

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on Tuesday ~ May 8, 2018 @ 6:00 p.m.  
Menominee County Courthouse – Courtroom B  
839 10<sup>th</sup> Ave., Menominee, MI 49858  
906-863-7779

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes  
April 24, 2018 ~ Regular Meeting
- F. Public Comment (*Statements, not debate. limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*):  
Kathleen Ciantar, CPA – Anderson Tackman & Company, PLC  
*Menominee County Audit for Fiscal year ending September 30, 2017*
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-16 ~ To adopt the Monthly 9-1-1 Surcharge Within Menominee County
  - 2. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the 2017/18 MSU Extension Agreement in the amount of \$73,000 for one year.
  - 3. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation from the Finance Committee to hire one additional parks seasonal employee for the 2018 summer. Employee not to exceed 780 hrs/season.
  - 4. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve a recommendation from the Finance Committee to increase the Building Code Secretary's hours from 25 hrs. to 30 hrs. per week during the months of May through November 2018.
  - 5. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Commissioners Per Diems & Expenses
  - 6. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous bills as paid on April 9, 11 and 19, 2018 in the amount of \$151,983.55.
  - 7. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve miscellaneous boards/committees/commission reports to be placed on file in the office of the County Clerk.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

- J. New Business (discussion only)
  - 1. Personnel Items:
    - a. None
  - 2. Building and Grounds/Park Items:
    - a. None
  - 3. Miscellaneous Items
    - a. Recommendation from MERS to close DB division 17
  - 4. Finance Items:
    - a. Review Commissioner per Diems and Expenses
    - b. Miscellaneous bills paid on April 26, & May 3, 2018 in the combined amount of \$131,765.20
  
- K. Misc. Boards/Committees/Commissions Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Moved by \_\_\_\_\_ to go into closed session under section 8(h) of the Opening Meetings Act to consider material exempt from discussion or disclosure by state or federal statute, pursuant to section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure information or records subject to the attorney-client privilege in connection to the appointment of the County's Equalization Director; motion supported by \_\_\_\_\_.

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

- O. Return to Open Session at \_\_\_\_\_ (time)
- P. Moved by \_\_\_\_\_ to appoint Kandace Curran to the position of Equalization Director effective June 16, 2018, contingent upon signing a conflict of interest agreement and MERS acknowledgement; motion supported by \_\_\_\_\_.
- Q. Moved by \_\_\_\_\_ to approve a recommendation by the Personnel Committee to set the starting salary for the Equalization Director at Grade 15 Step 3, which equates to \$60,766.81 annually, \$29.2148 hourly; seconded by \_\_\_\_\_.
- R. Adjourn

April 24, 2018  
Unapproved

Proceedings of Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, (MSU Extension Bldg.) S904 US HWY 41, Stephenson, Michigan 49887

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

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

**Present:** Coms. Cech, Gromala, Hafeman, Lang, Nelson, Phelps, Piche, and Schei. Com Meintz arrived at 6:06 P.M.

**Absent/Excused:** NONE

Moved by Com. Cech, seconded by Com. Schei to amend the agenda to add Presentations by Mark Peterson of 911 Governing Board and Jim Swanson of JS Electronics. Motion approved 6-2 (Com Nelson and Com Hafeman opposed).

Moved by Com. Cech, seconded by Com. Gromala to approve the amended agenda. Motion approved 6-2. (Com Nelson and Com Hafeman opposed).

Moved by Com. Hafeman, seconded by Com. Schei to approve the minutes from the 04/10/2018 Special Meeting (Equalization Session) and the 04/10/2018 County Board Meeting. Motion approved 8-0.

**PUBLIC COMMENT:**

- Bob Desjarlais – Commented re Pinecrest Millage and Pinecrest business plan update.
- John Anderson – Commented re Equalization, GIS project, and in support of Kandace Curran and training of support.

**PRESENTATIONS:**

- Paul Putnam MSU Extension gave a presentation to the board as to MSU Extension updates re staffing, collaborations with other extension offices, and introduced Monica Jean from MSU Extension Delta who updated the board as to MSU Extension projects and events.
- Mark Peterson of the 911 Governing Board spoke in support of the board's recommendation to purchase the Zetron console and furnishings.
- Jim Swanson, JS Electronics addressed the board as to the countywide communication network infrastructure.
- Sheriff Marks as a user of the service encouraged the board to review the entire communication network, infrastructure, software.

**DEPARTMENT HEAD/ELECTED OFFICIALS REPORTS:**

- Andy Primeaux 911 Deputy Director informed the board that the 911 Director opposes the purchase of the Zetron console however favors the Motorola console and proposed furnishings. Deputy Director Primeaux encourages the board to review the entire communication network and review coverage areas.
- Rich Sexton Emergency Management Director update the board as to the recent snow storm, procedures for reporting instances to Emergency Management, and commented as to communication network infrastructure.

- Jason Carviou County Administrator updated the board as to Delta and Dickinson Counties Pinecrest millage progress. Delta County board has approved the ballot language and Dickinson County has tabled the matter until May 14<sup>th</sup> meeting. Updated the board re upcoming conferences.

**ACTION ITEMS:**

Moved by Com. Gromala, seconded by Com. Cech to re-appoint Lillian Schultz to the Menominee County Planning Commission for a three (3) year term expiring 4.30.2021. Motion approved 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve Resolution 2018-10 Deficit Elimination Plan for FY ending 9.30.17. Motion approved by roll call vote 9-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve Resolution 2018-12 Consideration of Pinecrest Millage Proposal. Motion approved by roll call vote 7-2. (Com. Meintz and Com. Schei opposed).

Moved by Com. Hafeman, seconded by Com. Gromala to approve Resolution 2018-13 Corrective Action Plan for FY ending 9.30.17. Motion approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Lang to approve Resolution 2018-14 Authorizing Millage Renewal Election for MC Senior Citizen Services & Certifying Ballot Language. Motion approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve Resolution 2018-15 ~ Opposing Amendatory Legislation to MI Public Act 93 of 2013. Motion approved by roll call 9-0.

Moved by Com. Schei, seconded by Com. Gromala to approve the Airport Committee's recommendation to retain the current Admin. Manpower person on a part time basis for Airport office help. Motion approved 9-0.

Moved by Com. Schei, seconded by Com. Meintz to table Agenda item 8 "Motion to approve a recommendation by the 911 Governing Board for the purchase of a three (3) position Zetron Max Dispatch System as quoted by JS Electronics in the amount of \$287,690". Motion to table failed by roll call vote 4-5. (Com. Cech, Com. Gromala, Com. Lang, Com. Phelps, and Com. Piche opposed).

Moved by Com. Cech, seconded by Com. Lang to approve a recommendation by the 911 Governing Board for the purchase of a three (3) position Zetron Max Dispatch System as quoted by JS Electronics in the amount of \$287,690. Motion approved by roll call vote 5-4. (Com. Hafeman, Com. Meintz, Com. Nelson, and Com. Schei opposed)

Moved by Com. Cech, seconded by Com. Phelps to approve a recommendation by the 911 Governing Board for the purchase of a three (3) position console furniture system as quoted by Xybix Systems, Inc in the amount of \$54,654. Motion approved by roll call vote 6-3. (Com. Meintz, Com. Nelson, and Com. Schei opposed)

Moved by Com. Hafeman, seconded by Com. Gromala to approve Commissioner per diems and expenses as recently submitted. Motion approved 8-1. (Com. Meintz opposed)

Moved by Com. Hafeman, seconded by Com. Gromala to approve miscellaneous bills as paid on April 05, 2018 in the combined amount of \$52,608.11. Motion approved 9-0.

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

**NEW BUSINESS (DISCUSSION ONLY)**

**PERSONNEL ITEMS:**

- a. NONE.

**BUILDING AND GROUNDS/PARKS ITEMS:**

- a. NONE

**MISCELLANEOUS ITEMS:**

- a. Discussion UPACC Spring Conference. Currently 4 Commissioners and the County Administrator are registered.
- b. 2017/18 MSU Extension Agreement. Discussion as to budgeted amount of \$73,000 vs actual of \$73481. Forwarded to the County Board for Approval as Recommended.
- c. Resolution 2018-16 Resolution to adopt Monthly 9-1-1 Surcharge Within Menominee County. Forwarded to the County Board for Approval as Recommended.

**FINANCE ITEMS:**

- a. Commissioner Per Diems and Expenses. Forwarded to the County Board for Approval as Recommended.
- b. Miscellaneous bills as paid on April 9, 11 and 19, 2018 in the amount of \$151,983.55. Forwarded to the County Board for Approval as Recommended.

**MISC. BOARDS/COMMITTEES/COMMISSIONS REPORTS:**

- a. No questions/comments. Forwarded to the County Board for Approval as Recommended.

**PUBLIC COMMENT:**

- a. NONE.

**COMMISSIONER COMMENT:**

**Com. Cech** – Pleased vote on console passed and hopes the board will review the entire communications network.

**Com. Gromala** – Updated the board on the North Woods Rail Transit Commission meeting in Rhinelander, WI.

**Com. Hafeman** –

**Com. Lang** –

**Com. Meintz** – Expressed concern as to the Board's decision to move the Pinecrest millage and 911 console purchase forward. Does not believe the Board acted responsibly in these matters.

**Com. Nelson** –

**Com. Phelps** –

**Com. Piche** –

**Com. Schei –**

Moved by Com. Nelson, seconded by Com. Hafeman to go into closed session, to consider materials exempt from discussion or disclosure by state or federal statute. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(h)). Motion approved by roll call vote 9-0.

Individuals attending closed session County Administrator, Jason Carviou, Administrative Assistant Sherry DuPont, Chief Deputy County Clerk Tom Faller.

Closed Session began at 8:28 P.M.

Return to Open Session at 9:03 P.M.

Motion by Com. Meintz, seconded by Com. Nelson to approve a recommendation from the County Administrator to appoint Kandace Curran as Menominee County's Equalization Director, Beginning June 16, 2018. Motion failed by roll call vote 4-5. (Com. Cech, Com. Gromala, Com. Lang, Com. Phelps, and Com. Piche opposed).

Adjourn

Moved by Com. Meintz, seconded by Com. Nelson to adjourn at 9:15 P.M. Motion was approved 9-0.

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

\_\_\_\_\_  
Tom Faller Chief Deputy, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Sherry DuPont

05/02/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

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

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

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

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

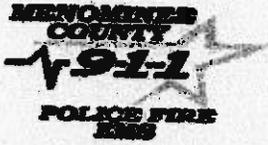
Moved by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_ to immediately adopt the resolution as presented.

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

\_\_\_\_\_  
Marc Kleinman - County Clerk

\_\_\_\_\_  
Date

Bernie Lang    Gerald Piche - Chairman    William Cech - Vice Chairperson    Jan Hafeman  
John Nelson    Larry Schei    Charlie Meintz    Steven Gramala    Larry Phelps



## Menominee County Central Dispatch

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

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

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

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

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April 10, 2018

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

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

Brian Barrette

E-911 Director

Menominee County E-911

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

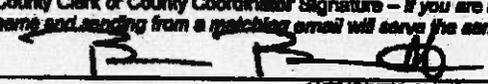
**PUBLIC ACT 379 OF 2008 LOCAL 911 COLLECTION AND REMITTANCE CONTACT INFORMATION  
FOR THE JULY 2018-JUNE 2019 COLLECTION PERIOD**

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

<b>B. Primary Remittance Information</b>		
Primary Remittance Contact Name Kim Kowley, Treasure's Office		
Primary Remittance Contact Address 839 10th Avenue		
Phone Number (Include Area Code) 906-863-6546	Fax Number (Include Area Code) 906-863-8839	
E-Mail Address kkowley@menomineeco.com		

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

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

<b>E. Authorization</b>	
County Clerk or County Coordinator Printed Name Brian Barrette	Date 04/13/2018
County Clerk or County Coordinator Signature - If you are not able to enter an electronic signature or print the form, sign, and scan, typing your name and sending from a matching email will serve the same as a signature. 	
AUTHORITY: 2008 PA 379; COMPLIANCE: Voluntary; PENALTY: No Funding	

Return to:  
msrpsc@michigan.gov

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>MSU Extension Agreement -2017/18</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>At the 4.24.18 CB meeting, a one year (10/1/2017 – 9/30/18) agreement totaling \$73,481 was discussed. An amended one year agreement has been received from Paul Putnam having a total agreement amount of \$73,000 to accommodate our budget.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve the 2017/18 MSU Extension Agreement in the amount of \$73,000 for one year.</p>	

Submitted by: Sherry DuPont

05/04/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

## AGREEMENT FOR EXTENSION SERVICES

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

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

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

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

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

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

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

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

**A. MSUE will provide:**

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

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

**B. The County will Provide:**

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

**0.5 FTE County employed Clerical Support Staff**

*Optional:*

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

7. Total Annual Assessment in the amount of \$73,000.

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

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

C. Staffing and Financial Summary

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

ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0.
C. 0 FTE Educator (Program Area: )	\$0.
D. 0.5 FTE Additional 4-H Program Coordination	\$30,628.
E. 0.5 FTE Additional paraprofessional staff	\$0.

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2018: \$73,000.

I. Term and Termination

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

II. General Terms

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

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

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

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

**BOARD OF TRUSTEES OF  
MICHIGAN STATE UNIVERSITY**

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

Evonne Pedawi  
Contract & Grant Administration

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

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

**Menominee COUNTY**

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

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

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

(title)

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

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

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

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

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

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255  
CIDR 35.8.0.0/15

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

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

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

Other notable web server/sites IP addresses:

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

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

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Parks – Additional Seasonal Employee</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
The Finance Committee has made a recommendation to approve an additional seasonal employee for the Parks (NTE 780 hrs.)	
<b>RECOMMENDED MOTION</b>	
To approve a recommendation from the Finance Committee to hire one additional parks seasonal employee for the 2018 summer. Employee not to exceed 780 hrs/season.	

Submitted by: Sherry DuPont

05/04/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

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

April 4, 2018

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

Dear Commissioners:

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

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

Thank you for your consideration of this request.

