER				
9487763766	Building Maintenance Supplies	101-265-930.01	116.79	116.79
TOTAL VENDOR GRAINGER				116.79
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage - March 2020	101-101-860.00	174.80	174.80
TOTAL VENDOR HAFEMAN, JAN				174.80
VENDOR NAME: MCCOY CONSTRUCTION & FORESTRY				
1974606	Airport - Ride Switch for John Deere Loader	216-585-981.00	53.56	53.56
TOTAL VENDOR MCCOY CONSTRUCTION & FORESTRY				53.56
VENDOR NAME: MICHIGAN STATE INDUSTRIES				
007015	Inmate Supplies	101-301-770.00	80.00	80.00
TOTAL VENDOR MICHIGAN STATE INDUSTRIES				80.00
VENDOR NAME: PRESTIN, DAVID				
Reimbursement	Mileage - March 2020	101-101-860.00	27.60	27.60
TOTAL VENDOR PRESTIN, DAVID				27.60
VENDOR NAME: PSYCHOLOGIE CLINIQUE, S.C.				
3/17 & 3/20	Pre Employment Scceening (x2)	101-301-835.00	1,050.00	1,050.00

APR 06

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PSYCHOLOGIE CLINIQUE, S.C.				
TOTAL VENDOR PSYCHOLOGIE CLINIQUE, S.C.				1,050.00
VENDOR NAME: REGISTER OF DEEDS				
4/1/20	Remon Copies - Grant Yr 2020	243-246-709.00	18.00	18.00
TOTAL VENDOR REGISTER OF DEEDS				18.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - March 2020	101-101-860.00	27.60	27.60
TOTAL VENDOR SCHEI, LARRY				27.60
VENDOR NAME: TD CARWASH				
202009	Car Washes (x20)	205-315-742.00	160.00	160.00
TOTAL VENDOR TD CARWASH				160.00
VENDOR NAME: TOWN & COUNTRY TREE SERVICE				
Kleinke Park	Tree Removal	208-751-930.04	400.00	400.00
TOTAL VENDOR TOWN & COUNTRY TREE SERVICE				400.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
83131	Remote Access	101-228-857.02	760.00	760.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				760.00
VENDOR NAME: UWC				
9068634705	Telephone Services	101-228-850.00	0.95	0.95
9067534582	Telephone Services	101-228-850.00	0.52	0.52
9068634441	Telephone Services	101-228-850.00	13.36	13.36
9067532209	Telephone Services	101-228-850.00	3.50	3.50
9068632023	Telephone Services	101-228-850.00	16.28	16.28
TOTAL VENDOR UWC				34.61
VENDOR NAME: VISA				
Credit Card	Airport	216-585-742.00	65.49	238.19
		216-585-901.00	71.34	
		216-585-981.02	18.01	
		216-585-850.00	83.35	
TOTAL VENDOR VISA				238.19
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0405249882-00005	Parks	208-751-920.01	131.05	131.05
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	42.97	42.97
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				174.02
GRAND TOTAL:				11,736.21

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 04/02/2020 - 04/03/2020
UNJOURNALIZED
BOTH OPEN AND PAID

APR 06

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
5316	Vehicle Maintenance - 07 Silverado	101-265-981.00	358.40	358.40
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				358.40
VENDOR NAME: DEKETO, LLC				
DK 3-2020	March Documents (x304)	256-277-857.00	750.00	750.00
TOTAL VENDOR DEKETO, LLC				750.00
VENDOR NAME: LENCA SURVEYING				
20032	Remon Yr 2020 (3/11 - 4/1/20)	243-246-801.07	7,744.02	7,812.02
		243-246-728.00	68.00	
TOTAL VENDOR LENCA SURVEYING				7,812.02
VENDOR NAME: PALMER, MARY				
Reimbursement	Janitorial Supplies	101-265-755.01	5.78	5.78
TOTAL VENDOR PALMER, MARY				5.78
GRAND TOTAL:				8,926.20

APPROVED

APR 13 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BAYSHORE VETERINARY CLINIC				
238364	K9 Care (Brix)	101-301-881.01	97.45	97.45
TOTAL VENDOR BAYSHORE VETERINARY CLINIC				97.45
VENDOR NAME: CITY OF MENOMINEE				
5100	January 2020 Gasoline Sales (RP)	205-315-742.00	1,497.41	1,497.41
5110	Feb 2020 Gasoline Charges (RP)	205-315-742.00	1,293.18	1,293.18
TOTAL VENDOR CITY OF MENOMINEE				2,790.59
VENDOR NAME: CLOVERLAND PAPER CO				
122016	Janitorial Supplies (Courthouse)	101-265-755.01	148.76	148.76
TOTAL VENDOR CLOVERLAND PAPER CO				148.76
VENDOR NAME: COAST TO COAST COMPUTER PROD.				
A2117243	FOC Toner Cartridge (x3)	101-141-727.00	389.97	389.97
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				389.97
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
39035	Shredding Documents 4/2/20	101-265-801.00	66.94	66.94
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				66.94
VENDOR NAME: DELTA COUNTY				
20-0020223	Building Code Services	249-371-801.00	5,179.00	5,179.00
20-0020222	Building Code Services	249-371-801.00	91.57	91.57
TOTAL VENDOR DELTA COUNTY				5,270.57
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Tower Proposal Advertising	101-101-901.00	64.22	64.22
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				64.22
VENDOR NAME: ENGEL, DYAN				
4/7/20	Drug Court Planning Grant & Reimbursement	232-286-801.00	420.00	544.15
		232-286-860.00	124.15	
TOTAL VENDOR ENGEL, DYAN				544.15
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
04101046	Annex (April 2020)	101-261-930.04	69.57	69.57
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				69.57
VENDOR NAME: HANSEN, JANE C.W.				
March 2020	CAFA	260-266-801.01	900.00	1,165.00
		260-266-801.02	265.00	
TOTAL VENDOR HANSEN, JANE C.W.				1,165.00
VENDOR NAME: HOTFLAME GAS COMPANY				
U1216079	Shakey Lakes Bath House	208-751-744.00	338.40	338.40
U1216085	Kleinke Park Bath House	208-751-744.00	383.05	383.05
U1216080	Shakey lakes Park	208-751-744.00	389.62	389.62
TOTAL VENDOR HOTFLAME GAS COMPANY				1,111.07
VENDOR NAME: J S ELECTRONICS, INC.				
20793	Tower Maintenance	266-325-934.00	333.50	333.50
TOTAL VENDOR J S ELECTRONICS, INC.				333.50
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
265339649	Quarterly Invoice Maintenance Agreement	101-228-931.00	177.65	177.65
265339814	Quarterly Invoice Maintenance Agreement	101-228-931.00	82.91	82.91
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				260.56
VENDOR NAME: LUFTS ADVERTISER, INC.				

APPROVED

APR 13 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LUFTS ADVERTISER, INC.				
03-31-2020	Advertisement (March 2020)	101-262-727.00	280.00	1,256.00
		101-101-901.00	888.00	
		208-751-901.00	88.00	
TOTAL VENDOR LUFTS ADVERTISER, INC.				1,256.00
VENDOR NAME: MARCO TECHNOLOGIES, LLC				
INV7476776	New Phone System	101-172-934.03	10,000.00	12,500.00
		101-103-970.19	2,500.00	
TOTAL VENDOR MARCO TECHNOLOGIES, LLC				12,500.00
VENDOR NAME: MENARDS - MARINETTE				
9182	Operating Supplies	101-265-755.00	39.98	59.88
9181	Parks Supplies	208-751-755.02	19.90	
TOTAL VENDOR MENARDS - MARINETTE				59.88
VENDOR NAME: MI ASSOC OF CO ADMINISTRATIVE OFFC				
Membership	Jason Carviu	101-172-860.00	190.00	190.00
TOTAL VENDOR MI ASSOC OF CO ADMINISTRATIVE OFFC				190.00
VENDOR NAME: MICHIGAN STATE INDUSTRIES				
007800	Inmate Mattress (x20)	280-362-755.00	998.00	998.00
TOTAL VENDOR MICHIGAN STATE INDUSTRIES				998.00
VENDOR NAME: OFFICE DEPOT, INC.				
462896964001	Office Supplies - Clerk's Office (Jessy)	101-215-727.00	85.65	85.65
TOTAL VENDOR OFFICE DEPOT, INC.				85.65
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320087003	Inmate Supplies	101-301-770.00	49.56	68.60
40068320080002	Inmate Supplies	101-301-770.00	19.04	
TOTAL VENDOR PAN-O-GOLD BAKING CO.				68.60
VENDOR NAME: PHILIPPS, RANDALL				
March 2020	Show Cause - Legal Services	101-131-807.00	500.00	1,000.00
March 2020	CAFA	260-266-801.01	750.00	
		260-266-801.02	250.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - March 2020	101-101-860.00	132.25	132.25
TOTAL VENDOR PICHE, GERALD L.				132.25
VENDOR NAME: REINHART FOODSERVICE				
101178	Inmate Supplies	101-301-770.00	640.04	640.04
TOTAL VENDOR REINHART FOODSERVICE				640.04
VENDOR NAME: RIESTERER & SCHNELL, INC.				
Acct # 48275	Inv# 1717952, 1718644, 1718648 (Parks)	208-751-930.02	740.50	740.50
TOTAL VENDOR RIESTERER & SCHNELL, INC.				740.50
VENDOR NAME: ROBINETTE, DERICK				
Reimbursement	Uniforms	205-315-745.00	633.29	633.29
TOTAL VENDOR ROBINETTE, DERICK				633.29
VENDOR NAME: THE ADVERTISER				
030102	Community Awareness	101-301-802.00	28.00	28.00
TOTAL VENDOR THE ADVERTISER				28.00
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277-202003-1	March 2020	101-301-755.00	50.00	50.00

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				50.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				50.00
VENDOR NAME: U.E.S. COMPUTERS, INC. 51218	Weekly Computer Maintenance	101-228-857.00	11,189.49	11,189.49
TOTAL VENDOR U.E.S. COMPUTERS, INC.				11,189.49
VENDOR NAME: UNIFORM SHOPPE 297973	Road Patrol Uniform Allowance	205-315-745.00	897.00	897.00
297900	Uniform Allowance	101-301-745.00	261.90	261.90
TOTAL VENDOR UNIFORM SHOPPE				1,158.90
VENDOR NAME: VERIFIED FIRST 000257774	Jonathan Sexton	101-103-755.00	52.00	52.00
TOTAL VENDOR VERIFIED FIRST				52.00
VENDOR NAME: WASTE MANAGEMENT, INC. 1660183-1856-7	April 2020	101-265-801.00	639.44	639.44
1660686-1856-9	Airport (April 2020)	216-585-801.00	191.78	191.78
TOTAL VENDOR WASTE MANAGEMENT, INC.				831.22
VENDOR NAME: XEROX CORPORATION 099897115	April 2020 (Probation/Parole)	101-131-942.00	97.08	97.08
TOTAL VENDOR XEROX CORPORATION				97.08
GRAND TOTAL:				44,523.25

APR 13 2020
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753692304	Telephone Services - Library	271-790-850.00	100.92	100.92
TOTAL VENDOR AT&T - CAROL STREAM, IL				100.92
VENDOR NAME: CENGAGE LEARNING				
195179	Library Books	271-790-982.00	171.48	171.48
TOTAL VENDOR CENGAGE LEARNING				171.48
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
04101043	Library	271-790-920.00	71.22	71.22
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				71.22
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
8563	Gasoline Sales - Library	271-790-742.00	116.31	116.31
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				116.31
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
411048671	C227 Copier - Library	271-790-801.01	140.59	140.59
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				140.59
GRAND TOTAL:				600.52

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**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

APPROVED

APR 15 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AIRGAS USA, LLC				
909995077	Oxygen	205-315-755.00	13.23	13.23
TOTAL VENDOR AIRGAS USA, LLC				13.23
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753458204	Telephone Services	208-751-850.00	57.99	57.99
906753220904	Telephone Services	101-228-850.00	255.35	255.35
906863299104	Telephone Services	101-228-850.00	45.89	45.89
906863298604	Telephone Services	101-228-850.00	45.89	45.89
906863298904	Telephone Services	101-228-850.00	45.89	45.89
TOTAL VENDOR AT&T - CAROL STREAM, IL				451.01
VENDOR NAME: AT&T MOBILITY				
287252150867X0408202	906-792-0211 & 906-792-9968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: AVENTRIC TECHNOLOGIES				
6072504	Infant/Child Electrode Replacement	205-315-934.00	440.00	440.00
TOTAL VENDOR AVENTRIC TECHNOLOGIES				440.00
VENDOR NAME: BAYSHORE VETERINARY CLINIC				
238544	K9 Care (Brix)	101-301-881.01	225.05	225.05
TOTAL VENDOR BAYSHORE VETERINARY CLINIC				225.05
VENDOR NAME: BLUETARP FINANCIAL, INC.				
F75538	Inmate Supplies	101-301-770.00	75.21	75.21
F74594	Inmate Supplies	101-301-770.00	270.00	270.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				345.21
VENDOR NAME: BP				
58028660	Gasoline Charges (RP)	205-315-742.00	539.50	539.50
TOTAL VENDOR BP				539.50
VENDOR NAME: CEDAR RIVER PLAZA				
MECO3/31/20	Gasoline Charges (RP)	205-315-742.00	86.51	86.51
TOTAL VENDOR CEDAR RIVER PLAZA				86.51
VENDOR NAME: CELLCOM				
117166	Cellular Services	292-663-850.00	40.60	121.80
		292-664-850.00	40.60	
		292-665-850.00	40.60	
TOTAL VENDOR CELLCOM				121.80
VENDOR NAME: CITY OF MENOMINEE				
#RENT-1022	April 2020 Rent (911)	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				351.67
VENDOR NAME: CLOVERLAND PAPER CO				
121988	Inmate Supplies	101-301-770.00	30.59	30.59
122015	Inmate Supplies	101-301-770.00	30.59	30.59
TOTAL VENDOR CLOVERLAND PAPER CO				61.18
VENDOR NAME: COHL STOKER & TOSKEY P C				
51235	Legal Sevices	101-211-807.00	1,917.94	1,917.94
TOTAL VENDOR COHL STOKER & TOSKEY P C				1,917.94
VENDOR NAME: DSS CORPORATION				
47040	Learning On Demand Course (D. Mathews)	266-325-881.01	199.00	199.00
TOTAL VENDOR DSS CORPORATION				199.00
VENDOR NAME: HENSLEY, RN, JOEL				
4/11/20	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
April 2020	Medical Examiner	101-648-835.00	1,280.00	2,360.00
		101-648-709.00	1,080.00	

