

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ June 10, 2014 @ 6:00 p.m. CDT**
At the Cedarville Township Hall
Old Mill Rd. & M-35, Cedar River, MI

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - May 22, 2014 – Special CB Meeting, Revised Equalization Report
 - May 27, 2014 – County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve Resolution 2014-11 ~ Wireless Service.
 - 2. Moved by _____ seconded by _____ to approve Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements.
 - 3. Chairman calls for nominations to the Twin County Airport Commission to represent Menominee County. Applications received: Garry E. Anderson & James Vernon (One vacancy)

Moved by _____ seconded by _____ to appoint _____ to the Twin County Airport Commission to represent Menominee County for the remainder of a resigning member's term (6.1.2014 to 12.31.2015).
 - 4. Moved by _____ seconded by _____ to approve payment of Commissioner Per Diems and expenses as recently submitted.
 - 5. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on May 22, 2014 in the amount of \$70,108.88.

*Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Doug Krienke John Nelson Chris Plutchak Gerald Piche Jan Hafeman*

6. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:

a.

2. Building and Grounds/Park Items:

a.

3. Miscellaneous Items:

a. Fair Board member resignation

4. Finance Items

a. Commissioner Per Diems and Expenses

b. Miscellaneous bills as paid on May 22, 2014 & June 5, 2014 in the combined amount of \$44,142.23

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

May 22, 2014

UNAPPROVED

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

Chairman Meintz called the meeting to order at 12:15 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Furlong, Krienke, Lang, Meintz, Nelson, Piche, Plutchak, and Schei.

Absent: Com. Hafeman (excused)

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

Public Comment:

- Peggy Schroud, Equalization Director – Commented that there was no spot on the agenda for Department Heads so she would just like to let the board know that Kandace Curran began working in her office on Monday. She would like to thank the board for helping to facilitate this move.

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

Moved by Com. Nelson, seconded by Com. Schei to approve a bid in the amount of \$9,500 from Biehl Construction Co., Inc. to provide services for the Blacktop Project around the New Bathhouse at Shakey Lakes Park. Motion was approved 8-0.

Public Comment: None.

Moved by Com. Nelson, seconded by Com. Plutchak to adjourn at 12:20 p.m. Motion was approved 8-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

May 27, 2014

UNAPPROVED

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

Vice-Chairman Schei 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. Furlong, Hafeman, Krienke, Lang, Meintz, Nelson, and Schei.

Absent: Com. Meintz (arrived at 6:08) and Piche (arrived at 6:02)

Moved by Com. Nelson, seconded by Com. Hafeman to approve the agenda. Com. Hafeman stated that approval of Commissioner Per Diems and Expenses was not an action item on the agenda, but the per diems were in the board packet. Com. Nelson and Hafeman withdrew their motion.

- Com. Piche arrived at 6:02 p.m.

Moved by Com. Hafeman, seconded by Com. Nelson to amend the agenda to add the approval of Commissioner Per Diems and Expenses as Action Item 4. Motion was approved 8-0.

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

Moved by Com. Hafeman, seconded by Com. Nelson to approve the minutes from the May 13, 2014 Regular County Board Meeting. Motion was approved 8-0.

Public Comment:

- Dale Axtell – Commented about the Airport Commission item on the agenda. He asked what it was about.

Presentations:

- Paul Putnam ~ MSU Extension, District 1 Coordinator.
- Com. Meintz arrived at 6:08 p.m. during Paul Putnam's presentation.

Department Head/Elected Officials Reports:

- County Treasurer Diane Lesperance – The County will be holding its land auction on July 15th. We have 8 parcels up for sale.

Moved by Com. Nelson, seconded by Com. Lang to approve purchasing a full page advertisement in the Menominee/Marinette Regional Guide to promote our County Parks. Cost for the full page advertisement is \$1,750 to be disbursed from account #101-103-755.00 (Other Legislative – Other Operating). Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Plutchak to approved Miscellaneous bills as paid on April 24 & 25 and May 8, 2014 in the combined amount of \$226,138.87. Motion was approved 9-0.

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

Moved by Com. Hafeman, seconded by Com. Piche to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 9-0.

New Business (discussion only)

Personnel Items:

- a. Fair Manager Agreement. – Because of a shift of employees, the Fair manager position is currently vacant. Administrator Bousley would like to advertise this position as a contracted position under the Administration Department for this year and re-evaluate the fair manager position at a later date. Payment for the contracted position will be \$3,500 from June 2, 2014 to September 5, 2014. Payment can be taken from the MSU – MOA contractual account 101-261-801.00. The commissioners discussed the importance of this position and the need to fill it immediately because the Menominee County Fair is less than 2 months away.

Moved by Com. Nelson, seconded by Com. Hafeman to move the Fair Manager position to an action item. Motion was approved by a roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Schei to allow Administrator Bousley to post for the Fair Manager position. Motion was approved 9-0.

Building and Grounds/Parks Items:

- a. Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements. – Menominee County is receiving a grant from the DNR for improvements at Stoney Point Boat Launch. The amount of the grant is \$25,000 minus the 25% County match of \$6,300 or \$18,700 of grant funding for improvements to the Boat Launch. Com. Hafeman asked several questions about the language in the grant agreement. Com. Meintz stated that Brian is not here to answer those questions. The board could move this forward to next meeting for approval and Brian would have those answers by then. The consensus of the board is to move this item forward to the next meeting for approval.

Miscellaneous Items:

- a. Resolution 2014-11 ~ Wireless Service. – Com. Meintz read the resolution to the board. Many of the counties are approving a similar resolution in preparation for the proposed elimination for land line services by 2017. This resolution has been passed by many counties in MI already. Discussion ensued. Some of the commissioners were under the impression that the legislature was no longer considering the bill to eliminate land lines. All commissioners are in agreement that if land lines are eliminated there is a need for the wireless service providers to better service the rural areas in the State. The commissioners are not in favor of eliminating land lines, but are in favor of this resolution. The consensus of the board is to move this item forward to the next meeting for approval.

- b. Airport Commission, Menominee County Rep. Vacancy. – Administration has received a letter of resignation from Jason Lauzer, the Menominee County citizen representative on the Twin County Airport Commission, effective June 1, 2014. Administration has submitted an advertisement requesting applications for appointments to place a representative on the commission in place of Jason Lauzer for the remainder of his term. Applications are being accepted until May 30, 2014 at 12:00 noon. The consensus of the board is to move this item forward to the next meeting for approval.

Finance Items:

- a. Commissioner Per Diems and Expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills as paid on May 22, 2014 in the amount of \$70,108.88. – Com. Hafeman asked questions about a bill on page 117 for Northern Star Pathology, PC for an autopsy. She was wondering why we were paying for an autopsy when we have a County Medical Examiner. Com. Meintz stated that she would need to ask Brian those questions. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment:

- Stephanie Bruno – MSU Extension – Commented that she is still working for the county and updated the board on the Nutritional Education work she has been doing with the schools in the county.

Commissioner Comment:

- Com. Hafeman – Commented that she is happy with the new contracted cook's position at the jail. She hopes that the union is ok with this. She also commented about the revised hours at the Annex. She thinks that the Personnel Committee and the Finance Committee should be discussing this also. She is happy that Brian is working on the telephone issue.
- Com. Piche – Commented that Administrator Bousley has been doing a great job. He also commented that Com. Meintz has been having a lot of trouble getting into the fields to get his farm work done so the board went in together to get him a present. He presented Com. Meintz with the present which was a small hand held garden tool.
- Com. Meintz – Commented that he received a phone call this morning that Com. Piche had some health related issues this weekend, and he was glad to see him here at the meeting tonight and glad he is doing better. He commented on how nice the weather has been and also he was glad to see that they rang the bell in front of the courthouse on Memorial Day.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 6:46 p.m. Motion was approved 9-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2014-11 ~ Wireless Service
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Many of the counties are approving a similar resolution in preparation for the proposed elimination of land line services by 2017. This resolution has been passed by many counties in MI already.</p>	
RECOMMENDED MOTION	
<p>To approve Resolution 2014-11 ~ Wireless Service.</p>	

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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Wireless Service Resolution # 2014-11

Menominee County, State of Michigan

Whereas, the County of Menominee and their Board of Commissioners supports and requests wireless service providers (AT&T Mobility, Verizon Wireless, Sprint) to provide up-to-date wireless services in our communities.

Whereas, Public Health and Safety are jeopardized in Menominee County by the lack of wireless services.

Whereas, FCC, Federal License Compliance requires: Wireless Service providers to furnish service in their licensed areas.

Whereas, Wireless Services arms public works departments such as the police and firefighters with real-time information for response. Wireless solutions are helping communities in aspects of safety, efficiency and economic growth.

Whereas, For Governments around the world, access of high-speed, wireless broadband connectivity has become a norm ("Internet Ready Communities") and a necessity to enhance the lifestyle of the community, build value, bridge digital divides and facilitate education.

Whereas, The proposed elimination of landline services by January 2017 necessitates the development of a robust reliable wireless network in Menominee County to compensate for the communications void that would otherwise remain.

Be it resolved, that the Menominee County Board of Commissioners urge, State and Federal Elected Officials, AT&T, Sprint and Verizon Wireless to provide up-to-date wireless services as required by FCC Licenses.

Therefore Be It Resolved that, at the regular board meeting of the Menominee County Board of Commissioners on June 10, 2014, this Resolution was moved by _____ supported by _____, to adopt this Resolution of Support.

Ayes: _____ Nays: _____ Absent _____

Date: _____

Attested by: _____

Charlie Meintz, Chairman of the Board

Certified By: _____

Marc Kleiman, County Clerk

Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong

Doug Krienke John Nelson Chris Plutchak Gerald Piche Jan Hafeman

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Menominee County is receiving a grant from the DNR for improvements at Stoney Point Boat Launch. The amount of the grant is \$25,000 minus the 25% County match of \$6,300 or \$18,700 of grant funding for improvements to the Boat Launch.</p>	
RECOMMENDED MOTION	
To approve Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements.	

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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MENOMINEE COUNTY RESOLUTION 2014 – 12

Acceptance of terms of DNR Grant for Stoney Point Boat Launch Improvements

Be It Resolved, that the Menominee County Board of Commissioners, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Menominee County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide six thousand three hundred dollars (\$6,300) to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents and records to make them available to the DEPARTMENT.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specially set for in the foregoing portions of this RESOLUTION.

The following aye votes were recorded: _____

The following nay votes were recorded: _____

I, Marc Kleiman, Clerk of Menominee County, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Menominee County Board of Commissioners at a meeting held on June 10, 2014.

Marc Kleiman, County Clerk

Date

*Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Doug Krienke John Nelson Chris Plutchak Gerald Piche Jan Hafeman*



**MICHIGAN NATURAL RESOURCES TRUST FUND
DEVELOPMENT PROJECT AGREEMENT**

Project Number: TF13-075

Project Title: Stoney Point Rehabilitation

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the **COUNTY OF MENOMINEE** ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In PA 114 of 2014, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by **June 18, 2014**.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B); and Recreation Grant application bearing the number TF13-075 (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is the date of execution by the DEPARTMENT **through April 30, 2016**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management.
 - a. All reports, documents, or actions required of the GRANTEE shall be submitted to the MiRecGrants website unless otherwise instructed by the DEPARTMENT. Project Agreements and Amendments to them shall be sent by regular mail to:

MICHIGAN NATURAL RESOURCES TRUST FUND
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING MI 48909-7925

b. The GRANTEE'S representative for this project is:

Name: _____ Title: _____

Mailing Address: _____

Phone Number: _____ FAX: _____

E-mail Address: _____

- c. All notices, reports, requests or other communications from the DEPARTMENT to the GRANTEE shall be sufficiently given when addressed and sent as indicated above. The DEPARTMENT and the GRANTEE may by written or electronic notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.
4. The words "project area" shall mean the land and area described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B).
5. The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.

Boat Pad Removal and Replacement
Grading and Graveling of Parking Lot
Concrete Parking Spot and Access Pad

6. The DEPARTMENT agrees as follows:
- a. To grant to the GRANTEE a sum of money equal to **Seventy-Five (75%) percent of Twenty-Five Thousand (\$25,000.00) dollars**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Eighteen Thousand Seven Hundred (\$18,700.00) dollars**.
- b. To grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
- i. Payments will be made on a reimbursement basis at **Seventy-Five (75%) percent** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
- ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE on a form provided by the DEPARTMENT which includes an expenditure list supported by documentation as required by the DEPARTMENT, including but not limited to copies of invoices,

cancelled checks, and/or list of force account time and attendance records.

- iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
- iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE agrees as follows:

- a. To immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Six Thousand Three Hundred (\$6,300.00) dollars** in local match. This sum represents **Twenty-Five (25%) percent** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. With the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before written DEPARTMENT approval of plans, specifications and bid documents.
- c. To complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
 - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
 - ii. Within 180 days following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed and signed by the GRANTEE'S Prime Professional.
 - iii. Upon written DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$10,000

- and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
- iv. Upon written DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$2,500 and \$10,000 and accept the lowest qualified quote as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and to submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including the federal Americans with Disabilities Act (ADA) of 1990, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; and the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Acts, Act 453 of 1976, as amended.
 - vii. Bury all new telephone and electrical wiring within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. To operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
 - e. To provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
 - f. To adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.

- g. To separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
 - h. To furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
 - i. To maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
 - j. To erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color, and design of this sign shall be in accordance with DEPARTMENT specifications.
 - k. To conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2014** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with the DEPARTMENT requirements. At a minimum, the GRANTEE shall:
 - a. Submit a written progress report every 180 days during the project period.
 - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
 - c. Submit a complete request for final reimbursement within 90 days of project completion and no later than **July 31, 2016**. If the GRANTEE fails to submit a complete final request for reimbursement by **July 31, 2016**, the

DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.

10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.
11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in APPENDIX C and this Agreement.
12. The project area and all facilities provided thereon and the land and water access ways to the project facilities shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title acquired shall not be subject to: 1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservations or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. Received a written exemption from the DEPARTMENT before the execution of this Agreement, and
 - b. Received prior written approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated _____, and
 - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
 - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.

14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
 - a. The GRANTEE agrees that the project area or any portion thereof will not be converted to other than public outdoor recreation use without prior written approval by the DEPARTMENT and the BOARD and implementation of mitigation approved by the DEPARTMENT and the BOARD, including but not limited to replacement with land of similar recreation usefulness and fair market value.
 - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT and the BOARD.
 - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
 - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and

- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
 - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing same.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts 451 of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give written approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
 - a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
 - or
 - b. If any portion of the project area is a facility, documentation that Department of Natural Resources-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the MNRTF Board with no reimbursement made to the GRANTEE.

23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
 - a. Terminate this Agreement; and/or
 - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, the Land and Water Conservation Fund; and the Recreation Passport Grant Program; and/or
 - d. Require repayment of grant funds already paid to GRANTEE.
 - e. Require specific performance of the Agreement.
29. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public outdoor

recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.

30. Prior to the completion of the project facilities, the GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
31. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status or disability that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
32. The DEPARTMENT shall terminate and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
33. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
34. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.
35. The Agreement may be executed separately by the parties. This Agreement is not effective until:
 - a. The GRANTEE has signed the Agreement and returned it together with the necessary attachments within 60 days of the date the Agreement is issued by the DEPARTMENT, and
 - b. The DEPARTMENT has signed the Agreement. IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, on this date.

Approved by resolution (true copy attached) of the _____,
date

_____ meeting of the _____
(special or regular) (name of approving body)

MICHIGAN NATURAL RESOURCES TRUST FUND
DEVELOPMENT PROJECT AGREEMENT

GRANTEE

SIGNED:

WITNESSED BY:

By _____

1) _____

Print Name: _____

Title: _____

2) _____

Date: _____

Grantee's Federal ID#

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED:

WITNESSED BY:

By _____
Steven J. DeBrabander

1) _____

Title: Manager, Grants Management

2) _____

Date: _____

APPENDIX A
LEGAL DESCRIPTION OF THE PROJECT AREA

APPENDIX B
BOUNDARY MAP OF THE PROJECT AREA

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Twin County Airport Commission – Vacancy
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Administration has received a letter of resignation from Jason Lauzer, the Menominee County citizen representative on the Twin County Airport Commission, effective June 1, 2014. Administration has submitted an advertisement requesting applications for appointments to place a representative on the commission in place of Jason Lauzer for the remainder of his term. Applications are being accepted until May 30th, 2014 at 12:00 Noon.</p>	
RECOMMENDED MOTION	
<p>Chairman calls for nominations to the Twin County Airport Commission to represent Menominee County: Applications received: <u>Garry E. Anderson</u> & <u>James Vernon</u> (One vacancy)</p> <p>To appoint _____ to the Twin County Airport Commission to represent Menominee County for the remainder of a resigning member's term (6.1.2014 to 12.31.2015).</p>	

Submitted by: Brian Bousley

06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

May 14, 2014

**Menominee County Board
c/o Brian Bousley
839 10th Avenue
Menominee, MI 49858**

Dear Mr. Bousley

Due to an employment opportunity out of town I am writing to resign my appointment to the Twin County Airport Commission effective June 1, 2014.

I will assist the board and airport commission in any way possible to ensure there is a smooth transition.

