

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858

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

The Menominee County Board of Commissioners
will meet on Tuesday ~ June 28, 2016 @ 6:00 p.m. CDT
at the Menominee County Annex (MSU Extension Bldg.)
S904 US HWY 41, Stephenson, MI 49887

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
June 14, 2016 – County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
Menominee Business Development Update - Nancy Douglas
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve 2015/16 Budget amendments #5 (items #38-44).
 - 2. Moved by _____ seconded by _____ to approve payment in the amount of \$22,764.50 to be paid to the Menominee County Road Commission for work done within the 3-way road project for Cedarville Township. (Invoice #3WFP-013).
 - 3. Moved by _____ seconded by _____ to approve Commissioner Per Diems and expenses as recently submitted.
 - 4. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on 6.2.16 & 6.8.16 in the combined amount of \$57,615.19.
 - 5. Moved by _____ seconded by _____ to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk.

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

- J. **New Business (discussion only)**
 - 1. **Personnel Items:**
 - a. None
 - 2. **Building and Grounds/Park Items:**
 - a. None
 - 3. **Miscellaneous Items:**
 - a. WCUP Community Corrections – FY 2017 Grant Application
 - b. WPS Corporation – Notice of Hearing, Joint Application
 - 4. **Finance Items**
 - a. MERS Actuarial Report
 - b. Miscellaneous bills as paid on 6.15.16 & 6.16.16 in the combined amount of \$114,225.
- K. **Misc. Boards/Committees/Commissions Reports**
- L. **Public Comment (*limited to 5 minutes*)**
- M. **Commissioner Comment**
- N. **Adjourn**

June 14, 2016

UNAPPROVED

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

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

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

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

Absent: Com. Cech and Furlong (excused).

Moved by Com. Hafeman, seconded by Com. Nelson to approve the agenda. Chairman Meintz stated that the agenda needs to be amended to add Miscellaneous Item b. (3-Way Road Invoice 3WFP-013 for Cedarville Township).

Moved by Com. Nelson, seconded by Com. Williams to amend the agenda to add Miscellaneous Item b. 3-Way Road Invoice 3WFP-013 for Cedarville Township. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve the agenda as amended. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve the minutes from the May 24, 2016 Regular County Board Meeting. Motion was approved 7-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Brian Bousley, Administrator – Gave the board an update on the working being done on the vestibule.

Action Items:

Moved by Com. Hafeman, seconded by Com. Nelson to approve 2015/16 Budget amendments #4 (items #32-37). Motion was approved 7-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve a change order for the previous parking lot bid from Biehl Construction to include removing and replacing the asphalt & concrete apron area at the entry to the Jail parking lot (between the South courthouse and boiler room). Approx. cost of this change order is \$6,500. Motion was approved 7-0.

Moved by Com. Williams, seconded by Com. Lang to approve the Off Road Vehicle Law Enforcement Grant from the DNR in an amount not to exceed \$15,692 for cost of equipment. (This is a "reimbursable" grant). Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve Commissioner Per Diems and expenses as recently submitted. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve miscellaneous bills as paid on May 17 & 18, 2016 in the amount of \$99,356.08. Motion was approved 7-0.

Moved by Com. Williams, seconded by Com. Schei to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk. Motion was approved 7-0.

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. Ameriprise Financial – supplemental retirement options. – Brian explained that Leigh Howell, an Ameriprise Financial Advisor met with himself and County Clerk Marc Kleiman regarding supplemental retirement options for county employees. These supplemental retirement options would be employee contributions only, NO COUNTY CONTRIBUTIONS, thus employee driven. The Financial Advisor is a local person looking to serve local people. Com. Hafeman commented that this does not cost the county any money. Com. Nelson commented that it doesn't cost the county money, but it does cost an employee the time it takes to enter the information for contributions each pay period. With the switch to BS&A taking place right now he would like to wait until after the change is made to see how much time this would add to payroll. Brian and Marc both explained that we already

have two companies that provide this service to the county employees, but they are not local. Leigh Howell is a local advisor and this would be beneficial to the employees. The consensus of the board is to wait until BS&A is fully implemented and get a better feeling on how much time is involved with entering the contributions in payroll each pay period.

- b. 3-Way Road Invoice 3WFP-013 for Cedarville Township. - The consensus of the board is to move this item forward to the next meeting for approval.

Finance Items:

- a. Jail – Food Service – contracted service vs. County employee. – The finance committee discussed the jail food service issues with Undersheriff Holmes. The jail is currently under Contract for food services, but the sheriff would like to remove us from the contract (90 day out clause) for unsatisfactory services. He would like to hire employees to handle the Jail food services. Discussion ensued regarding the need to move this forward as an action item tonight so that it can be planned for in the budget process.

Moved by Com. Nelson, seconded by Com. Hafeman to make the termination of the current Food Service Contract at the Menominee County Jail and action item at this meeting. Motion was approved by a roll call vote 7-0.

Moved by Com. Hafeman, seconded by Com. Piche to terminate the current Food Service Contract at the Menominee County Jail following the 90 day out clause. Motion was approved by a roll call vote 7-0.

- b. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval
- c. Miscellaneous bills as paid on 6.2.16 & 6.8.16 in the combined amount of \$57,615.19. The consensus of the board is to move this item forward to the next meeting for approval

Misc. Boards/Committees/Commissions Reports:

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

Public Comment:

- Kris Havelka – Updated the County Board on all the things the county 4-H program is involved with this summer.

Commissioner Comment:

- Com. Hafeman – Commented that people hopefully will drive safe with all the young drivers out on the roads this summer. She is also excited about the work being done in the parking lot and the vestibule.
- Com. Nelson – Commented about a meeting he attended with Representative Ed McBroom regarding Mental Health Transportation.
- Com. Meintz – Commented that June is dairy month. Thanked Kris Havelka for coming to the meeting and providing an update.
- Com. Schei – Commented that the little fawns are being born and are out following their moms across the roads. Please be careful when you are out driving.

Moved by Com. Nelson, seconded by Com. Williams to adjourn at 6:23 p.m.
Motion was approved 7-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	2015-16 Budget Amendments #5 (items #38-44)
DEPARTMENT:	Administration/Finance Com.
ATTACHMENTS:	Yes
SUMMARY:	
The Finance Committee met on June 27 and discussed the budget amendments. Discussion of Finance Committee's recommendation.	
RECOMMENDED MOTION	
To approve 2015/16 Budget amendments #5 (items #33-44)	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Budget Amendments #5

38	6/23/2016	Secondary Road Patrol - Add MERS DC Secondary Road Patrol-Remove MERS Unfunded Difference will go into the Road patrol fund balance	\$ 3,601.00 \$ < 9,135.00 >	205-316-718.00 205-316-718.01
39	6/23/2016	Sheriff Dept. RAP Grant Received-Guard 1 plus	\$ 2,446.33 \$ 2,446.33	101-000-677.10 101-301-770.00
40	6/23/2016	Hannahville Grant Received - squad car	\$ 28,990.00 \$ 28,990.00	205-000-441.00 205-315-934.03
41	6/23/2016	RAP Grant Received - Bumper Guard	\$ 832.50 \$ 832.50	205-000-441.01 205-315-981.00
42	6/23/2016	Additional funds spent for K-9 - vehicle insert To be taken from designated fund balance	\$ 1,466.57	281-345-981.00 281-000-390.00
43	6/23/2016	K-9 Donation drive to cover cost of Prisoner insert in new vehicle	\$ 4,202.52 \$ 4,202.52	281-000-629.06 281-345-981.00
44	6/23/2016	Bid approved by the CB on 5/10/16 Designated Building fund - Vestibule	\$ 232,000.00	101-103-998.04

Menominee County
Request for Budget Amendment

#38

Budget Year: 2015/2016

Please Increase

Expenditure Account

205-316-718.00

by

\$3,601.00

Mers DC

Please Decrease

/Expenditure Account

205-316-718.01

by

< \$9,135.00 >

MERS Unfunded Liability

Date of Request

6/20/16

Justification

Secondary Road Patrol - Dept. Changed employee
designated for 2nd Road - Now is a DC employee
Sheriff Dept.