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

APR 15 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HENSLEY, RN, JOEL				
TOTAL VENDOR HENSLEY, RN, JOEL				3,725.00
VENDOR NAME: INFOGROUP				
1466495	911 City Directory (x100)	266-325-755.00	315.00	315.00
TOTAL VENDOR INFOGROUP				315.00
VENDOR NAME: J S ELECTRONICS, INC.				
20788	Tower Lease (April 2020)	266-325-976.00	517.63	517.63
TOTAL VENDOR J S ELECTRONICS, INC.				517.63
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
265425557	Bizhub 458E (4/1 - 6/30/20)	101-228-931.00	177.66	177.66
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				177.66
VENDOR NAME: MARCO TECHNOLOGIES, LLC				
INV7509836	New Phone System	101-103-970.19	3,000.00	3,000.00
INV7475490	New Phone System	101-103-970.19	25,880.55	25,880.55
TOTAL VENDOR MARCO TECHNOLOGIES, LLC				28,880.55
VENDOR NAME: MENARDS - MARINETTE				
9340	Floor Care Supplies	101-265-755.02	21.18	21.18
TOTAL VENDOR MENARDS - MARINETTE				21.18
VENDOR NAME: MENOMINEE CO. FIRE CHIEFS ASSN				
2020-18 2	1 am Responding Contract	101-331-755.01	285.00	285.00
TOTAL VENDOR MENOMINEE CO. FIRE CHIEFS ASSN				285.00
VENDOR NAME: NESTEGG MARINE				
8589	Marine Supplies	101-331-755.01	223.73	223.73
TOTAL VENDOR NESTEGG MARINE				223.73
VENDOR NAME: OFFICE DEPOT, INC.				
462990701001	Office Supplies - District Court	101-136-727.00	21.17	21.17
TOTAL VENDOR OFFICE DEPOT, INC.				21.17
VENDOR NAME: OMNICARE, INC.				
2771865	Inmate Medication	101-301-770.01	0.67	0.67
2811538	Inmate Medication	101-301-770.01	202.39	202.39
TOTAL VENDOR OMNICARE, INC.				203.06
VENDOR NAME: QUADIENT, INC.				
57509752	May 8 - August 7, 2020	101-253-729.01	285.66	285.66
TOTAL VENDOR QUADIENT, INC.				285.66
VENDOR NAME: QUILL CORPORATION				
5883813	Office Supplies (911)	266-325-727.00	49.98	49.98
TOTAL VENDOR QUILL CORPORATION				49.98
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
00719820203	Drug Testing Supplies	296-667-730.00	10.00	10.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				10.00
VENDOR NAME: REINHART FOODSERVICE				
104346	Inmate Supplies	101-301-770.00	527.75	527.75
102715	Inmate Supplies	101-301-770.00	579.09	579.09
TOTAL VENDOR REINHART FOODSERVICE				1,106.84
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
462643	Park's	208-751-742.00	234.65	234.65
15579	Gasoline Charges (RP)	205-315-742.00	1,582.10	1,582.10
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				1,816.75
VENDOR NAME: TD CARWASH				
202010	Car Washes (x10)	205-315-981.00	80.00	80.00
TOTAL VENDOR TD CARWASH				80.00

APR 15 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: THE EBCO COMPANY, LLC 020075	Office Supplies - District Court	101-136-727.00	231.00	231.00
TOTAL VENDOR THE EBCO COMPANY, LLC				231.00
VENDOR NAME: TIME WARNER CABLE 710008401040320	4/2/20 - 5/1/2020	101-228-850.00	568.01	568.01
6204752024040720	Inmate Supplies	101-301-770.00	145.45	145.45
TOTAL VENDOR TIME WARNER CABLE				713.46
VENDOR NAME: U.E.S. COMPUTERS, INC. 83255	Courtroom B - SMARTNET Maintenance	101-228-857.02	39.00	39.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				39.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE 411173321	Konica 300 Copier (FOC)	215-141-942.00	112.98	112.98
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				112.98
VENDOR NAME: VERIZON WIRELESS 9851617360	Cellular Services	101-265-850.01	115.29	879.69
		101-301-850.00	314.98	
		101-426-850.00	52.70	
		101-682-850.00	40.40	
		205-315-850.00	274.48	
		266-325-850.00	81.84	
TOTAL VENDOR VERIZON WIRELESS				879.69
VENDOR NAME: WISCONSIN PUBLIC SERVICE 0402047856-00011	1004 9th Street	101-265-920.03	62.21	62.21
0402047856-00010	1000 9th Street	101-265-920.03	80.27	141.71
		101-265-920.04	61.44	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				203.92
VENDOR NAME: XEROX CORPORATION 099897112	Sheriff Department	101-301-727.00	53.57	53.57
099897113	Sheriff Department	101-301-727.00	356.78	356.78
TOTAL VENDOR XEROX CORPORATION				410.35
VENDOR NAME: ZEVITZ, DR. MICHAEL E. April 2020	Medical Examiner	101-648-709.00	1,930.00	1,930.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				1,930.00
GRAND TOTAL:				47,058.19

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 04/21/2020 - 04/21/2020
UNJOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: DTE ENERGY				
910021025424	Library	271-790-920.00	133.01	133.01
TOTAL VENDOR DTE ENERGY				133.01
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
265425705	Library Bizhub 227	271-790-801.01	81.99	81.99
265425902	Library Bizhub C227	271-790-801.01	124.92	124.92
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				206.91
GRAND TOTAL:				339.92

APPROVED

APR 21 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Bagley Tower Project
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>Discussion of what the next step is in the Tower project. 5.12.20 – Gunnerson Consulting & Communications Site Services will be here (Via Webex) to discuss options with the board.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

05/08/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



Response to:

Menominee County, Michigan

**Request for Proposal
Public Safety Communication Tower
Project #: 19/20-5**

March 27, 2020

Main Office 231 River Run Rd Sequim, WA 98382 (844) 333-3600	Seattle Office (206) 349-2331	Utah Office (801) 544-5322
	South Carolina Office (864) 380-8026	Chicago Office (817) 829-4115

TABLE OF CONTENTS

Section I. Proposal

Section II. Estimated Costs and Timeline

Section III. Professional References

Qualifications of Firm
Team Members
Project Experience

Attachment A. Vendor Identification Form

Attachment B. Bidder's Certificate

Attachment C. RFP Addendum Acknowledgement Form

Attachment D. Insurance Acknowledgement Form

Attachment E. Vendor's Proof of Responsibility



Section I. Proposal

OBJECTIVES

- Collaborate with County representatives to establish goals for a public safety communication site that are optimized to handle present and reasonably expected future needs of the County and potential third party, public/private tenants.
- Analyze the demand for tower space in the area using proprietary and public databases.
- Research, review, and define existing County networks, network infrastructure, and proposed new equipment solutions to establish a baseline requirement for the structural component of any new tower proposed.
- Recommend a tower design that will maximize public safety communications uses, and be readily implemented under existing site conditions.

SCOPE - Four-phase Approach

Phase One – Inspection and Design

Phase Two – Procurement Process

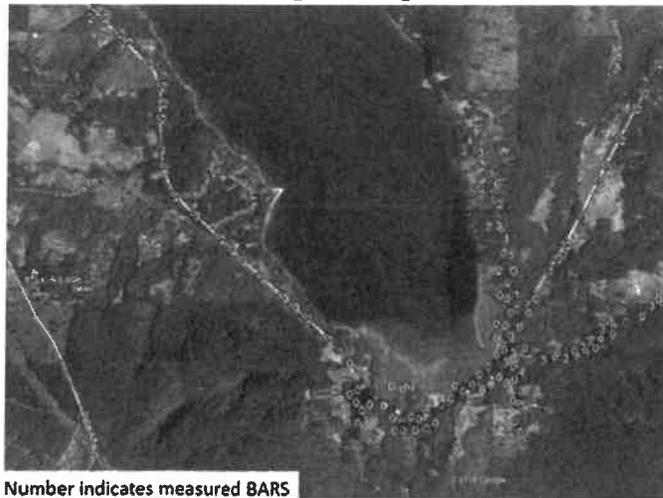
Phase Three – Construction Management

Phase Four – Preparation for Potential Tenants

PHASE ONE - Inspection and Design

Research Existing Conditions and Infrastructure

- Obtain and review existing documentation. Determine whether additional documentation such as a site survey will be required.
- Perform a field assessment to map existing conditions, such as orientation and anchor locations.
- Research existing public communications sites in the County, meet with pertinent stakeholders, and establish baseline requirements.
- Perform propagation analysis to determine whether any of the sites identified above could be combined at the Bagley tower, type of antenna/equipment, and at what height to provide “as good” or better service.
- Research existing cellular and other wireless users in the County to establish demand assumptions.
- Perform coverage analysis of existing private carrier frequencies to help define potential demand.
- Create structural baseline for use in design assumptions.



Number indicates measured BARS

Design Services

- Using data collected above, create a use matrix to define three structural environments as follows:
 - a) Existing utilization assuming new radio equipment and antenna;
 - b) County public use only combining multiple sites;
 - c) Maximum utilization to include County current/future uses and up to two cellular carriers.
- Provide three tower design options to County stakeholders including cost analysis and recommendations.
- Prepare detailed project plans and specifications including demolition of the existing tower for the County's chosen design.

PHASE TWO – Procurement Process

RFP and Bidding

- Assist the County in the preparation of an RFP for procurement and construction of the selected design, including issuing addendums and attending pre-bid and pre-construction meetings.
- Assist as required during the bidding process.
- Engage in post-bid detailed negotiations with the awarded bidder.

PHASE THREE – Construction Management

Construction Related Services

- Review construction drawings and associated documents prior to installation.
- Work with contractors throughout the installation to ensure site is built per plans and specifications.
- Conduct a final site visit and additional inspections as necessary.

PHASE FOUR – Preparation for Potential Tenants

Marketing

- Prepare a Marketing Package for the site including photos showing details and strengths of the property.

Coverage Analysis

Coverage from building at
1900Mhz (typical) at 30ft C₁



Coverage enhancement to neighboring
sites if new location is implemented.



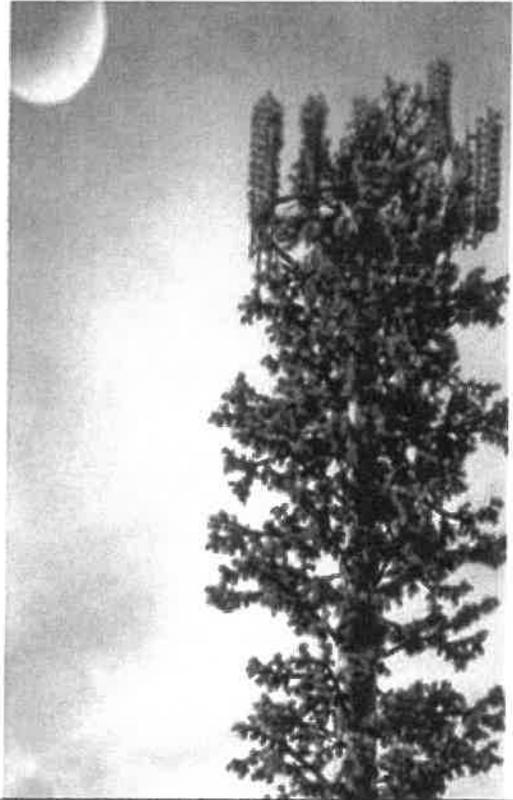
- Our tools allow us to review the coverage gained from a prospective location.
- We are also able to see how it would fill existing gaps in existing networks.
- Market the site directly to the decision makers of the targeted wireless companies and site acquisition personnel within our large network of industry contacts and add the properties to industry databases.

Prepare Site for New Tenants

- Work out the details of the approval and building process.
- Create a Master License Agreement for quick and uniform leasing.
- Recommend actions that make the site more desirable to wireless companies.
- Facilitate any necessary on-site meetings with wireless carriers and work to evaluate their equipment and other technical needs.

ADDITIONAL RECOMMENDATIONS

- Market other towers owned by the County and pass the maintenance responsibilities to the new tenants.
- Create a plan for broadband expansion and future technology, including small cells.
- Identify and map County assets for potential macro, small cell and fiber installation possibilities.



Moochik design for Native American Tribe in Washington

Section II. Estimated Timeline

We estimate the time for this process to be as follows:

Phase One – Inspection, Analysis and Design

Item	Estimated Person Hours	Description of Work
Site and Equipment Inspection	12-20	Physically visit Bagley site to establish existing conditions and map orientation and anchor locations.
Meet with County representatives	16	Determine needs and goals. Research 911 and other public wireless communications networks proposed. Review additional County sites to be incorporated, if possible into the Bagley site.
Assess the need and demand for tower space	4	Create a propagation model by mapping the cell coverage of the area and determine where signals are weak and/or non-existing.
Design Services	40	Present three structural options to the County including economic data. Prepare site specifications and documentation for chosen option.
Travel Expenses	Billed at Cost	2 Persons: flights, hotel, rental car, incidentals, travel time and expenses.