Sincerely,

Kathy Branz  
Parks & Recreation Secretary

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Extension Secretary – Increase Spring/Summer Hours</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b>	
<p>The Finance Committee has made recommendation to approve an increase in hours for the Extension Secretary. The increase is from 25 to 30 hrs. per week from May – November for the Building Code Department.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve a recommendation from the Finance Committee to increase the Building Code Secretary's hours from 25 hrs. to 30 hrs. per week during the months of May through November 2018.</p>	

Submitted by: Sherry DuPont

05/04/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

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

Submitted by: Sherry DuPont

05/02/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

APR 9 2018  
BY: *J.P.*

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

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

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

Name: Gerald L. Piche - District 7

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
3/12/18	Courthouse - Adm. Interview	72		39.24	101-101-860.07
3/13/18	Courthouse - County Board	72		39.24	101-101-860.07
3/15/18	Pinecrest - Public Hearing	12		6.54	101-101-860.07
3/22/18	Courthouse - ALP Plan	—		—	101-101-860.07
3/22/18	Courthouse - Spec. Adm.	72		39.24	101-101-860.07
3/27/18	County Board - Courthouse	72		39.24	101-101-860.07
		300	Total Mileage		
				Total Mileage Fee	163.50 ✓

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

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

*Gerald Piche*

Signed

4/8/18

Date



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

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

Submitted by: Sherry DuPont

05/02/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

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

**APPROVED**

APR 11 2018

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN



04/09/2018 10:24 AM  
User: jacobow  
DB: Macomb County

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

Page: 1/1

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

APPROVED

APR 09 2018

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

APPROVED

APR 19 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI</b>				
383001	Shakey Lakes/Horse	208-751-820.01	29.22	29.22
383200	N8380 Co Park Rd 20.5	208-751-820.01	29.22	29.22
383301	Shakey Lakes Park/Cattle	208-751-820.01	40.98	40.98
1503500	N8380 Co Pk Rd 20.5	208-751-820.01	29.22	29.22
370500	Shakey Lakes Office/Shop	208-751-820.01	161.13	161.13
379700	Storage Shed	208-751-820.01	59.80	59.80
380300	Shower Building	208-751-820.01	30.54	30.54
387100	N8380 Beach House	208-751-820.01	31.28	31.28
367200	Northwest Campsites	208-751-820.01	35.10	35.10
369802	W8449 Co Rd G12 Campsites	208-751-820.01	32.01	32.01
1614800	Bathhouse	208-751-820.01	42.74	42.74
383101	Beas Lakes Campsites	208-751-820.01	29.22	29.22
<b>TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI</b>				<b>550.46</b>
<b>VENDOR NAME: ANDERSON AUTO &amp; RV SALES INC</b>				
1388	Vehicle Maintenance Supplies	205-315-834.02	75.42	75.42
1389	Vehicle Maintenance Supplies	205-315-834.02	48.95	48.95
1390	Vehicle Maintenance Supplies	205-315-834.02	48.95	48.95
1391	Vehicle Maintenance Supplies	205-315-834.02	105.15	105.15
1392	Vehicle Maintenance Supplies	205-315-834.02	48.95	48.95
1393	Vehicle Maintenance Supplies	205-315-834.02	470.75	470.75
04/05/18	Leased Automobile (12/18/17 - 3/18/18)	205-315-755.00	900.00	900.00
<b>TOTAL VENDOR ANDERSON AUTO &amp; RV SALES INC</b>				<b>1,701.17</b>
<b>VENDOR NAME: ANDERSON, BILL</b>				
Reimbursement	Mileage	101-401-710.00	28.34	28.34
<b>TOTAL VENDOR ANDERSON, BILL</b>				<b>28.34</b>
<b>VENDOR NAME: AT&amp;T - CAROL STREAM, IL</b>				
906753458204	Shakey Lakes Park	101-103-880.00	51.21	51.21
906753220904	Annex	101-103-880.00	217.52	217.52
<b>TOTAL VENDOR AT&amp;T - CAROL STREAM, IL</b>				<b>268.73</b>
<b>VENDOR NAME: AT&amp;T MOBILITY</b>				
287252150867X0408201	906-792-0211 & 906-792-5068	101-132-880.00	68.02	68.02
<b>TOTAL VENDOR AT&amp;T MOBILITY</b>				<b>68.02</b>
<b>VENDOR NAME: BARDOWSKI, JAMES</b>				
4/11/18	Transport	101-132-801.01	22.50	148.05
		101-132-801.00	54.00	
		101-132-801.00	72.55	
<b>TOTAL VENDOR BARDOWSKI, JAMES</b>				<b>148.05</b>
<b>VENDOR NAME: BAY AREA MEDICAL CENTER, INC.</b>				
21130	Pre Employment Physicals	208-781-801.01	228.00	482.00
		271-790-801.01	228.00	
<b>TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.</b>				<b>482.00</b>
<b>VENDOR NAME: BAYSHORE VETERINARY CLINIC</b>				
218947	K9 Care (Brb)	101-301-881.01	91.07	91.07
<b>TOTAL VENDOR BAYSHORE VETERINARY CLINIC</b>				<b>91.07</b>
<b>VENDOR NAME: BELLIN HEALTH</b>				
12437582	Pre Employment Physical (T. Leanna)	101-301-835.00	159.00	159.00
<b>TOTAL VENDOR BELLIN HEALTH</b>				<b>159.00</b>
<b>VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.</b>				
24271	Vehicle Maintenance - 2014 Chevy Impala	205-315-834.02	34.90	34.90
24321	Vehicle Maintenance - 2016 Ford Explorer	205-315-834.02	34.90	34.90
24335	Vehicle Maintenance - 2014 Chevy Impala	205-315-834.02	221.50	221.50
24344	Vehicle Maintenance - 2017 Ford Explorer	205-315-834.02	34.90	34.90
<b>TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.</b>				<b>328.20</b>
<b>VENDOR NAME: BP</b>				

APR 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: BP</b>				
52992853	Gasoline Charges - Road Patrol	205-315-742.00	943.54	943.54
<b>TOTAL VENDOR BP</b>				943.54
<b>VENDOR NAME: BRANZ, KATHLEEN</b>				
Parts & Rec	Per Diem & Mileage <i>3 mths.</i>	208-751-860.00	61.75	231.75
		208-751-860.00	150.00	
<b>TOTAL VENDOR BRANZ, KATHLEEN</b>				231.75
<b>VENDOR NAME: BRAZEAU, DAWN</b>				
M117-3880-FH	Transcript (Clover)	101-131-806.00	25.85	25.85
Reimbursement	Wood Outlets for Jury Trials	101-150-727.00	19.98	19.98
<b>TOTAL VENDOR BRAZEAU, DAWN</b>				45.83
<b>VENDOR NAME: CARQUEST AUTO PARTS</b>				
558402	Road Patrol Car Supplies	205-315-742.00	18.98	18.98
558401	B&G Supplies	208-751-861.00	0.57	18.24
		101-265-934.00	18.67	
<b>TOTAL VENDOR CARQUEST AUTO PARTS</b>				33.22
<b>VENDOR NAME: CELLCOM</b>				
943175	Cellular Services	292-663-850.00	41.28	123.78
		292-684-850.00	41.28	
		292-685-850.00	41.28	
937663	Airport Cellular Services	218-585-850.00	170.52	170.52
<b>TOTAL VENDOR CELLCOM</b>				284.30
<b>VENDOR NAME: CENEX FLEETCARD</b>				
155223	Gasoline Charges	101-428-880.00	8.08	18.18
		292-685-880.00	10.10	
<b>TOTAL VENDOR CENEX FLEETCARD</b>				18.18
<b>VENDOR NAME: CFFDC</b>				
Registration	2018 Awareness Conference (Nutti & Brunelle)	292-684-880.00	30.00	60.00
		292-663-880.00	30.00	
<b>TOTAL VENDOR CFFDC</b>				60.00
<b>VENDOR NAME: CLOVERLAND PAPER CO</b>				
116789	Janitorial Supplies (Library)	101-265-755.01	78.42	78.42
116788	Janitorial Supplies (Annex)	101-265-755.01	98.56	98.56
116785	Janitorial Supplies (Courthouse)	101-265-755.01	105.39	105.39
116787	Inmate Supplies	101-301-770.00	177.39	177.39
116842	Annex - Janitorial Supplies	101-265-755.01	48.05	48.05
116844	Courthouse - Janitorial Supplies	101-265-755.01	457.89	457.89
<b>TOTAL VENDOR CLOVERLAND PAPER CO</b>				966.50
<b>VENDOR NAME: COHL STOKER &amp; TOSKEY P C</b>				
48583	Legal Services	101-211-807.00	1,218.29	1,218.29
<b>TOTAL VENDOR COHL STOKER &amp; TOSKEY P C</b>				1,218.29
<b>VENDOR NAME: COLE, DANA L</b>				
Reimbursement	Mileage	101-267-860.00	59.95	59.95
<b>TOTAL VENDOR COLE, DANA L</b>				59.95
<b>VENDOR NAME: COLEMAN ENGINEERING COMPANY</b>				
30686	GIS Mapping - Menominee Township	517-262-097.01	3,000.00	3,000.00
<b>TOTAL VENDOR COLEMAN ENGINEERING COMPANY</b>				3,000.00

APPROVED

APR 19 2018

14

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: COOPER OFFICE EQUIPMENT</b>				
154876	Contract Number 2836-01 (FOC)	215-141-842.00	544.93	544.93
<b>TOTAL VENDOR COOPER OFFICE EQUIPMENT</b>				544.93
<b>VENDOR NAME: CORTECH</b>				
63811	Inmate Supplies	101-301-770.00	278.37	278.37
<b>TOTAL VENDOR CORTECH</b>				278.37
<b>VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I</b>				
31303	Shredding Documents	101-265-801.00	84.05	84.05
<b>TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I</b>				84.05
<b>VENDOR NAME: CVS PHARMACY INC.</b>				
6005432044049416	Inmate Medications	101-301-770.01	49.89	49.89
<b>TOTAL VENDOR CVS PHARMACY INC.</b>				49.89
<b>VENDOR NAME: DELLISSE, MIKE</b>				
Reimbursement	Mileage	101-682-880.00	127.99	127.99
<b>TOTAL VENDOR DELLISSE, MIKE</b>				127.99
<b>VENDOR NAME: DELTA COUNTY</b>				
18-0014848	Vehicle Reimbursement	249-371-801.00	901.08	901.08
18-0014847	Building Code Services	249-371-801.00	4,250.00	4,250.00
<b>TOTAL VENDOR DELTA COUNTY</b>				5,151.08
<b>VENDOR NAME: DESJARLAIS, ROBERT</b>				
Reimbursement	Mileage	101-401-710.00	6.54	6.54
<b>TOTAL VENDOR DESJARLAIS, ROBERT</b>				6.54
<b>VENDOR NAME: DICKINSON COUNTY TREASURER</b>				
Circuit Court 2018-1	Shared Expenses	101-131-702.00	32,890.12	32,890.12
Circuit Court 2018-1	Shared Expenses	101-131-858.03	955.91	955.91
<b>TOTAL VENDOR DICKINSON COUNTY TREASURER</b>				33,846.03
<b>VENDOR NAME: DOUGOVITO, GREG</b>				
4/5/18	Transport (M. G.)	101-132-801.01	17.50	58.50
		101-132-801.00	42.00	
<b>TOTAL VENDOR DOUGOVITO, GREG</b>				58.50
<b>VENDOR NAME: DRAZE, THOMAS</b>				
Reimbursement	Uniform Allowance	205-315-745.00	555.12	555.12
<b>TOTAL VENDOR DRAZE, THOMAS</b>				555.12
<b>VENDOR NAME: ESSER PAINT &amp; GLASS</b>				
6043	Jail Exterior Window Glass Replacemnts (x3)	101-265-870.07	877.17	877.17
<b>TOTAL VENDOR ESSER PAINT &amp; GLASS</b>				877.17
<b>VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT</b>				
03892	FOC - Office Supplies	101-141-727.00	28.99	28.99
<b>TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT</b>				28.99
<b>VENDOR NAME: GOOD SOURCE</b>				
SH0440024	Inmate Supplies	101-301-770.00	88.98	88.98
<b>TOTAL VENDOR GOOD SOURCE</b>				88.98
<b>VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE</b>				
84101027	Annex	101-261-830.04	61.88	61.88
<b>TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE</b>				61.88
<b>VENDOR NAME: HENSLEY, RN, JOEL</b>				
Reimbursement	Cell Phone and Stamps	101-648-850.00	37.18	47.89
		101-648-729.00	10.71	

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

**APPROVED**

APR 19 2018

JM

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: HENSLEY, RN, JOEL</b>				
April 2018	Medical Examiner	101-848-709.00	1,080.00	2,410.00
		101-848-835.00	1,330.00	
April 2018	Inmate Nursing Services	101-301-770.01	1,385.00	1,385.00
<b>TOTAL VENDOR HENSLEY, RN, JOEL</b>				<b>3,822.89</b>
<b>VENDOR NAME: IMAGEWORKS</b>				
11989	Park Ranger Tshirts & Sweatshirt	208-751-745.01	55.00	55.00
<b>TOTAL VENDOR IMAGEWORKS</b>				<b>55.00</b>
<b>VENDOR NAME: J S ELECTRONICS, INC.</b>				
20114	Street Maintenance - Road Patrol	205-315-884.02	48.25	48.25
<b>TOTAL VENDOR J S ELECTRONICS, INC.</b>				<b>48.25</b>
<b>VENDOR NAME: JACKS FRESH MARKET</b>				
171-35	Inmate Supplies	101-301-770.00	24.15	24.15
<b>TOTAL VENDOR JACKS FRESH MARKET</b>				<b>24.15</b>
<b>VENDOR NAME: JENNINGS, PATRICK L.</b>				
2018-004-MI	Court Appointed Legal (D. Tebear)	101-148-807.00	85.00	85.00
2018-027-MI	Court Appointed Legal (R. Ebsch)	101-148-807.00	100.00	100.00
<b>TOTAL VENDOR JENNINGS, PATRICK L.</b>				<b>185.00</b>
<b>VENDOR NAME: JS SPORT SUPPLY</b>				
438003	Ammo (x10 Boxes) for SWAT school	205-315-755.02	200.00	200.00
<b>TOTAL VENDOR JS SPORT SUPPLY</b>				<b>200.00</b>
<b>VENDOR NAME: K MART 7031</b>				
03021803183582	Inmate Medical	101-301-770.01	75.84	75.84
03171803188258	Inmate Medical	101-301-770.01	47.08	47.08
03171803198264	Inmate Medical	101-301-770.01	24.44	24.44
<b>TOTAL VENDOR K MART 7031</b>				<b>147.36</b>
<b>VENDOR NAME: LARRY LD. KING, DVM</b>				
34809	K9 Care (Vests)	101-301-881.01	218.00	218.00
<b>TOTAL VENDOR LARRY LD. KING, DVM</b>				<b>218.00</b>
<b>VENDOR NAME: LARSON, MICHELLE</b>				
4/12/18	Can Zone, Mileage, & Supplies	292-888-801.00	90.00	127.74
		292-888-801.00	37.74	
<b>TOTAL VENDOR LARSON, MICHELLE</b>				<b>127.74</b>
<b>VENDOR NAME: LINDA A. MENACHER</b>				
Reimbursement	Cell Phone (Oct - March)	101-136-727.00	285.80	285.80
<b>TOTAL VENDOR LINDA A. MENACHER</b>				<b>285.80</b>
<b>VENDOR NAME: MANPOWER, INC.</b>				
32830744	Week Ending 4/8/18 (D. Averill)	101-172-704.00	750.13	750.13
32850660	Week Ending 4/15/18 (D. Averill)	101-172-704.00	680.00	680.00
<b>TOTAL VENDOR MANPOWER, INC.</b>				<b>1,430.13</b>
<b>VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.</b>				
4/9/18	Samantha Rose Hiers (1916065DS 32567)	101-267-804.00	35.00	35.00
<b>TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.</b>				<b>35.00</b>
<b>VENDOR NAME: MEKASH, JAMES</b>				
Reimbursement	Uniform Allowance and Supplies	101-266-745.00	48.97	53.71
		101-266-755.00	6.74	
<b>TOTAL VENDOR MEKASH, JAMES</b>				<b>53.71</b>
<b>VENDOR NAME: MENOMINEE COUNTY JOURNAL</b>				
136	Voter Registration Notice	101-262-727.00	144.00	144.00

