

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on Tuesday ~ May 24, 2016 @ 6:00 p.m. CDT  
at the Menominee County Courthouse – Courtroom B  
839 10<sup>th</sup> Ave., Menominee, MI 49858

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
  - May 10, 2016 – County Board Meeting
- F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only)*
- G. Presentations *(limited to twenty minutes)*
- H. Department Head/Elected Officials Reports *(limited to ten minutes)*
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Menominee County Timber Harvest Plan 2016 & the Timber Sale Administration Agreement between Menominee County and the Upper Michigan Land Management & Wildlife Services, Inc.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Amended Operating Agreement between the Twin County Airport & Freight Runners Express, Inc.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Commissioner Per Diems and expenses as recently submitted.
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on May 5, 2016 in the amount of \$129,408.50.
  - 5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk.
- J. New Business (discussion only)
  - 1. Personnel Items:
    - a. None

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

2. **Building and Grounds/Park Items:**
  - a. None
  
3. **Miscellaneous Items:**
  - a. Approved 2% Hannahville Grants – Sheriff Dept. (informational only)
  - b. Twin County Airport – Name Change
  
4. **Finance Items**
  - a. Commissioner Per Diems and expenses
  - b. Miscellaneous bills as paid on May 17 & 18, 2016 in the combined amount of \$99,356.08.

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

May 10, 2016

UNAPPROVED

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

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

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

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

**Absent:** None.

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

Moved by Com. Hafeman, seconded by Com. Nelson to approve the minutes from the April 26, 2016 Regular County Board Meeting. Motion was approved 9-0.

**Public Comment:**

- Bob Desjarlais – Commented that as chair of the Parks Committee, if there are any questions regarding the Bylaws/Charter/Rules & Policies that are going to be approved tonight he will answer.

**Presentations:** None.

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

**Action Items:**

Moved by Com. Furlong, seconded by Com. Cech to approve Resolution 2016-09 ~ Adopt Monthly 911 Surcharge within Menominee County. Motion was approved by roll call vote 9-0. (Attachment A)

Moved by Com. Furlong, seconded by Com. Cech to approve the Menominee County Parks Bylaws/Charter/Rules & Policies. Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve Menominee County Parks and Recreation – Park Rules. Motion was approved 9-0.

Moved by Com. Schei, seconded by Com. Williams, to approve a bid by Alfredson Brothers Construction Company in the amount of \$232,000 for phase 2 of the Vestibule project. Discussion ensued. Com. Hafeman and Com. Nelson voiced their concern over the cost being much higher than originally projected. Also, this project was originally to keep from losing heating and cooling when the doors were opened. Motion was approved by a roll call vote 6-3. Com. Hafeman, Meintz & Nelson voted nay.

Moved by Com. Lang, seconded by Com. Cech to approve a bid by Biehl Construction Co. in the amount of \$52,700 for the Menominee County Courthouse parking lot project. Motion was approved by a roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve the 2014/15 Budget Surplus Plan. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve miscellaneous bills as paid on April 12 & 21, 2016 in the combined amount of \$64,715.55. Motion was approved 9-0.

Moved by Com. Williams, 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. None.

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

- a. Forester Contract. – The Parks Committee voted to recommend to the County Board the approval of the Forester Contract. The Parks Committee felt the contract was fair and equitable. The forester would be responsible for locating harvest areas, setting harvest specifications, establishing no cutting zones, drafting sale notice, advertising, selecting bidder, drafting timber contracts, collecting payments, and inspecting the harvesting operations. Com. Hafeman asked where the profits from this will go. Brian explained that currently it is set for the profits to go back to the parks. Com. Schei commented that he would like to see the profits divvied up fairly to each park. The Forester will receive 20% of gross stumpage with a minimum commission of \$2,000. The consensus of the board is to move this item forward to the next meeting for approval.

#### **Miscellaneous Items:**

- a. Approved 2% Hannahville Grants. – This is just informational. Brian explained the four grants we received. \$6,600 for Nightlock Classroom Security Project, with was submitted through Emergency Services. \$2,500 for the Shakey Lakes beach pavilion and beach house roof replacement. \$5,000 for replacement of the Menominee County Fair Horse Arena at Shakey Lakes. \$2,500 for a Courthouse Repeater, this will help the deputies stay in contact with the control room at the jail while they are in the courthouse.

#### **Finance Items:**

- a. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills as paid on May 5, 2016 in the amount of \$129,408.50. – Com. Hafeman asked if we are still receiving money back from AT&T. Brian explained that we still are getting back half. Com. Hafeman also asked about the well at Shakey Lakes. Brian explained that is was to chlorinate the wells. This is a new requirement. We hired someone to do it this year, but next year we will buy the equipment and do it on our own. The consensus of the board is to move this item forward to the next meeting for approval.

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

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

Chairman Meintz called for public comment

**Public Comment:**

- Bob Desjarlais – Commented on how and when the Parks Committee decides what work should happen and at which parks.

**Commissioner Comment:**

- Com. Piche – Commented on respecting people and told a story about an experience he had today working in a farm field.
- Com. Nelson – Commented that he spoke with Jerry Ducette from Alger County and they were receiving \$660,000 for the State pulling offices from their courthouse. He also commented on grants that were helping out with Veteran's Park in Powers.
- Com. Schei – Commented that he recently stopped at Veteran's Park in powers to use the restrooms but they were not open.
- Com. Meintz – Thanked Com. Piche for sharing his story with the board.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 6:47 p.m. Motion was approved 9-0.

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Forester Contract</b>
<b>DEPARTMENT:</b>	<b>Administration - Parks</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> Parks Committee voted to recommend to the County Board the approval of the Forester Contract. The Parks Committee felt the contract was fair and equitable. The forester would be responsible for locating harvest areas, setting harvest specifications, established establish no cutting zones, drafting sale notice, advertising, selecting bidder, drafting timber contracts, collecting payments, and inspecting the harvesting operations.	
<b>RECOMMENDED MOTION</b>  To approve the Menominee County Timber Harvest Plan 2016 & the Timber Sale Administration Agreement between Menominee County and the Upper Michigan Land Management & Wildlife Services, Inc.	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

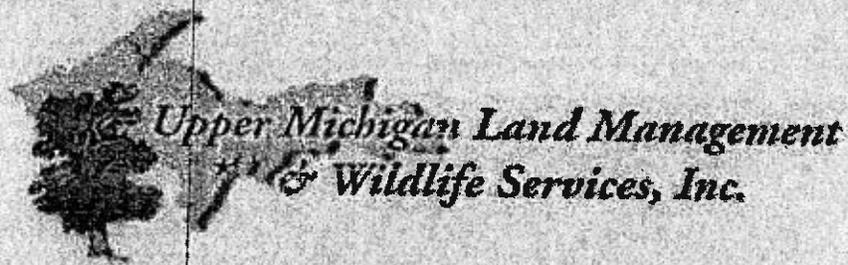
### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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



## TIMBER SALE ADMINISTRATION AGREEMENT

Agreement made of \_\_\_\_\_ between the following: Menominee County, 839 10<sup>th</sup> Ave., Menominee, Michigan and Upper Michigan Land Management & Wildlife Services, Inc. 1705 4<sup>th</sup> Avenue North, Escanaba, Michigan 49829 hereinafter called "Foresters" is as follows:

In consideration of mutual promises and covenants herein, the parties agree as follows:

1. It is understood that the Forester (agent) is not an employee and is acting as an independent contractor. Forester's duties are to work in cooperation with the owner and representative to act as owner's agent:

- a. Painting and flagging all necessary approximate forest boundary lines.
- b. Locating timber cutting units, GPS Mapping, Acreage determination, Volume determination by Species & Products.
- c. Setting timber cutting specifications and harvest areas based upon sound forest management and landowner's goals. Timber will not be sold until the landowner and foresters have agreed upon timber harvest recommendations.
- d. Establishing all "no cutting" Zones based upon sound forest management, Landowner's goals and Best Management Practices (BMP's).
- e. Drafting of timber sale notice and advertising the stumpage for sale.
- f. Selecting the successful bidder as logging contractor, checking references, credit history.
- g. Drafting of timber harvest contracts.
- h. Collecting Insurance Certificates and Performance Bonds
- i. Collecting Timber Stumpage Payments and distributing funds.
- j. Inspecting the harvesting operations to assure compliance with all contract specifications.
- k. Provide Forest Management Plan with cutting specifications.

It is agreed to and understood that the Foresters will present to the Owner/Representative all plans, cutting specifications, contracts, and other related information before advertising this timber for sale. Because time being of the essence, Owner/Representative agrees to sign and return to Foresters the Timber Sale Contract within seven calendar days of receipt of the Timber Sale Contract that specifies the successful bidder and price. Because of the difficulties and inconvenience in attempting to establish the loss to Forester if Owner/Representative breaches this agreement, Owner/Representative will pay to Foresters as liquidated damages, and not as a penalty, the full commission due which is the parties reasonable estimate of fair compensation for the foreseeable losses that might result from the breach.

**UMLMWS Timber Sale Administration Contract**

**Page 2**

If owner/representative breaches the timber sale contract at any time during harvesting operations, the contract will become null and void with the landowner/representative returning the portion of paid lump sum funds for timber not cut due to said breach. A "breach" for example is changing of cutting specifications after payment, establishing new "No Cut" zones in areas already cruised and paid for, or any other unfounded, groundless act that may cause loss to the "Foresters" and timber buyers.

**2. Forester's Fees**

Foresters will receive 20% of gross stumpage with a minimum commission of \$2000.00 for said work and out of this they will pay for all ordinary expenses for travel, labor, paint, advertising, and contract drafting, timber sale inspections. Owner/Representative agrees to pay foresters full commission, if landowner/representative voids contract after foresters work is completed and/or rejects a fair market timber sale bid and then directly hires a timber buyer/logging firm.

All receipts will be made payable to Upper Michigan Land Management & Wildlife Services, Inc. by the logging contractor. The remaining portion of timber sale revenue (80%) will be paid from gross receipts to the Seller(s) and Owner(s) as it is received by Upper Michigan Land Management & Wildlife Services, Inc. such payment to be made within 14 working days of the same.

**3. Contract Period**

This contract will remain in effect until the timber is sold and Foresters fees have been collected, or unless timber has not been sold by \_\_\_\_\_ at which time this contract will expire.

**4. Ownership**

Property covered by this agreement is:

**Menominee County Parks: Bailey Park, Longrie Park, Shakey Lakes Park, River Park, Mason Park**

Owner/Representative certifies that the timber on the above described premises is now by ourselves free and clear of all encumbrances.

**5. Integration Clause**

This agreement contains the entire understanding and agreement between the parties hereto and supersedes all previous negotiations and offers and may not be altered or amended without written agreement duly executed by both parties.

**6. Approximate Property Lines Required For Timber Sale**

Owner/Representative clearly understands that these are NOT registered survey lines ONLY approximate forest boundary lines used for timber harvesting. Foresters are NOT registered surveyors. However, if Foresters feel property lines and corners are not good enough and need to be confirmed, a Registered Survey will need to be completed.

**7. Parties Involved**

**FORESTER(S):**

\_\_\_\_\_  
Dean Francis -- President (UMLMWS)

\_\_\_\_\_  
Todd Green -- Vice President (UMLMWS)

**Owners/Representatives:**

\_\_\_\_\_  
Sellers Name: Brian Bousley  
Menominee County Administrator

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

\_\_\_\_\_  
Witness Name:

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

\_\_\_\_\_  
SS#

\_\_\_\_\_  
Fed I.D.#

1705 4<sup>th</sup> Avenue North, Escanaba, Michigan 49829  
Phone: (906) 786-3488 Fax: (906) 233-9548 Cell: (906) 235-0369 (906) 235-0131  
Dean R. Francis: dean@michiganforesters.com James T. Green: todd@michiganforesters.com  
Website: www.michiganforesters.com



## Menominee County Timber Harvest Plan 2016

### Bailey Park Harvest Plan

#### Day-Use Area

- Locate (4-5) Beach-Lake Access Points on the East side of Bailey Park Road. Within these locations, harvest all tree species within the flagged access points running out to the beach. You may want to create a small "beach opening" at each location for a picnic table.
- In order to improve upon large vehicle access, you may need to widen the Bailey Park Road in specific locations either on the East or West side. Within these areas, harvest all tree species within a (10-12) foot wide swath.
- Within the land area between M-35 and Bailey Park Road, retain and protect this forest ecosystem as "Old Growth". Allow this area to naturally grow and succeed into an old growth eastern hemlock, eastern white pine and northern white cedar forest stand. Maintain 1-2 wildlife den trees and snag trees for small mammals and woodland birds. Utilize 50% of the mature, dead or dying maple and ash trees as firewood for day campers and/or some of the other campgrounds. Maintain 50% of the dead, down woody debris for small mammals and amphibians.

#### Fishery Museum Area

- Between M-35 and the museum area, harvest all of the green ash due to possible infestation of Emerald Ash Borer. Harvest all of the red maple, 12.0 inches in diameter and greater. Harvest all of the mature quaking aspen, white birch, spruce and balsam fir 5.0 inches in diameter and greater. Do not harvest the eastern hemlock, northern white cedar or eastern white pine. Retain as forest diversity and "Seed" trees. Retain the beech as wildlife "mast" trees. Do not harvest any trees East of the museum road or the museum area. Retain all pockets of small diameter conifer trees as wildlife cover and diversity.

#### West of M-35 Area

- Within the upland forest area, harvest all of the red maple, green ash, aspen, white birch, balsam fir and spruce 5 inches in diameter and greater. Do not harvest the eastern hemlock, northern white cedar or eastern white pine. Retain the red oak and beech as wildlife "mast" trees. Retain all pockets of small diameter conifer trees as wildlife cover and diversity. Create an eastern hemlock and eastern white pine upland conifer ecosystem.

- Install a culvert per MDOT Requirements in order to access harvest area West of M-35.
- Create a new harvest road and decking area West of M-35.

**Within All (3) Bailey Park Locations:**

- Winter harvesting is recommended and required in order to minimize soil rutting and compaction. Cut stump heights should be no higher than 6.0-12.0 inches. Utilize all tree products down to an outside diameter of 5.0 inches. All felled tree tops cut up and no higher than 1.0-2.0 feet above the ground. Avoid damage to wildlife nesting trees, snag trees, "Seed" and "Mast" trees.
- Following timber harvesting, create walking paths and possibly handicap accessible pathways for all to enjoy.
- Following timber harvesting, place Educational Signs along roads and paths visible to the public.
- Following project completion, place Forest Stewardship Educational-Outreach Sign at the park's entrance.

**Longrie Park Harvest Plan**

- During the Winter & Spring of 2016, remove all Autumn Olive prior to timber harvesting. Cut and remove or burn all Autumn Olive tops. Retain a 10-12 inch high stump which can be treated with an herbicide designed to transfer into the root system and kill the shrub. For additional information, see MDNR Invasive Species, Autumn Olive BCP.
- Within the Longrie Park, harvest all aspen, white birch, red maple, balsam fir and white spruce 5 inches in diameter and greater. Harvest all of the largest diameter red pine sawlog trees, while retaining the small diameter polesize red pine as diversity. The very tall red pine probably will not be able to withstand high winds following harvesting. Retain all of the eastern hemlock, eastern white pine, and northern white cedar as forest cover and "Seed" trees. Retain all of the red oak as wildlife mast trees for acorn production. Decking area to be located along the eastern line.
- Winter harvesting is recommended and required in order to minimize soil rutting and compaction. Cut stump heights should be no higher than 6.0-12.0 inches. Utilize all tree products down to an outside diameter of 5.0 inches. All felled tree tops cut up and no higher than 1.0-2.0 feet above the ground. Avoid damage to wildlife nesting trees, snag trees, "Seed" and "Mast" trees.
- Following timber harvesting, create (4) rustic camping areas, walking paths and possibly handicap accessible pathways for all to enjoy.
- Following timber harvesting, place Educational Signs along roads and paths visible to the public.
- Following project completion, place Forest Stewardship Educational-Outreach Sign at the park's entrance.

### Shakey Lakes Park Harvest Plan

- Within the Shakey Lake Park and East of the campground, harvest all quaking aspen 2 inches in diameter and greater. Harvest all of the dead and dying black oak as a result of oak wilt. Retain 1-3 large diameter oak per acre with full individual tree canopies that appear to be healthy and able to survive another 5-10 years. Selectively harvest the poorest quality red maple, white pine and red pine trees with double stems, crooked trunks, trunk cankers and poor tops. Retain the best quality white pine and red pine as "Seed" trees. Retain the best quality black oak as wildlife mast trees for acorn production. Retain the scattered good quality white birch for aesthetics.
- Winter harvesting is recommended and required in order to minimize soil rutting, compaction and the spread of oak wilt. Cut stump heights should be no higher than 6.0-12.0 inches. Utilize all tree products down to an outside diameter of 5.0 inches. All felled tree tops cut up and no higher than 1.0-2.0 feet above the ground. Avoid damage to wildlife nesting trees, snag trees, "Seed" and "Mast" trees. Do not harvest below the Shakey Lake trail system adjacent to the lakes. Decking areas to be located along forest roads and within forest openings.
- Following timber harvesting, create rustic camping areas, walking paths and possibly handicap accessible pathways for all to enjoy.
- Following timber harvesting, place Educational Signs along roads and paths visible to the public.
- Following project completion, place Forest Stewardship Educational-Outreach Sign at the park's entrance.

### River Park Harvest Plan

- Within River Park, harvest all mature aspen 5 inches in diameter and greater. Selectively harvest the poorest quality red maple and red oak with double stems, crooked trunks, trunk cankers and top dieback. Retain all of the white pine as "Seed" trees and the best quality red oak as wildlife mast trees for acorn production. Reduce the stocking levels down to 70 square feet per acre in good quality red oak and pine trees.
- Winter harvesting is recommended and required in order to minimize soil rutting, compaction and the spread of oak wilt. Cut stump heights should be no higher than 6.0-12.0 inches. Utilize all tree products down to an outside diameter of 5.0 inches. All felled tree tops cut up and no higher than 1.0-2.0 feet above the ground. Avoid damage to wildlife nesting trees, snag trees, "Seed" and "Mast" trees. Do not harvest West of the trail system adjacent to the river except in the case of "hazard" trees. Decking area to be located at picnic site location.
- Following timber harvesting, create walking paths, handicap accessible pathways and improve upon rustic campsites for all to enjoy.
- Following timber harvesting, place Educational Signs along roads and paths visible to the public.
- Following project completion, place Forest Stewardship Educational-Outreach Sign at the park's entrance.