Sincerely,

Jason Lauzer

5/27/2014
BRB

**APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, GARRY E. ANDERSON, hereby submit an application for appointment to
NAME

TWIN COUNTY AIRPORT COMMISSION for REMAINDER OF TERM from NOW
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 12-31-2015

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W 5148 BIRCH CRK. RD. MENOMINEE, MI. 49858
Street City Zip
MENOMINEE and have since 1946
County

Mailing address if different than above: _____

Telephone: 906-863-2140 Cell Phone: 906-792-8588

Email Address: GARRY.DOG.2003@YAHOO.COM

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: SELF-EMPLOYED/RETIRED Telephone: _____

- a. Indicate nature of your work: _____
- b. Title: _____

5. Educational Level and degrees received:
HIGH SCHOOL / MARQUETTE TECHNICAL COLLEGE

6. I presently hold the following appointments and elected positions:

7. Previously held appointments and/or elected positions:
MENOMINEE COUNTY ROAD COMMISSIONER - MENOMINEE COUNTY BOARD COMMISSIONER - TWIN COUNTY AIRPORT COMMISSIONER

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

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

MY WIFE AND I OWN A HANGAR ON THE AIRPORT PROPERTY

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

11. Is this an application for reappointment? Yes _____ No TO FILL RESIGNING MEMBERS TERM

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

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

Comments/clarification (only if necessary)

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

26 YEAR PILOT AND INVOLVED IN AVIATION ISSUES & CONCERNS
PREVIOUS BOARD EXPERIENCE AND DESIRE TO SERVE

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

Signature

Garry Anderson

Name (Print or Type)

GARRY ANDERSON

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

Menominee County Commissioners
Menominee County Court House
839 10th ave.
Menominee, Mi. 49858

May 23, 2014

Dear Commissioner Chairman,

I am asking to be formally considered for the open seat on the Twin County Airport Commission.

I am a life long resident of Menominee County, as well as a pilot, and have been part of the aviation community here in Menominee for the past twenty years. I know the issues and concerns of the pilots and how they feel.

In the past, I have served in many capacities ranging from County Road Commissioner, to County Board Commissioner, to previous Airport Commissioner. I have been a member of our local E.A.A. Chapter and participated in our Young Eagle program. I have been involved in many airport functions such as our airport open houses, pancake breakfasts, air shows, and have taken part in many general improvements to our airport facility as a volunteer.

I have applied and filled out the formal application designated on the Menominee County website for the position of Airport Commissioner per their requirements and am sending you a copy along with this letter of my qualifications.

I feel I would be a knowledgeable asset and it would be a privilege to be given this opportunity to serve on this Commission.

Sincerely,

A handwritten signature in cursive script that reads "Garry Anderson". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Garry Anderson
W 5148 Birch Creek Road
Menominee, Mi. 49858

KE 5/28/2014

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION

(Please note only legible applications can be considered)

I, JAMES VERNON, hereby submit an application for appointment to
NAME

AIRPORT COMMISSION for _____ from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to _____

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W 5537 RIVER ST HERMANVILLE 49847
Street City Zip

MENOMINEE and have since APR 2005
County

Mailing address if different than above: POB 12 HERMANVILLE 49847

Telephone: - Cell Phone: 906.232.7111

Email Address: JIMMY@O.CHARTER.NET

2. I am at least 18 years of age: YES X NO _____

3. I am currently registered to vote: YES Y NO _____

4. Employer: RETIRED Telephone: _____

a. Indicate nature of your work: CONCEPTUAL ESTIMATOR - COMMERCIAL

b. Title: CHIEF ESTIMATOR

5. Educational Level and degrees received:

BACE

6. I presently hold the following appointments and elected positions:

NONE

7. Previously held appointments and/or elected positions:

NONE

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

NONE

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

NO

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

NONE

11. Is this an application for reappointment? Yes _____ No X

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

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

Comments/clarification (only if necessary)

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

ARMY AVIATOR, COMMERCIAL PILOT, FRO, EXTENSIVE EXPERIENCE
IN AIRPORT CONSTRUCTION INCLUDING SFO, OAK, & DFW

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

[Signature]
Signature
LIONEL VERNON
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: \$.56/mile ~ effective 01 January 2014

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

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

Name: Doug Krienke ~ District 1

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
4-8-14	MBDC CH			0	101-101-860.01
11	City Bsd Harris	96		53.76	101-101-860.01
10	CAA Eshy	108	.48	51.84	101-101-860.01
17	Personnel Absent			0	101-101-860.01
	Unexcused				101-101-860.01
22	City Bsd Harris	96		53.76	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	159.36

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

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

Doug Krienke
Signed

4-29-14
Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on May 22, 2014 in the amount of \$70,108.88.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on May 22, 2014 in the amount of \$70,108.88.	

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchar#	Vendor Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL								
35940	05/01/2014	908753458205	May 1 - May 31, 2014	101-103-850.00	33.14			\$368.37
35941	05/01/2014	908753220905	May 1 - May 31, 2014	101-103-850.00	335.23			
AT&T Mobility								
36019	05/20/2014	287252150867	May 2014	101-132-850.00	36.04			\$36.04
Bay Cities Radio								
36035	04/30/2014	CC-WSF-114042146	Radio Advertising - April 2014	101-301-755.00	89.00			\$89.00
Billy Electric, Inc.								
36060	05/12/2014	9174	Planning out Site Electrical @ Shakey L	208-751-842.00	720.00			\$720.00
Blue Book Law Enforcement Dire								
36032	05/13/2014	5614	Michigan Blue Books	101-301-727.00	15.95			\$15.95
BP								
36034	05/08/2014	41216270	Sheriff Department Gasoline - April 2014	101-301-742.00	434.53			\$434.53
Brunelle, Jennifer								
36011	05/20/2014	Reimbursement	Meal & Mileage - Training in Marquette	296-664-860.00	275.36			\$275.36
Carquest Auto Parts								
36056	05/19/2014	2825-265506	Wiper Fluid and Car Wash	205-315-934.02	51.42			\$51.42
Cellcom Wisconsin RSA 04								
36006	05/05/2014	951481	Cellular Services	101-132-850.00	21.01			\$243.91
36006	05/05/2014	951481	Cellular Services	296-664-850.00	51.90			
36006	05/05/2014	951481	Cellular Services	296-665-850.00	15.99			
36059	05/05/2014	954461	Medical Examiner - Cellular Services	101-648-727.00	155.01		x	
Chamberlain, Sheila								
36009	05/08/2014	6497	Foster Care Cost (J.L.D.)	292-662-843.02	105.72			\$105.72
CITY OF MENOMINEE - 2511 10TH ST.								
35936	05/19/2014	April 2014	Monthly Rent	266-326-942.00	351.67			\$4,159.63
35937	05/19/2014	May 2014	Monthly Rent	266-326-942.00	351.67			
35943	05/05/2014	3720	Gasoline Sales - April 2014	101-265-742.00	189.09			
35943	05/05/2014	3720	Gasoline Sales - April 2014	101-426-860.00	56.83			
35943	05/05/2014	3720	Gasoline Sales - April 2014	266-325-860.00	13.58			
35943	05/05/2014	3720	Gasoline Sales - April 2014	296-664-860.00	14.71			
36051	04/30/2014	3724	Road Patrol Gasoline Sales - April 2014	205-315-742.00	3,182.08			
CLOVERLAND PAPER CO								
35912	05/09/2014	104917	Center Pull Towels, Tissue, Liners, Mop	101-265-755.01	253.61			\$651.27
35954	05/16/2014	105001	Toilet Tissue & Towels	101-265-755.01	86.86			
35955	05/16/2014	105003	Lysol Wipes (Annex)	101-265-755.01	37.94			
36037	05/09/2014	104918	Degreaser, Lysol, Liners	101-301-770.00	272.86			
COHL STOKER & TOSKEY P C								
35929	05/08/2014	44461	Legal Services	101-211-807.00	127.44			\$127.44
Cooper Office Equipment								
35911	05/08/2014	110990	Contract # 1413-01 (District Court)	101-136-931.00	239.94			\$1,004.88
35927	05/08/2014	110988	Contract # 1406-01 (2nd Floor Hallway)	101-172-931.01	200.00			
35928	05/08/2014	110991	Contract # 1849-01 (First Floor Copy Rm)	101-172-931.01	239.94			
35933	05/08/2014	110989	Contract # 1410-01 (PA's Office)	101-267-801.00	190.00			
36030	05/16/2014	111229	Contract # 1408-01 (Pinecrest)	101-301-727.00	135.00			
Country Mile Document Destruct								
35950	05/13/2014	18151	Shredding Documents (5/8/14)	101-265-801.00	93.06			\$93.06



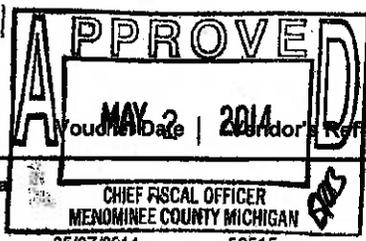
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Vendor Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
David F. Oeming, Jr. 36003	05/13/2014	2013-068-MI	Court Appointed Legal - Anderia	101-148-807.00	160.00		\$160.00
Decamp, Shane 36026	05/20/2014	5512	Transport of Juvenile (D.C.)	101-132-801.01	20.00		\$52.00
	36026	05/20/2014	5512	Transport of Juvenile (D.C.)	101-132-801.00	32.00	
Dreamscape Communications 35939	04/20/2014	w3712	Wireless Internet - Annex	101-261-850.00	69.99		\$69.99
EAGLEHERALD PUBLISHING, LLC 36036	04/30/2014	1422	April 2014 - Advertising	101-301-755.00	93.20		\$93.20
ESSER PAINT & GLASS 36063	04/30/2014	4344	PO# 02920 Lights for Annex (x36)	101-261-970.00	2,952.00		\$2,952.00
GoKeyless 35960	05/15/2014	INV77899	Electronic Door Lock	266-325-755.00	291.78		\$291.78
GREAT AMERICAN DISPOSAL CO THE 35920	05/01/2014	45100914	Shakey & Kleinke	208-751-942.00	685.16		\$741.18
	35938	05/01/2014	45100916	Annex - Garbage Removal	101-261-930.04	56.02	
Gregory, Raymond G. 35999	05/06/2014	2014-042-MI	Court Appointed Legal - Cohen	101-148-807.00	50.00		\$270.00
	36000	05/06/2014	2010-0126-MI	Court Appointed Legal - Freiss	101-148-807.00	135.00	
	36004	05/15/2014	2014-050-MI	Court Appointed Legal - Karban	101-148-807.00	85.00	
HERRILD, RENEE 35949	05/15/2014	Reimbursement	Mileage, Bridge Fare, Meals	101-141-860.00	350.25		\$350.25
IMAGEWORKS 36023	05/20/2014	6515	Park Employee Shirts	208-751-745.01	90.00		\$241.00
	36084	03/13/2014	6312	Park Employee Shirts	208-751-745.00	151.00	
INSTITUTE OF CONTINUING LEGAL 36005	04/29/2014	971624	MI Probate Sourcebook - March 2014 U	101-132-802.00	66.25		\$132.50
	36005	04/29/2014	971624	MI Probate Sourcebook - March 2014 U	101-148-802.00	66.25	
Ivens, Ruby E. 35915	05/19/2014	Per Diem	Parks Committee	208-751-860.00	50.00		\$85.84
	35916	05/19/2014	Reimbursement	Mileage - Parks Committee	208-751-860.00	35.84	
J S ELECTRONICS, INC. 35935	05/01/2014	18271	Tower Lease - May 2014	266-326-842.00	425.00		\$485.00
	36048	05/08/2014	18284	Radio Maintenance	101-331-755.00	20.00	
	36055	05/08/2014	18283	Siren & Headlight Maintenance	205-315-934.02	40.00	
Joel Hensley, RN 35917	05/19/2014	Blood Draw	J.K. (5/13)	101-267-801.01	100.00		\$1,465.00
	36043	05/19/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00	
Kelly, Herb 36018	05/20/2014	5507	Holdover Attendant (K.R.)	101-132-801.01	37.25		\$96.85
	36018	05/20/2014	5507	Holdover Attendant (K.R.)	101-132-801.00	59.60	
Kleiman, Marc 35910	05/13/2014	Reimbursement	Mileage - Election Training	101-262-860.00	23.52		\$23.52
Koehne 36054	05/14/2014	80464	2012 Chevy Impala	205-315-934.02	53.05		\$53.05



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Invoice#	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
KOZIKOWSKI WELL & PUMP INC	35919	05/15/2014		D10504	Kleinke Park (4/25/14)	208-751-942.00	223.69		\$223.69
Manpower									
	35908	05/11/2014		27088277	Week Ending 5/11/14 (Krista Marciniak)	101-268-704.00	409.50		\$1,260.00
	35948	05/11/2014		27097392	Week Ending 5/11/14 (Regina Mistark)	215-141-705.00	252.00		
	36065	05/18/2014		27124189	Week Ending 5/18/14 (Regina Mistark)	215-141-705.00	189.00		
	36066	05/18/2014		27115926	Week Ending 5/18/14 (Krista Marciniak)	101-268-704.00	409.50		
Marinette Farm & Garden									
	36015	05/20/2014		280866	Landscape Labor - Duby Park Garden	296-667-801.01	55.00		\$55.00
Mastercard									
	35997	05/12/2014		Credit Card	USPS	208-751-920.00	16.52	x	\$1,921.81
	35997	05/12/2014		Credit Card	USPS	208-751-920.00	14.12	x	
	35997	05/12/2014		Credit Card	USPS	101-268-729.00	5.05	x	
	35997	05/12/2014		Credit Card	Shell Oil	101-136-860.00	39.00	x	
	35997	05/12/2014		Credit Card	Krist Oil	101-136-860.00	47.00	x	
	35997	05/12/2014		Credit Card	Shell Oil	101-136-860.00	10.01	x	
	35997	05/12/2014		Credit Card	Crowne Plaza	101-136-860.00	45.36	x	
	35997	05/12/2014		Credit Card	7-Eleven	101-136-860.00	46.00	x	
	35997	05/12/2014		Credit Card	USPS	101-268-729.00	5.05	x	
	35997	05/12/2014		Credit Card	Bayshore Resort	296-663-860.00	166.50	x	
	35997	05/12/2014		Credit Card	Super One	296-663-860.00	68.73	x	
	35997	05/12/2014		Credit Card	USPS	101-268-729.00	5.05	x	
	35997	05/12/2014		Credit Card	Staples Direct	101-253-727.00	155.19	x	
	35997	05/12/2014		Credit Card	Servocity	101-265-934.00	30.96	x	
	35997	05/12/2014		Credit Card	Sec of State	208-751-981.00	13.26	x	
	35997	05/12/2014		Credit Card	USPS	101-268-729.00	5.05	x	
	35997	05/12/2014		Credit Card	Holiday Inn of Marquette	296-664-860.00	79.50	x	
	35997	05/12/2014		Credit Card	Holiday Inn of Marquette	101-132-860.00	79.50	x	
	35997	05/12/2014		Credit Card	Island Hotel	101-101-859.00	70.85	x	
	36028	05/12/2014		Credit Card	Shell Oil	101-301-860.00	28.14	x	
	36028	05/12/2014		Credit Card	Marathon	101-301-860.00	47.13	x	
	36028	05/12/2014		Credit Card	Bulk	101-301-860.00	53.85	x	
	36028	05/12/2014		Credit Card	Speedway	101-301-860.00	35.94	x	
	36028	05/12/2014		Credit Card	Tractor Supply	101-301-881.01	29.63	x	
	36028	05/12/2014		Credit Card	McDonalds	101-301-860.00	10.99	x	
	36028	05/12/2014		Credit Card	McDonalds	101-301-860.00	13.82	x	
	36028	05/12/2014		Credit Card	McDonalds	101-301-860.00	12.89	x	
	36028	05/12/2014		Credit Card	Wendy's	101-301-860.00	9.94	x	
	36028	05/12/2014		Credit Card	Holiday Inn Express	101-301-860.00	87.15	x	
	36028	05/12/2014		Credit Card	American Screening	101-301-770.00	312.50	x	
	36028	05/12/2014		Credit Card	Sirchie Finger Print	205-315-755.00	67.00	x	
	36028	05/12/2014		Credit Card	Shell Oil	101-301-860.00	44.55	x	
	36028	05/12/2014		Credit Card	Escanaba Super Wash	101-301-981.00	7.00	x	
	36028	05/12/2014		Credit Card	Wal-Mart	101-301-755.00	26.25	x	
	36028	05/12/2014		Credit Card	Tractor Supply	101-301-881.01	47.99	x	
	36028	05/12/2014		Credit Card	Sirchie Finger Print	205-315-755.00	99.00	x	
	36028	05/12/2014		Credit Card	Sirchie Finger Print	205-315-755.00	40.00	x	
	36028	05/12/2014		Credit Card	Intellius.com	101-301-727.00	19.95	x	
	36028	05/12/2014		Credit Card	Marathon	101-301-860.00	25.49	x	
Maximus, Inc.									
	35942	04/30/2014		101338.01.06-002	PA Office - DHS 286 Billing (Jan - Mar 2	101-267-801.00	700.00		\$700.00