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CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: MENOMINEE COUNTY JOURNAL</b>				
133	Equalization Director & Maintenance Workers	101-101-901.00	111.95	
		208-751-901.00	56.00	167.95
<b>TOTAL VENDOR MENOMINEE COUNTY JOURNAL</b>				<b>311.95</b>
<b>VENDOR NAME: MENOMINEE COUNTY SHERIFF DEPT</b>				
WV361	Work Van Services	208-751-930.04	168.75	168.75
WV357	Work Van Services	208-751-930.04	81.00	81.00
WV360	Work Van Services	208-751-930.04	20.25	20.25
<b>TOTAL VENDOR MENOMINEE COUNTY SHERIFF DEPT</b>				<b>270.00</b>
<b>VENDOR NAME: MIGHTY PET</b>				
7197	K9 Cars (Avery)	101-301-981.01	13.00	13.00
<b>TOTAL VENDOR MIGHTY PET</b>				<b>13.00</b>
<b>VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I</b>				
0135684-001	Office Supplies (Clerk's Office)	101-215-727.00	304.35	304.35
0135823-001	Family/Probate Office Supplies	101-132-727.00	32.38	64.76
		101-148-727.00	32.38	
0135507-001	Sheriff Department - Office Supplies	101-301-727.00	59.16	59.16
0135654-001	Sheriff Department/Road - Office/Medical Supplies	101-301-727.00	98.99	102.14
		101-301-770.01	21.31	
		208-316-727.00	10.84	
0135697-001	Sheriff Department - Office Supplies	101-301-727.00	207.97	207.97
0136019-001	Office Supplies - Clerk	101-215-727.00	302.98	302.98
0135903-001	Office Supplies - Clerk	101-215-727.00	112.99	112.99
<b>TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I</b>				<b>1,154.35</b>
<b>VENDOR NAME: NEOPOST USA, INC.</b>				
55882367	May - August (Postage Machine)	101-253-729.01	248.40	248.40
<b>TOTAL VENDOR NEOPOST USA, INC.</b>				<b>248.40</b>
<b>VENDOR NAME: NIEMI, DANIEL</b>				
4/17/18	Holdover (M. G.)	101-132-801.01	28.75	97.75
		101-132-801.00	69.00	
<b>TOTAL VENDOR NIEMI, DANIEL</b>				<b>97.75</b>
<b>VENDOR NAME: NORWAY SPRINGS, INC.</b>				
538543	Airport Water	216-585-801.00	9.49	9.49
538031	Airport Water	216-585-801.00	16.69	16.69
<b>TOTAL VENDOR NORWAY SPRINGS, INC.</b>				<b>26.18</b>
<b>VENDOR NAME: OFFICE DEPOT, INC.</b>				
12082870001	Office Supplies (Admin, Parks, Airport)	101-172-727.01	172.84	446.36
		216-585-727.00	19.02	
		208-751-727.00	254.70	
<b>TOTAL VENDOR OFFICE DEPOT, INC.</b>				<b>446.36</b>
<b>VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE</b>				

APPROVED

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: PAUL'S TRUE VALUE HARDWARE</b>				
150008	Pavilion & Park Supplies <i>Bo-ny</i>	208-751-930.03	1,940.98	2,097.82
		208-751-930.02	12.46	
		208-751-981.00	28.90	
		208-751-930.04	12.99	
		208-751-981.00	4.99	
		208-751-930.02	4.79	
		208-751-930.02	12.99	
		208-751-755.02	13.94	
		208-751-930.04	42.00	
		208-751-755.02	8.99	
		208-751-755.02	15.99	
150012	Ramon Supplies	243-246-765.00	10.46	
<b>TOTAL VENDOR PAUL'S TRUE VALUE HARDWARE</b>				<b>2,108.08</b>
<b>VENDOR NAME: PAN-O-GOLD BAKING CO.</b>				
40068318082017	Inmate Supplies	101-301-770.00	74.96	74.96
40068318089014	Inmate Supplies	101-301-770.00	109.76	109.76
<b>TOTAL VENDOR PAN-O-GOLD BAKING CO.</b>				<b>184.72</b>
<b>VENDOR NAME: PETERSON, CHARLENE</b>				
Reimbursement	Mileage	101-401-710.00	13.63	13.63
<b>TOTAL VENDOR PETERSON, CHARLENE</b>				<b>13.63</b>
<b>VENDOR NAME: PHILIPPS, THOMAS</b>				
4/2/18	B&G Committee	101-101-710.00	50.00	50.00
<b>TOTAL VENDOR PHILIPPS, THOMAS</b>				<b>50.00</b>
<b>VENDOR NAME: PICHE, GERALD L.</b>				
Reimbursement	Mileage - March 2018	101-101-860.07	163.50	163.50
<b>TOTAL VENDOR PICHE, GERALD L.</b>				<b>163.50</b>
<b>VENDOR NAME: PLUTCHAK FAB, LLC</b>				
45145	Parts for Park Lawnmower	208-751-930.02	20.50	20.50
<b>TOTAL VENDOR PLUTCHAK FAB, LLC</b>				<b>20.50</b>
<b>VENDOR NAME: QUAAK, BRENDA</b>				
4/11/18	Transportation (M. G.)	101-132-801.01	22.50	76.50
		101-132-801.00	54.00	
4/5/18	Transport (M. G.)	101-132-801.01	17.50	
		101-132-801.00	42.00	127.06
		101-132-801.00	67.56	
<b>TOTAL VENDOR QUAAK, BRENDA</b>				<b>203.56</b>
<b>VENDOR NAME: QUILL CORPORATION</b>				
5960845	PA - Office Supplies	101-267-727.00	51.87	100.66
5982672	PA - Office Supplies	101-267-727.00	48.79	
<b>TOTAL VENDOR QUILL CORPORATION</b>				<b>100.66</b>
<b>VENDOR NAME: REDWOOD BIOTECH, INC.</b>				
638337	Drug Testing Supplies	298-867-730.00	1,062.47	1,062.47
<b>TOTAL VENDOR REDWOOD BIOTECH, INC.</b>				<b>1,062.47</b>
<b>VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY</b>				
00719820183	Drug Testing Supplies	298-867-730.00	10.00	10.00
<b>TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY</b>				<b>10.00</b>
<b>VENDOR NAME: REINHART FOODSERVICE</b>				
423968	Inmate Supplies	101-301-770.00	1,108.15	1,576.70
428090	Inmate Supplies	101-301-770.00	1,576.70	
<b>TOTAL VENDOR REINHART FOODSERVICE</b>				<b>2,685.85</b>

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

APR 19 2018

SHERIFF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
<b>VENDOR NAME: RIESTERER &amp; SCHNELL, INC.</b>				
1328207	Snow Thrower Parts	101-265-834.00	27.70	27.70
1328872	Snow Thrower Parts	101-265-834.00	111.46	111.46
1316280	Park Supplies	208-751-830.02	378.03	378.03
<b>TOTAL VENDOR RIESTERER &amp; SCHNELL, INC.</b>				<b>517.19</b>
<b>VENDOR NAME: SCHOLTZ SR, GARY</b>				
Reimbursement	Mileage	101-401-710.00	27.25	27.25
Reimbursement	Entrance Rugs & Bath Tissue	218-585-755.01	64.70	64.70
Reimbursement	Entry Rugs for Airport	218-585-755.01	41.82	41.82
<b>TOTAL VENDOR SCHOLTZ SR, GARY</b>				<b>133.77</b>
<b>VENDOR NAME: SCHROUD, MARGARET</b>				
Reimbursement	Mileage	101-257-880.00	23.54	23.54
<b>TOTAL VENDOR SCHROUD, MARGARET</b>				<b>23.54</b>
<b>VENDOR NAME: SEXTON, RICHARD</b>				
Reimbursement	Mileage	101-428-880.00	83.39	83.39
Reimbursement	Postage	101-428-729.00	21.21	21.21
<b>TOTAL VENDOR SEXTON, RICHARD</b>				<b>104.60</b>
<b>VENDOR NAME: SIGNATURE FORD</b>				
91977	2018 Ford Police Interceptor (x2)	205-315-981.00	55,140.00	55,140.00
<b>TOTAL VENDOR SIGNATURE FORD</b>				<b>55,140.00</b>
<b>VENDOR NAME: SQUIRES-STEPNIAK, REBECCA</b>				
Reimbursement	Mileage - March 2018	282-885-880.00	293.30	293.30
<b>TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA</b>				<b>293.30</b>
<b>VENDOR NAME: STEPHENSON MARKETING COOPERATI</b>				
015579	Road Patrol Gasoline Charges	205-315-742.00	1,989.23	1,989.23
023851	Parts	208-751-742.00	66.89	66.89
462643	Parts	208-751-742.00	21.05	21.05
		208-751-830.02	30.00	30.00
		208-751-830.02	43.00	43.00
		208-751-755.02	27.48	27.48
<b>TOTAL VENDOR STEPHENSON MARKETING COOPERATI</b>				<b>2,187.65</b>
<b>VENDOR NAME: THE ADVERTISER</b>				
030195	Community Awareness	101-301-802.00	26.00	26.00
<b>TOTAL VENDOR THE ADVERTISER</b>				<b>26.00</b>
<b>VENDOR NAME: THE EBCO COMPANY, LLC</b>				
018079	Legal Size Folders (District)	101-136-727.00	335.00	335.00
<b>TOTAL VENDOR THE EBCO COMPANY, LLC</b>				<b>335.00</b>
<b>VENDOR NAME: TIME WARNER CABLE</b>				
621198203032618	Airport	216-585-850.00	302.37	302.37
620475202033018	4/6 - 5/6/16 (Inmate)	101-301-770.00	140.29	140.29
<b>TOTAL VENDOR TIME WARNER CABLE</b>				<b>442.66</b>
<b>VENDOR NAME: TRANSUNION RISK &amp; ALTERNATIVE</b>				
352277	March 2018	101-301-755.00	25.00	25.00
<b>TOTAL VENDOR TRANSUNION RISK &amp; ALTERNATIVE</b>				<b>25.00</b>
<b>VENDOR NAME: U.S. COMPUTERS, INC.</b>				
78756 & 78956	Computer Towers for Camera System (x8)	101-301-898.00	7,204.00	7,204.00
78945	Toners (x4) for Road Patrol	205-315-727.00	428.96	428.96
78734	Notebook & Microsoft Office (PA)	101-287-870.00	962.00	962.00
78970	Laserjet Printers (FOC)	215-141-834.00	590.00	590.00
48144	Weekly Computer Maintenance	101-103-857.00	5,155.83	5,155.83
78856	Remote Access	101-103-857.02	930.00	930.00
78966	Remote Access	101-103-857.02	91.25	91.25
78837	Symantec Antivirus License	101-103-857.02	12.25	12.25
78977	LED Monitor	101-172-727.01	256.00	256.00
<b>TOTAL VENDOR U.S. COMPUTERS, INC.</b>				<b>15,630.36</b>

**APPROVED**

APR 19 2018 JB.

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: U.P. KIDS</b>				
4/17/18	Foster Care	292-662-843.05	241.36	241.36
<b>TOTAL VENDOR U.P. KIDS</b>				<b>241.36</b>
<b>VENDOR NAME: U.S. BANK EQUIPMENT FINANCE</b>				
355325614	Bizhub 423	101-172-942.00	133.07	133.07
<b>TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE</b>				<b>133.07</b>
<b>VENDOR NAME: VALENTI, SUSAN F.</b>				
Reimbursement	March 2018 - Meals & Mileage	101-131-880.00	258.90	258.90
<b>TOTAL VENDOR VALENTI, SUSAN F.</b>				<b>258.90</b>
<b>VENDOR NAME: VERIZON WIRELESS</b>				
9804519883	Cellular Services	101-265-850.01	277.01	1,076.24
		101-301-850.00	450.81	
		101-428-850.00	2.53	
		101-882-850.00	32.45	
		205-315-850.00	312.84	
		288-325-850.00	0.50	
<b>TOTAL VENDOR VERIZON WIRELESS</b>				<b>1,076.24</b>
<b>VENDOR NAME: WALTER BROTHERS INC</b>				
20108	Airport Supplies	216-585-881.00	7.98	7.98
13215	Road Patrol Supplies	205-315-755.00	39.73	39.73
<b>TOTAL VENDOR WALTER BROTHERS INC</b>				<b>47.71</b>
<b>VENDOR NAME: WASTE MANAGEMENT, INC.</b>				
1597765-1858-9	Airport	216-585-801.00	145.84	145.84
<b>TOTAL VENDOR WASTE MANAGEMENT, INC.</b>				<b>145.84</b>
<b>VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP</b>				
0402047858-00011	1004 9th Street	101-285-920.03	60.84	60.84
0402047858-00010	1000 9th Street	101-285-920.03	105.64	105.64
		101-285-920.04	82.80	82.80
<b>TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP</b>				<b>249.18</b>
<b>VENDOR NAME: XEROX CORPORATION</b>				
092725627	Probation/Parole	101-131-842.00	96.46	96.46
092725824	March 2018 (Sheriff Department)	205-315-727.00	37.16	37.16
092725625	Sheriff Department	101-301-727.00	370.88	370.88
<b>TOTAL VENDOR XEROX CORPORATION</b>				<b>504.48</b>
<b>VENDOR NAME: ZEVITZ, DR. MICHAEL E.</b>				
April 2018	Medical Examiner	101-648-709.00	2,030.00	2,030.00
<b>TOTAL VENDOR ZEVITZ, DR. MICHAEL E.</b>				<b>2,030.00</b>
<b>GRAND TOTAL:</b>				<b>147,552.58</b>

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

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
<b>Credit Card</b>						
58484	Mastercard 3/20 - 3/26/18 (Airport) 216-585-742.00 216-585-901.00	04/11/2018 jessicaw The Store AirNav	04/19/2018	154.65 74.65 60.00	154.65	Open
<b>Credit Card</b>						
58485	Mastercard 3/12 - 3/26 (Courthouse/Parks) 101-268-729.00 101-265-755.00 208-751-930.04 101-268-729.00 101-268-729.00 101-265-934.00 101-265-934.00 101-265-934.00 101-215-729.00 101-268-729.00 101-265-755.00 208-751-930.04 208-751-984.00 101-268-729.00 101-268-729.00 101-268-729.00 208-751-930.02 101-268-729.00 101-268-729.00 101-265-930.01 101-268-729.00	04/11/2018 jessicaw USPS Amazon Rolyan Buys (PO# 03871) USPS USPS Supplyhouse.com Supplyhouse.com Supplyhouse.com Pack N Ship USPS Amazon Amazon Amazon USPS USPS USPS Biehl Construction USPS USPS AAA Industrial Supply USPS	04/19/2018	1,956.98 6.70 23.18 992.00 6.70 6.70 135.95 191.95 2.58 51.95 6.70 7.99 43.19 95.83 6.70 6.70 6.70 165.00 6.70 6.70 180.36 6.70	1,956.98	Open
# of Invoices: 2 # Due: 2 Totals: # of Credit Memos: 0 # Due: 0 Totals:				2,111.63 0.00	2,111.63 0.00	
Net of Invoices and Credit Memos:				2,111.63	2,111.63	
<b>--- TOTALS BY FUND ---</b>						
101 - GENERAL FUND				660.96	660.96	
208 - COUNTY PARKS				1,296.02	1,296.02	
218 - MENOMINEE REGIONAL AIRPORT				154.65	154.65	
<b>--- TOTALS BY DEPT/ACTIVITY ---</b>						
215 - COUNTY CLERK				51.95	51.95	
265 - BUILDINGS AND GROUNDS				642.01	642.01	
268 - REGISTER OF DEEDS				67.00	67.00	
535 - AIRPORT EXPENDITURE				154.65	154.65	
751 - COUNTY PARKS				1,296.02	1,296.02	

**APPROVED**  
 APR 19 2018  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

**APPROVED**

APR 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: BODY WORKS PLUS, LLC</b>				
M268915	Animal Control Vehicle Tow	101-265-961.00	120.00	120.00
TOTAL VENDOR BODY WORKS PLUS, LLC				120.00
<b>VENDOR NAME: J S ELECTRONICS, INC.</b>				
20101	Tower Lease - April 2018	266-325-976.00	505.00	505.00
TOTAL VENDOR J S ELECTRONICS, INC.				505.00
<b>VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I</b>				
0136001-001	Family/Probate - Office Supplies	101-132-727.00	24.30	48.58
		101-148-727.00	24.28	48.58
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				48.58
<b>GRAND TOTAL:</b>				<b>673.58</b>

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Sherry DuPont

05/02/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**March 22, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

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

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

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

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

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

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

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

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

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

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

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

**Motion carried by majority.**

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

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

**ACTION ITEMS**

• **Finance**

a) **Financial Statement – January 2018**

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

**Motion carried unanimously.**

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

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

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

**Motion carried unanimously**

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

**d) Workforce Analysis – Recommendation 1**

Discussed recommendations. Miscellaneous questions addressed.