## Mason Park Harvest Plan

- Within Mason Park, harvest all white birch and aspen 5 inches in diameter and greater. Selectively harvest the poorest quality red maple and red oak, i.e. double stems, poor tops, trees with cankers. Harvest only those hemlock and cedar trees required for equipment access. Retain the best quality hemlock and cedar as "Seed" trees and red oak as wildlife mast trees for acorn production. Reduce the stocking levels down to 100 square feet per acre in good quality trees. The use of a small portable bridge or harvest mats may be required to cross the small drainage.
  - Winter harvesting is recommended and required in order to minimize soil rutting, and compaction. Cut stump heights should be no higher than 6.0-12.0 inches. Utilize all tree products down to an outside diameter of 5.0 inches. All felled tree tops cut up and no higher than 1.0-2.0 feet above the ground. Avoid damage to wildlife nesting trees, snag trees, "Seed" and "Mast" trees. Do not harvest west of the trail system adjacent to the river except in the case of "hazard" trees. Decking area to be located at boat launch location.
  - Following timber harvesting, create walking paths, handicap accessible pathways and possibly small fishing peers.
  - Following timber harvesting, place Educational Signs along roads and paths visible to the public.
  - Following project completion, place Forest Stewardship Educational-Outreach Sign at the park's entrance.
- \*\* During Spring 2016, locate and mark all property corners and property lines required for timber harvesting. Contact your Michigan Professional Surveyor.
- \*\* During the Summer 2016, forester's field work to be completed.
- \*\* During the Summer 2016, complete timber sale bidding and harvest contract.
- \*\* During the Winter 2016-2017, complete timber harvesting.

1705 4<sup>th</sup> Avenue North, Escanaba, Michigan 49829

Phone: (906) 786-3488 Fax: (906) 233-9548 Cell: (906) 235-0369 (906) 235-0131

Dean R. Francis: dean@michiganforesters.com James T. Green: todd@michiganforesters.com  
Website: www.michiganforesters.com

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Amended Operation Agreement – TCA and Freight Runners Express, Inc.</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Airport Committee recommended to the County Board for Approval, the Amended Operating Agreement between the Twin County Airport and Freight Runners Express, Inc. dated May 13, 2016. The agreement follows all Airport Minimum Standards.</p>	
<b>RECOMMENDED MOTION</b>	
<p>to approve the Amended Operating Agreement between the Twin County Airport &amp; Freight Runners Express, Inc.</p>	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**Amended Operating Agreement  
between  
Twin County Airport  
and  
Freight Runners Express, Inc.**

Due to the length of time that has transpired since the last agreement to date, both parties determine that it is necessary to amend and revise this agreement to reflect current operating obligations and commitments. This agreement dated May 13, 2016 supersedes the agreement dated February 28, 1997 between Twin County Airport and Freight Runners Express, Inc.

Due to the nature of Freight Runners Express business and the arrival and departure times of Freight Runners Express aircraft, which do not fall in the normal operating hours of the Twin County Airport FBO, it is understood that in the mutual interest of both parties, Freight Runners Express may hire off-duty Twin County Airport personnel for loading, unloading, and assisting in the departure and arrival of Freight Runners Express aircraft before and after normal Twin County Airport FBO operating hours, and this is agreed to by both parties not to be a conflict of interest between the parties.

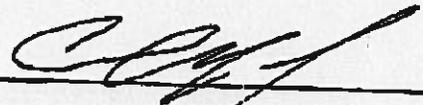
Freight Runners Express is responsible for maintaining Worker's Comp coverage for all of its employees. Freight Runners Express is responsible for training costs of all employees that are responsible for loading and unloading of aircraft in accordance to the loading limitations required by FAA regulations and Hazardous Materials handling training required by TSA regulations.

Freight Runners Express agrees to support and maintain all expenses associated with the upkeep and maintenance of the battery cart. For this service, Freight Runners Express may utilize the battery cart on an as-needed basis with the assistance of off-duty county personnel for no charge.

Twin County Airport will supply aircraft hangar services for Freight Runners Express route aircraft at a rate of \$60/day. Twin County Airport employees or Freight Runners Express after-hour employees may utilize the airport tug to remove Freight Runners Express aircraft from the Twin County Airport hangar, or for the purpose of pulling the aircraft to the Twin County Airport fuel pumps for refueling by Twin County Airport. Twin County Airport will supply fuel services for Freight Runners Express at the current airport-tenant discounted rate.

Freight Runners Express agrees to pay landing fees in the amount of \$25 per aircraft landing. This fee may only be negotiated with 90 days prior notice to be effective on January 1 of the following year, to coincide with our route contractual agreements.

\_\_\_\_\_  
Date \_\_\_\_\_  
Brian Bousley, County Administrator  
Twin County Airport

  
\_\_\_\_\_  
Date 05/13/16  
Charles F. Zens, CEO/Treasurer  
Freight Runners Express, Inc.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



KCC  
9/26/16  
BRB

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: .54 cents/mile ~ effective 01 January 2016

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
4/5/16	MONTE HENRI, Kenosha	N/A		NA	101-101-860.11
4/6/16	MENOMINEE FINANCE COMM	96	54	51.84	101-101-860.11
4/7/16	MC WORKS	56	54	30.24	101-101-860.11
4/12/16	STEPHENSON, Co. Bd.	56	54	30.24	101-101-860.11
4/14/16	MONTE HENRI, Kenosha	NA		NA	101-101-860.11
4/26/16	STEPHENSON, Co. Bd.	56	54	30.24	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		264		142.56	
			Total Mileage	142.56	
				Total Mileage Fee	142.56

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

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

*John R. Nelson*

Signed

4/26/16

Date





Rec  
4-26-16  
BLD

# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: \$ .54/mile – effective 01 January 2016

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

\*must attach receipt for reimbursement

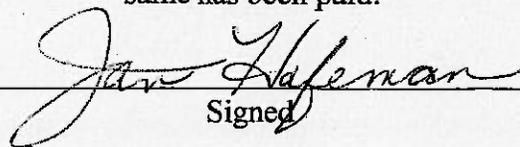
\*meals provided by conference will NOT be reimbursed

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.54/mile	Total Cost	Account Number
4/6/16	Co Bd Finance-Menominee	76	41.04		101-101-860.10
4/12/16	C.B-Annex	34	18.36		101-101-860.10
4/15/16	UPEDA-Iron Mt.	74	39.96		101-101-860.10
4/20/16	B.O.H-Finance-Escanaba	58	31.32		101-101-860.10
4/21/16	BOH- Pinecrest	14	7.56		101-101-860.10
4/25/16	GIS Cmte-Annex	34	18.36		101-101-860.10
4/26/16	C. B. – Annex	34	18.36		101-101-860.10
4/28/16	Pinecrest-Pinecrest	14	7.56		101-101-860.10
					101-101-860.10
		338	Total Mileage		
<b>Total Mileage Fee</b>					<b>182.52</b>

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

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

  
Signed

4/26/16

Date









MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED  
APR 29 2016  
BY: *AA*

Mileage: .54 cents/mile ~ effective 01 January 2016

\*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 .54/mile	Total Cost	Account Number
4/16/16	COURTHOUSE	16		8.64	101-101-860.04
4/12/16	SUBT MARINETTE	18		9.72	101-101-860.04
4/12/16	ANNEX - STEPHENSON	32		17.28	101-101-860.04
4/14/16	ISD BUILDING	14		7.56	101-101-860.04
4/19/16	LIBRARY - STEPHENSON	32		17.28	101-101-860.04
4/19/16	AIRPORT - MENOMINEE	15		8.10	101-101-860.04
4/21/16	PINECREST - POOERS	73		39.42	101-101-860.04
4/24/16	ANNEX - STEPHENSON	32		17.28	101-101-860.04
		232			101-101-860.04
			Total Mileage		
				Total Mileage Fee	\$ 125.28

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

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

*Larry Schei*

Signed

4/29/16

Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: .54 cents/mile ~ effective 01 January 2016

\*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 .54/mile	Total Cost	Account Number
<del>4/4/16</del>	<del>Annex</del>	<del>32</del>		<del>17.28</del>	<del>101-101-860.05</del>
4/6/16	Courthouse	16		8.64	101-101-860.05
4/12/16	Annex	32		17.28	101-101-860.05
4/26/16	Annex	32		17.28	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
				60.48	
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>60.48</b>

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

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

*William Cech*  
\_\_\_\_\_  
Signed

4/28/16  
\_\_\_\_\_  
Date

BY: *MA*  
APR 29 2016  
**RECEIVED**



## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on May 5, 2016 in the amount of \$129,408.50.	
<b>RECOMMENDED MOTION</b>	
To approve Miscellaneous Bills as paid on May 5, 2016 in the amount of \$129,408.50.	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

### General Fund Expenditures

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

### Special Revenue Funds

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

APPROVED

MENOMINEE COUNTY  
Claims Audit Report

BUB

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AIRGAS NORTH CENTRAL								
	46928	04/18/2016	9050471404	Oxygen	205-315-755.00	6.86		\$6.86
ARAMARK UNIFORM SERVICES INC								
	46834	04/20/2016	167736683	Airport Supplies	216-585-755.01	138.68		\$277.87
	46834	04/20/2016	167736683	Airport Supplies	216-585-745.00	26.81		
	46886	04/27/2016	1677372205	Airport Supplies	216-585-755.01	29.38		
	46886	04/27/2016	1677372205	Airport Supplies	216-585-745.00	26.81		
	46843	05/04/2016	1677376816	Airport Supplies	216-585-755.01	29.38		
	46843	05/04/2016	1677376816	Airport Supplies	216-585-745.00	26.81		
AT&T - Carol Stream, IL								
	46816	04/19/2016	906863444104	Telephone Services (April 19 - May 18)	101-103-850.00	901.84		\$1,863.11
	46817	04/19/2016	906863202304	Telephone Services (April 19 - May 18)	101-103-850.00	634.00		
	46912	04/19/2016	906863661404	April 19 - May 18, 2016	266-325-850.00	327.27		
AT&T Mobility								
	46908	04/09/2016	287252234966	April 10 - May 9 (906-792-5968)	101-132-850.00	31.46		\$31.46
Barrette, Jodie								
	46930	05/03/2016	Reimbursement	Mileage (Bank Runs) October 1 - May 4	101-141-860.00	169.76		\$169.76
Batteries Plus								
	46840	04/21/2016	988-129364	LED Bulbs (x6)	101-265-930.01	65.94		\$184.29
	46910	04/29/2016	988-129614	Building & Ground Supplies	101-265-930.01	98.35		
Big O's Lube and Service, Inc.								
	46934	04/14/2016	19270	2016 Ford Explorer - Oil Change	205-315-934.02	34.90		\$444.65
	46935	04/19/2016	19295	2016 Ford Explorer - Oil Change	205-315-934.02	34.90		
	46936	04/28/2016	19360	2016 Ford Explorer - Oil Change	205-315-934.02	34.90		
	46937	04/27/2016	19369	2014 Chevy Impala - Vehicle Maintenance	205-315-934.02	339.95		
BlueTarp Financial, Inc.								
	46843	04/25/2016	1613341393	Building & Ground Supplies	101-265-755.00	53.47		\$139.22
	46914	04/25/2016	208818	Inmate Supplies	101-301-770.00	85.75		
Branz, Kathleen								
	46884	04/30/2016	Per Diem	Parks Committee	208-751-860.00	50.00		\$77.00
	46885	04/30/2016	Reimbursement	Parks Committee - Mileage	208-751-860.00	27.00		
Brunelle, Jennifer								
	46818	04/26/2016	Reimbursement	Mileage, Bridge Toll, Meals	296-663-860.00	458.67		\$1,103.67
	46819	04/26/2016	April 2016	Crisis Intervention	296-668-801.00	645.00		
BS&A Software								
	46952	05/01/2016	106688	PO# 3319 Assessing System & Tax Sy	101-103-857.02	4,669.00		\$4,669.00
Carquest Auto Parts								
	46821	04/27/2016	2825-324262	Belt for Roof Top - Courthouse	101-265-934.00	13.09		\$13.09
CBM Managed Services								
	46915	04/20/2016	STDINV99458	Inmate Meals	101-301-770.00	2,078.54		\$4,167.76
	46916	04/27/2016	STDINV99822	Inmate Meals	101-301-770.00	2,089.22		
Cech, William								
	46887	04/28/2016	Reimbursement	Mileage - April 2016	101-101-860.05	60.48		\$60.48

APPROVED

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General Fund MENOMINEE COUNTY MICHIGAN								
CITY OF MENOMINEE - 2511 10TH ST.								\$1,683.21
46890	05/04/2016	June 2016		Monthly Rent	266-326-942.00	351.67		
46826	04/26/2016	4254		Gasoline Sales (Sheriff & Road)	206-301-742.00	89.01		
46826	04/26/2016	4254		Gasoline Sales (Sheriff & Road)	205-315-742.00	1,134.21		
46841	04/26/2016	4250		Gasoline Charges	101-265-742.00	35.14		
46841	04/26/2016	4250		Gasoline Charges	101-265-742.00	60.79		
46841	04/26/2016	4250		Gasoline Charges	266-325-860.00	12.39		
City of Stephenson - P.O. Box 467								\$234.25
46841	04/20/2016	709		Annex - Water/Electric/Sewer	101-261-920.01	18.73		
46841	04/20/2016	709		Annex - Water/Electric/Sewer	101-261-920.02	31.91		
46841	04/20/2016	709		Annex - Water/Electric/Sewer	101-261-920.03	183.61		
CLOVERLAND PAPER CO								\$289.49
46836	04/22/2016	111349		Courthouse Supplies	101-265-755.01	68.58		
46817	04/15/2016	111229		Inmate Supplies	101-301-770.00	61.18		
46818	04/15/2016	111284		Inmate Supplies	101-301-770.00	109.26		
46819	04/22/2016	11350		Inmate Supplies	101-301-770.00	50.47		
Cooper Office Equipment								\$179.18
46826	04/21/2016	133510		Contract # 2740-01 (District Court)	101-136-931.00	154.23		
46827	04/21/2016	133504		Surge Protector for District Court Copie	101-136-931.00	24.95		
DEKETO, LLC								\$834.00
46904	05/02/2016	DK 4-16		April 2016 Documenta (x417)	258-277-857.00	834.00		
Dickinson County Treasurer								\$32,214.73
46824	04/21/2016	Circuit Court 2016-1		Shared Expenses (Jan, Feb, Mar 2016)	101-131-702.00	32,139.73		
46825	04/21/2016	Circuit Court 2016-1		Cisco Teleworker Gateway (Jan, Feb, A	101-131-702.00	75.00		
Dougovito, Greg								\$178.00
46867	05/03/2016	6138		Holdover on Juvenile	101-132-801.01	52.00		
46867	05/03/2016	6138		Holdover on Juvenile	101-132-801.00	126.00		
DSS Corporation								\$1,584.00
46815	04/25/2016	19132		PO# 03313 - 911 Dispatcher's Training	266-326-881.00	1,584.00		
Eichhorn, Gary								\$96.44
46869	05/02/2016	Per Diem		DHS Board	101-601-837.00	50.00		
46870	05/02/2016	Reimbursement		DHS Board - Mileage	101-601-837.00	46.44		
EICKMEYER HEATING & SHEET ME								\$985.57
46906	04/18/2016	8927		PO# 3318 - Maintenance on Heating Ei	216-585-981.00	985.57		
Frost, Lisa								\$581.64
46848	04/22/2016	Reimbursement		Mileage, Tolls, Meals, Test Fee, Cab	101-132-860.00	290.82		
46848	04/22/2016	Reimbursement		Mileage, Tolls, Meals, Test Fee, Cab	101-148-860.00	290.82		
Furlong, James								\$43.20
46805	04/26/2016	Reimbursement		Mileage - April 2016	101-101-860.03	43.20		
Hafeman, Jan								\$182.52
46810	04/26/2016	Reimbursement		Mileage - April 2016	101-101-860.10	182.52		
Hansen, Stacy								\$7.35
46888	05/02/2016	Reimbursement		Bank Mileage	101-141-860.00	7.35		
INSTITUTE OF CONTINUING LEGAL								\$133.50
46837	04/18/2016	1019390		MI Probale Sourcebook (March 2016)	101-148-802.00	133.50		
Iron City Enterprises, Inc.								\$7,250.00
46954	05/05/2016	PO# 3320		Stoney Point Boat Launch Rehabilitatio	220-752-953.05	7,260.00		

APPROVED

*HB*

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
J S Electronics, Inc.								
	48830	04/18/2016	19243	Cedarville Tower Site Maintenance	266-325-934.01	330.45		\$755.45
	48891	05/01/2016	19261	Tower Lease - May 2016	266-326-942.00	425.00		
Joel Hensley, RN								
	46922	05/02/2016	Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00		\$1,365.00
Kleiman, Marc								
	46893	04/29/2016	Reimbursement	Mileage	101-262-860.00	21.60		\$64.80
	46893	04/29/2016	Reimbursement	Mileage	101-215-860.00	43.20		
KOZIKOWSKI WELL & PUMP INC								
	46881	04/27/2016	D11311	PO# 3317 Shakey Lakes Park & River	208-751-801.00	2,160.40		\$2,160.40
L.A. Busse, Inc.								
	46920	04/07/2016	ZB67551	Maintenance on Mixer	101-301-770.00	259.25		\$259.25
LCAA								
	46345	04/21/2016	Registration	Advanced Assessing Officer Course (K	101-257-860.00	250.00		\$250.00
LENCA SURVEYING								
	46876	05/03/2016	16073	Remon Yr 2016 (4/7 - 5/3/16)	243-246-801.07	3,998.26		\$3,998.26
LexisNexis - 28544 Network Place								
	46673	04/30/2016	3090534221	April 2016	269-145-801.00	360.00		\$360.00
Lufts Advertiser								
	46877	04/26/2016	4/26/16	Advertising	101-101-901.00	469.00		\$469.00
M & M Business Machines								
	46835	04/21/2016	820731	FOC - HP Printer Maintenance	101-141-727.00	36.00		\$36.00
Marinette Farm & Garden								
	46825	04/25/2016	355433	K9 Supplies	101-301-881.01	49.99		\$49.99
Maus, Sarah								
	46931	05/04/2016	Reimbursement	Mileage (Bank Runs)	101-141-860.00	13.21		\$13.21
Menards - Marinette								
	46894	04/21/2016	7269	Building & Ground Supplies	101-265-755.00	14.43		\$94.36
	46940	04/29/2016	7864	Building & Ground Supplies	101-265-755.00	79.93		
MENOMINEE ANIMAL SHELTER, INC								
	46822	04/20/2016	1601	Animal Impounding (January - March 21	101-601-968.00	147.50		\$147.50
MENOMINEE COUNTY ROAD COMMISSI								
	46839	04/07/2016	3WFP-011	Nadaau Township Road Project	401-446-970.00	43,375.13		\$43,375.13
MENOMINEE COUNTY SHERIFF DEPT								
	46955	05/03/2016	WV76	Work Van Services	208-751-930.04	78.25		\$396.50
	46956	05/03/2016	WV77	Work Van Services	208-751-930.04	66.00		
	46957	05/03/2016	WV78	Work Van Services	208-751-930.04	106.25		
	46958	05/03/2016	WV79	Work Van Services	208-751-930.04	73.00		
	46959	05/03/2016	WV82	Work Van Services	208-751-930.04	73.00		
Menominee Industrial Supply								
	46900	04/25/2016	10210806	Air Filter for Riding Lawn Mower (Airpor	216-585-981.00	15.53		\$15.53
MI Asso. of County Clerks								
	46842	04/21/2016	Registration	MACC Spring Conference (M. Kleiman)	101-215-802.00	50.00		\$50.00