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Menards - Marinette							
35913	05/07/2014	52515	Security - PA's Door Paint	101-103-970.10	10.41		\$202.80
35931	05/08/2014	52597	Wiper Blades (x3)	101-265-981.00	17.84		
35932	05/08/2014	52598	Pipe Insulation - Boiler Room	101-265-755.00	19.77		
35945	05/13/2014	52985	Metal Stud, Painthinner, Wireless Keybr	101-265-755.00	119.88		
35956	05/16/2014	53209	Primer, Tape, Threadlocker, Metal Trac	101-265-755.00	35.10		
MENOMINEE COUNTY JOURNAL							
36017	05/20/2014	125	Juvenile Officer Applicants	101-132-802.00	66.00		\$66.00
MENOMINEE COUNTY ROAD COMMISSI							
36031	05/07/2014	10785	Power to Radio Tower	101-301-727.00	111.40		\$111.40
MILLERS ACTION OFFICE SUPPLY I							
35947	05/15/2014	0101534-001	Office Supplies - E911	286-325-727.00	85.85		\$85.85
NESTEGG MARINE							
36049	04/21/2014	90551	Marine - Starcraft Maintenance	101-331-755.00	292.31		\$292.31
Northern Star Pathology, PC							
36058	05/14/2014	5/14/14	Autopsy - Bonnie Ruleau	101-648-838.00	1,450.00		\$1,450.00
Olivares, E. Jay							
35907	05/06/2014	Various Cases	Court Appointed Legal	101-131-807.00	407.00		\$1,422.50
36001	06/20/2014	Various	Court Appointed Legal	101-132-807.00	616.00		
36002	05/20/2014	Various	Court Appointed Legal	101-132-807.00	399.50		
OTIS ELEVATOR COMPANY							
35953	05/20/2014	CVE05003614	June 1 - August 31, 2014	101-265-801.00	628.38		\$628.38
Pan-O-Gold Baking Co.							
36038	04/08/2014	40683409813	Inmate Groceries	101-301-770.00	42.84		\$141.26
36038	04/15/2014	40683410509	Inmate Groceries	101-301-770.00	50.88		
36040	04/22/2014	40683411209	Inmate Groceries	101-301-770.00	47.74		
PLASTOCON, INC							
36057	05/02/2014	81337	Disposable Tray Liners	280-362-755.00	380.36		\$380.36
Poupore Collision & Towing							
36052	05/08/2014	5/8/14	2012 Chevy Impala - Maintenance	205-315-934.02	63.50		\$703.56
36053	03/13/2014	603	2012 Chevy Impala - Maintenance	205-315-934.02	640.06		
Public Safety Training Consult							
35959	05/15/2014	16204	Policy & Procedure Workshop	266-326-881.00	399.00		\$399.00
REDWOOD TOXICOLOGY LABORATORY							
35944	04/30/2014	00718420144	Drug Testing Supplies	101-136-727.00	13.75		\$83.75
36020	05/20/2014	00719820144	Drug Testing Supplies	296-665-801.00	70.00		
Reinhart Foodservice							
36041	05/06/2014	233621	Inmate Groceries	101-301-770.00	833.65		\$1,886.72
36042	05/15/2014	235094	Inmate Groceries	101-301-770.00	1,052.07		
Riesterer & Schnell, Inc.							
35930	05/08/2014	645079	ISD Generator - Repair	101-265-934.00	370.63		\$370.63
Ron Beauchamp							
35958	05/15/2014	13-39358-FY	People v Romano	101-267-804.00	67.20		\$67.20
Salfai, Sharon							
36010	05/20/2014	Reimbursement	Meal - Training in Marquette	101-132-860.00	20.00		\$20.00



MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Securus Technologies 36044	04/30/2014	128629	Inmate Calling Cards	101-301-850.01	845.60		\$845.60
Sherwin Williams Company 35946	05/08/2014	2103-2	Quart - Oil Paint	101-265-930.01	18.89		\$18.89
Signarama Menominee 35952	04/07/2014	3075	Aluminum - One Camper Per Site	208-751-755.02	78.00		\$78.00
SPARKS GEOFFERY 36007	05/09/2014	611	Attorney Fees (G.A.L.)	101-148-807.00	400.00		\$675.00
38008	05/09/2014	612	Attorney Fees (G.A.L.)	101-148-807.00	275.00		
State of Michigan - Dept. of Management & Budget 35934	05/01/2014	14-002848	Power to Radios (4/1 - 9/30/14)	266-326-942.00	250.00		\$250.00
State of Michigan - MI Dept. of Human Services 36012	05/08/2014	March 2014	Monthly Offset	292-662-843.01	11,516.31		\$11,516.31
State of Michigan - MI Supreme Court Finance 35921	04/30/2014	D95A 1530-02	April, May, June 2014	101-136-931.01	3,288.49		\$5,783.92
35998	04/30/2014	P56 1530-04	April, May, June 2014	101-132-858.03	2,515.43	x	
State of Michigan POB 30266 36045	05/07/2014	561-418655	T1 Line - Datacomm (1/1/14 - 3/31/14)	101-301-976.00	1,750.00		\$1,750.00
Stellar Pizza, LLC 36016	05/20/2014	22	Pizza for Teen Court	296-667-801.02	15.00		\$15.00
STEPHENSON MARKETING COOPERATI 35925	04/30/2014	023851	Gasoline Charges - April 2014	208-751-742.00	102.05		\$2,978.22
35951	04/30/2014	462643	April 2014 - Parks	208-751-930.02	20.00		
35951	04/30/2014	462643	April 2014 - Parks	208-751-755.01	42.90		
35951	04/30/2014	462643	April 2014 - Parks	208-751-742.00	125.97		
35951	04/30/2014	462643	April 2014 - Parks	208-751-744.00	398.00		
36050	04/30/2014	015579	Road Patrol - Gasoline April 2014	205-315-742.00	2,289.30		
The Current 35994	05/01/2014	841	Election Advertising	101-262-727.00	295.67		\$413.37
35994	05/01/2014	841	Planning Commission Advertising	101-101-901.00	60.71		
35994	05/01/2014	841	Emergency Manager Coordinator Adver	101-101-901.00	56.99		
The Sandbagger, LLC 36061	04/10/2014	3029	Sand Bags (x1000)	101-426-755.00	380.00		\$380.00
Tim Deming 35957	05/15/2014	13-39358-FY	People v Romano	101-267-804.00	137.69		\$137.69
TWIN CITY ELECTRIC, Inc. 35905	05/12/2014	78947	Telephone Changes	101-301-850.00	35.00		\$181.78
35922	05/12/2014	78946	Box Up & Deliver Cameras to IT Room	101-103-970.14	146.78		
U.E.S. COMPUTERS, INC. 35906	05/12/2014	40546	April 2014 - Weekly Maintenance	101-103-857.02	874.99		\$7,388.49
35918	05/16/2014	40377	Labor to Change New Router for MERIT	101-103-970.00	725.00		
35924	05/15/2014	68042	PO# 2916 Enhanced Network Cable	101-103-998.03	5,788.50		
U.S. Bank Equipment Finance 36033	05/14/2014	253486690	Copier - Sheriff Dept.	101-301-727.00	67.54		\$200.61
36062	05/16/2014	253595052	Bizhub 423 Copier	101-172-942.00	133.07		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ultimate Car Care								\$575.00
	36046	05/15/2014	624	Shop Labor (Sticker/Stripe Removal)	101-301-981.00	150.00		
	36047	05/08/2014	617	Shop Labor (Window Tint)	101-301-981.00	425.00		
UP 9-1-1 Authority								\$740.00
	35926	05/11/2014	Dues	PO# 02908 - Membership Dues (2014)	266-325-802.00	740.00		
Valley Mechanical, Inc.								\$5,612.00
	35968	04/11/2014	2719	PO# 02918 Coin Operated Showers (St	101-103-998.00	4,421.00		
	35969	04/11/2014	2720	PO# 02917 Electrical Work for Coin Op	208-751-930.03	1,191.00		
Verizon Wireless								\$813.73
	36027	05/01/2014	9724445965	Cellular Services	101-265-850.01	95.74		
	36027	05/01/2014	9724445965	Cellular Services	101-301-850.00	455.54		
	36027	05/01/2014	9724445965	Cellular Services	101-682-850.00	32.46		
	36027	05/01/2014	9724445965	Cellular Services	205-315-850.00	223.70		
	36027	05/01/2014	9724445965	Cellular Services	266-325-850.00	6.29		
Wallace Building & Supply, Inc								\$112.75
	35995	03/13/2014	176136	Plywood	208-751-756.01	36.75		
	35996	04/14/2014	176198	2 x 10 x 8 (x10)	208-751-756.01	76.00		
Warner, Fredrick								\$333.21
	36013	05/20/2014	Reimbursement	Mileage & Supplies Reimbursement	296-667-801.01	9.37		
	36013	05/20/2014	Reimbursement	Mileage & Supplies Reimbursement	296-668-801.00	95.20		
	36014	05/20/2014	5503	Can Zone	296-668-801.00	112.80		
	36024	05/20/2014	5510	Transport of Juvenile to Bay Pines (D.C	101-132-801.01	20.00		
	36024	05/20/2014	5510	Transport of Juvenile to Bay Pines (D.C	101-132-801.00	32.00		
	36025	05/20/2014	Reimbursement	Mileage (Transport to Bay Pines)	101-132-801.00	63.84		
Weber & Olcese, P.L.C.								\$6.78
	36029	05/21/2014	Refund	Overpayment on Civil Process (#14-069	101-301-935.00	6.78		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$370.07
	35909	04/24/2014	1292123635-00000	Bailey House	208-751-920.01	21.60		
	35909	04/24/2014	1292123635-00000	Kleinke Park	208-751-920.01	29.30		
	35909	04/24/2014	1292123635-00000	Bailey Park	208-751-920.01	12.74		
	36021	05/19/2014	0402047856-00005	Kleinke Park	208-751-920.01	74.55		
	36022	05/19/2014	0402047856-00008	Kleinke Park	208-751-920.01	231.88		
Zeratsky Extreme Heating &								\$521.50
	35923	04/16/2014	6798	PO# 02915 Prep Table & Walk In Freez	101-265-934.00	521.50		
Total Amount for Bank Account: General								\$70,108.88



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 5.27.2014 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 5.27.2014 County Board meeting	

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MINUTES

TWIN COUNTY AIRPORT COMMISSION

2801 N. 22ND STREET
MENOMINEE, MI 49858
906-863-8408

REGULAR SESSION MEETING

March 18, 2014, 5:00 pm

Members Present: Jason Lauzer, Mary Johns, Charlie Meintz, Nick Lakari, Chris Plutchak, Ted Sauve

Also Present: Eagle Herald, Bay Cities Radio, Peshtigo Times, Tony Krysiak, Jeff LaFave, Everett Anderson, and John Hartz

1. Call to order at 5:00 pm by Chair Jason Lauzer
2. Pledge of Allegiance - recited
3. Roll call taken by Chair Jason Lauzer
4. Approve/amend agenda
Delete item #9, Discuss/Consider FY13-14 Budget Amendments, action if any. Add discussion regarding the card keys as a replacement to #9.

MOTION (Sauve/Johns) to approve agenda with changes. Motion carried. No negative vote.

5. Approve/amend minutes of the February 13, 2014 Regular Session meeting
MOTION (Meintz/Sauve) to approve the minutes as presented. Motion carried. No negative vote.

6. Public comment – speakers will be limited to 5 minutes on agenda items only
None

7. Discuss/Consider Mead & Hunt Proposal to finalize the User Study for the Runway Justification for a cost not to exceed \$4,451.00, action if any
Jason predicts that by next month there will be a final revision ready for approval.

MOTION (Lakari/Johns) that the commission to approve entering into the Mead & Hunt proposal to finalize the User Study for a cost not to exceed \$4,451.00. Motion carried. No negative vote.

8. Discuss/Consider Personnel Committee Recommendation on the Maintenance Lineman Contract, action if any

MOTION (Johns/Sauve) to accept the Maintenance Lineman contract as proposed by the Personnel Committee and amended per legal review. Motion carried. Negative vote – Meintz.

9. Card Keys

Discussion regarding visitor's inability to obtain gate key card.

Chairman Lauzer allowed for public comment.

Everett Anderson relayed concerns regarding the current policy regarding visitors.

Card Key policy to be reviewed by the Buildings & Grounds Committee.

10. Executive/Finance Committee report:

- A. Discuss/Consider Profit & Loss for February 2014, action if any
- B. Discuss/Consider Reconciliation Summaries for February 2014, action if any
- C. Discuss/Consider Vendor Balance for February 2014, action if any
- D. Discuss/Consider Customer Balance for February 2014, action if any
- E. Discuss/Consider Check Detail (#12940 – #12969) and in the amount of \$48,482.43 for February 2014, action if any
- F. Discuss/Consider Fuel Sales Report for February 2014, action if any
- G. Discuss/Consider airport traffic for February 2014, action if any

MOTION (Meintz/Lakari) to accept the check numbers from 12940 through 12969 in the amount of \$48,482.43 for February 2014 and items A through G, be accepted as payment. Motion carried. No negative vote. Motion carried. No negative vote.

Sauve commented on the vendor balance summary. Country Visions Cooperative is formerly known as Francour Oil.

11. Communications/correspondence

None

12. Dialog between Airport Manager and the TCAC

Write up from Tony Kryziak regarding last month's conference included in packet. Tony elaborated on some information.

The Jet A project rehab has been approved and should be done in August. Tony believes it will come in under budget.

13. Dialog between airport users and the TCAC

None

14. Public comment – speakers will be limited to 5 minutes

Ted Sauve inquired about introduction of new CEO of Enstrom. Jason reported that they were planning on waiting to incorporate that when touring the new facility; Tony will check into the possibility at the May meeting.

Ted Sauve gave some suggestions regarding the helicopter display area and suggested inviting John Seaborg to a future meeting.

15. Future agenda items

Tenant leases

Avis

Proximity card access pending Buildings & Grounds recommendations

16. Schedule next meeting – April 15, 2014 @ 5:00 pm

17. Adjourn

MOTION (Johns/Plutchak) at 6:02 pm. Motion carried. No negative vote.

MINUTES

TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408

Executive / Finance Committee Meeting 4:00 p.m. 04/08/14
Twin County Airport Conference Room

MEMBERS PRESENT: Ted Sauve, and Nick Lakari

MEMBERS EXCUSED: Jason Lauzer

OTHERS PRESENT: Larry Barker: Jeff LaFleur: and Bill Clyma – Peshtigo Times

1. Call to order

Chair Lakari called the meeting to order at 4:00 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Sauve / Lakari) to approve the agenda as presented. Motion carried.

5. Approve / amend Minutes of March 10, 2014. Action, if any.

Motioin (Sauve / Lakari) to approve the minutes as presented. Motion carried.

6. Public Comment – speakers will be limited to 5 minutes on agenda items, only.

None

7. Review / Discuss March 2014 Financials. Action, if any.

Motion (Sauve / Lakari) to recommend Commission approve payment of checks numbered 12970 through 12989 in the amount of \$17,925.05. Motion carried.

8. Review / Update on potential funding sources through the Wisconsin Department of Transportation – Bureau of Aeronautics. Action, if any.

Lakari described the process for applying for funding. The steps include preparing a Petition Package (Shell), holding a Public Hearing, and drawing up an Agency Agreement. Information, only. No action taken.

9. Confirm amount of funds available in the current budget for hiring a 20-hour Maintenance–Lineman. Action, if any.

Motion (Sauve / Lakari) to recommend the process of hiring a 20-hour, part time, Maintenance / Lineman begin immediately, with details to be confirmed by the Commission at its next regular meeting. Motion carried.

10. Review July 11, 2007 Airport Commission Capital Improvement Fund Resolution. Information, only.

After reading the Resolution, the timing of transferring surplus funds from working capital to the Capital Improvement Fund was discussed. After funds are transferred, they are committed only to Capital Improvement and could not be used for unseen emergencies.

11. Public Comment – speakers will be limited to 5 minutes.

None

12. Future agenda items

April financials. Wage for 20-hour Maintenance / Lineman

13. Schedule next meeting

Next meeting scheduled for May 13, 2014, beginning at 4:00 pm.

14. Adjournment

Motion (Sauve / Lakari) to adjourn at 5:02 p.m. Motion carried.

Respectfully submitted,
Nick Lakari

Date approved / corrected:

5/13/14 Approved

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

**GOVERNING BOARD MEETING
Thursday, April 10, 2014
511 First Avenue North, Escanaba MI 49829
1:30 p.m. (EDT)**

MINUTES

Chair Wigand called the meeting to order at 1:30 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Omer Doran, Schoolcraft
Julie Moberg, Delta
Myra Croasdell, Delta
Lee Robbert, Schoolcraft
Doug Krienke, Menominee
Dan LaFoille, Schoolcraft
Karen Wigand, Delta
Susan Kleikamp, Menominee
Tom Lippens, Delta
Ken Penokie, Delta
Geri Nelson, Delta
Ann Jousma-Miller, Delta
Cathy Mercier, Menominee
John Stapleton, Schoolcraft

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Kim Johnson, ECP Director
Kris Thibeault, Finance Director
Naomi Fletcher, Housing Director
Connie Maule, SCP Director
Theresa Nelson, RSVP Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Pastor Levin, excused
Susan Phillips, excused
Ken Bryant, excused
Dave Moyle, excused
Dave Anthony, excused
Mari Negro, excused
Gil Vandenhouten, excused

APPROVAL OF MARCH 13, 2014 GOVERNING BOARD MINUTES

Members received a copy of the 3/13/14 Governing Board minutes for their review. It was noted that Lee Robbert should be listed as present. **THE MINUTES WERE APPROVED WITH THE CORRECTION WITH A MOTION FROM TOM LIPPENS, SECONDED BY OMER DORAN; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoille who reported that the committee reviewed the February Accounts Payable Schedule and recommends their approval. **MR. LAFOILLE MOVED TO APPROVE THE FEBRUARY CAA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also reviewed two bids for the 403b audit and recommends accepting the bid from Schneider, Larche & Haapala. **MR. PENOKIE MOVED TO ACCEPT THE BID FROM SCHNEIDER, LARCHE & HAAPALA FOR THE 403b AUDIT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. THE FINANCE COMMITTEE**

REPORT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "A")

NOMINATING COMMITTEE REPORT

The Chair called on Omer Doran who turned the report over to Bill Dubord who reminded the members that Walter Multerer has resigned. **JOHN STAPLETON MOVED TO ACCEPT MR. MULTERER'S RESIGNATION, SECONDE BY TOM LIPPENS; MOTION CARRIED.** Mr. Dubord reminded the members that at the last board meeting he noted that the new Policy Council Chair resides in Schoolcraft County and is interested in serving. Therefore, he recommended the following: the new Policy Council representative will fill the vacancy caused by Mr. Multerer's resignation. This would mean that the board would not have to find a replacement for Mr. Multerer, eliminate a current sitting Schoolcraft County board member and eliminate the seat currently held by Policy Council. When filling future vacancies in the Public and Consumer sectors, efforts will be made to keep county balance as close to equal as feasible, but this is not mandated in our By-laws. It was noted that the Nominating Committee met without a quorum and was filled in on Mr. Dubord's recommendation. The attending members were in agreement with the recommendations. **KEN PENOKIE MOVED TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION TO APPROVE THE HEAD START POLICY COUNCIL REQUEST, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "B")**

APPROVAL OF COLA FUNDING PLAN

Ms. Wigand called on Kim Johnson, Early Childhood Director, who reported that \$28,779 has been made available in Head Start and \$10,235 in Early Head Start for a cost of living increase of 1.5-2%. This increase will get added to the base grant. Kim explained that she is proposing raising the Center Aides by 2% because of increased job requirements and a high turnover, with all other ECP employees receiving a 1.5%. **KEN PENOKIE MOVED TO APPROVE THE COST OF LIVING INCREASE AS PROPOSED, RETROACTIVE TO 11/1/13, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED.**

APPROVAL OF HS/EHS FUNDING INCREASE APPLICATION

The Chair called on Kim Johnson who explained the plan for using the restored sequester funds of approximately \$150,000. Members were given a handout showing the planned use. (see attachment "C") **SUSAN KLEIKAMP MOVED TO APPROVE THE FUNDING INCREASE APPLICATION, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

ACCEPTANCE OF 2/26/2014 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 2/26/2014 Head Start Policy Council minutes for their review. There were no questions or comments and **THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on Bill Dubord who reported that they continue to work with the bargaining unit on their contract. There are no major issues and we hope to seek board ratification soon. **OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

The Executive Director thanked the board members who are participating in the Early Childhood Program's self assessment process.

