

"Menominee – Where the best of Michigan Begins"

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on Tuesday ~ June 26, 2018 @ 6:00 p.m.  
Menominee County MSU-E, Conference Room  
S904 US Hwy 41, Stephenson, MI 49887  
906-753-2209

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes  
June 12, 2018 ~ Regular Meeting
- F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only)*
- G. Presentations *(limited to twenty minutes):*
- H. Department Head/Elected Officials Reports *(limited to ten minutes):*
- I. Action Items
  - 1. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the recommendation of the Airport Committee for the purchase of a diesel lawnmower.
  - 2. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 2018-19 Official Signatory for the Airport Layout Plan Contract submitted by MDOT.
  - 3. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Final Airport Layout Plan Contract and Certifications as submitted by MDOT
  - 4. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Airport Tenant Leases for Enstrom Helicopter, Hangars 5, 6, 9, 10, 12, 13, 14B, 14C, 16, 17, 26, 28A – F & 33 (Subleases in Hangar 12, 28B and 28C)
  - 5. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve County Administrator's "Options" recommendation for unsigned Airport Hangar Tenant Land Leases
  - 6. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Indigent Appointment Agreement as submitted by Judges Barglind and Ninomiya
  - 7. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the recommendation of Jim Mekash to purchase a Security Access Control System for the County Jail
  - 8. Moved by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Commissioners Per Diems & Expenses as recently submitted.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

- J. New Business (discussion only)
  - 1. Personnel Items:
    - a. None
  - 2. Building and Grounds/Park Items:
    - a. Discuss replacement of stairs at Stephenson Library
  - 3. Miscellaneous Items
    - a. None
  - 4. Finance Items:
    - a. Request from the Marinette/Menominee Great Lakes Sport Fishermen to Waive Boat Landing Fees County Wide July 21 – 22, 2018 for the Brown Trout Derby
    - b. Review Commissioner per Diems and Expenses
    - c. Miscellaneous bills paid on June 12, 19, 20, 2018 in the combined amount of \$141,970.53
- K. Misc. Boards/Committees/Commissions Reports
- L. Public Comment (*limited to 5 minutes*)
- M. Commissioner Comment
- N. Adjourn

June 12, 2018

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, Stephenson, Michigan.

Chairman Piche called the meeting to order at 6:02 P.M. followed by the Pledge of Allegiance.

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

**Present:** Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, John Nelson, Larry Phelps, Gerald Piche, and Larry Schei.

**Absent:** Commissioner Charlie Meintz (excused).

Moved by Com. Gromala, seconded by Com. Hafeman to amend the agenda by changing the wording of Action Item #1 "To have the County Administrator continue discussions with Pritok Capital on developing a purchase proposal for the Pinecrest Medical Care Facility.", remove Action Item #5 and then insert a new motion in place of Action Item #5 "To approve changes to Menominee County's Purchasing Policies and Procedures regarding Section 6 – Conflict of Interest." Motion was approved 8-0.

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

Moved by Com. Gromala, seconded by Com. Hafeman to approve the minutes from the May 22, 2018 Regular County Board Meeting. Motion was approved 8-0.

**Public Comment:**

- Charlene Peterson – Commented on Peggy Schroud's retirement as Equalization Director and presented her with a gift from MTA.
- John Anderson – Commented on Peggy Schroud's retirement as Equalization Director and presented her with a gift.
- Peggy Schroud – Thanked everyone.
- Jeffrey Rogg – Commented on the Indigent Agreement renewal.

**Presentations:**

- Parker Jones – MSU Extension, Innovation Counselor
- Judges Barglind, Ninomiya, Barstow and Hass – Indigent Agreement renewal.

**Department Head/Elected Officials Reports:**

- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.
- Peggy Schroud, Equalization Director – Thanked the board.

- b. Building Code fee schedule change request. – The Building Code fee schedule has not changed since 2012. Dan Menacher to change the fees to increase revenues to be more comparable to other counties. Also included in the fee schedule is to waive the fees for local government municipalities.

Moved by Com. Hafeman, seconded by Com. Cech to make the approval of a new Menominee County Building Code fee schedule an action item at this meeting. Motion was approved by a roll call vote 8-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve the new Menominee County Building Code fee schedule. Motion was approved 8-0.

- c. Meyer Township request to waive building permit fee. – There is no need for action on this item now that the new Menominee County Building Code fee schedule has been approved. The new fee schedule includes a waiver for local government municipalities.

**Finance Items:**

- a. Indigent appointment agreement – renewal; compensation increase. – The Judges and Attorneys have met with the County Administrator to discuss the current contract for the Indigent Attorneys. The contract expired in March and if approved a new plan from the State of Michigan will take place October 1, 2018. The Judges and Attorneys are asking for a monthly increase of \$10,000 for the next three months (July, August & September). The consensus of the board is to have the Finance Committee review this request at tomorrow's meeting and bring it back to the full board for approval at the next County Board meeting.
- b. Excess money from E911 console/furniture -- infrastructure and equipment upgrades. – Com. Cech would like the board to earmark the excess funds from the new console and furniture upgrades to remain with E911 for infrastructure and equipment upgrades. Discussion ensued over having a detailed plan in place on what upgrades need to take place and the cost. Until this can be presented the consensus of the board is to not take any action on this. It is going to cost approximately \$4,900 for an analysis of the Bagley Tower. That cost will be split between the Menominee County Road Commission and Menominee County. The consensus of the board is to have Administrator Carviou authorize this.
- c. Review of Commissioner Per Diems and Expenses. - The consensus of the board is to move this item forward for approval at the next meeting.
- d. Miscellaneous bills as paid on May 24, 29, 30 and June 6, 2018 in the amount of \$247,877.39. - The consensus of the board is to move this item forward for approval at the next meeting.

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

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

Chairman Piche called for public comment

**Public Comment:**

- Judge Ninomiya – Thanked the County Board and also commented on how impressed he is with the courthouse security.
- Jim Swanson – Commented on the study for the Bagley Tower.

**Commissioner Comment:**

- Com. Cech – Commented on the good work Attorney Joe Klumb has done.
- Com. Schei – Commented that he is no longer able to serve on the Airport Committee and has resigned from that committee immediately.
- Com. Nelson – Thanked Com. Schei for all the work he has done on the Airport Committee.
- Com. Gromala – Thanked Com. Schei and thanked Jim Swanson.
- Com. Hafeman – Thanked the Judges and the Attorneys.
- Com. Phelps – Commented on the kayak fishing tournament that was at Shakey Lakes last weekend.

Moved by Com. Hafeman, seconded by Com. Nelson to adjourn at 8:17 p.m. Motion was approved 8-0.

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Gerald Piche, Chairman

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Marc Kleiman, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Diesel Riding Lawnmower</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	
<b>SUMMARY:</b>	
The Airport Committee has made a recommendation for the purchase of a riding lawnmower at the Airport	
<b>RECOMMENDED MOTION</b>	
Approved the recommendation of the Airport Committee to purchase a diesel riding lawnmower	

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE REGIONAL AIRPORT | RIDING LAWNMOWER COMPETITOR COMPARISON

Enter Competitor Analysis >>

COMPETITOR NAME	MAKE & MODEL	HORSE POWER	MOTOR	DECK SIZE & LOCATION	DECK MATERIAL	SPINDLES	WARRANTY	ACCESSORIES	LIST vs. OUR PRICE
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Jakes Sales	2018 Hustler ~ Model #938258US	25	Shibaura ~ 3 Cyl. Diesel, liquid cooled	72" ~ Side Discharge	7 gauge Welded Steel	Ductile Cast Iron with steel shafts with sealed ball bearings	5 yr./500 hr. mower ~ 3 yr. engine	Grammer suspension seat w/opertor isolator, patented belt drive system	12,799.99
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Riesterer & Schnell, Inc	John Deere ~ Model #Z997R	37.4	4 Tier Diesel, liquid cooled, direct fuel injection	72" ~ Side Discharge	7-Iron Pro ~ one piece, stamped steel with reinforcements	1" cold-forged spindle shaft, strong cast alum. spindle, reinforced spindle pockets	36 mo./1500 hr. No hour limitations first 24 mos.	Break & Go System, Comfort Convenience Pkg. - including upgraded 3 way adj. suspension seat w/arms, features ergonomically angles control levers ~ complete w/ electronic controls to raise and lower deck or disengage mower blades at a push of a button	\$24,499.00 \$15,934.82
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North	John Deere ~ Model #Z97R	37.4	4 Tier Diesel, liquid cooled, direct fuel injection	72" ~ Side Discharge	7-Iron Pro ~ one piece, stamped steel with reinforcements	1" cold-forged spindle shaft, strong cast alum. spindle, reinforced spindle pockets	36 mo./1500 hr. No hour limitations first 24 mos.	Break & Go System, Comfort Convenience Pkg. - including upgraded 3 way adj. suspension seat w/arms, features ergonomically angles control levers ~ complete w/ electronic controls to raise and lower deck or disengage mower blades at a push of a button	\$24,499.00 \$15,934.82
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Rescinded

Enter Competitor Analysis >>

COMPETITOR NAME	MAKE & MODEL	HORSE POWER	MOTOR	DECK SIZE & LOCATION	DECK MATERIAL	SPINDLES	WARRANTY	ACCESSORIES	LIST VS. OUR PRICE
Linsmeier Implement	Grasshopper ~ Model #325D	25	Kubota ~ 3 cyl. MaxTorque Diesel	72" Mid-Mount	Welded Steel	Dbbl. layered 10 ga. + 7 ga. Formed-steel laminate spindle plane	3-year unlimited hours; limited warranty covering parts and labor	Deep-cushioned, high-back, foam-padded, scuff-resistant Cordura-covered seat with padded lumbar support and armrests Roomy, iso-mounted, shock-absorbing footrest	\$15,395.00 \$11,546.25
Linsmeier Implement	Grasshopper ~ Model #400D	approx. 38	Kubota, 1.3L MaxTorque Diesel	72" Mid-Mount	Welded Steel	Dbbl. layered 10 ga. + 7 ga. Formed-steel laminate spindle plane	3-year unlimited hours; limited warranty covering parts and labor	Deep-cushioned, high-back, foam-padded, scuff-resistant Cordura-covered seat with padded lumbar support and armrests Roomy, iso-mounted, shock-absorbing footrest	\$18,035.00 \$13,526.25
Cozy's Polaris	Toro Zero Turn ~ Model #74274	25	Kubota, 2 cyl., Diesel	72" Side Discharge	Fabricated	Cast Iron	4-yr./1,200 hr. Ltd. Warranty, Lifetime Frame, 3 yr. Engine Warranty	Seat suspension and armrests	\$18,777.00 \$12,500.00
Reinders	Toro No Deck ~ Model #GM7200	24.8	Kubota, 4 Tier Final Diesel	72" side discharge	7 gauge Welded Steel	Cast Iron	2 yr. limited	Air ride seat suspension	18,650.24

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Resolution 2018-19 Official Signatory of the Airport Layout Plan Contract for Menominee County &amp; Menominee Regional Airport</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
The recommendation of the Airport Committee, Com. Piche will be named the official signatory for the ALP contract – Project # B-26-0065-2316, MDOT contract #2018-0557	
<b>RECOMMENDED MOTION</b>	
Approve and sign Resolution 2018-19 Naming Com. Gerald Piche, County Board Chair as the official signatory of the ALP Contract.	

Submitted by: Jason Carviou

06/21/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

DATE:

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



## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>MDOT, Final Airport Layout Plan Contract &amp; Certification</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review and approve the Final Airport Layout Plan (ALP) contract and certifications for project #B-26-0065-2316, contract #2018-0557 as submitted by MDOT. Total project amount is \$306,500. \$275,850 coming from the Federal Government and \$15,325 each coming from the State and Local (Menominee County) entities	
<b>RECOMMENDED MOTION</b>	
Approve the Final Airport Layout Plan contract and certifications as submitted by MDOT	

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY

This certification is required by regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR Part 76, Part F. The regulations published in the January 31, 1989 Federal Register, require certification by grantees that they will maintain a drug-free workplace.

Menominee County's policy of maintaining a drug-free workplace:

Drugs shall be prohibited in the workplace, agency owned vehicles or in places designated on a temporary basis as a "workplace". i.e. Conference/meeting place locations, etc. Drugs shall be defined as: controlled substances as defined in the Michigan Public Health Code (marijuana, amphetamines, heroin, cocaine, barbiturates, psychedelic drugs, etc.) and alcohol. Drugs shall not be used by any employee during work hours or any time when work performance could be affected, unless they are over-the-counter drugs or drugs prescribed by a licensed physician and used in accordance with the physician's instructions.

Drug counseling, rehabilitation and employee assistance program information shall be available to employees.

With respect to positions that due to their job duties require handling or possession of legal or illegal substances as defined by the Drug-Free Workplace Act, this policy does not apply in those circumstances.

With respect to positions that could affect the safety of clients and/or other employees, drug testing may be required with suspicion of violation. Drug testing may be required preceding return to work following rehabilitation. Testing will be at the expense of the agency.

The penalties that will be imposed upon employees for drug abuse violation occurring as a condition of employment may include suspension and/or termination. The employee will be asked to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement or other appropriate agency.

As a condition of employment, the employee will:

1. Abide by the terms of this statement; and
2. Notify the employer of any criminal drug status conviction for any violation occurring in the workplace no later than five (5) days after such conviction.

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
DATE



U.S. Department  
of Transportation

**Federal Aviation  
Administration**

## **FAA Form 5100-135, Certification and Disclosure Regarding Potential Conflicts of Interest – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.



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## Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

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Sponsor: Menominee County

Airport: Menominee Regional Airport

Project Number: B-26-0065-2316

Description of Work: Conduct MP study - Airport Layout Plan (ALP) Update - Planning

### Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

### Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes  No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes  No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes  No

Attach documentation clarifying any above item marked with "no" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
(Day) (Month)

Name of Sponsor: \_\_\_\_\_

Printed/Typed Name of Sponsor's Authorized Official: \_\_\_\_\_

Printed/Typed Title of Sponsor's Authorized Official: \_\_\_\_\_

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department  
of Transportation

**Federal Aviation  
Administration**

## **FAA Form 5100-130, Drug-Free Workplace – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.



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## Drug-Free Workplace Airport Improvement Program Sponsor Certification

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Sponsor: Menominee County

Airport: Menominee Regional Airport

Project Number: B-26-0065-2316

Description of Work: Conduct MP study - Airport Layout Plan (ALP) Update - Planning

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes  No  N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes  No  N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes  No  N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes  No  N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes  No  N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes  No  N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes  No  N/A

Site(s) of performance of work (2 CFR § 182.230):

**Location 1**

Name of Location:

Address:

**Location 2 (if applicable)**

Name of Location:

Address:

**Location 3 (if applicable)**

Name of Location:

Address:

Attach documentation clarifying any above item marked with "no" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
(Day) (Month)

Name of Sponsor: \_\_\_\_\_

Printed/Typed Name of Sponsor's Authorized Official: \_\_\_\_\_

Printed/Typed Title of Sponsor's Authorized Official: \_\_\_\_\_

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department of  
Transportation

Federal Aviation  
Administration

## **FAA Form 5100-134, Selection of Consultants – Airport Improvement Program Sponsor Certification**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.



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## Selection of Consultants

### Airport Improvement Program Sponsor Certification

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Sponsor: Menominee County

Airport: Menominee Regional Airport

Project Number: B-26-0065-2316

Description of Work: Conduct MP study - Airport Layout Plan (ALP) Update - Planning

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).  
 Yes    No    N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).  
 Yes    No    N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).  
 Yes    No    N/A
4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).  
 Yes    No    N/A

5. Sponsor has publicized or will publicize a RFQ that:
- a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
  - b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
- Yes  No  N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
- Yes  No  N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).
- Yes  No  N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
- a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
  - b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
- Yes  No  N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
- Yes  No  N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
- Yes  No  N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).
- Yes  No  N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
- Yes  No  N/A
13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:
- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
  - b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
  - c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).
- Yes  No  N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes  No  N/A

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
(Day) (Month)

Name of Sponsor: \_\_\_\_\_

Printed/Typed Name of Sponsor's Authorized Official: \_\_\_\_\_

Printed/Typed Title of Sponsor's Authorized Official: \_\_\_\_\_

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

**MICHIGAN DEPARTMENT OF TRANSPORTATION**  
**MENOMINEE COUNTY**  
**CONTRACT FOR A FEDERAL/STATE/LOCAL**  
**AIRPORT PROJECT**  
**UNDER THE BLOCK GRANT PROGRAM**

This Contract is made and entered into this date of \_\_\_\_\_ by and between the Michigan Department of Transportation (MDOT) and Menominee County (SPONSOR) for the purpose of fixing the rights and obligations of the parties in agreeing to the following undertaking at the Menominee Regional Airport, whose associated city is Menominee, Michigan, such undertaking (PROJECT) estimated in detail in Exhibit 1, dated May 24, 2018 attached hereto and made a part hereof.

**PROJECT DESCRIPTION: CONDUCT MP STUDY - AIRPORT LAYOUT PLAN (ALP) UPDATE - PLANNING.**

**Recitals:**

The PROJECT is eligible for federal funding under the federal Airport Improvement Program, pursuant to 49 USC 47101 *et seq.*, including 47128; and

MDOT has received a block grant from the Federal Aviation Administration (FAA) for airport development projects; and

MDOT is responsible for the allocation and management of block grant funds pursuant to the above noted act; and

Information required by 2 CFR Part 200 is attached to this Contract as Attachment X.

**The parties agree that:**

1. The term "PROJECT COST," as used herein, is defined in Attachment(s) 5, attached hereto and made a part hereof. The PROJECT COST will also include administrative costs incurred by MDOT in connection with the PROJECT. Administrative costs incurred by the SPONSOR are not eligible PROJECT COSTS.

THE SPONSOR WILL:

2. Enter into a contract with a consultant for each element of the PROJECT that requires expertise. The consultant will be selected in conformity with FAA Advisory Circular 150/5100-14. MDOT will select the consultant for each element of the PROJECT that involves preparation of environmental documentation. The SPONSOR will select the consultant for all other aspects of the PROJECT. All consultant contracts will be submitted to MDOT for review and approval. Any such approvals will not be construed as a warranty of the consultant's qualifications, professional standing, ability to perform the work being subcontracted, or financial integrity. The SPONSOR will neither award a consultant contract nor authorize the consultant to proceed prior to receiving written approval of the contract from MDOT. Any change to the consultant contract will require prior written approval from MDOT. In the event that the consultant contract is terminated, the SPONSOR will give immediate written notice to MDOT.
3. Make payment to MDOT for the SPONSOR's share of the PROJECT COSTS within thirty (30) days of the billing date. MDOT will not make payments for any PROJECT work prior to receipt of payment from the SPONSOR for the SPONSOR's share of that item of the PROJECT work.

Eligible PROJECT COSTS that are paid by the SPONSOR may be submitted for credit toward the SPONSOR's share of the PROJECT COST provided that they are submitted within one hundred eighty (180) days of the date the costs were incurred or within one hundred eighty (180) days of the date of award of this Contract by the parties, whichever is later. Documentation of the PROJECT COST will include copies of the invoices on which the SPONSOR will write the amounts paid, the check numbers, the voucher numbers, and the dates of the checks. Each invoice will be signed by an official of the SPONSOR as proof of payment. The amount of the SPONSOR billing will be reduced by the amount of the eligible credit, based on documentation submitted, provided it is submitted prior to the date of the billing. Should it be determined that the SPONSOR has been given credit for payment of ineligible items of work, the SPONSOR will be billed an amount to ensure that the SPONSOR share of PROJECT COSTS is covered.

The SPONSOR pledges sufficient funds to meet its obligations under this Contract.

4. With regard to audits and record-keeping:
  - a. The SPONSOR will establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Contract (RECORDS). Separate accounts will be established and maintained for all costs incurred under this Contract.
  - b. The SPONSOR will maintain the RECORDS for at least six (6) years from the date of final payment made by MDOT under this Contract. In the event of a dispute with regard to allowable expenses or any other issue under this Contract,

the SPONSOR will thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

- c. MDOT or its representative may inspect, copy, scan, or audit the RECORDS at any reasonable time after giving reasonable notice.
  - d. If any part of the work is subcontracted, the SPONSOR will assure compliance with subsections (a), (b), and (c) above for all subcontracted work.
5. Provide and will require its subcontractors to provide access by MDOT or its representatives to all technical data, accounting records, reports, and documents pertaining to this Contract. Copies of technical data, reports, and other documents will be provided by the SPONSOR or its subcontractors to MDOT upon request. The SPONSOR agrees to permit representatives of MDOT to inspect the progress of all PROJECT work at any reasonable time. Such inspections are for the exclusive use of MDOT and are not intended to relieve or negate any of the SPONSOR's obligations and duties contained in this Contract. All technical data, reports, and documents will be maintained for a period of six (6) years from the date of final payment.
  6. In the performance of the PROJECT herein enumerated, by itself, by a subcontractor, or by anyone acting on its behalf, comply with any and all applicable state, federal, and local statutes, ordinances, and regulations. The SPONSOR further agrees to obtain all permits that are applicable to the entry into and the performance of this Contract.

The SPONSOR agrees to comply with the General Conditions and Special Conditions set forth in Appendix F, attached hereto and made a part hereof.

In addition, the SPONSOR agrees to accomplish the PROJECT in compliance with all applicable FAA Assurances, Advisory Circulars, and Certifications.

7. The SPONSOR agrees that the costs reported to MDOT for this Contract will represent only those items that are properly chargeable in accordance with this Contract. The SPONSOR also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

**MDOT WILL:**

8. Bill the SPONSOR for the SPONSOR's share of the estimated PROJECT COST. MDOT will bill the SPONSOR for the SPONSOR's share of additional estimated PROJECT COSTS for changes approved in accordance with Section 13 at the time of award of the amendment for approved work.
9. Upon receipt of payment requests approved by the SPONSOR, make payment for eligible PROJECT COSTS. MDOT will seek reimbursement from the FAA through the block grant issued to MDOT for funds expended on eligible PROJECT COSTS.

MDOT will not make payment for any PROJECT work prior to receipt of payment from the SPONSOR for the SPONSOR's share of that item of PROJECT work.

10. Make final accounting to the SPONSOR upon completion of the PROJECT, payment of all PROJECT COSTS, and completion of necessary audits. Any excesses or deficiencies will be returned or billed to the SPONSOR.

IT IS FURTHER AGREED THAT:

11. The PROJECT COST participation is estimated to be as shown below and as shown in the attached Exhibit 1. The PROJECT COST participation shown in Exhibit 1 is to be considered an estimate. The actual MDOT, FAA, and SPONSOR shares of the PROJECT COST will be determined at the time of financial closure of the FAA grant.

Federal Share .....	\$275,850.00
Maximum MDOT Share .....	\$15,325.00
SPONSOR Share .....	\$15,325.00
<i>Estimated</i> PROJECT COST .....	\$306,500.00

12. The PROJECT COST will be met in part with federal funds granted to MDOT by the FAA through the block grant program and in part with MDOT funds. Upon final settlement of cost, the federal funds will be applied to the federally-funded parts of this Contract at a rate not to exceed ninety-five percent (95%) up to and not to exceed the maximum federal obligations shown in Section 11 or as revised in a budget letter, as set forth in Section 13. Those parts beyond the federal funding maximum may be eligible for state funds at a rate not to exceed ninety percent (90%) up to and not to exceed the maximum MDOT obligation shown in Section 11.

For portions of the PROJECT for which only MDOT and SPONSOR funds will be applied to the final settlement, MDOT funds will be at a rate not to exceed ninety percent (90%), and the total MDOT funds applied toward the PROJECT COST may be up to but will not exceed the maximum MDOT obligations shown in Section 11 or as revised in a budget letter, as set forth in Section 13. Any items of PROJECT COST not funded by FAA or MDOT funds will be the sole responsibility of the SPONSOR.

MDOT funds in this Contract made available through legislative appropriation are based on projected revenue estimates. MDOT may reduce the amount of this Contract if the revenue actually received is insufficient to support the appropriation under which this Contract is made.

13. The PROJECT COST shown in Section 11 is the maximum obligation of MDOT and federal funds under this Contract. The maximum obligation of MDOT and federal funds may be adjusted to an amount less than the maximums shown in Section 11 through a budget letter issued by MDOT. A budget letter will be used when updated cost estimates for the PROJECT reflect a change in the amount of funds needed to fund all PROJECT

COSTS. The budget letter will be signed by the Administrator of the Airports Division of the Office of Aeronautics.

A budget letter will also be used to add or delete work items from the PROJECT description, provided that the costs do not exceed the maximum obligations of Section 11. If the total amount of the PROJECT COST exceeds the maximum obligations shown in Section 11, the PROJECT scope will have to be reduced or a written amendment to this Contract to provide additional funds will have to be awarded by the parties before the work is started.

14. In the event it is determined by MDOT that there will be either insufficient funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, MDOT, prior to advertising or authorizing work performance, may cancel the PROJECT or any portion thereof by giving written notice to the SPONSOR. In the event this occurs, this Contract will be void and of no effect with respect to the canceled portion of the PROJECT. Any SPONSOR deposits on the canceled portion less PROJECT COSTS incurred on the canceled portions will be refunded following receipt of a letter from the SPONSOR requesting that excess funds be returned or at the time of financial closure, whichever comes first.
15. In the event that an audit performed by or on behalf of MDOT indicates an adjustment to the costs reported under this Contract or questions the allowability of an item of expense, MDOT will promptly submit to the SPONSOR a Notice of Audit Results and a copy of the audit report, which may supplement or modify any tentative findings verbally communicated to the SPONSOR at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the SPONSOR will (a) respond in writing to the responsible Bureau of MDOT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense, and (c) submit to MDOT a written explanation as to any questioned or no opinion expressed item of expense (RESPONSE). The RESPONSE will be clearly stated and will provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the SPONSOR may supply appropriate excerpts and make alternate arrangements to conveniently and reasonably make that documentation available for review by MDOT. The RESPONSE will refer to and apply the language of the Contract. The SPONSOR agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes MDOT to finally disallow any items of questioned or no opinion expressed cost.

MDOT will make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If MDOT determines that an overpayment has been made to the SPONSOR, the SPONSOR will repay that amount to MDOT or reach agreement with MDOT on a repayment schedule within thirty (30) days after the date of an invoice from MDOT. If

the SPONSOR fails to repay the overpayment or reach agreement with MDOT on a repayment schedule within the thirty (30) day period, the SPONSOR agrees that MDOT will deduct all or a portion of the overpayment from any funds then or thereafter payable by MDOT to the SPONSOR under this Contract or any other agreement or payable to the SPONSOR under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by MDOT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The SPONSOR expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest MDOT's decision only as to any item of expense the disallowance of which was disputed by the SPONSOR in a timely filed RESPONSE.