APPROVED

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Rehmann, Patricia A.	46838	04/21/2016	2013-068-MI	Court Appointed Legal (Anderla)	101-148-807.00	88.00		\$88.00
RR Donnelley - 7810 Solution Center	46903	04/15/2016	309401436	Certified Paper (x2000)	101-216-727.00	120.75		\$120.75
S & O LOCK AND PHONE SERVICE	46844	04/20/2016	43730	Lock Cylinders & Keys	101-265-930.01	286.70		\$286.70
Schei, Larry	46888	04/29/2016	Reimbursement	Mileage - April 2016	101-101-860.04	125.28		\$125.28
Schroud, Margaret	46820	04/25/2016	Reimbursement	GIS Meeting - Mileage	101-257-860.00	22.57		\$22.57
Sherwin Williams Company	48907	04/15/2016	0626-4	Paint	101-265-930.01	44.24		\$44.24
Standard Insurance Company	46829	04/21/2016	May 2016	Life Insurance Premium	101-101-713.00	21.24		\$224.20
	46829	04/21/2016	May 2016	Life Insurance Premium	101-132-713.00	6.49		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-136-713.00	11.80		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-141-713.00	9.44		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-148-713.00	0.59		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-215-713.00	11.80		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-172-713.00	4.72		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-287-713.00	11.80		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-268-713.00	4.72		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-253-713.00	7.08		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-257-713.00	4.72		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-265-713.00	4.72		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-301-713.00	51.92		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-682-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	101-426-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	216-585-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	271-790-713.00	9.44		
	46829	04/21/2016	May 2016	Life Insurance Premium	296-663-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	296-664-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	296-665-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	208-751-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	205-316-713.00	2.36		
	46829	04/21/2016	May 2016	Life Insurance Premium	205-315-713.00	25.96		
	46829	04/21/2016	May 2016	Life Insurance Premium	266-325-713.00	16.52		
	46829	04/21/2016	May 2016	Life Insurance Premium	266-326-713.00	2.36		
State of Michigan - MI Dept of Health/Human Svcs	46953	04/29/2016	April 2016	Monthly Offset	292-662-843.01	1,866.04		\$1,866.04
Stericycle, Inc.	46924	05/01/2016	4006284760	Inmate Medical Supplies	101-301-770.01	33.37		\$33.37
Stromgren, Peggy	46902	04/26/2016	6137	Transport of a Minor (K.M.)	101-132-801.01	17.50		\$59.50
	46902	04/26/2016	6137	Transport of a Minor (K.M.)	101-132-801.00	42.00		
Studer, Vincent	46927	05/02/2016	Reimbursement	Swat Gear (Uniform Allowance)	205-315-745.00	325.65		\$325.65
The First National Bank&Trust	46942	04/30/2016	628840339	FOC - Service Charge	101-141-817.00	33.20		\$33.20

APPROVED

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<p>GENERAL OFFICER Bank Account: General MICHIGAN</p>								
Time Warner Cable								\$873.57
	46895	04/24/2016	10404 621199203 900	Twin County Airport (5/2 - 8/1)	216-585-850.00	342.17		
	46901	04/24/2016	10404 710008401 100	May 2 - June 1, 2016	101-103-850.00	531.40		
TWIN CITY ELECTRIC, Inc.								\$1,276.50
	46823	04/22/2016	80224	PO# 03315 Upgrading Software for Cal	101-103-857.02	1,276.50		
U.E.S. COMPUTERS, INC.								\$119.00
	46690	04/26/2016	74175	Hard Drive - Road Patrol at Annex	101-103-857.03	119.00		
U.P. ASSN. OF COUNTY COMMISSIO								\$275.00
	46858	04/19/2016	Registration	J.Hafeman, B. Lang, B. Cech, L. Schei,	101-101-859.00	220.00		
	46858	04/19/2016	Registration	J.Hafeman, B. Lang, B. Cech, L. Schei,	101-172-860.00	55.00		
U.S. Bank Equipment Finance								\$133.07
	46832	04/14/2016	302515200	Bizhub 423 Copier	101-172-942.00	133.07		
UWC								\$61.54
	46945	05/01/2016	9067534582	Shakey Lakes Park	101-103-850.00	3.06		
	46946	05/01/2016	9068634441	Sheriff Department	101-103-850.00	29.33		
	46947	05/01/2016	9068632023	Menominee County Offices	101-103-850.00	20.24		
	46948	05/01/2016	9067532209	Annex	101-103-850.00	8.91		
WALTER BROTHERS INC								\$1.19
	46949	04/30/2016	20106	Airport Supplies	216-585-981.02	1.19		
Waste Management								\$601.88
	46896	05/01/2016	1532960-1856-4	May 2016 (Airport)	216-585-801.00	101.45		
	46909	05/01/2016	1532955-1856-4	May 2016	101-265-801.00	500.43		
White Water Associates, Inc.								\$204.00
	46828	04/26/2016	147138	Water Analysis (Parks)	208-751-920.00	102.00		
	46874	04/27/2016	147143	Water Analysis	208-751-920.00	102.00		
Williams, Raymond								\$81.00
	46811	04/27/2016	Reimbursement	Mileage - April 2016	101-101-860.01	81.00		
WISCONSIN PUBLIC SERVICE CORP								\$3,248.24
	46846	04/19/2016	0402047856-00005	Kleinke Park	208-751-920.01	43.31		
	46878	04/26/2016	0402047856-00006	Stoney Point	208-751-920.01	36.37		
	46879	04/26/2016	1632245494-00000	Bailey House	208-751-920.01	34.00		
	46879	04/26/2016	1632245494-00000	Kilenke Street Lighting	208-751-920.01	32.14		
	46879	04/26/2016	1632245494-00000	Bailey Street Lighting	208-751-920.01	14.12		
	46879	04/26/2016	1632245494-00000	N4094 River Drive	208-751-920.01	31.02		
	46897	04/26/2016	1632246615-00000	Twin County Airport	216-585-920.03	121.14		
	46897	04/26/2016	1632246615-00000	Twin County Airport	216-585-920.00	133.14		
	46897	04/26/2016	1632246615-00000	Main Terminal	216-585-920.03	537.29		
	46897	04/26/2016	1632246615-00000	Main Terminal	216-585-920.00	150.00		
	46897	04/26/2016	1632246615-00000	Fire/Crash	216-585-920.00	98.14		
	46898	04/26/2016	0403823200-00006	Hanger Gate (Center) - Airport	216-585-920.03	31.20		
	46899	04/27/2016	0403823200-00005	Gate Center - Airport	216-585-920.03	28.41		
	46938	04/28/2016	0402047856-00004	Courthouse	101-265-920.04	1,586.01		
	46939	04/28/2016	0402191663-00001	Health Care Center	101-265-920.03	371.95		
WORMWOOD, DEBRA								\$646.83
	46892	05/02/2016	Reimbursement	Mileage - GIS Mapping	266-325-860.00	75.06		
	46905	05/02/2016	Reimbursement	Mileage, Bridge Fare, Meals	266-326-881.00	571.77		

Total Amount for Bank Account: General

\$129,408.50

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Miscellaneous reports discussed at the 5.10.2016 County Board meeting	
<b>RECOMMENDED MOTION</b>  To approve the miscellaneous reports discussed at the 5.10.2016 County Board meeting	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887  
PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

## MONTHLY BUILDING PERMIT REPORT

05/03/2016

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13317-16	01/07/16	BEHREND JOHN	W3980 SECOND ST	SPALDING TWP.	\$136.44
Work :	3.GARAGE	24 X 32 STORAGE			043-762-007-00
P13318-16	02/01/16	FERNSTRUM SCOT A	N8185 20.5 LN	CEDARVILLE TWP.	\$50.00
Work :	6.REPAIR/REMODEL	REPLACING ROOF			001-300-008-00
P13319-16	02/01/16	LUMBER JACK HARDWOODS INC	N2509 0-1 DR	MENOMINEE TWP.	\$581.00
Work :	11.COMMERCIAL	60 X 120 DRY STORAGE BUILDING			010-134-020-00
P13320-16	02/25/16	THONEY NICK G LIVING TRUST	W6062 CO RD 356	STEPHENSON TWP.	\$75.00
Work :	9.DEMOLITION	DEMO OLD HOME			014-110-014-00
P13321-16	02/29/16	VETORT RAY J	W1430 CO RD G-12	CEDARVILLE TWP.	\$115.32
Work :	3.GARAGE	21 X 24 GARAGE FOR KENNEL			001-121-015-00
P13322-16	02/29/16	WILLIAMS CURTIS & MARLENE ETALN3705 HWY M-35		INGALLSTON TWP.	\$213.24
Work :	3.GARAGE	32 X 54 GARAGE			007-315-021-00
P13323-16	02/29/16	SCHACHT DAVID C & CYNTHIA M	N1909 US HWY 41	MENOMINEE TWP.	\$75.00
Work :	9.DEMOLITION	REMOVAL OF OLD CAMP			010-010-006-00
P13324-16	03/01/16	WELLING LEONARD & LINDA	N1240 US HWY 41	MENOMINEE TWP.	\$75.00
Work :	9.DEMOLITION	REMOVAL OF OLD HOME			010-023-026-00
P13325-16	03/17/16	PESOLA OLSEN TRUST	N6602 HAYWARD BAY D	INGALLSTON TWP.	\$236.28
Work :	3.GARAGE	36X56 STORAGE GARAGE			007-009-015-00
P13326-16	03/21/16	SOLIS DONALD	N19901 SHIVERSKI RD	SPALDING TWP.	\$177.40
Work :	3.GARAGE	32 X 40 STORAGE GARAGE			013-425-004-00
P13327-16	04/20/16	MIRON JOHN P & LESLIE A	W10035 MISCAUNO ISL	HOLMES TWP.	\$196.12
Work :	4.MANUFACTURED	26 X 36 HOME 12 X 16 DECK			006-436-001-11

<b>P13328-16</b>	04/07/16	LASATER JONATHAN A	536 US HWY 41		\$75.00
Work :	9.DEMOLITION	OLD BURNED OUT HOME			042-020-048-00
<b>P13329-16</b>	04/08/16	DUGREE GERALD & ANNA	OLD US HWY 2	MEYER TWP.	\$459.00
Work :	3.GARAGE	40 X 120 STORAGE POLE BUILDING			011-084-008-00
<b>P13330-16</b>	04/11/16		304 N US HWY 41	NADEAU TWP.	\$105.72
Work :	3.GARAGE	ADDITION ON GARAGE 16 X 24			042-020-017-00
<b>P13331-16</b>	04/11/16	BROCKDORF JEFFERY L & KATHY I	W3876 36 LN	SPALDING TWP.	\$209.40
Work :	3.GARAGE	30 X 56 STORAGE GARAGE			013-233-003-00
<b>P13332-16</b>	04/14/16	KOENIG BART D & JULIE A	W7980 FOX FARM RD	FAITHORN TWP.	\$296.17
Work :	1.NEW DWELLING	29 X 33 DWELLING 24X24 GARAGE DECK			003-226-002-52
<b>P13333-16</b>	04/14/16	JERGER ADOLF	W1179 CO RD G-12	CEDARVILLE TWP.	\$305.40
Work :	3.GARAGE	72X40 GARAGE			001-127-005-00
<b>P13334-16</b>	04/15/16	PIATT JOQUE A & DENESE	N15032 HANSON LN	SPALDING TWP.	\$135.84
Work :	2.ADDITION	18X26 ADDITION			013-230-013-00
<b>P13335-16</b>	04/15/16	PATZ CURTIS & MARY KAY	W4653 PINEWOODS L	INGALLSTON TWP.	\$90.36
Work :	7.DECK/PORCH	384 SQ FT DECK			007-307-002-00
<b>P13336-16</b>	04/18/16	STEPHENSON MARKETING CO-OP I	US HWY 41	SPALDING TWP.	\$75.00
Work :	9.DEMOLITION	FEED MILL			043-766-002-00
<b>P13337-16</b>	04/18/16	ERICKSON LYNETTE L	N5940 US HWY 41	MELLEN TWP.	\$125.00
Work :	6.REPAIR/REMODEL	REPAIR ROTTEN WOOD AND TRUSSES			009-180-055-00
<b>P13338-16</b>	04/20/16	BARTOSZ CLARENCE & LINDA	PACH LN F-1/BARTOSZ L	HARRIS TWP.	\$107.76
Work :	2.ADDITION	14 X 18 ADDITION ON CABIN			005-218-005-00
<b>P13339-16</b>	04/21/16	THERRIAULT JAY & AMY WIRTH	N1484 RIVER RD	MENOMINEE TWP.	\$279.80
Work :	3.GARAGE	64 X 40 POLE BUILDING			010-214-027-75
<b>P13340-16</b>	04/22/16	MENOMINEE ANIMAL SHELTER	N184 HAGGERSON CT	MENOMINEE TWP.	\$255.00
Work :	11.COMMERCIAL	24 X 25 STORAGE GARAGE FOR ANIMAL SHELTER			010-480-016-00



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

**BOARD MEMBERS**

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

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** March 29, 2016

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

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

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

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the February 23, 2016 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for February 2016 was reviewed. There were \$200.05 in expenditures for the DHS Board meeting; leaving a balance of \$2,411.80.

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

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

**DIRECTOR'S REPORT:**

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor. There is also a tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists. There are 2 foster care

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

**Statewide Director's Meeting Information:** Mr. Sexton provided the board with a brief overview of the statewide director's meeting that took place on March 16, 2016.

Mr. Sexton discussed the following items with the Board: Certified Proficient Worker program; Psychotropic Medication Policy; Child Welfare Case Practice Model; Staffing issues; Implementation, Sustainability and Exit Plan standards; the child welfare computer system, MISACWIS; child welfare time studies; foster home licensing changes and the current year and next year budgets.

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

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

FY 2015 Operating Funds: Menominee County allocation is: \$25,776.00. Year-to-date expenditures are: \$9,118.23, which constitutes 35.4% of the allocation expended with 42% of the year elapsed.

FY 2015 Travel Funds: Menominee County allocation is: \$35,351.00. Year-to-date expenditures are: \$9,102.20, which constitutes 25.7% of the allocation expended with 42% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 97.48%. Business Service Center 1 average is 96.61% and State average is 95.80%.

Family Independence Program Work Participation Rate: There are currently no clients that meet the qualifications for work participation.

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

December 2015 data:

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

- Family Independence Program: 20 cases; 33 recipients; \$4,852.00 in benefits.
- Food Assistance Program: 1,430 cases; 2,688 recipients; \$288,648.00 in benefits.
- State Disability Assistance: 14 cases; 14 recipients; \$3,050.00 in benefits.
- Child Development and Care: 36 cases; 53 recipients; \$12,066.00 in benefits.
- State Emergency Relief: 9 cases; \$5,318.00 in benefits.
- Unduplicated total: 1,449 cases; 2,708 recipients; \$313,934.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 647 cases; 1,341 recipients
- Other Children < Age 21: 119 cases; 138 recipients

- Pregnant Women & Children Under 19: 581 cases; 971 recipients
- MiChild: 73 cases; 134 Recipients
- Non-SSI Aged, Blind & Disabled: 654 cases; 685 recipients
- SSI Aged, Blind & Disabled: 516 cases; 516 recipients
- Medicaid Eligible Total: 2,322 cases; 3,780 recipients

Total Healthy Michigan Enrollments: 1200+

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

**Child Welfare:**

Foster Care Plan Approval	100%
Service Plan Completion	62%
CPS Commencement	100%
CPS Face-to-Face	86%
CPS Plan Approval	97%
CPS Service Plan Completion	90%
Dental	50%
Medical	77%
Worker/Child Visits	66%
Worker/Supervisor Conference	44%
Worker/Parent Visit	13%
Parent/Child Visits	19%

The FY 2016 Foster Home Licensing Goal for the Delta, Dickinson and Menominee Triad is 9 homes.

**Board Member Input/Suggestions: None**

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

**UNIT REPORT: None**

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

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

**2. Board Reorganization:**

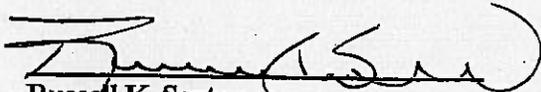
A motion to nominate Mr. Naser to retain the position of DHHS Board Chair was made by Mr. Eichhorn, which was supported by Ms. Veraghen. Mr. Naser accepted the nomination and motion was approved without opposition.

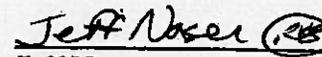
**NEW BUSINESS:** None

**PUBLIC COMMENT:** None.

**NEXT MEETING:** April 26, 2016 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0935 a.m.

  
Russell K. Sexton  
Board Secretary

  
Jeff Naser  
Board Chairperson

Pc: DHS Board Members;  
Menominee County BOC



# Public Health Delta & Menominee Counties

Agenda Item #2

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## Board of Health AGENDA



**March 17, 2016**  
1:00 p.m. (CDT), 2:00 p.m. (EDT)  
Pinecrest Medical Care Facility  
Powers, MI

### Board Members:

Bob Burie

Jan Hafeman

Larry Schei

Patrick Johnson

Mary Harrington

Tom Trudgeon

### Public Health Staff:

Mike Snyder, Health Officer/Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Assistant Program Coordinator

- 1) **Call to Order/Roll Call**
- 2) **Approval of Agenda**
- 3) **Approval of February 18, 2016 Board of Health Meeting Minutes**
- 4) **Public Comment on Agenda Items (five minutes maximum)**
- 5) **MERS Healthcare Savings Program**
- 6) **Code of Ethics**
- 7) **By-Laws of the Delta-Menominee District Board of Health**
- 8) **Review and Approval of February Check Register**
- 9) **MERS Quarterly Statement**
- 10) **Medical Director's Report**
- 11) **Health Officer's Report**
- 12) **Public Comment (three minutes maximum)**
- 13) **Board Member Comments**
- 14) **Adjournment**



**Public Health  
Delta & Menominee Counties**



**Board of Health Meeting**

Pinecrest Medical Care Facility  
Powers, MI

**Meeting Minutes**

Thursday, March 17, 2016

**Board Members Present**

Bob Burie

Jan Hafeman

Mary Harrington

Larry Schei

Tom Trudgeon

**Public Health Staff**

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Irene Huebler, Director of Administrative Support Services

**1. Call to Order/Roll Call**

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on March 17, 2016. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Director of Administrative Support Services, and is recorded above. Patrick Johnson was excused.