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 2:10 p.m. WITH A MOTION FROM OMER DORAN, SECONDED BY MYRA CROASELL; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, MAY 8, 2014

FINANCE COMMITTEE MEETING
Thursday, April 10, 2014
12:50 p.m. (EDT)

MINUTES

Let it be noted that the Finance Committee met on Monday, April 7, 2014 at noon, however, there was not a quorum. Present were: Omer Doran, Julie Moberg, Karen Wigand, Bill Dubord, Kris Thibeault, Kim Johnson and Cathy Pearson.

Those present reviewed all of the agenda items and had any questions answered.

On April 10, 2014 the following were present: Dan LaFoilie, Omer Doran, Julie Moberg, Karen Wigand, Kris Thibeault and Bill Dubord.

The members reviewed the CAA and HRA February credit card charges.

The members reviewed the CAA February Accounts Payable Schedule and **IT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

The members reviewed the HRA February Accounts Payable Schedules and **THEY WERE ACCEPTED WITH A MOTION FROM JULIE MOBERG, SUPPORTED BY MR. DORAN; MOTION CARRIED.**

The members reviewed two bids received for the 403b audit; one from Schneider, Larche & Haapla and one from WIPFLI. Our Finance Director recommended accepting the bid from S, L & H because they have experience doing 403 b audits, they are local, and they are considerably less expensive. **JULIE MOBERG MOVED TO ACCEPT THE BID FROM SCHNEIDER, LANCHE, HAAPALA FOR OUR 403b AUDIT, SECONDED BY OMER DORAN; MOTION CARRIED.**

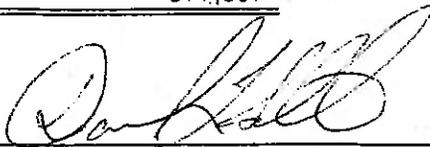
Kim Johnson explained how the COLA funds would be used. **OMER DORAN MOVED TO ACCEPT THE COLA OF \$28,779 - HEAD START, \$10,235 - EHS TO GIVE A 1.5% - 2% WAGE INCREASE RETROACTIVE TO 11/1/13, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

Kim also reviewed the plan for utilizing the sequester funding that is being reinstated. This will be presented to the full board for approval.

The meeting adjourned at 1:15 p.m. **WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

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

HEAD START	\$	208,405
EARLY HEAD START		64,935
EARLY-ON CHILDHOOD		355
GSRP		57,851
ASSET & LIABILITY ACCOUNTS		46,321
TOTAL	\$	377,867

SIGNED 
(TREASURER)

DATE 4-10-14

Attachment "B"

NOMINATING COMMITTEE REPORT

Monday, April 7, 2014

1:00 p.m.

MINUTES

The following were present: Omer Doran, Dave Anthony, Susan Phillips, Bill Dubord and Cathy Pearson. Dan LaFolle, Gil Vandenhouten & John Stapleton, excused

Bill indicated that the Head Start Policy Council Chair has a designated seat on our Governing Board. For the past many years the P.C. Chair happened to reside in Delta County, but this year the Chair resides in Schoolcraft County. He noted that part of the issue with this seat is that the Head Start Policy Council can only be on the P.C. while they have a child or children in Head Start, which typically is only for a year or two and our board seats are for five years. This has caused a lot of turnover often before the person has had a good chance to learn about our operations.

Our by-laws do not stipulate that there must be geographic equity. Additionally, many of our seats are really representative of the three-county area, not just the county the board member resides in, i.e. Ken Penokie represents Legal Services of Northern Michigan, not just Delta County.

Walter Multerer has resigned and held a seat in the Consumer Sector of Menominee County. Bill recommended the following:

- Allow Head Start Policy Council to fill the vacancy caused by Mr. Multerer's resignation and rotate that seat with the changeover in future Head Start Policy Council Chairs, regardless of county.
- At the expiration of Myra Croasdell's term in January of 2016, change the affiliation of that seat to Early Childhood Representative. This designation would not necessarily be a Head Start Policy Council appointment, but could come from any number of organizations affiliated with early childhood.
- When filling future vacancies in the Public and Consumer Sectors, an effort will be made to keep county balance as close to equal as is feasible.
- If accepted we would not have to deal with expanding the number of board members which would be required if petitioned per CSBG law and our By-laws.
- Not accepting the recommendation would require finding a replacement for Mr. Multerer in the Menominee Co. Consumer Sector, eliminating a current Schoolcraft Co. Consumer Rep., and eliminating the Delta County Consumer seat currently held by Policy Council.

Dave Anthony noted that we have not had close votes dictated by geographic area. He also feels it's a good idea to have additional Early Childhood representation on the board.

There was a consensus of members present to accept Bill's recommendations and have them brought before the full board this Thursday.

The meeting adjourned at 1:25 p.m.

Proposed Plan for 2013-14 HS/EHS COLA

COLA Allocation	Proposed 1.5-2% Wage Increases (plus add'l fringe)	Difference (to be covered by or added to Gen.Op.Budget)
HS: \$28,779	\$29,039	-\$260
EHS: \$10,235	\$ 8,970	+\$1,265

Proposed Plan for "Permanent" Funding Increase (restoration of 2012-13 funding reduction-sequester)

2013-14 HS	\$116,666		2013-14 EHS	\$ 41,491
10 Days Summer PD	\$ 80,000		Add 6 EHS Children 5/1/14 = PT HV @ 25 hr.wk	\$ 13,000
Purchase 1 Bus (with add'l \$10,000 from EHS and \$6,400 from HS Gen.Op.Budget)	\$ 36,666		Begin transition services to children transitioning into the Toddler room early (July/Aug)	\$ 5,300
			3 Days Curriculum Training provided by Partners for a Health Baby-certified trainers to Escanaba	\$ 13,191
			Cost allocation for new bus purchase	\$ 10,000
TOTAL	\$116,666		TOTAL	\$41,491
2014-15 HS			2014-15 EHS	
Add 1 preschool class of 14-16 students	\$ 60,000		Add'l PT HV @ 25 hr.wk	\$21,000
Add 3 "Snow Days" to school calendar	\$ 25,000		Begin transition services to children transitioning into the Toddler room early (July/Aug)	\$ 5,300
Add 3 PD Days to school calendar	\$ 25,000		Installation of a bike path in the Toddler Playground - Escanaba Center	\$ 3,500
Misc Increased Operating Costs	\$ 6,666		Misc Increased Operating Costs	\$11,691
TOTAL	\$116,666		TOTAL	\$41,491

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

**GOVERNING BOARD MEETING
Thursday, April 10, 2014
511 First Avenue North, Escanaba MI 49829
1:45 p.m. (EDT)**

MINUTES

Chair Wigand called the meeting to order at 2:11 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Omer Doran, Schoolcraft
Julie Moberg, Delta
Myra Croasdell, Delta
Lee Robbert, Schoolcraft
Doug Krienke, Menominee
Dan LaFoille, Schoolcraft
Karen Wigand, Delta
Susan Kleikamp, Menominee
Tom Lippens, Delta
Ken Penokie, Delta
Geri Nelson, Delta
Ann Jousma-Miller, Delta
Cathy Mercier, Menominee
John Stapleton, Schoolcraft

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Kim Johnson, ECP Director
Kris Thibeault, Finance Director
Naomi Fletcher, Housing Director
Connie Maule, SCP Director
Theresa Nelson, RSVP Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Pastor Levin, excused
Susan Phillips, excused
Ken Bryant, excused
Dave Moyle, excused
Dave Anthony, excused
Mari Negro, excused
Gil Vandenhouten, excused

APPROVAL OF MARCH 13, 2014 GOVERNING BOARD MINUTES

Members received a copy of the 3/13/14 Governing Board minutes for their review. It was noted that Lee Robbert should be listed as present. **THE MINUTES WERE APPROVED WITH THE CORRECTION WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoille who reported that the committee reviewed the February Accounts Payable Schedules and recommends their approval. **MR. LIPPENS MOVED TO APPROVE THE FEBRUARY HRA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.** The committee also reviewed two bids for the 403b audit and recommends accepting the bid from Schneider, Larche & Haapala. **MR. PENOKIE MOVED TO ACCEPT THE BID FROM SCHNEIDER, LARCHE & HAAPALA FOR THE 403b AUDIT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. THE FINANCE COMMITTEE**

REPORT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "A")

NOMINATING COMMITTEE REPORT

The Chair called on Omer Doran who turned the report over to Bill Dubord who reminded the members that Walter Multerer has resigned. **JOHN STAPLETON MOVED TO ACCEPT MR. MULTERER'S RESIGNATION, SECONDED BY TOM LIPPENS; MOTION CARRIED.** Mr. Dubord reminded the members that at the last board meeting he noted that the new Policy Council Chair resides in Schoolcraft County and is interested in serving. Therefore, he recommended the following: the new Policy Council representative will fill the vacancy caused by Mr. Multerer's resignation. This would mean that the board would not have to find a replacement for Mr. Multerer, eliminate a current sitting Schoolcraft County board member and eliminate the seat currently held by Policy Council. When filling future vacancies in the Public and Consumer sectors, efforts will be made to keep county balance as close to equal as feasible, but this is not mandated in our By-laws. It was noted that the Nominating Committee met without a quorum and was filled in on Mr. Dubord's recommendation. The attending members were in agreement with the recommendations. **KEN PENOKIE MOVED TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION TO APPROVE THE HEAD START POLICY COUNCIL REQUEST, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "B")**

AUTHORIZATION TO ENTER INTO A CONTRACT WITH DELTA COUNTY TO ADMINISTER THE CDBG HOUSING REHABILITATION GRANT

The Chair called on Naomi Fletcher, Housing Manager, who reported we would like to apply for another \$200,000 grant for Delta County. She passed out a report on the Housing Program and explained that although many people may apply for help through this program, there are several things that have to occur in order for them to qualify, their property taxes must be paid up and if they own a trailer it must be on an approved foundation. **MR. PENOKIE MOVED TO AUTHORIZE STAFF TO ENTER INTO A CONTRACT WITH DELTA COUNTY TO ADMINISTER THE CDBG HOUSING REHABILITATION GRANT, SUPPORTED BY MR. LAFOILLE; MOTION CARRIED.**

ADOPTION OF FAIR HOUSING RESOLUTION

One of the requirements of the grant is that the board adopt a fair housing resolution. **KEN PENOKIE MOVED TO ADOPT THE FAIR HOUSING RESOLUTION, ANN JOUSMA-MILLER SECONDED THE MOTION; MOTION CARRIED.**

APPROVAL OF CSBG DISCRETIONARY GRANT

The Chair called on the Executive Director who reported that we would like to submit a proposal for a CSBG Discretionary Grant for \$20,000 to pay for some staff support for our heat assistance programs since most of them do not have any support dollars associated with them. **MR. LAFOILLE MOVED TO APPROVE THE CSBG DISCRETIONARY GRANT SUBMISSION, SECONDED BY ANN JOUSMA-MILLER; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on Bill Dubord who indicated members have before them a copy of the CSBG-IS report showing how we compare to other organizations in the state. He announced that the Area Agency on Aging is restoring the sequester funds that were cut, which is a very good thing with raw food costs skyrocketing.

The Executive Director reported that so far this winter we have given out approximately \$632,000 in heat assistance from the following sources: LCA-MEAP - \$190,000, LIHEAP Del. Fuel - \$243,000, THAW - \$104,000, MCAAA-MEAP (heat & utilities for H.S. families) - \$25,000 and \$70,000 out of Walk for Warmth. We just received another award for deliverable fuel for \$218,000 through efforts from the MI State Legislature. These funds are for a very targeted income group (between 150% - 187% of poverty) to reimburse customers who paid for deliverable fuel between January 1 – March 31, 2014. **MR. LAFOILLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, OMER DORAN SECONDED THE MOTION; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

The Chair called on Tom Lippens who told the board that the Delta County RSVP Recognition Dinner was excellent and it was impressive to see the number of volunteers in our community.

ADJOURNMENT

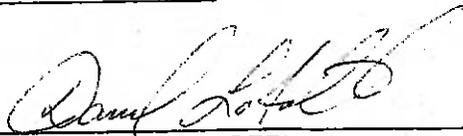
There being no further business **THE MEETING ADJOURNED AT 2:35 P.M. WITH A MOTION FROM MR. LAFOILLE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, MAY 8, 2014

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

SENIOR CITIZENS	\$	120,277
VOLUNTEER PROGRAMS		40,969
NUTRITION		91,458
STATE & LOCAL PROGRAMS		192,364
ENERGY AND HOUSING		9,513
ASSET & LIABILITY ACCOUNTS		53,212
TOTAL	\$	<u>507,793</u>

SIGNED



(TREASURER)

DATE

4-10-14

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, April 15, 2014.

Roll call was taken and present were J. Bejgrowicz, M. Fagan, J. Freis, K. McNeely, and C. Peterson. Commissioner James Furlong was also present.

M. Fagan moved to approve the agenda. Seconded by J. Bejgrowicz, motion carried.

Public Participation: No public participation at this time.

C. Peterson moved to approve the minutes from the March 18, 2014 meeting. Seconded by J. Freis, motion carried.

C. Peterson moved to approve the March financial report. Seconded by J. Bejgrowicz, motion carried.

J. Freis moved to pay the April bills. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for March were in the board packets.
- B. The Friends of the Library will be meeting on April 24 to finalize plans for their annual plant sale on Saturday, May 24.

The Friends reading contest is going well. Two winners were chosen for March.

The Pajama Storytime on Friday, March 21 was a huge success. The National Honor Society students from Stephenson High School and the children all had a great time.

- C. Jim Mekash and Jim Quist replaced the bottom seal on the bookmobile garage door. Brian Bousley will have Jim Mekash ascertain how the outside steps and railings can be repaired.
- D. The Friends of the Library will be sponsoring the Michigan Science Center program – BOOM! BOOM! WOW! on July 1 and the summer reading wrap-up program presented by Kids Town on July 15.
- E. The Escanaba Public Library generously gave us a variety of federal tax forms, so we were able to satisfy our customers' needs.

Old Business:

- A. Menominee County Employee Evaluation Form – Update – This form was approved by the Menominee County Board at its March 25, 2014 meeting. After discussion, the library board agreed to use this form for library employees.
- B. Replacement of Bookmobile Steps – Update – The steps were replaced on April 7, and they have been working fine. We also replaced the back door latching mechanism.

New Business:

- A. Library Millage Proposed by County Board – Discussion – After a lengthy discussion, the board members determined that more research and clarification from the County Board was required. C. Peterson moved to table this item until additional information is obtained. Seconded by J. Bejgrowicz. A roll call vote was taken and the motion carried unanimously.

Other Board Concerns: There were no board concerns at this time.

Public Participation: No public participation at this time.

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 12:04 PM.

Cedarville Township Board Meeting

April 9, 2014

Approved 5.14.14

Call to Order: Supervisor Lin Peterson called the meeting to order at 6:58 pm

Roll Call: Supervisor-Lin Peterson, Treasurer-Kathy Prestin, Trustee-Tony Williams, Trustee-Jim Prestin, Clerk-Gina Van Hoff and 2 guests

Agenda: Moved by Jim to approve agenda, second by Tony. Motion carried.

Minutes: Moved by Tony to approve minutes, second by Jim. Motion carried.

Treasurer's Report: Bank accounts and fund balances reconcile at \$136,464.09

Fire Chief Report: Cedar River Fire Dept. members voted to accept the applications to join the dept. from Brooke Williams and Steve Cox. It is up to the township board to vote and accept or reject the applications. Two quotes were received from Northgate Equipment for rescue saws, and a purchase will be made soon. DNR is shorthanded this fire season. Norway will cover Menominee County with backup from Escanaba. Cedar River Fire Dept. had no runs in the past month. Judgment came back in regards to Leah Leavick; hopefully money will be coming in. Motion by Kathy to accept Brooke William to join the Cedar River Fire Dept. second by Jim, motion carried. Motion by Kathy to accept Steve Cox to join the Cedar River Fire Dept. second by Jim, motion carried.