16. Failure on the part of the SPONSOR to comply with any of the conditions of this Contract may be considered cause for placing the SPONSOR in a state of noncompliance, thereby making the SPONSOR ineligible for future federal and/or state funds until such time as the noncompliance issues are resolved. In addition, this failure may constitute grounds for cancellation of the PROJECT and/or repayment of all grant amounts on a pro rata basis, if the PROJECT has begun. In this section, pro rata means proration of the cost of the PROJECT over twenty (20) years, if the PROJECT has not yet begun.
17. Any approvals, acceptances, reviews, and inspections of any nature by MDOT will not be construed as a warranty or assumption of liability on the part of MDOT. It is expressly understood and agreed that any such approvals, acceptances, reviews, and inspections are for the sole and exclusive purposes of MDOT, which is acting in a governmental capacity under this Contract, and that such approvals, acceptances, reviews, and inspections are a governmental function incidental to the PROJECT under this Contract.

Any approvals, acceptances, reviews, and inspections by MDOT will not relieve the SPONSOR of its obligations hereunder, nor are such approvals, acceptances, reviews, and inspections by MDOT to be construed as a warranty as to the propriety of the SPONSOR's performance, but are undertaken for the sole use and information of MDOT.

18. In connection with the performance of PROJECT work under this Contract, the SPONSOR (hereinafter in Appendix A referred to as the "contractor") agrees to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts," as set forth in Appendix A, dated June 2011, attached hereto and made a part hereof. The SPONSOR (hereinafter in Appendix B referred to as the "contractor") further agrees to comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 USC Sections 1971, 1975a-1975d, and 2000a-2000h-6, and the Regulations of the United States Department of Transportation (49 CFR Part 21) issued pursuant to said Act, including Appendix B, attached hereto and made a part hereof. These provisions will be included in all subcontracts relating to this Contract.

The SPONSOR will carry out the applicable requirements of MDOT's Disadvantaged Business Enterprise (DBE) program and 49 CFR Part 26, including, but not limited to, those requirements set forth in Appendix C, dated October 2, 2014, attached hereto and made a part hereof.

19. The SPONSOR agrees to require all prime contractors to pay each subcontractor for the satisfactory completion of work associated with the subcontract no later than ten (10) calendar days from the receipt of each payment the prime contractor receives from MDOT or the SPONSOR. The prime contractor also is required to return retainage payments to each subcontractor within ten (10) calendar days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from these time frames may occur only upon receipt of written approval from MDOT. These requirements are also applicable to all sub-tier subcontractors and will be made a part of all subcontract agreements.

This prompt payment provision is a requirement of 49 CFR, Part 26, as amended, and does not confer third-party beneficiary right or other direct right to a subcontractor against MDOT. This provision applies to both DBE and non-DBE subcontractors.

The SPONSOR further agrees that it will comply with 49 CFR, Part 26, as amended, and will report any and all DBE subcontractor payments to MDOT semi-annually in the format set forth in Appendix G, dated September 2015, attached hereto and made a part hereof, or any other format acceptable to MDOT.

20. In accordance with 1980 PA 278, MCL 423.321 *et seq.*, the SPONSOR, in the performance of this Contract, will not enter into a contract with a subcontractor, manufacturer, or supplier listed in the register maintained by the United States Department of Labor of employers who have been found in contempt of court by a federal court of appeals on not less than three (3) separate occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice, as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 USC 158. MDOT may void this Contract if the name of the SPONSOR or the name of a subcontractor, manufacturer, or supplier utilized by the SPONSOR in the performance of this Contract subsequently appears in the register during the performance period of this Contract.

21. With regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract, the SPONSOR hereby irrevocably assigns its right to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or MDOT due to any violation of 15 USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the State of Michigan or MDOT.

The SPONSOR shall require any subcontractors to irrevocably assign their rights to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or MDOT with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract due to any violation of 15

USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the State of Michigan or MDOT as a third-party beneficiary.

The SPONSOR shall notify MDOT if it becomes aware that an antitrust violation with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract may have occurred or is threatened to occur. The SPONSOR shall also notify MDOT if it becomes aware of any person's intent to commence, or of commencement of, an antitrust action with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract.

22. In any instance of dispute and/or litigation concerning the PROJECT, the resolution thereof will be the sole responsibility of the party/parties to the contract that is/are the subject of the controversy. It is understood and agreed that any legal representation of the SPONSOR in any dispute and/or litigation will be the financial responsibility of the SPONSOR.
23. MDOT and the FAA will not be subject to any obligations or liabilities by contractors of the SPONSOR or their subcontractors or any other person not a party to this Contract without its specific consent and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.
24. Each party to this Contract will remain responsible for any claims arising out of that party's performance of this Contract as provided by this Contract or by law.

This Contract is not intended to increase or decrease either party's liability for or immunity from tort claims.

This Contract is not intended to nor will it be interpreted as giving either party a right of indemnification, either by Contract or at law, for claims arising out of the performance of this Contract.

25. This Contract will be in effect from the date of award through twenty (20) years .
26. In case of any discrepancies between the body of this Contract and any exhibit hereto, the body of the Contract will govern.

27. This Contract will become binding on the parties and of full force and effect upon signing by the duly authorized representatives of the SPONSOR and MDOT and upon adoption of a resolution approving said Contract and authorizing the signature(s) thereto of the respective representative(s) of the SPONSOR, a certified copy of which resolution will be sent to MDOT with this Contract, as applicable.

MENOMINEE COUNTY

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

MICHIGAN DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
Title: Department Director

**EXHIBIT 1**

**MENOMINEE REGIONAL AIRPORT  
MENOMINEE, MICHIGAN**

Project No. B-26-0065-2316  
Contract No. FM 55-01-MP  
Job No. 201418

May 24, 2018

	Federal	State	Local	Total
<b>ADMINISTRATION</b>	\$450	\$25	\$25	\$500
<b>DEPARTMENT-AERO</b>	\$450	\$25	\$25	\$500
<b>PLANNING</b>	\$275,400	\$15,300	\$15,300	\$306,000
Conduct MP study - Airport Layout Plan (ALP) Update				
AERO - Planning	\$8,410	\$467	\$467	\$9,344
CONSULTANT - Planning	\$266,990	\$14,833	\$14,833	\$296,656
<b>DESIGN</b>	\$0	\$0	\$0	\$0
<b>CONSTRUCTION</b>	\$0	\$0	\$0	\$0
<b>TOTAL PROJECT BUDGET</b>	<b>\$275,850</b>	<b>\$15,325</b>	<b>\$15,325</b>	<b>\$306,500</b>

Federal Billing Breakdown:

Bill #1	\$22,140	SBGP 9014	Grant Award Date: 8/13/14 (expires 9/30/18)
Bill #2	\$150,000	SBGP 9215	Grant Award Date: 6/11/15
Bill #3	\$103,710	SBGP 9616	Grant Award Date: 8/22/16

Letting Information: N/A

Period of Performance End Date: 02/01/20

MAC Approval: 05/23/18

ATTACHMENT X

**REQUIRED FOR ALL PROJECTS**  
**Notification of Required Federal Program Information to**  
**Sub-recipients for Federal Funding**

1. Does this project receive Federal funds? Yes
2. Recipient's Name: Menominee County
3. Recipient's DUNS Number: 05-309-2912
4. Amount of Federal funds: \$275,850.00
5. Federal Grant Number(s): SBGP 9014, 9215, 9616
6. Grant Award Date(s): 8/13/14, 6/11/15, 8/22/16
7. MDOT Project Number: B-26-0065-2316
8. Project Description: Conduct MP study - Airport Layout Plan (ALP) Update - Planning.
9. CFDA Number, Federal Agency, Program Title: CFDA 20.106  
Federal Aviation Administration  
Airport Improvement Program
10. Federal Award Identification Number (FAIN): 3-26-SBGP-090-2014, 3-26-SBGP-  
092-2015, 3-26-SBGP-096-2016
11. Federal Award Date: 8/13/14, 6/11/15, 8/22/16
12. Period of Performance Start Date: Award Date of MDOT Contract
13. Period of Performance End Date: 2/01/20
14. Amount of Federal Funds obligated by this action: \$275,850.00
15. Total amount of Federal Funds obligated: \$275,850.00
16. Total amount of the Federal award: \$275,850.00
17. Budget Approved Cost sharing or matching, where applicable: N/A
18. Name of Federal awarding agency and contact information for awarding official:  
Director Kirk Steudle  
Michigan Department of Transportation  
425 West Ottawa Street  
Lansing, MI 48909
19. Is this a Research and Development award? No

20. Indirect cost rate for the Federal award (if applicable): N/A

## **ATTACHMENT 5**

### **SUPPLEMENTAL PROVISIONS FOR CONTRACTS INVOLVING AIRPORT LAYOUT PLANS AND MASTER PLANS**

1. The PROJECT COST will include the cost of the consultant hired to perform the study and prepare the reports and drawings necessary to complete the PROJECT.
2. The SPONSOR will select a consultant to perform each element of the PROJECT that requires expertise. All consultant contracts will be between the SPONSOR and the consultant. Consultant contracts will be submitted to the DEPARTMENT for review and approval. Any such approval will not be construed as a warranty of the consultant's qualifications, professional standing, ability to perform the work being contracted, or financial integrity. The SPONSOR will not award a consultant contract nor authorize the consultant to proceed prior to receiving written approval of the contract from the DEPARTMENT. Any change to the consultant contract will require prior written approval from the DEPARTMENT. In the event the consultant contract is terminated, the DEPARTMENT will be given immediate written notice by the SPONSOR.
3. The SPONSOR will be billed by the DEPARTMENT. The amount of the billing will be the amount shown as the local share on the attached Exhibit 1. The DEPARTMENT will bill the SPONSOR for the SPONSOR's share of the additional estimated PROJECT COSTS for changes approved by the DEPARTMENT at the time of award of the amendment. The SPONSOR will make payment to the DEPARTMENT within thirty (30) days of the billing date.
4. Payment of all PROJECT COSTS will be made by the DEPARTMENT upon receipt of an invoice from the consultant approved by the SPONSOR.

**APPENDIX A**  
**PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, 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, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any 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 a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each

**Appendix B**  
*(Aeronautics)*

**CIVIL RIGHTS ACT OF 1964, TITLE VI - 49 CFR PART 21**  
**CONTRACTUAL REQUIREMENTS**

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations.** The contractor will comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports.** The contractor will provide all information and reports required by the Regulations or directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor will so certify to the sponsor of the FAA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to the contractor under the contract until the contractor complies, and/or
  - b. Cancellation, termination, or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions.** The contractor will include the provisions of paragraphs 1 through 5 in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directive issued pursuant thereto. The contractor will take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

10. subcontractor or supplier.

Revised June 2011

(Revised October 2, 2014)

**APPENDIX C**  
**Assurances that Recipients and Contractors Must Make**  
**(Excerpts from US DOT Regulation 49 CFR § 26.13)**

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanction;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

# APPENDIX F

## GENERAL CONDITIONS

1. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA/MDOT has determined to be ineligible or unallowable.
2. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
3. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
4. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
5. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this subgrant agreement.
6. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this subgrant. If the Sponsor fails to comply with this requirement, the FAA/MDOT may suspend, cancel, or terminate this subgrant.
7. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
8. **Buy American.** Unless otherwise approved in advance by the FAA/MDOT, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this subgrant. The Sponsor will include a provision implementing Buy American in every contract.

## APPENDIX F

### 9. Suspension or Debarment.

The State must:

- A. Immediately disclose to the FAA whenever the State:
  - 1. Learns a sub-recipient has entered into a covered transaction with an ineligible entity;
  - 2. Suspends or debars a contractor, person or entity.

The Subgrantee must:

- B. When entering into "covered transactions", as defined by 2 CFR 180.200:
  - 1. Verify the non-federal entity is eligible to participate in this Federal program by:
    - a. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if non-federal entity is excluded or disqualified; or
    - b. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
    - c. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
  - 2. Require prime contractors to comply with 2 CFR 180.330 when entering into lower-Tier transactions (e.g. Sub-contracts).

### 10. Ban on Texting When Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
  - i. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
  - ii. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
    - 1. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
    - 2. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts.

## APPENDIX F

### **11. Trafficking in Persons.**

- a. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
  1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
  2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
  3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
- b. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA/MDOT to unilaterally terminate this agreement, without penalty, if a private entity –
  - i. Is determined to have violated the Prohibitions; or
  - ii. Has an employee who the FAA/MDOT determines has violated the Prohibitions through conduct that is either—
    1. Associated with performance under this agreement; or
    2. Imputed to the Sponsor or subrecipient using 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 49 CFR Part 29.

- 12. Exhibit A Included with Grant Application.** The Exhibit "A" updated 6/25/14, submitted with the project application is made a part of this grant agreement.

### **13. Co-Sponsor.**

The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word "Sponsor" as used in the application and other assurances is deemed to include all co-sponsors.

### **14. Audits for Public Sponsors.**

A subgrantee expending \$750,000 or more of Federal awards in a fiscal year must conduct a single or program specific audit in accordance with 2 CFR part 200 part 200.

## APPENDIX F

### 15. System for Award Management (SAM) Registration and Universal Identifier.

A. Requirement for System for Award Management (SAM): Unless the subgrantee is exempted from this requirement under 2 CFR 25.110, the subgrantee must maintain the currency of its information in the SAM until the State submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the State review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

#### B. Requirement for Data Universal Numbering System (DUNS) Numbers:

1. The State must notify a potential subrecipient that it cannot receive a subgrant unless it has provided its DUNS number to the State.
2. The State may not make a subgrant to a subrecipient unless the subrecipient has provided its DUNS number to the State.
3. Data Universal Numbering System: DUNS number means the nine-digit number Established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (866-606-8220) or on the web at <http://fedgov.dnb.com/webform>).

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
Airport	ARFF and SRE : Equipment Acquisition	<p><b>ARFF and SRE EQUIPMENT AND VEHICLES:</b> The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> <li>1) house and maintain the equipment in a state of operational readiness on and for the airport;</li> <li>2) provide the necessary staffing and training to maintain and operate the vehicle and equipment;</li> <li>3) restrict the vehicle to on-airport use only;</li> <li>4) restrict the vehicle to the use for which it was intended; and</li> <li>5) amend the Airport Emergency Plan and/or Snow and Ice Control Plan to reflect the acquisition of the vehicle and equipment. (Applicable only for Part 139 Airports).</li> </ol>
Airport	Equipment Replacement such as ARFF and SRE	<p><b>EQUIPMENT OR VEHICLE REPLACEMENT:</b> The Sponsor agrees that because the Fair Market Value is \$5,000 or more and the equipment/vehicle will not be retained by the Sponsor for airport purposes (or donated to another eligible/justified Sponsor), the Sponsor will use the Fair Market Value of equipment being replaced by this project to reduce the total project costs.</p>
Airport	ARFF Equipment - Off-Airport Storage	<p><b>OFF-AIRPORT STORAGE OF ARFF VEHICLE:</b> The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> <li>1) house and maintain the vehicle in a state of operational readiness for the airport;</li> <li>2) provide the necessary staffing and training to maintain and operate the vehicle;</li> <li>3) restrict the vehicle to airport use only;</li> <li>4) amend the Airport Emergency Plan to reflect the acquisition of the vehicle ;</li> <li>5) within 60 days, execute an agreement with local government including the above provisions and a provision that violation of agreement could require repayment of subgrant funding; and</li> <li>6) submit a copy of the executed agreement to the FAA.</li> </ol>
Airport	AWOS	<p><b>AUTOMATED WEATHER OBSERVING SYSTEMS (AWOS):</b> The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> <li>1) within 60 calendar days of subgrant acceptance, establish a Memorandum of Agreement (MOA) with the FAA;</li> <li>2) develop an Operations Maintenance Manual to more specifically describe the operational, maintenance, and documentation</li> </ol>

<sup>1</sup> Sponsor types include Airport Sponsor (Public and Private), Airport Sponsor (Private Only), Noise, and State or Local Government

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		<p>requirements for the AWOS;            3) within 60 calendar days of installation, take the necessary actions to initiate the AWOS commissioning by the FAA; and            4) provide for the installation, commissioning, continuous operation, and maintenance of any Non-Federal AWOS funded under this grant for the useful life of the equipment.</p> <p>The Sponsor further understands that the FAA will not take over the ownership, operation, or maintenance of any Sponsor-acquired equipment.</p>
Airport	ALP & AIP Funded Construction	<p><b>AIRPORT LAYOUT PLAN:</b> The Sponsor understands and agrees to update the Airport Layout Plan to reflect the construction to standards satisfactory to the FAA and submit it in final form to the FAA. It is further mutually agreed that the reasonable cost of developing said Airport Layout Plan Map is an allowable cost within the scope of this project.</p>
Airport	Lighting - Operation and Maintenance	<p><b>LIGHTING:</b> The Sponsor must operate and maintain the lighting system during the useful life of the system in accordance with applicable FAA standards.</p>
Airport	Temporary NAVAIDS	<p><b>TEMPORARY NAVAIDS:</b> The Sponsor agrees that this equipment is being acquired for temporary use to minimize disruptions to the airport during construction. The Sponsor further agrees that upon construction completion of this project or at the point when this equipment is no longer needed for its intended use (but no later than the construction completion of the project), that the Sponsor will house this equipment in an interior enclosure. The Sponsor further agrees to make this equipment available, without cost, to be transferred to another airport or as directed by the FAA.</p>
Airport	Construction on land not yet acquired/ Good Title	<p><b>NOTICE TO PROCEED - PROPERTY INTEREST ACQUIRED:</b> The Sponsor understands and agrees that the FAA authorization for the Sponsor to issue a notice to proceed with construction work will not be given until the Sponsor has adequately certified that good title will be acquired on the land on which construction is to be performed.</p>
Airport	Construction on land not yet acquired/ Good Title	<p><b>TITLE EVIDENCE:</b> The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments involving Parcel(s) <u>N/A</u> until title evidence has been submitted to, and found satisfactory by the FAA, subject to no liens, encumbrances, reservations or exceptions which in the opinion of the FAA might create an undue risk or interference with the use and operation of the airport.</p>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
Airport	DBE Plan	<b>DBE PLAN:</b> The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments on this subgrant until the Sponsor has received approval of its DBE Plan from the FAA Office of Civil Rights.
Airport	Environmental (Required for All Projects)	<b>ENVIRONMENTAL:</b> The environmental approval for this project was issued on <u>1/22/18</u> This project includes the following mitigation measures:  <u>N/A</u>  The Sponsor understands and agrees to complete the above-listed mitigation measures to standards satisfactory to the FAA. It is further mutually agreed that the reasonable cost of completing these mitigation measures is an allowable cost within the scope of this project.
Airport	EMAS	<b>EMAS BLOCK PRE-PURCHASE:</b> The Sponsor understands that it may request reimbursement for payment made by the Sponsor to the EMAS manufacturer for up to 90% of the cost of EMAS block manufacturing costs of EMAS blocks that remain in the manufacturer's care, custody and control provided that the Sponsor has provided a certification to the FAA as to quantity and condition of the EMAS blocks.  The remaining payment may be made after delivery to the Sponsor's location and acceptance by the Sponsor.
Airport	Equipment	<b>EQUIPMENT ACQUISITION:</b> The Sponsor understands and agrees that any equipment acquired through this subgrant is considered a <i>facility</i> as that term is used in the Grant Assurances. Further, the equipment must be only operated by the Sponsor. The Sponsor agrees that it will maintain the equipment and use it exclusively at the airport for airport purposes.
Airport	Equipment - Friction Measuring Device	<b>FRICTION MEASURING DEVICES:</b> The Sponsor agrees that it will properly calibrate, operate, and maintain the friction measuring equipment. The friction measuring equipment and tow vehicle (if applicable) must not be used for any other purpose other than for conducting friction measuring tests on airport pavement surfaces and directly related activities.
Airport	NAVAIDS - ILS  Note that in general, Category I ILS are no longer being installed.	<b>INSTRUMENT LANDING SYSTEM AND ASSOCIATED EQUIPMENT IN PROJECT:</b> The Sponsor agrees that it will: 1) Prior to commissioning, assure the equipment meets the FAA's standards; and

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
	Instead, RNAV approaches provide equivalent approach minima. Installation of a new ILS must follow the ILS policy and must have APP-1 approval.	2) Remove, relocate, lower, mark, or light each obstruction to obtain a clear approach as indicated in the 14 CFR part 77 aeronautical survey.
Airport	Fence - Wildlife	<b>WILDLIFE FENCE:</b> The Sponsor understands that the fence is being installed to prevent wildlife from entering the airfield. The Sponsor agrees that it will maintain the integrity of the fence for its useful life, but no less than 20 years from the date of the subgrant was issued. The Sponsor understands that maintenance of the fence includes repair of damage to the fence or gates due to any purpose.
Airport	Land - Revise Exhibit "A" Property Map	<b>UPDATE APPROVED EXHIBIT "A" PROPERTY MAP FOR LAND IN PROJECT:</b> The Sponsor understands and agrees to update the Exhibit "A" Property Map to standards satisfactory to the FAA and submit it in final form to the FAA. It is further mutually agreed that the reasonable cost of developing said Exhibit "A" Property Map is an allowable cost within the scope of this project.
Airport	Land acquisition -Future Land	<b>FUTURE DEVELOPMENT LAND:</b> The Sponsor agrees to perform the airport development which requires this land acquisition within 10 years of this subgrant agreement, and further agrees not to dispose of the land by sale or lease without prior consent and approval of the FAA. In the event the land is not used within 10 years for the purpose for which it was acquired, the Sponsor will refund the Federal and State share of acquisition cost or the current fair market value of the land, whichever is greater.
Airport	Master Plan - Coordination	<b>COORDINATION:</b> The Sponsor agrees to coordinate this master planning study with the metropolitan planning organizations, other local planning agencies, and with the State Airport System Plan prepared by the State's Department of Transportation and consider any pertinent information, data, projections, and forecasts which are currently available or as will become available. The Sponsor agrees to consider any State Clearinghouse comments and to furnish a copy of the final report to the State's Department of Transportation.
Airport	NAVAIDS -Operations and maintenance	<b>AIRPORT-OWNED VISUAL OR ELECTRONIC NAVIGATION AIDS IN PROJECT:</b> The Sponsor agrees that it will: 1) Provide for the continuous operation and maintenance of any navigational aid funded under this subgrant agreement during the

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		useful life of the equipment; 2) Prior to commissioning, assure the equipment meets the FAA's standards; and 3) Remove, relocate, lower, mark, or light each obstruction to obtain a clear approach as indicated in the 14 CFR part 77 aeronautical survey.
Airport	New or Replacement Airport	<b>SITE SELECTION:</b> The Sponsor understands and agrees that the Project cannot proceed beyond the site selection study until the Sponsor has received formal approval from the FAA to proceed.
Airport	Non-AIP Utility Proration (Refer to AIP Handbook –Ch. 3, Sec. 11, Par. 3-98)	<b>UTILITIES PRORATION:</b> For purposes of computing the United States' share of the allowable project costs, the allowable cost of the <u>N/A</u> included in the project must not exceed <u>N/A</u> percent.
Airport	Utility Relocation	<b>UTILITY RELOCATION IN PROJECT:</b> The Sponsor understands and agrees that: 1) the United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs; 2) FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and 3) the utilities exclusively serve the Airport;
Airport	Obstruction Removal	<b>OBSTRUCTION REMOVAL:</b> The Sponsor agrees to clear Parcel(s) <u>N/A</u> , as shown on Exhibit "A" Property Map, of the following obstructions: <u>N/A</u> prior to final payment under the project. The Sponsor also agrees that it will not erect, nor permit the erection of any permanent structures or obstructions on the airport except those required for aids to air navigation or those which have been specifically approved by the FAA.
Airport	Pavement	<b>PAVEMENT MAINTENANCE MANAGEMENT PROGRAM:</b> The Sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Subgrant Assurance Pavement Preventive Management. The Sponsor agrees that it will use the program for the useful life of any pavement constructed, reconstructed, or repaired with federal financial assistance at the airport. The Sponsor further agrees that the program will  1. follow FAA Advisory Circular 150/5380-6, "Guidelines and Procedures for Maintenance of Airport Pavements," for specific guidelines and procedures for maintaining airport pavements,