**2. Approval of Agenda**

Mr. Burie moved to approve the March 17, 2016 agenda as presented. Motion was supported by Ms. Harrington and carried.

**3. Approval of Minutes**

Ms. Hafeman moved the minutes from February 18, 2016, be approved. Motion was supported by Ms. Harrington and carried.

**4. Public Comment**

There was no public comment.

**5. MERS Healthcare Savings Program**

Mr. Snyder explained the MERS Healthcare Savings Program requirement that divisions now be created by job title and Board of Health approval is needed for each new division that is created. Additionally, the Mandatory Leave Conversion Contribution requirement should be amended to allow employees the option of converting leave time at time of retirement, rather than being mandated to contribute all accrued leave to the Healthcare Savings Program.

**Ms. Hafeman moved the MERS Healthcare Savings Program current division be renamed from "All Employees" to "MCIR Coordinator" be approved and to eliminate the mandatory leave conversion requirement. Motion was supported by Ms. Harrington and carried.**

**6. Code of Ethics**

Mr. Snyder requested the Board review the Code of Ethics, and briefed them on the history of the policy.

**Mr. Burie moved the Code of Ethics be approved as of March 17, 2016, without making changes to the document. Motion was supported by Mr. Schei and carried.**

**7. By-Laws of the Delta-Menominee District Board of Health**

Mr. Snyder informed the BOH on several proposed minor changes to the Board of Health By-Laws.

**Mr. Burie moved the By-Laws of the Delta-Menominee District Board of Health be approved, with the proposed changes, during the April meeting. Motion was supported by Ms. Harrington and carried.**

**8. Review and Approval of February Check Register**

The Board of Health reviewed the February check register. Questions were answered by Mr. Snyder.

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

**9. MERS Quarterly Statement**

The Board of Health reviewed the MERS Quarterly Statement ending December 31, 2015. Questions were answered by Mr. Snyder.

**Ms. Harrington moved the MERS Quarterly Statement be accepted.  
Motion was supported by Ms. Hafeman and carried.**

#### **10. Medical Director's Report**

- Michigan was 4<sup>th</sup> or 6<sup>th</sup> in the nation for number of immunization waivers, depending on where you access the information. Michigan put a rule in place last January, requiring parents who want to waive immunizations for their children come into the health department for education prior to signing the waiver. The hope was the number of immunization waivers would decrease. Immunization waivers have decreased statewide since this requirement has been in place.

Initial data looking at November of 2014 compared to November of 2015 indicates there were 8000 fewer waivers in the State.

- Kindergarten waivers have gone from 5% to a little over 3%
- 7<sup>th</sup> Grade waivers have gone from 4.5% to 2.7%
- New student waivers have gone from 4.3% to 2.5%

Data for Delta and Menominee Counties has Delta County waivers going from 3% to 2.08%, while the waivers in Menominee County have gone from 3.95% to 3.89%. Almost all children in Menominee go to Wisconsin providers for vaccines, therefore those vaccines are being entered into the Wisconsin registry and are not shared with the Michigan registry. Menominee may come out 84<sup>th</sup> for being immunized, but this does not mean Menominee County children aren't getting immunized.

The State still has a long way to go to get all children immunized. Delta & Menominee Counties has a childhood immunization rate of about 70%, while an immunization rate of at least 80% is needed for herd immunity.

Further work needs to be done with local providers to encourage them to promote immunizations. Some area providers are not big advocates or at least, not advocates of all recommended vaccines. We are looking at ways to impact that. Financial incentives could be helpful. U.P Health Plans administer Medicaid and does incentive bonuses to physician practices based on quality indicators. Dr. Frankovich would like to approach U.P Health Plan to see if immunizations could be added to the list of quality indicators.

#### **11. Health Officer's Report**

- Held sewage installers annual meeting on March 16<sup>th</sup>. Anyone who installs septic systems is required to have a license, and must attend one training every three years. The installers learned what they need to have in place in the event there would be an accident involving one of their drivers. The installers also heard from Mike Dempsey, from Deer Path Recyclers a company from down-state Michigan which uses chipped tires to use in place of stone aggregate in septic systems. He is currently looking at the viability of opening a recycling center in the Upper Peninsula.
- Currently working on one enforcement case with the Delta County Prosecutor regarding an individual who is no longer licensed to install septic system, but is advertising to install drain fields.

- PHDM met all minimum program requirements necessary to achieve accreditation, and recently received their certificate.
- Public Health Week is April 4-10<sup>th</sup> and PHDM is working with the Escanaba Daily Press and Eagle Herald to run an article each day through Public Health Week.

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

No public comment.

**13. Board Member Comments**

- Mr. Trudgeon received a call from a Delta-County dentist regarding the Health Department providing fluoride treatments to children 3 years and younger. He informed this dentist that the fluoride rinse program provided through the WIC department should not be relevant to his practice.

**14. Adjournment**

There being no further business, Mr. Schei made a motion the meeting be adjourned at 2:16 p.m. CDT. Motion was supported by Ms. Hafeman and carried.

Thomas L. Paulson 4-21-16

Chairperson

:ih Approved April 21, 2016  
KH

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
INFORMATIONAL ITEM**

<b>SUBJECT:</b>	<b>2% Hannahville Grants – Sheriff Dept.</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<b><u>Informational only:</u> Attached are the approved Hannahville Grants received for the current budget year.</b>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



**HANNAHVILLE**  
INDIAN COMMUNITY  
N14911 HANNAHVILLE B1 RD.  
WILSON, MICHIGAN 49896-9728  
Administration: (906) 466-2932; (906) 723-2600  
Fax: (906) 466-2933



May 6, 2016

Menominee County Sheriff Department  
Sheriff Kenneth Marks  
831 10th Ave.  
Menominee, MI 49858

*Project Information:*  
*Carney Roundup Rodeo*  
*030-16-0516-029M*  
*Carney Roundup Rodeo*

Dear Sheriff Kenneth Marks:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$3500 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, May 18, 2016 to:

Jill Beaudo  
Resource Development  
Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896.

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by May 18<sup>th</sup> may result in the withdrawal of your grant award.

**Please note that information regarding all required grant reporting is enclosed. Please read all instructions carefully to ensure your compliance with the reporting requirements.**

Should you have any questions, please contact Jill Beaudo, Resource Developer at 906-723-2625. Congratulations and good luck with your project.

Sincerely,

Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD  
Tribal Chairperson

ELAINE MESHIGAUD  
Tribal Vice-Chairperson

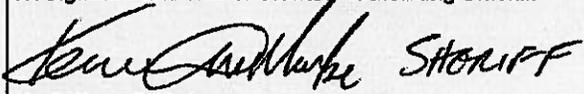
TAMMY MESHIGAUD  
Tribal Secretary

LISA LITTLE  
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Grant Number:  
 030-16-0516-029M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. if Applicable:</b>	
<b>3. Award Date:</b> May 2, 2016		<b>4. Project Period:</b> June 1, 2016 – May 30, 2017	
<b>5. Recipient Organization Name and Address:</b> Menominee County Sheriff Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b> Agency: Menominee County Sheriff Department Project Name: Carney Roundup Rodeo	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b> Nancy Hudson (906) 639-2618	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$3500	
Salaries..... \$ -			
Fringe Benefits..... \$ -			
Travel..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$3500	
Supplies..... \$ -			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ -			
Construction..... \$ 3,500.00		<b>13. Date of Distribution for this Cycle:</b> May 2, 2016	
Other..... \$ -			
Total Direct Costs..... \$ 3,500.00			
<b>\$ 3,500.00</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle June 1, 2016 – May 30, 2017 is \$3500.  Original grant request was for \$3500.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>		<b>Date:</b> 5-6-2016	
			
Sheriff Kenneth Marks		Phone: 906-863-4441	
<b>15. Signature Certifying Fund Availability:</b>		<b>Date:</b>	
Kenneth Meshgaud, Tribal Chairperson		Phone: (906) 466-2932	



**HANNAHVILLE**  
INDIAN COMMUNITY  
N14911 HANNAHVILLE B1 RD.  
WILSON, MICHIGAN 49896-9728  
Administration: (906) 466-2932; (906) 723-2600  
Fax: (906) 466-2933



May 6, 2016

Menominee County Sheriff's Department  
Sheriff Kenny Marks  
831 10th Ave.  
Menominee, MI 49858

*Project Information:*  
*Menominee County Sheriff's Department*  
*030-16-0516-026M*  
*Crime Stoppers Table and Tent*

Dear Sheriff Kenny Marks:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$300 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, May 18, 2016 to:

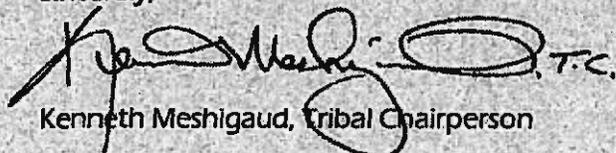
Jill Beaudo  
Resource Development  
Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896.

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by May 18<sup>th</sup> may result in the withdrawal of your grant award.

Please note that information regarding all required grant reporting is enclosed. Please read all instructions carefully to ensure your compliance with the reporting requirements.

Should you have any questions, please contact Jill Beaudo, Resource Developer at 906-723-2625. Congratulations and good luck with your project.

Sincerely,

  
Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD  
Tribal Chairperson

ELAINE MESHIGAUD  
Tribal Vice-Chairperson

TAMMY MESHIGAUD  
Tribal Secretary

LISA LITTLE  
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896

Grant Number:  
030-16-0516-026M

1. Granting Agency: Hannahville Indian Community  
2. Amendment No. if Applicable:

3. Award Date: May 2, 2016  
4. Project Period: June 1, 2016 – May 30, 2017

5. Recipient Organization Name and Address:  
Menominee County Sheriff's Department  
831 10th Ave.  
Menominee, MI 49858  
6. Project Name and Agency:  
Agency: Menominee County Sheriff's Department  
Project Name: Crime Stoppers Table and Tent

7. County: Menominee  
8. Name & Phone of Project Contact:  
Sheriff Kenny Marks  
(906) 863-4441

9. Township:

10. Approved Budget:		11. Amount Awarded This Cycle: \$300
Salaries.....	\$ -	12. Total Awarded this Project (Subject to Available Funding) \$300
Fringe Benefits.....	\$ -	
Travel.....	\$ -	13. Date of Distribution for this Cycle: May 2, 2016
Supplies.....	\$ -	
Consultants/Contractual.....	\$ -	
Training.....	\$ -	
Equipment.....	\$ 300.00	
Construction.....	\$ -	
Other.....	\$ -	
Total Direct Costs.....	\$ 300.00	
	<b>\$ 300.00</b>	

14. Remarks:  
Approved amount for Funding Cycle June 1, 2016 – May 30, 2017 is \$300.  
Original grant request was for \$300.  
Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.

15. Granting Agency Contact:  
Jill Beaudo  
Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896  
Phone: (906) 723-2625  
Fax: (906) 466-2933  
E-mail: jillbeaudo@hannahville.org

16. Signature and Title of Grantee Authorizing Official: *Kenny Marks* SHERIFF  
Date: 5-6-2016  
Sheriff Kenny Marks  
Phone: 906-863-4441

15. Signature Certifying Fund Availability: Kenneth Meshigaud, Tribal Chairperson  
Date:  
Phone: (906) 466-2932



**HANNAHVILLE**  
INDIAN COMMUNITY  
N14911 HANNAHVILLE B1 RD.  
WILSON, MICHIGAN 49896-9728  
Administration: (906) 466-2932; (906) 723-2600  
Fax: (906) 466-2933



May 6, 2016

Menominee County Sheriff's Department  
Sheriff Kenny Marks  
831 10th Ave.  
Menominee, MI 49858

***Project Information:***

***Menominee County Sheriff's Department***  
***030-16-0516-027M***  
***Squad Vehicle Replacement***

Dear Sheriff Kenny Marks:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$28990 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, May 18, 2016 to:

Jill Beaudo  
Resource Development  
Hannahville Indian Community  
N14911 Hannahville B-1 Rd.  
Wilson, MI 49896.

Upon receipt of the signed grant agreement, a check will be issued for the approved amount and sent to the authorizing government agency as indicated on the grant application along with a copy of the grant agreement. Funding will not be released to grantees until this agreement is signed and on file. Failure to return both signed copies of the grant agreement by May 18<sup>th</sup> may result in the withdrawal of your grant award.

**Please note that information regarding all required grant reporting is enclosed. Please read all instructions carefully to ensure your compliance with the reporting requirements.**

Should you have any questions, please contact Jill Beaudo, Resource Developer at 906-723-2625. Congratulations and good luck with your project.

Sincerely,

Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD  
Tribal Chairperson

ELAINE MESHIGAUD  
Tribal Vice-Chairperson

TAMMY MESHIGAUD  
Tribal Secretary

LISA LITTLE  
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris,  
Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Grant Number:  
 030-16-0516-027M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. if Applicable:</b>	
<b>3. Award Date:</b> May 2, 2016		<b>4. Project Period:</b> June 1, 2016 – May 30, 2017	
<b>5. Recipient Organization Name and Address:</b> Menominee County Sheriff's Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b> Agency: Menominee County Sheriff's Department Project Name: Squad Vehicle Replacement	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b> Sheriff Kenny Marks (906) 863-4441	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$28990	
Salaries..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$28990	
Fringe Benefits..... \$ -			
Travel..... \$ -			
Supplies..... \$ -			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ 28,990.00			
Construction..... \$ -			
Other..... \$ -		<b>13. Date of Distribution for this Cycle:</b> May 2, 2016	
Total Direct Costs..... \$ 28,990.00			
<b>\$ 28,990.00</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle June 1, 2016 – May 30, 2017 is \$28990.  Original grant request was for \$28990.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>  Sheriff Kenny Marks		<b>Date:</b> 5-6-2016  <b>Phone:</b> 906-863-4441	
<b>15. Signature Certifying Fund Availability:</b>  Kenneth Meshigaud, Tribal Chairperson		<b>Date:</b>  <b>Phone:</b> (906) 466-2932	

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Grant Number:  
 029-16-1115-033M

1. Granting Agency Hannahville Indian Community	2. Amendment No. if Applicable:
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3. Award Date: November 2, 2015	4. Project Period: December 1, 2015 – November 30, 2016
------------------------------------	--

5. Recipient Organization Name and Address: Menominee County Sheriffs Department 831 10th Ave. Menominee, MI 49858	6. Project Name and Agency: Agency: Menominee County Sheriffs Department Project Name: Tourmiquets
---	--

7. County: Menominee	8. Name & Phone of Project Contact: Sheriff Kenny Marks (906) 863-4441
9. Township:	

10. Approved Budget:	11. Amount Awarded This Cycle: \$646.54
Salaries..... \$ -	12. Total Awarded this Project (Subject to Available Funding) \$646.54
Fringe Benefits..... \$ -	
Travel..... \$ -	13. Date of Distribution for this Cycle: November 2, 2015
Supplies..... \$ -	
Consultants/Contractual..... \$ -	
Training..... \$ -	
Equipment..... \$ 645.83	
Construction..... \$ -	
Other..... \$ 0.71	
Total Direct Costs..... \$ 646.54	
<b>\$ 646.54</b>	

14. Remarks:  
 Approved amount for Funding Cycle December 1, 2015 – November 30, 2016 is \$646.54.  
 Original grant request was for \$646.54.  
 Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.