Requesting Department

Elected Official/Dept. Head

* Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Secondary Road Patrol Budget - Expenditures**Fund: Road Patrol (205)****Activity: Special Revenue (316)**

<u>Account Number</u>	<u>Account Title</u>	<u>2013/14 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries-Secondary Road Ptrl	39,567	43,177	41,531	41,134
706.00	Overtime/holiday pay	3,575	2,950	3,945	3,876
707.00	Longevity	-	-	-	-
708.00	Miscellaneous Salaries	-	-	-	-
712.00	Hospital Insurance	6,015	5,604	6,015	6,328
713.00	Life Insurance	30	28	30	30
715.00	FICA - OASDI	2,582	3,464	2,726	2,693
715.01	FICA - MEDICARE	604	651	638	630
716.00	Workers Compensation	1,792	2,224	1,889	1,843
718.00	MERS (Retirement) DC	7,045	7,906	7,426	3,601
718.01	MERS Unfunded Liability				-
745.00	Uniforms	700	-	700	700
755.00	Other Operating Expenses	967	-	967	1,000
	Total	\$ 62,876	\$ 66,004	\$ 65,868	\$ 61,834

Menominee County
Request for Budget Amendment

39

Budget Year: 2015/2016

Please Increase
Revenue Account

<u>101-000-677-10</u>		<u>\$2,446.33</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

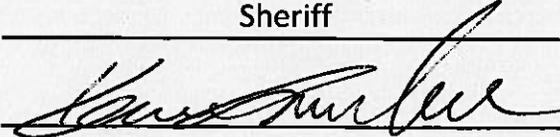
Please Increase
Expenditure Account

<u>101-301-770-00</u>	by	<u>\$2,446.33</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Date of Request 6/21/2016

Justification RAP grant received for purchase of Guard 1 Plus System

Requesting Department Sheriff

Elected Official/Dept. Head 

* Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Fund: General (101)
 Activity: Revenues (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
645.04	Conveying Convicts/State Reim	500	1,080	500	500
645.05	SSA Incentive/Sheriff	500	2,400	500	500
645.06	Sheriff D/D Assessment	2,000	1,746	2,000	2,000
645.07	I.D. Cards				
649.00	PA Check Collections	200	65	200	200
656.00	Ordinance Fines & Cost	25,000	48,548	40,000	55,000
657.00	Bond Forfeiture	3,000	6,670	5,000	2,000
658.00	Circuit Ct Fines & Forfeits	1,500	2,894	1,500	1,500
659.00	NSF Charges	350	245	350	350
665.00	Interest Earned	55,000	75,006	55,000	55,000
672.00	Miscellaneous	10,000	2,509	10,000	2,500
673.00	Sale of Property	350	114	350	350
674.00	Misc. Marine Donations	-	1,996	-	-
675.00	Donations		189		-
676.00	F O I A	100	193	100	100
677.00	Reimbursements	3,000	1,378	3,000	6,000
677.01	Reimbursements PA123	23,000	16,552	23,000	16,000
677.02	Workers Comp Refund/MMRMA	60,000	118,231	110,179	85,000
677.04	Commissioner Reimbursements	100	-	100	100
677.05	Court Computer Reimbursemts				
677.06	Fam.CT RDSS Reimbursements	8,000	6,017	8,000	8,000
677.07	Fam.CT Drug Test Reimburse	500	-	500	500
677.09	BCBS reimbursements	-		-	
677.10	MMRMA designated grant	-		-	2,446
677.11	Airport Phase 2	-		-	
677.12	Non lapsing building fund	-		-	
677.13	Bldg. Code-overhead cost reimb	17,000	-	17,000	10,000
694.00	Cash Over & Short	-	(0.25)	-	-
696.00	Transfer from Other Funds	-		-	110,000
	Total	7,203,779		7,519,558	7,721,014

Fund: General (101)
Activity: Sheriff Department (301)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries/shift dif./holiday	952,092	957,181	969,510	1,082,616
705.00	Salaries - Part Time	51,792	50,804	71,916	43,264
706.00	Overtime	40,000	63,041	40,000	40,000
707.00	Longevity	10,800	10,450	10,650	10,450
712.00	Hospital Insurance-opt out	24,000	24,400	24,000	33,600
713.00	Life Insurance	630	573	630	660
715.00	FICA-OASDI	67,564	65,440	69,335	71,411
715.01	FICA-Med	15,261	15,920	16,215	16,701
716.00	Workmen's Compensation	46,666	56,018	47,333	48,768
718.00	Retirement - DC	205,588	185,492	194,501	6,759
727.00	Office Supplies	10,000	9,267	10,000	10,300
728.00	Office Equipment	-	-	3,156	3,240
729.00	Postage	5,665	2,192	5,665	3,500
742.00	Gas, Oil, Etc.	12,000	3,380	12,000	12,000
745.00	Uniforms	13,000	12,682	13,000	14,500
745.01	Reserves				5,000
755.00	Other Operating Expenses	9,100	8,024	9,100	9,100
770.00	Prisoners Board	60,000	73,237	53,000	162,446
770.01	Prisoners Board - Medical	45,000	43,266	45,000	45,000
770.02	Prisoner Board/Mental Health	7,200	-	7,200	7,200
802.00	Memberships/Subscr./P.R.	2,500	2,457	2,500	2,500
835.00	Health Services	2,000	1,305	2,000	2,000
850.00	Telephone	4,920	5,486	4,920	5,600
850.01	Inmate Phone Cards	500	(2,936)	500	500
852.00	I.D. Cards	500	-		500
860.00	Travel	5,800	2,256	3,800	4,000
860.01	Transports	5,000	604	3,000	3,000
881.00	General Training	5,440	5,397	5,440	5,440
881.01	K-9	3,900	7,960	3,900	3,900
881.03	Ammunition - Weapons Trng	3,000	-	3,000	5,000
934.00	Equipment Repairs & Maint	4,400	218	4,400	5,000
934.01	Radio Equip & Repairs	5,100	8,055	5,100	5,100
934.02	Equip & Repair - Cig Tax	8,000	6,118	8,000	8,000
934.03	Casino Grant Exp.	-	6,800	-	-
934.05	State Grant - Crash capture	-	-	-	-
935.00	Civil Process Related Exp.	3,600	73	3,600	3,600
970.00	Capital Outlay - vehicle	-	-	-	28,040
976.00	LEIN System/Merit	14,900	16,744	6,000	9,000
981.00	Vehicle Maintenance	5,000	4,534	5,000	6,000
998.00	Capital Imp.	6,000	4,985	-	-
	Total	\$ 1,656,918	\$ 1,651,421	\$ 1,663,372	\$ 1,723,696
	Hospital Ins. - Other legislati	226,160		211,723	232,585
	flat rate retirement				\$ 213,874
		1,883,077		1,875,094	1,956,280

40

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase

Revenue Account

205-000-441-00

\$28,990.00

Please Increase

Expenditure Account

205-315-934-03

by

\$28,990.00

Date of Request

6/21/2016

Justification

Hannahville Grant funds for squad replacement

Requesting Department

Sheriff

Elected Official/Dept. Head



* Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Road Patrol Budget - Revenues

Fund: Special Revenue (205)

Activity: Road Patrol (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
402.00	Current Taxes *	1,232,571	1,261,798	1,232,571	1,305,056
402.02	Hermansville	-	-	-	-
402.04	Stephenson Housing	-	-	-	-
402.05	Senior Citizen Co-op tax exemp	1,500	1,884	1,500	1,500
420.00	Delinquent Personal Property	500	957	500	500
420.01	Road Patrol Deliquent per.prop int.	-	78	-	-
420.02	DNR - PILT	1,200	6,730	1,500	1,500
429.00	CFR	5,000	10,343	5,000	5,000
429.01	CFR Withdrawal	-	-	-	-
441.00	Casino Monies/hannahv.grant	37,284	23,593	-	34,514
543.00	Secondary Road Patrol Grant	58,500	60,450	58,500	58,500
544.01	Safe communities reimb. Grant	-	-	-	-
544.02	USDA Grant	-	-	-	-
601.00	Stephenson Law Enforcement	25,000	25,000	25,000	25,000
607.00	Reimbursement	-	-	-	-
673.00	Sale of Property	-	8,800	-	-
675.00	RP Donations	-	-	-	-
677.00	Reimbursement	-	35	-	-
696.00	Transfer from other funds	-	-	-	-
697.00	Transfer from millage fund	150,000	-	-	-
699.00	General Fund Appropriation	-	-	-	-
	Total	\$ 1,511,555	\$ 1,399,668	\$ 1,324,571	\$ 1,431,570
	Millage fund balance	\$ 213,280		\$ 132,297	\$ 128,440

Road Patrol Budget - Expenditures

Fund: Special Revenue (205)

Activity: Road Patrol (315)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries/shift diff/holiday	479,730	464,201	490,392	548,504
705.00	Salaries-part time	57,949	20,288	62,858	65,874
706.00	OT	39,000	50,967	39,000	39,000
707.00	Longevity	5,400	5,400	5,750	6,300
712.00	BCBS	126,317	133,680	133,532	146,022
713.00	Life Ins.	300	276	300	330
715.00	FICA	34,131	32,730	35,006	39,009
715.01	FICA MED	7,982	7,679	8,187	9,123
716.00	Work Comp	26,400	30,871	27,078	26,844
718.00	MERS - DC	78,405	93,566	80,204	12,000
718.01	MERS unfunded liability	150,000	-	50,000	100,476
727.00	Office Supplies	3,000	1,919	3,000	3,500
742.00	Gas, Oil, Etc	81,000	64,178	81,000	81,000
745.00	Uniforms	9,100	8,401	9,100	9,400
755.00	Other Operating Expenses	5,000	3,478	5,000	5,000
755.02	Other Operating/Weapons, etc	5,075	1,581	5,075	5,075
850.00	Telephone	3,500	3,630	5,100	5,500
850.01	Merit fiber-annex.5				1,600
860.00	Travel	3,075	1,683	3,075	3,075
881.00	Justice Training - 302	-	283	-	-
881.03	General Training	4,590	4,037	4,590	4,590
934.00	Equipment Repair	3,060	3,679	3,060	3,060
934.01	Equip Repair & Maint/Radio	5,100	7,726	5,100	5,500
934.02	Equip Repair & Maint/vehicles	27,000	33,480	27,000	30,000
934.03	Casino Grant	37,284	32,093	-	34,514
955.00	RP Misc. Expense				
957.00	Chargeback Tax refunds	-	2,460	-	-
974.00	Hannahville Grant - Tahoe	-	-	-	-
981.00	Vehicle maintenance	43,000	29,795	43,000	56,000
997.00	Transfer Out	-	-	-	-
	Total	\$ 1,235,399	\$ 1,038,080	\$ 1,126,406	\$ 1,241,296

#41

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase
Revenue Account

<u>205-000-441-01</u>	<u>\$832.50</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