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		<p>establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair;</p> <ol style="list-style-type: none"> <li>2. detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed;</li> <li>3. include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements:               <ol style="list-style-type: none"> <li>a. Pavement Inventory. The following must be depicted in an appropriate form and level of detail:                   <ol style="list-style-type: none"> <li>1) location of all runways, taxiways, and aprons;</li> <li>2) dimensions;</li> <li>3) type of pavement, and;</li> <li>4) year of construction or most recent major rehabilitation.</li> </ol> </li> <li>b. Inspection Schedule.                   <ol style="list-style-type: none"> <li>1) Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years.</li> <li>2) Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by inspections, the date of inspection and any maintenance performed must be recorded.</li> </ol> </li> </ol> </li> <li>4. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented. The minimum information is:               <ol style="list-style-type: none"> <li>a. inspection date;</li> <li>b. location;</li> <li>c. distress types; and</li> <li>d. maintenance scheduled or performed.</li> </ol> </li> </ol> <p>Information Retrieval System. The Sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.</p>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
Airport	Pavement Exceeding \$500,000	<p><b><u>PROJECTS WHICH CONTAIN PAVING WORK IN EXCESS OF \$500,000:</u></b>            The Sponsor agrees to:</p> <ul style="list-style-type: none"> <li>a. Furnish a construction management program to the FAA prior to the start of construction which details the measures and procedures to be used to comply with the quality control provisions of the construction contract, including, but not limited to, all quality control provisions and tests required by the Federal and State specifications. The program must include as a minimum:               <ul style="list-style-type: none"> <li>(1) The name of the person representing the Sponsor who has overall responsibility for contract administration for the project and the authority to take necessary actions to comply with the contract.</li> <li>(2) Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided.</li> <li>(3) Procedures for determining that the testing laboratories meet the requirements of the American Society of Testing and Materials standards on laboratory evaluation referenced in the contract specifications (D 3666, C 1077).</li> <li>(4) Qualifications of engineering supervision and construction inspection personnel.</li> <li>(5) A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test.</li> <li>(6) Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, and that the proper corrective actions, where necessary, are undertaken.</li> </ul> </li> <li>b. Submit at completion of the project, a final test and quality control report documenting the results of all tests performed, highlighting those tests that failed or that did not meet the applicable test standard. The report must include the pay reductions applied and the reasons for accepting any out-of-tolerance material. An interim test and quality control report must be submitted, if requested by the FAA.</li> </ul>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		<p>c. Failure to provide a complete report as described in paragraph b, or failure to perform such tests, will, absent any compelling justification; result in a reduction in Federal participation for costs incurred in connection with construction of the applicable pavement. Such reduction will be at the discretion of the FAA and will be based on the type or types of required tests not performed or not documented and will be commensurate with the proportion of applicable pavement with respect to the total pavement constructed under the subgrant agreement.</p> <p>d. The FAA, at its discretion, reserves the right to conduct independent tests and to reduce subgrant payments accordingly if such independent tests determine that sponsor test results are inaccurate.</p>
Airport	Pavement maintenance	<p><b>MAINTENANCE PROJECT LIFE:</b> The Sponsor agrees that pavement maintenance is limited to those aircraft pavements that are in sufficiently sound condition that they do not warrant more extensive work, such as reconstruction or overlays in the immediate or near future. The Sponsor further agrees that AIP funding for the pavements maintained under this project will not be requested for more substantial type rehabilitation (more substantial than periodic maintenance) for a 5-year period following the completion of this project unless the FAA determines that the rehabilitation or reconstruction is required for safety reasons.</p>
Airport	RPZ Acquisition	<p><b>PROTECTION OF RUNWAY PROTECTION ZONE:</b> The Sponsor agrees to prevent the erection or creation of any structure, place of public assembly, or other use in the runway protection zone, as depicted on the Exhibit "A": Property Map, except for NAVAIDS that are fixed by their functional purposes or any other structure permitted by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.</p>
Airport	RPZ Acquisition	<p><b>PROTECTION OF RUNWAY PROTECTION ZONE:</b> The Sponsor agrees to take any and all steps necessary to ensure that the owner of the land within the designated Runway Protection Zone will not build any structure in the Runway Protection Zone that is an airport hazard or which might create glare or misleading lights or lead to the construction of residences, fuel handling and storage facilities, smoke generating activities, or places of public assembly, such as churches, schools, office buildings, shopping centers, and stadiums.</p>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
Airport	<p><b>RPZ Future Acquisition</b></p> <p>(This special condition should be used if any of the following items are part of the grant: 1) An airfield project that impacts the runway threshold, 2) A change in the design critical aircraft that increases the RPZ dimensions, or 3) A new or revised instrument approach procedure that increases the RPZ dimensions).</p>	<p><b>ACQUISITION OF THE RUNWAY PROTECTION ZONE:</b> Future Interest in the Runway Protection Zone: The Sponsor agrees that it will acquire <u>N/A</u> in the Runway Protection Zones for runways that presently are not under its control within <u>N/A</u> years of this Subgrant Agreement. The Sponsor further agrees to prevent the erection or creation of any structure or place of public assembly in the Runway Protection Zone, except for NAVAIDS that are fixed by their functional purposes or any other structure approved by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.</p>
Airport	VALE equipment	<p><b>LOW EMISSION SYSTEMS:</b> The Sponsor agrees that vehicles and equipment included in this subgrant:</p> <ol style="list-style-type: none"> <li>1) will be maintained and used at the airport for which they were purchased ;</li> <li>2) will not be transferred, relocated, or used at another airport without the advance consent of the FAA;</li> <li>3) will be clearly labeled using the FAA-designed VALE program emblem;</li> <li>4) will be replaced, at the Sponsor's own cost, any disabled or seriously damaged vehicle or equipment at any time during its useful life, with an equivalent vehicle or unit that produces an equal or lower level of emissions for the useful life of the vehicle or equipment, or life of Airport Emission Reduction Credits, whichever is longer.</li> </ol> <p>The Sponsor further agrees that it will maintain annual records on individual vehicles and equipment, project expenditures, cost effectiveness, and emission reductions.</p>
Airport	VALE Recharging System	<p><b>RECHARGING SYSTEM VALE- USE AND OPERATION REQUIREMENTS:</b></p> <p>The Sponsor understands that it is obligated to earn emissions credits from the state air quality agency on a yearly basis for the use of this recharging system and the use of electric ground support equipment at the airport. The Sponsor understands and agrees that the Sponsor may be obligated to repay to the FAA some or all of the federal share of the recharging project if Sponsor does not earn the emissions credits that the Sponsor estimated in the project application.</p>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
Airport or Noise	Building Allowable Costs (Prorate)	<b>BUILDING AIP PRORATION:</b> For purposes of computing the United States' share of the allowable project costs of the project, the allowable cost of the <u>N/A</u> included in the project must not exceed <u>N/A</u> percent of the actual cost of the entire building.
Airport or Noise	Noise Land	<b>ACQUISITION OF NOISE LAND:</b> The Sponsor agrees that as part of the land acquisition in this project, it will prepare or update a Noise Land Inventory Map and Reuse Plan to standards satisfactory to the FAA and submit said documentation in final form to the FAA. It is further mutually agreed that the reasonable cost of developing or updating a Noise Land Inventory Map and Disposal Plan is an allowable cost within the scope of this project.
Airport or Noise	Noise - Annual Report	<b>ANNUAL NOISE REPORT:</b> As a condition of this Airport Improvement Program (AIP) subgrant, the Sponsor agrees to provide to the FAA, an annual report of funds expended and actions associated with this subgrant within 90 days following the end of each Federal fiscal year the subgrant remains open. The report must provide the following information: <ol style="list-style-type: none"> <li>1) Total noise subgrant funds expended during the fiscal year.</li> <li>2) Amount of funds expended by Program Element(s) as identified in the Sponsor's Noise Compatibility Program (NCP).</li> <li>3) Number of parcels mitigated by DNL contour and Program Element as identified in the Sponsor's NCP.</li> <li>4) Total number of people impacted by the Sponsor's NCP (by DNL contour) and total number of people mitigated during the fiscal year by DNL contour and Program Element as identified in the Sponsor's NCP.</li> <li>5) A graphic (map) depicting DNL contours and the location of mitigation action as defined by the Program Element(s) of the Sponsor's NCP, including a list by address for mitigation actions shown on the map.</li> <li>6) A written plan outlining actions being planned for the next year based on the Sponsor's priorities and the NCP.</li> <li>7) Other information as required by the FAA.</li> </ol>
All Sponsor Types	Plans and Specifications	<b>PLANS AND SPECIFICATIONS PRIOR TO BIDDING:</b> The Sponsor agrees that it will submit plans and specifications for FAA review and approval prior to advertising for bids.
All Sponsor Types	Plans and Specifications Certification	<b>PLANS &amp; SPECIFICATIONS APPROVAL BASED UPON CERTIFICATION:</b> The FAA and the Sponsor agree that the FAA approval of the Sponsor's Plans and Specifications is based primarily upon the Sponsor's certification to carry out the project in accordance with policies,

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		<p>standards, and specifications approved by the FAA. The Sponsor understands that:</p> <ol style="list-style-type: none"> <li>1)The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project;</li> <li>2)The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements;</li> <li>3) if the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under AIP.</li> </ol>
All Sponsor Types	Design-Only Subgrants	<p><b>DESIGN SUBGRANT:</b> This subgrant agreement is being issued in order to complete the design of the project. The Sponsor understands and agrees that within 2 years after the design is completed that the Sponsor will accept, subject to the availability of the amount of federal funding identified in the Airport Capital Improvement Plan (ACIP), a subgrant to complete the construction of the project in order to provide a useful and useable unit of work. The Sponsor also understands that if the FAA has provided federal funding to complete the design for the project, and the Sponsor has not completed the design within <b>four (4)</b> years from the execution of this subgrant agreement, the FAA may suspend or terminate subgrants related to the design.</p>
All Sponsor Types	Force account	<p><b>FORCE ACCOUNT:</b> The Sponsor agrees that proposals to accomplish construction or engineering with the Sponsor's own personnel must receive approval from the FAA prior to Sponsor incurring costs and that no reimbursement payments will be made on that portion of this subgrant until the Sponsor has received FAA approval for the force account information.</p>
All Sponsor Types	Land Acquisition - Revenue and Program Income	<p><b>PROGRAM INCOME AND REVENUE FROM REAL PROPERTY:</b> The Sponsor understands that all program income produced from real property purchased in part with Federal funds in this subgrant received while the subgrant is open will be deducted from the total cost of that project for determining the net costs on which the maximum United States' obligation will be based. The Sponsor further agrees that once the subgrant is closed, all net revenues produced from real property purchased in part with Federal funds in this subgrant must be used on the airport for airport planning, development, or operating expenses. This income may not be used for the Sponsor's matching share of any</p>

# APPENDIX F

## Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type <sup>1</sup>	Type of Project	Special Conditions
		years from the date of the Sponsor's acceptance of federal aid for the project.
All Sponsor Types	Non AIP work in project	<p><b>NON-AIP WORK IN APPLICATION:</b> The Sponsor understands and agrees that:</p> <ol style="list-style-type: none"> <li>1) the Project includes the planning and/or construction of <u>N/A</u> that is not being funded with any Federal funding in this project ;</li> <li>2) although the Sponsor has estimated a total project cost of <u>\$N/A</u>, the total allowable cost for purposes of determining federal participation will not exceed <u>\$N/A</u>;</li> <li>3) it must maintain separate cost records for the AIP and non-AIP work;</li> <li>4) all cost records must be made available for inspection and audit by the FAA;</li> <li>5) the Sponsor understands that all non-AIP work is the sole responsibility of the Sponsor; and</li> <li>6) the amount of allowable cost that will be used for purposes of determining an increase in the maximum obligation of the United States will not exceed <u>\$N/A</u>, which is the total allowable cost for purposes of determining federal participation in 2) of this special condition.</li> </ol>
All Sponsor Types	Planning Scope of Work	<p><b>PRELIMINARY SCOPE OF WORK:</b> This Subgrant is made and accepted upon the basis of a <b>preliminary scope of work</b>. The parties agree that within 30 days from the date of acceptance of this Subgrant Offer, the Sponsor will furnish a final scope of work to the FAA and that no work will commence, nor will there be any contract signed for accomplishment of such work, until the final scope of work has been approved by the FAA. The Sponsor and the FAA further agree that any reference to the scope of work made in the Subgrant Offer or in the project application is in respect to the final scope of work.</p>
Airport - Non-primary	Fuel farms	<p><b>FUELING SYSTEM – USE AND OPERATION REQUIREMENTS:</b> This project includes the installation of a new aviation fuel system. All revenue generated by this fueling system must be used for the operation and maintenance of the Airport in accordance with the subgrant assurances. The fueling system established under this subgrant, will be operated solely by the Sponsor and/or the Sponsor's employees. The Sponsor is further obligated to operate and maintain the fueling system</p>



## INSTRUCTIONS

### PRIME CONSULTANT OR AUTHORIZED REPRESENTATIVE:

This statement reports the actual dollar amounts of the project cost earned by and paid to DBE subconsultants. Complete and submit to the Payment Analyst with each billing and within 20 days of receipt of final payment. Some forms may be blank if no payment was made since the previous billing.

For "Contract No., Authorization No.," and "Job No.," as appropriate, use the numbers assigned by MOOT.

For "Period Covered," report the calendar days covered by the billing.

For "Services Work Performed" report the main service performed by the subconsultant during the reporting period.

For "Total Contract Amount" report the total amount of the contract between the prime consultant and the subconsultant.

For "Cumulative Dollar Value of Services Completed" report the total amount the subconsultant has earned since beginning this project.

For "Deductions," report deductions made by the prime consultant to the subconsultant's "Cumulative Dollar Value of Services Completed" for retainage, bond or other fees, materials, services or equipment provided to the subconsultant according to mutual, prior agreement (documentation of such agreement may be required by MDOT).

For "Actual Amount Paid to Date," report cumulative actual payments made to the subconsultant for services completed.

For "Actual Amount Paid During this Report Period" report actual payments made to the subcontractor for services during this reporting period.

"Provide "DBE Authorized Signature" for final payment only.

Be sure to sign, title and date this statement.

### MDOT PAYMENT ANALYST:

Complete "Comments" if necessary, sign date and forward to the Office of Business Development within seven (7) days of receipt.

MDOT Office of Business Development  
P.O. Box 30050

Lansing, Michigan 48909

Questions about this form? Call Toll-free, 1-866-DBE-1264

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Airport Tenant Hangar Leases</b>
<b>DEPARTMENT:</b>	<b>Airport Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b> The Airport Committee has made a recommendation that the CB approve the following tenant leases at the Airport. They are: Enstrom Helicopter, Hangars 5 & 6 Gene Coleman, Hangar 9 Jeff Orear, Hangar 10 Dave Lindstrom, Hangar 12 Robert Cappaert - Sublease to Grant Cook, Hangar 13 GL Exploration - Tom Quigley, Hangar 14B Richard Chaltry, Hangars 14C & 33 George Sporie, Hangar 16 Eagles Flying Club of Menominee - Wm. Taylor, Hangar 17 North Shetter, Hangar 26 John Barley, Hangars 28A - F Menominee Hangar Company, Inc. Steve & Lu Beekman, Ronae Busch, Dustin Kurath - Subleases: Ralph Vannaman, Rick Estebo	
<b>RECOMMENDED MOTION:</b>  Approve the submitted lease agreements as recommended by the Airport Committee.	

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## AMENDMENT #5 TO PRIVATE TENANT LAND LEASE

This Amendment #5 is entered into by and between Menominee County (Lessor), and The Enstrom Helicopter Corporation (Lessee), and amends the November 14, 1972 Lease entered into between Lessee as Lessor, as amended by Amendments #2, 3, and 4 with the County's assignee, the Twin County Airport Commission, as Lessor ("the Lease") for lease of real property located at the Menominee Regional Airport ("the Airport").

1. The parties agree to amend the Lease as follows:

1. Airport Sponsor; Name. Menominee County is the new sponsor of the Airport, and is the Lessor under the Lease and this Amendment #5.

2. Rental Rate. Commencing with this Amendment #5, Lessee agrees to pay to the Lessor an annual rental at the rate of 13 cents (\$0.13) per square foot, for the leased premises, which the parties agree are 149,742 square feet. Rent is calculated annually, but will be billed monthly in 12 equal installments.

3. Nondiscrimination. Lessee and/or its sublessees, licensees, or assigns, as required by law, shall not 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, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight or marital status. Tenant and/or its sublessees, licensees, or assigns shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination, including but not limited to, the following:

A. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.

B. The Michigan Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.

C. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 394, as amended, and regulations promulgated thereunder.

D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 328 (42 USC Sec. 12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Lease, and in the event Lessee and/or its sublessees, licensees, or assigns is found not to be in compliance with this section, Lessor may terminate this Lease, effective as of the date of delivery of written notification to Lessee and/or its sublessees, licensees, or assigns.

4. Airport Protection. Lessor reserves unto itself, its successor and assigns, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the leased premises, together with the right to cause in that airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used, for navigation of or flight in the airspace, and for use of the airspace for landing on, taking off from, or operating on the Airport. Lessee agrees for itself, its successors and assigns (a) to restrict the height of structures, objects of natural growth, and other obstructions on the leased premises to such a height so as to comply with Federal Aviation Regulations Part 77, and (b) to prevent any use of the leased premises which would interfere with or adversely affect the operation or maintenance of the Airport, or otherwise constitute an Airport hazard.

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 15 day of May, 2018, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Geva Coleman, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** 8815-000 #5  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on 5-15, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of **twenty cents** (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

6-26-18

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 15 day of Mar, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Richard Colman, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** 88/6-00 #6  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on 6-26-18 Mar 15, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one



Menominee Regional Airport

PRIVATE TENANT LAND LEASE

THIS AGREEMENT, made and entered into this 16<sup>th</sup> day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Jeffrey M. Orear, NIS, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

- 1. **Property Description.** Hanger 9  
(See Airport Layout Map - Attachment A)
- 2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
- 3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on 6-26-18 May 16, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
- 4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one



RECEIVED  
MAY 21 2018  
BY: *MD*

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 21<sup>st</sup> day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and DAVE LINDSTROM, hereinafter referred to as the Lessee.

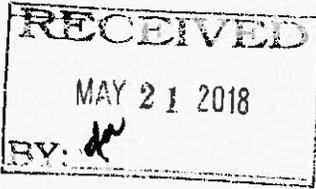
WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** HANGAR 10  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one



Menominee Regional Airport  
PRIVATE TENANT LAND LEASE

THIS AGREEMENT, made and entered into this 1 day of MAY, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and ROBERT CAPPAERT, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** HANGAR 12  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on MAY 1 ~~05/01/2018, 20~~ 6-26-18. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of **twenty cents** (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 27<sup>th</sup> day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Great Lakes Exploration, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar.

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** Hangar #13, Parcel # 8811-000  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 13 day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Richard Chaffry, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** Hangar 14B  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 15<sup>th</sup> day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and George Sporic, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** 14C  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 25<sup>TH</sup> day of MAY, 2018, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and EAGLES FLYING CLUB OF MENOMINEE, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** HANGAR 16  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 20<sup>th</sup> day of May, 2018 by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and North Shelter, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** # 17  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

RECEIVED  
MAY 21 2018  
BY: *AS*

THIS AGREEMENT, made and entered into this 12 day of May, 2018, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and John C Barley, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** 26  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018, ~~MAY 12~~ 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 14<sup>th</sup> day of May, 2018, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Menominee Hangar Company, Inc., hereinafter referred to as the Lessee.

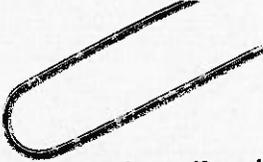
WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport Property, together with the right to use and enjoy individually and in common with others the facilities referred to: and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** Hangar 28 to include individual connected T-hangar units A, B, C, D, E, and F. (See Airport Layout Map – Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new constructions on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1<sup>st</sup>) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which it the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

  
Menominee Regional Airport  
**PRIVATE TENANT LAND LEASE**

THIS AGREEMENT, made and entered into this 15 day of May, 2018, by and between MENOMINEE COUNTY, of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor, and Bruce Spivey, hereinafter referred to as the Lessee.

WHEREAS, Menominee County (Lessor) is the owner of the Menominee Regional Airport, and Lessor is desirous of leasing to Lessee certain premises located on the Airport property, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee desires to lease the premises from Lessor; and

WHEREAS, the purpose of this lease is to provide Lessee with land space sufficient to construct or maintain a hangar facility, together with sufficient area surrounding such a facility for maintenance thereof, and for the parking of vehicles used to transport Lessee and guests to and from the hangar for the purpose of using, maintaining and constructing the aircraft stored in the hangar; and

NOW, THEREFORE, for and in consideration of the rents and covenants of this Lease, Lessee leases from the Lessor the following premises, rights and easements on and to the Airport on the following terms and conditions:

1. **Property Description.** 33  
(See Airport Layout Map - Attachment A)
2. **Building Construction.** Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to Michigan Building Code requirements and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In the event of new construction on land not already occupied by a hangar, unless construction of a facility has been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.
3. **Term.** The term of this Lease shall be for a period of ten (10) years, commencing on June 26, 2018. At the end of the ten (10) year period, this Lease shall be renewable for one additional ten (10) year period, or renewable on a year-by-year basis that may be terminated by either party with thirty (30) days written notice prior to the expiration date of the term or any extension thereof.
4. **Rents.** In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of twenty cents (\$0.20) per square foot, excluding the square foot area of ingress and egress road and apron area. The rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable Airport lands the same rental rate in compliance with FAA requirements. Commencing on the first (1st) day of January in the year following the commencement of this Lease, and every year on January 1 thereafter during the term of this Lease, the annual rate of rent shall be increased by the annual Consumer Price Index, defined as to the amount obtained by dividing the initial rental price per square foot per annum by the Detroit-Ann Arbor, All Items Consumer Price Index figure which is the most recently published one immediately preceding the commencement date of this Lease, and multiplying the quotient thereof by the Consumer Price Index, Detroit-Ann Arbor, All Items, which is the most recent one

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Unsigned Airport Hangar Tenant Land Leases</b>
<b>DEPARTMENT:</b>	<b>Administration/Airport</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	The County Administrator is looking for approval on his "Options" recommendation to offer unsigned Airport Hangar Tenants new terms on leases, as proposed.
<b>RECOMMENDED MOTION</b>	Approve the "Options" recommendation of the County Administrator

Submitted by: Jason Carviou

06/22/2018 Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
www.menomineecounty.com*

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

### **County Board Communication**

TO: County Board Commissioners  
FROM: Jason Carviou, County Administrator  
DATE: June 22, 2018  
RE: Airport Hangar Tenant Lease Agreements

Dear County Commissioners,

I am recommending that the following options be considered in attempting to come to an agreement with the airport hangar tenants that remain with unsigned leases:

#### **OPTION # 1**

Tenants are offered a lease agreement with an initial term of 10 years. Upon expiration, the lease can be either: A. Renewed for another 10 year period OR B. On a year to year basis (either option must be mutually agreed upon by the parties) OR C. Terminated by either party with a 30 day written notice prior to the expiration date of the term or any extension thereof.

#### **OPTION # 2**

Tenants are offered a lease agreement with an initial term equal to the term remaining on the tenant's previous lease with the Twin County Airport Commission. Upon expiration, the lease can be either: A. Renewed for another 10 year period OR B. On a year to year basis (either option must be mutually agreed upon by the parties) OR C. Terminated by either party with a 30 day written notice prior to the expiration date of the term or any extension thereof.

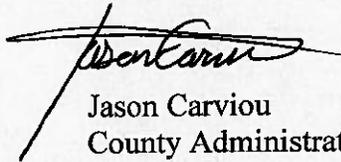
#### **Option # 3**

Eviction proceedings are initiated against tenants refusing to sign a lease.

All other sections remain the same as there was no change in rate charged from the previous lease with the Twin County Airport Commission, and any other changes were mandated by the FAA to assure grant assurances. These changes are permissible by the Subordination Provision allowing the airport sponsor to amend leases as necessary to comply with state or federal regulations.

This communication will be on the agenda for discussion and action at the County Board meeting on June 26, 2018.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Carviou", is written over a horizontal line.

Jason Carviou  
County Administrator

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Indigent Appointment Agreement</b>
<b>DEPARTMENT:</b>	<b>Judge Barglind &amp; Judge Ninomiya</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Judges and Attorneys have met with the County Administrator to discuss the current contract for the Indigent Attorneys. The current budgeted amount available for ALL attorneys serving the indigent community is \$179,250 per year. This amount is split among all courts with 35% allotted for Circuit Court; 35% allotted for District Court; 22.5% for Family Court and 7.5% for Probate Court</p>	
<b>RECOMMENDED MOTION</b>	
<p>CB to approve the Indigent Appointment Agreement as submitted by Judges Barglind and Ninomiya</p>	

Submitted by: Jason Carviou

06/21/2018

Date

### WORKSHOP ACTION

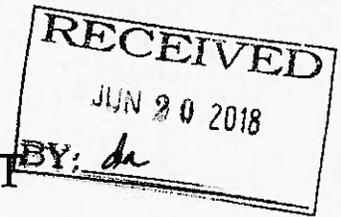
	<b>Forwarded to County Board for Approval as Recommended</b>
	<b>Reviewed with no motion to carry forward</b>
	<b>Continue after additional review/research is obtained</b>
	<b>Recommended with the following change(s):</b>

### COUNTY BOARD ACTION

**DATE:**

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

THE CIRCUIT COURT  
FOR  
THE FORTY-FIRST JUDICIAL CIRCUIT  
MICHIGAN  
COUNTIES OF DICKINSON - IRON - MENOMINEE



Circuit Judge  
MARY B. BARGLIND

P.O. Box 609  
Dickinson County Courthouse  
Iron Mountain, MI 49801



Circuit Judge  
CHRISTOPHER S. NINOMIYA

Phone (906) 774-2266  
Fax (906) 779-0587

June 19, 2018

Mr. Jason Carviou  
Menominee County Controller  
839 Tenth Avenue  
Menominee, MI 49858

Re: Interim Indigent Contract Agreement

Dear Mr. Carviou:

Enclosed please find 5 copies of the 2018 Menominee County Interim Indigent Appointment Agreement (one for each attorney). Please present these to the County Board for their approval at the next meeting. If they approve the requested money I will then get the other signatures.

Please contact me if you need further information or assistance.

Sincerely yours,

Mary B. Barglind  
Chief Judge - 41<sup>st</sup> Circuit Court

Enclosures

MBB/mer

## 2018 MENOMINEE COUNTY INTERIM INDIGENT APPOINTMENT AGREEMENT

THIS AGREEMENT, entered into by and between the 41<sup>st</sup> Circuit Court for the County of Menominee, the 95A District Court for the County of Menominee, and the Menominee County Probate Court, hereafter collectively referred to as "Court" and Randall Philipps hereafter referred to as "Attorney",

### TERM

This agreement shall commence on July 1, 2018 and terminate on September 30, 2018.

### SERVICES

The attorney shall provide the Court with indigent criminal appointment services. In Probate Court and the Family Court Division of the Circuit Court said services shall include appointments in the following types of cases: delinquency, child abuse, child neglect, and termination of parental rights, except that, even though the Probate Court may appoint an attorney and/or *guardian ad litem* in adult and minor guardianship and conservatorship cases, including DDP guardianship, said attorney shall bill the estate or petitioner for said services. The petitioner in all such cases shall be advised of the same. Mental commitment cases shall continue to be appointed through the Probate Court and such services are included in this agreement.

The attorney shall receive a proportional amount of the appointments from each named Court, except that Court shall have the exclusive right to temporarily remove a participating attorney from the rotation in order to equalize the workload among the participants. If a legitimate need arises, another attorney in a multi-attorney firm may substitute for the appointed attorney in a pending proceeding with the consent of the appropriate Court. In such cases, no additional compensation will be paid. In rendering services, the attorney shall strictly adhere to the Code of Professional Responsibility.

### COMPENSATION

In consideration for services rendered, the attorney shall be paid by the County of Menominee, in equal monthly installments. All payments will be made in the name of the attorney unless a contrary designation is filed in writing. Each attorney under contract shall be paid an equal share of the total compensation. The Court reserves the right to add additional attorneys to the contract. All attorneys under contract shall receive reimbursement pursuant to the following schedule. On July 1, 2018 the total compensation paid to all participating attorneys shall be \$24,937.50. On August 1, 2018 the total compensation paid to all participating attorneys shall be \$24,937.50. On September 1, 2018 the total compensation paid to all participating attorneys shall be \$24,937.50.

## **RETENTION**

Should an attorney from a multiple attorney firm be unable to fulfill this agreement due to incapacitation, death or transfer from the area, this agreement may be assigned by the Court to a remaining qualified member.

## **TERMINATION**

The Court shall have the right to terminate this agreement upon thirty (30) days written notice to the attorney or immediately upon breach by the attorney of the Code of Professional Responsibility. In the event of termination, the Court, in its sole discretion, has the right to reassign any pending cases to another participating attorney or have the attorney continue any representation on a per hour basis.

An attorney may terminate this agreement by providing a thirty (30) day written notice to each of the judges participating in this contract. He or she shall attempt to complete all pending cases within the thirty (30) days, and those not completed shall be assigned to another attorney.