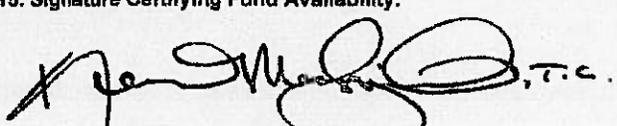
15. Granting Agency Contact:  
 Jill Beaudou  
 Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896  
 Phone: (906) 723-2625  
 Fax: (906) 466-2933  
 E-mail: jillbeaudou@hannahville.org

16. Signature and Title of Grantee Authorizing Official: \_\_\_\_\_ Date: 11-9-2015  
 Sheriff Kenny Marks Phone: 906-863-4441

15. Signature Certifying Fund Availability: \_\_\_\_\_ Date: 11/18/2015  
 Kenneth Meshigaud, Tribal Chairperson Phone: (906) 466-2932

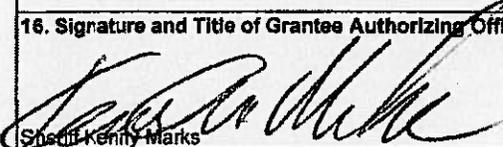
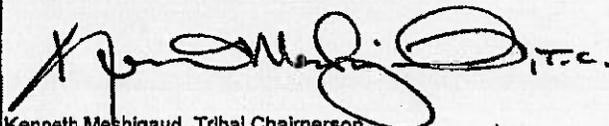
Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Grant Number:  
 029-16-1115-032M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. If Applicable:</b>	
<b>3. Award Date:</b> November 2, 2015		<b>4. Project Period:</b> December 1, 2015 – November 30, 2016	
<b>5. Recipient Organization Name and Address:</b> Menominee County Sheriff's Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b> Agency: Menominee County Sheriff's Department Project Name: Latent Print Kits	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b> Sheriff Kenny Marks (906) 863-4441	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$1347.03	
Salaries..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$1347.03	
Fringe Benefits..... \$ -			
Travel..... \$ -		<b>13. Date of Distribution for this Cycle:</b> November 2, 2015	
Supplies..... \$ -			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ 1,295.00			
Construction..... \$ -			
Other..... \$ 52.03			
Total Direct Costs..... \$ 1,347.03			
<b>\$ 1,347.03</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle December 1, 2015 – November 30, 2016 is \$1347.03.  Original grant request was for \$1347.03.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>		<b>Date:</b> 11-9-2015	
		Sheriff Kenny Marks	
<b>15. Signature Certifying Fund Availability:</b>		<b>Date:</b> 11/18/2015	
		Kenneth Meshigaud, Tribal Chairperson	
		Phone: (906) 466-2932	

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

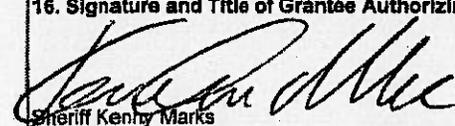
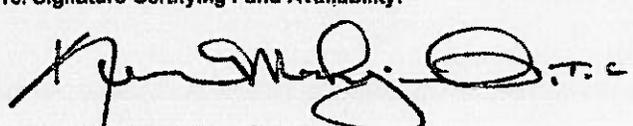
Grant Number:  
 029-16-1115-031M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. if Applicable:</b>	
<b>3. Award Date:</b> November 2, 2015		<b>4. Project Period:</b> December 1, 2015 – November 30, 2016	
<b>5. Recipient Organization Name and Address:</b> Menominee County Sheriff's Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b> Agency: Menominee County Sheriff's Department Project Name: GPS 2-Way Radios	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b>  Sheriff Kenny Marks (906) 863-4441	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$1408.89	
Salaries..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$1408.89	
Fringe Benefits..... \$ -			
Travel..... \$ -		<b>13. Date of Distribution for this Cycle:</b> November 2, 2015	
Supplies..... \$ 80.97			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ 1,319.97			
Construction..... \$ -			
Other..... \$ 7.95			
Total Direct Costs..... \$ 1,408.89			
<b>\$ 1,408.89</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle December 1, 2015 – November 30, 2016 is \$1408.89.  Original grant request was for \$1408.89.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>  Sheriff Kenny Marks		<b>Date:</b> 11-9-2015  906-863-4441 <del>498-3415</del> <b>Phone:</b>	
<b>15. Signature Certifying Fund Availability:</b>  Kenneth Meshigaud, Tribal Chairperson		<b>Date:</b> 11/18/2015  <b>Phone:</b> (906) 466-2932	

Return this form to: Jill Beaudo  
 Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

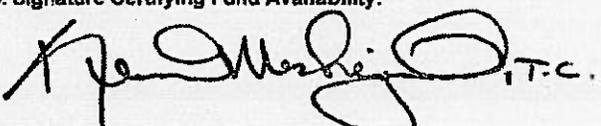
Grant Number:  
 029-16-1115-030M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. if Applicable:</b>	
<b>3. Award Date:</b> November 2, 2015		<b>4. Project Period:</b> December 1, 2015 – November 30, 2016	
<b>5. Recipient Organization Name and Address:</b>  Menominee County Sheriff's Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b>  Agency: Menominee County Sheriff's Department Project Name: Secured Key Boxes for School Door Keys and Cards	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b>  Sheriff Kenny Marks (906) 863-4441	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$1072.40	
Salaries..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$1072.40	
Fringe Benefits..... \$ -			
Travel..... \$ -		<b>13. Date of Distribution for this Cycle:</b> November 2, 2015	
Supplies..... \$ -			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ 714.00			
Construction..... \$ -			
Other..... \$ 358.40			
Total Direct Costs..... \$ 1,072.40			
<b>\$ 1,072.40</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle December 1, 2015 – November 30, 2016 is \$1072.40.  Original grant request was for \$1072.40.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>		<b>Date:</b> 11-9-2015	
 Sheriff Kenny Marks		Phone: 906-863-4441	
<b>15. Signature Certifying Fund Availability:</b>		<b>Date:</b> 11/18/2015	
 Kenneth Meshigaud, Tribal Chairperson		Phone: (906) 466-2932	

Return this form to: Jill Beaudo  
 Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

Grant Number:  
 029-16-1115-029M

<b>1. Granting Agency</b> Hannahville Indian Community		<b>2. Amendment No. if Applicable:</b>	
<b>3. Award Date:</b> November 2, 2015		<b>4. Project Period:</b> December 1, 2015 – November 30, 2016	
<b>5. Recipient Organization Name and Address:</b> Menominee County Sheriff's Department 831 10th Ave. Menominee, MI 49858		<b>6. Project Name and Agency:</b> Agency: Menominee County Sheriff's Department Project Name: Digital SLR Camera	
<b>7. County:</b> Menominee		<b>8. Name &amp; Phone of Project Contact:</b> Sheriff Kenny Marks (906) 863-4441	
<b>9. Township:</b>			
<b>10. Approved Budget:</b>		<b>11. Amount Awarded This Cycle:</b> \$1048.99	
Salaries..... \$ -		<b>12. Total Awarded this Project (Subject to Available Funding)</b> \$1048.99	
Fringe Benefits..... \$ -			
Travel..... \$ -		<b>13. Date of Distribution for this Cycle:</b> November 2, 2015	
Supplies..... \$ -			
Consultants/Contractual..... \$ -			
Training..... \$ -			
Equipment..... \$ 999.00			
Construction..... \$ -			
Other..... \$ 49.99			
Total Direct Costs..... \$ 1,048.99			
<b>\$ 1,048.99</b>			
<b>14. Remarks:</b> Approved amount for Funding Cycle December 1, 2015 – November 30, 2016 is \$1048.99.  Original grant request was for \$1048.99.  Please return both copies of this grant agreement to the address below. Failure to do so may result in the withdrawal of this award.			
<b>15. Granting Agency Contact:</b> Jill Beaudo Hannahville Indian Community N14911 Hannahville B-1 Rd. Wilson, MI 49896 Phone: (906) 723-2625 Fax: (906) 466-2933 E-mail: jillbeaudo@hannahville.org			
<b>16. Signature and Title of Grantee Authorizing Official:</b>		<b>Date:</b> 11-9-2015	
			
Sheriff Kenny Marks		Phone: 906-863-4441	
<b>15. Signature Certifying Fund Availability:</b>		<b>Date:</b> 11/18/2015	
			
Kenneth Meshigaud, Tribal Chairperson		Phone: (906) 466-2932	

Return this form to: Jill Beaudo  
 Hannahville Indian Community  
 N14911 Hannahville B-1 Rd.  
 Wilson, MI 49896

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Twin County Airport – Name Change</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Airport committee has recommended to the County Board the following name change for the Twin County Airport: <u><b>“Menominee Area Regional Airport”</b></u>          Once the FAA signs off on Menominee County being the sole sponsor of the airport, the name change can be submitted to the FAA.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## **Airport Names Submitted**

1. Menominee River Cities Airport
2. Menominee Shoreline Airport
3. Menominee Bay Area Airport
4. Menominee County Airport
5. Menominee Regional Airport
6. Menominee Area Regional Airport
7. Northern Coast Regional Airport
8. Hidden Coast Regional Airport
9. Bay Cities Regional Airport
10. Bay Area Regional Airport
11. Great Lakes Regional Airport
12. Wild Rice Regional Airport
13. South Central UP Airport
14. Menominee Township Airport
15. Menominee River Cities Airport

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

Mileage: .54 cents/mile ~ effective 01 January 2016

\*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 .54/mile	Total Cost	Account Number
2016					
4.5	CAA FIN	112			101-101-860.02
4.7	CAA	112			101-101-860.02
4.12	CO. RD	46			101-101-860.02
4.26	SOC SERV	3			101-101-860.02
4.26	CO. RD	46			101-101-860.02
		319			101-101-860.02
				172.26	101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	172.26

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

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

*B. Lang*  
Signed

05-13-16  
Date

**RECEIVED**  
MAY 13 2016  
BY: *AA*

# Commissioner Per Diem (Meeting Fee) Expense Form

Name of Commissioner BERNIE LANG

\$50.00 per meeting - Reg. or Special County Board meeting (or external committees/boards)  
\$75.00 MAC or UPACC Conference

2016

Date	Meeting Description & Duration	MILES	Meeting Expense
4-5	CAA FINANCE	112	50-
4-7	CAA	112	50-
4-12	CO. BD-ST.	46	50-
4-26	SOC SERV	3	50-
4-26	CO. BD.	46	50-
		319	250.00
Total Per Diem			250.00

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

Commissioner Signature: B. Lang

Date: 05-13-16

**RECEIVED**  
 MAY 13 2016  
 BY: AA

## MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: .54 cents/mile ~ effective 01 January 2016

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
4/5/16	Road Commission	25		13.50	101-101-860.07
4/12/16	Annex - County Board	30		16.20	101-101-860.07
4/20/16	Annex - Fair Board	30		16.20	101-101-860.07
4/25/16	Annex - County Board	30		16.20	101-101-860.07
					101-101-860.07
					101-101-860.07
115			Total Mileage		
				Total Mileage Fee	62.10

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

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

*Gerald Piche*

Signed

5/16/16

Date

**RECEIVED**

MAY 16 2016

BY: *AS*



## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on May 17 & 18, 2016 in the combined amount of \$99,356.08.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**General Fund Expenditures**

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

**Special Revenue Funds**

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

APPROVED

MAY 17 2016

BAS

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ABC Supply Company	47054	04/29/2016	48824873	Screws for Boiler Room Roof Replacem	101-265-970.04	80.00		\$80.00
AIRGAS NORTH CENTRAL	47018	05/02/2016	9050960522	Oxygen	205-315-755.00	6.86		\$6.86
Anderson, Bill	47082	03/28/2016	Reimbursement	Planning Commission	101-401-710.00	32.40		\$32.40
Anderson, Paul	47081	03/28/2016	Reimbursement	Planning Commission	101-401-710.00	15.12		\$15.12
ARAMARK UNIFORM SERVICES INC	47050	05/11/2016	1677381439	Airport Supplies	216-585-755.01	29.38		\$56.19
	47050	05/11/2016	1677381439	Airport Supplies	216-585-745.00	26.81		
AT&T - Carol Stream, IL	47062	05/01/2016	906753220905	Telephone Services (Annex)	101-103-850.00	392.60		\$438.98
	47063	05/01/2016	906753458205	Telephone Services (Shakey Lakes)	101-103-850.00	46.38		
AT&T Mobility	47088	04/30/2016	287252150867X05080001	May 1 - May 31, 2016 (906-792-0211)	101-132-850.00	31.46		\$31.46
AUTOMOTIVE SUPPLY COMPANY	47024	05/09/2016	080383340	Oil for New Holland Tractor (Airport)	216-585-742.00	25.98		\$43.18
	47036	05/10/2016	080383481	Oil Filter for J.D. Tractor (Airport)	216-585-981.00	17.20		
Batteries Plus	47058	05/05/2016	988-129829	LED Bulbs	101-265-755.00	109.90		\$109.90
BlueTarp Financial, Inc.	47007	04/26/2016	D39314	Inmate Medical Supplies	101-301-770.01	196.00		\$196.00
Body Works Plus	47020	05/10/2016	1969519486	Deductable (55-016)	205-315-934.02	250.00		\$250.00
BP	47015	05/06/2016	47379839	Road Patrol - Gasoline Charges	205-315-742.00	170.97		\$170.97
Carquest Auto Parts	47045	05/10/2016	2825-325368	Utility Belt	101-265-934.00	13.09		\$13.09
CBM Managed Services	47003	05/04/2016	STDINV00155	Inmate Meals	101-301-770.00	2,070.04		\$4,105.58
	47004	05/11/2016	STDINV00461	Inmate Meals	101-301-770.00	2,095.54		
Cellcom - P.O. Box 7555	47066	05/05/2016	899990	Cellular Services (Airport)	216-585-850.00	54.21		\$219.75
	47074	05/05/2016	902577	Cellular Services	296-663-850.00	55.18		
	47074	05/05/2016	902577	Cellular Services	296-664-850.00	55.18		
	47074	05/05/2016	902577	Cellular Services	296-665-850.00	55.18		
Cenex Fleetcard	47071	05/06/2016	119874	Gasoline Charges (April 2016)	296-665-880.00	37.86		\$127.61
	47071	05/06/2016	119874	Gasoline Charges (April 2016)	249-371-742.00	89.75		
CIMA COMPANIES, INC.	47102	03/21/2016	MINEMO	Volunteer Insurance Renewal (7/1/16 -	101-136-897.00	240.00		\$240.00
CITY OF MENOMINEE - 2511 10TH ST.	47013	05/12/2016	4273	April 2016 (Road & Work Van)	206-301-742.00	65.45		\$1,317.21
	47013	05/12/2016	4273	April 2016 (Road & Work Van)	205-317-704.00	1,251.76		

APPROVED

MAY 17 2016

BAZ

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CLOVERLAND PAPER CO								
	46995	05/09/2016	111477	Courthouse Supplies	101-265-755.01	141.32		\$1,031.23
	46997	05/09/2016	111479	Annex Supplies	101-265-755.01	30.37		
	47005	05/09/2016	111478	PO# 03325 Assorted Inmate Supplies	101-301-770.00	521.65		
	47057	04/29/2016	111410	Janitorial Supplies (Courthouse)	101-265-755.01	340.89		
Cooper Office Equipment								
	47014	05/06/2016	133923	Contract # 1408-01 (Road Patrol)	205-315-727.00	135.00		\$610.19
	47027	05/06/2016	133924	Contract # 1406-01 (2nd Floor Hallway)	101-172-931.01	200.00		
	47053	04/29/2016	133731	Contract # 2310-01 (Treasurer's Office)	101-253-728.00	275.19		
CVS Pharmacy Inc.								
	47008	04/19/2016	6005432044049416	Inmate Medication	101-301-770.01	71.81		\$71.81
David Ashby								
	47017	05/12/2016	Reimbursement	Back Un Holster	205-315-745.00	29.49		\$29.40
DuPont, Sherry								
	47049	05/12/2016	Reimbursement	Mileage & Meals	101-172-860.00	125.77		\$125.77
Durocher, Tony								
	47092	05/09/2016	6139	Transport of Minor	101-132-801.01	13.75		\$114.25
	47092	05/09/2016	6139	Transport of Minor	101-132-801.00	33.00		
	47093	05/09/2016	Reimbursement	Mileage	101-132-801.00	67.50		
EAGLEHERALD PUBLISHING, LLC								
	47029	04/30/2016	1406	April 2016 - Advertising	101-101-901.00	130.36		\$130.36
Fiorucci, Tony & Teena								
	47095	05/02/2016	J. F.	Foster Care (April 2016)	292-662-843.02	517.20		\$1,034.40
	47096	05/02/2016	B. F.	Foster Care (April 2016)	292-662-843.02	517.20		
GREAT AMERICAN DISPOSAL CO THE								
	47028	05/01/2016	65103596	Shakey & Kleinke	208-751-801.00	649.11		\$705.50
	47047	05/01/2016	65103598	Annex - Garbage Removal	101-261-930.04	56.39		
Hashimoto Sewer Service, Inc.								
	47056	05/02/2016	13304	Grease Pit Maintenance	101-265-801.00	210.00		\$210.00
Heynssens-Solins								
	47084	05/12/2016	PO# 03323	Lift Chair for Veteran (Floyd L. Williams)	294-683-835.00	740.94		\$740.04
Hi Tec Building Services								
	47034	04/30/2016	011628	April 2016 Cleaning	101-265-801.00	1,400.00		\$1,400.00
INSTITUTE OF CONTINUING LEGAL								
	47042	04/18/2016	722256	MI Probate Sourcebook (March 2016 U	101-132-802.00	133.50		\$133.50
J S Electronics, Inc.								
	47021	05/04/2016	19268	Vehicle Headlight Maintenance	205-315-934.02	111.80		\$111.80
Joel Hansley, RN								
	47009	05/15/2016	Nursing Services	Nursing Inmate Services	101-301-770.01	1,365.00		\$1,365.00
KOZIKOWSKI WELL & PUMP INC								
	47067	05/12/2016	D11330	PO# 03326 - Courthouse - Pump Hoist	101-265-934.00	693.83		\$693.89
Lang, Bernard								
	47038	05/13/2016	Reimbursement	Mileage (April 2016)	101-101-860.02	172.26		\$172.26

APPROVED

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
LENCA SURVEYING								
	47065	05/12/2016	16080	PO# 03327 Professional Land Surveyin	220-752-953.04	2,340.00		\$4,746.96
	47069	05/12/2016	16082	Remon Yr 2016 (4/27 - 5/12)	243-246-801.07	2,347.16		
	47070	05/12/2016	16082	Supplies & Materials (Metal Posts x20)	243-246-765.00	59.80		
LexisNexis - 28544 Network Place								
	47019	04/28/2016	82545820	MI Penal & Veh Handbook (Spring 201	205-315-755.00	113.33		\$113.33
M & M Trucking, Inc.								
	47033	05/09/2016	7326	River Park (Gravel & Pit Run)	220-752-953.03	397.50		\$397.50
Marinette Co Emergency Mgmt								
	47032	05/17/2016	Workshop	Workplace Violence (Bousley & Marks)	101-172-860.00	81.00		\$162.00
	47032	05/17/2016	Workshop	Workplace Violence (Bousley & Marks)	101-301-881.00	81.00		
Maximus, Inc.								
	47104	02/10/2016	004	July - September 2015	101-267-801.00	700.00		\$700.00
Mead & Hunt								
	47040	05/13/2016	260854	Professional Services from April 1 - Apr	216-585-970.00	336.67		\$336.67
Menards - Marinette								
	46996	05/09/2016	8624	Boiler - Roof	101-265-970.04	13.78		\$161.81
	47059	05/05/2016	8387	Building & Ground Supplies	101-265-755.00	31.72		
	47060	05/05/2016	8386	Supplies for Roof Project	101-265-970.04	99.72		
	47066	04/30/2016	7940	Roof Flashing	101-265-755.00	16.59		
MENOMINEE COUNTY ROAD COMMISSI								
	47011	05/09/2016	10975	Power to Radio Tower (April 2016)	101-301-934.01	146.98		\$146.98
MENOMINEE COUNTY SHERIFF DEPT								
	47030	05/09/2016	WV85	Work Van Services	208-751-930.04	106.25		\$106.25
Menominee Industrial Supply								
	47037	05/11/2016	10219752	Plugs for Lawn Mower	101-265-934.00	7.20		\$208.15
	47051	05/12/2016	10220133	Trimmer	101-265-931.00	200.95		
Midland Plastics, Inc.								
	47064	04/29/2016	000001	PO# 03296 Bullet Proof Doors (x2)	101-103-970.15	3,130.00		\$3,130.00
MILLERS ACTION OFFICE SUPPLY I								
	47031	05/10/2016	0117903-001	Toner Cartridge (Probate Court)	101-132-727.00	103.99		\$214.20
	47041	05/13/2016	0117974-001	Office Supplies (Probate/Family)	101-132-727.00	110.21		
Niemi, Daniel R.								
	47090	05/09/2016	Reimbursement	Meals	101-132-801.00	14.30		\$56.80
	47091	05/09/2016	6141	Transport of Minor	101-132-801.01	12.50		
	47091	05/09/2016	6141	Transport of Minor	101-132-801.00	30.00		
Northcare Network								
	47026	05/10/2016	4/29/16	Convention & Tourism Tax (50%)	101-601-835.01	5,743.00		\$5,743.00
Office Depot, Inc.								
	47048	05/02/2016	837367871001	Office Supplies (Annex)	101-261-727.00	30.04		\$30.04
Omnicare, Inc.								
	47010	04/30/2016	5145724	Inmate Medication	101-301-770.01	166.95		\$166.95
Owens, Karen A.								
	47097	04/05/2016	April 2016	After School Program	296-668-801.00	189.00		\$297.00
	47098	03/29/2016	April 2016	Teen Awareness Program	296-668-801.00	108.00		