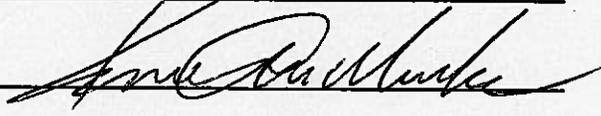
Please Increase
Expenditure Account

<u>205-315-981-00</u>	by	<u>\$832.50</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Date of Request 6/21/2016

Justification RAP grant received for Bumper Guard project

Requesting Department Sheriff

Elected Official/Dept. Head 

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Road Patrol Budget - Revenues

Fund: Special Revenue (205)

Activity: Road Patrol (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
402.00	Current Taxes *	1,232,571	1,261,798	1,232,571	1,305,056
402.02	Hermansville	-	-	-	-
402.04	Stephenson Housing	-	-	-	-
402.05	Senior Citizen Co-op tax exemp	1,500	1,884	1,500	1,500
420.00	Delinquent Personal Property	500	957	500	500
420.01	Road Patrol Deliquent per.prop int.	-	78	-	-
420.02	DNR - PILT	1,200	6,730	1,500	1,500
429.00	CFR	5,000	10,343	5,000	5,000
429.01	CFR Withdrawal	-	-	-	-
441.00	Casino Monies/hannahv.grant	37,284	23,593	-	35,347
543.00	Secondary Road Patrol Grant	58,500	60,450	58,500	58,500
544.01	Safe communities reimb. Grant	-	-	-	-
544.02	USDA Grant	-	-	-	-
601.00	Stephenson Law Enforcement	25,000	25,000	25,000	25,000
607.00	Reimbursement	-	-	-	-
673.00	Sale of Property	-	8,800	-	-
675.00	RP Donations	-	-	-	-
677.00	Reimbursement	-	35	-	-
696.00	Transfer from other funds	-	-	-	-
697.00	Transfer from millage fund	150,000	-	-	-
699.00	General Fund Appropriation	-	-	-	-
	Total	\$ 1,511,555	\$ 1,399,668	\$ 1,324,571	\$ 1,432,403
	Millage fund balance	\$ 213,280		\$ 132,297	\$ 129,272

Road Patrol Budget - Expenditures

Fund: Special Revenue (205)

Activity: Road Patrol (315)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries/shift diff/holiday	479,730	464,201	490,392	548,504
705.00	Salaries-part time	57,949	20,288	62,858	65,874
706.00	OT	39,000	50,967	39,000	39,000
707.00	Longevity	5,400	5,400	5,750	6,300
712.00	BCBS	126,317	133,680	133,532	146,022
713.00	Life Ins.	300	276	300	330
715.00	FICA	34,131	32,730	35,006	39,009
715.01	FICA MED	7,982	7,679	8,187	9,123
716.00	Work Comp	26,400	30,871	27,078	26,844
718.00	MERS - DC	78,405	93,566	80,204	12,000
718.01	MERS unfunded liability	150,000	-	50,000	100,476
727.00	Office Supplies	3,000	1,919	3,000	3,500
742.00	Gas, Oil, Etc	81,000	64,178	81,000	81,000
745.00	Uniforms	9,100	8,401	9,100	9,400
755.00	Other Operating Expenses	5,000	3,478	5,000	5,000
755.02	Other Operating/Weapons, etc	5,075	1,581	5,075	5,075
850.00	Telephone	3,500	3,630	5,100	5,500
850.01	Merit fiber-annex.5				1,600
860.00	Travel	3,075	1,683	3,075	3,075
881.00	Justice Training - 302	-	283	-	-
881.03	General Training	4,590	4,037	4,590	4,590
934.00	Equipment Repair	3,060	3,679	3,060	3,060
934.01	Equip Repair & Maint/Radio	5,100	7,726	5,100	5,500
934.02	Equip Repair & Maint/vehicles	27,000	33,480	27,000	30,000
934.03	Casino Grant	37,284	32,093	-	34,514
955.00	RP Misc. Expense				
957.00	Chargeback Tax refunds	-	2,460	-	-
974.00	Hannahville Grant - Tahoe	-	-	-	-
981.00	Vehicle maintenance	43,000	29,795	43,000	56,833
997.00	Transfer Out	-	-	-	-
	Total	\$ 1,235,399	\$ 1,038,080	\$ 1,126,406	\$ 1,242,129

#42

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase
Revenue Account

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

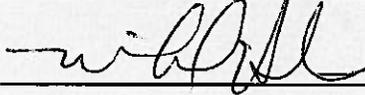
Please Increase
Expenditure Account

<u>281-345-981.00</u>	by	<u>\$1,466.57</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Date of Request 6/21/2016

Justification Additional funds spent for K-9 Prisoner Insert above donation drive
Funds available in the Fund Balance

Requesting Department Sheriff

Elected Official/Dept. Head 

* Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

K-9

Fund: Special Revenue (281)

Activity: K-9 (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
629.06	K-9 Donations	500	4,590	500	500
	Total	500	4,590	500	500

K-9

Fund: Special Revenue (281)

Activity: K-9 (345)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
881.00	K-9 Training/expense	500	-	500	500
981.00	Vehicle Improvements/repairs				1,467
		\$ 500	\$ -	\$ 500	\$ 1,967

#43

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase

Revenue Account	<u>281-000-629.06</u>		<u>\$4,202.52</u>
	<hr/>		<hr/>

Please Increase

Expenditure Account	<u>281-345-981.00</u>	by	<u>\$4,202.52</u>
	<hr/>		<hr/>

Date of Request 6/21/2016

Justification K-9 Donation drive to cover cost of Prisoner Insert in new vehicle

Requesting Department Sheriff

Elected Official/Dept. Head 

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

K-9

Fund: Special Revenue (281)

Activity: K-9 (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
629.06	K-9 Donations	500	4,590	500	4,703
	Total	500	4,590	500	4,703

K-9

Fund: Special Revenue (281)

Activity: K-9 (345)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
881.00	K-9 Training/expense	500	-	500	500
981.00	Vehicle Improvements/repairs				5,670
		\$ 500	\$ -	\$ 500	\$ 6,170

#44

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase

Expenditure Account	<u>101-103-998.04</u>	by	<u>\$232,000.00</u>
	<u>Building Fund - Vestibule</u>		

Please Decrease

Revenue/Expenditure Account		by	

Date of Request 6/23/16

Justification Bid approved by CB m - 5/10/16

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Fund: General (101)
Activity: Other Legislative (103)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
712.00	Hospital Insurance-GL	600,853	607,429	653,565	657,858
712.03	Affordable Care Act Penalty	-	-	-	-
713.00	Life Insurance	120	28	120	120
717.00	Unemployment Insurance	10,000	-	10,000	10,000
718.00	MERS- retirement DC	-	-	8,000	32,000
718.01	Unfunded MERS liability	499,000	532,680	500,000	555,180
755.00	Other Operating Expenses	5,000	6,083	5,000	13,000
801.00	Prof. Contract Serv.	-	-	1,500	1,500
801.01	Audit	28,500	27,000	28,500	28,500
801.02	Professional physicals	400	113	400	400
801.08	Cost Allocation(MGT)	8,000	7,200	8,000	8,000
802.00	Memberships/Subscriptions	19,000	9,039	19,000	10,000
831.00	Liability Insurance MMRMA	120,000	113,165	120,000	120,000
850.00	Telephone - Unallocated	28,000	55,516	35,000	45,000
851.00	Website Maintenance	3,000	1,600	3,000	3,000
851.01	internet /Time warner	4,000	2,325	4,000	4,000
857.00	Computer Support/labor	21,000	17,247	21,000	21,000
857.01	Video Equip. Maintenance	1,000	249	1,000	1,000
857.02	Software/updates/maint. Fe	18,000	24,665	18,000	18,000
857.03	Computer parts/hardware	8,000	7,176	6,000	6,000
957.00	Chargeback tax refunds	4,000	9,841	3,000	3,000
970.00	Capital Outlay-2016 Imaging	25,000	19,750	-	15,000
970.15	C.H. Security Screening Area				5,000
970.16	BS&A conversion Project				<u>110,000</u>

Total Other legislative \$ 1,426,548 \$ 1,536,740 \$ 1,455,085 \$ 1,667,558

Designated Building Projects (Designated fund)

Beginning Balance	\$1,312,334	\$1,312,334	\$1,271,431	\$1,494,931
Revenue added			\$300,000	
2013/14 Courthouse securit	(5,000)	15,725		
2013/14 Courthouse securit	\$8,000			
2013/14 Merit Fiber	\$5,000			
998.01 surveillance System				
998.02 HVAC Valve Replacement		15,703		
998.03 2013/14 Electrical surge-bar	\$10,000	\$9,474		
998.04 2014/15 Vestibule Project			\$76,500	\$272,000
998.05 Emergency Generator				\$30,000
998.06 Jail Emerg. Exit & Security fence				\$50,000
998.07 Jail parking lot				\$50,000
998.08 Courthouse Air Conditioner (Chiller)				<u>\$141,000</u>

Bldg. project Ending Balance \$1,284,333.94 \$1,271,431 \$1,494,931 \$951,931

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	3-Way Road Project – Cedarville Twp.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Cedarville Township has had the work done for the 3-Way road project. The Road Commission is now invoicing for their portion of the payment from the County.	
RECOMMENDED MOTION	
to approve payment in the amount of \$22,764.50 to be paid to the Menominee County Road Commission for work done within the 3-way road project for Cedarville Township. (Invoice #3WFP-013).	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County Road Commission