Phase Two – Procurement Process

Item	Estimated Person Hours	Description of Work
Assist County in drafting RFP	8	Including issuing addendums and attending pre-bid and pre-construction meetings and ensuring the compliance with the laws of the State of Michigan.
Assist County in reviewing bids	10-20	
Post-bid Negotiations	8	Engage in post-bid detail negotiations for the construction of a wireless telecommunications tower.

Phase Three – Construction Management

Item	Estimated Person Hours	Description of Work
Review	6 - 10	Review construction drawing changes and modifications as required.
Construction Management	8 - 15	Attend pre and post construction meetings as required. Assume majority of this work can be done remotely.
Project Closeout	8 - 10	Perform final inspection and collate all documentation.
Travel Expenses	Preapproved and billed at cost.	1 Persons: flights, hotel, rental car, incidentals.

PHASE Four – Preparation for Potential Tenants (if necessary)

*Estimated time to be determined after identifying goals of the County.

Item	Description of Work
Create Marketing Package	Create photos of the site, list strengths and show propagation needs.
Deliver Marketing Material	Deliver marketing materials to appropriate wireless companies and site acquisition personnel.
Create a Master License Agreement	Draft a template lease agreement to ensure uniformity and allow for a quick leasing process.
Negotiate leasing details	
Review and manage installation proposals.	Create a no-hassle permitting process to encourage new tenants.

Section III. References – CONFIDENTIAL

City of North Myrtle Beach, SC

Kevin Blayton, Director of Public Works/City Engineer
843-280-5555
kdblanton@nmb.us

GCCSS currently provides on-going assistance with the negotiation and management of Small Cell installations in the City's public rights-of-way and currently is helping the City to create design standards and a site application and review process for Small Cell and 5G installations. Simultaneously therewith, GCCSS provides on-going review and management of all cellular equipment modification/upgrade requests made by cellular tenants under their leases on City-owned property, including (i) the review of construction drawings radio frequency reports, and structural analyses, (ii) the negotiation of appropriate rent increases and (iii) the negotiation and preparation of lease amendments to memorialize the deal reached between the parties. GCCSS's work with the City is based on an hourly rate and our fees are often successfully passed through to the carrier-tenants.

Geoffrey Hurtado, Associate Vice Chancellor, FPM, University of Wisconsin-Milwaukee

Engelmann Hall, Suite 280, 2033 East Hartford Avenue, Milwaukee, WI 53201
(414) 229-5390
ghurtado@uwm.edu

GCCSS manages the University's rooftop cell sites to ensure they are run efficiently with minimal time commitment of the University. We analyzed their current leases and equipment on the site and advised on minimizing roof damage and safety hazards and identified areas in the leases that could be improved. GCCSS also provides advice in radio frequency emissions training. GCCSS collaborates with the University's attorneys and facilities department to draft detailed leases that uphold the University's health and safety standards and the structural integrity of their buildings while achieving above market rents. GCCSS' work with the University is based on an hourly rate.

Karl Hatton, JeffCom 911 Communications

81 Elkins Road, Port Hadlock, WA 98339
(360) 344-9788
khatton@jcpsn.us

GCCSS audited all network and radio equipment to determine extent and uses of shared interfaces. GCCSS mapped and audited all tower users, and user future requirements. We defined licensing requirements associated with use of frequency and verified compliance with both State and Federal regulatory agencies.

GCCSS also drafted and implemented operational procedures and documentation required for operation of the network.

QUALIFICATIONS OF FIRM

Gunnerson Consulting & Communication Site Services, LLC (GCCSS) is a full-service wireless communication consulting firm, providing guidance and services to public and private entities. GCCSS is prepared to provide all services requested in Menominee County's RFP including:

- Site assessment and recommendations
- Tower/Site design
- Tower/Site relocation or deconstruction
- Project management, including RFP preparation and bid reviews
- Construction oversight
- Safety compliance
- Regulation compliance
- Cell coverage mapping or coverage verification
- RF design and interference mitigation
- Long term planning and management

Our experience with all types of wireless communications site installations from guyed and self-supporting towers, to rooftops and other existing building installations, to water tanks, combined with our knowledge of the latest camouflage techniques, provides our customers with a range of experience to provide options in regard to location, aesthetics, and installation methods. Our goal is to assist our customer in implementing a design that will meet current and future wireless needs while creating a sustainable source of revenue.

GCCSS' expertise also includes lease/license language creation for both the small cell and macro cellular sites, network design, audits of both leases and equipment located on communication sites, site maintenance and management, lease management, property acquisition and easement perfection. Additional services include on-going negotiation with wireless tenants, and site valuation. Our focus has been on providing these services to Landlords of existing telecommunication sites, real estate portfolio managers, and public entities on both the state and local levels.

The founding members of GCCSS have been involved with the cellular and wireless industry since its inception in the early 1980's. In general, our team was instrumental in helping create McCaw Cellular Communications, Inc. (now AT&T), Western Wireless, Inc. (now T-Mobile), and various international cellular companies in locations ranging from Europe to Hong Kong to Soviet Georgia.

GCCSS has recent and relevant experience in the creation and implementation of processes for telecommunications tenants at both existing and proposed new-field locations, and in managing the relocation of existing sites when required. In addition to providing lease documentation and review of proposed new wireless applications for completeness and regulatory compliance, we analyze building and construction drawings and plans suggesting solutions when required on behalf of our customers. GCCSS maintains a database containing, in part, market parameters and lease rates nationwide.

TEAM MEMBERS

Bryon Gunnerson, President

Bryon's tenure in the wireless industry dates back to the early 1980's with AT&T Wireless's predecessor, McCaw Cellular Communications, Inc. (McCaw). While at McCaw, Bryon was responsible for the build-out of many parts of its wireless network. Following his time at McCaw, Bryon assisted with the founding of Western Wireless and led the development of the network that would eventually become T-Mobile USA (T-Mobile). Bryon remained at T-Mobile for many years as the Senior Vice President, Engineering and Operations, managing a portfolio of 25,000 cell sites and assisting with site acquisitions both nationally and internationally.

After leaving T-Mobile, Bryon recognized a need for industry experts whose interests were not aligned with the national wireless carriers. To test that theory, Bryon worked with several municipal and private entities to correct issues with their wireless leases and develop new leasing programs. Through the results gained from this experience, it became apparent that wireless landlords and property owners, large and small, public and private, could benefit from the independent knowledge and expertise of a group of wireless industry experts.

In 2010, Bryon founded GCCSS to assist in several areas of the wireless industry. Since founding GCCSS, Bryon has been instrumental in assisting communities with the development and implementation of macro and small cell policies; from the development of city codes to the implementation of application and development policies.

David T. Rutter, Consultant

David's experience in the wireless industry also goes back to the early 1980's where he was a member of the team that created McCaw. As the Director of Operations nationwide, David was instrumental in the design, development, and implementation of McCaw's initial cellular networks in Washington, Oregon, Kansas, Texas, Missouri, Florida, Tennessee, California, and Oklahoma. Following AT&T's purchase of McCaw, David became a founding member and Partner in The Walter Group, Inc. (TWG). As Vice Chairman and Chief Operating Officer at TWG, David's responsibilities included strategic planning; capital project and operations management; network design, analysis and construction; regulatory assistance; RFP creation and vendor selection; network long term planning; foreign government and FCC licensing; and turnkey network deployment. While at TWG, David managed the teams that created cellular applications for licenses in Brazil, Columbia, Germany, Hong Kong, Iceland, India, Israel, Latvia, Mexico, Paraguay, Senegal, Soviet Georgia, Taiwan, the United States, and Uruguay. Continuing with his expertise in network design and deployment, David and TWG designed, built, and managed cellular networks for various customers throughout the United States, Mexico, Europe, and Asia.

Brett Reall, Consultant

Brett has worked in specialty real estate since the mid-1990's, beginning with providing specialty financing, credit analysis, and contract negotiation for high-risk real estate transactions, working with real estate professionals, underwriters, and homeowners. In 2009, Brett began specializing in the telecommunications finance market with responsibilities including cell site valuation/assessment/audit, and wireless lease analysis. In 2013, Brett joined GCCSS to lead the company's operations in the macro and small cell markets. Brett assists local governments, emergency responders, property management firms, investors, and private property owners with all aspects of the wireless industry and is a member of the Smart Cities Council. Recent projects include assisting local governments with (i) supervising construction of communications towers and cell sites, (ii) review and edit plans and design of communication sites; coordination of construction on behalf of landlords, (iii) the creation of contracts allowing the installation of macro and small cell infrastructure, and (iv) negotiating with wireless carriers and neutral host providers. Brett also assists multiple public and private entities with all aspects of lease and site management, requiring, in part, pre- and post-construction site inspection, review of aesthetics and screening of sites, and reports/recommendations to customers regarding best practices for long term site operations.

Christine Sloan, Consultant

Christine joined the GCCSS team in 2015 after two decades of practicing law, first as a litigator and most recently as a commercial real estate lawyer at a prestigious law firm with offices throughout the East Coast. Christine's legal experience adds value in all aspects of commercial real estate transactions, including issue-spotting, negotiations, legal research, interpretation and application, and in the preparation and negotiation of communication site leases, easements, licenses, and a broad variety of ancillary agreements. While GCCSS does not provide legal advice to its customers, Christine's background allows her to work effectively with lawyers on both sides of each transaction. Recently, Christine has completed telecom lease audits; negotiated and drafted master license agreements, leases, and contracts for lease extensions, amendments, and buy-outs; conducted rent analysis and offer comparisons; assisted with the management of lease sites; and reviewed and overseen tenant requests for equipment alterations/upgrades. With the advent of small cell technology, Christine has assisted municipalities manage their small cell installations by providing information regarding local ordinances and state laws governing the municipalities' rights to control the installations, creating and negotiating master license agreements, advising on market rent, creating a review process and design criteria, and assisting with the permitting process - all with an eye towards minimizing the cities' up-front costs in the negotiation process and maximizing their revenues from the installations. Christine remains a member of the South Carolina Bar Association.

Aimee Blakeslee, Consultant

Aimee brings a variety of skills and experience acquired during her 20 years in the legal field including research, negotiating, and contract drafting and review. During law school, Aimee focused her studies on alternative dispute resolution, even studying International Dispute Resolution in Rome. She has always been passionate about crafting creative solutions that build relationships and successful businesses. After training and receiving certification from the Center for Conflict Resolution in Chicago, she was chosen to assist in the development the City's pilot program to resolve foreclosure cases during the mortgage crisis. Aimee entered the wireless industry providing Site Acquisition and Leasing for several of the major telecommunications companies where her talents were put to use performing lease negotiations and document drafting, performing site audits, and rent analysis. With this experience, Aimee is familiar with the internal practices of the wireless carriers, as well as those of major tower companies. Recently, Aimee has assisted public and private entities with negotiations surrounding cell site leases and management of same, the creation of lease documents, and the review of plans for small cell installations. Her great attention to detail has proven to be a tremendous asset. Additionally, Aimee's contacts in the telecom industry provide access to valuable resources.

Todd Marx, Consultant

Todd came to GCCSS in 2014, with a background in the finance and banking industry. Todd brings over 30 years of specialty financing, loan portfolio development and management, and contract negotiations related to both commercial and residential real estate transactions. Todd has been responsible for the management and implementation of cost control methods, regulatory compliance, and the marketing of real estate portfolios to third party entities. Todd's contract negotiation experience in multiple real estate environments has been extremely helpful to our customers. Identifying problems and issues in implementation and other issues has provided insight in both anticipating and resolving problems.

PROJECT EXPERIENCE

GCCSS is prepared to perform all work required by the Chicago Housing Authority (the “Authority”) to achieve a more efficient and profitable wireless leasing operation. GCCSS has proven methods, that when in place, have achieved all the goals requested by the Authority for Customers across the country. GCCSS is currently assisting various municipalities, universities, school districts, property management companies, hotel operators, large restaurant chains, plus numerous other companies and individuals in Illinois, Utah, California, Washington, Oregon, Connecticut, Wisconsin, South Carolina, Florida, Nevada, Maryland and New Jersey to maximize operational efficiency and revenue within their tower programs.

The following is a sampling of recent and ongoing work performed by GCCSS:

School Districts

GCCSS assisted multiple School Districts organize, streamline and maximize efficiency and revenues for their telecommunications sites. At the onset of these projects, GCCSS designed and implemented organizational and operational procedures, and immediately implemented processes to allow the School Districts to recover fees and expenses from Wireless Tenants to cover the School Districts’ tower management costs, expenses, and consultant fees. This process led to several revenue-generating opportunities not contemplated in the original leases. GCCSS audited the School Districts’ payment ledgers to determine if Wireless Tenants were current on all payments and revenues owed. GCCSS discovered unpaid utilities, taxes and back rent for our Customers and negotiated Tenants reimbursement of those fees to the School Districts.

GCCSS also reviewed, negotiated and drafted all lease documents in conjunction with Customers’ legal counsel to ensure that their rights are fully protected and they receive maximum revenues. We identified areas in which the School District could add necessary operational restrictions such as security and safety practices to their lease agreements. We successfully mitigated the aesthetic look of the proposed equipment changes, inserted security procedures and negotiated favorable terms and revenues in new leases and lease renewals.