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

Miscellaneous questions presented and discussed.

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

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

Roll call was conducted by K. Stankevich, Administrative Assistant

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

**Motion carried unanimously.**

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

**Motion carried unanimously.**

**e) Board Bylaws and Board Policy**

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

**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- Finance

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

Roll call was conducted by K. Stankevich, Administrative Assistant

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

**Motion carried unanimously.**

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

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

**Motion carried unanimously.**

**Outcome:** Contract Grid 3-22-18 (Ithander AFC, Maple Grove, and Northern Pines) move to an ACTION item for next meeting.

- **Board Member Questions/Responses:** Responses to written Board questions reviewed. A copy of updated Device and Media Control procedures to be discussed after the CEO report.
- **Workforce Analysis – Recommendation 2**  
Reviewed requested information from other CMH's and Northpointe historical data. Miscellaneous questions addressed.  
**Outcome:** Consensus of the Board is more information needed specific to any effects an increase may have on the pay scales.
- **CEO Report**  
Review of CEO Report. Miscellaneous questions addressed.  
**Outcome:** Informational
- **Telecommuting/Device and Media Control Procedures –** Discussed new procedures as it related to miscellaneous questions and concerns regarding telecommuting process.  
**Outcome:** Consensus of the Board is to halt any planned expansions until more information can be

presented to the Board. Request for item to return as discussion item on next agenda.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- NorthCare Board Meeting Minutes  
**Outcome: Place on file**

**PUBLIC COMMENTS** – None

**BOARD COMMENT**

G. McCole requested recent vehicle bids/purchase as it relates to the Consumer Guide be placed on next agenda as a discussion item.

G. McCole requested 2018 CMHAM PAC be placed on next agenda as a discussion item.

J. Luhtanen spoke about attending the Open House held at the Windsor Center for the Community Ties skill building program in Iron County with N. Pasternak. She stated there was a great turnout and people seemed happy with the program.

**ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 6:45 p.m.

The next regular Board meeting is scheduled for Thursday, April 12, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

**Menominee Regional Airport Committee**  
**Minutes of Meeting**  
**April 3, 2018**  
**(Rescheduled from March 20, 2018 Meeting)**

\*\*\*\*\***APPROVED**\*\*\*\*\* 4/17/18

The Menominee Regional Airport Committee met on April 3, 2018 at 4:00 PM at the Menominee Regional Airport, Conference Room.

- A. Call Meeting to order:** Chairperson Schei called the meeting to order at 4:00 PM
- B. Pledge of Allegiance:** Recited by all
- C. Roll Call:** Coms. Schei, Piche and Gromala – present.  
Also present were Jeff LaFluer, Doreen Averill, Terry Glimm, Will Karne and Gary Scholtz.
- D. Approval of Agenda:** Motion to approve agenda by Com. Gromala, Seconded by Com. Piche. Motion carried – 3/0.
- E. Approval of Previous Minutes:** Motion to approve Previous Minutes from December 19, 2017 and January 4, 2018 made by Com. Gromala, seconded by Com. Schei. Motion carried – 3/0
- F. Public Comment:** None
- G. Presentations:** None
- H. Business**

**1 The Menominee Regional Airport Committee 2018 Meeting Schedule**

There was a motion to approve the 2018 schedule, starting with the April 17<sup>th</sup>, 2018 meeting by Com. Gromala and seconded by Com. Piche. Motion carried – 3/0

**2 Financial**

- a. **Month-End Budget Report Status – Com. Schei:** Our budget is looking really good, we're keeping a close eye on it – and Sherry is, too. Fuel sales seem to be doing well.
- b. **Budget Amendments - Com. Schei:** We were able to carry over 2 separate amounts/accounts. The first is an Airport non-lapsing account, as of 9/30/17, for \$27,245.09 and the second is Airport Capital Outlay & Courtesy Van account for \$15,000.00. Now, Jeff was able to fix the Courtesy Van for under \$1000.00, so we can still go out and find another one with this money. The plan is to use the non-lapsing account money to

purchase a new diesel lawnmower for the Airport. **Com. Gromala:** Good, we shouldn't use money earmarked for the Courtesy Van on the lawnmower. **Com. Schei:** No, the non-lapsing account will be used for the lawnmower and the money in the Airport capital overlay account will be used to purchase another Courtesy Van.

### 3 Manager Report

- a. **Fuel Sales: Jeff:** Fuel sales usually run hot and cold this time of year, but they've been good so far.
- b. **Activity: Jeff:** It's been brisk for this time of year
- c. **RFQ request – New Lawnmower for the Airport was discussed. Com. Schei** asked about the pricing. **Doreen:** This was a general inquiry to the vendors on whether they carried diesel fueled lawnmowers. Two vendors came back they have diesel engines and gave a general quote for diesel fueled lawnmowers. We'll have to do an "official" RFQ to these vendors for prices. **Com. Piche:** There was some talk about buying local, but here, what's local – it doesn't have to be kept in MI when you're talking about this kind of money. A motion to submit an official RFQ was made by **Com. Schei**, seconded by **Com. Gromala**. Motion carried – 3/0
- d. **FBO Inquiry: Com. Schei:** Jeff had someone that is interested in starting a flight school. Is he still interested? **Jeff:** Yes, very interested... He's interested in getting a flight school started, here. I told him he needs to get with Randy Collier to get the proper paperwork (licenses, permits, etc.). He needs to be certified and legal in the state of MI, as he currently runs a Flight School in WI. This will be good, because I know about 4 or 5 people that are interesting in learning how to fly. **Com. Piche:** You mean planes, right, not helicopters? **Jeff:** Yes, planes. **Com. Schei:** This means renting part of the big hangar, then, on a steady basis? **Jeff:** Yes, he'll bring in his aircraft and base it in the big hangar. **Com. Schei:** This would be a separate lease – a monthly lease – different from the Tenant Land Lease. I think, if it's a consensus, we should have Jeff run with this. **Com. Gromala:** As long as he has all the credentials needed, I think we should go with it.

- 4 **New Land Lease Agreement Procedure/Packets – Com. Schei:** New Leases are ready to go. The only thing that really changed is the Airport name on all the documentation, with the exception of some added things like a check list, registration form – some of which are required by our Ordinances, Minimum Standards and MDOT/FAA. We'll have Doreen go over the check list. **Doreen:** Once Jeff gets all the signed documents back (lease, certification of liability insurance, contact list, registration, etc.), they will be reviewed by the Airport Committee for recommendation to the CB for approval. **Com. Schei:** If not approved, the lessee will have to remove their hangar. **Doreen:** Once the CB approves and signs off on the lease, the Administration office will make copies and send an invoice along with the copy of the lease to the hangar owner. **Com. Schei:** The last page is security where Kenny gave his input on what needs to be done. New gate access key cards will be given to each hangar owner once the

lease is approved by the CB. **Jeff:** Old cards will be rendered useless. **Com. Schei:** I think this a good plan and would keep security at check and liability down – lawsuits, accidents, etc. I think the packets are good to go, so the Manager can go ahead and get these leases out.

**5 Jersey Barriers - Jeff:** Marinette Marine is waiting on us for a date to get these over to us. They want us to give them a 2 day notice of when we want to pick them up. They'll need to get them out of the area that they're stored at. Now, Tim Plutchak can do it and Twin City said they can do it for a minimal fee. **Com.**

**Schei:** Tim is a hangar owner and can get them loaded and over to the Airport – as sort of a donation. **Jeff:** The holdup has been the snow. If we bring them over too soon and we get snow, they'll be in the way of plowing. As soon as the weather cooperates, we'll get them over here.

**6 Discussion – Airport Focus Group/Advisory Committee:** **Com. Schei:** Now, Jerry, you originally asked for this to be added to the agenda. **Com. Piche:** Yes, I did. I met with Jim Mekash and Com. Phelps and they thought I should be on it – which I didn't think I should. I wanted Com. Gromala on it and someone from Finance, like Jan Hafeman and Jeff to be on it. So it would be Jim M, Jan, Jerry, Jeff and Larry Phelps on it. Basically, we want to come up with ways to motivate the Airport in a positive direction. Pretty simple, just thoughts. For instance, we were talking about what could be done with the big room. What are the possibilities? **Com. Schei:** We had talked about using it for CB meetings, but we have to be careful of the restrictions with the FAA. Because the Airport is county owned, we would be able to utilize it for CB meetings. There's a lot of grey areas with doing this, the aeronautical restrictions.

**7 Mead & Hunt/ALP:** As part of the ALP, they will be formulating a focus group which would be made up of local businesses in the area, someone from education, economic development. **Com. Schei:** We should get Stephanie to go ahead and put this in the ALP (it would be covered under the grant, so the County wouldn't have to pay for it outright. She also wants to send out questionnaire to the public – about 150 questionnaires to get their input on what they would like to see done at the Airport. Is this something we should have done? **Com. Piche:** Yes, I completely agree. We need to get the community involved with the questionnaires. I think we need this advisory committee as well. **Com. Schei:** Let me ask the audience, have any of you been on an advisory committee? **Will Karne:** Yes, I was on the Delta County Advisory Committee and would be interested in being on the Advisory, as part of the ALP plan. **Com. Schei:** I would like to see an Advisory set-up and Stephanie had said that maybe they could be part of the Airport Committee somewhere down the road-but not 10 or 12 people-but definitely more than just the 3 commissioners we have now. **Com. Gromala:** Stephanie had said that she'd like to see someone from education, economic development, different areas of business, and people from Hannahville – casino – a lot of their patrons come from this area. If it's ok with both Chair's, I'd like to set up meetings with city Administrators and Superintendents from here all the way to Bark River/Harris. This way, we will have input from the northern end of the County. **Will:** I'm handing out copies that could serve as a starting point of ideas. I gave Stephanie a copy as well. I think this will help. The Airport is where the first impression of the area is perceived. They'll get

a feeling of what's happening in this area. **Com. Schei:** Now, Stephanie wants to be assured that the CB will approve the Final Draft of the Scope & ALP at the meeting, Tuesday, April 10, 2018. She also wants to go ahead with organizing the Advisory Committee and send out the questionnaires. So Doreen, would you make sure that this is on the agenda for Tuesday's CB meeting? **Doreen:** Yes, it will be added to the agenda. **Com. Schei:** I'd like to make one more comment before we move on to Public Comment. I want to have Land Release information included on the next couple of agendas, because it has to be talked about. These parcels are not necessary for aviation. There's a lot of possibilities for this land. **Com. Gromala:** It will probably take a couple of years to get this land released, so now's the time to start thinking about what we want to do with it – be proactive.

- I. **Public Comment – Terry Glimm:** You were talking about getting a new mower. It takes me about an hour to mow my 80 by 1/2 mile runway with the tow behind. It's something to consider using a tow behind. Also, maybe consider purchasing one of the Sheriff Department's vehicles. **Com. Schei:** We tried this before and got shut down.
- J. **Commissioner Comment – Com. Piche:** I'm just curious, what interests do you have with Menominee County? **Will:** Well as a pilot, I've done business in this area over the years. Menominee has a multitude of businesses, here, that employs over 200 people. In our county, we don't have a lot of large businesses, so we're lucky the Airport has Commercial, General, Corporate and Freight Aviation along with flight instruction and maintenance. Your area has a lot of potential. This Airport has a lot going for it, location, dining, hotels/motels, the Bay, the marina, shopping, camping, fishing, the casino. Door County is just a 10 mi. plane ride. Oshkosh, Green Bay are not that far away, either. You basically have it all, and now it's time to capitalize on it. I do a lot of diving, here as well, and you have like 6 shipwrecks right here. We just took someone from the Virgin Islands on an Ice Dive about a month ago. This is something you guys should highlight about your area. This is the gateway to the Upper Peninsula – the starting point.
- K. **Next Meeting:** April 17, 2018
- L. **Adjourn:** A motion was made to adjourn by Com. Piche seconded by Com. Schei at 5:14pm. Motion carried 3/0

**MENOMINEE COUNTY LIBRARY BOARD**  
**Minutes March 13, 2018**

Approved: April 10, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:03 PM on Tuesday, March 13, 2018.

Present: C. Peterson, J. Freis, M. Fagan, N. Tuinstra, and Commissioner L. Schei.  
Excused: K. McNeely

N. Tuinstra moved to approve the agenda, support by M. Fagan. Motion carried.

**Public Participation:** Gina Thompson, the new Bookmobile Assistant was introduced and welcomed.

N. Tuinstra moved to approve the minutes as corrected from the February 13, 2018 meeting, support by M. Fagan. Motion carried.

J. Freis moved to approve the February financials, support from M. Fagan. Motion carried.

J. Freis moved to approve the March bills, support by N. Tuinstra. Motion carried.

**Director's Report**

Pat Cheski submitted a written report on the February meeting of Superiorland Library Cooperative, which was shared with the Board.

**Main Library:** We have a display of decorated eggs in the display case. Our new staff has been hired. Gina Thompson is the new Bookmobile Assistant and she started Monday March 12, 2018. Heather Harris is the Library Assistant and she will start March 19, 2018. Our participation in the tax season is heavier this year due in part to last minute changes in the tax code and because several local Post Offices no longer distribute tax forms.

**Bookmobile:** The manufacturer has the chassis and started construction. We have picked out interior fabrics. The delivery is on schedule for early June. We have asked the public for new name suggestions.

**Hermansville:** Ann Murray is scheduled to attend the Beginning Librarianship workshop in May. She has been working on the Summer Reading Program. We are working on a rotation schedule to ensure that all new books get rotated though both the Hermansville branch and on the bookmobile.

**Programing:** Our new "Book Chat" on the 3<sup>rd</sup> Friday at 8 am is the public part of our staff meeting. Library staff each provide brief book review and we share with patrons who join us. March is reading month. We are reading the Michigan Ready to Read book "I got the Rhythm" by Connie Schofield-Morrison at school and library story times. The Easter Rabbit/Community Egg Hunt will be on March 24 on the library lawn. Pajama Storytime is scheduled for Tuesday April 10. This is a family program in the evening with 4-H Youth Leadership Council reading books. Our regular programs; biweekly Lego Club and Friday morning Toddler Story times are well attended.

**Friends:** The Friends are purchasing 2 tablets that will replace the "childrens" computers. They are helping to fund the summer reading program.

**Volunteers:** 32 hours were given by various volunteers in March.

**Building and Grounds:** New fire extinguishers and signs have been installed. Jim Mekash installed a gutter across the front door which has helped eliminate the ice buildup in front of the drop box.

**Old Business:**

A. M. Fagan moved to approve the updated Bylaws. Seconded by N. Tuinstra. Motion carried.

**New Business**

- A. Discussion of the 5 year Technology Plan was tabled.
- B. The Friends will help with an open house when the new bookmobile is delivered. We are collecting suggestions for a new name.
- C. J. Freis moved that Menominee County Library joins as a partner to with the Wild Rivers Invasive Species Coalition and that the Director will complete and sign the application. Seconded by M. Fagan. Motion carried.

**Public Participation:** Gina Thompson was glad that the Library joined the Wild Rivers Invasive Species Coalition and she is looking forward to her new job at the Library.

As there was no further business, N. Tuinstra moved to adjourn the meeting. Support by M. Fagan. Motion carried. Meeting adjourned at 4:40 PM.