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

INVOICE

06/13/16

Invoice #: 3WFP-013

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Cedarville Township Project #1 - Graveling the following roads:	\$22,764.50
Camp O Road 1,380 cyds	
Old Mill Road <u>600 cyds</u>	
Total 1,980 cyds @ \$11.53/cyd = \$22,829.40	
TOTAL DUE	\$22,764.50

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
MAY 24 2015
BY: *[Signature]*

COPY

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

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
5/5/16	ESCAMBA, MI WORKS	54	54	30.24	101-101-860.11
5/10/16	MENOMINEE, Co. Bd	96		51.84	101-101-860.11
5/20/16	MARLES, MC WORKS	28		15.12	101-101-860.11
5/29/16	MENOMINEE, Co. Bd	96		51.84	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		274		149.04	
			Total Mileage		
Total Mileage Fee					149.04

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

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

John R Nelson

5/29/16

Signed

5/29/16

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

COPY

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

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.54/mile	Total Cost	Account Number
5/10/16	CB-Menominee	76		41.04	101-101-860.10
5/19/16	UPACC-Casino	30		16.20	101-101-860.10
5/19/16	UPACC/UPCAP-Casino	30		16.20	101-101-860.10
5/24/16	CB-Menominee	76		41.04	101-101-860.10
5/26/16	Bd of Health- Harris TWP	26		14.04	101-101-860.10
5/26/16	Pinecrest-Pinecrest	14		7.56	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		252	Total Mileage		
Total Mileage Fee					136.08

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

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


Signed

5/26/16
Date

RECEIVED
MAY 27 2016
BY: *JA*

Commissioner Meeting Fee Expense Form

COPY

Name of Commissioner Jan Hafeman

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

Date	Meeting Description & Duration	Meeting Expense
5/10/16	County Board Meeting	50.00
5/19/16	UPACC	75.00
5/20/16	UPACC and UPCAP	75.00
5/24/16	County Board Meeting	50.00
5/26/16	Board of Health Meeting	50.00
5/26/16	Pinecrest Meeting	50.00
Total Per Diem		350.00

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

Commissioner Signature: *Jan Hafeman*

Date: 5/26/16

RECEIVED

MAY 27 2016

BY: *AA*

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

[COPY]

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

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
5/10/16	Court House - County Board	72		38.88	101-101-860.07
					101-101-860.07
5/11/16	Lake Tausq. Mining Group	38			101-101-860.07
					101-101-860.07
5/12/16	Annex - Fair Board	30		16.20	101-101-860.07
					101-101-860.07
5/24/16	Court House - County Board	72		38.88	101-101-860.07
					101-101-860.07
					101-101-860.07
		174	Total Mileage		
Total Mileage Fee					93.96

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

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

Gerald L. Piche

Signed

5/26/16

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

COPY

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

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

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

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
2016					
05-10	CAA FIN.	110			101-101-860.02
05-10	CO. BD.	3			101-101-860.02
05-12	CAA	110			101-101-860.02
05-19	UPAAC	50			101-101-860.02
05-20	UPAAC	50			101-101-860.02
05-24	CO. BD.	3			101-101-860.02
05-31	SOC. SERV	3			101-101-860.02
					101-101-860.02
					101-101-860.02
		329	X .54 =	177.66	101-101-860.02
			Total Mileage		
				Total Mileage Fee	<u>177.66</u>

BeS

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

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

B. Lang

Signed

05-31-16

Date

RECEIVED
MAY 31 2016
BY: _____

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
5/10/16	COURT HOUSE	16		8.64	101-101-860.04
5/17/16	FNBT - MENOMINEE	13		7.02	101-101-860.04
5/17/16	LIBRARY - STEPHENSON	32		17.28	101-101-860.04
5/17/16	AIRPORT - MENOMINEE	15		8.10	101-101-860.04
5/19/16	ISLAND COUNTRY CASINO	90		48.60	101-101-860.04
5/24/16	COURT HOUSE	16		8.64	101-101-860.04
5/26/16	HARRIS TWP. HALL	88		47.52	101-101-860.04
		270			101-101-860.04
					101-101-860.04
			Total Mileage	270	
				Total Mileage Fee	\$ 145.80

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

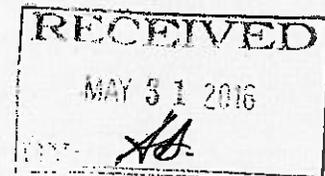
It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Larry Schei

Signed

5/31/16

Date



MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
5/2/16	Steph. Annex	32		17.28	101-101-860.05
5/10/16	Courthouse	16		8.64	101-101-860.05
5/11/16	Lake Township	49		26.46	101-101-860.05
5/19/16	Hannahville			45.36	101-101-860.05
5/20/16	Hannahville	84			101-101-860.05
5/24/16	Courthouse	46		9.64	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
		197	197		
			Total Mileage		
Total Mileage Fee					106.38

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

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

William Cech
Signed

5/27/16
Date

RECEIVED

MAY 27 2016

BY: *AS*

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on 6.2.16 & 6.8.16 in the combined amount of \$57,615.19.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on 6.2.16 & 6.8.16 in the combined amount of \$57,615.19.	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER	PO
VENDOR NAME: AMERICAN LEGION DEPARTMENT OF MI				
Registration	2016 Veterans Advocacy Training - Michae	101-682-860.00	195.00	
TOTAL VENDOR AMERICAN LEGION DEPARTMENT OF MI				
VENDOR NAME: ANDERSON AUTO & RV SALES INC				
1362	2011 Impala - Vehicle Maintenance		57.95	
1363	2009 Tahoe - Vehicle Maintenance		59.95	
1360	2009 Tahoe - Vehicle Maintenance		615.50	PO# 03336
1361	2012 Impala - Vehicle Maintenance		371.40	
TOTAL VENDOR ANDERSON AUTO & RV SALES INC			1,104.80	
VENDOR NAME: ANDERSON, BILL				
Reimbursement	Planning Commission - Mileage	101-401-710.00	32.40	
TOTAL VENDOR ANDERSON, BILL				
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677390549	Airport Supplies	216-585-755.01	29.38	
		216-585-745.00	26.81	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC			56.19	
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202305	May 19 - June 18, 2016	101-103-850.00	637.80	
906863444105	May 19 - June 18, 2016	101-103-850.00	991.78	
906863661405	May 19 - June 18, 2016	266-325-850.00	332.85	
TOTAL VENDOR AT&T - CAROL STREAM, IL			1,962.43	
VENDOR NAME: AT&T MOBILITY				
287252234966	May 10 - June 9 (906-792-5968)	101-132-850.00	31.46	
TOTAL VENDOR AT&T MOBILITY			31.46	
VENDOR NAME: BARRETTE, JODIE				
Reimbursement	Mileage & Bridge Toll's	101-141-860.00	223.65	
		215-141-860.00	290.96	
TOTAL VENDOR BARRETTE, JODIE			514.61	
VENDOR NAME: BAY AREA MEDICAL CENTER				
4/8/16	HeartSaver CPR Card (x5) and Book (x3)	101-331-755.01	70.00	
TOTAL VENDOR BAY AREA MEDICAL CENTER			70.00	
VENDOR NAME: BIG O'S LOBE AND SERVICE, INC.				
19422	2015 Chevy Impala - Vehicle Maintenance	205-315-934.02	29.95	
19470	2008 Tahoe - Vehicle Maintenance	205-315-934.02	1,226.56	PO# 03332
19478	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	56.28	
19513	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	22.50	
19526	2011 Chevy Impala	205-315-934.02	188.95	
19568	2016 Ford Explorer	205-315-934.02	34.90	
19519	2007 Chevy Impala - Vehicle Maintenance	101-265-981.00	48.00	

APPROVED

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	PO AMOUNT NUMBER
VENDOR NAME: BIG O'S LOBE AND SERVICE, INC.			
TOTAL VENDOR BIG O'S LOBE AND SERVICE, INC.			
VENDOR NAME: BLOETARP FINANCIAL, INC.			
D45571	Lithium Batteries - Sheriff Department	101-301-755.00	27.98
D43777	Inmate Medical Supplies	101-301-770.00	245.00
1614015617	Building & Ground Supplies	101-265-755.01	12.98
		101-265-981.00	9.49
		101-265-755.00	1.50
		101-265-930.01	25.98
TOTAL VENDOR BLOETARP FINANCIAL, INC.			
VENDOR NAME: BRIAN MALONEY			
Reimbursement	Refund of Camping Reservation Fee's	208-751-964.00	135.00
TOTAL VENDOR BRIAN MALONEY			
VENDOR NAME: BRUNELLE, JENNIFER			
Reimbursement	Crisis Intervention - May 2016	296-668-801.00	690.00
TOTAL VENDOR BRUNELLE, JENNIFER			
VENDOR NAME: CBM MANAGED SERVICES			
STDINV00778	Inmate Meals	101-301-770.00	2,067.52
STDINV01147	Inmate Meals	101-301-770.00	2,053.59
TOTAL VENDOR CBM MANAGED SERVICES			
VENDOR NAME: CECH, WILLIAM			
Reimbursement	Mileage - May 2016	101-101-860.05	106.38
TOTAL VENDOR CECH, WILLIAM			
VENDOR NAME: CEDAR RIVER PLAZA			
Jan-Feb2016	Gasoline Sales (Road Patrol)	205-315-742.00	91.68
TOTAL VENDOR CEDAR RIVER PLAZA			
VENDOR NAME: CITY OF MENOMINEE			
4269	Gasoline Charges - April 2016	101-265-742.00	15.00
		101-265-742.00	108.11
		266-325-860.00	7.46
TOTAL VENDOR CITY OF MENOMINEE			
VENDOR NAME: CITY OF STEPHENSON			
709	Annex - Water/Electric/Sewer	101-261-920.01	18.73
		101-261-920.02	31.91
		101-261-920.03	190.61
TOTAL VENDOR CITY OF STEPHENSON			