GCCSS provides ongoing support to the School Districts to oversee Wireless Tenants’ requests to modify equipment and negotiate leases or licenses, settlement agreements, notice letters, amendments, easements and Memorandums of Agreement.

County Housing Authority

GCCSS analyzed the status of the Housing Authority’s cell site program, including lease reviews and cell site visits to determine financial, equipment and process compliance. We identified areas of strengths and weaknesses and proposed both long-term and short-term strategies to maximize revenue and operational efficiency. We relied on our historical databases, ongoing market research and industry contacts to gather the most up to date information and appropriate documentation including construction drawings and structural analysis for proposed upgrades. The site visits included documenting equipment and utilization of leased space to ensure compliance with the lease and building codes. We determined which sites were viable candidates for additional Wireless Tenants and created site marketing portfolios for wireless colocation. GCCSS then negotiated with those new Tenants, reviewed construction plans and reports, prepared leasing documentation and oversaw the equipment installation.

GCCSS provides ongoing management and support by reviewing Wireless Tenants’ requests to modify existing sites and negotiating new leases, amendments and renewals. GCCSS continues to consult on best practices and operational support, proposed construction plans and equipment installation, and impact on property. We propose alternatives and coordinate details with Wireless Tenants to minimize impact to customer properties and building residents. GCCSS maintains long-standing relationships with the wireless carriers and tower companies to resolve issues that may arise with Wireless Tenants.

National Broadcast and Media Company

GCCSS was retained to review and analyze the television broadcast tower and studio locations in 30 states for a real estate holding company subsidiary of a Chicago based Media Company. We created a thorough, but easily navigated database of documentation for each site from its inception, including but not limited to, original drawings, land surveys, leasing documents, permits, easements, recordings, FAA information, radio frequency and environmental reports, existing antenna type and location, and modification drawings. We coordinated structural and tower mapping activities across the country to confirm existing equipment and land space utilized. GCCSS performed analyses of existing contracts and leases to determine if the leases captured maximum revenue and legal protections. After compiling all information, GCCSS presented detailed reports and advised our Customer regarding the current and potential value of its tower portfolio and made appropriate recommendations to maximize operational efficiency and revenue generation.

Fast Food Restaurant Chain

GCCSS reviewed all Master License Agreements and Individual Site Agreements for this Chicago based corporation, and created a report outlining major terms and information for each agreement. We immediately identified revenue generating opportunities that had not been historically captured. We audited payment records and recovered over \$50,000 in back rent and late fees in the first six months of GCCSS being retained. GCCSS took the lead on negotiating renewals for leases that had expired or were to expire soon, increased rents - almost doubled in some instances, collected renewal bonus fees and secured reimbursement of costs associated with the negotiation and drafting of these documents by the Wireless Tenants.

We evaluated Wireless Tenants' modification and installation requests and worked directly with those Tenants to coordinate the collection of all documents necessary to review construction requests including, construction drawings, permits, structural analysis, environmental impact reports, radio frequency reports, permit requests, insurance information, and all other necessary documents and information. Thorough review of those documents revealed time and time again that Wireless Tenants provided insufficient or erroneous reports and inadequate construction drawings and documentation.

GCCSS provides ongoing support for the Customer's approximately 50 rooftop and tower sites across the country. We collaborate regularly with Corporate Counsel and the Real Estate Portfolio Manager to negotiate and draft favorable agreements, settlements, notices, consent letters, and all other correspondence with Tenants, to advise on all equipment installation and modification requests and to resolve issues with the Wireless Tenants as they arise.

State Dept. of Transportation, Right of Way Division

GCCSS created a profitable, safe and organized cell site operation for the Department of Transportation. GCCSS worked with the State's Attorney to create a comprehensive Master Licensing Agreement to streamline the leasing and management process and create uniformity in the process. GCCSS audited sites at all lease locations and collected and organized historical lease documentation. This accomplishment required GCCSS to navigate and coordinate with various State departments to locate and collect all relevant documentation. We then carefully analyzed each document and bit of information, prepared a report of findings and made recommendations regarding requests for lease terms and site management. Part of establishing an efficiently run, profit generating cell site business was the creation of standardized forms tailored to the customers' needs.

GCCSS also issued reports of findings and recommendations to customer regarding lease valuations, and business terms for lease renewals resulting in market rate increases. We evaluated locations for future communications infrastructure on existing sites and identified marketable space on those structures. We also evaluated other leasable land for potential site placement and marketability. We recommended steps to increase the marketability of potential sites.

Local Municipalities

GCCSS has assisted numerous municipalities in multiple facets of their cell site program including providing analysis of the longevity and stability of current Wireless Tenants, and how certain trends in the telecommunications industry such as “Small Cell” might affect existing site portfolios. Our work for with these Customers included auditing cell sites and all lease documentation. GCCSS advised City Attorneys on how to improve certain business and technical aspects of existing leases and contracts resulting in market rate increases and improved cell tower profitability. We also reviewed offers to purchase existing wireless leases and established base pricing and acceptable preconditions. GCCSS negotiated with prospective lease buyers and established whether the offers were consistent with the current market rate and whether a lease buyout made financial sense for the municipality. GCCSS created Marketing Packages for municipalities graphically showing anticipated coverage gains for wireless carriers, professional photo-simulation of how a site with equipment installed might look and enumerating potential site benefits. GCCSS submitted marketable sites to various industry databases and industry contacts specifically targeted for wireless colocation. GCCSS continues to work with City Attorneys to evaluate the impact of federal or state legislation on local government owned properties and to ensure compliance while maximizing benefits.

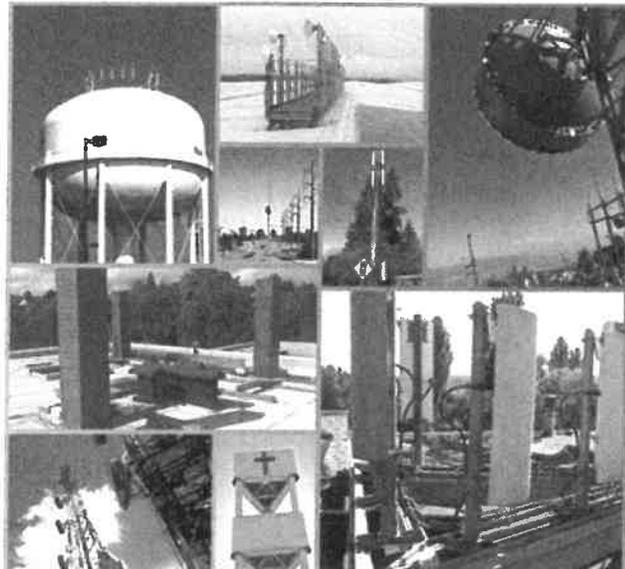
Emergency Dispatch Center

GCCSS developed and implemented a colocation process to add new Tenants to Customer’s towers. We negotiated terms with prospective new Tenants and created lease documents in conjunction with Customer’s legal counsel.

ADDITIONAL SERVICES

In addition to the projects listed above, GCCSS provides a full range of wireless infrastructure services including:

- Radio frequency coordination and frequency conflict management
- Network design and radio frequency coverage planning
- Structural and systems designs including best practice stealth design
- Construction management and coordination
- Small cell planning and implementation
- Municipal and State legislative advocacy



ATTACHMENT A

VENDOR IDENTIFICATION FORM

Company Name: Gunnerson Communication Consulting and Site Services (GCCSS)

Address: 231 River Run Road **.State** WA **.Zip Code** 98382

Phone Number: 844-333-3600

Primary Contact Name: Aimee Blakeslee **Title:** Sr. Consultant

Address: 1314 Glenview Road **.State** IL **.Zip Code** 60025

Phone Number: 817-829-4115

Email Address: aimee.blakeslee@gccss.net

Secondary Contact Name: Brett Reall **Title:** Sr. Consultant

Address: 231 River Run Rd **.State** WA **.Zip Code** 98382

Phone Number: 206-349-2331

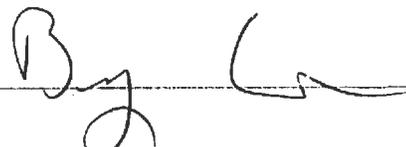
Email Address: brett.reall@gccss.net

Project Name: Public Safety Communication Tower

Project Number: 19/20-5

Bid Price: \$200/hour

Optional Bid Price #1: _____

Signature:  **Date:** 3/26/20

ATTACHMENT B

BIDDER'S CERTIFICATE

This Bidder's Certificate form must be completed by the contractor submitting a bid/proposal, and must be sworn to, notarized, and returned to Menominee County as part of your proposal.

Statement of Bidder:

I hereby incorporate this sworn Bidder's Certificate into my bid/proposal, and hereby make this Bidder's Certificate part of my bid/proposal.

I affirmatively state that I, or an authorized representative of mine, have/has examined and carefully prepared the bid/proposal submitted from the plans and specifications provided, and have checked the same in detail before submitting the bid/proposal to the County of Menominee. I have also included the names of subcontractors I propose to contract with and the class of work to be performed by each elsewhere in my bid/proposal.

Printed Name of Signor: Bryon Gunnerson

Signature of Signor: [Handwritten Signature]

Date Signed: 3/26/20

Title of Signor: President

Phone Number of Signor: 844-333-3600

Email of Signor: bryon.gunnerson@gccss.net

State of Michigan WASHINGTON

County of: CLALLAM

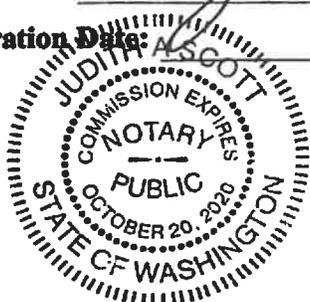
Signed and Sworn to Before Me on (Date): 3/26/2020

By (Printed Name): BRYON GUNNERSON

Notary's Signature: [Handwritten Signature]

Notary's Expiration Date: 10-20-2020

Notary's Seal:



ATTACHMENT C

**RFP ADDENDUM ACKNOWLEDGMENT
FORM**

(If addendums exist for this project, please sign and date and send with your proposal)

Important: Failure to submit this form when addendums have been issued may result in the rejection of your proposal.

The undersigned acknowledges receipt of the following addenda by circling the number(s) below:

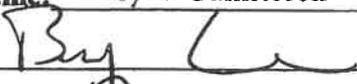
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

No addendums exist.

I have examined and carefully prepared the bid/proposal from the plans and specifications and have checked the same in detail before submitting the bid/proposal to Menominee County.

The Undersigned agrees to the above statement:

Printed Name: Bryon Gunnerson _____

Signature:  _____

Date: 3/26/20 _____

Contractors and vendors are responsible to check for addendums published on Menominee County's website at www.menomineecounty.com for this project prior to the due date.

If a proposal/bid has already been submitted, the contractor/vendor is required to acknowledge receipt of the addendum via email prior to the due date. A new bid/proposal must be submitted by the contractor/vendor if the addendum effects costs.

Proposals/bids that do not acknowledge addendums may be rejected.

This form does not need to be returned as part of your proposal/bid if no addendums are published for this project.

ATTACHMENT D

Insurance Acknowledgement Form

Contractors are required to meet the following insurance requirements in order to be awarded a contract. By signing this form, an interested contractor acknowledges the insurance requirements for this project, and certifies that any and all contractors, sub-contractors, and vendors will maintain the required limits of insurance throughout the duration of the project.

The awarded contractor/vendor is required to provide a certificate of insurance within three (3) business days of receiving the 'Intent to Award' notice. Certificates are required to be valid and provided annually to the Menominee County Administration, 839 10th Avenue, Menominee, MI 49858 or by email to JCarviou@menomineeco.com AND SDuPont@menomineeco.com throughout the term of this contract.

1. **Hold Harmless**

Contractor/vendor hereby agrees to release, indemnify, defend, and hold harmless Menominee County, their officials, officers, employees, and agents from and against all judgements, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions, and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the performance under this agreement by the contractor/vendor, its officers, officials, employees, agent or assigns. Menominee County does not waive, and specifically reserves, it's right to assert and all affirmative defenses and limitations of liability as specifically set forth in Michigan Statutes or as otherwise prescribed.

2. **Insurance Requirements**

Vendor, Contractor, Tenant, Provider, Organization, or other (will be referred to as Outside Contractor) shall provide and maintain at its own expense during the term of their agreement, the following insurance policies covering its operations hereunder are minimum requirements. Such insurance shall be provided on a primary basis by insurer(s) financially solvent and authorized to conduct business in the State of Michigan.

The Outside Contractor shall not commence work under this contract until all insurance required under this paragraph is obtained and such insurance has been approved by a County representative, nor shall any Outside Contractor allow sub-contractors to commence work on their subcontract until all similar insurance requirements have been obtained and approved by a County representative. Notwithstanding any provisions of this

section, and for purposes of this agreement, contractor/vendor acknowledges that its potential liability is not limited to the amounts of insurance coverage it maintains or to the limits required herein.

Insurance requirements for Menominee County Project # 19/20-05:

Comprehensive General Liability - \$1,000,000 per occurrence

Products & Completed Operations
Personal Injury & Advertising Liability
Independent Contractors/Protective

Business Automobile Liability - \$1,000,000 per occurrence

Bodily Injury
Property Damage

Worker's Compensation Insurance and Employers Liability - \$100,000 each accident

Employer Liability

3. Additional Insured

The Outside Contractor agrees that all liability policies other than professional liability shall name Menominee County as additional insured with respects to: liability arising out of activities performed by or on behalf of the contractor/vendor; products and completed operations of contractor/vendor; premises owned, occupied, or used by contractor/vendor; or automobiles owned, leased, hired, or borrowed by the contractor/vendor. The coverage shall contain no special limitations on the scope of protection to the County.