APPROVED

MAY 17 2016

6043

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Peterson, Charlene	47078	03/28/2016		Reimbursement Planning Commission	101-401-710.00	13.50		\$13.50
Piche, Gerald L.	47039	05/16/2016		Reimbursement Mileage (April 2016)	101-101-860.07	62.10		\$62.10
QUALITY WATER SPECIALISTS	47055	04/30/2016	5231	Water Softener Salt	101-265-801.00	71.30		\$71.30
Quill Corporation	47100	04/19/2016	5131215	PA - Office Supplies	101-267-727.00	33.97		\$33.97
S & O LOCK AND PHONE SERVICE	47025	04/20/2016	43726	Forclosure Property - Deadbolts (x2)	517-252-931.00	152.89		\$152.89
Scholtz Sr., Gary	47080	03/28/2016		Reimbursement Planning Commission	101-401-710.00	27.00		\$27.00
Schroud, Margaret	47073	05/16/2016		Reimbursement Mileage, Meals, Continuing Education (	101-257-860.00	198.20		\$198.20
Schultz, Lillian R.	47079	03/28/2016		Reimbursement Planning Commission	101-401-710.00	25.92		\$25.92
Sexton, Richard	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-850.00	82.66		\$1,451.18
	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-963.00	18.92		
	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-963.00	15.81		
	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-727.00	70.00		
	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-727.00	121.89		
	47075	05/10/2016		Reimbursement Phone Bill & EMS Supplies	101-426-755.00	19.97		
	47076	05/10/2016		Reimbursement Travel, Hotel, Conference Fee, Tolls, M	101-426-880.00	1,121.93		
Signarama Menominee	47035	03/11/2016	4986	Restroom Signs (Parks)	208-751-755.03	46.64		\$46.64
Solis, Dan	47068	05/16/2016		Reimbursement Refund of Buiding Permit	249-371-964.00	177.40		\$177.40
Squires-Stepniak, Rebecca	47094	05/04/2016		Reimbursement Mileage - April 2016	296-665-860.00	204.12		\$215.57
	47103	05/04/2016		Reimbursement Adopt a Highway Snacks	296-668-801.00	11.45		
State of Michigan - MI Supreme Court Finance	47044	05/03/2016	C41 5/6/16	April, May, June 2016	101-131-858.03	1,849.47		\$1,849.47
State of Michigan POB 30266	47012	05/06/2016	551-487074	Lein System Line (1/1/16 - 3/31/16)	101-301-976.00	1,765.00		\$1,765.00
STEPHENSON MARKETING COOPERATI - P O BOX 399	47016	04/30/2016	015579	Road Patrol - Gasoline Charges	205-315-742.00	2,725.05		\$2,725.05
The Advertiser	47022	04/30/2016	040256	Advertising	101-301-802.00	24.00		\$24.00
The Print Shop - 1340 Main Street	47099	05/03/2016	7031177	Envelopes & Letterhead (PA's Office)	101-267-727.00	131.25		\$131.25
Time Warner Cable	47006	04/28/2016	10404-620475202-800	May 6 - June 5, 2016	101-301-770.00	134.28		\$134.28
TWIN CITY ELECTRIC, Inc.	47046	05/06/2016	80239	Change Extension - Annex	101-261-728.00	185.00		\$185.00

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
U.E.S. COMPUTERS, INC.								
	47043	05/16/2016	74307	Hard Drive - for Back Up System	101-103-857.03	405.00		\$7,990.99
	47072	05/13/2016	74300	Clerk's Office - Toner (Joann)	101-215-727.00	138.00		
	47077	05/09/2016	74260	PO# 03328 - 1 Year Update - Spam Fir	101-103-857.02	588.00		
	47085	04/29/2016	44903	Weekly Computer Maintenance (April 2	101-103-857.00	3,953.99		
	47101	04/26/2016	74173	PO# 03329 - PA Work Station (x2)	101-267-970.00	2,906.00		
UNIFORM SHOPPE								
	47000	04/30/2016	254813	PO# 03324 Bullet Proof Vest (VanHorn	101-301-745.00	700.00		\$823.94
	47001	04/13/2016	254283	Badge Repair (Marks)	101-301-745.00	24.49		
	47002	04/30/2016	254853	Armor Skin (Vanhorn)	101-301-745.00	99.45		
Valenti, Susan F.								
	47089	05/10/2016	Reimbursement	Mileage & Meals	101-131-860.00	180.53		\$180.53
Verizon Wireless								
	47061	05/01/2016	9764649642	Cellular Services	101-265-850.01	108.07		\$898.71
	47061	05/01/2016	9764649642	Cellular Services	101-301-850.00	458.83		
	47061	05/01/2016	9764649642	Cellular Services	101-682-850.00	32.46		
	47061	05/01/2016	9764649642	Cellular Services	205-315-850.00	298.90		
	47061	05/01/2016	9764649642	Cellular Services	266-325-850.00	0.45		
WISCONSIN PUBLIC SERVICE CORP								
	47083	05/12/2016	Electrical Service	PO# 03322 - Veteran (Ryan Koesling)	294-683-835.00	1,500.00	*	\$4,492.39
	47087	04/29/2016	0402055840-00001	Jail	101-265-920.03	2,992.39		
Xerox Corporation - 25152 Network Place								
	46998	05/01/2016	084371244	Sheriff Department - April 2016	101-301-727.00	381.38		\$512.57
	46999	05/01/2016	084371243	Sheriff Department - April 2016	101-301-727.00	36.97		
	47052	05/01/2016	084371245	Probation/Parole - May 2016	101-131-842.00	94.22		
Total Amount for Bank Account: General								\$57,104.18

APPROVED

MAY 17 2016

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COUNTY FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ALGER-DELTA COOPERATIVE ASSOCI								\$646.06
	47136	05/01/2016	383001	Shakey Lakes/Horse	208-751-920.01	31.25		
	47137	05/01/2016	383200	N8380 Co park Rd 20.5	208-751-920.01	87.26		
	47133	05/01/2016	383301	Shakey Lakes Park/Cattle	208-751-920.01	28.46		
	47139	05/01/2016	1503500	N8380 Co Park Rd 20.5	208-751-920.01	34.34		
	47140	05/01/2016	370500	Shakey Lakes Office/Shop	208-751-920.01	161.40		
	47141	05/01/2016	379700	Storage Shed	208-751-920.01	49.78		
	47142	05/01/2016	380300	Shower Building	208-751-920.01	83.88		
	47143	05/01/2016	367100	N8390 Beach House	208-751-920.01	34.63		
	47144	05/01/2016	367200	Northwest Campsites	208-751-920.01	34.63		
	47145	05/01/2016	369802	W8449 Co Rd G-12 Campsites	208-751-920.01	34.34		
	47146	05/01/2016	1614900	Bath House	208-751-920.01	66.09		
Anderson-Diehm Funeral Home								\$450.00
	47132	05/18/2016	5/18/16	Removal & Transportation (Hanna, Hoi	101-648-861.00	450.00		
ARAMARK UNIFORM SERVICES INC								\$117.85
	47153	05/18/2016	1677386002	Airport Supplies	216-585-755.01	91.04		
	47153	05/18/2016	1677386002	Airport Supplies	216-585-745.00	26.81		
Brian Bousley								\$228.61
	47126	05/18/2016	Reimbursement	Mileage, Meals	101-426-860.00	105.84		
	47126	05/18/2016	Reimbursement	Mileage, Meals	101-172-860.00	122.77		
Cellcom - P.O. Box 7555								\$57.50
	47143	05/05/2016	906468	Medical Examiner - Cellular Services	101-648-850.00	57.50		
Cooper Office Equipment								\$375.14
	47152	04/14/2016	133202	Contract # 2043-01 (FOC)	215-141-942.00	375.14		
Dellisse, Mike								\$49.89
	47149	05/17/2016	Reimbursement	Mileage	101-682-860.00	49.89		
DTE Energy								\$71.36
	47123	06/03/2016	462245200011	Annex	101-261-920.04	71.36		
Friends Ofc Proc Whse Direct								\$64.48
	47153	04/25/2016	01022	FOC - Office Supplies	101-141-727.00	64.48		
Marinette Farm & Garden								\$165.00
	47147	05/04/2016	356591	Top Soil (Community Beautification)	296-667-801.01	165.00		
MENOMINEE COUNTY JOURNAL								\$83.25
	47130	05/01/2016	121	April 2016 Advertising	101-101-901.00	83.25		
MGT of America, Inc.								\$7,200.00
	47134	05/02/2016	28202	FY 2014 Cost Allocation Plan and Job (	101-103-801.08	7,200.00		
MI Family Support Council								\$25.00
	47154	05/10/2016	Registration	Spring Training Conference - Jodie Bar	101-141-803.00	25.00		
MICH ASSOC OF COUNTIES								\$25.00
	47129	05/18/2016	Registration	MAC Regional Summits - 2016 (B. Bou	101-172-860.00	25.00		

APPROVED

MAY 18 2016

BRB

CHIEF FINANCIAL OFFICER  
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Michigan Counties Workers'								\$27,031.00
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-101-716.00	57.95		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-131-716.00	44.09		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-132-716.00	68.51		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-136-716.00	368.76		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-141-716.00	71.99		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-148-716.00	45.01		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-150-716.00	2.83		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-172-716.00	350.66		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-215-716.00	205.16		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-253-716.00	149.27		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-257-716.00	313.23		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-261-716.00	18.89		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-265-716.00	1,653.39		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-267-716.00	721.61		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-268-716.00	80.97		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-301-716.00	12,599.80		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-331-716.00	29.47		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-426-716.00	31.27		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-648-716.00	49.43		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	101-682-716.00	38.52		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	205-315-716.00	7,104.92		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	205-316-716.00	475.91		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	208-751-716.00	869.08		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	249-371-716.00	72.01		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	266-325-716.00	380.76		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	266-326-716.00	35.56		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	271-790-716.00	648.77		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	296-663-716.00	200.48		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	296-664-716.00	168.79		
	47133	04/20/2016	10524	3rd Qtr Workers Comp Installment Billir	296-665-716.00	173.91		
St. Francis Hospital								\$420.00
	47131	04/24/2016	1140806	Drug Screen (N. Hodia)	101-648-836.00	420.00		
State of Michigan - MI Supreme Court Finance								\$2,554.76
	47150	05/06/2016	P55 - Probate	April, May, June 2016	101-132-858.03	2,554.76		
The Ebco Company, LLC								\$2,687.00
	47151	05/05/2016	016087	PO# 3286 - FOC Files (x7700)	101-141-970.01	2,250.00		
	47151	05/05/2016	016087	PO# 3286 - FOC Files (x7700)	215-141-934.00	437.00		
Total Amount for Bank Account: General								\$42,251.90

APPROVED

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OFFICIAL OFFICER  
MENDOTA COUNTY CLERK

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by:     **Brian Bousley**    

    **05/19/2016**      
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 Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
September 14, 2015

The Menominee County Planning Commission meeting was called to order at 5:00 PM CDT by Chair Lillian Schultz at the Lake Township Hall in Stephenson, MI with the Pledge of Allegiance.

Roll Call: Present: Bill Anderson, Paul Anderson, Charlene Peterson, Lillian Schultz and County Comm Ray Williams Absent: Gary Scholtz. (One vacancy on the Planning Commission) Quorum present to conduct business.

Approval of Agenda: Motion by Ray Williams to approve agenda, support by Paul Anderson. Motion carried.

Approval of Previous Minutes: Motion by Bill Anderson to approve minutes of July 27, 2015 regular meeting; support by Paul Anderson. Motion carried.

Public Comment: Breanne Bedgood from Carney HS attended with her parents to fulfill her requirement of attending a public meeting for her government and economics class.

Presentations: None.

Old Business:

- A) Brownfield Redevelopment Authority-to remain on the agenda pending start up info
- B) Menominee Township Planning Commission on August 24, 2015 submitted the final draft of the Menominee Township Proposed Zoning Ordinance and Zoning Map to the Menominee County Planning Commission for review and recommendation.

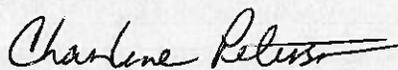
MOTION: was made by Ray Williams; supported by Bill Anderson. The Menominee County Planning Commission does NOT recommend adoption of this draft of the Menominee Township Zoning Ordinance in its present final draft. The primary reason being this draft was written to try to make current land use be the standard for future use. Zoning should look to the future not to the past. Suggest re-work as well as education of the residents of their township about zoning and what zoning is / how it works. Letter will sent to Menominee Township informing them of the non-recommendation for adoption at this time. Roll Call vote: all YES – to NOT recommend adoption. Motion Carried.

New Business: CUPPAD Intent to Comment forms TO FILE.

Next Meeting Date: Monday, October 26, 2015 at 5:00 PM, as needed.

Adjournment: Motion by Paul Anderson to adjourn, support by Bill Anderson. Meeting adjourned at 5:36 pm.

Minutes Submitted by:

  
Charlene Peterson, Secretary pro tem  
Menominee County Planning Commission

Approved 3/28/2016



MINUTES OF THE MEETING OF THE  
PINECREST BOARD OF TRUSTEES

Date: Thursday, March 31, 2016	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: Chairperson Naser called the meeting to order at 2:00 p.m. Central Time

Roll Call:

Trustees present: Gerald Smith, Mary Harrington, Barbara Oliver, John Degenaer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman and Darlene Smith, Administrator  
 Trustees Absent: Elaine Boyne and Catherine Driscoll  
 Leadership Team Members present: Candace Meintz, CFO and Susan Williamson, Director of Nursing  
 Guests: Terry Grandine

TOPIC	DISCUSSION	OUTCOME
Approval of March 2016 Agenda	There were no additions or deletions to the agenda.	A motion was made by Trustee Eichhorn, supported by Trustee Degenaer, to approve the Agenda as presented. Motion carried.
Board action on Minutes of the February 2016 meeting.	The minutes had been sent to the Trustees for their review prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Harrington, to approve the minutes as presented. Motion carried.
Board action on the March Manifest of invoices.	The Manifest of invoices had been sent to the Trustees for their review prior to this	A motion was made by Trustee Hafeman, supported by Trustee Degenaer, to

	<p>meeting. Trustee Smith questioned a payment to a Lock Box. It was explained that this is Aramark and the charges are for floor mats. Trustee Hafeman asked about a payment to the State of MI for a Nursing Home Provider Tax. It was explained that the facility must pay this each month based on the residents who are not on Medicare.</p>	<p>approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Board action on Financial Statement for March 2016.</p>	<p>CFO Meintz reviewed the Financial Statement for February.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the financial Statement as presented. Motion carried.</p>
<p>Board Committee Reports a. Finance Committee Report</p>	<p>Trustee Hafeman had been appointed Chairperson of the Finance Committee in the absence of Committee Chair, Trustee Driscoll. Trustee Hafeman reported that both AFSCME and SEIU contracts had been negotiated and AFSCME has ratified theirs. Both parties will receive a 2% increase  SEIU will bring their contract to the full group next week for a vote. It was asked that the Board ratify this contract as well as AFSCME's, so if the SEIU group ratifies their contract next week, they could be given their wage increase with the next pay period following the ratification.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the wage increases for AFSCME, SEIU, and the Management Group; as well as approve the Administrator's contract. Motion carried.</p>

<p>Board Action Items/Resolutions</p> <ul style="list-style-type: none"> <li>a. Ratify Contract with AFSCME</li> <li>b. Selection of Officers for April 1, 2016 through March 31, 2017.</li> <li>c. Request for Write –Offs</li> </ul>	<p>The insurance, which has changed to BCBSM, now has a \$4000 deductible and a \$2350 co-pay.</p> <p>The Committee also reviewed the Administrator’s contract. This is a 1 year contract. As well as the management group which will also receive a 2% increase.</p> <p>The Finance Committee recommended to the Board that both contracts be ratified, the Management Group’s wage increase and the Administrator’s contract be approved.</p>	
	<p>See Finance Committee Report, above</p> <p>A discussion and selection of Officers was held.</p> <p>Trustee Hafeman motioned that Trustee Elaine Boyne be selected as Board Chair, Trustee Driscoll be selected as Board Vice-Chair. Trustee Degenauer motioned that Trustee Eichhorn be selected as Board Secretary.</p> <p>Board Chairperson Naser thanked everyone for their cooperation during the year that he served as Chairperson.</p> <p>CFO Meintz reviewed the Write Off Request in the amount of \$9,983.53.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Harrington, to approve the selections as made. Motion carried.</p> <p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Write Off Request in the amount of \$9,983.53. Motion carried.</p>

<p>Unfinished and New Business:</p> <p>a. Report of Quality Assurance and Resident Council Committee</p>	<p>Trustee Degenauer stated that he had talked with Representative Ed McBroom and that Representative McBroom is willing to try to help us and will address the issue. Administrator Smith stated that we do write off the amount, but we still keep working on trying to collect the money. CFO Meintz stated that the Medicaid auditor was here this week and we are doing well. Plante and Moran will be here next week and will present to the Board in April. Administrator Smith thanked the office staff for all of their work during these audits.</p>	
	<p>Susan Williamson reported on the Resident Council Meetings held at each home. There were no concerns, they each requesting items for spring planting as well as the main home residents requested several outings, which have been scheduled and some already taken.</p> <p>She also reported on the Quality Assurance Meeting for the month of March. We continue to prepare for the State inspection as we are in our time period for them to come in. She and Darlene will be at the Joint Provider Meeting next week.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the reports as presented. Motion carried.</p>

<p>b. Report of Safety Committee</p>	<p>Lois Ball reported that all incidents and accidents were reviewed. She is trying to bring something to each meeting to review and in April she is planning to bring in the extra notes that David Kausak had put in with the Fire Safety Inservice that was required to be done on our Relias Learning for March.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Safety Committee Report.</p>
<p>c. Request for cost of travel, lodging and meals for Cheryl Rochon</p>	<p>Administrator Smith requested \$200.00 for Ms. Rochon's travel and lodging to attend the MAAP Spring conference April 14 and 15 in Mount Pleasant.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the cost of \$200.00 for Ms. Rochon to attend this conference. Motion carried.</p>
<p>d. Administrator's Report</p>	<p>Administrator Smith reported that negotiations with AFSCME were held February 27th and we have settled that contract. They have voted and ratified that contract. We also negotiated with SEIU (today) and have settled that contract. They will be voting next Thursday for ratification. We negotiated for one-half day each time and so had Attorney Girard present but only for a half day each time.</p> <p>On March 1<sup>st</sup> we did a talent tour with Whispering Pines and had about 80 kids from the ISD come through. We showed them all of our buildings, showing them through everything. The kids were</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the Administrator's report. Motion carried.</p>

impressed and we got good feedback from them. Since then we have a bigger awareness of our places and we have had more applications for aides.