Assessor: April is the month set aside to watch and observe the Equalization process, which is the next step in the certification of values for the local unit and the County as a whole. The March BOR information including the electronic database and a hard copy of the assessment roll to the equalization department as required. Focus for May is reviewing the digital maps with the mapper.

Clerk: Not enough information from Gary regarding the Raymond Gregory incident, so looks like that will be dropped. We are waiting for the Premium Adjustment Notice from Traveler's. We will donate \$50.00 for the Memorial Day Program, if the flags are made in the U.S. Gina will gather information she needs to run for the remaining two years 2014-2016. Moved by Jim to approve the warrant list 15318-15349, second by Tony, Motion carried.

Accept Regular Report, moved by Tony, second by Kathy, motion carried.

Fox Park: Reservations are being made already. Opening day for Fox Park weather permitting will be May 15, 2014. Clean up is May 3 and 10, 2014. The park is in need of a few picnic tables. Survey is April 10, 2014

Supervisor/Building: No permits issued.

Old Business: Waste Water meeting May 6, 2014; Walleye Line meeting was March 20 and Jim Prestin was present, a total of six proposed changes to waterways were presented, most for changes to inland lakes in the U.P. The boundary change that affects Cedar River was number 6. There was no opposition to the boundary change. Township Hall usage rules, Lin will get typed up and posted on town hall refrig. Trail meeting was March 24, working on a proposal to cover insurance of ORV's on blacktop roads. Rez will continue to work on off road connections. CUPPAD will have report on progress of Fox Park plan next month.

New Business: Snow retainers for roof over fire department and overhang at front entrance. Tony will call to get cost of retainers.

Fire Department discussion: pay per turn out for emergencies, meetings, mileage for training. Keep thinking carry over.

A resolution will be made at the next meeting pertaining to economic development reimbursement. \$40.00 per meeting, one board member to be reimbursed, and mileage reimbursed outside of Cedarville Township

Public Comment: No comments

Adjournment 8:41 pm moved by Jim, second by Tony. Motion carried.

May 6, 2014 Waste Water Meeting Noon

Next Meeting May 14, 2014

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Menominee County Fair Board Member Resignation
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Administration has received a letter of resignation, effective May 20, 2014, from Diane Brazelton, a representative on the Menominee County Fair Board. Administration has submitted an advertisement requesting applications for appointments to place a representative on the board in place of Diane for the remainder of her term. Applications are being accepted until June 6, 2014 at 3:00 PM. To date, we have not received any applications.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County Board of Commissioners

May 20, 2014

I want to thank the Board for allowing me to serve on the Menominee County Fair Board for the past 5 years. It has been an honor and a privilege to work with great people and volunteers that give so much back to our community and county.

It is with regret that I am resigning from the Menominee County Fair Board effective today. I have thoroughly enjoyed my volunteer time serving others. I wish the County Fair the best.

Sincerely,

A handwritten signature in cursive script that reads "Diane Brazelton". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Diane Brazelton

NOTICE

Menominee County is seeking applications for appointments from persons wishing to serve on the Menominee County Fair Board for the remainder of a resigning member's term, to expire 1/31/2016.

If you are interested in serving on this board, please submit an "application of appointment" to:

Menominee County Board of Commissioners
839 Tenth Ave.
Menominee, MI 49858

Applications may be obtained at the County Library, the County Administrative Office or on the County website at www.menomineecounty.com under "Latest news". Applications are **due June 6, 2014 at 3:00 PM.**

Please contact Sherry or Brian at (906) 863-7779 for a brief description of duties/responsibilities for this appointment.

Eagle Herald, Lufts and M.C. Journal:

Please publish once the week of May 26th in a **display ad.**

Thank you!

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Rec
5/28/14
BCL

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: \$.56/mile ~ effective 01 January 2014

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

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

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
05-08-14	U.P.A.C.	50			
05-08-14	U.P.A.C.	50			101-101-860.02
05-13-14	CO. BD.	3			101-101-860.02
05-22-14	CO. BD. Spec.	3			101-101-860.02
05-27-14	D.A.S.	3			101-101-860.02
05-27-14	CO. BD.	3			101-101-860.02
		112 →		62.72	101-101-860.02
				62.72	101-101-860.02
			Total Mileage		62.72
				Total Mileage Fee	62.72

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

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

B. Lang

Signed

05-28-14

Date

Rec
5/28/14
GAB

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: \$.56/mile ~ effective 01 January 2014

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

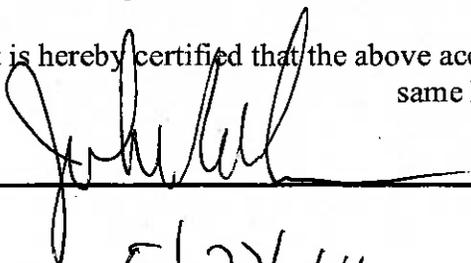
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
5/1/14	MI. WORKS ESCROW SA Mt.	52	56	29.12	101-101-860.11
5/13/14	COURT HOUSE, MENOMINEE MI.	94	56	52.64	101-101-860.11
5/21/14	" "	94	56	52.64	101-101-860.11
5/27/14	" "	94	56	52.64	101-101-860.11
5/29/14	NORTHPOINT, KINGSTOWN	62	56	34.72	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		396	56	221.76	
			Total Mileage	221.76	
				Total Mileage Fee	221.76

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

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



 Signed

5/27/14

 Date

Commissioner Meeting Fee Expense Form

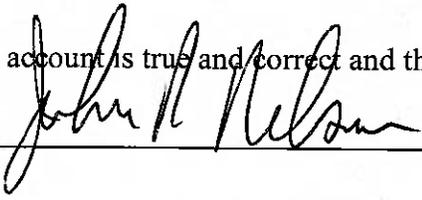
Rec
5/28
00

Name of Commissioner JOHN NELSON

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5/1/14	ME WORKS, ESCANABA, MI	50. ⁰⁰
5/13/14	COUNTY BOARD, MENOMINEE, MI	50. ⁰⁰
5/28/14	COUNTY BOARD, SPECIAL MEET, MENOMINEE	50. ⁰⁰
5/27/14	COUNTY BOARD, MENOMINEE MI	50. ⁰⁰
5/29/14	NORTH POINT, KINGSTOWN MI	50. ⁰⁰
Total Per Diem		250. ⁰⁰

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

Commissioner Signature: 

Date: 5/27/14

Commissioner Meeting Fee Expense Form

Rec
0/28
B

Name of Commissioner Chris Plutchak

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4-15-14	TCA Meeting	50
4-22-14	CB Meeting	50
4-29-14	TCA Meeting (Personnel)	50
Total Per Diem		150.00

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

Commissioner Signature: 

Date: 5-4-14

Rec 5/30/2014
BBB

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: \$.56/mile ~ effective 01 January 2014

*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 .56/mile	Total Cost	Account Number
4/25/14	COURTHOUSE	16		8.96	101-101-860.04
5/13/14	COURTHOUSE	16		8.96	101-101-860.04
5/21/14	PINECREST	73		40.88	101-101-860.04
5/22/14	COURTHOUSE Spec Mtg.	16		8.96	101-101-860.04
5/25/14	COURTHOUSE	16		8.96	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	137	
Total Mileage Fee					76.72

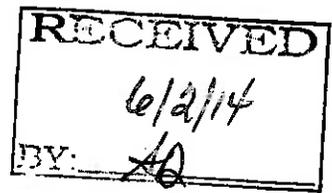
Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

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

Larry Schei
Signed

5/30/14
Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**



Mileage: \$.56/mile – effective 01 January 2013

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.56/mile	Total Cost	Account Number
5/7/14	Pinecrest- Bylaws Cmte	N/C			101-101-860.10
5/8/14	UPACC- The Island	30		16.80	101-101-860.10
5/9/14	UPACC/UPCAP-The Island	30		16.80	101-101-860.10
5/13/14	Co.Bd.Mtg.-Menominee	76		42.56	101-101-860.10
5/21/14	Bd Of Health-Pinecrest	14		7.84	101-101-860.10
5/22/14	Pinecrest-Pinecrest	14		7.84	101-101-860.10
5/27/14	Co.Bd.Mtg.-Menominee	76	42.56	42.56	101-101-860.10
					101-101-860.10
					101-101-860.10
		240	Total Mileage	\$134.40	
Total Mileage Fee					134.40

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

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

Signed

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on May 22, 2014 & June 5, 2014 in the combined amount of \$44,142.23	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 06/05/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

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

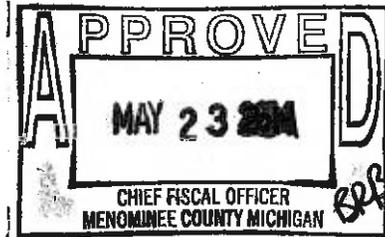
Special Revenue Funds

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MILLERS ACTION OFFICE SUPPLY I	36072	05/22/2014	0101673-001	For Deposit Only Stamper (Clerk's Off-	101-215-727.00	32.89		\$32.89
PAIDL'S TRUE VALUE HARDWARE								\$194.23
36067	04/08/2014	A77816	Garden Hose	208-751-930.04	14.99			
36068	04/11/2014	A78003	Credit Memo	208-751-930.04	-4.43			
36069	04/15/2014	B78367	Brake Cleaner & Circular Blade	208-751-981.00	11.43			
36070	04/24/2014	B78784	Hardware & Key	208-751-755.02	8.52			
36071	04/09/2014	B78130	Thread Nex Nut, Bolt, Duplex Nail	243-246-765.00	34.27			
36073	04/01/2014	A77481	Base Paint, Extension Handle, Drop Ck	208-751-930.03	64.05			
36074	04/02/2014	A77548	Light Base Paint	208-751-930.03	30.98			
36075	04/03/2014	A77587	Trimming Edger, Wood Cleaner	208-751-930.03	14.26			
36076	04/03/2014	A77590	Wire Roller Frame	208-751-930.03	3.79			
36077	04/04/2014	B77930	Drywall Screws	208-751-930.03	4.99			
36078	04/04/2014	B77937	Nuts/Bolts	208-751-930.03	2.40			
36079	04/08/2014	B78095	Cable Clip & Phone Line Cord	208-751-930.03	8.98			
Total Amount for Bank Account: General								\$227.12



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware								
	36233	05/01/2014	210792/2	Roller Cover	101-265-755.00	6.99		\$76.20
	36234	05/12/2014	210899/2	Adapter	101-265-755.00	2.98		
	36235	05/14/2014	210939	Keys (x6)	101-265-755.00	9.00		
	36236	05/20/2014	211001/2	Switch	101-265-755.00	17.99		
	36237	05/28/2014	211087/2	Adapter, Cooper Tube, Key	101-265-755.00	39.24		
Ade Incorporated								
	36125	05/27/2014	90986	Needs Pass Web Records (#22947) x2	101-136-755.00	150.00		\$150.00
ALGER-DELTA COOPERATIVE ASSOCI								
	36242	06/02/2014	1614900	Bath House	208-751-920.01	78.09		\$2,831.25
	36243	06/02/2014	383001	Shakey Lakes Pk/Horse Ara	208-751-920.01	50.52		
	36244	06/02/2014	383200	N8380 Co Park Rd 20.5	208-751-920.01	610.59		
	36245	06/02/2014	383301	Shakey Lk Pk/Cattle Ara	208-751-920.01	163.86		
	36246	06/02/2014	1503500	N8380 Co Pk Rd 20 Pt 5	208-751-920.01	335.53		
	36247	06/02/2014	367100	N8390 Beach House	208-751-920.01	222.80		
	36248	06/02/2014	367200	Northwest Campsites	208-751-920.01	757.59		
	36249	06/02/2014	369802	W8449 Co Rd G12 Campsites	208-751-920.01	203.99		
	36250	06/02/2014	370500	Shakey Lks Office/Shop	208-751-920.01	125.99		
	36251	06/02/2014	379700	Storage Shed	208-751-920.01	119.46		
	36252	06/02/2014	380300	Shower Building	208-751-920.01	162.83		
All Phase								
	36103	05/20/2014	4430-640275	PO# 02919 Electrical Supplies & Condt	208-751-930.02	1,794.68		\$1,794.68
AT&T - Carol Stream, IL								
	36112	05/19/2014	906863661405	May 19 - June 18, 2014	266-325-850.00	288.25		\$1,379.39
	36142	05/19/2014	906863202305	May 19 - June 18, 2014	101-103-850.00	499.22		
	36143	05/19/2014	906863444105	May 19 - June 18, 2014	101-103-850.00	591.92		
AT&T Long Distance								
	36167	05/19/2014	854528091	Telephone Services	101-103-850.00	2,381.15		\$2,381.15
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								
	36256	05/31/2014	Mency	Pre Employment Physicals	208-751-801.01	65.00		\$178.00
	36256	05/31/2014	Mency	Pre Employment Physicals	101-103-801.02	113.00		
Brunelle, Jennifer								
	36200	06/02/2014	Reimbursement	Mileage - May 2014	296-664-860.00	224.56		\$242.72
	36203	06/02/2014	Reimbursement	Meal - Training in Marquette	296-664-860.00	18.16		
Burkhart, Lewandowski & Miller								
	36224	06/02/2014	84426	Collective Bargaining	101-211-807.00	870.00		\$870.00
CLOVERLAND PAPER CO								
	36104	05/23/2014	105080	Tidyfoam & Toilet Tissue	101-265-801.00	105.79		\$341.63
	36214	05/23/2014	105084	Degreaser & Lysol (Jail)	101-301-770.00	88.24		
	36229	05/30/2014	105143	Toilet Tissue, Towels	101-265-755.01	86.86		
	36230	05/30/2014	105142	Towels	101-265-755.01	60.74		
Cody, Glenn								
	36099	05/29/2014	Reimbursement	Mileage - Parks Committee	208-751-860.00	16.50		\$16.50
Cooper Office Equipment								
	36150	05/29/2014	111615	Contract # 2146-01 Konica Bizhub	101-172-931.01	275.10		\$275.10
DEKETO, LLC								
	36166	06/02/2014	DK 5-14	May 2014 Documents	256-277-857.00	750.00		\$750.00

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Dennis-Ruleau, Dawn	36199	05/29/2014	May 2014	Crisis Intervention	296-668-801.00	645.00		\$645.00
Diane Jarvis	36100	05/28/2014	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	46.00		\$46.00
Dougovito, Greg	36201	06/02/2014	5516	Saturday Detention (Tanner Crossman)	101-132-801.01	107.25		\$237.25
	36227	06/04/2014	5523	Holdover Attendant (T.S.)	101-132-801.01	50.00		
	36227	06/04/2014	5523	Holdover Attendant (T.S.)	101-132-801.00	80.00		
EAGLEHERALD PUBLISHING, LLC	36239	06/02/2014	Advertising	Annual Statutory Review - Public Notic	101-141-803.00	34.90		\$113.14
	36254	05/31/2014	1406	Fair Board Manager	101-101-901.00	51.74		
	36255	05/31/2014	1408	Miscellaneous Boards	101-101-901.00	26.50		
Eichhorn, Garry	36148	05/27/2014	Per Diem	DHS Board	101-601-837.00	50.00		\$98.16
	36149	05/27/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	48.16		
Employee Benefits Agency, Inc.	36257	06/02/2014	4264	Vision Service Plan - June 2014	266-325-712.00	74.76		\$119.23
	36257	06/02/2014	4264	Vision Service Plan - June 2014	266-326-712.00	32.07		
	36257	06/02/2014	4264	Vision Service Plan - June 2014	701-000-231.00	12.40		
FLINN'S FLOWERS	36110	05/23/2014	20592	Building & Ground Flowers/Plants	101-265-930.02	185.63		\$185.63
FRIEND OF COURT ASSOCIATION -	36238	06/05/2014	Registration	2014 Conference (Herrlid & Barrette)	215-141-860.00	200.00		\$200.00
Friends Ofc Prod Whse Direct	36116	05/23/2014	0205941	ROD - Office Supplies	101-268-727.00	241.47		\$241.47
GBS Inc.	36111	05/22/2014	14-18816	PO# 02911 Vital Record Envelopes (x2	101-215-727.00	644.00		\$644.00
Hafeman, Jan	36136	06/02/2014	Reimbursement	Mileage - May 2014	101-101-860.10	134.40		\$134.40
Hi Tec Building Services	36140	05/30/2014	007397	May 2014	101-265-801.00	1,410.00		\$1,410.00
J S ELECTRONICS, INC.	36117	05/22/2014	18308	County Fire/Rescue - Tower Transmit	266-325-934.01	92.50		\$198.70
	36161	06/01/2014	18332	Numeric Paging (PA Office)	101-267-850.00	27.00		
	36220	04/29/2014	18262	Replacement Battery	101-331-755.00	22.95		
	36221	04/30/2014	18265	Install of Replacement Radar Antenna	205-315-934.02	56.25		
J.F. Ahern Company	36139	05/26/2014	203194	Annual Maintenance - Extinguisher	208-751-930.03	123.65		\$123.65
Jeff Naser	36146	05/27/2014	Per Diem	DHS Board	101-601-837.00	50.00		\$99.28
	36147	05/27/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28		
Jim & Pam Gerou	36101	05/20/2014	Reimbursement	Camping Refund	208-751-964.00	75.00		\$75.00