4. Adjustments to Insurance Coverage

The limits of liability set forth herein shall be periodically reviewed and adjustments made so as to provide insurance coverage in keeping with increases in the Consumer Price Index and what is deemed to be prudent and reasonable by the County or its representatives. In the event that the County determines that the limits need to be adjusted at some time after the initial term of the contract, the County shall give notice to the Contractor/Vendor in writing of the new limits and the Contractor/Vendor shall make such adjustments to its insurance coverage within 60 days of such notice.

5. **Subcontractor**

Subcontractors of the Outside Contractor shall also be in compliance with these requirements, including but not limited to, the submittal of a Certificate of Insurance that meets the same requirements outlined for the Outside Contractor.

6. **Waiver of Subrogation**

Insurers shall waive all subrogation rights against Menominee County on all policies required under this agreement.

7. **Certificate of Insurance**

The Certificate of Insurance must include:

1. **Additional Insured:** Menominee County

2. **Cancellation:** Include a provision prohibiting cancellation of said policies except upon a 30 days prior written notice to Menominee County to include non-renewal or a material change in coverage.

3. **State of Michigan:** The policy shall be issued from a company licensed to sell insurance policies in the State of Michigan.

4. **Signatures:** Certificates must be signed by the insurer's authorized agent.

8. **Questions**

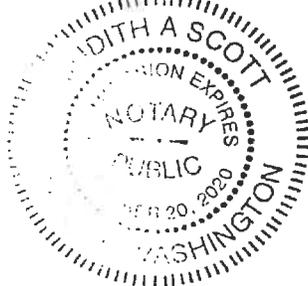
If you have any questions regarding the insurance requirements for this project, or if for any reason the insurance requirements for this project cannot be met, please contact the County Administrator at (906) 863-7779 or by email at JCarviou@menoineeco.com.

Statement of Bidder:

I affirmatively state that I, or an authorized representative of mine, have/has examined the insurance requirements set forth for this project by the County of Menominee, and further state that all contractors, vendors, subcontractors, or other entities involved in this project will have the required insurance policies in effect prior to beginning work on the project. I further acknowledge that failure to obtain or maintain the required insurance by any contractor, vendor, subcontractor, or other entities involved in the project is a breach of contract under this agreement.

Printed Name of Signor: Bryon Gunnerson
Signature of Signor: *Bryon Gunnerson*
Date Signed: *3/26/20*
Title of Signor: President
Phone Number of Signor: 844-333-3600
Email of Signor: bryon.gunnerson@gccss.net

State of ~~Michigan~~ *WASHINGTON*
County of: *CLALLAM*
Signed and Sworn to Before Me on (Date): *3/26/2020*
By (Printed Name): *BRYON GUNNERSON*
Notary's Signature: *Judith A. Scott*
Notary's Expiration Date: *10/20/2020*
Notary's Seal:



ATTACHMENT E

VENDOR'S PROOF OF RESPONSIBILITY

The Vendor's Proof of Responsibility form must be completed by the Contractor/Vendor submitting the proposal/bid, and must be notarized and submitted as part of your proposal/bid.

Instructions: Circle either "Yes" or "No" after each question. You may submit a separate sheet if you wish to provide more descriptive responses.

1. Does the Contractor/Vendor maintain a permanent place of business?

YES or NO

2. Is the Contractor/Vendor authorized to do business in the State of Michigan?

YES or NO

3. Has the Contractor/Vendor, agent, partner, employee, and/or officer of the Contractor/Vendor ever been debarred, suspended, or declared ineligible from contracting with any unit of federal, state, or local government?

YES or NO

4. Is the Contractor/Vendor in compliance with the provisions of the Equal Opportunity Employer Act?

YES or NO

5. Does the Contractor/Vendor, including all subcontractors, have the insurance policies required for this project?

YES or NO

6. Does the Contractor/Vendor have a written Drug-Free Workplace Policy?

YES or NO

7. Has the Contractor/Vendor been subject of any order or judgment from any state or federal agency or court due to the breach of any contract?

YES or NO

8. Does the Contractor/Vendor have a history of satisfactorily completing projects?

YES or NO

9. Does the Contractor/Vendor possess all applicable professional and trade licenses required for performing this project?

YES or NO

10. Does the Contractor/Vendor have adequate financial resources to complete this project, and to complete all other projects the Contractor/Vendor is presently under contract to complete?

YES or NO

11. Is the Contractor/Vendor bondable for the terms proposed as part of this project?

YES or NO

12. Does the Contractor/Vendor have, and diligently maintain, a written safety program?

YES or NO

13. Is the Contractor/Vendor in compliance with all federal and state employment laws and regulations?

YES or NO

No Restriction on Discretion: If information is discovered or comes into the possession of the County or a County Department, official, and/or employee responsible for awarding the contract for this project, and if such information calls into question the contractor's abilities or competence to faithfully and responsibly comply with the terms of this agreement and is considered both credible and verifiable, then that information shall be considered in determining whether the contractor is a responsible contractor.

By signing below, I affirm under oath I am the Contractor/Vendor submitting a proposal/bid or the I am an authorized representative of the Contractor/Vendor with the authority to complete this form, and that the information provided herein is true, accurate, and complete, and that my signature on this form was sworn to before an officer authorized by law to administer oaths. I understand this form is required to be considered a responsible vendor. I further understand that deliberately or knowingly providing false or inaccurate information on this form constitutes a breach of contract of this agreement and that I may be subject to civil and/or criminal fines and punishment as provided by the laws of the State of Michigan or as otherwise prescribed.

Printed Name of Signor: Bryon Gunnerson

Signature of Signor: *Bryon Gunnerson*

Date Signed: 3/26/20

Title of Signor: President

Phone Number of Signor: (844) 333-3600

Email of Signor: bryon.gunnerson@gccss.net

State of Michigan WASHINGTON

County of: CLALLAM

Signed and Sworn to Before Me on (Date): 3/26/2020

By (Printed Name): BRYON GUNNERSON

Notary's Signature: *Judith A. Scott*

Notary's Expiration Date: 10/20/2020

Notary's Seal:



**GUNNERSON CONSULTING AND COMMUNICATION SITE SERVICES, LLC
SERVICES AGREEMENT**

By this Services Agreement, effective as of the last date on which this Agreement is executed by both parties (the "Effective Date"), Gunnerson Consulting and Communication Site Services, LLC ("GCCSS") and Customer, as identified below, agree that GCCSS will provide services to Customer, subject to the following and the attached Services Agreement Terms and Conditions (collectively "the Agreement"):

Services:

GCCSS is experienced in the cellular communications industry and assists its customers in their negotiations with cellular communications carriers and related services providers regarding the placement, construction and maintenance of cellular communications towers, related leases and agreements. Specific Services to be provided by GCCSS to Customer are identified in one or more "Schedule(s)" to this Agreement, entered into by the parties from time-to-time (the "Services").

Compensation:

Except as otherwise specified in an applicable Schedule, Customer shall pay the following to GCCSS in consideration for the Services: (a) the hourly service fees accrued and charged by GCCSS based on GCCSS's then-applicable hourly standard rates ("GCCSS Hourly Fees") and (b) a "Negotiation Fee", which is applicable in those circumstances where the Customer realizes a gain in site-related revenue due to the Services. The Negotiation Fee shall be calculated as follows: (i) One times (1x) the annual gain in recurring site-related revenue (e.g., 1x the increase in annual rent) and (ii) twenty percent (20%) of any one-time site-related revenues (e.g., 20% of a signing bonus or utility reimbursement). In the event a Negotiation Fee is owed, all GCCSS Hourly Fees already paid shall be deducted from the Negotiation Fee. In the event that the GCCSS Hourly Fees exceed the Negotiation Fee, Customer shall only pay the GCCSS Hourly Fees. Expenses shall not be deducted from the Negotiation Fee and, in all events, Customer shall reimburse GCCSS for any third-party expenses as set forth in Section 4.3 of the attached Terms and Conditions.

Term:

From the Effective Date until terminated in accordance with Term 3 of the attached Services Agreement Terms and Conditions.

**GUNNERSON CONSULTING AND
COMMUNICATION SITE SERVICES, LLC**

CUSTOMER: MENOMINEE COUNTY

By: _____
Bryon Gunnerson, Member
231 River Run Road
Sequim, WA 98382

By: _____
Jason Carviou, County Administrator
839 10th Avenue
Menominee, MI 49858

Gunnerson Consulting and Communication Site Services, LLC Services Agreement Terms and Conditions

1. Scope. GCCSS agrees to provide the Services identified on the face of this Agreement, any Schedules to this Agreement or otherwise agreed upon by the parties in writing, in a workmanlike manner, and in compliance with all terms of this Agreement and with all applicable legal requirements. In entering into this Agreement, Customer and GCCSS each represent and warrant that they have full legal authority and right to enter into and perform their obligations under this Agreement without being obligated to obtain approval from or provide notice to any third party, and without other restriction or limitation. The parties further acknowledge and agree that this Agreement shall inure to the benefit of GCCSS's subsidiaries and any other entity with which it is under common control (provided, that GCCSS shall remain responsible for such entities' compliance with the terms of this Agreement).

2. GCCSS's Role. Customer expressly acknowledges that GCCSS is an independent contractor and will perform Services based on its experience in the cellular communications industry; that GCCSS is not licensed to practice law or to perform services as a licensed real estate broker, or in any other capacity requiring a professional license and that any questions or related services that Customer may require should be directed to an attorney, or licensed professional of Customer's choice. Customer shall provide GCCSS such Letters of Authorization confirming GCCSS's authority to represent Customer, as GCCSS may reasonably request from time-to-time. GCCSS acknowledges that it shall be responsible for reporting all income earned under this Agreement, for paying all withholding, unemployment, worker's compensation or other taxes or charges applicable to such income.

3. Term. This Agreement and each Schedule 1 shall be effective as of the date indicated on its face, and shall terminate on the earlier of the following:

3.1 – The termination date specified in any applicable Schedule 1.

3.2 – Following not less than ten days prior written notice of termination by one party to the other, provided with or without cause.

3.3 – Immediately following written notice by one party to the other, in the event the other party is the subject of a bankruptcy or receivership proceeding, or the other party ceases active business operations.

3.4 – Following termination of this Agreement or any Schedule 1 entered into by the parties pursuant to its terms, Customer shall remain responsible for payment of a Negotiation Fee to GCCSS based on any agreement or understanding directly or indirectly by, on behalf of, between or among Customer and any cellular

communications carrier, tower company, aggregator or service provider in relation to a Site, within one (1) year following the effective date of such termination.

4. Compensation and Payment.

4.1 – Compensation payable to GCCSS under the terms of this Agreement or an applicable Schedule 1 to this Agreement shall constitute the total compensation owed to GCCSS for Services.

4.2 – Payments for Services performed shall be made on a monthly basis, within thirty days following Customer's receipt of the applicable invoice. Any amounts not paid when due shall be subject to interest at a rate of one percent (1%) per calendar month.

4.3 – Customer shall pay GCCSS for any reasonable, Services-related out-of-pocket expenses, to be incurred by GCCSS on GCCSS's submission to Customer of applicable expense documentation and Purchase Order Request.

4.4 – It is expressly acknowledged and agreed that in the event of default or breach by either party, Customer's liability to GCCSS for economic damages shall not exceed the amounts payable to GCCSS for Services pursuant to the terms of this Agreement, and that GCCSS and its subcontractors' liability to Customer for economic damages shall not exceed the amounts previously paid to GCCSS by Customer for Services pursuant to the terms of this Agreement.

5. Insurance. Each party shall maintain commercial general liability coverage applicable to its performance of Services and/or a Site, as applicable, for personal injury, property damage and related costs and expenses with limits of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. Either party shall, upon the written request of the other, provide written confirmation of such coverage, and/or name the other as an additional insured under such coverage. Such insurance limits shall additionally be subject to increase upon not less than thirty (30) days prior written notice by one party to the other.

6. Confidentiality. Each party agrees to maintain in confidence and not disclose to any third party any information that such party receives from the other party which is designated as confidential or proprietary, or which reasonably appears to be confidential or proprietary, except pursuant to an applicable court order or upon the other party's specific prior written approval. Such information shall not include anything that is already in the receiving party's possession without obligation of confidence, has previously been developed by the receiving party without the disclosing party's confidential or proprietary information, becomes generally available to the public without breach of this

Gunnerson Consulting and Communication Site Services, LLC Services Agreement Terms and Conditions

Agreement, or is rightfully received from a third party without obligation of confidence. Each party agrees to return any confidential or proprietary information upon the disclosing party's reasonable request. In addition, except: (i) as to review by each party's legal or financial advisors; (ii) pursuant to an applicable court order; or (iii) upon mutual written agreement the parties agree that the terms, contents and existence of this Agreement will remain strictly confidential.

7. Indemnity. Each party agrees to indemnify and hold the other harmless from any claim, liability, loss, expense or damage to the extent resulting from the indemnifying party's breach of its obligations under this Agreement or other actions or failures to act under or in relation to this Agreement.