Davey had a group come through from MI State University to tour our boiler program. We are one of few in the country. There are places in Virginia and the Carolinas who are planning to send reps out here to tour our set up.

From last month's meeting – we did have 3 bids for the truck that we sold.

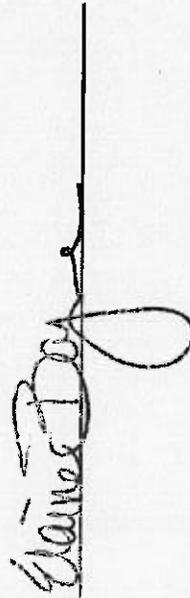
Administrator Smith then asked the Board what type of policy they would like to set for the sale of used items. Trustee Eichhorn stated that it could be that it is offered to employees first, but vehicles we should request bids – anything titled. Trustee Smith agreed that this sounded like a good policy.

Administrator Smith noted that we did get a card and the gift card for Rory Mattson.

Trustee Harrington asked if the cable TV issue was taken care of. Administrator Smith reported that there is cable in the big rooms (common rooms) now. Trustee

	<p>Degenauer stated that he had received a call from a resident's family member who was asking about the cable. Trustee Degenauer explained it to the individual.</p> <p>Trustee Oliver asked what had come of the letter that the Board had received the prior month. Administrator Smith stated that she is waiting for dates for a meeting between her, Todd Flath and Don Maki to sit down and establish ground rules for the meetings with staff.</p> <p>There were no comments from the public</p> <p>The meeting adjourned at 2:35 p.m.</p>	
<p>Comments from the Public</p> <p>Adjournment</p>		<p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to adjourn the meeting. Motion carried.</p>

Gary Eichhorn, Secretary



Darlene Smith, Acting Secretary

Darlene Smith, Actm 4/28/16

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

**GOVERNING BOARD MEETING  
511 First Avenue North, Escanaba MI  
Thursday, April 7, 2016  
12:30 p.m.**

**MINUTES**

The Chair called the meeting to order at 12:30 p.m. and a quorum was noted with the following present:

**BOARD MEMBERS**

Omer Doran, Schoolcraft  
Karen Wigand, Delta  
Myra Croasdell, Delta  
Susan Kleikamp, Menominee  
Dan LaFoilie, Schoolcraft  
Amanda Ely, Delta  
Andrea Raygo, Menominee  
Lee Robbert, Schoolcraft  
Tom Lippens, Delta  
Geri Nelson, Delta  
John Stapleton, Schoolcraft  
Ken Penokie, Delta  
Bernie Lang, Menominee  
Clyde Thoun, Menominee

**OTHERS**

Julie Moberg, Executive Director  
Cathy Pearson, Executive Assistant  
Myra Heslip, Early Childhood Director  
Theresa Nelson, RSVP Director  
Sarah Cantrell, RSVP Director Trainee  
Kris Thibeault, Finance Director  
Peggy Ramsden, FGP Director  
Connie Maule, SCP Director

**MEMBERS ABSENT**

David Moyle, excused  
Dave Anthony  
Craig Reiter, excused

Chair Wigand introduced and welcomed our two new board members, Andrea Raygo (Menominee Co.) and Amanda Ely (Delta Co.).

**APPROVAL OF MARCH 10, 2016 GOVERNING BOARD MINUTES**

Members received a draft of the 3/10/16 Governing Board minutes for their review. There were no questions and **THEY WERE APPROVED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY OMER DORAN; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The committee reviewed the CAA February accounts Payable Schedule and recommends their approval. **THEY WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also reviewed and revised the agency's cost allocation plan. **JOHN STAPLETON MOTIONED TO ACCEPT THE FINANCE COMMITTEE REPORT, OMER DORAN SUPPORTED THE MOTION; MOTION CARRIED.**

### NOMINATING COMMITTEE REPORT

Karen Wigand called on Clyde Thoun who told the board that the Nominating Committee met today and reviewed the application of Peter Thoun to fill the vacancy in the Private Sector of Menominee County, representing the financial institution and they recommend his approval. **DAN LAFOILLE MOVED TO APPROVE THE APPOINTMENT OF PETER THOUNE TO REPRESENT THE BANKING INSTITUTION IN THE PRIVATE SECTOR OF MENOMINEE COUNTY, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.** The committee also discussed having the board officer terms made longer than one year. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED UPON A MOTION FROM OMER DORAN, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

### APPROVAL OF 2/23/16 HEAD START POLICY COUNCIL MINUTES

Members were mailed a copy of the 2/23/2016 Head Start Policy Council minutes for their review and **THEY WERE APPROVED WITH A MOTION FROM LEE ROBBERT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### ACCEPTANCE OF 3/14/16 EHS/HS MONTHLY REPORT

Members were mailed a copy of the 3/14/16 EHS/HS monthly report and **IT WAS ACCEPTED WITH A MOTION FROM CLYDE THOUNE, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

### APPROVAL OF ERSEA & DISABILITIES WORK PLANS

Members received a copy of the Early Childhood Program ERSEA and Disabilities Work Plans and **THEY WERE APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### APPROVAL OF EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on Julie Moberg who reported that federal monitors were here recently to complete the ERSEA and fiscal monitoring in the Early Childhood Program and that went well. The next review is scheduled for the week of 4/25/16 and will involve the classroom activities.

The Executive Director announced that this year is the 50<sup>th</sup> Anniversary of our local Head Start Program (nationally the program was introduced 51 years ago) and various activities are taking place to commemorate this milestone.

She also reported that one of our ECP classrooms took 4<sup>th</sup> place in the national "Head Start Read Aloud" challenge. The board asked that congratulations and kudos be passed along to all involved.

Lastly the Early Childhood Program will be holding an event on 6/1/16 to provide information on data in the program. All board members will be mailed information on the event.

**PUBLIC COMMENT**

There were no public comments.

**OTHER BUSINESS**

There was no other business

**ADJOURNMENT**

There being no further business the meeting **ADJOURNED AT 12:50 P.M. WITH A MOTION FROM OMER DORAN, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

**THE NEXT MEETING IS THURSDAY MAY 12, 2016 AT 12:30 P.M.**

**FINANCE COMMITTEE REPORT**

**Tuesday, April 5, 2016**

**11:00 a.m.**

**MINUTES**

The following were present: Susan Kleikamp, Omer Doran, Bernie Lang, Tom Lippens, Dan LaFoille, Karen Wigand, Julie Moberg, Kris Thibeault and Cathy Pearson

The committee reviewed the CAA credit card charges in the amount of \$6,551.61 open charge accounts for February.

The committee reviewed the CAA February Accounts Payable Schedule and **it was approved with a motion from Tom Lippens, seconded by Omer Doran; motion carried.**

The committee reviewed the HRA credit card charges in the amount of \$609.09 and open charge accounts for February.

The HRA February Accounts Payable Schedules were reviewed and **Dan LaFoille moved to approve them, seconded by Bernie Lang; motion carried.**

Finance Director, Kris Thibeault, reviewed the February Finance report. She also reviewed the cost allocation plan that was mailed to the members and explained that this is the methodology for charging grants the appropriate amount for shared costs. The revised Cost Allocation Plan **was approved with a motion from Bernie Lang, supported by Tom Lippens; motion carried.** It was noted that this is another item that should be reviewed annually.

At the previous two Finance Committee minutes the ECP wage adjustments were reviewed and approved, but staff forgot to request that the adjustment be retroactive to 1/4/16. The committee was assured that the budget can afford the retroactive amount. After much discussion, **Bernie Lang moved to approve the ECP Wage Adjustments retroactive to 1/4/16, Tom Lippens seconded the motion but the motion did not carry.**

Approval of a wage adjustment for the HR Manager/Data Systems Administrator. Members were mailed a rationale for the increase and the wage recommendation for their review. **Dan LaFoille moved to approve the wage adjustment of the HR Mgr./Data Systems Administrator as proposed, seconded by Bernie Lang; motion carried.** The Executive Director reminded the Finance Committee, per the financial policies, wage adjustments only need to be approved by the Finance Committee and not the whole board.

**Other Business:**

Members were given the following copies: 1) 2/16/16 letter from the MI Dept. of Licensing & Regulatory Affairs 2) 3/25/16 letter to Attorney Terry Burkhardt from the National Labor Relations Board 3) 3/29/16 letter from the Wage and Hour Division of the Dept. of Labor. It was noted that these letters will be given to the full board and they will be notified that we have incurred attorney fees of approximately \$10,000 and that we may have more liability down the line.

The meeting adjourned @ 12:32 **with a motion from Tom Lippens, seconded by Omer Doran; motion carried.**

THE FINANCE COMMITTEE HAS REVIEWED THE FEBRUARY 2016 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	219,161
EARLY HEAD START		71,814
EARLY-ON CHILDHOOD		848
GSRP		22,484
ASSET & LIABILITY ACCOUNTS		24,837
TOTAL	\$	339,145

SIGNED

*Susan E. Kleibamp*  
(TREASURER)

DATE

4-5-16

Attachment "B"

**NOMINATING COMMITTEE MEETING**  
**Thursday, April 7, 2016**  
**11:30 a.m.**

**MINUTES**

The following were present: Omer Doran, Clyde Thoune, Myra Croasdell, Dave Anthony, Karen Wigand, Julie Moberg, Cathy Pearson

The committee reviewed the application from Peter Thoune to fill the vacancy in the Private Sector of Menominee County. Mr. Thoune is the Vice-President of Wells Fargo Bank and will be representing the financial community. ***Myra Croasdell moved to approve the appointment of Peter Thoune, seconded by Omer Doran. (Clyde Thoune abstained as he is related.)***

The committee also reviewed the election process for the July 7<sup>th</sup> annual board meeting. It was suggested that when the by-laws are reviewed that consideration be given to making the terms of officers more than one year.

The meeting adjourned at 11:45 with a ***motion from Omer Doran, seconded by Myra Croasdell; motion carried.***

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

**GOVERNING BOARD MEETING  
511 First Avenue North, Escanaba MI  
Thursday, April 7, 2016  
12:45 p.m.**

**MINUTES**

The Chair called the meeting to order at 12:51 p.m. and a quorum was noted with the following present:

**BOARD MEMBERS**

Omer Doran, Schoolcraft  
Karen Wigand, Delta  
Myra Croasdell, Delta  
Susan Kleikamp, Menominee  
Dan LaFoille, Schoolcraft  
Amanda Ely, Delta  
Andrea Raygo, Menominee  
Lee Robbert, Schoolcraft  
Tom Lippens, Delta  
Geri Nelson, Delta  
John Stapleton, Schoolcraft  
Ken Penokie, Delta  
Bernie Lang, Menominee  
Clyde Thoune, Menominee

**OTHERS**

Julie Moberg, Executive Director  
Cathy Pearson, Executive Assistant  
Myra Heslip, Early Childhood Director  
Theresa Nelson, RSVP Director  
Sarah Cantrell, RSVP Director Trainee  
Kris Thibeault, Finance Director  
Peggy Ramsden, FGP Director  
Connie Maule, SCP Director

**MEMBERS ABSENT**

David Moyle, excused  
Dave Anthony  
Craig Reiter, excused

Chair Wigand introduced and welcomed our two new board members, Andrea Raygo (Menominee Co.) and Amanda Ely (Delta Co.).

**APPROVAL OF MARCH 10, 2016 GOVERNING BOARD MINUTES**

Members received a draft of the 3/10/16 Governing Board minutes for their review. There were no questions and **THEY WERE APPROVED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The committee reviewed the HRA February accounts Payable Schedule and recommends their approval. **THEY WERE ACCEPTED WITH A MOTION FROM CLYDO THOUNE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also reviewed and revised the agency's cost allocation plan. **JOHN STAPLETON MOTIONED TO ACCEPT THE FINANCE COMMITTEE REPORT, OMER DORAN SUPPORTED THE MOTION; MOTION CARRIED.**

### NOMINATING COMMITTEE REPORT

Karen Wigand called on Clyde Thoun who told the board that the Nominating Committee met today and reviewed the application of Peter Thoun to fill the vacancy in the Private Sector of Menominee County, representing financial institutions and they recommend his approval. **DAN LAFOILLE MOVED TO APPROVE THE APPOINTMENT OF PETER THOUNE TO REPRESENT FINANCIAL INSTITUTIONS IN THE PRIVATE SECTOR OF MENOMINEE COUNTY, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also discussed having the board officer terms made longer than one year. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED UPON A MOTION FROM OMER DORAN, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

### APPROVAL OF ADVISORY COMMITTEE MINUTES

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

- 2/26/16 Senior Companion Program Advisory Committee minutes
- 1/7/16 (Delta) & 2/9/16 (M/M) Retired & Senior Volunteer Program Advisory Committee minutes
- 3/8/16 (Mid-Co.) Senior Center Advisory Committee minutes

**THEY WERE APPROVED WITH A MOTION FROM LEE ROBBERT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Members were mailed copies of the Senior Services and Weatherization Feb./March monthly program reports and **THEY WERE ACCEPTED WITH A MOTION FROM KEN PENOKIE, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

### ACCEPTANCE OF CSBG ANNUAL REPORT FOR FY ENDING 9/30/2015

The Chair called on Julie Moberg who reviewed the CSBG Annual report for the fiscal year that ended 9/30/2015. **THE CSBG ANNUAL REPORT WAS ACCEPTED WITH A MOTION FROM KEN PENOKIE, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### APPROVAL OF MDS TO ADMINISTER THE WEATHERIZATION PROGRAM FOR ALGER & MARQUETTE COUNTIES

Karen Wigand called on the Executive Director who reminded the board that at the last meeting the possibility of us administering the Alger-Marquette Community Action Agency's Weatherization Program was discussed. After much consideration and an assurance from the Bureau of Community Action and Economic Opportunity that we would not lose slots in our counties as a result of this, we have decided to administer this program. The grant cycle is for 3 years with two 3 year extensions beyond that. Mr. LaFoille suggested that we notify the county boards regarding this change. **MR. LAFOILLE MOVED TO APPROVE MDS TO**

**ADMINISTER THE WEATHERIZATION PROGRAM FOR ALGER & MARQUETTE COUNTIES, SUPPORTED BY KEN PENOKIE; MOTION CARRIED.**

**AUTHORIZATION TO APPLY TO ADMINISTER THE SCHOOLCRAFT COUNTY CDBG HOUSING PROGRAM**

The Chair called on Julie Moberg who informed the board that last fall we were approached by the Chair of the Schoolcraft County Commissioners to see if it would be feasible for our agency to administer the CDBG Housing Program for Schoolcraft County as they have had difficulty in finding an administrator to run the program effectively. Mr. LaFoilie indicated that some of the old liens and paperwork from the previous grants may not be in good order. The Executive Director noted that Naomi Fletcher, who administers the Delta County CDBG Grant has been in contact with the Schoolcraft County contact person and feels it is manageable. **MR. LAFOILLE MOVED TO AUTHORIZE OUR AGENCY TO APPLY (WITH CAUTION) TO ADMINISTER THE SCHOOLCRAFT COUNTY CDBG HOUSING PROGRAM, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

**BOARD TRAINING: ROLES & RESPONSIBILITIES OF GOVERNING BOARD MEMBERS**

Karen Wigand called on Julie Moberg who reviewed the handout given to members on Roles and Responsibilities of board members as well as explaining the tripartite board requirements.

**APPROVAL OF EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on Julie Moberg who reported that we have received another \$50,000 in deliverable fuel funds and another \$5,000 to assist with heat and utilities.

The Executive Director reminded the members that our current Adult Day Services Director has submitted his resignation and we have made an offer to Kristine Scheider-Trotter to fill the position.

She told the board that we continue to work through issues with the Personal Care Program. We are now working with three government agencies on complaints from one past employee. They are: US Wage and Hour, the State OSHA Dept. for Wage and Hour and the National Labor Relations Board. If any board member would like more detail on these complaints, feel free to see the Executive Director. She asked for guidance from the board on allocating an amount to cover attorney fees and indicated we have already incurred \$10,000 in attorney fees. It was noted that we have Errors and Omissions Insurance but the deductible is \$25,000. The board authorized the Executive Director to use her discretion in continuing to utilize our attorney as needed and just keep the board updated.

Members were given a handout from the Dept. of Labor noting that regulations regarding what qualifies someone as an exempt or non-exempt (salaried or hourly) employee is changing in July and this will affect several of our employees.

***TOM LIPPENS MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT,  
SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.***

**PUBLIC COMMENT**

There were no public comments.

**OTHER BUSINESS**

The Chair called on Clyde Thoune who asked for an explanation regarding the role of Advisory Committees and was told they are advisory only and not policy makers.

**ADJOURNMENT**

There being no further business the meeting ***ADJOURNED AT 1:42 P.M. WITH A MOTION  
FROM JOHN STAPLETON, SECONDED BY MYRA CROASDELL; MOTION CARRIED.***

**THE NEXT MEETING IS THURSDAY MAY 12, 2016 AT 12:30 P.M.**

THE FINANCE COMMITTEE HAS REVIEWED THE FEBRUARY 2016 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

SENIOR CITIZENS	\$	125,913
VOLUNTEER PROGRAMS		40,639
NUTRITION		97,815
STATE & LOCAL PROGRAMS		89,576
ENERGY AND HOUSING		7,505
ASSET & LIABILITY ACCOUNTS		39,012
<b>TOTAL</b>	<b>\$</b>	<b>400,460</b>

SIGNED *Susan E. Klebom*  
(TREASURER)

DATE 4-5-16

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**  
**Regular Meeting**  
**MINUTES**  
**715 Pyle Drive, Kingsford, MI**  
**April 14, 2016 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Dehn, Janet		X		Nelson, John	X		
Hofer, Millie	X			Peretto, Patti	X		
Luhtanen, Joan		X		Phillips, Patricia		X	
Martin, Ann	X			Spence, Christine		X	
Negro, Mari	X			Zevitz, Michael Dr.	X		

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

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

**PUBLIC COMMENTS** - No public comments

**APPROVAL OR AMEND AGENDA**

Chair Nelson asked for approval or amendment of agenda.

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

**Motion by:** A. Martin, supported by M. Negro to approve the agenda. **Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chair Nelson asked for a motion to approve the March 24, 2016 regular Board meeting minutes.