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Joel Hensley, RN								\$3,888.44
	36163	05/29/2014	Medical Examiner	May 2014	101-648-709.00	720.00		
	36163	05/29/2014	Medical Examiner	May 2014	101-648-727.00	13.44		
	36163	05/29/2014	Medical Examiner	May 2014	101-648-835.00	1,590.00		
	36198	06/01/2014	Blood Draw	R.E. (5/24) D.J. (5/25)	101-267-801.01	200.00		
	36218	06/01/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
Kewiey, Diane								\$117.00
	36226	06/04/2014	5524	Holdover Attendant (T.S.)	101-132-801.01	45.00		
	36226	06/04/2014	5524	Holdover Attendant (T.S.)	101-132-801.00	72.00		
Lang, Bernard								\$62.72
	36138	05/28/2014	Reimbursement	Mileage - May 2014	101-101-860.02	62.72		
Larry Peterson								\$45.00
	36154	06/01/2014	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	45.00		
LONG HEATING & COOLING INC								\$204.00
	36115	05/14/2014	37634	Air Conditioner Maintenance	266-325-934.00	204.00		
Lufts Advertiser								\$238.00
	36207	05/27/2014	Advertising	May 2014	243-246-709.00	30.00		
	36207	05/27/2014	Advertising	May 2014	101-132-802.00	100.00		
	36207	05/27/2014	Advertising	May 2014	101-101-901.00	108.00		
Manpower								\$819.00
	36108	05/25/2014	2746509	Week Ending 5/25/14 (Krista Marciniak)	101-268-704.00	220.50		
	36133	05/25/2014	27151155	Week Ending 5/25/14 (Regina Mistark)	215-141-705.00	189.00		
	36141	05/25/2014	27146297	Week Ending 5/25/14 (Krista Marciniak)	101-261-704.00	409.50		
Marinette Farm & Garden								\$24.97
	36219	05/21/2014	282992	Pet Wash & K9 Food	101-301-881.01	24.97		
Massopust, Whitney								\$445.00
	36164	05/29/2014	Medical Examiner	May 2014	101-648-709.00	255.00		
	36164	05/29/2014	Medical Examiner	May 2014	101-648-835.00	190.00		
Menards - Marinette								\$137.00
	36120	05/21/2014	53554	Screws, Screwdriver, Weed Stop, Clear	101-265-755.00	52.46		
	36121	05/23/2014	53773	Concrete Mix, Blade (x2)	101-265-755.00	37.65		
	36126	05/28/2014	54106	Earplugs, Coupling, Tee, Elbow, PVC F	101-265-755.00	46.89		
MENOMINEE COUNTY ROAD COMMISSION								\$646.44
	36253	06/04/2014	10792	Grading & Placing Gravel in County Pa	208-751-930.04	646.44		
Michigan Chamber Services, Inc								\$157.50
	36106	04/11/2014	475566	2014 Employment Law Handbook	101-172-802.00	157.50		
MICHIGAN ELECTION RESOURCES								\$608.42
	36123	10/08/2013	31724	PO# 02921 Precinct Supply Kit (x10)	101-262-727.00	608.42		
MILLERS ACTION OFFICE SUPPLY I								\$133.43
	36119	05/27/2014	0101690-001	Clerk - Office Supplies	101-150-727.00	51.98		
	36119	05/27/2014	0101690-001	Clerk - Office Supplies	101-215-727.00	60.46		
	36119	05/27/2014	0101690-001	Clerk - Office Supplies	101-131-727.00	20.99		
Nelson, John R.								\$221.76
	36131	05/27/2014	Reimbursement	Mileage - May 2014	101-101-860.11	221.76		
Northern Home Improvement								\$850.00
	36102	04/24/2014	1911	Removal of chimney at West Shore Mu	208-751-930.03	850.00		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Northern Star Pathology, PC	36105	05/20/2014	5/20/14	Autopsy - Christian Baumler	101-648-836.00	1,450.00		\$1,450.00
Office Depot, Inc.	36185	05/21/2014	714286611001	District - Office Supplies	101-136-727.00	82.95		\$211.18
	36225	05/20/2014	714191084001	Toner, Labels	101-172-727.00	59.99		
	36225	05/20/2014	714191084001	Toner, Labels	208-751-727.00	5.72		
	36225	05/20/2014	714191084001	Toner, Labels	101-172-727.00	62.52		
Olivares, E. Jay	36206	06/03/2014	Various	Court Appointed Legal	101-132-807.00	250.00		\$540.07
	36228	06/03/2014	Various	Court Appointed Attorney	101-131-807.00	290.07		
Owens, Karen A.	36232	06/04/2014	5525	JDFS Program	296-668-801.00	315.00		\$315.00
PAIDL'S TRUE VALUE HARDWARE								\$791.42
	36123	05/14/2014	150007	Alkaline Battery, Swiffer Duster	101-265-755.01	13.48		
	36223	05/31/2014	150008	A79187	208-751-756.01	17.97		
	36223	05/31/2014	150008	A79188	208-751-756.01	7.49		
	36223	05/31/2014	150008	A79464	208-751-756.01	83.98		
	36223	05/31/2014	150008	B79455	208-751-756.01	56.62		
	36223	05/31/2014	150008	A79594	208-751-930.03	29.07		
	36223	05/31/2014	150008	A79633	208-751-930.03	5.97		
	36223	05/31/2014	150008	A80042	208-751-756.01	34.79		
	36223	05/31/2014	150008	B79914	208-751-930.03	5.07		
	36223	05/31/2014	150008	A80130	208-751-930.03	4.19		
	36223	05/31/2014	150008	A80242	208-751-930.03	63.02		
	36223	05/31/2014	150008	A80280	208-751-930.03	27.47		
	36223	05/31/2014	150008	B80144	208-751-756.01	6.28		
	36223	05/31/2014	150008	B80447	208-751-930.03	-15.27		
	36223	05/31/2014	150008	B80545	208-751-981.00	28.99		
	36223	05/31/2014	150008	B80645	208-751-756.01	298.79		
	36223	05/31/2014	150008	B80895	208-751-754.00	22.28		
	36223	05/31/2014	150008	A81337	208-751-755.02	8.99		
	36223	05/31/2014	150008	B81022	208-751-755.02	84.27		
	36223	05/31/2014	150008	A81690	208-751-755.02	21.97		
	36223	05/31/2014	150008	A81787	208-751-755.02	24.99		
	36223	05/31/2014	150008	B81101	208-751-755.02	-36.99		
Pan-O-Gold Baking Co.	36216	04/29/2014	40683411913	Inmate Groceries	101-301-770.00	49.70		\$96.46
	36217	05/06/2014	40683412611	Inmate Groceries	101-301-770.00	46.76		
PLASTOCON, INC	36222	05/20/2014	81526	Disposable Tray Liners & Lids	280-362-755.00	251.34		\$251.34
Plutchak, Chris	36132	05/04/2014	Reimbursement	Mileage - April 2014	101-101-860.05	53.76		\$53.76
PrintersPlus!	36127	05/23/2014	13202	PO# 2922 Jury Questionnaires, Letters,	101-150-727.00	817.00		\$817.00
Quill Corporation	36211	05/15/2014	2979133	Sheriff Department - Office Supplies	101-301-727.00	184.29		\$184.29
Reinhart Foodservice	36215	05/20/2014	235511	Inmate Groceries	101-301-770.00	351.55		\$351.55

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Riesterer & Schnell, Inc.	36169	05/13/2014	647978	SnowBlower Repair Parts	101-265-934.00	120.57		\$120.57
S & O LOCK AND PHONE SERVICE	36118	05/23/2014	38179	LSDA Entry Locks (Secure Homes x4)	517-252-931.00	346.70		\$403.65
	36213	05/23/2014	38167	Lock & Keys	101-301-727.00	56.95		
Sage Checks & Forms	36153	05/27/2014	70001516975	Checks & Direct Deposit	101-172-727.00	316.45		\$316.45
Schei, Larry	36137	05/30/2014	Reimbursement	Mileage - (April 25 - May 27, 2014)	101-101-860.04	76.72		\$76.72
SimplexGrinnell	361E1	05/23/2014	80159005	Repair to Replace 2 Smoke Detectors	101-265-801.00	401.50		\$401.50
Some's Uniforms, Inc.	36210	05/19/2014	V131012	Award Certificate	101-301-727.00	13.50		\$13.50
Squires-Stepniak, Rebecca	36240	06/05/2014	Reimbursement	Meals - Training in Marquette	296-665-860.00	17.75		\$334.15
	36241	06/05/2014	Reimbursement	Mileage	296-665-860.00	316.40		
The First National Bank&Trust	36231	05/30/2014	628840339	FOC - Service Charge	101-141-817.00	33.40		\$33.40
Tim Hanson - N1671 River Drive	36202	06/02/2014	5517	Bond Refund	292-662-964.00	300.00		\$300.00
Tony's Green Thumb	36109	05/23/2014	Flowers	Flowers & Plants - Grounds	101-265-930.02	191.40		\$191.40
TransUnion Risk & Alternative	36212	06/01/2014	352277	5/1/14 - 5/31/14	101-301-727.00	3.25		\$3.25
TWIN CITY ELECTRIC, Inc.	36107	05/27/2014	78981	Meeting with Time Warner	101-103-755.00	68.00		\$68.00
U.E.S. COMPUTERS, INC.	36134	06/02/2014	68199	Toner - FOC Office	215-141-934.00	75.99		\$3,762.98
	36135	05/23/2014	68119	Laserjet Printer - (Jodie in FOC)	215-141-934.00	269.99		
	36165	05/27/2014	68132	PO# 02923 Scanner (Jessy - A/P)	101-215-970.00	692.00		
	36253	06/02/2014	40747	May 2014 Weekly Computer Maintenan	101-103-857.00	2,725.00		
U.P. Assessors Association	36162	06/02/2014	Registration	Peggy Schroud - June 2014 Continuin	101-257-860.00	20.00		\$20.00
Vatenti, Susan F.	36208	05/31/2014	Reimbursement	Meals & Mileage - May 2014	101-131-860.00	263.10		\$299.85
	36209	05/23/2014	M14-014642-DO	Transcript (Motto/Motto)	101-131-806.00	36.75		
Wallace Building & Supply, Inc	36155	05/30/2014	176311	2 x 4 x 4	208-751-756.01	22.50		\$22.50
Warner, Fredrick	36204	06/02/2014	Reimbursement	Mileage & Supplies	296-667-801.01	7.87		\$415.24
	36204	06/02/2014	Reimbursement	Mileage & Supplies	296-668-801.00	174.72		
	36205	06/02/2014	5519	Can Zone	296-668-801.00	232.65		
Waste Management	36168	06/01/2014	1464377-1856-3	June 2014	101-265-801.00	509.87		\$509.87

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WEST GROUP PAYMENT CENTER	36124	05/01/2014	829492491	April 1 - April 30, 2014	269-145-982.00	446.44		\$446.44
Wil-Kil Pest Control	36113	05/13/2014	2455287	Annex	101-265-801.00	31.25		\$62.50
	36114	05/13/2014	2455286	Library	101-265-801.00	31.25		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	36129	05/29/2014	0402047856-00004	Courthouse	101-265-920.04	2,254.72		\$6,584.21
	36130	05/29/2014	0402055840-00001	Jail	101-265-920.03	3,788.23		
	36144	05/27/2014	1300515224-00000	Bailey House	208-751-920.01	41.35		
	36144	05/27/2014	1300515224-00000	Kleinke Street Lighting	208-751-920.01	29.30		
	36144	05/27/2014	1300515224-00000	Kleinke	208-751-920.01	59.78		
	36144	05/27/2014	1300515224-00000	Bailey Street Lighting	208-751-920.01	12.74		
	36145	05/27/2014	0402047856-00006	Stoney Point	208-751-920.01	33.26		
	36152	05/29/2014	0402191863-00001	Health Care Center	101-265-920.03	213.54		
	36152	05/29/2014	0402191863-00001	Health Care Center	101-265-920.04	151.29		
WORMWOOD, DEBRA	36122	05/27/2014	Reimbursement	Bridge Fare (x2), Lunch	266-326-881.00	10.65		
Total Amount for Bank Account: General								\$43,915.11

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 06/04/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MINUTES

TWIN COUNTY AIRPORT COMMISSION

2801 N. 22ND STREET
MENOMINEE, MI 49858

906-863-8408

April 15, 2014

REGULAR SESSION MEETING

TWIN COUNTY AIRPORT CONFERENCE ROOM

Members Present: Jason Lauzer, Mary Johns, Charlie Meintz, Nick Lakari, Chris Plutchak, Ted Sauve

Not Present: Jason Lauzer

Also Present: Penny Mullins, Eagle Herald; Tony Krysiak, Airport Manager; Jeff LaFleur; and Larry Barker

1. Call to order at 5:00 pm by Vice Chair Nick Lakari
2. Pledge of Allegiance recited
3. Roll call taken by Vice Chair Nick Lakari
4. Approve/amend agenda

MOTION (Johns/Sauve) to approve agenda as presented. Motion carried. No negative vote.

5. Approve/amend minutes of the March 18, 2014 Regular Session meeting
Item #8 should read: Voting Yes -5

MOTION (Johns/Plutchak) to approve the minutes as corrected. Motion carried. No negative vote.

6. Public comment – speakers will be limited to 5 minutes on agenda items only
None.

7. Discuss/Consider revised Security Plan as recommended by Building and Grounds Committee,
action if any.

Ted Sauve expressed confidence on behalf of Mary Johns and himself in Mr. Kryziak's handling of the card requests and noting that the past commission members and pilots that did not rent hangers or own airport planes were not given access cards. Jason Lauzer's own investigations of this matter indicated that the only people refused cards were not defined as users of this airport.

Discussion involving Page 9, GATES AND ACCESS CONTROL, paragraph one, two sentences in red (second and third sentences of this paragraph).

MOTION (Johns/Sauve) to amend these two sentences to include the phrase "...access to an aircraft "at Twin County Airport". Motion carried. No negative vote.

MOTION (Sauve/Johns) to add the wording to the security plan as read, deleting the apostrophe in “credential’s”. Motion carried. No negative vote.

8. Discuss/Consider Avis letter, action if any.

Nick Lakari read the letter from Avis dated March 27, 2014 addressed to Mr. Jason Lauzer. Letter accepted and placed on file. No action.

9. Discuss/Consider establishing date/time for an Enstrom facility tour, action if any.

Nick indicated that a public notice should be provided regarding the tour beginning at 4:00 pm on May 20, 2014. The regular meeting will begin at 5:00 pm.

MOTION (Johns/Plutchak) that the commission will visit Enstrom at 4:00 pm on May 20 and notice it in such a way that it is evident that a quorum of commission members may be present.

10. Discuss/Consider Financial Audit Report, action if any.

Discussion only. No action taken. Future agenda item.

11. Discuss/Consider User Study for Runway Justification, action if any.

Charlie Meintz arrived at 5:28 pm.

MOTION (Meintz/Johns) to approve sending in the cover letter and the documentation as presented in support of keeping the runway original. Motion carried. No negative vote.

12. Report on two Executive/Finance committee meeting topics. Information, only.

Nick Lakari reported on a follow up of getting funding from WIDOT/Bureau of Aeronautics.

The Airport Capital Improvement Fund Resolution, adopted on July 11, 2007, was reviewed.

13. Discuss/Consider recommendation from Executive/Finance Committee to begin the hiring process for a part time, 20-hour Maintenance – Lineman, action, if any.

MOTION (Meintz/Johns) to table this until the next meeting when we will have all of the information to act on it. Motion carried. No negative vote.

MOTION (Meintz/Johns) to amend the previous motion to read as “postpone” rather than “table”. Motion carried. No negative vote.

14. Executive/Finance Committee report:

- A. Discuss/Consider Profit & Loss for March 2014, action if any
- B. Discuss/Consider Reconciliation Summaries for March 2014, action if any
- C. Discuss/Consider Vendor Balance for March 2014, action if any
- D. Discuss/Consider Customer Balance for March 2014, action if any
- E. Discuss/Consider Check Detail (#12970 to #12989) and in the amount of \$17,925.05 for March 2014, action if any
- F. Discuss/Consider Fuel Sales Report for March 2014, action if any
- G. Discuss/Consider airport traffic for March 2014, action if any

MOTION (Sauve/Meintz) to approve check #12970 to #12989 in the amount of \$17,925.05 and items A through G as presented in the March financial report. Motion carried. No negative vote.

15. Communications/correspondence

Tony relayed a request from Menominee County Administrator asking if we would be requesting an appropriation for next year. Tony has responded by saying Yes, but we do not know how much we will be requesting at this time.

16. Dialog between Airport Manager and the TCAC

Tony discussed wage issue.

17. Dialog between airport users and the TCAC

None.

18. Public comment – speakers will be limited to 5 minutes

Penny Mullins, Eagle Herald, addressed the issue of touring a non-public place and recommended discussing the item with legal advisors from Marinette County and Menominee County.

Ted Sauve discussed moving the fence to the south for the helicopter display.

19. Future agenda items

Audit

Bureau of Aeronautics report

Part time Maintenance Lineman recommendation

Cost of relocating fence for the helicopter display area

20. Schedule next meeting

May 20, 2014 at 5:00

21. Adjourn

MOTION (Meintz/Johns) to adjourn at 6:28 pm.

Respectfully Submitted:

Jennifer Seguin

Marinette County Administrative Secretary

Date approved:

5/20/14



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, April 16, 2014

Board Members Present

Bob Burie
Tom Elegeert

Jan Hafeman

Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Lynn Woelffer, Director of Finance
Dayna Kapp, Emergency Preparedness Coordinator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on April 16, 2014. The meeting was called to order at 3:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above. Mary Harrington was previously excused from the meeting.

2. Approval of Agenda

Ms. Hafeman moved to approve the agenda. Motion was supported by Mr. Elegeert and carried.

3. Approval of Minutes

Mr. Snyder pointed out a correction that needed to be made in the March draft BOH minutes. The correction had been made prior to the meeting and was on the minutes needed for signature.

Mr. Elegeert moved that the minutes, with edits, from March 19, 2014, be approved. Motion was supported by Chairman Trudgeon and carried.