## **INDEPENDENT CONTRACTOR**

It is expressly agreed between the Court, the County and Attorney that each attorney is acting solely as an independent contractor. By signing this agreement each attorney represents that he/she does not work exclusively for the Courts and/or County and understands that he/she is not entitled to any employee benefits offered by the County, including but not limited to workers compensation coverage.

## **ATTORNEY:**

\_\_\_\_\_  
Randall Philipps

Dated: \_\_\_\_\_

## **2018 MENOMINEE COUNTY INTERIM INDIGENT APPOINTMENT AGREEMENT**

THIS AGREEMENT, entered into by and between the 41<sup>st</sup> Circuit Court for the County of Menominee, the 95A District Court for the County of Menominee, and the Menominee County Probate Court, hereafter collectively referred to as "Court" and Joseph Klumb hereafter referred to as "Attorney",

### **TERM**

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### **SERVICES**

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## **ATTORNEY:**

\_\_\_\_\_  
Joseph Klumb

Dated: \_\_\_\_\_

## 2018 MENOMINEE COUNTY INTERIM INDIGENT APPOINTMENT AGREEMENT

THIS AGREEMENT, entered into by and between the 41<sup>st</sup> Circuit Court for the County of Menominee, the 95A District Court for the County of Menominee, and the Menominee County Probate Court, hereafter collectively referred to as "Court" and Karen Groenhout hereafter referred to as "Attorney",

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**ATTORNEY:**

\_\_\_\_\_  
Karen Groenhout

Dated: \_\_\_\_\_

## **2018 MENOMINEE COUNTY INTERIM INDIGENT APPOINTMENT AGREEMENT**

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### **TERM**

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### **SERVICES**

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**ATTORNEY:**

\_\_\_\_\_  
Sara Seaborg

Dated: \_\_\_\_\_

## **2018 MENOMINEE COUNTY INTERIM INDIGENT APPOINTMENT AGREEMENT**

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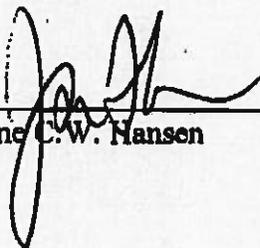
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## **ATTORNEY:**

  
\_\_\_\_\_  
Jane C. W. Hansen

6/19/18  
\_\_\_\_\_  
Date

**APPROVED:**

\_\_\_\_\_  
**Jason Carviou**  
**Menominee County Administrator**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Hon. Mary B. Barglind**  
**Circuit Court Judge**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Hon. Christopher S. Ninomiya**  
**Circuit Court Judge**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Hon. Jeffrey G. Barstow**  
**District Court Judge**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Hon. Daniel E. Hass**  
**Probate/Family Court Judge**

\_\_\_\_\_  
**Date**

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Security Access Control System – Menominee County Jail</b>
<b>DEPARTMENT:</b>	<b>Administration/Building &amp; Grounds</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Review the summary of proposals submitted for a new Security Access Control System for the jail and approve the system recommended by Jim Mekash	
<b>RECOMMENDED MOTION</b>	
Approval of the recommended Security Access Control System	

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## *Security Access Control System – Menominee County (Michigan) Jail*

### **CONTROL ACCESS DETAILS**

- The control system is to provide secure operation with door/gate status for each controlled point. The readers and locking mechanisms are to be compatible in all weather conditions.
- As there are numerous systems and methods available to achieve the desired results, all systems and methods will be considered.
- All necessary lock modifications are the responsibility of the contractor.
- All necessary wiring is the responsibility of the contractor.
- All necessary network integration and/or software is the responsibility of the contractor in conjunction and consultation with our IT technician.
- Any annual operation/software/maintenance fees or subscriptions are to be detailed in the proposal.
- Training of employees is to be included in the proposal.
- Any and all permits are the responsibility of the contractor.
- The project location map identifies the general location of each controlled door/gate.
- Contractors and employees are subject to background checks.
- Certificate of Workers Compensation and Michigan Liability Insurance must be on file prior to beginning any work.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Jason Carviou

06/21/2018

Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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





COPY

# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

\*Meals: Breakfast - \$ 9.00

Lunch - \$11.00 Dinner \$20.00

\*must attach receipt for reimbursement

\*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
5/2/18	CB Finance-Annex	34		18.53	101-101-860.10
5/8/18	CB Mtg-Menominee	76		41.42	101-101-860.10
5/10/18	UPACC-Casino	30		16.35	101-101-860.10
5/11/18	UPACC-Casino	30		16.35	101-101-860.10
5/14/18	BOH Finance- Escanaba	58		31.61	101-101-860.10
5/17/18	BOH-Pinecrest	14		7.63	101-101-860.10
5/22/18	Co. Bd- Menominee	76		41.42	101-101-860.10
5/24/18	Pinecrest-Pinecrest	14		7.63	101-101-860.10
					101-101-860.10
		332	<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>180.94</b>

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

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

*Jan Hafeman*  
Singed

5/22/18

Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
MAY 29 2018  
BY: *[Signature]*

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
5/3/18	COUNTY AIRPORT	15		\$ 8.18	101-101-860.04
5/4/18	COURT HOUSE	16		8.72	101-101-860.04
5/8/18	COURT HOUSE	16		8.72	101-101-860.04
5/15/18	COUNTY AIRPORT	15		8.18	101-101-860.04
5/21/18	COUNTY AIRPORT	15		8.18	101-101-860.04
5/22/18	COURT HOUSE	16		8.72	101-101-860.04
					101-101-860.04
		99		\$ 50.70	101-101-860.04
					101-101-860.04
			<b>Total Mileage</b>	<b>93</b>	
<b>Total Mileage Fee</b>					<b>\$ 50.73</b>

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

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

*Larry Schei*  
\_\_\_\_\_  
Signed

5/29/18  
\_\_\_\_\_  
Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
MAY 29 2018  
BY: *A*

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

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

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

Name: **Bernie Lang ~ District 2**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
05-03	CAA	110			101-101-860.02
05-04	KRS	3			101-101-860.02
05-08	CO. Bd.	3			101-101-860.02
05-10	UPAAC	52			101-101-860.02
05-11	UPAAC	52			101-101-860.02
05-22	CO. Bd.	3			101-101-860.02
05-29	H.H.S.	88			101-101-860.02
		<u>311</u>	<u>X .545 =</u>	<u>169.50</u>	101-101-860.02
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<u>169.50</u> ✓

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

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

*B. Reilly*

Signed

*05-29-18*

Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

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

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

RECEIVED  
MAY 29 2018  
BY: *per*

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

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
5/16/18	Annex	32		17.44	101-101-860.05
5/22/18	ct. house	16		8.72	101-101-860.05
5/23/18	Stephenson City hall	34		18.53	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	82	
				<b>Total Mileage Fee</b>	44.69 ✓

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

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

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

5/29/18  
\_\_\_\_\_  
Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**COPY**

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

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

**APPROVED**

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

JUN 04 2018

*JP*

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
5/8/18	Court House - County Board	72		39.24	101-101-860.07
					101-101-860.07
5/15/18	Airport - Airport Committee	70		38.15	101-101-860.07
					101-101-860.07
5/17/18	Pinecast - Public Health	12		6.54	101-101-860.07
					101-101-860.07
5/21/18	Airport - Airport Committee	70		38.15	101-101-860.07
					101-101-860.07
5/22/18	Court House County Board	72		39.24	101-101-860.07
		296	<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>161.32</b>

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

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

*Gerald Piche*

Signed

6/1/18

Date



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED  
JUN 04 2018

Mileage: .535 cents/mile ~ effective 01 January 2017

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

COPY

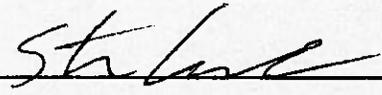
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Steven Gromala ~ District 1

Date	Meeting Place	# of miles	X <del>.535</del> 535/mile	Total Cost	Account Number
5/2/2018	Finance Committee - Stephenson	42		22.89	101-101-860.01
5/10/11	UPACC Mtgs.	51x4 = 204		111.18	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
Total Mileage Fee					134.07

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

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

  
\_\_\_\_\_  
Signed

6/6/2018  
\_\_\_\_\_  
Date



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Review miscellaneous bills as recently paid on May 24, 29, 30 & June 6, 2018 in the combined amount of \$247,877.39	
<b>RECOMMENDED MOTION</b>  Approve miscellaneous bills in the amount of \$274,877.39	

Submitted by: Jason Carviou

06/21/2018 Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## Miscellaneous Bills Account Number List

### General Fund Expenditures

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

### Special Revenue Funds

205 Road Patrol  
206 Sheriff Work Van  
208 County Parks  
215 Friend of Court  
216 Airport  
218 IT - Computer Serv.  
220 Park Improvements  
243 Remonumentation  
249 Building Code  
256 ROD - Automation Fund  
263 Pistol Licensing  
264 Local Corrections Officers Training  
265 Drug Law Enforcement Forfeiture  
266 E911  
269 Law Library  
271 County Library  
272 CDBG - Wells Fargo Grant  
274 CDBG - County  
277 LEPC  
280 Inmate Canteen fund  
281 K-9  
282 Justice Training  
285 Senior Citizens  
286 Medical Marijuana Grant  
289 SOM Salvage Vehicle Title Inspections  
292 Child Care  
294 Veterans' Trust  
292 Special Child Care Funds  
401 3-Way Road  
516 DTRF-Delinquent Tax Revolving Fund  
517 DTRF-PA 123 Foreclosure

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER	AMOUNT
VENDOR NAME: ADVANCE AUTO PARTS					
2825-383587	Vehicle Maintenance Supplies (Jeep)	101-265-981.00	106.08	MENOMINEE COUNTY MICHIGAN	106.08
TOTAL VENDOR ADVANCE AUTO PARTS					106.08
VENDOR NAME: ALL CARE AUTOMOTIVE, INC.					
47720	Vehicle Maintenance - 2007 Chevy Silverado	101-265-981.00	448.39		448.39
TOTAL VENDOR ALL CARE AUTOMOTIVE, INC.					448.39
VENDOR NAME: AT&T MOBILITY					
287252150867X0508201	906-792-0211 & 906-792-5968	101-132-850.00	70.02		70.02
TOTAL VENDOR AT&T MOBILITY					70.02
VENDOR NAME: CLOVERLAND PAPER CO					
117083	Courthouse - Janitorial Supplies	101-265-755.01	218.12		218.12
TOTAL VENDOR CLOVERLAND PAPER CO					218.12
VENDOR NAME: COOPER OFFICE EQUIPMENT					
155646	Contract # 2721-01 (PA)	101-267-801.00	286.87		286.87
155817	Contract # 3025-01 (Admin)	101-172-931.01	457.44		457.44
TOTAL VENDOR COOPER OFFICE EQUIPMENT					744.31
VENDOR NAME: DEDAMOS, KIM					
Refund	Shakey Lakes Park Camping	208-751-964.00	138.00		138.00
TOTAL VENDOR DEDAMOS, KIM					138.00
VENDOR NAME: GBS INC.					
18-31994	May 8, 2018 Ballots	101-262-727.00	638.60		638.60
TOTAL VENDOR GBS INC.					638.60
VENDOR NAME: HAFEMAN, JAN					
Reimbursement	Mileage - May 2018	101-101-860.10	180.94		180.94
TOTAL VENDOR HAFEMAN, JAN					180.94
VENDOR NAME: HENSLEY, RN, JOEL					
Medical Examiner	May 2018	101-648-709.00	1,080.00		2,790.00
		101-648-835.00	1,710.00		
Reimbursement	Telephone and Postage	101-648-850.00	37.14		50.24
		101-648-729.00	13.10		
TOTAL VENDOR HENSLEY, RN, JOEL					2,840.24
VENDOR NAME: KLEIMAN, MARC					
Reimbursement	Mileage (BOC & Election)	101-262-860.00	45.78		45.78
TOTAL VENDOR KLEIMAN, MARC					45.78
VENDOR NAME: MANPOWER, INC.					
32773886	Week Ending 5/20/18 (D. Averill)	216-585-704.00	561.00		561.00
TOTAL VENDOR MANPOWER, INC.					561.00
VENDOR NAME: MENARDS - MARINETTE					
59287	Building Maintenance Supplies	101-265-930.01	61.58		61.58
59283	Building Maintenance Supplies	101-265-930.01	259.33		259.33
59384	Building Maintenance Supplies	101-265-930.01	80.80		80.80
59522	Building Maintenance Supplies	101-265-930.01	11.23		11.23
59387	Fixing Current Picnic Tables	208-751-970.00	164.86		164.86
TOTAL VENDOR MENARDS - MARINETTE					577.80
VENDOR NAME: MENOMINEE COUNTY CLERK					
Notary Bond	Stacy Hansen (FOC)	101-141-727.00	10.00		10.00
TOTAL VENDOR MENOMINEE COUNTY CLERK					10.00
VENDOR NAME: MICHIGAN PROBATE JUDGES ASSOC.					

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>MAY 24 2018</b>				
<b>VENDOR NAME: MICHIGAN PROBATE JUDGES ASSOC.</b>				
Registration	Annual Conference (Judge Daniel E. Hass)	101-132-860.00	120.00	240.00
		101-148-860.00	120.00	240.00
TOTAL VENDOR MICHIGAN PROBATE JUDGES ASSOC.				240.00
<b>VENDOR NAME: MICHIGAN TOWNSHIPS ASSOCIATION</b>				
Dues	July 1 - June 20, 2019	101-103-802.00	470.00	470.00
TOTAL VENDOR MICHIGAN TOWNSHIPS ASSOCIATION				470.00
<b>VENDOR NAME: NELSON, JOHN R.</b>				
Reimbursement	Mileage - May 2018	101-101-860.11	130.80	130.80
TOTAL VENDOR NELSON, JOHN R.				130.80
<b>VENDOR NAME: OFFICE DEPOT, INC.</b>				
138004715001	Admin Supplies	101-172-727.00	1.59	1.59
138005065002	Veterans - Office Supplies	101-682-727.00	6.97	6.97
137363063001	Toner - District Court	101-136-727.00	64.01	64.01
133005065001	Office Supplies (Airport & Admin)	216-585-727.00	74.05	87.56
		101-172-727.00	13.51	
TOTAL VENDOR OFFICE DEPOT, INC.				160.13
<b>VENDOR NAME: OTIS ELEVATOR COMPANY</b>				
CVE05003618	6/1/18 - 3/31/18	101-265-801.00	700.65	700.65
TOTAL VENDOR OTIS ELEVATOR COMPANY				700.65
<b>VENDOR NAME: QUAAK, BRENDA</b>				
RDSS	Tolls, Meals & Training	101-132-801.00	24.00	292.26
		101-132-801.00	268.26	
RDSS	Travel, Training, and Meals	101-132-801.01	299.10	308.89
		101-132-801.01	9.79	
TOTAL VENDOR QUAAK, BRENDA				601.15
<b>VENDOR NAME: QUALITY WATER SPECIALISTS</b>				
195337	Annex - Water Softner Salt	101-265-801.00	37.90	37.90
TOTAL VENDOR QUALITY WATER SPECIALISTS				37.90
<b>VENDOR NAME: S &amp; O LOCK AND PHONE SERVICE</b>				
48567	Service Call & Deadbolt	517-252-931.00	84.95	84.95
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				84.95
<b>VENDOR NAME: SCHOLTZ SR., GARY</b>				
Reimbursement	Airport Bathroom Supplies	216-585-755.01	75.56	75.56
TOTAL VENDOR SCHOLTZ SR., GARY				75.56
<b>VENDOR NAME: SEXTON, RICHARD</b>				
Reimbursement	Verizon - Cellular Services	101-426-850.00	67.98	67.98
Reimbursement	EMS Supplies	101-426-963.00	10.46	153.69
		101-426-755.00	143.23	
TOTAL VENDOR SEXTON, RICHARD				221.67
<b>VENDOR NAME: SHERWIN WILLIAMS COMPANY</b>				
0451-7	Annex Paint	101-265-930.01	37.49	37.49
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				37.49
<b>VENDOR NAME: SQUIRES-STEPNIAK, REBECCA</b>				
Reimbursement	Mileage - April 2018	292-665-860.00	197.29	197.29
Reimbursement	Supplies (Adopt a Highway)	292-668-801.00	61.63	61.63
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				258.92

MAY 24 2018 *JW*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STATE OF MICHIGAN/NOTARY Notary Bond Stacy Hansen (FOC)		101-141-727.00	10.00	10.00
TOTAL VENDOR STATE OF MICHIGAN/NOTARY				10.00
VENDOR NAME: U.P. KIDS 5/15/18 Foster Care (L. G.)		292-662-843.05	241.36	241.36
TOTAL VENDOR U.P. KIDS				241.36
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE 357546084 Bizhub 423 Copier		101-172-942.00	133.07	133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				133.07
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00005 Kleinke Park		208-751-920.01	73.84	73.84
0402047856-00008 Kleinke Park		208-751-920.01	269.76	269.76
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				343.60
VENDOR NAME: ZERATSKY EXTREME HEATING & 12356 Jail Freezer Maintenance		101-265-934.00	170.00	170.00
TOTAL VENDOR ZERATSKY EXTREME HEATING &				170.00
VENDOR NAME: ZEVITZ, DR. MICHAEL E. Medical Examiner May 2018		101-648-709.00	2,030.00	2,030.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,030.00
GRAND TOTAL:				12,526.53

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 05/24/2018 - 05/24/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Armt Due	Status
Credit Card	Mastercard	05/13/2018	05/24/2018	1,846.44	1,846.44	Open
	Courthouse, Parks, Airport	jessicaw				
	101-268-729.00	USPS		6.70		
	208-751-930.03	Amazon		30.98		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	101-265-850.02	Amazon		24.93		
	101-265-755.00	Amazon		60.19		
	216-585-755.02	Amazon		25.58		
	263-215-860.00	Shell Oil		40.47		
	208-751-755.02	Delta-Menominee		3.50		
	263-215-860.00	SunOco		41.15		
	263-215-860.00	Marathon Petro		40.03		
	263-215-860.00	Crowne Plaza		442.02		
	101-268-729.00	USPS		6.70		
	101-268-729.00	USPS		6.70		
	101-141-860.00	TreeTops		99.15		
	101-101-859.00	Island Hotel		85.50		
	101-172-860.00	Island Hotel		85.50		
	101-682-860.00	St Ignace		36.82		
	101-682-860.00	Minervas-Beacon Lounge		18.31		
	101-682-860.00	Villager Pub		13.07		
	101-265-802.00	Amazon Prime		99.00		
	101-682-860.00	Mackinaw Brewing Co.		19.07		
	208-751-930.02	Amazon		63.00		
	101-682-860.00	Minervas-Beacon Lounge		10.07		
	101-682-860.00	Chili's Grill & Bar		15.89		
	208-751-920.00	USPS		6.70		
	101-682-860.00	Minervas-Beacon Lounge		10.07		
	101-682-860.00	Park Place Hotel		333.00		
	101-682-860.00	Krist		33.94		
	208-751-930.03	Amazon		75.80		
	208-751-920.00	USPS		3.75		
	101-268-729.00	USPS		6.70		
	101-265-930.01	Amazon		52.41		
	101-265-934.00	Pay Pal		19.60		
	101-265-930.01	Amazon		16.74		

APPROVED

MAY 24 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

Credit Car	Mastercard	05/13/2018	05/24/2018	227.64	227.64	Open
	Airport	jessicaw				
	216-585-742.00	Holiday		35.83		
	216-585-981.00	Ladd Distribution		20.00		
	216-585-981.00	Ladd Distribution		97.46		
	216-585-742.00	Holiday		74.35		

# of Invoices:	2	# Due:	2	Totals:	2,074.08	2,074.08
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					2,074.08	2,074.08

--- TOTALS BY FUND ---

101 - GENERAL FUND	1,073.46	1,073.46
208 - COUNTY PARKS	183.73	183.73
216 - MENOMINEE REGIONAL AIRPORT	253.22	253.22
263 - CONCEALED PISTOL LICENSING	563.67	563.67

--- TOTALS BY DEPT/ACTIVITY ---

101 - BOARD OF COMMISSIONERS	85.50	85.50
141 - FRIEND OF COURT	99.15	99.15
172 - ADMINISTRATION	85.50	85.50
215 - COUNTY CLERK	563.67	563.67
265 - BUILDINGS AND GROUNDS	272.87	272.87
288 - REGISTER OF DEEDS	40.20	40.20
585 - AIRPORT EXPENDITURE	253.22	253.22
682 - VETERANS AFFAIR	490.24	490.24
751 - COUNTY PARKS	183.73	183.73

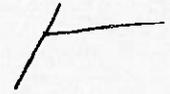
INVOICE REGISTER REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 05/29/2018 - 05/29/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 53042	Mastercard 4/15 - 5/13/18 (Sheriff/Road)	05/13/2018 jessicaw	05/29/2018	3,087.85	3,087.85	Open
	101-301-770.00 Walmart			66.00		
	101-301-770.01 American Screening			305.00		
	101-301-770.01 BAMC Stephenson			75.45		
	101-301-881.00 Pay Pal			200.00		
	101-301-881.00 Pay Pal			250.00		
	101-301-934.00 The Belson Co			285.00		
	101-301-934.00 The Belson Co			285.00		
	205-315-742.00 Holiday			19.00		
	205-315-742.00 Kwik Trip			17.78		
	205-315-742.00 Marathon Petro			21.74		
	205-315-742.00 Shell Oil			48.00		
	205-315-742.00 Superior Touchless			11.00		
	205-315-742.00 Superior Touchless			9.00		
	205-315-742.00 Superior Touchless			11.00		
	205-315-860.00 AppleBees			19.80		
	205-315-860.00 Arby's			9.85		
	205-315-860.00 Burger King			10.37		
	205-315-860.00 Chipotle 1173			4.59		
	205-315-860.00 Comfort Suites			328.00		
	205-315-860.00 Famous Daves			17.20		
	205-315-860.00 Golden Corral			9.23		
	205-315-860.00 Hoops			22.32		
	205-315-860.00 Jersey Mikes			14.75		
	205-315-860.00 Jo-Angela's Fizza & Deli			38.16		
	205-315-860.00 LaMexicana			11.44		
	205-315-860.00 Loopys II			10.54		
	205-315-860.00 Panera Bread			10.36		
	205-315-860.00 Panera Bread			9.94		
	205-315-860.00 Red Ox Tavern			19.08		
	205-315-860.00 Red Ox Tavern			15.60		
	205-315-860.00 Sonesta Hotels			388.15		
	205-315-860.00 Stone Cellar Brewpub			22.84		
	205-315-860.00 TGI Friday's			14.16		
	205-315-860.00 TGI Friday's			12.50		
	205-315-881.03 Public Agency Training			495.00		

APPROVED

JUN 04 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN



# of Invoices:	1	# Due:	1	Totals:	3,087.85	3,087.85
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					<u>3,087.85</u>	<u>3,087.85</u>

--- TOTALS BY FUND ---

101 - GENERAL FUND	1,466.45	1,466.45
205 - ROAD PATROL	1,621.40	1,621.40

--- TOTALS BY DEPT/ACTIVITY ---

301 - SHERIFF DEPARTMENT	1,466.45	1,466.45
315 - ROAD PATROL	1,621.40	1,621.40

05/31/2018 01:19 PM  
 User: jessicaw  
 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 05/31/2018 - 05/31/2018  
 UNJOURNALIZED  
 OPEN

Page: 1/5  
**APPROVED**

**COPY**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADE INCORPORATED				
43201	SALCE Assessment (District)	101-136-755.00	150.00	150.00
TOTAL VENDOR ADE INCORPORATED				150.00
VENDOR NAME: ADVANCE AUTO PARTS				
2825-383782	Court House Emergency Lighting Battery	101-265-934.00	199.99	199.99
TOTAL VENDOR ADVANCE AUTO PARTS				199.99
VENDOR NAME: ALL CARE AUTOMOTIVE, INC.				
47746	Car #6 - Vehicle Maintenance	101-265-981.00	40.57	40.57
TOTAL VENDOR ALL CARE AUTOMOTIVE, INC.				40.57
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661405	911 - Telephone Service	266-325-850.00	1,901.78	1,901.78
906863202305	Telephone Services	101-103-850.00	421.55	421.55
906863444105	Telephone Services	101-103-850.00	541.31	541.31
906863470505	Telephone Services	101-103-850.00	93.92	93.92
TOTAL VENDOR AT&T - CAROL STREAM, IL				2,958.56
VENDOR NAME: BARDOWSKI, JAMES				
5/25/18	Transport	101-132-801.01	17.50	123.81
		101-132-801.00	42.00	
		101-132-801.00	64.31	
TOTAL VENDOR BARDOWSKI, JAMES				123.81
VENDOR NAME: BARRETTE, JODIE				
Reimbursement	Mileage	101-141-860.00	120.44	120.44
TOTAL VENDOR BARRETTE, JODIE				120.44
VENDOR NAME: BELLIN HEALTH				
12478383	Pre-Employment Physical (L. Pesola)	101-301-835.00	110.50	110.50
TOTAL VENDOR BELLIN HEALTH				110.50
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
24618	Vehicle Maintenance - 2014 Chevy Impala	205-315-934.02	357.13	357.13
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				357.13
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1619822552	Building & Ground Supplies	101-265-931.00	12.76	200.85
		101-265-934.00	6.68	
		101-265-930.01	17.98	
		101-265-930.01	44.97	
		101-265-930.01	29.99	
		101-265-930.01	53.99	
		101-265-930.01	22.99	
		101-265-930.01	11.49	
TOTAL VENDOR BLUETARP FINANCIAL, INC.				200.85
VENDOR NAME: BODY WORKS PLUS, LLC				
M268940	Squad 5503 Decals	205-315-981.00	465.00	465.00
TOTAL VENDOR BODY WORKS PLUS, LLC				465.00
VENDOR NAME: BRUNELLE, JENNIFER				
May 2018	Crisis Intervention	292-668-801.00	600.00	600.00
TOTAL VENDOR BRUNELLE, JENNIFER				600.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - May 2018	101-101-860.05	44.69	44.69
TOTAL VENDOR CECH, WILLIAM				44.69
VENDOR NAME: CITY OF MENOMINEE				
May 2018	Monthly Rent	266-325-976.00	351.67	351.67
June 2018	Monthly Rent	266-325-976.00	351.67	351.67

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN  
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*[Handwritten Signature]*