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

**Motion by:** M. Hofer, supported by M. Zevitz to approve the minutes. **Motion carried unanimously.**

Jennifer McCarty, Northpointe CEO, took over the meeting as election of officers took place.

**ELECTION OF OFFICERS** - Nomination from the Floor

- Jennifer McCarty opened the floor for nominations for the position of Chairperson.

**ACTION:** A motion was made by M. Negro, supported by M. Hofer to nominate John Nelson for Chairperson.

Ms. McCarty called for any other nominations three times.

**ACTION:** A motion was made by M. Negro, supported by A. Martin to close nominations for Chairperson and cast a unanimous ballot for John Nelson as Chairperson. **Motion carried unanimously.**

John Nelson, as newly elected Chairperson, assumed the Chairperson position.

- Chairperson Nelson opened the floor for nominations for the position of Vice-Chairperson.

**ACTION:** A motion was made by J. Nelson, supported by M. Negro to nominate Joan Luhtanen for Vice-Chairperson.

Chairperson Nelson called for any other nominations three times.

**ACTION:** A motion was made by A. Martin, supported by M. Hofer to close nominations for Vice-Chairperson and cast a unanimous ballot for Joan Luhtanen as Vice-Chairperson.

**Motion carried unanimously.**

- Chairperson Nelson opened the floor for nominations for the position of Secretary.  
**ACTION:** A motion was made by A. Martin, supported by M. Hofer to nominate Mari Negro for Secretary.  
 Chairperson Nelson called for any other nominations three times.  
**ACTION:** A motion was made by M. Hofer, supported by M. Zevitz to close nominations for Secretary and cast a unanimous ballot for Mari Negro as Secretary. **Motion carried unanimously**
- Chairperson Nelson opened the floor for nominations for the position of Treasurer.  
**ACTION:** A motion was made by M. Negro, supported by M. Hofer to nominate Chris Spence for Treasurer.  
 Chairperson Nelson called for any other nominations three times.  
**ACTION:** A motion was made by A. Martin, supported by M. Zevitz to close nominations for Treasurer and cast a unanimous ballot for Chris Spence as Treasurer. **Motion carried unanimously**

**PRESENTATION** - New Northpointe Website

Presentation on the new Northpointe website was conducted by Brent Johnson of the IT Dept. He reviewed with the Board the new website that is user friendly, works well with any computer, smart phone, iPad or tablet. The new website will be implemented soon.

**ACTION ITEMS**

**Finance**

a) Check Disbursement Report-February, 2016

**ACTION:** A motion was made by A. Martin supported by M. Hofer to approve the check disbursement report. **Motion carried unanimously.**

b) Financial Statement-February, 2016

**ACTION:** A motion was made by M. Hofer supported by M. Negro to approve the financial statement. **Motion carried unanimously.**

c) Final Financial Statement for 9/30/15

**ACTION:** A motion was made by M. Negro supported by A. Martin to approve the final financial statement for 9/30/15. **Motion carried unanimously.**

d) Contracts-March, 2016

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Grand Traverse Industries	Vocational Services	4/1/16-3/31/17	Supported/Integrated Employ. 1:1 Staffing \$4.63/unit/15 min.  Supported Employ. \$30.00/hr.  Skill Build. \$12.00/hr.	Same	n/a
B.	NorthCare	After-Hours Emergency Phone Screenings	1/1/16-auto renewal	\$5.63/call	Same	n/a
This is a renewal for after-hours phone services. Northcare contracts with Gryphon Place for the services for the entire U.P. and is divided by call throughout the CMH's.						
C.	Bedford Specialized Care Inc.	CLS/Supported Housing	2/22/16-2/21/17	n/a	\$95.00/diem	n/a
This is a new residential contract for a home downstate to assist one Individual with living independently.						

D.	TRICO Opportunities Inc.	Agency With Choice	4/1/16-9/30/16	Rate determined in authorization in the NBHS Indiv. Plan of Service. Trico will be pd. wages of Respite and CLS workers and; \$125.00/mo. for each Indiv./Managing Employer file maintained by TRICO; and a one-time \$175.00 set up fee for new files. \$40.00/hr. for training provided to employees.	Same	n/a
This is a renewal agreement for 6 months. Through self-determination Individuals can have their respite and/or CLS workers employed through TRICO instead of the Fiscal Intermediaries downstate.						
E.	Goodwill Industries	Cleaning	6/1/16-5/31/17	\$250.00/week	Same	n/a
This is a renewal agreement for cleaning the Menominee office building.						
F.	Penny Gregg	Speech Therapy	6/1/16-5/31/17	\$75.00/hr.	Same	n/a
This is a renewal for a speech and language contract up to 200 hours per year.						
G.	LB MedWaste Services	Waste Pick-Up	1/1/16-12/31/16	\$62.13/EOM	\$63.99/EOM	\$1.86/EOM increase
This is a renewal agreement for hazardous waste pick-up for all counties. (EOM) every other month.						

**ACTION:** A motion was made by P. Peretto supported by M. Zevitz to approve the contracts.  
**Motion carried unanimously.**

- **Northpointe Board Appointments**

- a) **Parliamentarian**

J. Nelson asked if there were any Board members interested in serving as Parliamentarian for the Board. M. Negro stated that she would be interested in serving as Parliamentarian if no one else was interested. J. Nelson appointed Mari Negro as Parliamentarian.

- b) **NorthCare Governing Board**

J. Nelson asked if there were any Board members interested in serving on the NorthCare Governing Board. P. Peretto stated that Joan Luhtanen was interested in serving on the NorthCare Governing Board to represent Iron County. J. Nelson and M. Negro stated they are interested in continuing on the NorthCare Governing Board to represent Menominee County if there are no interested or available Dickinson County Board members. There are no available Dickinson County Board members. Appointed to the NorthCare Governing Board were John Nelson, Mari Negro and Joan Luhtanen.

- c) **Recipient Rights Committee**

J. Nelson asked if there were any Board members interested in serving on the Recipient Rights Committee. M. Negro stated she was interested in serving on the Rights Committee. John Nelson appointed Mari Negro to the Recipient Rights Committee.

- d) **Great Lakes Executive Committee**

J. Nelson asked if there were any Board members interested in serving on the Great Lakes Executive Committee. John Nelson appointed Joan Luhtanen to serve on the Great Lakes Executive Committee.

- e) **Great Lakes Conference Voting Delegates**

J. Nelson stated that any Board member attending the conference will be a voting delegate and if more than 4 Board members attend then 4 Board members will be selected at that time.

**ACTION:** A motion was made by A. Martin supported by M. Hofer to approve the above appointments.  
**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

• **Finance**

a) Contracts-April, 2016

The following contracts were reviewed:

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate
A.	St. Jude's AFC	Specialized Residential	3/1/16-2/28/17	\$56.23/diem	\$60.50/diem
This is a renewal agreement originally submitted 1/28/16. This is an increase due to the Individuals level of needs. This request is for one Individual.					
B.	Services Unlimited	Lawn Care	5/1/16-11/30/16	\$50/event	Same
This renewal is for lawn care services at the Maple Ridge home in Stephenson.					
C.	Stuart T. Wilson, CPA,PC	Fiscal Intermediary	4/1/16-3/31/17	Rates for Individuals who engage their own support staff is \$135/mo. Rates for Individuals who do not engage their own staff is \$35/mo. per Individual. Respite is \$7-\$30/monthly depending on budget.	Same with the exception of: Rates for Individuals who do not engage their own staff is \$50/mo. per Individual.
This is a renewal agreement for fiscal intermediary services through self-determination. The Purchase of Service Rate for other CMH's is \$50/mo. This increase is per the request of the Provider.					

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Waste Management	Garbage Pick-Up	4/1/16-3/31/17	\$1216.74/mo.	\$375.61/mo.	\$841.13/mo. decrease
This agreement was tabled at the Board meeting dated 3/24/16. This is a renewal agreement for Boyington, Iron River and Menominee offices. This decrease is due to renegotiation of contract rates.						

**ACTION:** A motion was made by M. Negro supported by M. Zevitz to move the contracts including Waste Management to an action item.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>MEMBER</u>	<u>YES</u>	<u>NO</u>
Hofer, Millie	X		Nelson, John	X	
Martin, Ann	X		Peretto, Patti	X	
Negro, Mari	X		Zevitz, Michael	X	

**Motion carried unanimously.**

**ACTION:** A motion was made by M. Negro supported by A. Martin to approve all four contracts.  
**Motion carried unanimously.**

- **MDHHS Contract Amendment**  
Reviewed the MDHHS contract amendment that is due 5/1/16 to the State. The amendment includes an update in the trauma policy, continuing education for Recipient Rights Officer and some technical changes to the Rights Appeal process regarding timelines and CMHSP reporting requirements. Discussion ensued. Consensus of the Board is that this item will move forward to the next meeting for approval.  
**Outcome: Action item for next month**
- **CEO Evaluation Form**  
Reviewed suggested revisions to the CEO evaluation form. Discussion ensued. Consensus of the Board is another draft will be completed and reviewed again by the Board.
- **Strategic Plan**  
Discussion ensued regarding updating the Strategic Plan. Consensus of the Board is to have the Operations Team review the Strategic Plan and then bring it to the full Board for review.
- **Employee Survey Questionnaire**  
This survey was requested by the Board for employee feedback. Discussion ensued with questions addressed.

**ACTION:** A motion was made by M. Negro supported by M. Hofer to move Employee Survey Questionnaire to an action item.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>MEMBER</u>	<u>YES</u>	<u>NO</u>
Hofer, Millie	X		Nelson, John	X	
Martin, Ann	X		Peretto, Patti	X	
Negro, Mari	X		Zevitz, Michael	X	

**Motion carried unanimously.**

**ACTION:** A motion was made by M. Negro supported by M. Hofer to adopt and implement the Employee Survey Questionnaire. **Motion carried unanimously.**

- **On-Call Position Pay Scale**  
Reviewed proposed pay scale for salaried on-call position. Discussion ensued with questions addressed. Consensus of the Board is to have more information gathered by the Administrative team.  
**Outcome: Action item for next month**
- **Wage Scale Policy**  
Reviewed request by the Ad Hoc Committee for a revision to the Wage Scale policy with the following statement "Staff moving from a five step wage scale to an eight step way scale due to acceptance of a position with management responsibilities will have no less than \$1.50 per hour increase in wage to adequately reflect the change in job duties assigned, not to exceed the top of the designated pay scale". Discussion ensued with questions addressed. Consensus was the Board will review further.  
**Outcome: Action item for next month**
- **Midnight/Weekend Differential**  
Reviewed recommendations made by the Ad Hoc Committee to have a midnight/weekend differential pay scale. Discussion ensued and questions addressed. Consensus of the Board was more information will be gathered regarding budget issues, etc. and discuss at the next Board meeting.
- **CEO Report**  
Northpointe Updates:
  - Representative Ed McBroom and Lynda Zeller, Deputy Director, Behavioral Health & Developmental Disabilities division of MDHHS have expressed interest in attending a special Board meeting at Northpointe to discuss concerns related to the budget and service requirements. Tentative date is scheduled for June 6th.
  - Bellin contract not yet executed as approved by the Board. Bellin does not have the technology capabilities need to support reporting to UMR as required by the new Affordable Care Act rules/regulations.
  - J. McCarty will be attending the Annual Rural Health Conference April 21-22.

- Tobacco Free Campus Taskforce: Meeting held with Katie Maxon from DCHS to learn about their process for becoming smoke free. Taskforce has met and are seeking out further members.
- Cost Savings/Efficiency Efforts were presented to the Board for information.

**Regional/State Updates:**

- System Redesign Workgroup: J. McCarty is a member of this state work group with the purpose of this group targeted toward examining fundamental principles that would drive the FY-17 budget.
- Regional Directors will be meeting in person this spring/early summer to discuss any regional issues and efficiencies that can be made.

John Nelson, Chairperson, assumed the Chairperson position.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- Ad Hoc Committee Meeting 3/23/16
- Stakeholder Committee Meeting 4/5/16
- NorthCare Meeting Minutes 3/9/16
- Northpointe FY-2015 Annual Audit Report (presentation scheduled for 4/28/16)

Consensus of the Board is to place the above reports on file.

**PUBLIC COMMENTS** - No public comments

**BOARD COMMENT** - None

**ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 5:40 p.m.

The next regular Board meeting is scheduled for Thursday, April 28, 2016 in Kingsford, Michigan at 4:00 p.m.

\_\_\_\_\_  
John Nelson, Chairperson

\_\_\_\_\_  
Mari Negro, Secretary

\_\_\_\_\_  
Cindy Adrian, Administrative Assistant

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**April 28, 2016 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X*			Nelson, John		X	
Hofer, Millie	X*			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia	X		
Martin, Ann		X		Spence, Christine	X		
Negro, Mari	X*			Zevitz, Michael Dr.			X

\*video television conference from the Northpointe Menominee office

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

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

**PUBLIC COMMENTS** - No public comments

J. Luhtanen welcomed Joe Stevens, Board of Commissioner, who is attending meeting on behalf of Ann Martin.

**APPROVAL OR AMEND AGENDA**

Chair Luhtanen asked for approval or amendment of agenda.

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

**Motion by:** M. Negro, supported by M. Hofer to approve the agenda.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINTUES**

Chair Luhtanen asked for a motion to approve the April 14, 2016 regular Board meeting minutes.

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

**Motion by:** P. Peretto, supported by P. Phillips to approve the minutes.

**Motion carried unanimously.**

**PRESENTATION** - FY-2015 Annual Audit Report - Alan Stotz

Joan Luhtanen introduced Mr. Alan Stotz, auditor from Anderson, Tackman & Co. Mr. Stotz reviewed the Northpointe FY-2015 Audit Report. Questions were addressed by Mr. Stotz.

**ACTION ITEMS**

• **MDHHS Contract Amendment**

**ACTION:** A motion was made by M. Negro supported by C. Spence to approve the MDHHS Contract Amendment. **Motion carried unanimously.**

• **On-Call Position Pay Scale**

**ACTION:** A motion was made by M. Negro supported by M. Hofer approving the On-Call Position Pay Scale. **Motion carried unanimously.**

• **Wage Scale Policy**

**ACTION:** A motion was made by M. Negro supported by P. Peretto approving the Wage Scale Policy. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

• **Finance**

a) Check Disbursement Report-March, 2016

No questions regarding the check disbursement report. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval.

**Outcome: Action item for next month**

b) Financial Statement-March, 2016

No questions regarding the financial statement. No discussion. Consensus of the Board is that this item will move forward to the next meeting for approval.

**Outcome: Action item for next month**

c) Contracts-April 28, 2016

The following contracts were reviewed:

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Trico	Cleaning	4/25/16-4/24/17	\$77.25/day	\$80.57/day	Increase \$3.32/day
This is a contract renewal with Trico for cleaning at 701 and 715 Pyle Drive. This rate change is due to an increase in minimum wage. Estimated annual increase \$863.20. *Please note this renewal request was received on 4/15/16.						
B.	Trico	Lawn Services	4/25/16-4/24/17	701 & 715 Pyle Dr. and The Pines \$123.60, Hughitt St. \$20.00, Belgium Pointe \$90.00, The Lighthouse \$50.00 These prices are per occurrence.	701 & 715 Pyle Dr. and The Pines \$178.50, Hughitt St. \$21.72, Belgium Pointe \$97.74, The Lighthouse \$54.30. These prices are per occurrence. \$10.50/hr/person for add. work	\$54.90 increase \$1.72 increase \$7.74 increase \$4.30 increase All increases are per occurrence. \$10.50/hr/person for add. work
This is a contract renewal with Trico for lawn care services. These rate changes are due to an increase in minimum wage in Sept. 2014 and Jan. 2016 and to cover rising costs. Estimated annual increase \$1,442.00. *Please note this renewal request was received on 4/15/16.						

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

**Outcome: Action item for next month**

• **Written Plan for Professional Services**

Reviewed and discussed revised Written Plan for Professional Services. Main revisions are regarding the Autism Benefit Program. Consensus of the Board is to move this forward to the next meeting for approval.

**Outcome: Action item for next month**

• **Accessibility and Accommodations Plan**

Reviewed and discussed Accessibility and Accommodations Plan revisions. Consensus of the Board is to move this forward to the next meeting for approval.

**Outcome: Action item for next month**

• **Midnight/Weekend Differential**

Cost analysis information from Ad Hoc Committee meeting presented for Board review/discussion. Recommendation of Ad Hoc Committee was to gather costing information on a wage differential for afternoon shift and for midnight shift for review of the full Board.

**Outcome: Informational – for continued discussion**

- **CEO Evaluation - Edited**

Reviewed edited CEO Evaluation form. No further revisions recommended.

**Outcome: Action item for next month**

- **CEO Report**

Northpointe Updates:

-Tobacco Free Campus Taskforce - Workgroup formed to address main components of implementation.

-Employee Survey - Survey sent to staff 4/15/16 with deadline for submission May 6, 2016.

-New Northpointe Website went live 4/15/16.

-Meeting with Representative McBroom - Bill Slavin has been in contact with Representative Ed McBroom to discuss possibility of similar meetings in other areas of the region. Final plans have yet to be determined.

Regional and State Updates:

-NorthCare Access staff will be providing an in person training on May 6th to Northpointe staff regarding service eligibility criteria and second opinion process.

-Conflict Free Case Management State Workgroup - No decisions yet met made regarding recommendations to the State for regulatory requirements.

-Cost Savings/Efficiency Efforts - Ad Hoc Committee meeting regarding concerns with difficulty filling paraprofessional positions; posting for a floater position through Facebook page for free versus posting in the newspaper.

-Employee Survey Welcome Letter - Reviewed by Board.

Joan Luhtanen, Acting Chairperson, assumed the Chairperson position.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- **Recipient Rights Semi-Annual Report and Minutes 4/18/16**

Reviewed and discussed Semi-Annual Rights Report. Questions regarding medication errors were addressed. Board requested follow up on the medication errors and Plan of Correction. Above reports placed on file.

**PUBLIC COMMENTS** - No public comments

**BOARD COMMENT**

J. Luhtanen thanked Mr. Stevens, Board of Commissioners, for attending the meeting on behalf of Ann Martin.

J. Luhtanen stated May is Mental Health Month. This will be discussed at the Operations Team meeting.

J. Stevens stated he has attended meetings in D.C. for National Association of Counties and Michigan Association of Counties and main topic of discussion was mental health.

**ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 4:55 p.m.

The next regular Board meeting is scheduled for Thursday, May 12, 2016 in Kingsford, Michigan at 4:00 p.m.

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Joan Luhtanen, Acting Chairperson

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Mari Negro, Secretary

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Cindy Adrian, Administrative Assistant