8. Miscellaneous. Any notices required under this Agreement shall be given in writing by one party to the other at the address indicated on the face of this Agreement, and shall be deemed given immediately upon personal delivery, three days after deposit in the U.S. mail by certified or registered mail, or 1 business day after transmittal by overnight express courier. This Agreement constitutes the full and complete understanding of the parties and supersedes all prior understandings and agreements regarding its subject matter. Any waiver, modification or amendment of any provision of this Agreement shall be effective only if in writing and signed by the parties. In the event of a conflict between these terms and conditions and the terms on the face of the Agreement, the terms on the face of the Agreement shall control. If any provision of this Agreement is found to be invalid or unenforceable, then the remainder of this Agreement will have full force and effect and the invalid provision will be modified to effectuate the purposes of this Agreement. Either party may assign its rights or duties under this Agreement without the prior written consent of the other, provided that the assignee agrees to assume all of the assigning party's rights and obligations hereunder. GCCSS may employ subcontractors to perform Services. This Agreement shall be subject to and enforced in accordance with the laws of the State of Washington, except for its conflict of laws provisions, and the parties agree to submit any disputes between them of whatever nature for resolution by binding arbitration in Seattle, Washington, pursuant to the rules and procedures of Judicial Dispute Resolution, LLC.

**SCHEDULE 1
TO THE SERVICES AGREEMENT**

This Schedule 1 is entered into pursuant to and subject to the terms of the Services Agreement entered into by and between Gunnerson Consulting and Communication Site Services, LLC ("GCCSS") and Customer as identified below, effective as of even date herewith (the "Agreement"). This Schedule 1 is effective as of the date it is fully executed by the parties. In the event of any conflict or inconsistency between the terms of this Schedule 1 and the Agreement, the terms of this Schedule 1 shall govern and prevail.

Site(s):

Name/Address/Coordinates: W5805 Tower Road No. 30.75, Carney, MI 79812

Services:

- Research existing conditions and infrastructure, research needs and goals for a public safety communication site and present tower design options.
 - Provide assistance and advice throughout the procurement process.
 - Manage construction and installation of the tower site.
 - Market property to potential tenants.
 - Additional services as requested.
-
-

Term:

From the effective date of this Schedule 1, until either completion of the Services provided for in this Schedule 1, or termination of this Schedule 1 in accordance with the terms of Section 3.1 or 3.2 of the Agreement.

Compensation:

- Pursuant to the terms on the face of the Agreement.
 - Other: **CURRENT GCCSS RATES: \$200/HR. Consulting Fees**
-

Special Terms:

**GUNNERSON CONSULTING AND COMMUNICATION
SITE SERVICES, LLC**

CUSTOMER: MENOMINEE COUNTY

By: _____
Bryon Gunnerson, Member

By: _____
Jason Carviou, County Administrator

Date: _____

Date: _____

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

To: Gunnerson Consulting and Communication Site Services, LLC
 231 River Run Road
 Sequim, WA 98382

This Letter of Authorization is provided to Gunnerson Consulting and Communication Site Services, LLC (“GCCSS”) by the Customer identified below for GCCSS’ use to confirm to third parties that GCCSS is authorized to represent Customer with regard to all telecommunication towers, properties and premises (“Sites”) owned or operated by Customer, including, without limitation, the following:

1. Obtaining historical, currently effective and/or pending documentation, records and information related to Sites owned or operated by Customer.
2. Research, verification, documentation review, inspections and identification of the conditions relating to the agreements, contracts, physical aspects and compliance of the Sites owned and/or operated by Customer.
3. Negotiation of revisions, renewals, extensions, corrections or additional terms or agreements in relation to the Sites. Upon successful completion of these activities GCCSS will present to Customer the recommended course of action, along with executable documents for its legal review and direction. GCCSS is not authorized to bind Customer, orally or in writing.
4. If any questions arise in relation to this Letter of Authorization, please contact:

CUSTOMER: Jason Carviou
Telephone: (906) 863-9648
Email: JCarviou@menomineeco.com

GCCSS: Aimee Blakeslee
Telephone: (817) 829-4115
Email: aimee.blakeslee@gccss.net

5. This Letter of Authorization shall remain in effect until withdrawn by Customer in writing (which shall be deemed to have occurred on termination of the Services Agreement entered into by Customer and GCCSS).

Customer: MENOMINEE COUNTY

By: _____

Jason Carviou, County Administrator

Date: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Nastoff, Bergman, & Moore – Legal Services
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>County Administrator would like to have an option of legal services he can use for County business. We currently use Cohl, Stoker, & Toskey for County legal services. Due to their firm being located in Lansing, we pay more for the attorneys to handle our cases in local courts. (Travel and accommodations) Nastoff, Bergman, & Moore, P.C. is a local firm (Escanaba) that is willing to help us with services when needed for local court cases.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

05/08/2020
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):

JEREMY J. NASTOFF
JOHN M. A. BERGMAN
NORMAN P. MOORE, JR.

NASTOFF, BERGMAN, & MOORE, P.C.

504 LUDINGTON STREET
ESCANABA, MICHIGAN 49829

TELEPHONE (906) 786-1403
FAX (906) 786-0256

JOHN M. BERGMAN
(1949 - 2015)

April 28, 2019

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

Re: Legal Services

Dear Ladies and Gentlemen:

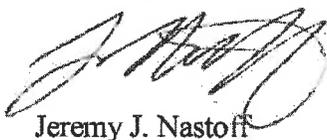
We understand that you are looking for general counsel in your legal matters, and would like you to consider our firm.

Currently, Attorney John M. A. Bergman is the attorney for the City of Escanaba, and several townships in Delta County. All three of us do work in municipal law, and have experience with ordinances, labor law, and property law. Attorney Jeremy J. Nastoff is an adjunct professor for Lake Superior State University in its Labor and Employment business division.

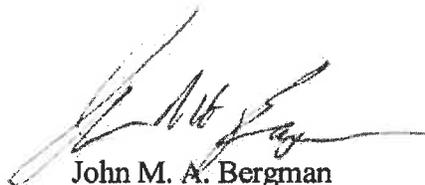
Each employee would bill at the rate of \$195.00 per hour. Each attorney has been serving the Upper Peninsula and beyond for some time. However, we came together to form this firm to assist many more clients with varied needs as each attorney has expertise in many different areas. Enclosed is a proposed fee agreement for your consideration.

Please, consider hiring our firm as general counsel for the great County of Menominee.

Very truly yours,



Jeremy J. Nastoff



John M. A. Bergman



Norman P. Moore, Jr.

Fee Agreement

This agreement is made on _____, 2020 between NASTOFF, BERGMAN, & MOORE, P. C. (Firm) and Menominee County (Client).

Client retains NASTOFF, BERGMAN, & MOORE, P.C.(Attorney) as *its* attorneys and authorize Attorney to represent *it* and to perform all necessary legal and related services as general counsel. Attorney John M. A. Bergman will serve as the contact attorney.

Client and Attorney agree that their relationship will be governed by the following provisions:

Fees

1. Attorney's compensation will be based on Attorney's time, effort, and services rendered. Attorney time will be charged at the rate of \$195.00 per hour, billed in minimum one tenth-hour increments. Paralegal time will be charged at the rate of \$100.00 per hour and in the same increments as Attorney's time.
2. Attorney's time is recorded daily on time logs and reflects, for the most part, the actual time expended. However, time is billed in minimum increments of same time increment as above. Thus the minimum time billed for a phone call of any duration is same time increment, and the minimum time billed for each letter is same time increment. In addition, the minimum fee for drafting a document is same time increment per page. These charges are not absolute, and Attorney will exercise their sole discretion at the time the charges are incurred; however, most of these services will be charged as indicated.
3. Interim monthly billings will reflect only the time and costs expended.
4. Because Attorney's charges are based on the time expended on the matter, the circumstances of their matter will be the basic factor determining the fee. Based on prior experience, Attorney may, in the course of initial consultation, attempt to provide Client with a likely area within which the fee may fall, but their estimate, or any other estimate of fees made during the course of representation, should not be construed as being a minimum or a maximum of the possible charge resulting from the services rendered.
5. Attorney will submit to Client, generally on a monthly basis, periodic statements of legal services rendered setting forth the chargeable time allocated to Client's matter. The balances shown on the statements are due and payable on the due date included on the invoice. Client has the responsibility of discussing with Attorney, within 10 days following receipt of the statement, any charges or amounts that Client questions.

Costs and Expenses

6. Client agrees to reimburse and hold Attorney harmless for all costs, disbursements, and expenses Attorney incurs in handling Client's case. These costs include, but are not limited to, filing fees, deposition expenses, expert witness fees, subpoena fees, transcript fees, and the cost of hiring any necessary accountants, actuaries, or appraisers. Costs and

expenses also include long-distance telephone charges, copy charges at the rate of \$1.00 per copy, postage of the actual cost of mailings, mileage at the rate of \$.58 per mile, and a \$1.00 minimum for all fax machine use connected with Client's matter.

7. Costs and expenses will be added to the monthly statement for attorney services, except for those costs that are billed directly to Client as set forth in paragraph 8. These costs and expenses are subject to the same terms as attorney fees (see paragraph 6).

Payment and Collection of Fees

8. Attorney's final statement for legal services and disbursements will be rendered upon completion of the legal matter or termination of Attorney's services; the final bill will be due and payable upon the same terms as stated in paragraph 6, unless a written extended payment plan is signed, in advance, by Client and Attorney.
9. If Attorney initiates a collection proceeding against Client for unpaid legal fees and costs, Client will be liable for payment of Attorney's reasonable attorney fees and costs incurred in connection with that collection at the hourly rate set forth in paragraph 1.

Withdrawal or Discharge of Attorney

10. Client may discharge Attorney at any time on presentation of written notice. However, the discharge will not affect Client's obligation to pay for all services rendered and all costs incurred on Client's behalf. Their obligation to pay specifically includes any services rendered or costs incurred by Attorney after the discharge date that are necessary to complete the discharge.
11. Client understands that MRPC 1.16 allows Firm to withdraw from representation of Client in a number of situations, including the following:
 1. Client insists on pursuing a course of action that Attorney considers repugnant or imprudent.
 2. Client fails to substantially fulfill an obligation to Attorney regarding Attorney's services and has been given reasonable warning that their conduct will result in withdrawal.
 3. Continued representation will result in an unreasonable financial burden on Attorney.
 1. A copy of MRPC 1.16 will be provided to Clients on request.

4. Powers and Duties

12. In addition to the powers inherent in the Attorney-Client relationship and implied or expressed in their agreement, Attorney is specifically authorized and empowered to act on Client's behalf in the following areas: (a) negotiating settlement or compromise, subject to Client's final approval, and (b) obtaining and contracting for the services of other attorneys or professionals to assist in handling their matter, subject to Client's final approval. Client will bear the cost of these services.

5. Miscellaneous

13. There may be times when Attorney cannot return Client's calls personally or answer Client's questions immediately. It is understood that on these occasions a member of Attorney's staff (including another attorney, an associate, or a secretary) may return Client's calls or give Client basic information. Nastoff, Bergman & Moore, P. C. has a very capable staff, and the expertise of every staff member is used to the utmost to give Clients the information and help they need.
14. Occasionally the court will award attorney fees in favor of one of the parties. If these fees are awarded in Client's favor, they will be credited to Client's account when paid. However, Client is responsible for any attorney fees awarded that remain unpaid.
15. If at any time during the case, the advance fee balance is insufficient to meet the anticipated costs and attorney fees associated with a scheduled trial or hearing, Client will pay an additional advance fee in the amount determined by Nastoff, Bergman, & Moore, P. C. no less than 14 days before a scheduled trial or hearing.

NASTOFF, BERGMAN & MOORE, P. C.

By: John M. A. Bergman (P69725)

Client

Drafted by: John M. A. Bergman, Esq. (P69725)
Nastoff, Bergman, & Moore P.C.
504 Ludington Street,
Escanaba, Michigan 49829
(906) 786-1403

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Discussion of Commissioner Per Diems & Expenses as recently submitted for payment.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

05/08/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

COPY

*Rec.
4/25/20
AB*

Mileage: .575 cents/mile ~ effective 01 January 2020

*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
4/14/20	HOME - DIAL UP	—	—	—	101-101-860.00
4/28/20	COURT HOUSE	16		9.20	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	16	
				Total Mileage Fee	\$ 9.20

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

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

Larry Schei

Signed

4/28/20

Date

AB

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

APR 29
AB

Mileage: .575 cents/mile ~ effective 01 January 2020

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

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

Name: **Bernie Lang ~ District 2**

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
	CAA				
	CO. BD.	3			101-101-860.00
	DHHS				101-101-860.00
	CO. BD	3			101-101-860.00
		<u>6</u>			101-101-860.00
			X .575 =	3.45	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	3.45

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

AB

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

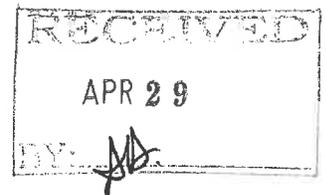
B. Lang

Signed

04.28.20

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**



Mileage: .575 cents/mile ~ effective 01 January 2020

*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
4/14/20	Ct. house	16			
4/28/20	Ct. house	16			101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	32	
				Total Mileage Fee	18.40

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

4/29/20

 Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**



Mileage: .575 cents/mile ~ effective 01 January 2020

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

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

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/17/20	Menom. Co. Courthouse	5	.575	\$2.87	101-101-860.00
3/17/20	Menom. Co. Courthouse	5	.575	2.87	101-101-860.00
4/28/20	Menom. Co. Courthouse	1.5	.575	2.87	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	\$ 8.61

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

AK.