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CITY OF MENOMINEE				
TOTAL VENDOR CITY OF MENOMINEE				793.34
VENDOR NAME: CLOVERLAND PAPER CO				
117032	Inmate Supplies	101-301-770.00	42.10	42.10
117082	Inmate Supplies	101-301-770.00	63.40	63.40
117135	Courthouse - Janitorial Supplies	101-265-755.01	161.03	161.03
TOTAL VENDOR CLOVERLAND PAPER CO				266.53
VENDOR NAME: CMP DISTRIBUTORS				
55054	Road Patrol - Training Targets	205-315-755.02	155.00	155.00
TOTAL VENDOR CMP DISTRIBUTORS				155.00
VENDOR NAME: CVS PHARMACY INC.				
6005432044049416	Inmate Medication	101-301-770.01	229.10	229.10
TOTAL VENDOR CVS PHARMACY INC.				229.10
VENDOR NAME: ENGEL-TOPPER, DYAN				
Reimbursement	Tolls, Meals, Fuel	101-141-860.00	105.56	105.56
TOTAL VENDOR ENGEL-TOPPER, DYAN				105.56
VENDOR NAME: GOOD SOURCE				
SIC443001	Inmate Supplies	101-301-770.00	88.96	88.96
TOTAL VENDOR GOOD SOURCE				88.96
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
8X052318	Shakey & Kleink	208-751-801.00	296.09	296.09
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				296.09
VENDOR NAME: HANSEN, STACY				
Reimbursement	Mileage	101-141-860.00	35.21	35.21
TOTAL VENDOR HANSEN, STACY				35.21
VENDOR NAME: HENSLEY, RN, JOEL				
May 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: HI TEC BUILDING SERVICES, INC.				
017446	May 2018 - Cleaning Services	101-265-801.00	1,692.00	1,692.00
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.				1,692.00
VENDOR NAME: J S ELECTRONICS, INC.				
20129	Tower Lease - May 2018	266-325-976.00	505.00	505.00
20144	Position One Maintenance	266-325-934.00	88.25	88.25
20149	Strip Out 5503 & Reinstall	205-315-981.00	2,616.92	2,616.92
20147	Remove & Reinstall Equipment	205-315-934.02	595.00	595.00
20145	Radio Maintenance	205-315-934.01	80.00	80.00
20148	Spotlight Maintenance in #5512	205-315-934.02	78.40	78.40
TOTAL VENDOR J S ELECTRONICS, INC.				3,963.57
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - May 2018	101-101-860.02	169.50	169.50
TOTAL VENDOR LANG, BERNARD				169.50
VENDOR NAME: LARSON, MICHELLE				
May 2018	Duby Park & Can Zone	292-668-801.00	210.00	240.52
		292-668-801.00	30.52	
TOTAL VENDOR LARSON, MICHELLE				240.52
VENDOR NAME: LESPERANCE, DIANE				
Reimbursement	Mileage, Meals	101-253-860.00	92.61	169.94
		517-252-860.00	77.33	
TOTAL VENDOR LESPERANCE, DIANE				169.94

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 MENOMINEE COUNTY MICHIGAN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS/AMOUNTS		AMOUNT
<b>VENDOR NAME: MENARDS - MARINETTE</b>				
59523	Vehicle Battery	101-265-981.00	99.99	99.99
59779	Credit Memo	101-265-981.00	(99.99)	(99.99)
59784	Building Maintenance Supplies	101-265-930.01	21.46	21.46
59455	Jail - Operating Supplies	101-301-755.00	94.78	94.78
<b>TOTAL VENDOR MENARDS - MARINETTE</b>				<b>116.24</b>
<b>VENDOR NAME: MICHIGAN STATE INDUSTRIES</b>				
2172936	Laundry Bag (Inmates)	101-301-755.00	120.00	120.00
<b>TOTAL VENDOR MICHIGAN STATE INDUSTRIES</b>				<b>120.00</b>
<b>VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I</b>				
0136764-001	Office Supplies (Road/Sheriff)	205-315-727.00	38.39	38.39
		101-301-727.00	36.65	36.65
		101-301-770.01	21.31	21.31
0136773-001	Road Patrol - Office Supplies	205-315-727.00	38.39	38.39
<b>TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I</b>				<b>134.74</b>
<b>VENDOR NAME: NUTT, MICHAEL</b>				
May 2018	Crisis Intervention	292-668-801.00	65.00	65.00
Reimbursement	Mileage - May 2018	292-664-860.00	112.54	112.54
<b>TOTAL VENDOR NUTT, MICHAEL</b>				<b>177.54</b>
<b>VENDOR NAME: PAN-O-GOLD BAKING CO.</b>				
40068318131001	Inmate Supplies	101-301-770.00	60.44	60.44
40068318117002	Inmate Supplies	101-301-770.00	109.76	109.76
40068318138001	Inmate Supplies	101-301-770.00	109.76	109.76
<b>TOTAL VENDOR PAN-O-GOLD BAKING CO.</b>				<b>279.96</b>
<b>VENDOR NAME: PHILIPPS, RANDALL</b>				
May 2018	Show Cause Court Appointed	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
<b>TOTAL VENDOR PHILIPPS, RANDALL</b>				<b>1,500.00</b>
<b>VENDOR NAME: PHYSIO-CONTROL INC.</b>				
118037141	Road Patrol - Supplies for Equipment Repair	205-315-934.00	231.46	231.46
<b>TOTAL VENDOR PHYSIO-CONTROL INC.</b>				<b>231.46</b>
<b>VENDOR NAME: PLASTOCON, INC</b>				
94954	Inmate Supplies	101-301-770.00	316.68	316.68
<b>TOTAL VENDOR PLASTOCON, INC</b>				<b>316.68</b>
<b>VENDOR NAME: QUAAK, BRENDA</b>				
5/19/18	Saturday Detention (A. Chaney)	101-132-801.01	68.00	68.00
5/25/18	Transport	101-132-801.01	15.00	51.00
		101-132-801.00	36.00	
<b>TOTAL VENDOR QUAAK, BRENDA</b>				<b>119.00</b>
<b>VENDOR NAME: QUILL CORPORATION</b>				
7070299	911 Office Supplies	266-325-727.00	110.44	110.44
7066142	911 Office Supplies	266-325-727.00	11.97	11.97
7278174	911 Office Supplies	266-325-727.00	67.95	67.95
7295336	911 Office Supplies	266-325-727.00	9.99	9.99
<b>TOTAL VENDOR QUILL CORPORATION</b>				<b>200.35</b>
<b>VENDOR NAME: REINHART FOODSERVICE</b>				
455878	Inmate Supplies	101-301-770.00	850.75	850.75
462159	Inmate Supplies	101-301-770.00	1,612.95	1,612.95
<b>TOTAL VENDOR REINHART FOODSERVICE</b>				<b>2,463.70</b>
<b>VENDOR NAME: S &amp; O LOCK AND PHONE SERVICE</b>				
48628	Rekey Airport Terminal	216-585-981.02	229.95	229.95

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				229.95
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - May 2018	101-101-860.04	50.73	50.73
TOTAL VENDOR SCHEI, LARRY				50.73
VENDOR NAME: STANDARD INSURANCE COMPANY				
June 2018	Life Insurance Premium	101-101-713.00	21.24	228.92
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	7.08	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	49.56	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	21.24	
TOTAL VENDOR STANDARD INSURANCE COMPANY				228.92
VENDOR NAME: STERICYCLE, INC.				
4007870353	Inmate Medical Supplies	101-301-770.01	84.99	84.99
TOTAL VENDOR STERICYCLE, INC.				84.99
VENDOR NAME: TONY'S GREEN THUMB				
5/23/18	Annual Flowers	101-265-930.02	226.75	226.75
TOTAL VENDOR TONY'S GREEN THUMB				226.75
VENDOR NAME: TWIN CITY TRUCKING				
935	Moving Texas Weights from MMC	216-585-755.02	360.00	360.00
TOTAL VENDOR TWIN CITY TRUCKING				360.00
VENDOR NAME: U.P. KIDS				
5/29/18	Foster Care (L. G.)	292-662-843.05	241.36	241.36
TOTAL VENDOR U.P. KIDS				241.36
VENDOR NAME: WALTER BROTHERS INC				
13215	Supplies for Vehicle Maintenance	205-315-934.02	17.46	17.46
TOTAL VENDOR WALTER BROTHERS INC				17.46
VENDOR NAME: WASTE MANAGEMENT, INC.				
1602156-1856-4	June 2018	101-265-801.00	619.68	619.68
TOTAL VENDOR WASTE MANAGEMENT, INC.				619.68
VENDOR NAME: WATCHGUARD VIDEO				
ACCIN0015296	Installation Kit (Tailgate Switch)	205-315-981.00	150.00	150.00
TOTAL VENDOR WATCHGUARD VIDEO				150.00
VENDOR NAME: WIL-KIL PEST CONTROL				
3385747	Library	101-265-801.00	32.50	32.50
3385748	Annex	101-265-801.00	32.50	32.50
3364756	Health Department	101-265-801.00	33.25	33.25

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: WIL-KIL PEST CONTROL				
TOTAL VENDOR WIL-KIL PEST CONTROL				98.25
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-0005	Stoney Point Street Lighting	208-751-920.01	43.33	43.33
0403823200-0006	Hanger Gate Center	216-585-920.03	28.49	28.49
2403776177-0000	Menominee Regional Airport	216-585-920.00	21.71	456.68
		216-585-920.03	325.00	
		216-585-920.00	18.27	
		216-585-920.00	91.70	
2403771408-0000	County Parks	208-751-920.01	23.76	162.20
		208-751-920.01	37.86	
		208-751-920.01	55.86	
		208-751-920.01	16.56	
		208-751-920.01	28.16	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				690.70
GRAND TOTAL:				23,510.32

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**COPY**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI</b>				
383101	Bass Lakes Camp Sites	208-751-920.01	100.22	100.22
1614900	Bath House	208-751-920.01	84.35	84.35
367100	N8390 Beach House	208-751-920.01	56.56	56.56
367200	Northwest Campsites	208-751-920.01	1,093.50	1,093.50
369802	W8449 Co Rd G12 Campsites	208-751-920.01	212.09	212.09
370500	Shakey Lakes Office/Shop	208-751-920.01	126.30	126.30
379700	Storage Shed	208-751-920.01	113.45	113.45
380300	Shower Building	208-751-920.01	91.40	91.40
383001	Shakey Lakes Park/Horse	208-751-920.01	31.43	31.43
383200	N8380 Co Park Rd 20.5	208-751-920.01	746.58	746.58
383301	Shakey Lakes Park/Cattle	208-751-920.01	276.18	276.18
1503500	N8380 Co Park Rd 20.5	208-751-920.01	323.22	323.22
<b>TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI</b>				<b>3,255.28</b>
<b>VENDOR NAME: AUTOMOTIVE SUPPLY COMPANY</b>				
84200	Airport Supplies	216-585-981.00	99.80	99.80
<b>TOTAL VENDOR AUTOMOTIVE SUPPLY COMPANY</b>				<b>99.80</b>
<b>VENDOR NAME: BADGER MAILING &amp; SHIPPING</b>				
104029	Ink Cartridge (Postage Machine)	101-253-729.01	172.10	172.10
<b>TOTAL VENDOR BADGER MAILING &amp; SHIPPING</b>				<b>172.10</b>
<b>VENDOR NAME: BARDOWSKI, JAMES</b>				
6/1/18	Transport & Holdover	101-132-801.01	50.00	233.77
		101-132-801.00	120.00	
		101-132-801.00	63.77	
<b>TOTAL VENDOR BARDOWSKI, JAMES</b>				<b>233.77</b>
<b>VENDOR NAME: BAY AREA MEDICAL CENTER, INC.</b>				
22134	Pre Employment Physicals (J. C., B. M., A.S.)	101-172-801.01	65.00	291.00
		208-751-801.01	113.00	
		208-751-801.01	113.00	
<b>TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.</b>				<b>291.00</b>
<b>VENDOR NAME: BERGER CHEVROLET</b>				
267390	2018 Chevy Tahoe	101-301-981.00	993.00	36,961.00
		101-301-934.03	35,968.00	
<b>TOTAL VENDOR BERGER CHEVROLET</b>				<b>36,961.00</b>
<b>VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.</b>				
24302	Vehicle Maintenance - 2017 Ford Explorer	205-315-934.02	34.90	34.90
24655	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	48.10	48.10
24680	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	38.10	38.10
<b>TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.</b>				<b>121.10</b>
<b>VENDOR NAME: BOYLE DESIGN GRUOP, LLC</b>				
4123	Regional Guide Full Page	101-101-901.00	1,750.00	1,750.00
4123	Regional Guide Full Page Ad	101-101-901.00	1,750.00	1,750.00
<b>TOTAL VENDOR BOYLE DESIGN GROUP, LLC</b>				<b>3,500.00</b>
<b>VENDOR NAME: CARVIOU, JASON</b>				
Reimbursement	Mileage & Certified Mailings	101-172-729.00	17.76	155.10
		101-172-860.00	137.34	
<b>TOTAL VENDOR CARVIOU, JASON</b>				<b>155.10</b>
<b>VENDOR NAME: CITY OF MENOMINEE</b>				

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**JUN 06 2018**

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 MENOMINEE COUNTY MICHIGAN

*[Signature]*

*Duplicate paid once*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: CITY OF MENOMINEE</b>				
4723	April 2018 Gasoline Sales	101-265-742.00	135.84	397.95
		101-265-742.00	172.83	
		292-664-860.00	50.48	
		263-215-860.00	13.48	
		266-325-860.00	25.32	
4727	Road Patrol Gasoline	205-315-742.00	1,768.29	1,768.29
<b>TOTAL VENDOR CITY OF MENOMINEE</b>				<b>2,166.24</b>
<b>VENDOR NAME: CITY OF STEPHENSON</b>				
709	Annex - Water/Electric/Sewer	101-261-920.01	19.48	239.34
		101-261-920.02	33.20	
		101-261-920.03	186.66	
<b>TOTAL VENDOR CITY OF STEPHENSON</b>				<b>239.34</b>
<b>VENDOR NAME: CLOVERLAND PAPER CO</b>				
117132	Sheriff Department	101-301-770.00	146.03	146.03
117196	Inmate Supplies	101-301-770.00	149.80	149.80
117197	Inmate Supplies	101-301-770.00	310.86	310.86
117195	Courthouse - Janitorial Supplies	101-265-755.01	112.98	112.98
<b>TOTAL VENDOR CLOVERLAND PAPER CO</b>				<b>719.67</b>
<b>VENDOR NAME: COOPER OFFICE EQUIPMENT</b>				
156177	Contract # 2146-01	101-172-931.01	355.87	355.87
<b>TOTAL VENDOR COOPER OFFICE EQUIPMENT</b>				<b>355.87</b>
<b>VENDOR NAME: CVS PHARMACY INC.</b>				
6005432044049416	Inmate Medical Supplies	101-301-770.01	54.52	54.52
<b>TOTAL VENDOR CVS PHARMACY INC.</b>				<b>54.52</b>
<b>VENDOR NAME: DEKETO, LLC</b>				
DK 5-18	Documents (x371)	256-277-857.00	750.00	750.00
<b>TOTAL VENDOR DEKETO, LLC</b>				<b>750.00</b>
<b>VENDOR NAME: DTE ENERGY</b>				
910020910998	Annex	101-261-920.04	96.18	96.18
<b>TOTAL VENDOR DTE ENERGY</b>				<b>96.18</b>
<b>VENDOR NAME: EAGLEHERALD PUBLISHING, LLC</b>				
1406	BOC Notice of Adoption of Ordinance	216-585-901.00	19.02	19.02
<b>TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC</b>				<b>19.02</b>
<b>VENDOR NAME: EICHHORN, GARY</b>				
5/31/18	DHS Board	101-601-837.00	50.00	50.00
<b>TOTAL VENDOR EICHHORN, GARY</b>				<b>50.00</b>
<b>VENDOR NAME: FASTENAL</b>				
WIMAR192230	Safety Equipment for Parks	208-751-755.02	108.66	108.66
<b>TOTAL VENDOR FASTENAL</b>				<b>108.66</b>
<b>VENDOR NAME: HENSLEY, RN, JOEL</b>				
June 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
<b>TOTAL VENDOR HENSLEY, RN, JOEL</b>				<b>1,365.00</b>
<b>VENDOR NAME: HI TEC BUILDING SERVICES, INC.</b>				
017446	Additional Payment	101-265-801.00	169.20	169.20
<b>TOTAL VENDOR HI TEC BUILDING SERVICES, INC.</b>				<b>169.20</b>
<b>VENDOR NAME: HOLMES, MICHAEL T.</b>				
Reimbursement	Rifle Scope	205-315-755.02	598.49	598.49
<b>TOTAL VENDOR HOLMES, MICHAEL T.</b>				<b>598.49</b>
<b>VENDOR NAME: J S ELECTRONICS, INC.</b>				
20164	Tower Lease - May 2018	266-325-976.00	505.00	505.00

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 MENOMINEE COUNTY MICHIGAN



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JUN 06 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: J S ELECTRONICS, INC.				
20146	Initial Downpayment - Dispatch Console	266-325-970.04	130,000.00	130,000.00
TOTAL VENDOR J S ELECTRONICS, INC.				130,505.00
VENDOR NAME: J.F. AHERN COMPANY				
258009	Fire Equipment Inspection (Shakey)	208-751-801.00	335.57	335.57
TOTAL VENDOR J.F. AHERN COMPANY				335.57
VENDOR NAME: K & M RENTALS				
8048	Portable Toilet (Airport)	208-751-801.00	90.00	90.00
TOTAL VENDOR K & M RENTALS				90.00
VENDOR NAME: KASS, MICHAEL				
Reimbursement	Parks Committee	208-751-860.00	50.00	50.00
TOTAL VENDOR KASS, MICHAEL				50.00
VENDOR NAME: LUFTS ADVERTISER, INC.				
5/30/18	911 Advertising	266-325-755.00	100.00	100.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				100.00
VENDOR NAME: M.A.C.C.				
Registration	Marc Kleiman	101-215-802.00	250.00	250.00
TOTAL VENDOR M.A.C.C.				250.00
VENDOR NAME: MANPOWER, INC.				
32803201	Week Ending 5/27/18 (D. Averill)	216-585-704.00	408.00	408.00
TOTAL VENDOR MANPOWER, INC.				408.00
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.				
1843751FY 32649	Civil Process (E. Vandebush)	101-267-804.00	37.00	37.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.				37.00
VENDOR NAME: MENACHER, DAN				
Reimbursement	Gasoline	249-371-742.00	50.31	50.31
TOTAL VENDOR MENACHER, DAN				50.31
VENDOR NAME: MENARDS - MARINETTE				
60281	Building Maintenance Supplies	101-265-930.01	11.98	11.98
60349	Park Supplies	208-751-755.02	13.98	13.98
TOTAL VENDOR MENARDS - MARINETTE				25.96
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
112	Airport Use Ordinance	216-585-901.00	46.00	46.00
113	Staff Appriaser Needed	101-101-901.00	36.00	36.00
116	E911 Telecommunication Position	266-325-755.00	64.00	64.00
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				146.00
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10481939	Fuel Line for JD Tractor	216-585-981.00	6.68	6.68
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				6.68
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE				
2863-618	MML Associate Dues (8/1/18 - 7/31/19)	101-103-802.00	930.00	930.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE				930.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0137187-001	Clerk's - Office Supplies	101-215-727.00	22.47	22.47
0137186-001	PA123 - Office Supplies	517-252-727.00	114.48	114.48
0137161-001	Clerk's - Office Supplies	101-215-727.00	30.59	30.59
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				167.54
VENDOR NAME: NASER, JEFF				
5/29/18	DHS Board	101-601-837.00	50.00	50.00
TOTAL VENDOR NASER, JEFF				50.00
VENDOR NAME: NORSEMEN TRAINING & CONSULTING				
060501	Tom Draze (Advanced Tactical Operations/SWAT)	205-315-881.03	385.00	385.00

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NORSEMEN TRAINING & CONSULTING				
TOTAL VENDOR NORSEMEN TRAINING & CONSULTING				385.00
VENDOR NAME: NORWAY SPRINGS, INC.				
548196	Airport Water	216-585-801.00	9.49	9.49
TOTAL VENDOR NORWAY SPRINGS, INC.				9.49
VENDOR NAME: OFFICE DEPOT, INC.				
143648094001	Admin - Office Supplies	101-172-727.00	14.78	14.78
142533127001	Admin - Office Supplies	101-172-727.00	12.58	12.58
143647318001	Admin & Parks - Office Supplies	208-751-727.00	49.80	119.53
		101-172-727.00	69.73	
142555582001	Airport - Office Supplies	216-585-727.00	41.94	41.94
TOTAL VENDOR OFFICE DEPOT, INC.				188.83
VENDOR NAME: OWENS, KAREN A.				
6/3/18	After School Program	292-668-801.00	216.00	216.00
TOTAL VENDOR OWENS, KAREN A.				216.00
VENDOR NAME: PACK-N-SHIP CENTER				
768	Mailing - Safety Vision	205-315-755.00	24.75	24.75
TOTAL VENDOR PACK-N-SHIP CENTER				24.75
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park Supplies	208-751-755.01	42.24	441.12
		208-751-755.01	90.00	
		208-751-930.02	46.99	
		208-751-930.02	(10.00)	
		208-751-755.02	271.89	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				441.12
VENDOR NAME: PALMER, MARY				
Reimbursement	B&G Flower Supplies	101-265-930.02	14.04	14.04
TOTAL VENDOR PALMER, MARY				14.04
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318145003	Inmate Supplies	101-301-770.00	99.88	99.88
TOTAL VENDOR PAN-O-GOLD BAKING CO.				99.88
VENDOR NAME: PHDM				
43916	Annual Campground Inspection (Kleinke)	208-751-755.08	183.00	183.00
TOTAL VENDOR PHDM				183.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - May 2018	101-101-860.07	161.32	161.32
TOTAL VENDOR PICHE, GERALD L.				161.32
VENDOR NAME: QUILL CORPORATION				
7102737	PA - Office Supplies	101-267-727.00	233.94	233.94
7193603	PA - Office Supplies	101-267-727.00	17.49	17.49
TOTAL VENDOR QUILL CORPORATION				251.43
VENDOR NAME: REINHART FOODSERVICE				
467026	Inmate Supplies	101-301-770.00	1,900.90	1,900.90
TOTAL VENDOR REINHART FOODSERVICE				1,900.90
VENDOR NAME: SCHOLTZ SR., GARY				
Reimbursement	Airport Supplies	216-585-755.01	32.58	32.58
TOTAL VENDOR SCHOLTZ SR., GARY				32.58
VENDOR NAME: SEXTON, RICHARD				

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

JUN 06 2018

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>JUN 06 2018</b>				
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Printer & Drum (EMS)	101-426-727.00	137.79	188.78
		101-426-755.00	50.99	
TOTAL VENDOR SEXTON, RICHARD				188.78
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Mileage - May 2018	292-665-860.00	324.82	324.82
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				324.82
VENDOR NAME: STATE OF MICHIGAN				
4/30/18	Monthly Offset	292-662-843.01	5,211.35	5,211.35
TOTAL VENDOR STATE OF MICHIGAN				5,211.35
VENDOR NAME: TIME WARNER CABLE				
620475202053018	Inmate Supplies	101-301-770.00	139.63	139.63
710008401052618	6/2 - 7/1/18	101-103-850.00	531.56	531.56
621199203052618	Airport (6/2/18 - 7/1/18)	216-585-850.00	304.49	304.49
TOTAL VENDOR TIME WARNER CABLE				975.68
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277	May 2018	101-301-755.00	25.00	25.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				25.00
VENDOR NAME: TWIN CITY SERVICE AGENCY INC				
STP122086	Renewal of Storage Tank Pollution (Airport)	216-585-831.00	1,268.73	1,268.73
TOTAL VENDOR TWIN CITY SERVICE AGENCY INC				1,268.73
VENDOR NAME: U.E.S. COMPUTERS, INC.				
48409	Weekly Computer Maintenance	101-103-857.00	5,412.50	5,412.50
TOTAL VENDOR U.E.S. COMPUTERS, INC.				5,412.50
VENDOR NAME: UNIFORM SHOPPE				
277490	Uniforms - Brad Sellers	101-301-745.00	240.65	240.65
TOTAL VENDOR UNIFORM SHOPPE				240.65
VENDOR NAME: UWC				
9067532209	Telephone Services - Annex	101-103-850.00	10.00	10.00
9068634705	Telephone Services - Probation	101-103-850.00	12.95	12.95
9068632023	Telephone Services	101-103-850.00	27.96	27.96
9067534582	Telephone Services - Shakey Lakes	101-103-850.00	8.63	8.63
9068634441	Telephone Services - Sheriff Dept	101-103-850.00	40.20	40.20
TOTAL VENDOR UWC				99.74
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	May 2018 Mileage	101-131-860.00	170.35	170.35
TOTAL VENDOR VALENTI, SUSAN F.				170.35
VENDOR NAME: VAN EYCK, STEPHEN				
6/1/18	Transport & Holdover	101-132-801.01	21.25	72.25
		101-132-801.00	51.00	
TOTAL VENDOR VAN EYCK, STEPHEN				72.25
VENDOR NAME: VERAGHEN, SHEILA				
5/25/18	DHS Board	101-601-837.00	50.00	50.00
TOTAL VENDOR VERAGHEN, SHEILA				50.00
VENDOR NAME: WALTER BROTHERS INC				
13215	Road Patrol Supplies	205-315-755.00	5.67	5.67
20106	Airport Supplies	216-585-981.01	47.96	47.96
B153821	PA123 Supplies	517-252-931.00	5.49	5.49
TOTAL VENDOR WALTER BROTHERS INC				59.12
VENDOR NAME: WASTE MANAGEMENT, INC.				
1602797-1856-5	Airport	216-585-801.00	148.15	148.15

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WASTE MANAGEMENT, INC.				
TOTAL VENDOR WASTE MANAGEMENT, INC.				148.15
VENDOR NAME: WIL-KIL PEST CONTROL				
3385737	Jail & Courthouse	101-265-801.00	64.50	64.50
3386159	Health Department	101-265-801.00	33.25	33.25
TOTAL VENDOR WIL-KIL PEST CONTROL				97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00005	Airport Gate Center	216-585-920.03	28.49	28.49
0402191663-00001	Health Care Center	101-265-920.03	227.80	321.64
		101-265-920.04	93.84	
0402055840-00001	Jail	101-265-920.03	3,976.25	3,976.25
0402047856-00004	Courthouse	101-265-920.04	826.23	826.23
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				5,152.61
VENDOR NAME: XEROX CORPORATION				
093360328	Road Patrol	205-315-727.00	38.34	38.34
093360329	Sheriff Department	101-301-727.00	351.05	351.05
TOTAL VENDOR XEROX CORPORATION				389.39
GRAND TOTAL:				208,428.61

APPROVED

JUN 06 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

208,428.61  
 - 1750.00  
 206,678.61  
 AD

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Jason Carviou

06/21/2018

Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# Menominee County Parks and Recreation Committee

Meeting Minutes – May 7, 2018

*Draft  
approved  
6/4/18*

The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at Bailey Park.

**Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Vola Bleile, Mike Kass, Administrator Jason Carviou and County Commissioner Larry Phelps.

Excused was Commissioner Bill Cech. Others present were Jim Quist, Karen Kayser, Noreen Johnson, Eileen Berhend, Kathy Coppen and Zak Aubert.