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER	PO
VENDOR NAME: CLOVERLAND PAPER CO				
111537	Building & Ground Supplies	101-265-755.01	169.00	
111604	Building & Ground Supplies	101-265-755.01	122.09	
111507	Inmate Supplies	101-301-770.00	11.91	
111538	Inmate Supplies	101-301-770.00	35.60	
111605	Inmate Supplies	101-301-770.00	57.42	
111661	Library Supplies	101-265-755.01	86.75	
111659	Annex Supplies	101-265-755.01	177.62	
TOTAL VENDOR CLOVERLAND PAPER CO			660.39	
VENDOR NAME: COLEMAN ENGINEERING COMPANY				
26537	Project 16162 - County Wide Parcel Mappi	517-252-970.00	2,817.00	PO# 03335
TOTAL VENDOR COLEMAN ENGINEERING COMPANY			2,817.00	
VENDOR NAME: COOPER OFFICE EQUIPMENT				
134469	Contract # 2761-01 (4/27 to 7/26/16)	101-172-931.01	178.62	
134467	Contract # 2761-01 (Surge Protector)	101-172-931.01	24.95	
TOTAL VENDOR COOPER OFFICE EQUIPMENT			203.57	
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCT				
24474	Shredding documents (5/5/16)	101-265-801.00	55.23	
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCT			55.23	
VENDOR NAME: DALE GRONWACK				
05/24/16	Pump Septic Tank - Kleinke Park	208-751-942.00	150.00	
TOTAL VENDOR DALE GRONWACK			150.00	
VENDOR NAME: DAVID ASHBY				
Reimbursement	Meals & Fuel (K9)	101-301-881.01	117.31	
TOTAL VENDOR DAVID ASHBY			117.31	
VENDOR NAME: DEKETO, LLC				
DK 5-16	May 2016 Documents (x314)	256-277-857.00	750.00	
TOTAL VENDOR DEKETO, LLC			750.00	
VENDOR NAME: DESJARLAIS, ROBERT				
Reimbursement	Planning Commission - Mileage	101-401-710.00	8.10	
TOTAL VENDOR DESJARLAIS, ROBERT			8.10	
VENDOR NAME: DOUGOVITO, GREG				
6143	Holdover on Juvenile	101-132-801.01	27.50	
		101-132-801.00	66.00	
TOTAL VENDOR DOUGOVITO, GREG			93.50	
VENDOR NAME: DRAZE, THOMAS				
Reimbursement	K9 Training (Meals, Fuel)	101-301-881.01	97.46	
TOTAL VENDOR DRAZE, THOMAS			97.46	

APPROVED

20160508

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER	PO
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC 1408	Advertising - April 2016	101-101-901.00	141.76	
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				
VENDOR NAME: ELECTION SYSTEMS & SOFTWARE 961804	Software License Renewal	101-262-727.00	2,018.00	PO# 03330
TOTAL VENDOR ELECTION SYSTEMS & SOFTWARE				
VENDOR NAME: ERDMAN, BRANDON Reimbursement	Uniform Allowance	205-315-745.00	256.89	
TOTAL VENDOR ERDMAN, BRANDON				
VENDOR NAME: FASTENAL WIMARI71469	Building & Ground Maintenance Supplies	101-265-930.01	13.69	
TOTAL VENDOR FASTENAL				
VENDOR NAME: FORMS TRAC ENTERPRISES, INC. 063483	District Court Forms	101-136-727.00	183.78	
TOTAL VENDOR FORMS TRAC ENTERPRISES, INC.				
VENDOR NAME: FRIEND OF COURT ASSOCIATION Registration	2016 Summer Conference - Jodie Barrette	101-141-802.00	125.00	
		101-141-860.00	95.00	
TOTAL VENDOR FRIEND OF COURT ASSOCIATION				
VENDOR NAME: GBS INC. 16-26403	Large Blue Memory Card/Election Material	101-262-727.00	159.84	
TOTAL VENDOR GBS INC.				
VENDOR NAME: HAFEMAN, JAN Reimbursement	Mileage - May 2016	101-101-860.10	136.08	
TOTAL VENDOR HAFEMAN, JAN				
VENDOR NAME: HASS DANIEL Reimbursement	State Bar of MI - Family Law Section	101-132-802.00	60.00	
TOTAL VENDOR HASS DANIEL				
VENDOR NAME: HI TEC BUILDING SERVICES 011844	Cleaning Services - May 2016	101-265-801.00	1,400.00	
TOTAL VENDOR HI TEC BUILDING SERVICES				
VENDOR NAME: HOTFLAME GAS COMPANY U0022501	Bulk LP Shakey Lakes Park (x387)	208-751-744.00	425.31	
TOTAL VENDOR HOTFLAME GAS COMPANY				
VENDOR NAME: J S ELECTRONICS, INC. 19287	Siren Check on #5506	205-315-934.02	48.25	

APPROVED

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY, MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER	PO
VENDOR NAME: J S ELECTRONICS, INC. 19291	Reattach Camera on #5512	205-315-934.02	60.00	
TOTAL VENDOR J S ELECTRONICS, INC.			60.00	
VENDOR NAME: J.F. AHERN COMPANY 144664	Fire Equipment Inspections (Shakey Lakes 208-751-801.00	247.00	247.00	
TOTAL VENDOR J.F. AHERN COMPANY			247.00	
VENDOR NAME: JEANNE ALBERT Reimbursement	Uniform Allowance	101-301-745.00	144.85	
TOTAL VENDOR JEANNE ALBERT			144.85	
VENDOR NAME: JOEL HENSLEY, RN Reimbursement May 2016	Medical Examiner Postage Medical Examiner	101-648-729.00 101-648-709.00 101-648-835.00	29.40 1,080.00 2,280.00	
TOTAL VENDOR JOEL HENSLEY, RN			3,360.00	
Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00	
TOTAL VENDOR JOEL HENSLEY, RN			4,754.40	
VENDOR NAME: J'S SPORT SUPPLY PO# 03337	Assorted Ammo - Sheriff Department	101-301-881.03	2,170.00	PO# 03337
TOTAL VENDOR J'S SPORT SUPPLY			2,170.00	
VENDOR NAME: KLEIMAN, MARC Reimbursement	Bridge Fare (x2)	101-215-860.00	4.00	
TOTAL VENDOR KLEIMAN, MARC			4.00	
VENDOR NAME: LANG, BERNARD Reimbursement	Mileage - May 2016	101-101-860.02	177.66	
TOTAL VENDOR LANG, BERNARD			177.66	
VENDOR NAME: LENCA SURVEYING 16095	Remon Yr 2016 - (May 13 - May 31, 2016)	243-246-801.07	2,032.18	
TOTAL VENDOR LENCA SURVEYING			2,032.18	
VENDOR NAME: LUFTS ADVERTISER 05/28/16	Airport Advertising	216-585-901.00	60.00	
TOTAL VENDOR LUFTS ADVERTISER			60.00	
VENDOR NAME: MASTERCARD Credit Card	Airport (April 22 - April 25, 2016)	216-585-729.01 216-585-742.00	23.04 59.53	
TOTAL VENDOR MASTERCARD			82.57	

APPROVED
 [Signature]

CITY FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

CLAIM AUDIT REPORT FOR MENOMINEE COUNTY
 POST DATES 06/02/2016 - 06/02/2016
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	FO AMOUNT NUMBER
VENDOR NAME: MASTERCARD			
Credit Card	April 12 - May 5, 2016		
		101-301-727.00	7.88
		101-301-727.00	27.98
		101-301-755.00	86.00
		101-301-770.00	24.12
		101-301-770.01	332.00
		101-301-770.01	49.99
		101-301-881.00	325.00
		205-315-742.00	35.33
		205-315-742.00	8.00
		205-315-742.00	9.00
		205-315-860.00	79.50
		205-315-934.03	365.88
Credit Card	April 14 - May 8, 2016 (Courthouse)		
		101-265-755.00	2.24
		101-265-930.01	89.64
		101-265-930.01	14.85
		101-265-930.01	180.36
		208-751-920.00	17.93
		296-663-860.00	157.50
		101-132-860.00	10.62
		101-148-860.00	10.62
		208-751-920.00	18.12
		101-148-860.00	79.50
		101-132-860.00	79.50
		101-141-727.00	128.85
		266-326-881.00	8.25
		266-326-881.00	7.73
		101-265-981.00	37.97
		101-103-857.03	102.02
		266-326-881.00	16.82
		266-326-881.00	169.50
		266-325-860.00	78.75
		101-265-802.00	99.00
		101-268-729.00	6.45
		101-268-729.00	6.45
		249-371-727.00	94.00
		101-268-729.00	6.45
		101-148-860.00	8.69
		101-132-860.00	8.68
TOTAL VENDOR MASTERCARD			2,873.74
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.			
26480	Balance Due on Chiller Project	101-103-998.08	3,922.50
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.			3,922.50
VENDOR NAME: MENARDS - MARINETTE			
9288	Showerhead	101-265-930.01	37.47
10061	Building & Ground Maintenance Supplies	101-265-930.01	28.94
08921	Credit Memo - Roof Flashing (Buildings & Building & Ground Supplies	101-265-755.00	(16.59)
08925	Building & Ground Supplies	101-265-755.00	36.38