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

Larry Phelps

Signed

4/29/2020

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS'S
REIMBURSEMENT VOUCHER**

Rec. 4/30/20

Mileage: .575 cents/mile ~ effective 01 January 2020

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

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

Name: David Prestin ~ District 6

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
<i>3/10/2020</i>	<i>Board Meeting - Courthouse</i>	<i>48</i>		<i>27.60</i>	
<i>7/28/2020</i>	<i>BOARD MEETING - Courthouse</i>	<i>48</i>		<i>27.60</i>	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	<i>96</i>	
				Total Mileage Fee	<i>55.20</i>

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

AD

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

David C. Prestin
Signed

4/28/2020
Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Review miscellaneous bills paid on April 22, 28, 29, & May 4, & 5, 2020 in the combined amount of \$64,897.39.	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

05/08/2020
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):

APPROVED

APR 23 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BELLIN HEALTH				
13300880	Pre Employment Physical (D. Robinette)	101-301-835.00	226.00	226.00
TOTAL VENDOR BELLIN HEALTH				226.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
5381	Vehicle Maintenance - Boat Hauler	101-301-981.00	244.33	244.33
5407	Vehicle Maintenance - 2017 Explorer	205-315-981.00	33.15	33.15
5466	Vehicle Maintenance - 2018 Explorer	205-315-981.00	38.10	38.10
5415	Vehicle Maintenance - 2017 Explorer	205-315-981.00	181.92	181.92
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				497.50
VENDOR NAME: CARTRIDGE CENTER, INC.				
28813	Office Supplies (Admin)	101-172-727.00	59.00	59.00
TOTAL VENDOR CARTRIDGE CENTER, INC.				59.00
VENDOR NAME: CELLCOM				
119268	Cellular Services (Airport)	216-585-850.00	57.29	57.29
TOTAL VENDOR CELLCOM				57.29
VENDOR NAME: CITY OF MENOMINEE				
80101069	Airport	216-585-920.01	49.72	49.72
		216-585-920.02	49.76	99.48
80101198	Airport	216-585-920.01	47.55	47.55
		216-585-920.02	46.94	94.49
801010700	Airport	216-585-920.01	47.55	47.55
		216-585-920.02	46.94	94.49
90103028	Airport	216-585-920.01	2.08	2.08
20101017	1004 Ninth Street	101-265-920.00	134.14	134.14
90103011	831 10th Avenue	101-265-920.00	31.36	31.36
20102038	831 10th Avenue	101-265-920.00	5,735.90	5,735.90
TOTAL VENDOR CITY OF MENOMINEE				6,191.94
VENDOR NAME: CLOVERLAND PAPER CO				
122062	Inmate Supplies	101-301-770.00	54.99	54.99
122061	Inmate Supplies	101-301-770.00	70.79	70.79
122060	Janitorial Supplies (Courthouse)	101-265-755.01	18.24	18.24
TOTAL VENDOR CLOVERLAND PAPER CO				144.02
VENDOR NAME: ENTRANCE SYSTEMS				
26892	Airport Motor for South Gate	216-585-981.01	511.65	511.65
TOTAL VENDOR ENTRANCE SYSTEMS				511.65
VENDOR NAME: HENSLEY, RN, JOEL				
April 2020	Medical Examiner - Additional Investigation	101-648-835.00	190.00	190.00
TOTAL VENDOR HENSLEY, RN, JOEL				190.00
VENDOR NAME: J S ELECTRONICS, INC.				
20803	Radio Maintenance	101-301-770.00	29.50	29.50
TOTAL VENDOR J S ELECTRONICS, INC.				29.50
VENDOR NAME: LENCA SURVEYING				
20035	Remon Yr 2020 (4/2 - 4/15/20)	243-246-801.07	5,105.70	5,105.70
TOTAL VENDOR LENCA SURVEYING				5,105.70
VENDOR NAME: MARCO TECHNOLOGIES, LLC				
INV7519370	New Phone System	101-103-970.19	810.00	810.00
TOTAL VENDOR MARCO TECHNOLOGIES, LLC				810.00
VENDOR NAME: MENARDS - MARINETTE				
9653	Operating Supplies	101-265-755.00	59.88	59.88
9771	Operating Supplies	101-265-755.00	29.94	29.94
TOTAL VENDOR MENARDS - MARINETTE				89.82

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

APR 23 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: METCOM				
R-16984	Office Supplies (District)	101-136-727.00	306.50	306.50
TOTAL VENDOR METCOM				306.50
VENDOR NAME: OFFICE DEPOT, INC.				
47343339001	Office Supplies (Clerk's Office)	101-215-727.00	495.61	495.61
TOTAL VENDOR OFFICE DEPOT, INC.				495.61
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320101002	Inmate Supplies	101-301-770.00	114.04	114.04
TOTAL VENDOR PAN-O-GOLD BAKING CO.				114.04
VENDOR NAME: PLUTCHAK FAB, LLC				
48082	Park Supplies	208-751-930.02	8.35	8.35
TOTAL VENDOR PLUTCHAK FAB, LLC				8.35
VENDOR NAME: REINHART FOODSERVICE				
107537	Inmate Supplies	101-301-770.00	531.14	531.14
TOTAL VENDOR REINHART FOODSERVICE				531.14
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
3/31/2020	FOC Service Charge	101-141-817.00	33.20	33.20
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.20
VENDOR NAME: THE PRINT SHOP				
4/17/2020	250 Business Cards (Jim Quist)	208-751-727.00	25.00	25.00
TOTAL VENDOR THE PRINT SHOP				25.00
VENDOR NAME: TIME WARNER CABLE				
621199203040320	Airport	216-585-850.00	333.22	333.22
TOTAL VENDOR TIME WARNER CABLE				333.22
VENDOR NAME: TWIN CITY SERVICE AGENCY INC				
1365	Renewal of Airport Liability Insurance	216-585-831.00	8,750.00	8,750.00
TOTAL VENDOR TWIN CITY SERVICE AGENCY INC				8,750.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
82836	New Telephone System	101-103-970.19	119.99	119.99
TOTAL VENDOR U.E.S. COMPUTERS, INC.				119.99
VENDOR NAME: VISA				
Credit Card	Courthouse & Parks	208-751-755.02	97.75	758.51
		101-265-755.00	69.99	
		101-268-729.00	7.75	
		101-136-860.00	60.00	
		208-751-755.02	32.04	
		101-267-860.00	(40.00)	
		101-172-727.00	37.90	
		101-265-755.00	69.00	
		101-136-802.00	59.00	
		208-751-930.04	72.02	
		101-265-755.00	77.98	
		101-265-850.01	11.39	
		208-751-930.04	82.14	
		101-228-857.02	23.95	
		101-257-729.00	32.99	
		101-101-729.00	11.45	
		101-215-729.00	23.80	
		101-268-729.00	7.75	
		101-265-755.00	21.61	
TOTAL VENDOR VISA				758.51
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00005	Kleinke Park	208-751-920.01	58.47	58.47
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				58.47

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS/AMOUNTS	AMOUNT
GRAND TOTAL:			25,446.45

APPROVED

APR 23 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
UNJOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS		AMOUNTS	AMOUNT
VENDOR NAME: VISA Credit Card	Sheriff & Road Patrol	101-301-742.00	36.00		2,212.61
		101-301-770.01	325.36		
		101-301-881.00	500.00		
		205-315-755.00	335.76		
		205-315-934.00	6.99		
		264-363-881.00	1,008.50		
TOTAL VENDOR VISA					2,212.61
GRAND TOTAL:					2,212.61

APPROVED

APR 28 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APR 29 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863331404	Telephone Services (911)	266-325-850.00	306.83	306.83
TOTAL VENDOR AT&T - CAROL STREAM, IL				306.83
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - April 2020	101-101-860.00	18.40	18.40
TOTAL VENDOR CECH, WILLIAM				18.40
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.66	226.69
		101-261-920.02	35.23	
		101-261-920.03	170.80	
TOTAL VENDOR CITY OF STEPHENSON				226.69
VENDOR NAME: DEKETO, LLC				
CLK 319	Vital Records Indexing & Imaging	101-228-857.02	1,300.00	1,300.00
TOTAL VENDOR DEKETO, LLC				1,300.00
VENDOR NAME: DUCAINE-WHITING, KERRI				
Reimbursement	Clothing Allowance	266-325-745.00	110.71	110.71
TOTAL VENDOR DUCAINE-WHITING, KERRI				110.71
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - April 2020	101-101-860.00	3.45	3.45
TOTAL VENDOR LANG, BERNARD				3.45
VENDOR NAME: LENCA SURVEYING				
20042	Remon Yr 2020 (4/16 - 4/28)	243-246-801.07	3,844.96	3,844.96
TOTAL VENDOR LENCA SURVEYING				3,844.96
VENDOR NAME: PHELPS, LARRY				
Reimbursement	Mileage - March & April 2020	101-101-860.00	8.61	8.61
TOTAL VENDOR PHELPS, LARRY				8.61
VENDOR NAME: PIVOT POINT PARTNERS LLC				
1109	Field App Solution	101-257-801.00	1,750.00	1,750.00
TOTAL VENDOR PIVOT POINT PARTNERS LLC				1,750.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	April 2020	101-101-860.00	9.20	9.20
TOTAL VENDOR SCHEI, LARRY				9.20
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0403823200-00006	Hanger Gate Center	216-585-920.03	28.91	28.91
0403823200-00005	Gate Center	216-585-920.03	28.71	28.71
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				57.62
GRAND TOTAL:				7,636.47

MAY 05 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BS&A SOFTWARE				
129071	Annual Svcs & Support (5/1 - 5/1/21)	101-228-857.02	12,435.00	12,435.00
TOTAL VENDOR BS&A SOFTWARE				12,435.00
VENDOR NAME: CDW GOVERNMENT				
XRJ3501	Laptop	101-228-970.01	1,313.39	1,313.39
TOTAL VENDOR CDW GOVERNMENT				1,313.39
VENDOR NAME: CIMA COMPANIES, INC.				
Renewal	Liability Insurance 7/1/20 - 7/1/21	101-132-831.00	1,186.40	1,186.40
TOTAL VENDOR CIMA COMPANIES, INC.				1,186.40
VENDOR NAME: COOPER OFFICE EQUIPMENT				
175977	Contract # 2310-01 (Treasurer)	101-253-728.00	90.00	90.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				90.00
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	119.61	119.61
TOTAL VENDOR DTE ENERGY				119.61
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Advertising (Mtg Change)	101-101-901.00	5.83	5.83
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				5.83
VENDOR NAME: HANSEN, JANE C.W.				
April 2020	CAFA	260-266-801.01	750.00	810.00
		260-266-801.02	60.00	
TOTAL VENDOR HANSEN, JANE C.W.				810.00
VENDOR NAME: IMAGEWORKS				
14863	Uniform Allowance (Mike Sieg)	101-265-745.00	118.00	118.00
TOTAL VENDOR IMAGEWORKS				118.00
VENDOR NAME: JANITOR'S CLOSET				
46991	Cleaning Services - May 2020	101-265-801.00	1,900.00	1,900.00
TOTAL VENDOR JANITOR'S CLOSET				1,900.00
VENDOR NAME: KLUMB, JOSEPH				
April 2020	CAFA	260-266-801.01	750.00	880.00
		260-266-801.02	130.00	
TOTAL VENDOR KLUMB, JOSEPH				880.00
VENDOR NAME: KRAUSE, ADAM & TINA				
Reimbursement	Camping Refund	208-751-964.00	1,425.00	1,425.00
TOTAL VENDOR KRAUSE, ADAM & TINA				1,425.00
VENDOR NAME: MERKEL, WILLIAM				
March 2020	CAFA	260-266-801.01	900.00	2,050.00
		260-266-801.02	1,150.00	
TOTAL VENDOR MERKEL, WILLIAM				2,050.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0154599-001	Office Supplies (Family/Probate)	101-132-727.00	14.69	29.39
		101-148-727.00	14.70	
0154600-001	Office Supplies (Family/Probate)	101-132-727.00	2.11	4.22
		101-148-727.00	2.11	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				33.61

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN



MAY 05 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NUTT, MICHAEL				
April 2020	Crisis Intervention	292-668-801.00	625.00	625.00
TOTAL VENDOR NUTT, MICHAEL				625.00
VENDOR NAME: OFFICE DEPOT, INC.				
482627031001	Office Supplies (Admin)	101-172-727.00	33.08	33.08
482620290099	Office Supplies (Admin & Parks)	208-751-727.00	15.79	39.13
		101-172-727.00	23.34	
TOTAL VENDOR OFFICE DEPOT, INC.				72.21
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150012	Remon Supplies	243-246-765.00	83.96	83.96
150008	Park Supplies	208-751-981.00	7.99	402.18
		208-751-755.02	394.19	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				486.14
VENDOR NAME: PRESTIN, DAVID				
Reimbursement	Mileage - March & April 2020	101-101-860.00	55.20	55.20
TOTAL VENDOR PRESTIN, DAVID				55.20
VENDOR NAME: ST OF MI-ENVR QUAL-POBOX30657				
Recertification	Daniel J. Menacher	249-371-802.00	95.00	95.00
TOTAL VENDOR ST OF MI-ENVR QUAL-POBOX30657				95.00
VENDOR NAME: STATE OF MICHIGAN				
4/30/20	Monthly Offset/Billing	292-662-843.01	4,054.13	4,054.13
TOTAL VENDOR STATE OF MICHIGAN				4,054.13
VENDOR NAME: U.E.S. COMPUTERS, INC.				
51325	Service & Credit Memo	101-228-857.00	196.00	143.50
		101-228-857.00	(52.50)	
TOTAL VENDOR U.E.S. COMPUTERS, INC.				143.50
VENDOR NAME: UWC				
9068634705	Telephone Services	101-228-850.00	0.06	0.06
9068634441	Telephone Services	101-228-850.00	1.87	1.87
9067532209	Telephone Services	101-228-850.00	1.02	1.02
9068632023	Telephone Services	101-228-850.00	16.66	16.66
9067534582	Telephone Services	208-751-850.00	4.16	4.16
TOTAL VENDOR UWC				23.77
VENDOR NAME: VISA				
Credit Card	Airport	216-585-755.02	29.88	99.02
		216-585-742.00	52.19	
		216-585-981.01	16.95	
TOTAL VENDOR VISA				99.02
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0403823200-00004	Airport	216-585-920.00	79.85	987.01
		216-585-920.03	382.65	
		216-585-920.00	94.05	
		216-585-920.03	311.36	
		216-585-920.00	119.10	
0405249882-00005	Parks	208-751-920.01	258.37	258.37
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				1,245.38
GRAND TOTAL:				29,266.19

MAY 05 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906498225304	Library - Telephone Service	271-790-850.00	49.93	49.93
TOTAL VENDOR AT&T - CAROL STREAM, IL				49.93
VENDOR NAME: CITY OF STEPHENSON				
705	Library - Water/Electric/Sewer	271-790-920.00	283.20	283.20
TOTAL VENDOR CITY OF STEPHENSON				283.20
VENDOR NAME: UWC				
9067536923	Library - Telephone Service	271-790-850.00	2.54	2.54
TOTAL VENDOR UWC				2.54
GRAND TOTAL:				335.67

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 and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

05/08/2020
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):

MAY 01

**Delta, Dickinson & Menominee County
Department of Health and Human Services Board**

DELTA CO. BOARD MEMBERS

**STACEY RANDALL, CHAIR
MARY OLSON
DONNA SCHOMIN**

DICKINSON CO. BOARD MEMBERS

**KATIE DRISCOLL, CHAIR
MARY GAGALA
WINNIE FORNETTI**

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
SHEILA VERAGHEN
VACANT**

DIRECTOR

MATTHEW YOHE

Date: April 23, 2020

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Matthew Yohe-Board Secretary at 1:00 PM CST. The meeting was held via teleconference.