**Approval of agenda:** Motion by Dick Peterson to approve the agenda; support by Mike Kass. Motion carried.

**Minutes:** Dick Peterson stated that tin should be changed to steel (Business:d.) Motion by Vola Bleile to approve the April 2, 2018 minutes with the correction of changing tin to steel supported by Dick Peterson. All in agreement - motion carried.

**Public Comments:** Noreen Johnson, a thank you to Jim Quist for all the help removing the trees where the septic system will be placed.

## Business:

- a. Karen Kayser reported on the sign up on April 23, 2018 for summer camp sites. The Fair weekend is full (pending the Fair paying by June 1), Memorial Day is almost full. There were close to 500 reservations made with the money now coming in. The 4<sup>th</sup> of July and Labor Day have only a few spots left. There are 50 prospective lease sites on the list as of this time.
- b. Road Commission drawdown to repair culverts by dam at Shakey Lakes: Bob stated that UP & Associates sent in the application for the draw down but it was administratively incomplete and had to be resubmitted. The permit was sent in for July 23 (day after the fair). The feeling of the Board is that with the coffer dam in place there should be no reason for a draw down in July. Dick Peterson stated the DEQ would have to have a public meeting prior to approving the permit and they will be doing a mailing in the near future. Karen Kayser stated that if we had to do refunds for that time it would cost the parks approximately \$11,627 as this would affect the end of July and 1<sup>st</sup> part of August regarding fishing and boat launching. Bob Desjarlais asked for permission to write to the DEQ stating how it would affect the fishing, camping, wildlife and weed beds dying off (plus the smell). Jason told Bob to draft the letter and give it to the board.
- c. Update on Electrical at Fair Building and on black top: Jim Quist stated that Solander is there now and has marked all the wires today. They will do the outside first (on the blacktop) and then do the inside.
- d. Follow up – roof on Linderoth Pavilion: Jim Quist reported that the Linderoth roof is completed. They are now using vinyl siding on the gable ends to cover the old wood on all the pavilions.
- e. Follow up - removal of Hemlock trees at Kleinke Park: Quist stated that the trees are down and all cleaned up. Campers are already using Kleinke Park..

- f. 2018/2019 Budget review: Budget looks good.
  - a. Budget amendments: Desjarlais went through line by line to make the budget more accurate to actual. There were a few changes that will be revised and sent out for the next meeting. Jason Carviou stated that the amended budget does not have to be addressed until after year end. Desjarlais stated that he and Branz work with the Township budgets and they have to be corrected prior to yearend. He also stated that the Finance Committee would like to see the budgets more accurate.
  - g. Follow up on handicap sites: Commissioner Phelps researched the handicap sites – he stated we should stripe the area but not to spray on the wheelchairs. This way if a person calls to see if we have sites available for handicap we can accommodate them, but they can still be used for the general public.
  - h. Review financials – One question that arose from the financials was the cost for Professional/Contracted Services. Branz and Desjarlais reviewed the breakdown of this account, supplied by Sherry DuPont, and found the costs were Pump septic tanks - \$4,375, Porta Potties rental \$620, and garbage pickup \$8,382. Due to the fact that garbage pickup is over \$5,000 it has to go out on bids.

Correspondence: None

Any other Item Members Wish to Present: None

Public Comment: Zak Aubert stated the Kayak Fishing Tournament is scheduled for June 9<sup>th</sup>, which corresponds with the DNR free fishing weekend. He is going to contact the DNR to see if they will have someone available to answer questions and promote fishing in Michigan. Zak gave us fliers to be put up to help promote the fishing tournament. The flyer states Wind Rose North Outfitters 1<sup>st</sup> Annual Shakey Lakes Kayak Fishing Tournament. All rules and information are on the flyer. There will be \$40 entry fee, pre-tournament meeting and states it is a Catch-Photo-Release tournament.

The tournament is also being put on social media, Facebook, Ice Junkies and Catch and Release. We will have it added to the Parks webpage as well as on Polka Polka Polka. Zak feels this is an activity that could really grow. He will have two Kayak vendors present – Old Town and Native Water Craft – both will have representatives there.

Zak also stated he went to the Shakey Lakes Facebook page and we had 3400 visits, which is a large amount of interest in Shakey Lakes.

Zak is also working with the vendor at the park to have food available

Administrator Jason Carviou stated he is looking at redoing the website at the county. There are Facebook sites out there, but the county does not know who's name they are under and he feels the county should have control.

Adjournment – Motion by Mike Kass to adjourn supported by Dick Peterson with all in favor.

at the next meeting.

8. Correspondence: None

9. Public Comment: None

A motion to adjourn by Vola Bleile supported by Kathy Branz at 7:20PM with all in favor.

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

## MONTHLY BUILDING PERMIT REPORT

06/04/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13662-18</b>	05/10/18	VERRETTE MATERIALS INC	N10128 US HWY 41	DAGGETT TWP.	\$415.00
Work :	1.NEW BUILDING	28 x 50 office and storage space for concrete plant			002-326-018-00
<b>P13666-18</b>	05/02/18	MARQUARDT RICHARD E	N4531 RIVER DR	MENOMINEE TWP.	\$315.00
Work :	3.GARAGE	50 x 60 garage			010-500-034-00
<b>P13672-18</b>	05/03/18	BLAND STEVE & MICHELLE	13 LN	MELLEN TWP.	\$171.00
Work :	3.GARAGE	30x 40 pole barn			009-132-002-00
<b>P13673-18</b>	05/04/18	VANHORN III CHARLES & CASEY	N184 WEST DR	MENOMINEE TWP.	\$185.88
Work :	2.ADDITION	528 sq ft garage 528 sq ft convert to living space			010-480-010-00
<b>P13674-18</b>	05/04/18	BOLEN THOMAS	HWY M-35	CEDARVILLE TWP.	\$210.20
Work :	1.NEW BUILDING	26 x 40 camp			001-031-018-00
<b>P13675-18</b>	05/10/18	HUBBARD JR ROY A	N7865 JIMTOWN RD F-3	CEDARVILLE TWP.	\$151.80
Work :	3.GARAGE	24 x 40 pole building			001-130-009-00
<b>P13676-18</b>	05/14/18	BROCK STEVEN R & BECKY L	W5093 CO RD 360	DAGGETT TWP.	\$472.56
Work :	1.NEW BUILDING	Home and garage			002-325-001-50
<b>P13677-18</b>	05/18/18	WHITENS KILN & LUMBER CO INC	IXL DR	MEYER TWP.	\$300.00
Work :	2.ADDITION	30 x 50 addition			011-011-023-60
<b>P13678-18</b>	05/10/18	NERAT SCOTT	N4834 R-1 DR	MENOMINEE TWP.	\$164.60
Work :	3.GARAGE	28 x 40 garage			010-105-005-25
<b>P13679-18</b>	05/10/18	NASER DAVID & JESSICA NO 2 LLC	N16499 RIVER RD	SPALDING TWP.	\$749.00
Work :	1.NEW BUILDING	two story home garage deck			013-209-010-00
<b>P13680-18</b>	05/14/18	MOTT ALLEN & JANICE & ALLEN	N19006 SWEDE RD	HARRIS TWP.	\$220.92
Work :	3.GARAGE	24 x 76 storage building			005-104-012-00
<b>P13681-18</b>	05/17/18	SCHLOMANN BETH ANN	N6935 HWY M-35	INGALLSTON TWP.	\$166.52

Work :	1.NEW BUILDING	16 x 44 cabin on slab			007-004-035-00
<b>P13682-18</b>	05/15/18	BLACK PAUL E & SUSAN M	CHALK HILLS SHORES CONDOS	HOLMES TWP.	\$75.00
Work :	7.DECK/PORCH	deck expansion and retaining walls/support			006-436-007-01
<b>P13683-18</b>	05/17/18	BARLEY JOEL C & KORRY A	N540 FAIRLAND CIR	MENOMINEE TWP.	\$225.00
Work :	6.REPAIR/REMODEL	renovation deck			010-440-021-00
<b>P13684-18</b>	05/22/18	NOEL LINCOLN T & CHRISTOPHER		HARRIS TWP.	\$339.68
Work :	2.ADDITION	addition garage deck			005-327-001-17
<b>P13685-18</b>	05/16/18	PAVLAT DAVID & GAIL	3633 W GREENWOOD AVE	SPALDING TWP.	\$550.36
Work :	1.NEW BUILDING	60 x 30 new home and garage			013-124-013-00
<b>P13686-18</b>	05/17/18	SCHICK GARY & LINDA & MATTHE	N10542 HOLMES BROOK RD	HOLMES TWP.	\$182.52
Work :	3.GARAGE	24 x 56 garage			006-021-010-51
<b>P13687-18</b>	05/17/18	NEILIO PAUL M & CHRISTINE	N 1331 RIVER DR	MENOMINEE TWP.	\$162.12
Work :	5.MOVED STRUCTURE	install foundation and place home			010-213-018-05
<b>P13688-18</b>	05/22/18	HARRIS GREGORY & TAMMY	W1051 US HWY 2&41	HARRIS TWP.	\$151.80
Work :	3.GARAGE	24 x 40 garage			005-010-022-50
<b>P13689-18</b>	05/22/18	KALCHIK SCOTT EDWARD & LORET	N 20581 Pach Road	HARRIS TWP.	\$267.00
Work :	3.GARAGE	40 x 60 pole building			005-218-017-00
<b>P13690-18</b>	05/29/18	HANSON BRIAN & CHRISTINE	W5166 CO RD 348	MELLEN TWP.	\$177.40
Work :	3.GARAGE	32 x 40 pole building			009-036-015-00
<b>P13691-18</b>	05/31/18	BILLS STORAGE BUILDINGS LLC	W6736 2 RD	MENOMINEE TWP.	\$765.00
Work :	1.NEW BUILDING	5400 sq ft storage units for rental			010-020-012-20
<b>P13694-18</b>	05/31/18	RIVARD LLOYD & PEGGY	N9350 M-2 LN	DAGGETT TWP.	\$317.40
Work :	1.NEW BUILDING	24 x 42 ranch home w/walkout basement and attached garage			002-201-014-00
<b>P13695-18</b>	05/31/18	SCHLENOGT THOMAS & HEATHE	CO RD 348	INGALLSTON TWP.	\$389.72
Work :	1.NEW BUILDING	New home with deck Garage			007-405-015-00

**Total Permits**

**24**

**Total Fees**

**\$7,125.48**

## **UP Energies and UPACC Conference**

### **May 10—11, 2018**

**UP Energies Workgroup:** UP Energies workgroup looked at power supply in the Eastern End of the UP, as well as throughout the entire UP, and at the inconsistency in rates; The UP is supplied by 3 major power companies and 15 cooperatives and municipal power companies. REA has the highest rates, followed closely by UP Power, and Wisconsin Power has the lowest. Since the cable break under the Straights, the likelihood of getting power from the lower peninsula has diminished. We are now looking at the possibility of Canadian power across the St. Mary's River, as well as a number of other sources. The problem is that without adequate power and with high rates, industry in the UP will not flourish. The UP Energies workgroup has been invited to an energy summit on May 23 at NMU. They would also like to get all power companies to our next workgroup to see what could be done.

**Human Trafficking:** Marlene Motts from Gogebic spoke on human trafficking in the UP. This deals with sex for money under age 18, forced labor and domestic servitude. Human trafficking is a hidden crime involving force, fraud or coercion, often including drugs and sexual assaults. Most sexual assaults occur in children age 12-13, and these young people often live only 7 years. She said the human traffickers usually control all money, and do not let their victims out of their sight. If you should think a person is being trafficked, try to get them aside and ask "Do you need help?" or "Are you in trouble?" If they say yes, report it the Human Trafficking Taskforce or call 211 (a line set up to locate any services)

**MERS Update:** Le3on Hank, CFO of MERS spoke on MERS, which is a public/Private corporation set up by the State legislature to administer retirement. Plans are not-for-profit and include defined benefit, defined contribution, and hybrid, as well as 457 supplemental. Governments are not obligated to be in MERS and can move money out to other companies. MERS investments need to yield 7.7% or more to be profitable, and over its 40 years, has yielded 9.27% average. New experience studies showed that people are living longer, so we pay more. Administration Costs have seen a 37% reduction over the last 5 years. They feel that employees should be paying part of the cost.

**Plans:** In the defined benefit plan, retirees are paid a set amount for life. In the defined contribution (D. C.) plan, retirees have 100% of the risk. At retirement under D.C., retirement can have MERS decide how to plan their money, can help them plan it, or can do it themselves.

There is a new private healthcare exchange available which offers increased buying power, and MERCER Marketplace 365 which is healthcare savings accounts. Also, under the Defined Contribution Plus plan, there is 457 supplemental savings with matching contributions from the employee and employer.

**Opioids:** NACO's Eryn Hurley spoke on the impact of opioids on Local Government. She spoke on the presidential initiative to reduce and stop drugs. This initiative is working on drug service3s and drug intervention. The aim is to reduce demand for prescription drugs, cut the supply of illicit drugs, and expand treatment options. Congress has been reactive to the opioid crisis. They are now working with telemedicine and prescription opioid limits. The House has 48 bills currently working with Medicare and Medicaid money for drugs, and passed a this in a two year spending budget in March. The US Department of Justice is recommending drug courts, veteran treatment centers, complex opioid abuse programs and prescription drug monitoring. At the State, the bureau of commerce has been working through Community Health. NACO has looked at the increased rate of drug abuse for children in foster care and children of drug abusing parents. They are also looking at overdose prevention programs, and are trying to FastTrack programs to stop opioid deaths. They have several publications out currently on the opioid problems dealing with prevention and education, treatment, public safety and law enforcement.

**Medical Examiners:** Michigan requires a medical examiner, (a licensed physician) in every county, however, Khadija Swimis spoke on the need for Licensed Forensic Pathologists in Michigan. They are trying to develop standards for the Medical Examiner system as currently there are no requirements for documenting or reporting suspicious death in

Michigan. Currently, it costs about \$250 for an autopsy in Michigan, however, these people are not trained Forensic Pathologists, and without proper toxicology reporting and proper diagnosis, they are likely to miss suspicious deaths. Currently, there are 27 Licensed Forensic Pathologists in Michigan, and there are only 7 certified labs, all of which are downstate.

**Mental Health Jail Diversion:** Jail Diversion is a process in which drug users are sent to treatment instead of to jail. Marquette currently has a Jail Diversion program. Prebooking is done at the emergency room, and mental health workers determine an appropriate placement for treatment. They work with Pathways, the FBI, hospitals, State police and the PA's office. This group meets monthly to discuss placement, treatment and development. If drug abusers are taken to Jail, they are held in a separate holding cell, and Trained Jail Liaison talks to the commitment process to help them find a way out.

**Friday MAC Update:** Included Revenue Sharing which will likely remain the same, Foster Care title 4E; new changes may put more children in Child Care. Pension Reporting with mandatory costs, Indigent defense funds, currently at \$90,000,000. Local care cost is to use a lookback of 3 years, and will have cost inflation. (Grants to Counties will fund current costs, then look at new cases.). Broadband will cap fees for County Road Commission small cells on towers to a maximum of \$200/year. They also talked about the Nassar case with possible governmental immunity. They discussed Tax Tribunal Reform which was blocked by the Senate Finance Committee. They discussed the Septic Code with septic system inspections every 10 years, and an Assessing Bill which changes how assessing is done throughout the State-- They want to make it more uniform.

**US Senator Peter's office's** Katelin Raeder spoke on Line 5, LE Jones in Menominee and Marinette Marine's project, Sault Locks funding for the Poe Locks, DHHS's Opioid Epidemic—with reduced money for Naloxone, and Safe Neighborhoods—monitoring violent crime.

**US Senator Stabenow's** J Gates spoke on the water development resource act, Poe Locks funding, the Farm Bill reauthorization, and Pharma Bill—remove the gag clause related to drug prices, and negotiating drug prices. Possibly importing them from Canada.

**US Representative J. Bergman's** Office, Nicholas Emenberger spoke on VA Hospital emergency Room Services, and paying bills is slow. Bergman wants local service choice. He spoke on the Army Corps of Engineers dredging Ontonagon Harbor; and is pushing for completion of the Sault Locks project. (Army Corps of Engineers has no legislative oversight). He also updated on Veterans Choice Program, Reliable Energy and the Tax Code revision.

**MI Senator Tom Casperson's** Marty Fritanti talked about setting up a substance abuse legacy fund for John Kivela, the new Septic Code, 1% increase in revenue sharing, Land management bills (capping DNR land purchasing, and more \$ for management), The trust fund reform—more flexibility for maintenance, SB839, 880, and 881 dealing with mining which are through house committee, the DEQ and the back 40 project (last permit should be issued June 6<sup>th</sup>), Reopening the Empire Mine, and SB523 which puts excess of Cobo Hall to Upper Peninsula projects such as the ski hill and Gogebic Ski project. Ed McBroom also addressed the Assessing Bill concerns, the State wide Septic Code, and Michigan Works fee.

**MI Rep. Scott Dianda** of the 110<sup>th</sup> district spoke against the Septic Law bill and will be writing an opposing resolution, claiming it could make it impossible to sell land; Revenue sharing which includes \$10b in incursionary funding, The Nassar case—we don't need to be reactionary, and Energy-Solar Gardens to be put online. He also said he wants to eliminate the energy tax put on home suppliers putting excess energy on the grid—some pay more to sell their energy than it costs to buy it outright.

**MI Rep. Beau LaFave** of the 108<sup>th</sup> spoke on Economic Development and breaking hurdles for Econ Dev., opposition to the septic bill, changes in school security, county revenue sharing, and no fault car insurance.

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Special Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**May 10, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

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

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

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

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda.

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

**Motion by:** J. Hafeman supported by M. Hofer to approve agenda as presented.

**Motion carried unanimously.**

**ACTION ITEMS**

• **Time Sensitive Contracts**

a. Contract Grid 4-26-18 (*TRICO AWC, Dale Schmeisser, TRICO Cleaning Dickinson Cty*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A. **	TRICO Agency with Choice	Fl/Respite	10/01/17 to 9/30/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	None
B.	Dale Schmeisser	Dietary Services	5/1/18 to 4/30/19	\$50.00/hr. for Services \$25.00/hr. for Payor Training	\$50.00/hr. for Services \$25.00/hr. for Payor Training	None
C. **	TRICO Cleaning	Dickinson Cty. Cleaning	4/24/18 to 4/23/19	\$84.60/day	\$87.98/day	\$3.38/day

\*\* Denotes Time Sensitive

b. Contract Grid 4-12-18 (*TRICO Vocational*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A. **	TRICO	Vocational	10/1/17 to 9/30/18	Out of Home non-Voc hab. Or pre-Voc Hab. \$11.64/hr. Monitoring at a distance - \$12.08/hr. Supported/Integrat	Out of Home non-Voc hab. Or Pre-Voc hab. \$12.51 Monitoring at a distance - \$12.96 Supported/Integ rated	\$ .87/hr.  \$ .45/hr.

				ed Employment - \$35.28/hr. Supported/Integrat ed Customized - \$35.52/hr.	Employment - \$37.86/hr. Supported/Integ rated Customized \$38.74/hr.	\$ 2.58/hr.  \$ 3.22/hr.
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\*\* Denotes Time Sensitive

**ACTION:** Motion to move 4-12-18 TRICO Vocational and 4-26-18 Contract Grids to ACTION items at present meeting.

**Motion by:** J. Hafeman supported by P. Phillips to move Contract Grids 4-12-18 (*TRICO Vocational*) and Contract Grid 4-26-18 in entirety to ACTION items at present meeting.

K. Stankevich, Administrative Assistant, conducted the roll call

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

**Motion carried unanimously.**

**ACTION:** Motion made by J. Hafeman supported by P. Phillips to approve the TRICO AWC contract as presented.

**Motion carried unanimously.**

**ACTION:** Motion made by J. Hafeman supported by M. Hofer to approve TRICO Dickinson County Cleaning contract as presented.

**Motion carried unanimously.**

**ACTION:** Motion made by P. Phillips supported by J. Hafeman to approve Dale Schmeisser contract as presented.

**Motion carried unanimously.**

**ACTION:** Motion made by J. Hafeman supported by R. Roberge to approve the revised rates TRICO Vocational contract as presented.

**Motion carried unanimously.**

- **Lawn Care Bids**

Board reviewed all bids and references received. Miscellaneous questions addressed.

**ACTION:** Motion made by J. Hafeman supported by P. Phillips to award the 2018 Lawn Care in Iron County to Gasperini Property Services.

**Motion carried unanimously.**

**ACTION:** Motion made by G. McCole supported by M. Hofer to award the 2018 Lawn Care in Dickinson County to TRICO.

**Motion carried unanimously.**

**ACTION:** Motion made by J. Hafeman supported by M. Hofer to award the 2018 Lawn Care at Maple Ridge to Anderson Landscaping.

**Motion carried unanimously.**

**NEW BUSINESS (Discussion only)**

• **Device and Media Control/Telecommuting Policy and Procedures**

Discussed policy and procedures of Device and Media Control/Telecommuting. Concerns raised on HIPAA, cyber security, Agency insurance coverage, and staffing needs. IT Manager provided information on security, including that a policy/procedure with the elements included is required by HIPAA. Miscellaneous questions addressed.

**Outcome:** Redrafting of the policy statement requested.

**PUBLIC COMMENTS** - None

**BOARD COMMENTS**

M. Hofer provided comments that included description of how she became an American citizen, the importance of respect for freedom of speech, and how it is important for everyone to move forward in a respectful manner.

**ADJOURN**

Motion made by J. Hafeman supported by P. Phillips to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 5:40 p.m.

A Regular Board meeting is scheduled for Thursday, May 24, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**April 26, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

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

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

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

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

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

**PUBLIC COMMENTS** – Ken Fayas from HIS, Inc. addressed the Board regarding his opposition to rates calculated with the rate determination procedure. He presented Board members with a packet of materials. Chairperson Luhtanen thanked Mr. Fayas for supplying further information prior to discussion of the contract.

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda.

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

**Motion by:** M. Negro supported by J. Hafeman to approve agenda as presented.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the April 12, 2018 regular Board meeting minutes.

**ACTION:** Moved to approve the 4-12-18 regular Board meeting minutes.

M. Negro requested a correction under New Business; Finance b) Board Member Questions/Responses from the April 12, 2018 minutes. "Request by M. Negro to have any emailed questions in the future, be copied and placed in Board member packets" should also contain "and emailed to all members prior to the next scheduled meeting for review."

**Motion by:** J. Hafeman supported by G. McCole to approve the amended 4-12-18 Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** – Rescheduled at request of the Board Chair.

**ACTION ITEMS**

• **Finance**

a. Contract Grid 4-12-18 (TRICO, HIS Inc., St. Jude's AFC, Stuart Wilson, FI)

#	Contract Name	Contract Type	Date of Contract	Old Rate	New Rate	Change
1.	HIS, Inc.	Residential	5/1/18 to 4/30/19	\$1515.52/day fixed	HIS, Inc. proposed \$1348.81/day; \$252.66 per person/day  NBHS proposed: Rates determined by individual treatment plans. \$232.50 level care match for highest level of care; rates determined by individual treatment plans equals \$1,174.12 including rent at time of mailing.	11% reduction

At request of Board, the CEO and CFO met with K. Fayas from HIS, Inc. to negotiate rates. HIS Inc. counter-proposed an 11% reduction as their final offer.

**Motion by:** M. Negro supported by P. Phillips to keep current contract rate of \$252.59/day per person, without reduction, to HIS Inc. for 1 year.

Miscellaneous questions addressed.

K. Stankevich, Administrative Assistant conducted roll call vote.

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

**Motion carried unanimously.**

#	Contract Name	Contract Type	Contract Dates	Old Rate	New Rate	Change
2.	TRICO	Vocational	10/1/17 to 9/30/18	Out of Home non-Voc hab. Or pre-Voc Hab. \$11.64//hr. Monitoring at a distance - \$12.08/hr. Supported/Integrated Employment - \$35.28/hr. Supported/Integrated Customized - \$35.52/hr.	Out of Home non-Voc hab. Or pre-Voc. Hab. - \$12.96/hr. Monitoring at a distance - \$13.44/hr. Supported/Integrated Employment - \$39.16/hr. Supported/Integrated Customized - \$39.68/hr.	\$1.32/hr. \$0.64/hr. \$3.88/hr. \$4.16/hr.

Discussed meetings held with TRICO and the rates proposed by TRICO.

Discussion of certain bundled rates containing the \$ .53 pass through as per hour/per person for services performed in groups. Payment would be above-and-beyond what direct care worker pass through would cover.

**Outcome:** CEO and CFO to arrange another meeting with TRICO for further negotiations. Place on agenda as ACTION item for next regularly scheduled meeting.

#	Contract Name	Contract Type	Contract Dates	Old Rate	New Rate	Change
3.	St. Jude's AFC	Residential	3/1/18 to 2/28/19	Rates determined by individual treatment plans	Rates determined by individual treatment plans	None
4.	Stuart Wilson	Fiscal Intermediary	4/1/18 to 3/31/19	\$137.50/mo./individuals who engage support staff \$50.00/mo./individuals who do not engage support staff Respite individuals with budget between \$1000-\$1800 are \$30.00/mo. Respite budgets less than \$1000 are \$7.00/mo.	\$137.50/mo./individuals who engage support staff \$50.00/mo./individuals who do not engage support staff Respite individuals with budget between \$1000-\$1800 are \$30.00/mo. Respite budgets less than \$1000 are \$7.00/mo.	None

**Motion by:** J. Hafeman supported by M. Negro to approve St. Jude's AFC and Stuart Wilson, FI as presented on the 4-12-18 Contract Grid.

**Motion carried unanimously.**

#### **Workforce Analysis – Recommendation 2**

Information provided Northpointe was approved for up to \$177,000.00 earmarked for wage increases. Legacy costs are a consideration of the Board. Monies from NorthCare would cover the Medicaid portion of the wage increase for this year only, with remainder from the General Fund.

**Outcome:** Board requested workforce analysis information be resent prior to the next regularly scheduled meeting. Place on the next regular agenda as an Action item.

Chairperson Luhtanen conducted New Business as follows:

#### **NEW BUSINESS (Discussion only)**

- **CEO Contract** – Chairperson Luhtanen opened discussion regarding CEO Contract that ends August 9, 2018. Discussion ensued. Goals and objectives to be discussed at negotiations, if applicable. R. Roberge stated he was impressed by the achievements listed in the letter from the CEO.  
**Outcome:** Board consensus is to place on next regular agenda as Action Item.

Jennifer McCarty conducted New Business as follows:

- **Finance**
  - a) **Check Disbursement** – March 2018  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
  - b) **Financial Statement** – March 2018  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
- **Summary Fund Report**  
Review of fund summary. Discussed underfunding of Healthy MI and the general fund. Miscellaneous questions addressed. R. Roberge commented on the proposed Medicaid changes by State legislators.  
**Outcome:** Request by Board to examine alternatives to wait-listing individuals to control costs associated with General Fund expenditures. Discussion item for next meeting.