Submitted by:

Amanda Winnicki, Library Director

## **Sherry DuPont**

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**From:** Steven Gromala  
**Sent:** Wednesday, April 18, 2018 7:20 PM  
**To:** Sherry DuPont  
**Subject:** North woods Rail Transit Commission

The quarterly meeting of the Northwoods Rail Transit Commission met in Rhinelander, Wi. on April 18th. As the appointed representative for Menominee County I attended.

This commission works with railroads operating in our area and promotes ways to increase its usage as a viable alternative to other forms of transporting good. This, in turn, would help reduce traffic congestion on our highways as well as the high costs of repairing and replacing our roads.

Each representative was reminded that invoices were being sent for the 2018 dues.

Currently the Commission is working with WisDOT and the Bureau of Planning and Economic Development on creating a Freight Rail Survey. This survey not only covers the Northern Wisconsin Counties but the Upper Peninsula. This survey is in the final stages of completion and should be available in late May or early June. Three surveys were sent to businesses in Menominee County and I will be contacting them to encourage their participation.

Representatives from the two railroads in Menominee County were also in attendance at this meeting.

Rail lines in Wisconsin that are receiving reduced rail service were discussed. No lines are being discontinued at this time but are having service only twice a week because of reduced usage making full service economically unfeasable.

There was a recent meeting in Escanaba discussing the re-opening of the ore docks as well as other businesses that might take advantage of rail service. Shipping costs as well as the timeliness delivering and receiving goods were issues presented.

The next meeting of this group will be June 15th. Additional information on discussed items are available should anyone wishes to review it.

Respectfully Submitted,

Steve Gromala

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>MERS recommendation to close DB Division 17 (administrator)</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>After closing the MERS Hybrid Administrator (HA) Division last month, MERS recommends we also close the DB division 17 (administrator) division. This division was closed, but "linked" to the HA division.</p>	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Sherry DuPont

05/04/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

## Sherry DuPont

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**From:** Sonia Tauqi <stauqi@mersofmich.com>  
**Sent:** Thursday, April 12, 2018 2:00 PM  
**To:** Sherry DuPont  
**Cc:** Terra Langham  
**Subject:** Menominee County - DB and Hybrid div recommendation REF:0160019

Good afternoon Sherry,

After processing your recent adoption of closing hybrid to new administrator going into existing DC. We reviewed County's defined benefit division 17 with the actuaries as there were no actives left in division 17 the actuaries is recommending to have DB division 17 merge into closed hybrid (HA) division. DB division only has 2 retirees, the merger will not impact any employees, it just makes more sense from funding standpoint to do this. The County can merge DB division 17 into HA or HA into 17 since there are no actives in either divisions.

Please consider the above recommendation, if you have any questions please let me know. If you do wish to move forward with the merge, we will just need the County to complete an adoption agreement (I will provide a pre-filled copy).

Sincerely,

**Sonia Tauqi, MPA**  
**Benefit Plan Coordinator**  
Municipal Employees' Retirement System of Michigan  
1134 Municipal Way  
Lansing, MI 48917  
Toll Free: 800.767.6377 x200  
Local: 517.703.9030  
Fax: 517.703.9707  
[stauqi@mersofmich.com](mailto:stauqi@mersofmich.com)



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### DISCLAIMER:

# Defined Benefit Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

**I. Employer Name** Menominee County **Municipality #:** 5502

If new to MERS, please provide your municipality's fiscal year: \_\_\_\_\_ through \_\_\_\_\_.  
Month Month

## II. Effective Date

Check one:

A.  If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of \_\_\_\_\_, 20\_\_.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible participant shall be credited as follows (choose one):

- All prior service from date of hire
- Prior service proportional to assets transferred; all service used for vesting
- Prior service and vesting service proportional to assets transferred
- No prior service but grant vesting credit
- No prior service or vesting credit

Link this new division to division number \_\_\_\_\_ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B.  If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number \_\_\_\_\_), the effective date shall be the first day of \_\_\_\_\_, 20\_\_. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C.  If this is a **temporary benefit** that lasts 2-6 months, the effective dates of this temporary benefit are from \_\_\_/01/\_\_\_ through \_\_\_/\_\_\_/\_\_\_ for Defined Benefit division number \_\_\_\_\_.  
Last day of month

*Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

D.  If this is to **separate employees from an existing Defined Benefit division** (existing division number(s) \_\_\_\_\_) into a new division, the effective date shall be the first day of \_\_\_\_\_, 20\_\_.

E.  If this is to merge division(s) Hybrid HA into division(s) DB div 17, the effective date shall be the first of \_\_\_\_\_, 20\_\_.

# Defined Benefit Plan Adoption Agreement

## III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

\_\_\_\_\_  
(Name of Defined Benefit division – e.g. All Full Time Employees, or General after 7/01/13)

Only retirees will be in this division.

**To receive one month of service credit (check one):**

An employee shall work 10 \_\_\_\_\_ hour days.

An employee shall work \_\_\_\_\_ hours in a month.

All employees as classified under eligible employees, whether full or part time, who meet this criteria must be reported to MERS. If you change your current day of work definition to be more restrictive, the new definition only applies to employees hired after the effective date.

To further define eligibility, check all that apply:

**Probationary Periods** are allowed in one-month increments, no longer than 12 months. During this introductory period, the Employer will not report or provide service time for this period, including retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be \_\_\_\_\_ month(s).

**Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be \_\_\_\_\_ month(s).

## IV. Provisions

Valuation Date: \_\_\_\_\_, 20\_\_\_\_

### 1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

Our MERS representative presented and explained the valuation results to the

\_\_\_\_\_ on \_\_\_\_\_  
(Board, Finance Cmte, etc.) (mm/dd/yyyy)

As an authorized representative of this municipality, I \_\_\_\_\_  
(Name)

\_\_\_\_\_ waive the right for a presentation of the results.  
(Title)

# Defined Benefit Plan Adoption Agreement

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

2. Benefit Multiplier (1%-2.5%, increments of 0.05%) \_\_\_\_\_ % (max 80% for multipliers over 2.25%)

Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:

- Termination Final Average Compensation (calculated over the members entire wage history)
- Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. Final Average Compensation (Min 3 yr, increments of 1 yr) \_\_\_\_\_ years
4. Vesting (5 -10 yrs, increments of 1 yr) \_\_\_\_\_ years
5. Normal Retirement Age will be the later of: \_\_\_\_\_ (any age from 60-70), or the vesting provision selected above (#4).
6. Required employee contribution (Max 10%, increments of 0.01%) \_\_\_\_\_ %
7. Compensation, for retirement purposes, is defined as base wages and may include any of the following (check any that are applicable):

- Longevity pay
- Overtime pay
- Shift differentials
- Pay for periods of absence from work by reason of vacation, holiday, and sickness
- Workers' compensation weekly benefits (if reported and are higher than regular earnings)
- A member's pre-tax contributions to a plan established under Section 125 of the IRC
- Transcript fees paid to a court reporter
- A taxable car allowance
- Short term or long term disability payments
- Payments for achievement of established annual (or similar period) performance goals
- Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
- Lump sum payments attributable to the member's personal service rendered during the FAC period
- Other: \_\_\_\_\_
- Other 2: \_\_\_\_\_

# Defined Benefit Plan Adoption Agreement

8. Unreduced Early Retirement/Service Requirements:

<input type="checkbox"/> Age 50 – 54 _____ Service of either <input type="checkbox"/> 25 or <input type="checkbox"/> 30 years
<input type="checkbox"/> Age 55 – 65 _____ Service between 15 and 30 years _____
<input type="checkbox"/> Service only (must be any number from 20 – 30 years accrued service): _____
<input type="checkbox"/> Age + Service Points (total must be from 70 – 90): _____ points

9. Other

- Surviving Spouse will receive \_\_\_\_\_% of Straight Life benefit without a reduction to the participant's benefit
- Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)
- Deferred Retirement Option Program (DROP)
- Annuity Withdrawal Program (AWP)
  - Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:
    - Interest rate for employee contributions as determined by the Retirement Board, or
    - MERS' assumed rate of return as of the date of the distribution.

10. Cost-of-Living Adjustment

<input type="checkbox"/> All <b>current</b> retirees as of effective date	<input type="checkbox"/> <b>Future</b> retirees who retire after effective date
<input type="checkbox"/> Retirees who retire <b>between</b> _____/01/____ and _____/01/____	
Increase of _____% or \$_____ per month	Increase of _____% or \$_____ per month
Select one: <input type="checkbox"/> Annual automatic increase <input type="checkbox"/> One-time increase	<input type="checkbox"/> Annual automatic increase
Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding	Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding
Employees must be retired _____ months (6-12 months, increments of 1 month)	Employees must be retired _____ months (6-12 months, increments of 1 month)

11. Service Credit Purchase Estimates are:

- Not permitted
- Permitted

**V. Appointing MERS as the Plan Administrator**

# Defined Benefit Plan Adoption Agreement

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The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

## VI. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

## VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

## VIII. Execution

# Defined Benefit Plan Adoption Agreement

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## Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by \_\_\_\_\_ on  
the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(Name of Approving Employer)

Authorized signature: \_\_\_\_\_

Title: \_\_\_\_\_

Witness signature: \_\_\_\_\_

## Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: \_\_\_\_\_, 20\_\_\_\_ Signature: \_\_\_\_\_

(Authorized MERS Signatory)

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Sherry DuPont

05/02/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

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

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

COPY

Rec. #10  
4/30/18

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

Name: Steven T. Gromala ~ District 1

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
4/10/2018	Ray Bd. Mtg. - Stephenson	42		22.89	101-101-860.01
4/18/2018	Rhineland, Wis.	238		129.71	101-101-860.01
4/23/2018	Lake Twp.	52		28.34	101-101-860.01
4/24/2018	Stephenson	42		22.89	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>203.83</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.

*Stu Gromala*

Signed

4/30/2018

Date







**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

COPY

Rec. 4/24/18 JA.

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

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

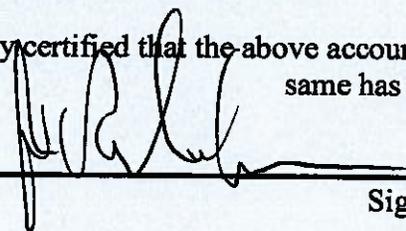
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: **John R. Nelson ~ District 9**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
4/10/18	STBPA Nov Jan	52	"	28.34	101-101-860.11
4/24/18	"	52	"	28.31	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		104	<b>Total Mileage</b>	56.68	
<b>Total Mileage Fee</b>					56.68

**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

4/24/18

Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**COPY**

Rec. 4/25/18 #8

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

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

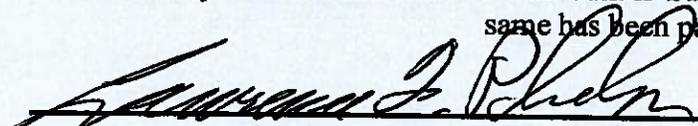
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
4/12/18	Stephenson Annex	36	.545	19.62	101-101-860.03
4/13/18	County Garage	40	.545	21.80	101-101-860.03
4/10/18	Menp. City Hall	3	.545	1.60	101-101-860.03
4/10/18	Stephenson Annex	36	.545	19.62	101-101-860.03
4/24/18	Stephenson Annex	36	.545	19.62	101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
		161	Total Mileage	82.30	
<b>Total Mileage Fee</b>					<b>82.30</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

4/25/18  
\_\_\_\_\_  
Date



# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

\*Meals: Breakfast - \$ 9.00

Lunch - \$11.00 Dinner \$20.00

\*must attach receipt for reimbursement

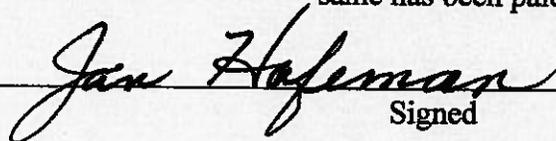
\*meals provided by conference will NOT be reimbursed

**Name: Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
4/9/18	Pinecrest Spec Mtg-Pinecrest	14		763	101-101-860.10
4/10/18	Equalz & CB Mtg-Annex	34		1853	101-101-860.10
4/19/18	Pinecrest Spec Mtg-Pinecrest	14		763	101-101-860.10
4/19/18	Bd of Health-Pinecrest	14		763	101-101-860.10
4/24/18	<del>CB Fin</del> & CB Mtg-Annex	34		1853	101-101-860.10
4/26/18	Pinecrest-Pinecrest	14		763	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		124	<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>67.58</b>

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

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

  
Signed

4/23/28

Date





MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

*Received  
4/30/18*

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
4/03/18	COUNTY AIRPORT	15		8.18	101-101-860.04
4/10/18	LIBRARY - STEPHENSON	32		17.44	101-101-860.04
4/10/18	ANNEX - STEPHENSON	32		17.44	101-101-860.04
4/17/18	COUNTY AIRPORT	15		8.18	101-101-860.04
4/24/18	ANNEX - STEPHENSON	32		17.44	101-101-860.04
		126		68.68	101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage		
				Total Mileage Fee	68.68

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

4/30/18  
\_\_\_\_\_  
Date





## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review miscellaneous bills as recently paid on April 26, & May 3, 2018 in the combined amount of \$131,765.20	
<b>RECOMMENDED MOTION</b>	

Submitted by: Sherry DuPont

05/04/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

## Miscellaneous Bills Account Number List

### 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 Airport  
218 IT - Computer Serv.  
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  
286 Medical Marijuana Grant  
289 SOM Salvage Vehicle Title Inspections  
292 Child Care  
294 Veterans' Trust  
292 Special Child Care Funds  
401 3-Way Road  
516 DTRF-Delinquent Tax Revolving Fund  
517 DTRF-PA 123 Foreclosure

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 04/26/2018 - 04/26/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 58521	Mastercard 3/12-4/3 (Sheriff/Road)	04/11/2018 jessicaw	04/26/2018	1,498.43	1,498.43	Open
	101-301-742.00	BP		29.17		
	101-301-742.00	Exxon Mobil		31.00		
	101-301-742.00	BP Manistique		23.37		
	101-301-742.00	FamilyFare		26.01		
	101-301-742.00	Holiday		22.00		
	101-301-742.00	Holiday		40.12		
	101-301-742.00	Express Mart		40.69		
	101-301-770.00	Bob Barker		157.60		
	101-301-770.00	Belson Co.		160.00		
	101-301-770.00	Bob Barker		344.76		
	101-301-770.01	Family Dollar		9.01		
	101-301-860.01	Mcdonalds		13.59		
	101-301-860.01	BurgerKing		19.05		
	101-301-860.01	Courtyard Marriott		90.78		
	101-301-860.01	Courtyard Marriott		90.78		
	101-301-860.01	A & W		10.55		
	101-301-860.01	A & W		10.02		
	101-301-860.01	McDonalds		10.32		
	205-315-742.00	Shell/BridgeView		36.25		
	205-315-742.00	Superior Touchless		11.00		
	205-315-860.00	Leo's Spirits & Grub		20.00		
	205-315-860.00	Wendy's		5.51		
	205-315-860.00	Smokey Bones		20.34		
	205-315-860.00	AppleBees		23.30		
	205-315-860.00	Burger King		8.46		
	205-315-860.00	Mackinac Bridge		4.00		
	205-315-860.00	Best Western		240.75		

**APPROVED**  
 APR 26 2018  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

# of Invoices:	1	# Due:	1	Totals:	1,498.43	1,498.43
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					<u>1,498.43</u>	<u>1,498.43</u>