4. Educational Session: Close PODS, Long Term Care Facilities-Dayna Kapp

Ms. Kapp gave an update on Points Of Distribution (POD) and what their uses. The Strategic National Stockpile (SNS) distributes the needed supplies to POD's in cases of public health emergencies. Most PODs are set up in schools because they have the best access and it's easier to let community members know to go to their local school.

Closed PODS are going to be set up in nursing homes and jails/prisons and will not be open to the public. The plan is to have staff from the Closed POD pick up supplies at the designated site or have PHDM staff deliver them to the closed POD and the POD staff would then distribute to the needed residents or inmates. In order to become a recognized Closed POD, a plan must be in place, specifying how much medical supplies need to be delivered. They also have to have a licensed medical staff on-hand to distribute the medicine.

PHDM's current county jails/state prison partners:

- Menominee County Jail
- Delta County Correctional Facility
- Bay Pines will need to have its own plan and should be completed during June 2014.

Bishop Noa Home and Pinecrest Medical Care Facility are the first two long-care facilities to work on their plans and are expected to be completed this fall.

5. Cost-Based Reimbursement

At the March BOH meeting, a motion was made and passed requesting Mr. Snyder prepare a letter to be sent out to Senator Casperson and Representative McBroom explaining the issue and lack of Cost-Based Reimbursement payments by MDCH. Mr. Snyder did draft and send the letter out per the BOH request.

A financial reimbursement for the initial FY2011 payment was made the day after the letter was sent. They are still waiting on the final payment for FY2011 and entire payment FY 2012.

Senator Casperson responded to Mr. Snyder's letter indicating the 2012 initial payment should be paid by the end of June. No word has been received from Representative McBroom, but Commissioner Harrington notified Mr. Snyder prior to the BOH meeting, that she could set up an appointment. The BOH members did not feel a meeting was needed at this time.

6. Finance Committee

The finance committee met on Monday, April 14, 2014 at PHDM's Escanaba office.

6.1 January – March Quarterly Finances

Ms. Hafeman gave an overview of the status of the programs and budget. Questions were answered by Ms. Woelffer.

6.2 PHDM FY2013 Audit

Chairman Trudgeon was happy to report to the board that there were no findings in the audit and PHDM did extremely well and congratulated management.

7. Review and Approval of March Check Register

The Board of Health reviewed the March check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

Mr. Burie moved to approve the March check register. Motion was supported by Mr. Elegeert and carried.

8. Medical Director's Report

Dr. Frankovich reports that childhood lead poisoning is still a threat, causing irreversible damage to an individual's health, including cognitive function. The biggest risk source of lead exposure for children in the U.S. is in lead-containing paint present in older homes. Recently, the CDC lowered the acceptable "normal" level for children from <10mcg/dl to <5 mcg/dl. This means if an individual has a lead level of five or higher, they will need to be retested and the parents provided with education regarding sources of lead, its dangers and resources for lead abatement. She has been asked to participate in an MDCH panel to develop interventions aimed at increasing the number of children screened for lead exposure through enhanced provider and parent awareness of the new guidelines. In 2011, approximately 5% of children in Delta County and 4% in Menominee County had unacceptable lead levels which would require parental education and retesting of the children over time. This year, PHDM received a \$10,000 grant to help educate local providers and the community on lead poisoning.

9. Health Officer's Report

- Mr. Snyder reported the methamphetamine house in Ford River has been cleared and the condemnation has been removed. The methamphetamine house in Gwinn is still condemned.
- PHDM's Escanaba office is in the process of remodeling the large conference room, and it should be completed soon.
- Mr. Snyder is presenting to the Delta County Township Association on Thursday, April 24, 2014.
- April 30, 2014 is the Drug Awareness Conference at the Casino. Over 200 people have already registered.

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Board of Health Meeting
April 16, 2014
Page 4

10. **Public Comment—None**

11. **Board Member Comments**

Ms. Hafeman congratulated the management staff at PHDM for the exceptional job they do.

12. **Adjournment**

There being no further business, a motion was made by Ms. Hafeman with support by Mr. Elegeert to adjourn the meeting. Motion was carried and the meeting adjourned at 4:13 p.m. CDT.

Thomas L. Punderson 5-21-2014
Chairperson

:kg



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

Date: Thursday, April 24, 2014	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central
Recording: Lois Ball, Executive Secretary	

Call to order	Chairperson Oliver called the meeting to order at 2:00 p.m. Central time
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Roll Call: Present: Gerald Smith, Elaine Boyne, Debbi Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenaer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman, Jan Hafeman, and Darlene Smith, Administrator.

Absent: Mary Bradley

Also present: Candace Meintz, Susan Williamson, Sharline Corrigan, Kelly Bellmore, Jessica Boucher

Guests: Terry Grondine, Lisa Kirschner, Amy Lantagne

Approval of April 24, 2014 Agenda	Trustee Driscoll made a motion that under number 8, letter g) be moved to before a) to allow the ladies from Whispering Pines to present their report and then leave.	A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the agenda with the changes as presented. Motion carried.
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<p>Board action on Minutes of the March 27, 2014 Meeting</p>	<p>Minutes were sent to the Board Members in their packets for review prior to the meeting.</p>	<p>A motion was made by Trustee Naser, supported by Trustee Smith, to approve the Minutes of the March Meeting as presented. Motion carried.</p>
<p>Financial Statements for March 2014</p>	<p>Candace Meintz, CFO, reviewed the Financial Statements. She stated that operations are stable. She reviewed pay backs to Medicaid and Write Offs of Bad Debts.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Hafeman, to approve the Financial Statements. Motion carried.</p>
<p>Board action on the March Manifest of Invoices</p>	<p>The Manifest of invoices had been mailed to Board Members prior to this meeting for review and the Board discussed the Manifest with the CFO.</p>	<p>A motion was made by Trustee VanGasse, supported by Trustee Smith, to approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Board Committee Reports Whispering Pines/Powers Activity Center Committee Report</p>	<p>Jessica Boucher, Assistant Administrator of Whispering Pines spoke to the board regarding the Whispering Pines Authority Agreement and the Certification for Medicaid. She outlined the details of the two programs and stated that the Authority is separate from the Certification. They are not interested in doing the Certification. and discussed the need to bring the Authority Agreement back into focus. She discussed P.A. 280 and the need to decide what authority Pinecrest would/could have over Whispering Pines. Attorney Jeff VanWinkle is still involved with this project and there had been a phone conference earlier this week to discuss this with him. He will be contacting Eric Conway from Plante and Moran to get Eric's view of the</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve Mr. Van Winkle's presentation to the Board next month. Motion carried.</p>

situation. The authority was always supposed to be separate from the Medicaid Certification. She explained that it does not need the consenting

votes of all three counties, two counties can agree to do it. We need to see what has to be done to tie up some of these projects that are sitting out there. In accordance to Mr. VanWinkle's contract, we had paid him to come to meetings here to explain the Authority. He is willing to come up next month for the May Board Meeting to discuss this with the Board. She felt that all of the Board needed to know this so they could act on the projects we need to finish.

Trustee Boyne reported that at the Whispering Pines meeting just prior to this Board Meeting they reviewed the activities at each home, the financials, invoices, CARF, SOAR report, and brochures. She discussed Jessica going to local schools to canvas for employees and to inform them of the different services that they supply. Jessica added that if there is anyplace the Board would like to suggest that the "Talent Board" go, they would be happy to address the students of those schools. They have already been to Bark River Harris, and Stephenson Schools.

Chairperson Oliver explained that the Executive Committee had worked together during this month to secure a contract with Darlene Smith, Administrator. She stated that the contract has

A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the reports given by Jessica Boucher and Trustee Boyne regarding the Whispering Pines homes and activities.

A motion was made by Trustee Smith, supported by Trustee Harrington, to approve the acceptance of the contract between the Pinecrest Board

Administrator's contract

	<p>been approved and signed. Trustee Eichhorn asked if he could have a copy of the contract, and it was suggested that it be kept in house, noting that if he wanted to see the contract he could look at it while here. Trustee Harrington congratulated Mrs. Smith.</p>	<p>of Trustees and Darlene Smith, Administrator. Motion carried.</p>
<p>Bad Deb Write Office</p> <p>Board Approval for lodging for Administrator to attend UP Education Day.</p> <p>Discussion of Attendance for Board Members and Board Approval for cost of Room and Board for Administrator and Interim DON to attend MCMCFC Annual Spring Meeting.</p> <p>Board Approval to send one or two people to the Governor's Award of Excellence Recognition Day on May 9th in Bath Township</p>	<p>The Board reviewed the request from Administration to write off a total of \$47,220.88 in Bad Debts. CFO Meintz explained that the Board had previously approved all old debts be written off, this brings us as up to date as possible. The Board asked several questions</p> <p>Administrator Smith requested \$75.00 plus tax for a one night's lodging in Marquette while she attends the UP Education Day.</p> <p>The Board discussed members attending the Spring Meeting in Boyne Highlands. Trustee Naser suggested that if someone was interested in attending they contact Administrator Smith. The Board also discussed the Administrator and DON attending the conference and the Administrator asked for travel expenses of \$481.92 each.</p> <p>Administrator Smith requested \$435.00 for travel expenses for Kathy Teal, RN, to attend the Governor's Award Banquet. Trustee Harrington asked that she bring back pictures.</p>	<p>A motion was made by Trustee Hafemen, supported by Trustee Springinguth, to approve the Bad Debt Write off. Motion carried.</p> <p>A motion was made by Trustee Degenauer, supported by Trustee Boyne, to approve the cost of lodging as requested. Motion carried.</p> <p>A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the Administrator and DON attend the MCMCFC at a cost of \$481.92 each. Motion carried.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Harrington, to approve the \$435.00 for travel expenses related to Mrs.</p>

<p>Emergency Plan Writing Workshop</p>	<p>Administrator Smith requested Board approval for David Kausak to attend the Workshop in Milwaukee. She asked for a travel allowance of \$270.00.</p>	<p>Teal attending the Banquet. Motion carried.</p> <p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve \$270.00 expenditure for David Kausak to attend the Workshop. Motion carried.</p>
<p>Unfinished and New Business Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson, DON, reported on the Resident Council Meetings held during the month. There were no complaints from the residents. She also reported on the monthly Quality Assurance Meeting and the departments that presented this month.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Springsguth, to accept the Report of Quality Assurance and Resident Council Committee as presented. Motion carried.</p>
<p>Report of Safety Committee</p>	<p>Lois Ball, Safety Committee Secretary reported that there had not been a meeting in April.</p>	
<p>Report of Spaulding Township DNR Grant Committee Meetings.</p>	<p>Administrator Smith explained the purpose of this Committee and stated that Pinecrest is involved because they are looking to us to building a walkway through the woods to the river and end at the Veterans' Park. Board Members raised several concerns and a discussion was held. It was decided to contact the Committee's chairperson and once we find the date of the next meeting we will let the Board Members interested (in the Committee) know. Trustee Degenauer and Trustee Naser and Trustee Eichhorn will try to attend the next meeting. Trustee Harrington asked for more</p>	

	<p>information regarding this and she will pass it by Rory Mattson.</p>	
<p>Discussion of By-Laws</p>	<p>Administrator Smith reviewed the By-Laws from 2003 and the revised By-Laws from 2011, noting that we have not seen a signed set of 2011 By-Laws. The Board discussed setting up a committee to review this. The following members were appointed to a special committee to review By-Laws: Trustees Hafeman, Driscoll, and Smith.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Smith, that the Board develop a Committee to review the By-Laws. Motion carried.</p>
<p>Discussion of M&M Area Foundation By-laws and Committee Members</p>	<p>Administrator Smith stated that the M&M Area Foundation is now in charge of our three funds, the Ellen K. Russell Trust, The Michael Micketinac Trust and the Pinecrest Charitable Trust. She gave an over view of the plans and Trustees currently serving on these Trusts. In review of the M&M Area Foundations By-Laws the Administrator and Trustees felt it should be Trustees serving on this Board as members. They asked that letters go to the current members thanking them for their years of service and appointing new members from among the Trustees. After more discussion Trustees asked that Michael Kaufman be asked to stay on the Foundation Board for a one year term. Members then suggested that another term be for a two year term and the third position be for a three year term. Trustee Driscoll nominated Trustee VanGasse to serve a three year term. Trustee Boyne nominated Trustee Springinsguth to a two year term.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Eichhorn to ask Michael Kaufman to remain on the Board for a one year term, to support the nomination of Trustee VanGasse to a three year term and the nomination of Trustee Springinsguth to a two year term. Motion carried.</p>

<p>Discussion of Water Authority By-Laws</p>	<p>Administrator Smith reported that Lil Schultz and Jim Bologna of the Water Authority have been asked for a copy of the By-Laws that govern the Water Authority. Currently Administrator Smith and Michael Kaufman are members.</p> <p>Administrator Smith reported that she and Susan Williamson attended the Joint Provider Workshop. She also attended the OSF Advisory Meeting, the Alzheimer's Support Meeting, Perspectives Meeting, and the Iron Mountain Networking Meeting.</p> <p>Administrator Smith reported that employees will be given the opportunity to purchase day care items this coming Friday. Monday and Tuesday of next week the day care items will be put up for sale to local day cares, churches, schools.</p>
<p>Chairperson's Comments on Committee Assignments</p>	<p>Chairperson Oliver stated that everyone had received a copy of the Board's Committee Assignments in their packets. She stated that she will attend their first meeting, but that each Committee will elect their own Chairperson.</p>
<p>Comments from the Public</p>	<p>Amy Lantagne, CNA and Chief Steward for Pinecrest's Union Local 854 asked what was being planned for the Administrator's house and the day care center. Administrator Smith stated that we are looking at making the Administrator's home a SIP Home, where they pay live independently with a care giver, they pay rent to Pinecrest and care is provided under</p>

	<p>Jessica. When the Day Care was closed it was reallocated to the Activities Dept and Plant Operations.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 3:29 p.m.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to adjourn the meeting. Motion carried.</p>

Elaine Boyne, Secretary

BY:

Barbara J. Oliver

Darlene Smith, Acting Secretary

Darlene Smith

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

April 24, 2014 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:01 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William	X (4:40 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie		X		Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.		X	

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, L. Dionne, M. Wendt
G. Takala (video-television conference-Iron River office)

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

PUBLIC COMMENTS – No public comments

APPROVAL OF THE CONSENT AGENDA:

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the Minutes-March 27, 2014 Regular Monthly Board Meeting
- b. Finance Committee Meeting Report-April 21, 2014
- c. Recipient Rights Committee Meeting Report-April 21, 2014
- d. Planning Committee Meeting Report-April 21, 2014

ACTION: The consent agenda was approved as presented.

Motion by: P. Freeman, supported by M. Negro. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

The agenda was amended to add CEO Report to the agenda.

ACTION: Moved to approve the amended agenda as presented.

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

PRESENTATION: Northpointe Fiscal Year (FY) 2012-13 Annual Audit Report-Mr. Alan Stotz

Karen Raether introduced Mr. Alan Stotz, an auditor from Anderson, Tackman & Company. Mr. Stotz reviewed the Northpointe FY2012-13 audit report. Questions were addressed by Mr. Stotz.

Karen Thekan, Northpointe CEO, took over the meeting as election of officers took place

ELECTION OF OFFICERS - Nominations from the Floor

- Ms. Thekan opened the floor for nominations for the position of Chairperson.

ACTION: A motion was made by P. Connors, supported by A. Martin to nominate Karen Raether for Chairperson.

Ms. Thekan called for any other nominations three times.

ACTION: A motion was made by M. Negro to nominate John Nelson for Chairperson. Mr. Nelson stated at this time he would respectfully decline this nomination.

ACTION: A motion was made by C. Spence, supported by J. Luhtanen to close nominations for Chairperson and cast a unanimous ballot for Karen Raether as Chairperson. **Motion carried unanimously.**

Karen Raether as newly elected Board Chairperson, assumed the Chairperson position.

- Chairperson Raether opened the floor for nominations for the position of Vice-Chairperson.
ACTION: A motion was made by J. Nelson to nominate Mari Negro for Vice-Chairperson. Ms. Negro stated that she would decline this nomination.
Chairperson Raether called for any other nominations three times.
ACTION: A motion was made by P. Connors, supported by A. Martin to nominate Joan Luhtanen for Vice-Chairperson.
ACTION: A motion was made by A. Martin, supported by P. Freeman to close nominations at this time and cast a unanimous ballot for Joan Luhtanen as Vice-Chairperson. **Motion carried unanimously.**
- Chairperson Raether opened the floor for nominations for the position of Secretary.
ACTION: A motion was made by C. Spence, supported by J. Luhtanen to nominate Peggy Connors for Secretary. Chairperson Raether called for any other nominations three times.
ACTION: A motion was made by A. Martin, supported by J. Luhtanen to close nominations at this time and cast a unanimous ballot for Peggy Connors for Secretary. **Motion carried unanimously.**
- Chairperson Raether opened the floor for nominations for the position of Treasurer.
ACTION: A motion was made by P. Connors, supported by J. Luhtanen to nominate Chris Spence for Treasurer.
Chairperson Raether called for any other nominations three times.
ACTION: A motion was moved by P. Connors, supported by J. Luhtanen to close nominations at this time and cast a unanimous ballot for Chris Spence as Treasurer. **Motion carried unanimously.**

Ms. Raether stated that there are no rules or regulations regarding appointments to the NorthCare Board and, at this time, Mari Negro, Dr. Zevitz and she are serving on the NorthCare Board. Ms. Raether further stated that she, Ms. Negro, and Dr. Zevitz have again signed up to be on the NorthCare Board and Ms. Luhtanen and Mr. Nelson have also signed up to be on this board. The NorthCare By-Laws do not list a special time that delegates are named to their board but states that there needs to be three U.P. Community Mental Health (CMH) board members on the NorthCare Board. Ms. Raether stated that if a CMH Board is happy with the three individuals serving on the NorthCare Board they can continue to serve on it with no term limit. Ms. Raether also stated that the Northpointe By-Laws do not contain language regarding Northpointe Board members serving on the NorthCare Board. Discussion ensued and miscellaneous questions were addressed by Ms. Raether and Ms. Thekan. Consensus of the Board is that the Planning Committee should update Northpointe Board By-Laws to include language regarding Northpointe Board members serving on the NorthCare Board and that Ms. Raether, Ms. Negro, and Dr. Zevitz should continue serving on the NorthCare Board.