- **Contract Grid 4-24-18 (TRICO Agency with Choice, Dale Schmeisser, TRICO Cleaning Kingsford)**  
**Outcome:** Action item for next meeting.
- **Lawn Care Bids 2018**  
Discussed bids received. Miscellaneous questions addressed.  
**Outcome:** References requested from providers Northpointe has not previously used. Action item for next meeting.
- **Miscellaneous Board Member Finance Questions**  
**Outcome:** Questions received prior to meeting were included in Board packet.
- **Vehicle Purchases from March 8, 2018 meeting**  
G. McCole distributed a letter regarding his opposition to the Ford Fusion purchase made by the Board on March 8, 2018. Discussed recall for steering wheel problems.  
**Outcome:** Consensus of the Board is to have recommendations for future vehicle purchases addressed in the Fleet Management Plan.  
  
M. Negro wants to go on record that she is disappointed to hear Board members speaking negatively about one another and these kind of statements do not need to be part of future Board meetings.
- **2018 CMHAM PAC**  
G. McCole discussed importance of contributions and need for participation.  
**Outcome:** Each member will contribute on their own if they desire to do so.
- **Telecommuting/Device and Media Control Policy and Procedures**  
Updates provided to the information in the packet including how rental space needs will be impacted by telecommuting procedures.  
**Outcome:** Special Board Meeting to be held in lieu of the next regular meeting on May 10, 2018 at 4:30 p.m. Information requested for job titles and employee equipment issuances, and the scope of work that falls under telecommuting policy to be sent in Board packet. Email copy of Telecommuting/Device and Media Control Policy/Procedures to all Board members.

#### **MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- NorthCare Governing Board Minutes – March 14, 2018  
**Place on File**

M. Negro requested future NorthCare agenda packets be sent electronically to all Board members.

#### **PUBLIC COMMENTS**

Ken Fayas, on behalf of HIS Inc. thanked the Board for their decision and requested clarification of when the year begins and M. Negro and P. Phillips stated that 1-year starts May 1, 2018.

#### **BOARD COMMENTS**

A. Martin, after attending a Board of Commissioner's meeting, stated the Chairperson requested greater detail on wage increases be placed in the minutes. Workforce Analysis – Recommendation 1 to realign below average pay scales, approved by the Board on March 22, 2018, included Janitors - \$10.68 to \$14.78, Facility Manager - \$31,697 to \$41,270, Recipient Rights Officer - \$39,456.00 to \$51,078.00, Community Housing Supervisor - \$35,591.00 to \$49,335.00, and Director of Human Resources - \$53,493.00 to \$72,297.00.

R. Roberge commented on the number of advertisements for MSW's and BSW's he has seen in the newspaper. Questioned if there is a recruitment, salary, or incentive problem in attracting candidates. Requested more information be provided.

J. Luhtanen advised members of an Autism Support group. Led by L. Anderson from the Intermediate School District, 906-776-8164, and is open for any family with an autistic child.

**ADJOURN**

A motion was made by M. Negro and supported by J. Hafeman to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:20 p.m.

A Special Board meeting is scheduled for Thursday, May 10, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

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

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

**DIRECTOR**  
**RUSSELL K. SEXTON**

**Date:** April 24, 2018

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

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

Others Present: Andrew Laurin, Child Protective Services Supervisor, Sue Asplund, Children's Services Program Manager.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the March 27, 2018 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for March 2018 was reviewed. There were \$100.00 in expenditures for the DHHS Board meeting and a \$50.00 expenditure for Spaulding Township for the use of their facility; leaving a balance of \$3,200.00.

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

**DIRECTOR'S REPORT:**

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

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

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

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

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

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

**Assistance Payments:**

Assistance Payments Standard of Promptness: 98.49%. Business Service Center 1 average is 97%. Statewide Average is 97%.

Family Independence Program Work Participation Rate: 0% for February (the one cash recipient family did not participate in mandated work participation activities). Year to date average for CY 2018 is 0%. Federal goal is 50%. U.P. average is 47.44%, Statewide average is 54.39%.

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

November 2017 data:

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

- Family Independence Program: 17 cases; 36 recipients; \$4,643.00 in benefits.
- Food Assistance Program: 1,246 cases; 2,324 recipients; \$257,811.00 in benefits.
- State Disability Assistance: 6 cases; 6 recipients; \$1,149.00 in benefits.
- Child Development and Care: 30 cases; 46 recipients; \$10,032.00 in benefits.
- State Emergency Relief: 8 cases; \$3,046.00 in benefits.
- Unduplicated total: 1,275 cases; 2,364 recipients; \$276,681.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 687 cases; 1,476 recipients
- Other Children < Age 21: 108 cases; 120 recipients
- Pregnant Women & Children Under 19: 452 cases; 846 recipients
- MiChild: 55 cases; 92 Recipients
- Non-SSI Aged, Blind & Disabled: 612 cases; 640 recipients

- SSI Aged, Blind & Disabled: 475 cases; 475 recipients
- Medicaid Eligible Total: 2,167 cases; 3,649 recipients
- Healthy Michigan Program Total: 1,254 cases; 1,417 recipients

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

**Child Welfare:**

CPS Commencement	100%
CPS F2F Investigations	100%
CPS Ongoing F2F	92%
CPS Ongoing Caregiver F2F	94%
CPS Services Plans	100%
CPS Plan Approval	100%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	N/A%
Dental	N/A%
Worker/Child Contacts	100%
Worker/Parent Contacts	100%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	60%
Return Home	33%

**Board Member Input/Suggestions: None**

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

**Unit Report:** Andrew Laurin and Sue Asplund. Mr. Laurin and Ms. Asplund provided the board members with a review of their programs, as well as providing specific details regarding the child welfare data that is presented at each board meeting.

**BOARD BUSINESS:**

**1. Approval of Vouchers:**

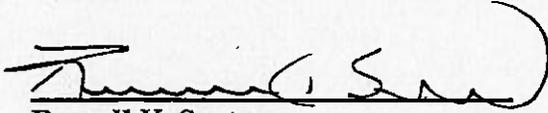
Vouchers for March 2018 were reviewed. There were no vouchers for February. A motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

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

**PUBLIC COMMENT:** None

**NEXT MEETING:** May 29, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0952 a.m.



**Russell K. Sexton**  
**Board Secretary**



**Jeff Naser**  
**Board Chairperson**

Pc: DHS Board Members;  
Menominee County BOC



## Public Defender Contract Negotiations

1. Current local pay rates.
  - a. Marinette County pays \$125.00 per hour for cases not represented by the State Public Defender's Office.
  - b. Menominee pays via contract for coverage.
    - i. This contract has not been renegotiated in approximately 20 years.
  - c. Budget for contracts.
    - i. \$179,250.00 total allocated for all public defenders to represent all courts.
    - ii. Currently five attorneys.
      1. If working an average of 15 hours per week
        - a. \$45.00 per hour
      2. If working an average of 20 hours per week
        - a. \$34.00 per hour
        - b. Cost of overhead averages \$42.00 per hour according to an in-depth study conducted in 2013 in Wisconsin.
  - d. Current system allows adding attorneys to the contract whenever one applies.
    - i. Makes it difficult to budget as income varies significantly depending upon the number of attorneys.
    - ii. Doesn't decrease court time, in fact it may increase the court time as we wait for other attorneys.
  - e. Probate Court
    - i. Attorneys spend excessive amount of time on Probate Neglect and Abuse cases.
      1. Significant increase in cases being filed.
      2. Each case averages 7 or 8 hearings a year.
      3. Required by law to see children before every hearing.
        - a. Lack of foster homes in county.
          - i. Traveling to Marquette, Delta, and Schoolcraft counties prior to every court hearing.
2. Proposal for Pay as of August 1, 2018.
  - f. \$300,000.00 total allocated to all courts.
    - i. Maximum of five attorneys
      1. If working 15 hours per week
        - a. \$75.00 per hour
      2. If working 20 hours per week
        - a. \$57.00 per hour
  - g. No contract and attorneys bill \$100.00 per hour for cases they agree to represent.



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Library Steps</b>
<b>DEPARTMENT:</b>	<b>Administration/Building &amp; Grounds</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b> Discuss replacement of the steps at the Stephenson Library	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

06/22/2018

Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Waive Boat Launch Fees County Wide July 21 - 22, 2018</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	
<b>SUMMARY:</b>	
<p>The Marinette/Menominee Great Lakes Sport Fishermen are requesting to waive boat launch fees county wide during their Brown Trout Derby July 21 – 22, 2018.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by: Jason Carviou

Date 06/21/2018

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
JUN 13 2018  
BY: \_\_\_\_\_

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

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

**COPY**

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

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
5/4/18	Courthouse	5	1.545	2.23	101-101-860.03
5/2/18	Baily Park	32	1.545	17.44	101-101-860.03
5/8/18	County Garage	40	1.545	21.80	101-101-860.03
5/8/18	Courthouse	5	1.545	2.23	101-101-860.03
5/22/18	Courthouse	5	1.545	2.23	101-101-860.03
6/4/18	Kleinke Park	34	1.545	18.53	101-101-860.03
6/5/18	County Garage	40	1.545	21.80	101-101-860.03
6/12/18	City Hall (Meno.)	3	1.545	1.63	101-101-860.03
6/12/18	Stephenson Annex				101-101-860.03
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>\$89.39</b>

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

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

Larry Phelps  
Signed

6/13/18  
Date

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review Miscellaneous Bills as recently paid on June 12 <sup>th</sup> , 19 <sup>th</sup> , 20 <sup>th</sup> , 2018 in the combined amount of \$141,970.53	
<b>RECOMMENDED MOTION:</b>	

Submitted by: Jason Carviou

06/22/2018  
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

## Miscellaneous Bills Account Number List

### General Fund Expenditures

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

### Special Revenue Funds

205 Road Patrol  
206 Sheriff Work Van  
208 County Parks  
215 Friend of Court  
216 Airport  
218 IT - Computer Serv.  
220 Park Improvements  
243 Remonumentation  
249 Building Code  
256 ROD - Automation Fund  
263 Pistol Licensing  
264 Local Corrections Officers Training  
265 Drug Law Enforcement Forfeiture  
266 E911  
269 Law Library  
271 County Library  
272 CDBG - Wells Fargo Grant  
274 CDBG - County  
277 LEPC  
280 Inmate Canteen fund  
281 K-9  
282 Justice Training  
285 Senior Citizens  
286 Medical Marijuana Grant  
289 SOM Salvage Vehicle Title Inspections  
292 Child Care  
294 Veterans' Trust  
292 Special Child Care Funds  
401 3-Way Road  
516 DTRF-Delinquent Tax Revolving Fund  
517 DTRF-PA 123 Foreclosure

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 06/12/2018 - 06/12/2018  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: SAM'S CLUB MC/SYNCB</b>				
Credit Card	Inmate Supplies & Membership Fee	101-301-770.00	871.99	911.07
		101-301-802.00	39.08	
<b>TOTAL VENDOR SAM'S CLUB MC/SYNCB</b>				<b>911.07</b>
<b>VENDOR NAME: VERIZON WIRELESS</b>				
9808223562	Cellular Services	101-265-850.01	157.73	1,045.24
		101-301-850.00	477.57	
		101-426-850.00	52.50	
		101-682-850.00	40.46	
		205-315-850.00	316.53	
		266-325-850.00	0.45	
<b>TOTAL VENDOR VERIZON WIRELESS</b>				<b>1,045.24</b>
<b>GRAND TOTAL:</b>				<b>1,956.31</b>

**APPROVED**

JUN 12 2018

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

**APPROVED**

JUN 19 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA 180609	Telephone Service	101-103-850.00	7,055.38	7,055.38
TOTAL VENDOR ABILITA				7,055.38
VENDOR NAME: BOLEN, MIKE Reimbursement	Camping Refund	208-751-964.00	85.00	85.00
TOTAL VENDOR BOLEN, MIKE				85.00
VENDOR NAME: BOTTKOL, MIKE & PAM Reimbursement	Camping Refund	208-751-964.00	85.00	85.00
TOTAL VENDOR BOTTKOL, MIKE & PAM				85.00
VENDOR NAME: CELLCOM 206969	Cellular Services	292-663-850.00	40.21	120.63
		292-664-850.00	40.21	
		292-665-850.00	40.21	
205945	Cellular Services - Airport	216-585-850.00	56.02	56.02
TOTAL VENDOR CELLCOM				176.65
VENDOR NAME: CENEX FLEETCARD 158377	Gasoline Sales	292-665-860.00	21.50	62.45
		101-426-860.00	60.95	
TOTAL VENDOR CENEX FLEETCARD				62.45
VENDOR NAME: CHRISTIANSON, SHANE & MICHELLE Reimbursement	Camping Refund	208-751-964.00	85.00	85.00
TOTAL VENDOR CHRISTIANSON, SHANE & MICHELLE				85.00
VENDOR NAME: CLAIRMONT, PATRICIA & CHRIS Foster Care	(5/11 - 5/31/18) A. Szabo	292-662-843.05	544.80	544.80
Foster Care	(5/11 - 5/31/18) K. Szabo	292-662-843.05	344.80	344.80
TOTAL VENDOR CLAIRMONT, PATRICIA & CHRIS				889.60
VENDOR NAME: COHL STOKER & TOSKEY P C 48837	Legal Services	101-211-807.00	3,158.24	3,158.24
TOTAL VENDOR COHL STOKER & TOSKEY P C				3,158.24
VENDOR NAME: KLEIMAN, MARC Reimbursement	Election Storage Totes	101-262-727.00	83.98	83.98
TOTAL VENDOR KLEIMAN, MARC				83.98
VENDOR NAME: MENARDS - MARINETTE 60944	Building Maintenance Supplies	101-265-930.01	21.91	21.91
TOTAL VENDOR MENARDS - MARINETTE				21.91
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI 11136	Grading & Graveling Kleinke Park	208-751-930.04	147.66	147.66
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				147.66
VENDOR NAME: MENOMINEE COUNTY SHERIFF DEPT WV366	Work Van Services	208-751-930.04	94.50	94.50
TOTAL VENDOR MENOMINEE COUNTY SHERIFF DEPT				94.50
VENDOR NAME: MSUE - BUSINESS OFFICE				
2 Menominee 2018	Second Qtr (Jan - Mar 2018)	101-261-801.00	18,250.00	18,250.00
3 menominee 2018	Third Qtr (April - June 2018)	101-261-801.00	18,250.00	18,250.00
1 Menominee 2018	First Qtr (Oct - Dec 2017)	101-261-801.00	18,250.00	18,250.00
TOTAL VENDOR MSUE - BUSINESS OFFICE				54,750.00
VENDOR NAME: NORWAY SPRINGS, INC. 549486	Airport Water	216-585-801.00	15.47	15.47
TOTAL VENDOR NORWAY SPRINGS, INC.				15.47

**APPROVED**

JUN 19 2018 *K*

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: PHILIPPS, JENNIFER</b>				
Reimbursement	Camping Refund	208-751-964.00	85.00	85.00
				<b>CHIEF FISCAL OFFICER</b>
				<b>MENOMINEE COUNTY MICHIGAN</b>
<b>TOTAL VENDOR PHILIPPS, JENNIFER</b>				<b>85.00</b>
<b>VENDOR NAME: SEXTON, RICHARD</b>				
Reimbursement	Extension Cords (EMS)	101-426-727.00	33.58	33.58
Reimbursement	Mileage	101-426-860.00	96.47	96.47
<b>TOTAL VENDOR SEXTON, RICHARD</b>				<b>130.05</b>
<b>VENDOR NAME: STANDARD INSURANCE COMPANY</b>				
July 2018	Life Insurance Premium	101-101-713.00	21.24	228.92
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	7.08	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	7.08	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	47.20	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-685-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	25.96	
<b>TOTAL VENDOR STANDARD INSURANCE COMPANY</b>				<b>228.92</b>
<b>VENDOR NAME: U.P. KIDS</b>				
6/12/18	Foster Care (L. Guenette)	292-662-843.05	241.36	241.36
<b>TOTAL VENDOR U.P. KIDS</b>				<b>241.36</b>
<b>VENDOR NAME: XEROX CORPORATION</b>				
093360331	Probate/Parole Office	101-131-942.00	105.54	105.54
<b>TOTAL VENDOR XEROX CORPORATION</b>				<b>105.54</b>
<b>VENDOR NAME: ZORN, AMY</b>				
Reimbursement	Camping Refund	208-751-964.00	60.00	60.00
<b>TOTAL VENDOR ZORN, AMY</b>				<b>60.00</b>
<b>GRAND TOTAL:</b>				<b>67,581.71</b>

**APPROVED**

JUN 19 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BARDOWSKI, JAMES				
6/6/18	Holdover	101-132-801.01	110.50	110.50
TOTAL VENDOR BARDOWSKI, JAMES				
VENDOR NAME: BRUNELLE, JENNIFER				
Reimbursement	Mileage	292-663-860.00	23.98	23.98
TOTAL VENDOR BRUNELLE, JENNIFER				
VENDOR NAME: CITY OF MENOMINEE				
November 2017	911 Monthly Rent	266-325-976.00	351.67	351.67
September 2017	911 Monthly Rent	266-325-976.00	351.67	351.67
July 2017	911 Monthly Rent	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				
VENDOR NAME: CLOVERLAND PAPER CO				
117255	Annex - Janitorial Supplies	101-265-755.01	32.11	32.11
117256	Courthouse - Janitorial Supplies	101-265-755.01	260.77	260.77
TOTAL VENDOR CLOVERLAND PAPER CO				
VENDOR NAME: COOPER OFFICE EQUIPMENT				
156176	Annex	101-261-942.00	786.09	786.09
156180	Contract # 2997-01	101-682-801.00	313.47	313.47
TOTAL VENDOR COOPER OFFICE EQUIPMENT				
VENDOR NAME: DELUXE				
02042719047	Deposit Ticket Books	101-136-727.00	95.89	95.89
TOTAL VENDOR DELUXE				
VENDOR NAME: FORVILLY, JASON & TRUDI				
Reimbursement	Camping Refund	208-751-964.00	125.00	125.00
TOTAL VENDOR FORVILLY, JASON & TRUDI				
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
86134727	Annex - Garbage Removal	101-261-930.04	61.88	61.88
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				
VENDOR NAME: GROMALA, STEVEN				
Reimbursement	Mileage - May 2018	101-101-860.01	134.07	134.07
TOTAL VENDOR GROMALA, STEVEN				
VENDOR NAME: HARRIS, BILL				
Junk Removal	Removal of Furniture/Junk (1524 24th Avenue)	517-252-931.00	125.00	125.00
TOTAL VENDOR HARRIS, BILL				
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC.				
15229	Kitchen - Garbage Disposal	101-265-930.01	225.00	225.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				
VENDOR NAME: IMAGEWORKS				
12229	Park's Uniforms	208-751-745.01	168.00	168.00
TOTAL VENDOR IMAGEWORKS				
VENDOR NAME: LARSON, MICHELLE				
Reimbursement	Highway Cleanup & Duby Park Supplies	292-668-801.00	139.83	139.83
TOTAL VENDOR LARSON, MICHELLE				
VENDOR NAME: M & M BUSINESS MACHINES				
22801	Typewriter Maintenance	101-132-727.00	220.44	220.44
		101-148-727.00	220.45	220.45
TOTAL VENDOR M & M BUSINESS MACHINES				
VENDOR NAME: MANPOWER, INC.				
32825141	Week Ending 6/3/18 (D. Averill)	216-585-704.00	408.00	408.00
TOTAL VENDOR MANPOWER, INC.				

**APPROVED**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I</b>				
0137308-001	Family/Probate - Office Supplies	101-132-727.00	62.82	125.64
		101-148-727.00	62.82	
0137383-001	Office Supplies (M. Nutt)	292-664-727.00	33.89	33.89
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				159.53
<b>VENDOR NAME: PHELPS, LARRY</b>				
Reimbursement	Mileage	101-101-860.03	89.39	89.39
TOTAL VENDOR PHELPS, LARRY				89.39
<b>VENDOR NAME: THE JANITOR'S CLOSET</b>				
43943	PA123 Supplies	517-252-931.00	11.58	11.58
TOTAL VENDOR THE JANITOR'S CLOSET				11.58
<b>VENDOR NAME: WIL-KIL PEST CONTROL</b>				
341640	Library	101-265-801.00	32.50	32.50
TOTAL VENDOR WIL-KIL PEST CONTROL				32.50
<b>VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP</b>				
0402047856-00011	1004 9th Street	101-265-920.03	53.63	53.63
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				53.63
GRAND TOTAL:				4,852.12

JUN 19 2018

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
EXP CHECK RUN DATES 06/12/2018 - 06/12/2018  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies & Membership Fee	101-301-770.00	871.99	911.07
		101-301-802.00	39.08	
TOTAL VENDOR SAM'S CLUB MC/SYNCB				911.07
VENDOR NAME: VERIZON WIRELESS				
9808223562	Cellular Services	101-265-850.01	157.73	1,045.24
		101-301-850.00	477.57	
		101-426-850.00	52.50	
		101-682-850.00	40.46	
		205-315-850.00	316.53	
		266-325-850.00	0.45	
TOTAL VENDOR VERIZON WIRELESS				1,045.24
GRAND TOTAL:				1,956.31

**APPROVED**

JUN 12 2018

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

**APPROVED**

JUN 20 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL					
906753458206	June 2018 - Shakey Lakes Park	101-103-850.00	50.69		50.69
906753220906	June 2018 (Annex)	101-103-850.00	215.96		215.96
TOTAL VENDOR AT&T - CAROL STREAM, IL					266.65
VENDOR NAME: AT&T MOBILITY					
287252150867X0608201	906-792-0211 & 906-792-5968	101-132-850.00	70.02		70.02
TOTAL VENDOR AT&T MOBILITY					70.02
VENDOR NAME: BELSON CO.					
293163	Washing Machine for Jail	280-362-755.00	4,949.17		4,949.17
TOTAL VENDOR BELSON CO.					4,949.17
VENDOR NAME: BIEHL CONSTRUCTION CO., INC.					
40155	Asphalt Paving & Prep Patch (Airport)	216-585-981.01	900.00		900.00
TOTAL VENDOR BIEHL CONSTRUCTION CO., INC.					900.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.					
24694	Vehicle Maintenance - 06 Chevy Impala	205-315-934.02	49.00		49.00
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.					49.00
VENDOR NAME: BLUETARP FINANCIAL, INC.					
E64748	Inmate Supplies	101-301-770.00	330.50		330.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.					330.50
VENDOR NAME: BODY WORKS PLUS, LLC					
M268920	Impound Pick Up (Complaint 18-0458)	205-315-755.00	200.00		200.00
TOTAL VENDOR BODY WORKS PLUS, LLC					200.00
VENDOR NAME: BOLEN, PAT					
Reimbursement	Camping Refund	208-751-964.00	85.00		85.00
TOTAL VENDOR BOLEN, PAT					85.00
VENDOR NAME: BP					
53477203	Road Patrol - Gasoline	205-315-742.00	1,296.35		1,296.35
TOTAL VENDOR BP					1,296.35
VENDOR NAME: BRUNELLE, JENNIFER					
Reimbursement	Lunch & Car Wash	296-663-860.00	27.93		27.93
TOTAL VENDOR BRUNELLE, JENNIFER					27.93
VENDOR NAME: CEDAR RIVER PLAZA					
MECO5/31/18	Road Patrol - Gasoline	205-315-742.00	20.54		20.54
TOTAL VENDOR CEDAR RIVER PLAZA					20.54
VENDOR NAME: CENEX FLEETCARD					
158377	Gasoline Charges	249-371-742.00	118.04		118.04
TOTAL VENDOR CENEX FLEETCARD					118.04
VENDOR NAME: CLOVERLAND PAPER CO					
117303	Courthouse - Janitorial Supplies	101-265-755.01	168.04		168.04
TOTAL VENDOR CLOVERLAND PAPER CO					168.04
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I					
31940	Shredding Documents (6/7/18)	101-265-801.00	66.94		66.94
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I					66.94
VENDOR NAME: DCT TECHNOLOGIES, INC.					
8441	2018/08 - 2019/07 Counties Shared Hosting	101-103-851.00	1,500.00		1,500.00
TOTAL VENDOR DCT TECHNOLOGIES, INC.					1,500.00
VENDOR NAME: DISTRICT COURT 95A					
6/11/18	Assessment Fee - (McDermott)	296-667-730.00	20.00		20.00
TOTAL VENDOR DISTRICT COURT 95A					20.00
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC					

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
<b>VENDOR NAME: EAGLEHERALD PUBLISHING, LLC</b>				
1406	Advertising	101-101-901.00	12.02	123.31
		101-101-901.00	58.62	
		286-325-755.00	88.20	
		101-101-901.00	(35.53)	
<b>TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC</b>				<b>123.31</b>
<b>VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE</b>				
86500014	Shakey Lakes Ash Container	208-751-801.00	451.87	451.87
<b>TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE</b>				<b>451.87</b>
<b>VENDOR NAME: HENSLEY, RN, JOEL</b>				
June 2018	Medical Examiner	101-648-709.00	1,080.00	2,790.00
		101-648-835.00	1,710.00	
<b>TOTAL VENDOR HENSLEY, RN, JOEL</b>				<b>2,790.00</b>
<b>VENDOR NAME: IMAGEWORKS</b>				
12212	Uniforms	101-301-745.00	76.00	76.00
<b>TOTAL VENDOR IMAGEWORKS</b>				<b>76.00</b>
<b>VENDOR NAME: JACK'S FRESH MARKET</b>				
171-331	Inmate Supplies	101-301-770.00	11.49	11.49
171-14	Inmate Supplies	101-301-770.00	33.94	33.94
<b>TOTAL VENDOR JACK'S FRESH MARKET</b>				<b>45.43</b>
<b>VENDOR NAME: LENCA SURVEYING</b>				
18081	Remon Yr 2018 (May 17 - June 15)	243-246-801.07	2,576.40	2,576.40
<b>TOTAL VENDOR LENCA SURVEYING</b>				<b>2,576.40</b>
<b>VENDOR NAME: MANPOWER, INC.</b>				
32850852	Week Ending 6/10/18 (D. Averil)	216-585-704.00	408.00	408.00
<b>TOTAL VENDOR MANPOWER, INC.</b>				<b>408.00</b>
<b>VENDOR NAME: MENARDS - MARINETTE</b>				
60693	Park Operating Supplies	208-751-755.02	23.92	23.92
61007	B & G Operating Supplies	101-265-755.00	52.14	52.14
60795	Building Maintenance Supplies	101-265-930.01	79.40	79.40
61494	B & G Supplies	101-265-755.01	19.99	30.57
		101-265-755.00	10.58	
61493	Gas Edger	101-265-931.00	169.00	169.00
<b>TOTAL VENDOR MENARDS - MARINETTE</b>				<b>355.03</b>
<b>VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY</b>				
10488998	Spark Plugs (Leaf Blower & Trimmer)	101-265-934.00	11.39	11.39
10487575	Park Supplies	208-751-930.02	208.95	208.95
<b>TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY</b>				<b>220.34</b>
<b>VENDOR NAME: MGT OF AMERICA, INC.</b>				
33611	FY 2016 Allocation Plan	101-103-801.08	3,221.79	3,221.79
<b>TOTAL VENDOR MGT OF AMERICA, INC.</b>				<b>3,221.79</b>
<b>VENDOR NAME: MIKE'S AUTO</b>				
6/12/18	Vehicle Maintenance - 01 Ranger	208-751-981.00	312.49	312.49
<b>TOTAL VENDOR MIKE'S AUTO</b>				<b>312.49</b>
<b>VENDOR NAME: PERRONVILLE PUB &amp; PP'S QUICKMART</b>				
6/8/18	ORV Supplies	101-334-755.00	22.00	22.00
<b>TOTAL VENDOR PERRONVILLE PUB &amp; PP'S QUICKMART</b>				<b>22.00</b>
<b>VENDOR NAME: PHYSIO-CONTROL INC.</b>				
13573301	Assembly Battery Replacement Kit	205-315-934.00	336.99	336.99