— TOTALS BY FUND —

101 - GENERAL FUND	1,128.82	1,128.82
205 - ROAD PATROL	369.61	369.61

— TOTALS BY DEPT/ACTIVITY —

301 - SHERIFF DEPARTMENT	1,128.82	1,128.82
315 - ROAD PATROL	369.61	369.61

**APPROVED**

MAY 04 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADVANCE AUTO PARTS				
2825-380541	Belt for Security Garage (Jail)	101-265-934.00	12.49	12.49
TOTAL VENDOR ADVANCE AUTO PARTS				12.49
VENDOR NAME: ANDERSON, BILL				
Reimbursement	Planning Commission - Mileage	101-401-710.00	28.34	28.34
TOTAL VENDOR ANDERSON, BILL				28.34
VENDOR NAME: ANDERSON, TACKMAN & CO, PLC				
66813	Audit YE 9/30/17	101-103-801.01	13,000.00	13,000.00
TOTAL VENDOR ANDERSON, TACKMAN & CO, PLC				13,000.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863470504	April 19 - May 18 (Probation/Parole)	101-103-850.00	95.89	95.89
906863444104	April 19 - May 18 (Sheriff)	101-103-850.00	550.70	550.70
906863202304	April 19 - May 18 (Unit Rmkr)	101-103-850.00	605.59	605.59
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,252.18
VENDOR NAME: AUTOMOTIVE SUPPLY CO.				
080425805	Airport Supplies (Hose Clamp)	216-585-981.00	1.48	1.48
TOTAL VENDOR AUTOMOTIVE SUPPLY CO.				1.48
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
24366	Vehicle Maintenance - 2008 Chevy Tahoe	205-315-934.02	46.90	46.90
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				46.90
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1619503603	Building & Ground Supplies	101-265-970.12	400.00	613.98
		101-265-755.00	(3.00)	
		101-265-755.00	13.99	
		101-265-755.00	3.00	
		101-265-970.12	160.00	
		101-265-930.01	39.99	
E56413	Inmate Supplies	101-301-770.00	229.50	229.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.				843.48
VENDOR NAME: BRUNELLE, JENNIFER				
April 2018	Crisis Intervention	292-668-801.00	450.00	450.00
TOTAL VENDOR BRUNELLE, JENNIFER				450.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - April 2018	101-101-860.05	70.85	70.85
TOTAL VENDOR CECH, WILLIAM				70.85
VENDOR NAME: CITY OF MENOMINEE				
4689	Gasoline Sales (Courthouse/Parks)	101-265-742.00	46.58	238.16
		101-265-742.00	165.78	
		292-664-860.00	10.40	
		101-141-860.00	15.40	
4705	Gasoline Sales (Courthouse/Jail)	101-265-742.00	62.61	244.40
		101-265-742.00	96.34	
		101-262-860.00	64.35	
		101-301-742.00	21.10	
4695	Road & Work Van - Gasoline Charges	206-301-742.00	36.11	1,964.16
		205-315-742.00	1,928.05	
4709	Road & Work Van - Gasoline Charges	206-301-742.00	110.03	2,165.75
		205-315-742.00	2,055.72	
TOTAL VENDOR CITY OF MENOMINEE				4,612.47

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>MAY 04 2018</b>				
VENDOR NAME: CITY OF STEPHENSON 709	Water, Electric, Sewer - Annex	101-261-920.01 101-261-920.02 101-261-920.03	19.48 33.20 181.79	234.47
TOTAL VENDOR CITY OF STEPHENSON				234.47
VENDOR NAME: CLAIRMONT, PATRICIA Foster Care	A. Hiers	292-662-843.05	206.88	206.88
TOTAL VENDOR CLAIRMONT, PATRICIA				206.88
VENDOR NAME: CLOVERLAND PAPER CO 116895	Inmate Supplies & Janitorial Supplies (Courthouse)	101-301-770.00 101-265-755.01	25.48 117.23	142.71
116843	Inmate Supplies	101-301-770.00	45.80	45.80
116937	Courthouse - Janitorial Supplies	101-265-755.01	34.25	34.25
116935	Library - Janitorial Supplies	101-265-755.01	56.49	56.49
TOTAL VENDOR CLOVERLAND PAPER CO				279.25
VENDOR NAME: COAST TO COAST COMPUTER PROD. A1809110 A1808603	Toner Cartridge (Treasurer's Office) Toner (x2)	101-253-727.00 517-252-727.00	184.99 179.98	364.97
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				364.97
VENDOR NAME: COLEMAN ENGINEERING COMPANY 30850	Menominee Township - Additional Mapping	517-252-970.00	750.00	750.00
TOTAL VENDOR COLEMAN ENGINEERING COMPANY				750.00
VENDOR NAME: COOPER OFFICE EQUIPMENT 155291 155065	Contract # 2310-01 Contract # 2761-01	101-253-728.00 101-172-931.01	310.53 239.94	550.47
TOTAL VENDOR COOPER OFFICE EQUIPMENT				550.47
VENDOR NAME: DEKETO, LLC 451 DK 4-18	Termal Labels - ROD April 2018 Documents (x585)	101-268-727.00 256-277-857.00	224.00 1,170.00	1,394.00
TOTAL VENDOR DEKETO, LLC				1,394.00
VENDOR NAME: DESJARLAIS, ROBERT Reimbursement	Planning Commission - Mileage	101-401-710.00	6.54	6.54
TOTAL VENDOR DESJARLAIS, ROBERT				6.54
VENDOR NAME: DTE ENERGY 910020910998	Annex	101-261-920.04	152.79	152.79
TOTAL VENDOR DTE ENERGY				152.79
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC 1406	Sealed Bids for Riding Lawnmower	216-585-901.00	18.42	18.42
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				18.42
VENDOR NAME: EICHHORN, GARY 4/24/18	DHS Board Per Diem	101-601-837.00	50.00	50.00
TOTAL VENDOR EICHHORN, GARY				50.00
VENDOR NAME: EPIC AVIATION, LLC 7080829 7079774	Airport Fuel Jet Fuel	216-585-743.00 216-585-743.00	32,289.80 20,177.91	52,467.71
TOTAL VENDOR EPIC AVIATION, LLC				52,467.71
VENDOR NAME: FALLER, TOM Reimbursement	Mileage	101-215-860.00	22.68	22.68
TOTAL VENDOR FALLER, TOM				22.68
VENDOR NAME: GOOD SOURCE SI0440024	Inmate Supplies	101-301-770.00	88.96	88.96

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

**APPROVED**

MAY 04 2018 ~~NO~~

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS		AMOUNT
VENDOR NAME: GOOD SOURCE					
SI0440363	Inmate Supplies	101-301-770.00	2,780.40	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	2,780.40
SI0440941	Inmate Supplies	101-301-770.00	69.88		69.88
TOTAL VENDOR GOOD SOURCE					2,939.24
VENDOR NAME: GROMALA, STEVEN					
Reimbursement	Mileage - April 2018	101-101-860.01	203.83		203.83
TOTAL VENDOR GROMALA, STEVEN					203.83
VENDOR NAME: HAFEMAN, JAN					
Reimbursement	Mileage- April 2018	101-101-860.10	67.58		67.58
TOTAL VENDOR HAFEMAN, JAN					67.58
VENDOR NAME: HASS DANIEL					
Reimbursement	Mileage & Meals	101-132-860.00	62.71		62.71
TOTAL VENDOR HASS DANIEL					62.71
VENDOR NAME: HENSLEY, RN, JOEL					
May 2018	Inmate Nursing Services	101-301-770.01	1,365.00		1,365.00
Blood Draws	L.C., C.R., T.C., M.K., A.H.	101-267-801.01	500.00		500.00
TOTAL VENDOR HENSLEY, RN, JOEL					1,865.00
VENDOR NAME: HI TEC BUILDING SERVICES, INC.					
017191	Cleaning Services - April 2018	101-265-801.00	1,861.20		1,861.20
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.					1,861.20
VENDOR NAME: HOTFLAME GAS COMPANY					
U0028483	Shakey Lakes Park - Bath House LC1	208-751-744.00	447.31		447.31
U0028470	Kleinke Park Bath House	208-751-744.00	240.53		240.53
TOTAL VENDOR HOTFLAME GAS COMPANY					687.84
VENDOR NAME: IMAGEWORKS					
12029	911 - Uniforms	266-325-745.00	86.00		86.00
TOTAL VENDOR IMAGEWORKS					86.00
VENDOR NAME: J S ELECTRONICS, INC.					
20126	Radio Replacement Battery	101-301-934.01	55.80		55.80
TOTAL VENDOR J S ELECTRONICS, INC.					55.80
VENDOR NAME: JAKE'S SALES & SERVICE					
4/19/18	Parts for Zereturn Mower (Parks)	208-751-742.00	127.90		127.90
TOTAL VENDOR JAKE'S SALES & SERVICE					127.90
VENDOR NAME: KLEIMAN, MARC					
Reimbursement	Mileage, Meals, Bridge Fare	101-215-860.00	22.89		46.04
		263-215-860.00	23.15		
TOTAL VENDOR KLEIMAN, MARC					46.04
VENDOR NAME: LANG, BERNARD					
Reimbursement	Mileage - April 2018	101-101-860.02	59.95		59.95
TOTAL VENDOR LANG, BERNARD					59.95
VENDOR NAME: LESPERANCE, DIANE					
Reimbursement	Bank Mileage (Jan - March 2018)	101-253-860.00	34.34		34.34
TOTAL VENDOR LESPERANCE, DIANE					34.34
VENDOR NAME: LINDA A. MENACHER					
Transcripts	Transcripts (x4)	101-267-806.00	116.45		116.45
Transcripts	Transcripts (x3)	101-136-806.00	557.60		557.60
TOTAL VENDOR LINDA A. MENACHER					674.05
VENDOR NAME: LUFTS ADVERTISER, INC.					
4/24/18	911 Advertising	266-325-755.00	50.00		50.00
TOTAL VENDOR LUFTS ADVERTISER, INC.					50.00

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<p style="text-align: right;">MAY 04 2018 <i>JK</i></p>				
VENDOR NAME: MANPOWER, INC.				
32678742	Week Ending 4/22/18 (D. Averill)	101-172-704.00	544.00	544.00
32705573	Week Ending 4/29/18 (D. Averill)	101-172-704.00	476.00	476.00
TOTAL VENDOR MANPOWER, INC.				1,020.00
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.				
1816078DS 32607	Process Service (Kropp)	101-267-804.00	35.00	35.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.				35.00
VENDOR NAME: MENARDS - MARINETTE				
57076	Inmate Supplies	101-301-770.00	25.48	25.48
57036	Ice Melt (x10)	101-265-930.00	59.50	59.50
57861	Building Maintenance Supplies	101-265-930.01	8.09	8.09
TOTAL VENDOR MENARDS - MARINETTE				93.07
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
Legal Notice	Guardianship Hearing Notice	101-148-807.00	53.50	53.50
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				53.50
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
11125	Power to Radio Tower	101-301-934.01	133.19	133.19
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				133.19
VENDOR NAME: MICHIGAN STATE INDUSTRIES				
1226	Inmate Supplies	101-301-770.00	120.00	120.00
TOTAL VENDOR MICHIGAN STATE INDUSTRIES				120.00
VENDOR NAME: MIKE'S AUTO				
4/27/18	Park - 06 Chevy Maintenance	208-751-981.00	338.23	338.23
TOTAL VENDOR MIKE'S AUTO				338.23
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0136060-001	Clerk's Office Supplies	101-215-727.00	16.19	16.19
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				16.19
VENDOR NAME: MMCC				
Registration	Kim Kewley - MI Chart of Accounts (6/8/18)	101-253-860.00	120.00	120.00
Registration	Jessica White - MI Chart of Accounts (6/8/18)	101-215-860.00	120.00	120.00
TOTAL VENDOR MMCC				240.00
VENDOR NAME: MOUW & CELELLO, P.C.				
36234	People v Kevin Ihander (17-3863-FC)	101-131-807.00	3,462.00	3,462.00
TOTAL VENDOR MOUW & CELELLO, P.C.				3,462.00
VENDOR NAME: NASER, JEFF				
4/24/18	DHS Board Per Diem	101-601-837.00	50.00	50.00
TOTAL VENDOR NASER, JEFF				50.00
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	April 2018 Mileage	101-101-860.11	56.68	56.68
TOTAL VENDOR NELSON, JOHN R.				56.68
VENDOR NAME: NESTEGG MARINE				
5138	Marine Maintenance	101-331-755.00	428.81	428.81
5136	Marine Maintenance	101-331-755.00	156.10	156.10
TOTAL VENDOR NESTEGG MARINE				584.91
VENDOR NAME: NORTHCARE NETWORK				
Tax	Convention & Tourism Tax (Jan - Mar)	101-601-835.01	5,408.50	5,408.50
TOTAL VENDOR NORTHCARE NETWORK				5,408.50
VENDOR NAME: NORTHERN MFSC				
Registration	Conference - Dyan Engel-Topper	101-141-860.00	25.00	25.00
TOTAL VENDOR NORTHERN MFSC				25.00
VENDOR NAME: NORTHERN MICHIGAN UNIVERSITY				
4/30/18	Bradley Sellers (12/6/94)	101-301-755.00	5.00	5.00

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NORTHERN MICHIGAN UNIVERSITY				
TOTAL VENDOR NORTHERN MICHIGAN UNIVERSITY				5.00
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage	292-664-860.00	233.26	233.26
April 2018	Crisis Intervention	292-668-801.00	195.00	195.00
TOTAL VENDOR NUTT, MICHAEL				428.26
VENDOR NAME: OFFICE DEPOT, INC.				
124493694001	District Office Supplies	101-136-727.00	302.56	302.56
125629594001	District Office Supplies	101-136-727.00	19.98	19.98
125630756001	District Office Supplies	101-136-727.00	2.99	2.99
125630757001	District Office Supplies	101-136-727.00	2.89	2.89
129500354001	lpad Case (Admin)	101-172-727.00	35.99	35.99
129500550001	Admin Office Supplies	101-172-727.00	30.30	30.30
129500551001	Admin Office Supplies	101-172-727.00	5.39	5.39
129500552001	Admin Office Supplies	101-172-727.00	23.99	23.99
129500553001	Admin Office Supplies	101-172-727.00	21.99	21.99
TOTAL VENDOR OFFICE DEPOT, INC.				446.08
VENDOR NAME: OLSON TRAILER & BODY LLC				
74105C	HTS Angle Ram	101-265-934.00	108.28	108.28
TOTAL VENDOR OLSON TRAILER & BODY LLC				108.28
VENDOR NAME: OWENS, KAREN A.				
4/30/18	After School Program	292-668-801.00	135.00	135.00
TOTAL VENDOR OWENS, KAREN A.				135.00
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150003	Park Supplies	208-751-930.04	69.01	583.31
		208-751-755.02	2.58	
		208-751-755.01	59.40	
		208-751-755.02	31.48	
		208-751-930.04	40.00	
		208-751-755.01	284.80	
		208-751-755.02	7.28	
		208-751-930.02	13.98	
		208-751-755.02	4.99	
		208-751-755.01	9.87	
		208-751-755.02	8.28	
		208-751-755.02	11.78	
		208-751-930.03	59.99	
		208-751-930.03	(36.00)	
		208-751-755.02	15.87	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				583.31
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318103005	Inmate Supplies	101-301-770.00	88.48	88.48
40068318096019	Inmate Supplies	101-301-770.00	67.20	67.20
40068318110004	Inmate Supplies	101-301-770.00	109.76	109.76
TOTAL VENDOR PAN-O-GOLD BAKING CO.				265.44
VENDOR NAME: PETERSON, CHARLENE				
Reimbursement	Planning Commission - Mileage	101-401-710.00	13.63	13.63
TOTAL VENDOR PETERSON, CHARLENE				13.63
VENDOR NAME: PHELPS, LARRY				
Reimbursement	Mileage - April 2018	101-101-860.03	82.30	82.30
TOTAL VENDOR PHELPS, LARRY				82.30
VENDOR NAME: PHILIPPS, RANDALL				
April 2018	Show Cause	101-132-807.00	500.00	1,000.00
		101-131-807.00	500.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,000.00