W. DeDie present at 4:40 p.m.

CEO REPORT

Karen Thekan stated that her April 2014 CEO Report was in Board packets; she provided the following updates and highlights:

State/Federal Activity:

- Healthy Michigan was implemented on April 1 and as of a week ago approximately 100,000 individuals had signed up with a target of signing up over 300,000 in the State of Michigan. The rate is still uncertain as to what will be paid per member/per month as the State is waiting to see how many individuals are signed up by April 30. Medical Care Access Coalitions (MCACs) are the approved navigators to sign up individuals for Healthy Michigan and were at the Kingsford Northpointe office on April 22 to assist individuals to sign up for Healthy Michigan. There were 19 individuals that were signed up on April 22, MCAC will now be assisting the Iron River Northpointe office to sign up individuals for Healthy Michigan on April 29 and in Menominee, MCAC has opted to work on their own. The U.P. CMH directors recently met with the legislators in Marquette and Ms. Thekan invited them to attend a future Northpointe Board meeting. Mr. Haveman, CMH Director, provided at a recent meeting that CMH's will be 99.5% Medicaid by 2015 and this is who CMH's will be serving. Ms. Thekan stated that when talking about General Fund (GF) and expanding Northpointe services to other individuals she feels that a slow approach should be taken to see how everything plays out.

Ms. Thekan further stated that she does not want to start a service to begin serving individuals and 12 months from now have to say that these individuals can no longer be served. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

P. Freeman excused at 4:48 p.m.

- The implementation date for the Dual Eligible Project (Medicare/Medicaid) has now been moved to January 2015. The U.P. and Southwest regions will be in Phase 1 of the implementation.

Local Activity:

- This year there will not be a NAMI/Northpointe lunch and Northpointe instead will be supporting the consumer recovery conference that is being sponsored by NorthCare in Marquette.
- It has been approved to implement crisis stabilization services in Menominee starting June 1. This is a mandated Medicaid State plan service and with the implementation of this service, Northpointe will have all State mandated Medicaid services to offer.
- The USDA federal grant (\$119,000) that was previously denied to expand Northpointe's tele-video capabilities has now been approved. This grant is for upgrading and adding sites (group homes) for teleconferencing capabilities. Northpointe has three years to implement this grant. Miscellaneous questions were addressed by Ms. Thekan.

PROPOSED FISCAL YEAR 2015 MICHIGAN ASSOCIATION OF COMMUNITY MENTAL HEALTH BOARD (MACMHB)-DUES AND BUDGET

Karen Raether stated at the spring MACMHB conference that the MACMHB dues and budget will be voted on by CMH voting delegates. Ms. Raether further stated that she, Karen Thekan and Millie Hofer will be attending the conference, are the voting delegates, and asked for a discussion on how they should vote on these issues. Ms. Thekan reviewed the MACMHB dues and budget information and miscellaneous questions were addressed by Ms. Raether and Ms. Thekan. Mari Negro asked if it was too late to sign up for the conference and since it was not she will now also be attending the conference.

ACTION: A motion was made by M. Negro, supported by P. Connors to approve that the Northpointe voting delegates vote affirmative on the MACMHB proposed dues and budget. **Motion carried unanimously.**

NEW BUSINESS – No new business

UNFINISHED BUSINESS

- General Fund and Additional Services
Janet Dehn stated that she understands Ms. Thekan's thinking about not wanting to provide additional services and then, at some point in time, having to say that these services can no longer be provided. Dr. Dehn further stated that at the present time, with respect to GF monies, Northpointe is not in a position to say what they have and do not have to spend money on but does not want this issue forgotten. Ms. Thekan stated that she does understand Dr. Dehn's concern. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

- Board Per Diems

Karen Thekan stated that a final letter regarding Board per diems has been received from Northpointe's attorney, Clark Hill, who provided that they cannot give an opinion either way – whether Board members should become a Northpointe employee or continue to receive per diems which is currently being done. Ms. Thekan further stated that as a Board a decision needs to be made whether per diems will be kept as is or if Board members should become a Northpointe employee.

ACTION: A motion was made by A. Martin, supported by P. Connors that Board per diems be kept as is. **Motion carried unanimously.**

NORTHCARE REPORT

Mari Negro stated at the April 9 NorthCare Board meeting Dr. Zevitz asked (from questions put forth by the Northpointe Board) whether or not NorthCare is just another layer of governmental bureaucracy. Ms. Negro stated a good thing is that NorthCare is available for the possibility of consolidating services should the CMH's determine that this is something they would like to do. This may be a place for some cost savings for CMH's down the road but consolidating is not something that NorthCare will dictate to the CMH's. Ms. Negro stated that NorthCare is another layer but does have the potential to be something better and can actually help cut back on

expenses for CMH's. Discussion ensued. Consensus of Northpointe Board members is that a deadline should be asked for to have a beginning financial balance from Pathways for NorthCare.

J. Nelson excused at 5:20 p.m.

Karen Raether stated at NorthCare meetings there now will be a Board education presentation for members. Ms. Raether stated that the integration of substance abuse continues to be worked on and a substance abuse advisory board needs to be implemented by August 2014. The next NorthCare Board meeting is scheduled for May 14. Ms. Thekan stated that NorthCare Board meetings are open to the public and everyone is invited to attend them.

CHAIRPERSONS REPORT – K. Raether

- The spring MACMHB conference is scheduled for May 19-21 and Ms. Thekan, Ms. Raether, Ms. Hofer, and Ms. Negro will be attending it.
- Northpointe committee meetings are scheduled for Monday, May 19 and Board members attending the MACMHB conference can participate, via the telephone, in the committee meetings if they wish to do so.
- The following committee appointments were made:

Finance Committee

Chris Spence, Chairperson
John Nelson
Millie Hofer
Peggy Connors
Karen Raether

Personnel Committee

Peg Freeman, Chairperson
Joan Luhtanen
Ann Martin
Janet Dehn
Mari Negro
Karen Raether

Planning Committee

Joan Luhtanen, Chairperson
Millie Hofer
Janet Dehn
Karen Raether

Recipient Rights Committee

Mari Negro

Parliamentarian

Ann Martin

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Ann Martin stated at Kingsford High School the Student Against Drunk Driving (SADD) group sponsored a suicide awareness week and provided information on this event.
- Janet Dehn asked how the Mental Health First Aid Training went that was recently held in Menominee. Ms. Thekan stated that there was a good turnout and the training went well.
- Chris Spence stated that she was pleased to see the thank you note from an individual who received Northpointe endowment fund money to use in an emergency situation. Ms. Spence also stated that she was glad that it was decided to take money from the endowment fund for individuals to use in an emergency.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:38 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, May 29, 2014** in Kingsford, Michigan at 4:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

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

BOARD MEMBERS

**JEFF NASER, CHAIR
MARY BRADLEY
GARY EICHHORN**

DIRECTOR

RUSSELL K. SEXTON

Date: April 29, 2014

The regular meeting of the Menominee County Department of 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 Menominee County Department of Human Services Board Room.

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

Absent: Mary Bradley, Board Member. Excused.

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

APPROVAL OF AGENDA:

Mr. Sexton requested an addition to the agenda to go under Board Business, specifically a discussion of the board budget for FY 2014/2015 per a communication received from the County Administrator.

A motion to approve the agenda with the addition requested by Mr. Sexton was made by Mr. Eichhorn and supported by Mr. Naser. Motion carried.

APPROVAL OF MARCH 25, 2014 MINUTES:

Minutes of the March 25, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for March 2014 was reviewed. There were \$197.44 in expenditures for the February DHS Board Meeting; leaving a balance of \$6,204.40.

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

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

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor who covers some assistance payments staff in Delta County, Indian outreach workers in Delta and Menominee counties and adult services specialists in Delta, Dickinson and Menominee counties. There is also 1 tri-county community resource coordinator who operates the volunteer services program, fund raising activities, medical transportation volunteer drivers, contracting and various other functions. There are 3 administrative support staff, 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist. Total Menominee County staff on-board count is 21. Total payroll is 1.04 Million dollars.

Statewide Director's Meeting Information: No meeting was held this month.

Collaborative Issues: No new information was provided.

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

Operational Funds:

- Operating Funds Expenditure Report: Year-to-date expenditures of \$16,082.45, which constitutes 49% of the allocation spent with 50% of the fiscal year elapsed.
- Travel Funds Expenditure Report: Year-to-date expenditures of \$17,903.70, which constitutes 48% of the allocation spent with 50% of the fiscal year elapsed.

Assistance Payments:

- Assistance Payments Standard of Promptness: Year-to-date average for Menominee County is 95%. BSC 1 average is 95% and State average is 95%.
- Family Independence Program Work Participation Rate: Menominee County year-to-date average is 86.61%. Goal is 50%.

Child Welfare:

- CPS Commencement: Menominee County 100%; State 87%; BSC1 96%
- CPS Investigation Contacts: Menominee County 100%; State 84%, BSC1 94%
- CPS Opening Month Contacts: Menominee County 0%; State 68%; BSC1 77%
- CPS Ongoing Child Contacts: Menominee County 100%; State 78%; BSC1 84%
- CPS Closing Month Contacts: Menominee County 100%; State 85%, BSC1 87%
- CPS Contact Entry: Menominee County 86%, State 75%
- Parent/Child Visits Completed: Menominee County 58%; State 39%; BSC1 36%
- CPS ISP Completed: Menominee County 100%; State 87%; BSC1 94%
- CPS USP Completed: Menominee County 100%; State 88%; BSC1 91%
- CPS ISP Supervisor Approval: Menominee 100%, State 88%; BSC1 94%
- CPS USP Supervisor Approval: Menominee 100%; State 91%; BSC1 94%
- FC ISP Completed: Menominee 100%; State 72%; BSC1 70%

- FC ISP Approval: Menominee 100%, State 89%
- FC USP Completed: Menominee 100%; State 83%
- FC USP Approval: Menominee 100%; State 90%
- Initial Medical Completed: Menominee 100%, State 69%
- Periodic Medical Completed: Menominee 100%; State 58%
- Initial Dental Completed: Menominee 100%; State 55%; BSC1 66%
- Annual Dental Completed: Menominee 0%; State 30%; BSC1 33%
- Worker/Parent Visits Mother 1st Month: Menominee N/A, State 51%
- Worker/Parent Visits Mother 1st Month in-home: Menominee N/A, State 20%
- Worker/Parent Visits Father 1st Month: Menominee N/A, State 41%
- Worker/Parent Visits Father 1st Month in-home: Menominee N/A, State 19%
- Worker/Parent Visits Mother 2nd Month: Menominee 25%; State 68%
- Worker/Parent Visits Father 2nd Month: Menominee 7%, State 51%
- FC Contact Entry: Menominee 69%; State 71%

Miscellaneous:

Mr. Sexton reviewed with the board the Comprehensive Local Office Purchase Plan for the Delta, Dickinson and Menominee County Triad. This plan includes the following fund sources:

- Child Safety and Permanency Plan Fund - \$96,692.00
- Child Protection/Community Partner Fund - \$57,190.00
- Strong Family/Safe Children Fund - \$183,195.00
- Foster Parent Recruitment and Retention Fund - \$9,404.00
- Direct Supportive Services Fund - \$72,566.00
- Emergency Services Fund - \$27,468.00
- Guardianship Fund - \$1,372.00
- Youth in Transition Fund - \$4,663.00
- Donated Funds (MARA and CRC Funds) - \$63,002.00

Mr. Sexton reviewed with the board that there are many other non-local funding sources we rely on for the provision of various services for our customers. Those can be found in the policy manuals located on the DHS website at www.michigan.gov/dhs. Mr. Sexton reviewed some specific policy with the board, including: Field Operations Manual 722-12; 903-09; Bridges Eligibility Manual 232 and the Program Standards Manual in regard to Emergency Services payments eligibility.

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

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

- Family Independence Program: 34 cases; 75 recipients; \$10,087.00 in benefits for the month of February.
- Food Assistance Program: 1,582 cases; 2,972 recipients; \$342,841.00 in benefits for the month of February.
- State Disability Assistance: 19 cases; 19 recipients; \$5,330.00 in benefits for the month of February.

- Child Development and Care: 29 cases; 45 recipients; \$7,678.00 in benefits for the month of February.
- State Emergency Relief: 44 cases; \$21,180.00 in benefits for the month of February.
- Unduplicated total for the month of February: 1,609 cases; 3,010 recipients; \$387,116.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 535 cases; 1,185 recipients
- Other Children < Age 21: 118 cases; 124 recipients
- Pregnant Women & Children Under 19: 828 cases; 1,491 recipients
- Non-SSI Aged, Blind & Disabled: 694 cases; 724 recipients
- SSI Aged, Blind & Disabled: 497 cases; 497 recipients
- Medicaid Eligible Total: 2,419 cases; 4,021 recipients

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

Mr. Sexton reviewed all of the programs that the Department of Human Services has available with the board. Those programs discussed are:

- Family Independence Program (cash assistance)
- Food Assistance Program (better known as food stamps)
- State Disability Assistance (financial assistance for disabled persons who are not eligible for cash assistance)
- State Emergency Relief (financial help to needy persons faced with emergency situations that threaten health and safety and can be resolved with the SER payment)
- Low Income Home Energy Assistance Program (assistance to disadvantaged households to help meet energy costs)
- Supplemental Security Income (federal program that DHS determines eligibility for on behalf of the federal government)
- Child Development and Care (Day Care assistance)
- Child Support Program
- Medicaid
- Youth in Transition (funding for eligible foster youth exiting the system)
- Educational Training Vouchers (scholarships for eligible youth adopted from the foster care system)
- Adoption Services/Adoption Subsidy Program
- Adult Services (adult community placement and independent living services – assistance with locating appropriate living arrangements and home help services)
- Adult Protective Services (protection of vulnerable adults who are at risk of harm due to abuse or neglect or exploitation)
- Child Abuse Prevention and Family Preservation Services (
- Children's Foster Care
- Children's Protective Services

- Juvenile Justice (delinquent youth programs)
- Michigan Children's Institute (legal guardian for children when parental rights have been terminated by the court)
- Migrant Services (coordination of services for agricultural workers)
- Native American Affairs and Indian Outreach (support, protect and strengthen Native American children and families)
- Refugee Services
- Runaway and Homeless Youth Services Program
- Teen Parent Program
- Volunteer Services

Detailed descriptions of these programs can be found at www.michigan.gov/dhs.

Mr. Sexton reviewed the Field Outstate Administration's CY 2014 Strategic Plan with the board and provided a copy of the plan to each board member.

Board Member Input/Suggestions: None at this time.

UNIT REPORT: Andrew Laurin, Child Welfare Supervisor, provided a comprehensive report to the board regarding Children's Protective Services, Foster Care, Foster Home Licensing and Juvenile Justice. Mr. Laurin provided the following information:

Menominee Co. Children's unit is fully staffed at 5.

- 1- CPS investigator, Mary Lou Nast
- 2- CPS investigator- JJ, Andrew Porath
- 3- CPS investigator-Ongoing, Erinn Anttila
- 4- Foster care – Adoption –Licensing, Midge Fagan
- 5- Foster care – JJ, Jeremy Munger

The unit provides services to all children within Menominee County including Hannahville Tribal youth who are referred to DHS.

Currently we are providing CPS ongoing services to 13 families, with 7 of those cases in the court system. Menominee County investigated 195 complaints of abuse or neglect last year. Of those complaints 192 of 195, 98% were completed within 30 days as required. Statewide average is 84%. Menominee County commenced 98% of the complaints timely, and made 97% of face to face contacts with all victims within the required time frames. Statewide averages are 90% and 84% respectively. We are providing direct care foster care services to 10 children in Menominee. An additional 16 children are being serviced by private agencies. We are providing JJ services to 12 youth, 8 of which are placed in residential programs throughout the UP, per court order.

Menominee County DHS currently has 5 licensed foster homes. The tribe maintains approximately 13 homes for placement of tribal youth.

SWSS, the current operating system for child welfare, went down on 4/24/12 and our new system, MiSACWIS, will roll out on April 30th. We have been involved in numerous webinars, and classroom training to prepare for what will be a huge but manageable challenge. We expect hick-ups with the system but will ensure children remain safe.

Mr. Laurin also discussed the CPS Centralized Intake unit with the board.

BOARD BUSINESS:

1. **Approval of Vouchers:**
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.
2. **MCSSA:** The next MCSSA District One meeting will be on July 16, 2014, at 11:45 Eastern at the Landmark Inn, Marquette. Subsequent meetings will also be held at the Landmark Inn, with that meetings being: October 15, 2014.
3. **Board Budget for FY 2014/2015:** A discussion was held in regard to what the board would be requesting for its FY 2014/2015 budget.

Mr. Eichhorn made a motion that a budget request to the Menominee County Board of Commissioners be made that mirrors the request for last year, with the addition of \$1,500.00 for Foster Parent Recruitment and Retention activities for Menominee County. Mr. Naser supported the motion. Motion passed without opposition.

NEW BUSINESS: None.

PUBLIC COMMENT: None.

NEXT MEETING: May 27, 2014 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 11:25 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members
Menominee County BOC