06/20/2018 12:12 PM  
 User: jessicaw  
 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY  
 EXP CHECK RUN DATES 06/20/2018 - 06/20/2018  
 UNJOURNALIZED  
 OPEN

**APPROVED**

JUN 20 2018

Page: 3/4

CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PHYSIO-CONTROL INC. TOTAL VENDOR PHYSIO-CONTROL INC.				336.99
VENDOR NAME: PRINTERSPLUS! 15613	Jury Questionnaires	101-150-727.00	1,340.50	1,340.50
TOTAL VENDOR PRINTERSPLUS!				1,340.50
VENDOR NAME: QAAK, BRENDA 6/5/18	Saturday Detention (A. Chaney)	101-132-801.01	51.00	51.00
TOTAL VENDOR QAAK, BRENDA				51.00
VENDOR NAME: RANGER SECURITY 10681	IP Camera's (x3)	101-103-755.00	1,500.00	1,500.00
TOTAL VENDOR RANGER SECURITY				1,500.00
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY 00719820185	Drug Testing Supplies	296-667-730.00	50.15	50.15
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				50.15
VENDOR NAME: REINHART FOODSERVICE 473475	Inmate Supplies	101-301-770.00	1,141.58	1,141.58
TOTAL VENDOR REINHART FOODSERVICE				1,141.58
VENDOR NAME: SCHROUD, MARGARET Reimbursement	Bridge Fare, Gasoline, Meals, Class Fee	101-257-860.00	206.62	206.62
TOTAL VENDOR SCHROUD, MARGARET				206.62
VENDOR NAME: SOLANDER ELECTRIC, INC. 81054	Rewire of Fair Building	208-751-970.00	14,915.00	14,915.00
TOTAL VENDOR SOLANDER ELECTRIC, INC.				14,915.00
VENDOR NAME: STATE OF MICHIGAN/CERTIFICATIO Renewal	CEO 7982 (Linda Gullicksen)	101-148-802.00	30.00	30.00
Renewal	CER 9077 (Lisa Frost)	101-132-802.00	30.00	30.00
TOTAL VENDOR STATE OF MICHIGAN/CERTIFICATIO				60.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI 462643	Parks	208-751-981.00	24.00	24.00
		208-751-755.02	6.00	30.00
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				30.00
VENDOR NAME: TD CARWASH 20190	Car Washes (x10)	205-315-934.02	70.00	70.00
TOTAL VENDOR TD CARWASH				70.00
VENDOR NAME: THE ADVERTISER 050271	Community Awareness	101-301-802.00	26.00	26.00
TOTAL VENDOR THE ADVERTISER				26.00
VENDOR NAME: THE PRINT SHOP 7032921	Inmate Supplies	101-301-770.00	193.50	193.50
TOTAL VENDOR THE PRINT SHOP				193.50
VENDOR NAME: WEST GROUP PAYMENT CENTER 838386438	May 5 - June 4, 2018	269-145-982.00	385.05	385.05
TOTAL VENDOR WEST GROUP PAYMENT CENTER				385.05
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00010	1000 9th Street	101-265-920.03	141.97	141.97
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				141.97
VENDOR NAME: XYBIX SYSTEMS, INC. 20936-Q	911 Console Furniture	266-325-970.05	27,327.00	27,327.00
TOTAL VENDOR XYBIX SYSTEMS, INC.				27,327.00

**JUN 20 2018**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: ZEVITZ, DR. MICHAEL E. June 2018	Medical Examiner	101-648-709.00	2,030.00		2,030.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.					2,030.00
GRAND TOTAL:					70,476.20

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commissions Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	Review Miscellaneous Boards/Committees/Commission reports
<b>RECOMMENDED MOTION:</b>	

Submitted by: Jason Carviou

06/21/2018  
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Menominee Regional Airport Committee  
Minutes of Meeting  
May 15, 2018

\*\*\*\*\*APPROVED\*\*\*\*\*

The Menominee Regional Airport Committee met on May 15, 2018 at 4:00 PM at the Menominee Regional Airport, Conference Room.

- A. Call Meeting to order:** Chairperson Schei called the meeting to order at 4:01 PM
- B. Pledge of Allegiance:** Recited by all
- C. Roll Call:** Coms. Schei, Piche and Gromala – present.  
Also present were Jeff LaFluer, Jason Carviou, Ken Marks, Sherry DuPont, Doreen Averill and others.
- D. Approval of Agenda:** Motion to approve agenda by Com. Gromala, Seconded by Com. Piche. Motion carried – 3/0.
- E. Approval of Previous Minutes:** Motion to approve Previous Minutes from April 17, 2018 (to include the spelling change from “grater” to “grader”) made by Com. Piche, seconded by Com. Gromala. Motion carried – 3/0
- F. Public Comment:** **George Sporie** (hangar owner) commented on 3 issues ~ leases, Airport Use Ordinance and Jersey Barriers. Leases - has concerns regarding terms of lease ~ 10yr./10yr. renewal vs. 20yr./20yr. renewal on previous lease. He feels this will negatively impact hangar value. Airport Use Ordinance: Issues with section 10 regarding FBO’s. Other than wings and fuel, he feels that pilots need both flight instructors and maintenance personnel in order to fly. Not to mention some of the items in the “Use Ordinance” are poorly worded. Jersey Barriers: He feels that they are set in place to block tenants from the terminal. **Wayne Beyer** (hangar owner) commented on “Use Ordinance”. Feels that if updates are going to be made to the “Use Ordinance” there should be some involvement from the users/tenants so you know what we need or could use ~ we should be included.
- G. Presentations:** None
- H. Business**
  - 1 Financial**
    - a. Month-End Budget Report Status – **Com. Schei:** We didn’t receive the month end reports, but I don’t feel we are over budget anywhere. Jeff, what is your thoughts. **Jeff:** I think we’re good as far as I know. **Jason:** I didn’t see anything of concern.

## 2 Manager Report

- a. **Fuel Sales: Jeff:** Had to order a load of both jet fuel and aviation fuel. There wasn't anyone that needed any to split a load. So, we just purchased around \$52,000.00 in fuel. Gas keeps going up weekly, so it's good we're full now, before prices go any higher. We will recoup this money when pilots come in to fill up.
- b. **Activity: Jeff:** It's been quiet lately, but with nicer weather coming it should pick up. There has been issues with vandalism. I talked to Jason regarding someone coming in and turning on the lights – they were left on all week-end. **Jason:** With the incident over the week-end, I have instructed Jeff to rekey all the doors in the terminal. The only people that will have keys to the terminal are Jeff, Gary S., Admin., and the Sheriff's office. Access key code to the terminal has also been changed ~ emergency numbers will be posted on the doors. Port-o-potties will be placed on the outside of the terminal for pilot/hangar owner use. We're dealing with a huge liability issue by leaving it open and unattended. **Com. Gromala:** This will probably make Homeland Security happier.
- c. **Snowplow Blades – Jeff:** The snowplow blades need replacing. They are 8 years old. Daniel's 3 in 1 Blades can do it for \$2501.39 – this includes the 6 blades needed, hardware and belts. Motion to order blades made by Com. Schei, seconded by Com. Gromala ~ Motion carried 3/0
- d. **Aron/Asphalt Damage –** A 9' x 12' section needs to be repaired due to snowplow damage. Redoing the area is part of the 5 yr. plan, so for now, it needs to be temporarily repaired. Jeff to get quote and timeline for repair completion.

## 3 New Land Lease Agreements ~

- a. Review of Leases received from Hangars 14A, 29, 30 & 34
- b. Motion was requested by Jason to move these forward to the CB for approval. Com. Gromala made the motion to move them forward, seconded by Com. Piche ~ motion carried 3/0.
- c. Consequences of Non-compliant Lease holders that have not returned signed leases by May 15<sup>th</sup>, 2018 ~ **Jason:** I would like to send a "Eviction Pending" letter to those hangar owners. It seems the big hold-up is understanding that sponsorship/ownership of the Airport has legally changed and approved by the attorneys, plus all legal documentation needs to reflect these changes. Also, most had issues with Sect. 10, 42 & 43 of the Airport Use Ordinance. Sheriff Marks requested that the Sheriff Department deliver these notices. Motion to send & deliver "Eviction Pending" Letters to Non-Compliant hangar owners was made by Com. Gromala, seconded by Com. Piche ~ Motion carried 3/0

## 4 Sealed Bids-Riding Lawnmower

- a. All bids were opened by Jason. Clarification on each machine will be needed. A bid recapitulation will need to be done and distributed to the Airport Committee, Jeff and Jason and brought back to the next Committee meeting for a vote to move to the CB for approval.
- b. Motion was tabled until the next Committee meeting.

- 5 **“Airport Use Ordinance”**
- a. Update Sections 42 & 43 – **Jason:** First of all, the lease supersedes the “Airport Use Ordinance”. The legal opinion is that the third “Whereas” clause of the lease covers Section 42, however, it is recommended to strike out “a lot less than 15,000 sq. ft. ....” phrase from Section 42. Section 43 is also covered in the third “Whereas Clause” – no changes recommended.
  - b. Motion to recommend to the CB to approve updates of the “Airport Use Ordinance” was made by Com. Gromala, seconded by Com. Piche ~ Motion carried 3/0
- 6 **Status ~ Jersey Barriers ~ Jeff:** 10 Jersey Barriers will be brought in by the end of the week. We only have to pay for transportation from MMC to the Airport, as they were donated to us by MMC. The 10 will be enough to keep traffic off the taxi lane. **Sheriff Marks:** We have VIP’s coming in on a regular basis. So, in order to “beef up” security, MMC was willing to assist by donating the jersey barriers. This is a good example of Corporate Partnership.
- 7 **Discussion ~ By-Laws - Com. Schei:** With the name change throughout our By-Laws, it will need to go to the CB for approval. Any changes we need/want to make to the by-laws should be made as soon as possible so we can get an updated set of by-laws on the record. Further discussion at next committee meeting.
- 8 **Discussion ~ Part-time Manpower Help: Com. Schei:** I’m recommending that we have/request PT administrative help, at the airport, to assist with the new leases, agendas/minutes at least to the end of June. **Com. Piche:** There should be a separation between Administrative duties in Admin. Office and duties for the Airport. **Com Gromala:** So, how much work will be needed, administratively, when the ALP is approved? **Com. Schei:** Mead & Hunt will be updating the ALP, but I’m not sure how much additional administrative work will be involved – if any. I’d like to keep Doreen on through June, to next committee meeting, to finish lease agreements. **Jason:** It’s too much for the Administrator’s office to handle the Airport Administrative duties on top of the County’s Administrative duties. **Com. Schei:** I’d like to recommend that we make a motion to the CB to have the administrative support for the Airport extended, at least until the next committee meeting (money to come out of Airport salary account). **Com. Gromala:** I so move, seconded by. Com. Piche ~ Motion carried 3/0
- I. **Public Comment:** George Sporie: I seriously do not see the need or evidence for additional security – block the tenants from coming in here! I recommend that you bulldoze it. What’s it here for if the tenants can’t use it? **Wayne Beyer:** I never got the lease packet, so if you’re going to serve eviction notices, you might as well serve me now.
- J. **Commissioner Comment – Com. Gromala:** We get all our information from the FAA, MDOT/Aero and attorneys. As far as our By-Laws, I think we need to add additional people to this committee. **Com. Piche:** I have no axes to grind with this at all. We’re trying to get issues resolved and straightened out. I’m willing to talk to anyone about any issues. **Com. Schei:** I’m hesitant to talk. Liability is the issue – FAA. It’s an \$11 million General Aviation Airport. I think an Advisory Committee would be a good thing
- K. **Next Meeting:** June 19, 2018
- L. **Adjourn:** A motion was made to adjourn by Com. Piche seconded by Com. Gromala at 5:08pm. Motion carried 3/0

Menominee Regional Airport Committee  
Minutes of Special Meeting  
May 21, 2018

\*\*\*\*\*APPROVED\*\*\*\*\*

The Menominee Regional Airport Committee met for a Special Meeting at the Menominee Regional Airport Conference Room, on May 21, 2018 at 9 am, to select a Riding Lawnmower for the Airport; and forward the recommendation to the CB for approval.

- A. Call Meeting to order:** Chairperson Schei called the meeting to order at 4 pm.
- B. Pledge of Allegiance:** Recited by all
- C. Roll Call:** Coms. Schei, Gromala and Piche were present  
Also present were Jeff LaFleur, Jason Carviou, Sheriff Ken Marks, Doreen Averill and others.
- D. Approval of Agenda:** Motion to approve the Agenda made by Com. Gromala, seconded by Com. Piche. Motion carried - 3/0
- E. Approval of Previous Minutes:** None available
- F. Public Comment:** None
- G. Discussion/Selection/Recommendation, for a Riding Lawnmower for the Airport –** A bid recapitulation form was reviewed by all present. **Com. Schei:** We've all had a chance to look at the spread sheet Doreen compiled. Jeff, why don't you start. **Jeff:** Well, it's across the board pricing. Some are belt drives, some are hydrostatics drives. This is a key difference. Some decks are not as strong. Mowing at the Airport – you're basically sandblasting the deck and blades. The JD has 7 gauge deck w/side discharge – not that that matters to me, we don't mow much outside the fence, but it's just a matter of being careful. The government has certain emission controls on diesel engines, so they should stay around 25hp to not cause a problem. There are a couple around 27hp – when I talked to them about it, they said they are weighted to be under. All bids has 72" decks. These were part of the specifications we asked for on the bid request. **Com. Piche:** I have a comment about the pricing. List prices were given on most of these, but I noticed the biggest discount from R & S. Northgate has the same machine, same list but discount isn't as much. **Com Schei:** What's your recommendation, Jeff? **Jeff:** My recommendation would be R&S. It's a better machine. Parts are readily available and the service – they're quick – they come out and get it fixed. **Com. Schei:** The machine should last at least 20 years – should be the last one we purchase in our lifetime. It will cut down time that they're out there on the mower. So your recommendation is to go with R&S for \$15,934.82? **Jeff:** Yes! **Com. Piche:** Now, the CB will question the purchase in WI vs. MI (keeping it local), but considering our location it's still considered local. **Com. Gromala:** Larry, did you say you have more

information on the Linsmeier line? **Com. Schei:** Yes, Jeff took on the Grasshopper line about a year ago. It's supposed to be a good machine, but it hasn't been around that long and doesn't have a heavy duty deck. But it's a new line for them. I would recommend R&S because I think it would give us the biggest bang for our buck. **Com. Piche:** Now, Parks & Rec. purchase the Hustler from Jake's Sales. Were you able to look at it, Jeff? **Jeff:** Jason & I went over all of them. This one has a fabricated deck – Jason – **Jason:** It seems to be a good machine. Their quote doesn't show as good a warranty as the brochure, but I think they gave us a better quote in lieu of the listed warranty. The other thing is that they have a motor that no one has heard of – not to say it's not a good motor. It's a Sibbaura brand. It also has a 7 gauge welded deck. **Jeff:** Some of the others have 10 gauge deck beefed up with 7 gauge reinforcements around the spindle to make it a stronger unit. **Com. Gromala:** Now, I'm going to play devil's advocate, here. Where will the funds for this be coming from? **Com. Schei:** I believe Sherry talked about this at the last meeting. **Doreen:** There were budget amendments done, one was to the Airport Capital Outlay for the purchase of the lawnmower. **Com. Schei:** Will that cover the snowplow blades, too? **Doreen:** It should be enough to cover both and maybe more. **Com. Gromala:** I'd like to see us buy local, if possible. I should recluse myself because I'm related through marriage to Linsmeier, but I'd go with R&S as long as the funds are there. **Com. Piche:** I don't want to try to manage the machine study that Jason and Jeff have done. **Jason:** Knowing the brands & reps., they all would probably do the job – with the exception of the cheaper ones, etc. – we looked at the specs and quality of the machines. R&S have the better machine and threw in multiple upgrades. I would just defer to the person that would be using the machine. **Jeff:** Well, I have to say Toro is an awesome machine, but they want over \$17,000.00 for it and that's a demo. **Com. Schei:** Who'd like to make the motion to recommend a riding lawnmower? **Com. Piche** made a motion to recommend the R&S, John Deere Z997R riding lawnmower, for \$15,934.82, be moved to the CB for approval at the 6.12.18 meeting. Seconded by Com. Schei ~ Motion carried 3/0.

- H. Public Comment – Joe Drust:** Since I retired, I've been training for my pilot's license. I was scheduled to have my check ride today, but the guy that owns the plane is working today and I can't get onto the Airport property to get the plane. Now, I have to reschedule the check ride (at an additional cost to me) because I can't get onto the Airport.
- I. Commissioner Comment – Com. Schei:** I just want to say that all hangar owners have access to the Airport. The person you are barrowing the plane from has access to the Airport and should have been here for that purpose – but we do not have a registered Flying Club or Flying Instructor at our Airport.
- J. Adjourn:** A motion was made to adjourn by Com. Gromala, seconded by Com. Piche at 9:27 am

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

715 Pyle Drive, Kingsford, MI

May 24, 2018 – 4:30 p.m.

**CALL TO ORDER/ROLL CALL:**

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

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

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

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

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

**PUBLIC COMMENTS**

K. Fayas from HIS, Inc. discussed the hardships of running an AFC home. He expressed to the board his concerns regarding the level of care process used by Northpointe to determine placement of individuals in his home as being unfair.

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda.

Chairperson Luhtanen requested the CMHAM Strategic Plan be placed under Miscellaneous Reports

Chairperson Luhtanen requested that after calling for the CEO contract vote, regardless of outcome, Board members refrain from comment as she is seeking permission to engage legal counsel on behalf of the Board further down the agenda to ensure proper procedure is followed.

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

**Motion by:** M. Negro supported by J. Hafeman to approve agenda as amended.

**Motion carried by majority. 11-1**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the April 26, 2018 regular Board meeting minutes and the 5-10-18 Special Board meeting minutes.

A. Martin requested the wages listed under Board Comments on 4-26-18 meeting minutes be checked and changed for accuracy reflective of Board's vote.

M. Negro stated the header for 5-10-18 meeting minutes needed to read Special Board meeting.

**ACTION:** Moved to approve 4-26-18 and 5-10-18 minutes with corrections.

**Motion by:** M. Negro supported by J. Hafeman to approve the 4-26-18 and 5-10-18 Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** – Parent Support Partner Services - Presented by Lynda Reid

L. Reid addressed the Board regarding the Parent Support Partner Service program. Explained the purpose of the program and how services are delivered. Miscellaneous questions addressed.

**ACTION ITEMS**

• **CEO Contract**

**ACTION:** Motion by M. Negro supported by P. Phillips to not renew CEO contract at this time, and have Chairperson Luhtanen send out 60-day notice, effective immediately.

J. Dehn and M. Hofer reminded members of CEO's very good evaluation last year and requested clarification of any changes. No response from members. M. Hofer reminded members of discussion about family members being pleased with care. G. McCole requested clarification that after vote legal counsel would be sought; Chairperson Luhtanen stated this was an item on agenda under Discussion.

Chairperson Luhtanen requested a roll call:

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

**Motion carried by majority.**

M. Negro requested tally of final vote. A. Martin and K. Stankevich replied 9-3.

• **Finance**

a) Check Disbursement – March 2018

**ACTION:** Motion by G. McCole supported by J. Hafeman to approve the March 2018 - Check Disbursement.

**Motion carried unanimously.**

b) Financial Statement – March 2018

**ACTION:** Motion by G. McCole and supported by J. Hafeman to approve the March 2018 - Financial Statement.

**Motion carried unanimously.**

c) Summary Fund report

Discussion with Workforce Analysis below.

d) Miscellaneous Board Member Finance Questions

Questions from regular and special meetings addressed. Insurance coverage for mobile devices reviewed.

• **Workforce Analysis – Recommendation 2**

Recommendation to wait until closer to year-end to determine monies available for wage increases.

Review of options presented to Board on ways to reduce GF expenditures. Board support prior to action was requested.

**ACTION:** Motion by J. Hafeman seconded by M. Negro to follow recommendation to wait until closer to year-end before making a final decision. Bring back on last agenda of August for discussion. CFO to present at next meeting regarding the General Fund to provide information on expenditures for this fiscal year.

**Motion carried unanimously.**

- **Telecommuting/Device and Media Control Procedures**  
Discussion of changes made. More clarity that senior Administrative staff will be in office during normal business hours requested. Miscellaneous questions addressed.  
**ACTION:** Complete changes and return to next agenda.

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **CEO Report**  
**Outcome:** Informational
- **Finance**
  - e) **Check Disbursement – April 2018**  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
  - f) **Financial Statement – April 2018**  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
  - g) **Contract Grid 5-24-18 (Waste Management, MDHHS/CMHSP FY18)**  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
  - h) **Miscellaneous Board Member Finance Questions - None**
- **Northpointe Compliance Plan FY18**  
Minor changes to plan discussed.  
**Outcome:** Action item for next meeting.
- **Vehicle Purchase**  
Request to have Fleet Management Plan made a priority. Request for information regarding how many wheelchairs each van can hold. Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting. A column for “met all requirements” to be added to the grid used for presenting bids to the Board.
- **Northpointe Legal Counsel**  
**Motion by:** R. Roberge seconded by M. Negro to move retaining legal counsel for the Board to an action item.

Chairperson Luhtanen requested a roll call:

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

**Motion carried unanimously.**

**Motion by:** M. Negro seconded by J. Hafeman to grant Chairperson Luhtanen the authority to contact and retain legal counsel pertaining to the CEO contract on behalf of the Board.  
 Chairperson Luhtanen requested a roll call:

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

**Motion carried unanimously.**

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- NorthCare Governing Board Minutes – April 11, 2018  
**Outcome:** Place on file.  
 CMHAM Strategic Plan 2018-2023  
 G. McCole submitted a report from the Spring Conference, and intends to submit another report after more information is received.  
**Outcome:** Place on file.

**PUBLIC COMMENTS** – J. Lindow, finance specialist for Northpointe, answered a Board finance question.

**BOARD COMMENTS** - None

**ADJOURN**

A motion was made by M. Negro and supported by J. Hafeman to adjourn the meeting.  
**Motion carried unanimously.**

Meeting adjourned at 5:45 p.m.

A Regular Board meeting is scheduled for Thursday, June 14, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant

MENOMINEE COUNTY LIBRARY BOARD  
Minutes May 8, 2018

Approved: June 12, 2018

J. Freis called the meeting of the Menominee County Library Board to order at 4:00 PM on Tuesday, May 8, 2018.

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

N. Tuinstra moved to approve the agenda, support by C. Peterson. Motion carried.

**Public Participation:** Heather Harris, the new Library Assistant was introduced to the Library Board and welcomed.

C. Peterson moved to approve the minutes from the April 10, 2018 meeting, support by N. Tuinstra. Motion carried.

C. Peterson moved to approve the April financials, support from N. Tuinstra. Motion carried.

N. Tuinstra moved to approve the May bills, support by C. Peterson. Motion carried.

Director's Report

We have the Midcounty Homeschoolers art in the display case.

The Rural Library conference was inspiring. Both Amanda's and Ann's presentations went very well. Amanda is covering the Hermansville Branch hours this week and next while Ann Murray is off.

The Pajama Storytime on April 10<sup>th</sup> was well attended. It was lots of fun for the kids and for the readers. The Summer Reading programs, both at the Main Library and at Hermansville are organized. We will also be helping with a summer reading program at CarneyNadeau Schools. Tax season saw more than 160 people that needed help with tax forms or submission from Library Staff.

We had 25 volunteer hours in March.

The Friends have cancelled the Plant Sale for this spring and are looking for a Garden Chairperson to coordinate the garden maintenance and to run the Plant Sale next year.

Jim Mekash is working to get the roof re-sealed this summer.

Library Board Minutes May 8, 2018 page 2

New Business

- A. Discussion on the New Bookmobile and moving materials. Delivery will be scheduled soon.

Public Participation: L. Schei reminded all to watch out for wood ticks especially on pets.

As there was no further business, C. Peterson moved to adjourn the meeting, support by N. Tuinstra. Motion carried. Meeting adjourned at 4:39 PM.

Submitted by:  
Amanda Winnicki, Library Director

Menominee county Fair Board

May 16, 2018

Present: Nikki Tebo, Glenn Hanson, Ed Granquist, Eric Tickler, Chad Oczus, Judith Dobinkar, , Bill Cech, dave Pomeroy

Absent: Jesse Betters

Meeting called to order at 6:02 pm by Nikki

Motion for approval of agenda by Dave, Glenn Seconded. Motion Carried

Motion to approve minutes by Bill, Glenn seconded. Motion Carried

**Public Comment:**

**Old Business:**

Chad moved to purchase benches from Plutchak, Nikki 2<sup>nd</sup> motion passed.

Nikki moved to hire boiler plate for Thursday night Chad 2<sup>nd</sup> motion passed.

Chad motioned to purchase 300 mugs Bill 2<sup>nd</sup> motion passed.

**New Business:**

Bill moved to have the fair board pay for Linsmeier implements sites during the fair for all the work they have done for the fair. Nikki 2<sup>nd</sup> motion passed.

Bill moved to nominate Jesse as treasurer, Ed seconded motion passed.

Next meeting was set for June 20<sup>th</sup> at Shakey Lakes park at 6:00pm.

Bill moved to adjourn chad 2<sup>nd</sup> motion passed.

Meeting adjourned 7:45 pm

Respectfully submitted,

Eric Tickler

Fair Manager/Secretary