MAY 04 2016 *AD*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>CHIEF FISCAL OFFICER</b>				
<b>MENOMINEE COUNTY MICHIGAN</b>				
VENDOR NAME: PRINTERSPLUS! 15538	Envelopes	517-252-727.00	274.00	274.00
TOTAL VENDOR PRINTERSPLUS!				274.00
VENDOR NAME: PSYCHOLOGIE CLINIQUE, S.C. 96101	Psych Eval (L. Pesola)	101-301-835.00	495.00	495.00
TOTAL VENDOR PSYCHOLOGIE CLINIQUE, S.C.				495.00
VENDOR NAME: REINHART FOODSERVICE 4/1/18 438497	Credit Memo (Inmate Supplies) Inmate Supplies	101-301-770.00 101-301-770.00	(22.61) 620.78	(22.61) 620.78
TOTAL VENDOR REINHART FOODSERVICE				598.17
VENDOR NAME: S & O LOCK AND PHONE SERVICE 48433	Keys (x12)	101-265-755.00	36.00	36.00
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				36.00
VENDOR NAME: SCHEI, LARRY Reimbursement	Mileage - April 2018	101-101-860.04	68.68	68.68
TOTAL VENDOR SCHEI, LARRY				68.68
VENDOR NAME: SCHULTZ, LILLIAN R. Reimbursement	Planning Commission - Mileage	101-401-710.00	27.25	27.25
TOTAL VENDOR SCHULTZ, LILLIAN R.				27.25
VENDOR NAME: SHORT, MARY KAY M17-3880-FH	Transcript (M. Clover)	101-131-806.00	152.75	152.75
TOTAL VENDOR SHORT, MARY KAY				152.75
VENDOR NAME: SPALDING TOWNSHIP 4/24/18	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR SPALDING TOWNSHIP				50.00
VENDOR NAME: STANDARD INSURANCE COMPANY May 2018	Life Insurance Premium	101-101-713.00 101-132-713.00 101-136-713.00 101-141-713.00 101-148-713.00 101-215-713.00 101-172-713.00 101-267-713.00 101-268-713.00 101-253-713.00 101-257-713.00 101-265-713.00 101-301-713.00 101-682-713.00 101-426-713.00 216-585-713.00 271-790-713.00 292-663-713.00 292-664-713.00 292-665-713.00 208-751-713.00 205-316-713.00 205-315-713.00 266-325-713.00	21.24 6.49 11.80 9.44 0.59 11.80 7.08 11.80 4.72 7.08 4.72 4.72 49.56 2.36 2.36 2.36 7.08 2.36 2.36 2.36 2.36 2.36 30.68 23.60	231.28
TOTAL VENDOR STANDARD INSURANCE COMPANY				231.28
VENDOR NAME: STATE OF MICHIGAN 3/30/18 P55 D95A	Monthly Offset State/Billing Probate Court (April - June 2018) District (April, May, June 2018)	292-662-843.01 101-132-858.03 101-136-931.01	6,461.18 2,816.63 3,727.35	6,461.18 2,816.63 3,727.35
TOTAL VENDOR STATE OF MICHIGAN				13,005.16
VENDOR NAME: STERICYCLE, INC.				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00005	Center Gate - Center (Airport)	216-585-920.03	28.39	28.39
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	42.51	42.51
2382438312-00000	Twin City Airport	216-585-920.00	156.40	1,222.97
		216-585-920.03	580.92	
		216-585-920.00	185.35	
		216-585-920.03	139.44	
		216-585-920.00	160.86	
2382435946-00000	Parks	208-751-920.01	23.53	107.01
		208-751-920.01	37.33	
		208-751-920.01	16.36	
		208-751-920.01	29.79	
0402191663-00001	Health Care Center	101-265-920.03	483.14	483.14
0402047856-00004	Courthouse	101-265-920.04	1,911.98	1,911.98
0402055840-00001	Jail	101-265-920.03	3,444.56	3,444.56
0402047856-00005	Kleinke Park	208-751-930.02	44.28	44.28
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				7,315.20
VENDOR NAME: ZERATSKY EXTREME HEATING & 12278	Jail Rooftop AC Unit	101-265-934.00	80.00	80.00
TOTAL VENDOR ZERATSKY EXTREME HEATING &				80.00
GRAND TOTAL:				130,266.77

**APPROVED**

MAY 04 2018

*JA*

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Sherry DuPont

05/02/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

## MONTHLY BUILDING PERMIT REPORT

05/01/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13660-18	04/10/18	GUFFEY SCOTT M & CONSTANCE	N15009 STATE RD V-4	FAITHORN TWP.	\$255.28
Work :	2.ADDITION	room addition			003-228-011-20
P13661-18	04/04/18	KIRT DAVID W	N1159 HWY M-35	MENOMINEE TWP.	\$151.80
Work :	3.GARAGE	24 x 40 garage			010-380-009-50
P13663-18	04/23/18	WHEELER MICHAEL & SUSAN	W1592 29 RD	CEDARVILLE TWP.	\$311.33
Work :	1.NEW BUILDING	cabin			001-204-010-25
P13664-18	04/19/18	WINKLER SAMUEL E & NATALIE R	N6142 P-1 RD	MELLEN TWP.	\$435.00
Work :	1.NEW BUILDING	30 x 56 home 28 x 30 garage 10 x 18 deck			009-115-019-00
P13665-18	04/26/18	KREPLINE LAWRENCE A REV TRUST	W8602 N LK DR 37	FAITHORN TWP.	\$105.72
Work :	1.NEW BUILDING	24 x 16 pavillion			003-228-010-00
P13667-18	04/25/18	WILSON II GERRY D & STACY M	W2119 US HWY 2 & 41	HARRIS TWP.	\$730.00
Work :	1.NEW BUILDING	130 x 70 storage warehouse			005-007-019-00
P13668-18	04/26/18	RULEAU RICHARD A & BETSY J	DEPAS LN	GOURLEY TWP.	\$236.28
Work :	3.GARAGE	36 x 56 garage			004-014-018-20
P13669-18	04/27/18	STEINERT JODY E	N8060 US HWY 41	STEPHENSON TWP.	\$114.00
Work :	2.ADDITION	3 season room 15 x 20			014-226-013-00
P13670-18	04/27/18	BOUTY MATTHEW	W3271 E LABELLE RD 38	SPALDING TWP.	\$382.20
Work :	3.GARAGE	40 x 96 pole barn			013-226-004-00
P13671-18	04/27/18	ELAND WESLEY	W6069 CO RD G-08	MELLEN TWP.	\$249.72
Work :	4.MANUFACTURED	26 x 56 modular home			009-122-021-10

**Total Permits**

**10**

**Total Fees**

**\$2,971.33**

# LEPC Minutes

February 15, 2018 at 1:30 PM CDT  
Menominee ISD Building Conference Room  
1201 41<sup>st</sup> Avenue, Menominee, Michigan 49858

*Approved  
4/26/18*

- 1) Call to Order: Mike Shaffer called to order at 1:35 p.m.
- 2) Introductions and sign-in sheet: present were Rich Sexton, Mike Shaffer, Don DeTemple, Larry Phelps, Kenny Marks, Mike Lemke, Josh Dessart, Mark Petersen and Valerie Hallam.
- 3) Review/Approve Agenda: motion by Mark Petersen to approve, 2<sup>nd</sup> Mike Lemke. Motion carried
- 4) Review/Approve Minutes of Last Meeting: motion by motion by Don DeTemple, 2<sup>nd</sup> Rich Sexton. Motion carried
- 5) Public Comment: LEPC remembered Mark Erickson for his significant to the community, especially the LEPC committee for over 25 years' service. He was a family man, involved in ARES/RACES Ham Radio. He was often heard to say, "My day is better now that I've met you".
- 6) Presentations: TBD-none
- 7) Old Business:  
  
Off Site Plans: ongoing
- 8) New Business:

Rave Alert: Rich will be posting website information for people to sign up to receive notifications.

Election of Officers; Chairperson, Vice Chairperson, Secretary, and PIO for LEPC  
Chairperson: Mike Shaffer nominated by Mark P., supported by Valerie Hallum. Rich Sexton made motion nomination be closed and unanimous vote be cast for Mike Shaffer/Chairperson. Supported by Mike P. All in favor, motion carried.

Vice Chairperson: Mike Lemke nominated by Rich Sexton, supported by Mike Shaffer. Rich Sexton made motion nomination be closed and unanimous vote be cast for Mike Lemke/ Vice Chairperson. Supported by Don DeTemple. All in favor, motion carried.

Secretary: Krista Marciniak nominated by Rick Sexton, supported by Mike Shaffer. Rich Sexton made motion nomination be closed and unanimous vote be cast for Krista Marciniak/ Secretary. Supported by Mark Peterson. All in favor, motion carried.

PIO: Ken Marks nominated by Rich Sexton, supported by Mike Shaffer. Rich Sexton made motion nomination be closed and unanimous vote be cast for Ken Marks/ PIO. Supported by Mark Peterson. All in favor, motion carried.

Meeting date and times for 2018 to Jan 2019. Proposed meeting dates will be emailed for approval. They are April 19, July 19, Oct 18, 2018 and Jan. 17, 2019. The times and location will stay the same.

9) Any Other Items of Interest or suggested presentations for next meeting:

10) Adjournment: Don DeTemple made motion to adjourn, second Mark Peterson.  
Adjourned 2:45 p.m.

Next meeting April 19, 2018, 1:30 pm Menominee ISD building



Public Health  
Delta & Menominee Counties



2534

**Board of Health Meeting**

Pinecrest Medical Care Facility  
Powers, MI

**Meeting Minutes**

Thursday, March 15, 2018

**Board Members Present**

Jan Hafeman  
Gerald Piche

Amanda Hess  
Gerard Tatrow

Patrick Johnson (via telephone)  
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**

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on March 15, 2018. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Mr. Johnson was not able to attend the meeting, but did join via telephone. Ms. Hess had to leave the meeting at 2:00 p.m. CDT.

**2. Approval of Agenda**

**Ms. Hafeman moved the March 15, 2018 agenda be approved.  
Motion was supported by Mr. Tatrow and carried unanimously.**

**3. Public Comment**

There was no public comment on the March 15, 2018 agenda.

4. **Approval of Minutes**

Mr. Piche moved the minutes from February 15, 2018, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

5. **Governance in Action for Public Health – Module 3 – Operating as a Board of Health**

Mr. Snyder gave a brief explanation on the Governance in Action for Public Health – Module 3 – Operating as a Board of Health video prior to playing it for the BOH. There was also discussion about the Hannahville Indian Community Board of Health, and questions were answered by Ms. Hess. Mr. Snyder thanked all the BOH members for their hard work and diligence to PHDM, as well as Delta and Menominee counties.

6. **MERS Quarterly and Annual Statements**

Mr. Snyder gave a brief overview on the MERS Quarterly and Annual Statements.

Ms. Hafeman moved MERS Quarterly and Annual Statements be acknowledged and placed on file. Motion was supported by Ms. Hess and carried unanimously.

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

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

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

8. **Medical Director's Report**

Dr. Frankovich updated the BOH on the flu. She stated that fewer cases are being reported into the public health reporting system. This is in part due to the fact that late in the season, providers often rely more on clinical judgement rather than testing and also because it appears the season has peaked and we are on the downswing now. We may still see some cases into late April and May however. She also noted there has been more pediatric deaths and hospitalizations with this flu season than in recent years.

Dr. Frankovich also gave an update on the hepatitis A outbreak. The state has reached out and granted money to the non-outbreak areas, so they can target what is considered the high-risk individuals, and encourage hepatitis A vaccination. The goal is to prevent further spread of the outbreak. All the local health departments have been meeting internally to discover the best ways to reach out and provide the vaccine to the high-risk populations. Outreach also includes educating medical providers in the area about screening their patients for risk factors and vaccinating as appropriate.

93-1-17

**9. Health Officer's Report**

- Mr. Snyder discussed the Annual Awareness Conference, which is sponsored by the Hannahville 2% grant, PHDM, Delta County Communities That Care, and NorthCare Network. This year's conference will be held at the Island Resort & Casino Conference Center, on Monday, May 7, 2018. Topics will focus on children's mental health; The 10 Things You Need to Know about Children. Mr. Snyder invited the BOH members and noted PHDM will pay the registration for any of them that would like to attend.
- The U.P. Children's Coalition Conference will be held at NMU's University Center, in Marquette on Monday, May 7, 2018, and will also focus on children's mental health.
- Mr. Snyder reported local grocers in Delta County received a total reimbursement of \$682,488.81, in 2017, through the Women, Infants & Children (WIC) food supplement program. Menominee County grocers received \$197,436.70. This totaled \$879,925.51.
- PHDM will be going through the accreditation process the week of April 23rd.

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

No public comment.

**11. Board Member Comments**

- Mr. Piche commented he visited PHDM's Menominee office and was pleased with what he saw.
- Ms. Hafeman was pleased to see programs regarding schools and other agencies sending food home with children over the weekends.

**12. Adjournment**

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 2:06 p.m. CDT. Motion was supported by Mr. Tatrow and carried unanimously.



Chairperson

April 16, 2018

kg

Approved April 19, 2018

Ked

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, March 6, 2018.

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

Present: William Anderson, Anthony Kakuk, Kenneth Kline, Darrell Moilanen and Lisa Savord. Also present were Jack Yates, Jerry Piche, Joe Linder, Larry Barker and Chuck Behrend.

Absent: None.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 02/06/18 and 02/20/18 – Moved by Anderson, seconded by Kline that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, February 5, 2018				\$3,217,610.35
Receipts thru 02/28/18	191,539.07			
Expenditures thru 02/28/18		472,899.80		
Balance, February 28, 2018				\$2,936,249.62
Michigan Transportation Funds	472,466.13			
Receipts thru 03/05/18	0.00			
Expenditures thru 03/05/18		0.00		
Set aside for purchase of graders in 2020			300,000.00	
State Maint. & Equip. Advances			117,995.00	
Balance, March 5, 2018	664,005.20	472,899.80	417,995.00	2,990,720.75
<u>Payables &amp; Reserves</u>				
Payroll 03/08, and 03/22 (Est.)			150,000.00	
Soc. Sec. 03/08 and 03/22 (Est.)			11,475.00	
Reserve for workers compensation insurance			17,928.66	
Reserve for liability insurance			119,401.37	
Reserve for rental grader leases - John Deere (Oct 2015)			76,334.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			258,940.23	
Reserve for Forest Funds			193,630.35	
Reserve for Federal Aid Match for No. 5 Rd. Bridge			1,918.33	
Reserve for Federal Aid Match for No. 10 Ln. Bridge			15,928.66	
Reserve for Construction Engineering for No. 5 Rd. & No. 10 Ln. Bridges			5,989.66	
Reserve for Design Engineering for C-1 Road Bridge			21,555.70	
Reserve for Scour Protection bid documents & oversight			1,512.96	
Reserve for Design Engineering for CR 400			18,373.75	
Reserve for Office Tech services for 2018 chipseal projects			1,423.90	
Reserve for Construction Inspection on 2018 chipseal projects			4,973.40	
Reserve for Soil Borings & Pavement Design - CR551 (US2 to CR400)			3,963.72	
Reserve for Crushing 12,000 tons 23A Limestone			56,280.00	
Reserve for Concrete Box Culvert - CR358			88,200.00	
Reserve for Bridge scour protection			22,986.50	
Reserve for Shakey Lakes Culvert Repair			497,000.00	
Reserve for Fuel Station Equipment upgrade			10,875.00	
Reserve for Cyber Security upgrades			5,528.66	
Reserve for Hannahville 2% funds - Pickup truck			20,000.00	
Reserve for Pickup truck - MCRC share			14,520.00	
Reserve for Capital Outlay - Excavator/Trucks			284,457.00	
Reserve for Capital Outlay-Equipment (3 plow trucks)			106,401.00	(2,009,597.85)
				\$ 981,122.90

There being no comments or questions, Kakuk declared the financial report will stand as written.