APPROVED
 [Signature]

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY, WISCONSIN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER	PO
VENDOR NAME: MENARDS - MARINETTE				
TOTAL VENDOR MENARDS - MARINETTE			86.20	
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10227237	Miscellaneous Supply	101-265-934.00	43.39	
10227653	Blade Adaptor for Work Van - Lawn Mower	206-301-934.00	16.56	
10224662	Fuel Filters (Airport)	216-585-981.00	11.54	
10225669	Harness (Airport)	216-585-981.00	6.98	
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY			78.47	
VENDOR NAME: MICH ASSOC OF COUNTIES				
Registration	MAC Regional Summits - 2016 (L. Schei)	101-101-859.00	25.00	
TOTAL VENDOR MICH ASSOC OF COUNTIES			25.00	
VENDOR NAME: MICHELLE LARSON				
Reimbursement	Supplies for Raised Garden Beds	296-668-801.00	231.82	
TOTAL VENDOR MICHELLE LARSON			231.82	
VENDOR NAME: MICHIGAN SHERIFFS' ASSOCIATION				
20160275	Registration for Summer Conference (M. H101-301-881.00		275.00	
TOTAL VENDOR MICHIGAN SHERIFFS' ASSOCIATION			275.00	
VENDOR NAME: MICHIGAN STATE INDUSTRIES				
1226 12086	Laundry Supplies for Inmates	101-301-770.00	674.10	PO# 03338
TOTAL VENDOR MICHIGAN STATE INDUSTRIES			674.10	
VENDOR NAME: MICHIGAN TOWNSHIPS ASSOCIATION				
Dues	July 1, 2016 - June 30, 2017	101-103-802.00	425.00	
TOTAL VENDOR MICHIGAN TOWNSHIPS ASSOCIATION			425.00	
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
118232-001	Office Supplies - Treasurer's Office	101-253-727.00	108.19	
0118304-001	Toner Cartridge - Probate Court	101-132-727.00	140.99	
0118071-001	Office Supplies - Clerk's Office	101-215-727.00	232.65	
0118213-001	Sheriff Department - Office Supplies	101-301-727.00	25.96	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I			507.79	
VENDOR NAME: MOTOROLA				
13112170	Batteries (Road Patrol)	205-315-934.00	82.00	
TOTAL VENDOR MOTOROLA			82.00	
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	Mileage - May 2016	101-101-860.11	149.04	
TOTAL VENDOR NELSON, JOHN R.			149.04	
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - May 2016	296-664-860.00	109.62	
Reimbursement	Bridge Tolls, Meals, & Mileage	101-132-801.00	281.77	
TOTAL VENDOR NUTT, MICHAEL			391.39	

APPROVED

COUNTY FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	FO AMOUNT NUMBER
VENDOR NAME: OFFICE DEPOT, INC. 838924087001	Clerk's Office & CPL Supplies	263-215-727.00 43.68 101-215-970.00 239.99	283.67
838924412001	CPL Supplies	263-215-727.00 7.00	7.00
840156843001	ROD - Office Supplies	101-268-727.00 60.72	60.72
840158181001	ROD - Office Supplies	101-268-727.00 25.06	25.06
840158182001	ROD - Office Supplies	101-268-727.00 15.19	15.19
TOTAL VENDOR OFFICE DEPOT, INC.			391.64
VENDOR NAME: OTIS ELEVATOR COMPANY CVE05003616	Quarterly Service Contract (June 1 - 8/3 101-265-801.00	660.45	660.45 PO# 03334
TOTAL VENDOR OTIS ELEVATOR COMPANY			660.45
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE 150012	Remon Supplies	243-246-765.00 12.99	12.99
150008	Shakey Lakes Supplies	208-751-755.02 292.68	292.68
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE			305.67
VENDOR NAME: PETERSON, CHARLENE Reimbursement	Planning Commission Mileage	101-401-710.00 13.50	13.50
TOTAL VENDOR PETERSON, CHARLENE			13.50
VENDOR NAME: PICHE, GERALD L. Reimbursement	Mileage - May 2016	101-101-860.07 93.96	93.96
TOTAL VENDOR PICHE, GERALD L.			93.96
VENDOR NAME: PLASTOCON, INC 88188	Inmate Supplies	101-301-770.00 306.78	306.78
TOTAL VENDOR PLASTOCON, INC			306.78
VENDOR NAME: PRINTERSPLUS! 14581	District - Envelopes	101-136-727.00 173.00	173.00
TOTAL VENDOR PRINTERSPLUS!			173.00
VENDOR NAME: PROOS, TERRY Reimbursement	Planning Commission Mileage	101-401-710.00 6.48	6.48
TOTAL VENDOR PROOS, TERRY			6.48
VENDOR NAME: RANDALL PHILLIPPS May 2016	Court Appointed - Show Cause	101-131-807.00 1,000.00 101-132-807.00 500.00	1,500.00
TOTAL VENDOR RANDALL PHILLIPPS			1,500.00
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY 00719820164	Drug Testing Supplies	296-667-730.00 10.00	10.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY			10.00

APPROVED *[Signature]*

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT NUMBER
VENDOR NAME: SCHEI, LARRY	Mileage - May 2016	101-101-860.04	145.80
Reimbursement			145.80
TOTAL VENDOR SCHEI, LARRY			145.80
VENDOR NAME: SCHULTZ, LILLIAN R.	Planning Commission - Mileage	101-401-710.00	25.92
Reimbursement			25.92
TOTAL VENDOR SCHULTZ, LILLIAN R.			25.92
VENDOR NAME: SEXTON, RICHARD	May 2016 Expenses	101-426-755.00	27.54
Reimbursement		101-426-850.00	84.22
TOTAL VENDOR SEXTON, RICHARD			111.76
Reimbursement	Lettering for Hannahville Mobile Command	101-426-934.02	493.25
Reimbursement	Mileage and Hotels	101-426-860.00	466.13
TOTAL VENDOR SEXTON, RICHARD			1,071.14
VENDOR NAME: SHORT, MARY KAY	May 2016 Mileage	101-131-860.00	78.40
Reimbursement			78.40
TOTAL VENDOR SHORT, MARY KAY			78.40
VENDOR NAME: STATE OF MICHIGAN-SUPREMECOURT	April, May, June 2016 (District Court)	101-136-931.01	3,380.81
D95A			3,380.81
TOTAL VENDOR STATE OF MICHIGAN-SUPREMECOURT			3,380.81
VENDOR NAME: STERICYCLE, INC.	Inmate Medical Supplies	101-301-770.01	33.37
4006348754			33.37
TOTAL VENDOR STERICYCLE, INC.			33.37
VENDOR NAME: U.E.S. COMPUTERS, INC.	Toner Cartridge - Sheriff Dept	101-301-727.00	75.99
73105	toner Cartridge - FOC	101-141-931.00	75.99
73104	Monitors & Stands - Clerk's Office	101-215-970.00	664.00
74304	Brian's Printer - Maintenance	101-172-931.00	45.00
45148			45.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.			860.98
VENDOR NAME: U.P. COUNTY TREASURERS ASSOCIA	2016 Calendar Year Dues	101-253-802.00	25.00
Dues			25.00
TOTAL VENDOR U.P. COUNTY TREASURERS ASSOCIA			25.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE	Konica Minolta - Bizhub 423 (Admin)	101-172-942.00	133.07
304607708			133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE			133.07
VENDOR NAME: WALTER BROTHERS INC	Supplies for 911	266-325-755.00	17.06
13185			17.06
TOTAL VENDOR WALTER BROTHERS INC			17.06
VENDOR NAME: WASTE MANAGEMENT	Airport - June 2016	216-585-801.00	102.43
153552-1856-4			102.43
TOTAL VENDOR WASTE MANAGEMENT			102.43

APPROVED
 [Signature]

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	PO AMOUNT NUMBER
1535647-1856-4	WASTE MANAGEMENT June 2016	101-265-801.00	505.47
TOTAL VENDOR WASTE MANAGEMENT			
0402047856-00008	WISCONSIN PUBLIC SERVICE CORP Kleinke Park	208-751-920.01	204.03
0402047856-00005	Kleinke Park	208-751-920.01	72.75
0402047856-00004	Courthouse	101-265-920.04	786.55
0402047856-00006	Stoney Point - Street Lighting	208-751-920.01	39.14
0402055840-00001	County Jail	101-265-920.03	3,411.80
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP			
084748610	XEROX CORPORATION May 2016 - Sheriff Department	101-301-727.00	30.06
084748611	May 2016 (Road Patrol)	205-315-755.00	394.68
TOTAL VENDOR XEROX CORPORATION			
May 2016	ZEVITZ, DR. MICHAEL E. Medical Examiner	101-648-709.00	2,030.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E:			
			57,611.19

APPROVED

CITY OF MENOMINEE
 MENOMINEE COUNTY WISCONSIN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT
VENDOR NAME: KLEIMAN, MARC			
Reimbursement	Additional Payment for Prior Reimburseme	101-215-860.00 4.00	4.00
TOTAL VENDOR KLEIMAN, MARC			4.00
			4.00

APPROVED

JUN 08 2016

BLS

CHIEF FINANCIAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 6.14.2016 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 6.14.2016 County Board meeting	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, January 12, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were John and Darlene Nerat, Chuck Behrend, Jerry Piche, Gerald Newlin, Larry Barker and David Wesoloski.