ROLL CALL

Present: Stacey Randall-Delta Co. Board Chair, Mary Olson-Delta Co. Board Member, Donna Schomin-Delta Board Member, Katie Driscoll-Dickinson Co. Board Chair, Mary Gagala-Dickinson Co. Board Member, Winnie Fornetti-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair, Sheila Veraghen-Menominee Co. Board Member & Matthew Yohe-Board Secretary.

Others Present: Megan Chartier, DHHS Executive Secretary, Theresa Nelson-Delta County Board of Commissioners, Barbara Kramer-Dickinson Co. Board of Commissioners, & Gerald Piche-Menominee Co. Commissioner.

Absent: None.

APPROVAL OF AGENDA:

The motion to approve the Delta County agenda was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Donna Schomin-Delta Co. Board Member.

Roll Call: Stacey Randall-aye, Donna Schomin-aye, Mary Olson-aye

Nays: None

Motion carried

The motion to approve the Dickinson County agenda was made by Ms. Katie Driscoll-Dickinson County Board Chair and seconded by Ms. Mary Gagala-Dickinson Co. Board Member.

Roll Call: Katie Driscoll-aye, Mary Gagala-aye, Winnie Fornetti-aye
Nays: None

Motion carried

The motion to approve the Menominee County agenda was made by Mr. Jeff Naser-Menominee County Board Chair and seconded by Ms. Sheila Veraghan-Menominee Co. Board Member.

Roll Call: Jeff Naser-aye, Sheila Veraghen-aye

Nays: None

Motion carried

APPROVAL OF MINUTES:

The motion to approve the Delta County Minutes for March 19, 2020 was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Dona Schomin-Delta Co. Board Member.

Roll Call: Stacey Randall-aye, Donna Schomin-aye, Mary Olson-aye

Nays: None

Motion carried

The motion to approve the Dickinson County minutes for March 19, 2020 was made by Ms. Katie Driscoll-Dickinson County Board Chair and seconded by Ms. Mary Gagala-Dickinson Co. Board Member.

Roll Call: Katie Driscoll-aye, Mary Gagala-aye, Winnie Fornetti-aye

Nays: None

Motion carried

The motion to approve the Menominee County minutes for March 19, 2020 was made by Mr. Jeff Naser-Menominee County Board Chair and seconded by Ms. Sheila Veraghan-Menominee Co. Board Member.

Roll Call: Jeff Naser-aye, Sheila Veraghen-aye

Nays: None

Motion carried

FINANCIAL REPORT

Delta County

The financial report for March 2020 was reviewed. There were \$0.00 in expenditures for the DHHS Board members, leaving a balance of \$1,396.54.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Donna Schomin-Delta Co. Board Member.

Roll Call: Stacey Randall-aye, Donna Schomin-aye, Mary Olson-aye

Nays: None

Motion carried

Dickinson County

The financial report for March 2020 was reviewed. There were \$0.00 in expenditures for the DHHS Board members, leaving a balance of \$325.82

There were no expenditures from the Foster Children's Fund, leaving a balance of \$567.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Katie Driscoll-Dickinson County Board Chair and seconded by Ms. Mary Gagala-Dickinson Co. Board Member.

Roll Call: Katie Driscoll-aye, Mary Gagala-aye, Winnie Fornetti-aye

Nays: None

Motion carried

Menominee County

The financial report for March 2020 was reviewed. There were \$0.00 in expenditures for the DHHS Board members, and \$0.00 for room rental payment leaving a balance of \$2,400.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Sheila Veraghen-Menominee County Board Member and seconded by Mr. Jeff Naser-Menominee Co. Board Chair.

Roll Call: Jeff Naser-aye, Sheila Veraghen-aye

Nays: None

Motion carried

DIRECTOR'S REPORT:

Staffing: Currently services has an opening in Menominee County. Unable to hire due to the hiring freeze that Lansing has set in place.

Business Plan Update: Mr. Yohe, provided an update on current fiscal year data:

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$9,920.76. This constitutes 79.3% of the allocation spent with 50% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: \$10,531.65. This constitutes 21.3% of the allocation spent.

Assistance Payments: Standard of Promptness: 93.56%. Business Service Center 1 average is 93.54%. Statewide Average is 96.58%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$7,654.19. This constitutes 26.5% of the allocation spent with 50% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: \$10,202.42. This constitutes 33.0% of the allocation spent.

Assistance Payments: Standard of Promptness: 94.13%. Business Service Center 1 average is 93.54%. Statewide Average is 96.58%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$15,260.75. This constitutes 58.9% of the allocation spent with 50% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: \$13,772.33. This constitutes 39.1% of the allocation spent.

Assistance Payments: Standard of Promptness: 94.62%. Business Service Center 1 average is 93.54%. Statewide Average is 96.58%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 100%. Federal goal is 50%. U.P. average is & statewide average are not available at this time.

Miscellaneous:

Assistance Payments: Mr. Yohe reviewed customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of March 2020:

Delta County:

- Family Independence Program: 28 cases; 54 recipients; \$8,165 in benefits provided.
- Food Assistance Program: 2,270 cases; 4,005 recipients; \$672,499 in benefits provided.
- State Disability Assistance: 15 cases; 15 recipients; \$5,474 in benefits provided.
- Child Development and Care: 85 cases; 132 recipients; \$55,126 in benefits provided.
- State Emergency Relief: 48 cases; \$25,027 in benefits provided.
- Unduplicated total for the month: 2,354 cases; 4,158 recipients; \$766,290 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,086 cases; 2,165 recipients
- Other Children < Age 21: 239 cases; 249 recipients
- Pregnant Women & Children Under 19: 905 cases; 1,574 recipients
- MiChild: 133 cases; 210 recipients
- Non-SSI Aged, Blind & Disabled: 1,047 cases; 1,088 recipients
- SSI Aged, Blind & Disabled: 954 cases; 954 recipients
- Medicaid Eligible Total: 3,958 cases, 6,241 recipients

Healthy Michigan Program (HMP)

Delta County: 2,150 total cases and 2,411 total recipients

Dickinson County

- Family Independence Program: 4 cases; 9 recipients; \$1,405 in benefits provided.
- Food Assistance Program: 1,262 cases; 2,210 recipients; \$376, 151 in benefits provided.

- State Disability Assistance: 21 cases; 21 recipients; \$5,896 in benefits provided.
- Child Development and Care: 56 cases; 91 recipients; \$30,815 in benefits provided.
- State Emergency Relief: 10 cases; \$6,107 in benefits provided.
- Unduplicated total for the month: 1,308 cases; 2,287 recipients; \$420,375 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 748 cases; 1,480 recipients
- Other Children < Age 21: 170 cases; 173 recipients
- Pregnant Women & Children Under 19: 599 cases; 1,028 recipients
- MiChild: 104 cases; 179 recipients
- Non-SSI Aged, Blind & Disabled: 672 cases; 689 recipients
- SSI Aged, Blind & Disabled: 493 cases; 493 recipients
- Medicaid Eligible Total: 2,539 cases, 4,045 recipients

Healthy Michigan Program (HMP)

Dickinson County: 1,414 total cases and 1,559 total recipients

Menominee County

- Family Independence Program: 18 cases; 33 recipients; \$4,636 in benefits provided.
- Food Assistance Program: 1,102 cases; 1,953 recipients; \$326,559 in benefits provided.
- State Disability Assistance: 10 cases; 10 recipients; \$2,915 in benefits provided.
- Child Development and Care: 32 cases; 46 recipients; \$17,714 in benefits provided.
- State Emergency Relief: 11 cases; \$11,813 in benefits provided.
- Unduplicated total for the month: 1,137 cases; 2,008 recipients; \$363,636 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 664 cases; 1,409 recipients
- Other Children < Age 21: 99 cases; 103 recipients
- Pregnant Women & Children Under 19: 516 cases; 897 recipients
- MiChild: 59 cases; 98 recipients
- Non-SSI Aged, Blind & Disabled: 577 case; 604 recipients
- SSI Aged, Blind & Disabled: 462 cases; 462 recipients
- Medicaid Eligible Total: 2,152 cases, 3,573 recipients

Healthy Michigan Program (HMP)

Menominee County: 1,189 total cases and 1,318 total recipients

This information is available on the www.michigan.gov/dhs website in the “Green Book”

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	100%	100%	100%
CPS Face to Face	100%	100%	92%

CPS Ongoing Child F2F	100%	50%	100%
CPS Ongoing Caregiver F2F	100%	75%	100%
CPS Services Plans	100%	100%	100%
CPS Plan Approval	97%	100%	100%
CFC Service Plans	100%	100%	100%
CFC Approval	100%	100%	100%
DHHS Medical		75%	100%
DHHS Dental			0%
CFC Worker/Child Contacts	71%	100%	100%
CFC Worker/Parent Contacts	67%	87%	25%
CFC Worker/Supervisor Contacts	20%	91%	100%
CFC Parent/Child Contacts	80%	81%	
CFC Return Home Contacts			100%
CFC Sibling Contacts			

Approval of Directors Report:

Delta

Directors Report was reviewed and approved. Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Donna Schomin-Delta Co. Board Member.

Roll Call: Stacey Randall-aye, Donna Schomin-aye, Mary Olson-aye

Nays: None

Motion carried

Dickinson

Directors Report was reviewed and approved. Motion was made by Ms. Winnie Fornetti-Dickinson Co. Board Member and seconded by Ms. Mary Gagala-Dickinson Co. Board Member.

Roll Call: Katie Driscoll-aye, Mary Gagala-aye, Winnie Fornetti-aye

Nays: None

Motion carried

Menominee

Directors Report was reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee Co. Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member.

Roll Call: Jeff Naser-aye, Sheila Veraghen-aye

Nays: None

Motion carried

UNIT REPORT:

None

BOARD BUSINESS:

Review & Approval of Vouchers

Delta County: No vouchers to reviewed or approve.

Dickinson County: No vouchers to review or approve.

Menominee County: No vouchers to review or approve.

MCSSA- April 24, 2020 at the Delta County DHHS office has been cancelled due to the ongoing COVID-19 situation.

PUBLIC COMMENT:

Theresa Nelson, Delta County Board of Commissioners let the board know that the Delta Counties COVID19 numbers are 12 cases with 2 deaths.

She said that she's been getting calls regarding assistance/help needed to pay for Escanaba's water bill that DHHS doesn't cover and who can those clients contact.

Mr. Yohe found out that SER's can be filled out for water payment assistance but there has to be a shut off notice, SER application filed, and it's only \$175 max. Other's needing assistance would be referred to 2-1-1 phone number.

Barb Kramer, Dickinson County Board of Commissioners discussed that Dickinson County COVID19 Numbers have held steady. Testing has increased with testing sites of DCH and Bellin. Dickinson County received PPE (Personal Protective Equipment) such as masks, gloves and gowns for county emergency responders.

Gerald Piche, Menominee County Commissioner also stated that he met with Menominee County Department heads to talk about the COVID19 numbers and that possibly having the state open up by regions. COVID19 Testing can be done at Bellin and by Dr. Carlson in Stephenson. Also, Menominee County Fair and the Rodeo has been cancelled for this year.

NEXT MEETING: Thursday, May 28, 2020 with location TBD

ADJOURNMENT: Motion was made by Ms. Katie Driscoll-Dickinson Co. Board Chair and seconded by Ms. Stacey Randall-Delta Co. Board Chair. Meeting was adjourned at 1:30 PM CST.

Roll Call: Stacey Randall-aye, Donna Schomin-aye, Mary Olson-aye, Katie Driscoll-aye, Mary Gagala-aye, Winnie Fornetti-aye, Jeff Naser-aye, Sheila Veraghen-aye

Motion carried

Matthew Yohe
Board Secretary

Stacey Randall, Delta Co.
Board Chairperson

Katie Driscoll, Dickinson Co.
Board Chairperson

Jeff Naser, Menominee Co.
Board Chairperson

Pc: DHHS Board Members Delta County
DHHS Board Members Dickinson County
DHHS Board Members Menominee County
Delta County BOC
Dickinson County BOC
Menominee County BOC