Vouchers # 18-0023, 18-0025 and 18-0228 – Moved by Kline, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for Ganga Park maintenance – Bids were opened and read aloud as follows:

Jim Behrend, Wilson	\$9,602.00 per year; \$28,806.00 total for 3 years
Jacques Cleaning, LLC, Escanaba	\$9,780.00 per year; \$29,340.00 total for 3 years

Moved by Anderson, seconded by Kline to award to the low bidder, Jim Behrend, contingent upon MDOT approval. Carried unanimously.

Open bids for 2018 CRS-2 Emulsion – Bids were opened and read aloud as follows:

Henry G. Meigs, LLC, Portage, WI	\$2.2316/gallon
Flint Hills Resources, Dubuque, IA	\$1.9490/gallon
MI Paving & Materials, Alma, MI	\$2.1800/gallon

Moved by Kakuk, seconded by Anderson to award to the low bidder, Flint Hills Resources. Carried unanimously.

Open bids for 2018 Culverts & Bands – Bids were opened and read aloud as follows:

UP Concrete Pipe Co., Escanaba, MI	Total Bid \$ 97,543.75
St. Regis Culvert, Inc., Charlotte, MI	Total Bid \$ 110,482.15
Contech Construction, Kimberly, WI	Total Bid \$ 103,405.50
Jenson Bridge & Supply Co., Sandusky, MI	No Bid

Moved by Anderson, seconded by Kline to have the bids tabulated and presented to the board for award of the bid at the next meeting. Carried unanimously.

Discuss/act upon request from MCRCSIP for Member Amicus Support in the Ingham, Jackson, and Calhoun Counties v MCRCSIP lawsuit – Moilanen explained that the insurance pool by-laws state that once a road commission is no longer a member of the insurance pool, they are no longer eligible to receive refunds from the pool. The three counties that have withdrawn from the pool have filed a lawsuit stating that they feel they should still be eligible for refunds from the years when they were members. Moved by Anderson, seconded by Kline to support the pool's Amicus Brief. Carried unanimously.

Select item for Hannahville 2% Grant request submittal – Moilanen advised that the fork lift at the Powers shop was in poor condition and in need of replacement. Moved by Kakuk, seconded by Kline to have Moilanen submit the grant request for half the cost of a good used 5000# to 6500# capacity fork lift. Carried unanimously.

Any other business – Moilanen requested permission to go out for bids on a new or used 75,000 # - 80,000 # capacity excavator. Klein asked if the purchase would include a warranty. Moilanen replied that if we purchased new it should have the full factory warranty, and a used machine would have whatever warranty was remaining depending on the age of the machine. Moved by Anderson, seconded by Kline to allow Moilanen to go out for bids for a new or used excavator. Carried unanimously.

Moilanen requested permission to go out for bids/quotes/purchase for the necessary components to construct a sander rack and steps at the Stephenson shop and for steps for the sander rack at the Powers shop. Moved by Kakuk, seconded by Kline to allow Moilanen to go out for bids/quotes/purchase on these items. Carried unanimously.

Moilanen requested permission to use the MIDeal site to purchase three new pickups and once received, to add dump boxes to them for patching. Moved by Anderson, seconded by Kline to allow Moilanen to purchase the pickups and dump boxes. Carried unanimously.

Moilanen advised the board that James Peterson Sons, Inc. is the low bid for the CR360 project at a cost of \$1,106,058.51. The expected completion date for the project is September 28, 2018.

Kakuk stated that the guard rail by the box culvert on CR358 was full of snow & ice causing the water to run over the road. He asked Moilanen to send the steamer there to remove the buildup. Since this portion of the road is within the Village of Daggett, Moilanen will talk to the Village officials about how they would like us to proceed since they are responsible for paying for the work.

Jerry Piche announced that Larry Phelps was the new representative for the road commission from the county board.

Mr. Piche asked if the For Lease sign near the Menominee shop was put up by the road commission. Moilanen stated that it was not the road commissions and that it either was for the old Clark station property, or the building to the south of it. Mr. Piche asked if the road commission's property extended all the way to the bay. Moilanen responded that it did.

Public Comment – Joe Linder asked where the road commission was having limestone crushed. Moilanen stated it would be from the Wildwood Road pit. Mr. Linder also asked what was happening with the proposed mine in regards to River Road. Moilanen explained that the mine was still in the permit process and that the road commission had gone on record with the DEQ that the mine has not formally requested an abandonment of any portion of River Road, even though it was shown in the wetland permit plans that a part of it would be closed to traffic. Mr. Linder asked if the mine would be responsible to repair any damage to the roads that may be caused by their trucking out of the mine. Moilanen replied that unless the mine agreed to repair any damages, the road commission would likely have to file a civil suit against them for the damage repairs. He also noted that the road commission could put permanent weight limits on the affected roads if necessary.

Kakuk asked Moilanen to check at M-1 Road for possible damage from the trucking of paper mill sludge to the fields.

There being no further business, Kakuk declared the meeting adjourned at 9:51 a.m.

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Road Commission Finance Director / Clerk

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Chair

**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 27, 2018

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:00 a.m. Central Time. The meeting was held at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan.

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

Absent: Sheila Veraghen, Board Member.

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

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the January 23, 2018 Board Meeting were reviewed and discussed (there was no February meeting due to a lack of quorum). A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for January 2018 was reviewed. There were \$50.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure for Spaulding Township for the use of their facility; leaving a balance of \$3,350.00. There were no expenditures in February.

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

**DIRECTOR'S REPORT:**

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

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

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

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

FY 2018 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$9,798.53. This constitutes 37.8% of the allocation spent with 42% of the year elapsed.

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

Assistance Payments:

Assistance Payments Standard of Promptness: 97%. Business Service Center 1 average is 97%. Statewide Average is 97%.

Family Independence Program Work Participation Rate: N/A% for January (no cash recipient families were work participation mandated). Year to date average for CY 2018 is N/A%. Federal goal is 50%.

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

November 2017 data:

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

- Family Independence Program: 18 cases; 38 recipients; \$5,747.00 in benefits.
- Food Assistance Program: 1,269 cases; 2,351 recipients; \$261,083.00 in benefits.
- State Disability Assistance: 9 cases; 9 recipients; \$2,094.00 in benefits.
- Child Development and Care: 31 cases; 45 recipients; \$12,760.00 in benefits.
- State Emergency Relief: 10 cases; \$5,082.00 in benefits.
- Unduplicated total: 1,295 cases; 2,386 recipients; \$286,765.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 699 cases; 1,497 recipients
- Other Children < Age 21: 119 cases; 128 recipients
- Pregnant Women & Children Under 19: 442 cases; 825 recipients
- MiChild: 61 cases; 107 Recipients
- Non-SSI Aged, Blind & Disabled: 648 cases; 677 recipients
- SSI Aged, Blind & Disabled: 479 cases; 479 recipients
- Medicaid Eligible Total: 2,219 cases; 3,713 recipients
- Healthy Michigan Program Total: 1,232 cases; 1,390 recipients

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

Child Welfare:

CPS Commencement	100%
CPS F2F Investigations	100%
CPS Ongoing F2F	93%
CPS Ongoing Caregiver F2F	100%
CPS Services Plans	100%
CPS Plan Approval	100%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	100%
Dental	N/A%
Worker/Child Contacts	100%
Worker/Parent Contacts	100%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	94%

**Board Member Input/Suggestions:** None

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

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

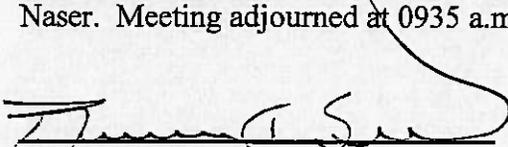
Vouchers for January 2018 were reviewed. There were no vouchers for February. A motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

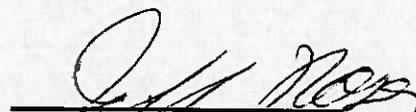
**NEW BUSINESS:** There was no new business presented.

**PUBLIC COMMENT:** None

**NEXT MEETING:** April 24, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

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

  
\_\_\_\_\_  
Russell K. Sexton  
Board Secretary

  
\_\_\_\_\_  
Jeff Naser  
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

Menominee County Planning Commission  
S904 U.S. Highway 41 Stephenson, MI 49887  
Planning Commission Minutes  
March 26, 2018

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

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

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

Approval of Previous Minutes: Motion by Gary Scholtz to approve regular minutes of November 27, 2017 meeting; support by B. Desjarlais. Motion carried.

Public Comment: none present

Old Business:

- A) Marijuana regulations: State is still in flux on some issues. Resolutions to Opt-In or Opt-Out were made available to Townships. Some in Menominee are adopting OUT; however, some are still undecided. Federal law states marijuana use is illegal.

New Business:

- A) COUNTY MASTER PLAN – 5 year Review is due in 2018. By consensus, it was determined that the Planning Commission would review two chapters at each of the next meetings. A reminder notice of which chapters should be reviewed will be added to the meeting notice. This will necessitate holding a few more meetings this year to accomplish this review.
- B) Menominee Township submitted a copy of the proposed park upgrade plans. No action taken.
- C) G. Scholtz suggested that although the County has already adopted a Menominee Regional Airport (MRA) *Airport Use Ordinance* that our Commission should at least review it. Copy to be provided and will review at next meeting.

Next Meeting Date: **Monday, April 23, 2018.** (or June 25 - 2018)

Adjournment: Motion by G. Scholtz to adjourn, support by B. Desjarlais. Motion carried.  
Meeting adjourned at 5:50 pm.

Minutes Submitted by:



Charlene Peterson, Secretary  
Menominee County Planning Commission

APPROVED 4/23-18



MINUTES OF THE MEETING OF THE  
PINECREST BOARD OF TRUSTEES

Date: Thursday, March 22, 2018	Place: Board Room
Presiding: Catherine Driscoll, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Assistant	

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

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

TOPIC	DISCUSSION	OUTCOME
Approval of March 2018 Agenda	There were no additions or deletions to the Agenda	A motion was made by Trustee Hafeman, supported by Trustee Eichhorn, to approve the Agenda as presented. Motion carried.
Board action on Minutes of the February 2018 meeting	The minutes had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Hafeman, supported by Trustee Boyne, to approve the minutes as presented. Motion carried.
Board action on the February Manifest of Invoices.	The Manifest of Invoices had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Boyne, supported by Trustee Eichhorn, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board action on the Financial Statement for February 2018	CFO Meintz reviewed the Financial Statement with those present.	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the Financial Statement as presented. Motion carried.
Report from Whispering Pines Committee Meeting	Trustee Driscoll reported that the Whispering Pines Committee had met just prior to this meeting. They approved changes to the policy on recruitment and retention. They reviewed a letter sent to the State for The Emergency Evacuation Plan. She noted that Pinecrest would supply the food and water to them in case of an evacuation.	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the report as presented. Motion carried.
Review and request permission for write offs.	Administrator Smith reviewed the write off request with the Board, explaining the details of the claims and requesting that the Board approve the request of \$20,348.16.	A motion was made by Trustee Eichhorn, supported by Trustee Boyne, to approve the Write Off request for the amount of \$20,348.16. Motion carried.

<p>Resignation of CFO.</p>	<p>At this time, Administrator Smith announced that Candace Meintz, our CFO, has resigned, effective April 11<sup>th</sup>. The thanked Candy for her years of spectacular work. She stated that Kelly Bellmore, from our Whispering Pines facility will be stepping in to help out and has been working with Candy to learn Candy's procedures. She also thanked Kelly for coming in to help us out.</p>	
<p>Board selection of Board Chairperson, Vice-Chairperson and Secretary to serve as the Executive Committee, for the April 1, 2018 through March 31, 2019 period.</p>		<p>Trustee Hafeman so moved that Gary Eichhorn be made Chairperson.  Trustee Hafeman so moved the Donna Schomin be made Vice-Chairperson.  Trustee Hafeman so moved that John Degenauer, Jr., be made Secretary.</p> <p>A roll call vote was held:  Trustee Boyne – yes  Trustee Schomin – absent  Trustee Nelson – yes  Trustee Mulder – yes  Trustee Driscoll –yes  Trustee Degenauer – absent  Trustee Eichhorn – yes  Trustee Hafeman – yes</p> <p>By roll call vote, the Board approved the new Executive Committee members for the April 1, 2018 through March 31, 2019 year. Motion carried.</p>

<p>Board ratification of the 2018-2020 SEIU contract</p>	<p>Administrator Smith discussed the negotiations with the SEIU Team. These is our LPN Group.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Nelson, to approve the ratification of the SEIU contract. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Nicole Freeland, Director of Nursing Services reported that in Q.A. they continue to work on competencies and getting ready for the State survey. She stated that we have hired 3 RNs and 3 LPNs this week. We are looking into getting set up for BIPap machines so we could then admit residents who need them. We have talked with a Registered Respiratory Therapist who would work with us on this. She is conducting interviews for the Director of Nursing position for someone to replace her when she moves forward into the Administrator position.</p> <p>Pine Grove, Cedar Grove and Pinecrest residents all discussed having more activities at their respective Resident Council Meeting. (More Bingo). They have been meeting with our Registered Dietitian regarding new menus and we have started an "available at all time" menu of a few items. The Resident Abuse Policy was reviewed.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to approve the reports as presented. Motion carried.</p>
<p>Safety Committee Meeting Report</p>	<p>Administrator Smith reported that we had a surveyor do a walk through without</p>	<p>A motion was made by Trustee Naser, supported by Trustee Nelson, to approve</p>

	<p>citations to let us know what we need to fix. She reviewed the report and noted that there were three items the surveyor had noted that needed to be taken care of.</p> <p>Davey reported that the original tubs installed in 1972 had the double back flows on, but when they were replaced those did not have back flows. There is a place to put them in downstairs, but it will be more of a challenge in the Unit. We are doing a yearly check and it is in accordance with our Legionnaires policy.</p> <p>He has just secured a new contract with Delta Dental for a better price and the cardboard will be going to Lake States.</p>	<p>the Safety Committee Meeting as presented. Motion carried.</p>
<p>Administrator's report</p>	<p>Administrator Smith discussed the possibility of Pinecrest going to the three owner counties and asking for millage from each of the three for operating expenses. She has been working with the County Commissioners that serve on this Board and they in turn have been going to their respective County to discuss this. Administrator Smith and Nicole Freeland attended the Delta County Board of Commissioners meeting on Tuesday and Delta County said they would support the Facility's bid for millage. Trustee Degenauer (who was absent for this</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Naser, to so move that we pursue this issue. <b>Motion</b> carried.</p>

	<p>meeting) had reported at last month's meeting that Dickinson County would support our effort. Nicole and Candace Meintz are attending the March 27<sup>th</sup> meeting of the Menominee County Board of Commission to make our request to them. A lengthy discussion was held regarding this issue.</p> <p>Administrator Smith stated that she needed the Board to approve this millage request.</p> <p>The next step is asking each County Board to write us letters of approval.</p> <p>The third step is to get the language together to present to the Counties. We do have someone who would be helping us with this.</p>	
Comments from the Public	There were no comments from the Public at this time.	
Adjournment	The meeting adjourned at 2:42 p.m.	A motion was made by Trustee Hafeman, supported by Trustee Mulder, to adjourn the meeting. Motion carried.

John Degenaer, Jr., Secretary



Darlene Smith, Assistant Secretary

*Darlene Smith* 4/26/18