Absent: None

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 12/15/15 and 01/04/16—There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, December 14, 2015				\$2,135,930.36
Receipts thru 12/31/15	107,625.13			
Expenditures thru 12/31/15		357,723.76		
Balance, December 31, 2015				\$1,885,831.73
Michigan Transportation Funds	280,140.81			
Receipts thru 01/11/16	55,921.15			
Expenditures thru 01/11/16		219,899.36		
State Maint. & Equip. Advances			112,998.00	
Balance, January 11, 2016	443,687.09	577,623.12	112,998.00	1,888,996.33
<u>Payables & Reserves</u>				
Payroll 01/14, and 01/28 (Est.)			150,000.00	
Soc. Sec. 01/14 and 01/28 (Est.)			11,475.00	
Reserve for workers compensation insurance			19,580.00	
Reserve for liability insurance			107,273.97	
Reserve for rental grader leases - John Deere (Oct 2015)			152,668.00	
Reserve for Forest Funds			161,014.64	
Reserve RR X'ing closure funds for Nadeau Twp. projects			34,602.30	
Reserve for 2014 Federal Aid Match			1,230.00	
Reserve for 2015 Federal Aid Match			7,864.91	
Reserve for 2016 Federal Aid Match			295,000.00	
Reserve for Construction Engineering on CR358			5,654.37	
Reserve for Construction Engineering on River Drive project			117.50	
Reserve for Density Testing on No 25 Road & Eustis Road paving jobs			897.75	
Reserve for Design Engineering for No. 5 Road & No. 10 Road bridges			32,712.94	
Reserve for DEQ Permit Engineering - Various locations			8,714.84	
Reserve for Hannahville 2% funds- crack filling machine			0.00	
Reserve for Capital Outlay - crack filling machine			0.00	
Reserve for Capital Outlay - 3 crew cab pickups			0.00	
Reserve for Capital Outlay - Eng-Mgr Vehicle			0.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			19,136.87	(1,007,943.09)
				\$ 881,053.24

There being no questions or comments, Kakuk declared the financial report accepted as read.

Vouchers # 16-0014, 16-1231, 16-0017 and 16-0019 – Skrobiak asked for clarification on a payment made to Class C Solutions. Moilanen explained that this company, formerly Curtiss then Barnes, restocks all the fastener bins in the shop. Kakuk asked what the materials from Miller Products had been purchased for. Moilanen replied that is was for the J-1 Road project. Moved by Skrobiak, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Permission to hire labor attorney for upcoming union negotiations – Moilanen informed the board that Teamsters Local 406 had sent a request to open negotiations for the collective bargaining agreement. The current agreement expires on March 31, 2016. Moved by Anderson, seconded by

Skrobiak to hire Attorney Tom Derderian to handle the negotiations.

Discuss memberships in APWA, ARTBA & NACE through CRA – Moilanen explained that a notice had been received from CRA of Michigan asking if the road commission wanted to pay for memberships in each of the organizations. One membership to NACE is included with the CRA of Michigan dues. Moved by Kakuk, seconded by Skrobiak to have Moilanen receive the membership in NACE and to not pay for any additional memberships in APWA or ARTBA. Carried unanimously.

Discuss and vote on amendments to CRA's Constitution and Bylaws – Amendment #1 would create a new Legal Assistance Committee to address requests for legal support by county road agencies or other entities. Amendment # 2 would change the name of the Association of Southern Michigan County Road Commissions to the Association of Southern Michigan County Road Agencies. Moved by Anderson, seconded by Skrobiak to vote yes on both amendments. Carried unanimously.

Permission to bid crushed gravel – Moilanen stated that he would like to go to bid for crushed gravel now, in the hope that the approved bidder would be able to move their equipment in to the pit prior to spring breakup and then be able to crush during breakup. Moved by Anderson, seconded by Skrobiak to grant permission. Carried unanimously.

Any other business – Moilanen stated that he had received an email from the Hannahville Indian Community stating that they are planning to reconstruct and pave County Line Road. The project would likely be done in two phases, with phase one being from No. 38 Road to the area by the off road races and phase two being the balance of the road to US2. They would like to know if the road commission is willing to contribute to the projects. Anderson asked if Delta County Road Commission would be participating in the cost since this was a bordering road. Moilanen replied that they would not, as the road was within our jurisdiction and we receive the funds to maintain it. Moved by Kakuk, seconded by Skrobiak to provide a 20% cost share for the phase one portion of the project. Carried unanimously.

Skrobiak stated that he had received complaints that there wasn't enough sand on G-18 and CR577 after the last storm. Moilanen replied that the crews were still working on the cleanup today.

Anderson advised he had received a call stating that the employee that lives on Snuff Box Road had sanded by his driveway but not anywhere else on that road. Moilanen stated that the employee that lives there does not work out of the Powers shop so he would not be the one maintaining that road. Moilanen will talk to the Powers foreman to find out what had occurred.

Kakuk stated that he had also received complaints on G-18 needing more sand. He had also received a call from a resident that the street light at the end of 13 Road has been out for a long time. He referred the caller to the Mellen Township Supervisor as the township is responsible for the light.

Jerry Piche advised that he had received a complaint of excessive agricultural traffic on Frenchtown Road. The resident would like to see the road designated as residential traffic only. Moilanen replied that it is a public road and therefore open to all types of traffic as long as they are within the legal weight & size limits. Kakuk asked if the road was our jurisdiction or within the Village of Daggett. Moilanen responded that the portion up to the bus garage was within the village.

Public Comment – Gerald Newlin stated that he was surprised to receive a bill for \$779 from the road commission for the installation of the Mellen Township Park signs and asked why the cost was so high. Moilanen will check on this and send him a response.

David Wesoloski asked if the road commission would be borrowing Menominee Township gravel for the shouldering on the upcoming federal aid chip seal projects. Moilanen stated that he would know more once the bids for the projects were opened and would let the township know at that time. Mr. Wesoloski also asked if Moilanen could provide cost estimates for the township's projects prior to their January board meeting. Moilanen agreed to send them prior to the meeting.

Larry Barker asked for an update on the River Drive project. Moilanen stated that a letter had been sent to the contractor requesting a credit back on the project and that he was waiting for a response from them.

There being no further business, Kakuk declared the meeting adjourned at 9:29 a.m.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, February 9, 2016.

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

Present: Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Gerry Christeans, Bonnie Nyquist, Jessica Nyquist, Edith Vincent, Larry Barker, David Wesoloski, Chuck Behrend, Jerry Piche, Ken Goffin, John Strohl and Kevin Havelka.

Absent: William Anderson (excused).

Public comments – Gerry Christeans asked if G-12 from Stephenson to M-35 could be given a higher status when it comes to plowing. His concern is that it is used as a main route for many emergency services such as fire, rescue and police and that it is difficult for these types of vehicles to travel when the road is snow covered, especially if there is drifting. Moilanen responded that during regular hours of operation G-12 is one of the high priority routes for plowing, but if it snows after hours, the state highways take priority until the full crew begins working in the morning. The road commission would have to change its current protocol to accommodate plowing this road at night and assign an additional driver. Moilanen also noted that there could be other main routes that would need this change also. Skrobiak asked if salting would help. Moilanen replied that you would then have to keep scraping and salting throughout the storm to keep the road from icing up. He noted that the road already gets sanded and that our drivers already work up to 16 hour shifts during a storm. Kakuk stated that he would like to have this request researched more prior to the board making any decision on changing the plowing protocol. Mr. Christeans asked that the board please talk to emergency personnel to get their input prior to making a decision. Mr. Christeans left the meeting at 9:13 a.m.

Ken Goffin, Menominee Township Supervisor, asked the board to reconsider their decision not to cost share on reconstruction projects. He stated that Menominee Township would like to reconstruct all of Bay de Noc Road, but can't afford to pay for the whole project. He asked that since the road commission already has to pay the fixed costs of having personnel and equipment, what difference does it make if they are working on construction or road maintenance? Moilanen replied that if the crew were doing only construction projects, that the general road maintenance would fall behind. Mr. Goffin replied that if the road commission would provide a share of the cost for construction that more work would be able to be done. He also noted that Menominee Township already has their own gravel to use. Moilanen asked that the township draft a letter to the road commission outlining what part of the construction process they are requesting that the road commission cost share in, so that the road commission board can consider their request at a future meeting. Mr. Goffin left the meeting at 9:22 a.m.

Public appearances – None.

Additions/corrections to minutes for 01/12/16–There being no additions or corrections, it was moved by Skrobiak, seconded by Kakuk that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, January 11, 2016				\$2,001,994.33
Receipts thru 01/31/16	52,204.54			
Expenditures thru 01/31/16		248,377.19		
Balance, January 31, 2016				\$1,805,821.68
Michigan Transportation Funds	277,109.54			
Receipts thru 02/08/16	139,548.47			
Expenditures thru 02/08/16		44,250.47		
State Maint. & Equip. Advances			112,998.00	
Balance, February 08, 2016	468,862.55	292,627.66	112,998.00	2,065,231.22
<u>Payables & Reserves</u>				
Payroll 02/11, and 02/25 (Est.)			150,000.00	
Soc. Sec. 02/11 and 02/25 (Est.)			11,475.00	
Reserve for workers compensation insurance			29,370.00	
Reserve for liability insurance			119,193.30	
Reserve for rental grader leases - John Deere (Oct 2015)			152,668.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			431,567.05	

Reserve for Forest Funds		161,014.64	
Reserve RR X'ing closure funds for Nadeau Twp. projects		34,602.30	
Reserve for 2014 Federal Aid Match		1,230.00	
Reserve for 2015 Federal Aid Match		7,864.91	
Reserve for 2016 Federal Aid Match		295,000.00	
Reserve for Construction Engineering on CR358		5,654.37	
Reserve for Construction Engineering on River Drive project		117.50	
Reserve for Density Testing on No 25 Road & Eustis Road paving jobs		897.75	
Reserve for Design Engineering for No. 5 Road & No. 10 Road bridges		32,712.94	
Reserve for DEQ Permit Engineering - Various locations		5,022.12	
Reserve for County Line Road - 20% Share of Phase 1		130,000.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)		19,136.87	(1,587,526.75)
			\$ 477,704.47

There being no questions or comments, Kakuk declared the financial report accepted as read. Kakuk thanked Edith Vincent, Daggett Township Clerk, for the township's payment toward No. 25 Road.

Vouchers # 16-0021, 16-0131 and 16-0023 – Moved by Kakuk, seconded by Skrobiak that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for gravel crushing – Moilanen stated that the bids were for 30,000 tons of 22A crushed gravel. Moilanen also noted that the bid from Havelka Construction, Wallace, MI had been received at 9:02 a.m., which was past the 9:00 a.m. deadline, and asked if the board wanted the bid to be included in the opening. Kakuk stated that due to the weather and that it was only 2 minutes late, he felt the bid should be opened. Bids were opened and read aloud as follows:

Havelka Construction, Wallace, MI	\$4.25/ton for a total bid of \$127,500.00
Iron City Enterprises, Menominee, MI	\$3.24/ton for a total bid of \$ 97,200.00
Associated Constructors, Negaunee, MI	\$4.82/ton for a total bid of \$144,600.00
Northstar Crushing, Gladstone, MI	\$5.30/ton for a total bid of \$159,000.00

Moved by Kakuk, seconded by Skrobiak to award to the low bidder, Iron City Enterprises. Carried unanimously.

Discuss nominations for upcoming vacancy on the Menominee County Planning Commission – Moilanen explained that William Anderson currently served on the Planning Commission and that his term will be expiring on 04/30/2016. The Menominee County Board is asking for 2 or more nominations from the road commission to fill the new three year term from 05/01/16 – 04/30/19. Since William Anderson is not in attendance at today's meeting, it was decided to table this item until the March 8, 2016 monthly meeting.

Permission to hire summer temporary employees – Moilanen stated that for the past few years we had hired summer temporary employees to work on the crack filling machine, paint the railroad crossing and other minor maintenance items, and asked for permission to hire temporary employees for the 2016 summer season. Moved by Skrobiak, seconded by Kakuk to allow Moilanen to hire up to 10 temporary summer employees. Carried unanimously. Kevin Havelka asked what the age requirements were for these positions. Moilanen stated that they would have to be at least 18 years of age and have a high school diploma or GED. John Strohl asked what the wage would be. Moilanen responded that they start at \$10.00 per hour.

Discuss Sinkler Lane – Moilanen explained that the road commission has been maintaining .9 mile of Sinkler Lane, but that we only have .8 mile certified as being under our jurisdiction. Moved by Kakuk, seconded by Skrobiak to have Moilanen prepare a resolution for the March 8 meeting to take an additional 200 feet into the county system to resolve the Sinkler Lane access issue. Carried unanimously.

Discuss/vote on CRA Ballot for 3 year term on Board of Directors – Moved by Kakuk, seconded by Skrobiak to cast the vote for Michael Maloney. Carried unanimously.

Permission to bid CRS-2 Emulsion for patch truck – Moved by Skrobiak, seconded by Kakuk to have Moilanen advertise for bids. Carried unanimously.

Permission to bid 2016 culverts & bands - Moved by Kakuk, seconded by Skrobiak to have Moilanen advertise for bids. Carried unanimously.

Permission to bid pickup & disposal of scrap iron - Moved by Skrobiak, seconded by Kakuk to have Moilanen advertise for bids. Carried unanimously.

Permission to bid dust control brine - Moved by Skrobiak, seconded by Kakuk to have Moilanen

advertise for bids. Carried unanimously.

Permission to bid concrete box culverts for various locations - Moved by Kakuk, seconded by Skrobiak to have Moilanen advertise for bids. Carried unanimously.

Discuss proposed work for 2016 – Moilanen presented the board with a list of proposed work for 2016 along with a listing of Federal Aid projects for 2017 – 2020. Moved by Kakuk, seconded by Skrobiak to accept the lists as presented. Carried unanimously.

Discuss reproduction of county map – Moilanen advised that the last time the maps had been ordered was in 2008, when we ordered 4000 maps at a cost of \$2 each. We currently have about 500 of the maps left, which should last about a year. It took more than 9 months to get the maps designed and printed the last time. Moved by Kakuk, seconded by Skrobiak to get cost proposals for updating and printing the county map. Carried unanimously.

Discuss request from Menominee Conservation District to use our building for their annual spring tree sale – Moved by Kakuk, seconded by Skrobiak to allow the use of the building. Carried unanimously.

Any other business – Moilanen stated that Daggett Township had signed the contract for the reconstruction and paving of No. 25 Road and presented the contract to the commissioners for their signature.

Moilanen stated that MCRCSIP had a workshop scheduled for April 12, 2016 on Road Site Crash Assessment training for all road commission managers and asked if the April 12 regular meeting could be changed to either April 13 or 14 so that he could attend the training. Kakuk and Skrobiak are okay with the change to either date. Anderson will be contacted to see which date works best for him.

Due to a recent incident, it was deemed necessary to pursue better security at the road commission's locations. Moved by Kakuk, seconded by Skrobiak to install security cameras at all locations and a door access system installed at the Stephenson office building, with the cost not to exceed \$20,000. Further security measures will also be looked into. Carried unanimously.

Skrobiak stated that he had received compliments on the snow plowing on the north end of the county. He also had requests for more sand on the hills on CR551 and on the corners near the Marsicek & Hanchek farms.

Kakuk voiced his concern over the lack of speed with the new John Deere graders. He noted that the John Deere's could only move about 13-15 mph, while the Caterpillar graders are capable of traveling at 28-30 mph. Moilanen stated that there was a call in to John Deere to see if anything could be done to increase the speed capabilities, but we had not received a response yet.

Jerry Piche stated he had received another call complaining about the agricultural traffic and condition of a road in the Daggett area. Moilanen advised that the road was not within the road commission's jurisdiction and that the resident would need to call the Village of Daggett officials.

Mr. Piche commented that it was too bad that the incident with shots being fired at the building had to have happened and noted that he was in agreement that measures should be taken to improve security at the road commission's facilities.

Mr. Piche also thanked Mr. Christeans for a good presentation on his concerns earlier in the meeting and the road commission for listening and explaining their position on the matter.

Public Comment – John Strohl commented that the Village of Daggett jurisdiction begins about ¼ mile west of Menza Lane.

David Wesoloski thanked Moilanen for all the time he puts into the planning of road projects. He also noted that Birch Creek Road was in poor condition and hoped it would be added to the TIP.

There being no further business, Kakuk declared the meeting adjourned at 9:59 a.m.

The Menominee County Board of Road Commissioners began their annual meetings with township officials on Wednesday, February 17, 2016 at the Spalding Township Hall.

PRESENT: Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Powers District Foreman Mike Arnold.

ABSENT: William Anderson (excused)

SPALDING TOWNSHIP

Supervisor Jim Moraska called the meeting to order at 5:00 p.m.

Present for Spalding Township were Supervisor Jim Moraska, Clerk Cheryl Mencinger, Treasurer Jerry Bartnicki, and Trustees David LeBoeuf and Kevin LaBonte.

Moilanen thanked the Spalding Township officials for the invitation to the meeting. Moilanen indicated the Commissioner William Anderson sends his regards since he was unable to be present at this meeting. Moilanen introduced Mike Arnold as the new Powers District Foreman. Moilanen gave the Township a copy of the Road Commission's Act 51 report.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet and they would have 5 years to install the culverts. Moilanen indicated that CR 400 is tentatively scheduled for 2019.

Moilanen stated that the Road Commission would like to crush gravel in the Aerts pit located off of the Swamp Road. He stated that with the approval from the Spalding Township Board and Road Commission Board, he would be willing to have the Road Commission place pit run on the Swamp Road at the cost of \$1.00/CY in order to open up the pit for crushing operations as well as improve the Swamp Road at the same time. District Foreman Arnold indicated that currently the road commission has no crushed gravel in the north part of the County other than the gravel located at the Powers shop. If the boards are agreeable, the Road Commission could construct the Swamp Road during the spring weight restriction period.

Supervisor Moraska asked if the Road Commission was going to be doing any crack filling this year. Moilanen stated that the Road Commission would be crack filling this year. Supervisor Moraska noted that the township would like to see more crack filling in Spalding Township this upcoming year. In particular, they would like to see the large cracks on No. 41 Road between Maple Street and CR 563 addressed.

Supervisor Moraska asked for the cost of crushed gravel for the year. Moilanen stated that is typically around \$5.00 /CY but it is dependent on the production costs associated with each pit. Supervisor Moraska stated that they had received a list of roads in Spalding Township that need gravel from the grader operators. This list was requested by Spalding Township.

Trustee LaBonte asked about the intersection clear vision on the Kell Road and whether or not that would be done this year. Moilanen indicated that that the Road Commission would be cutting the berm area this year.

Supervisor Moraska indicated that the culvert located at the intersection of the Sand Road with River Road is still washing out and needs some maintenance. Moilanen indicated that this location may require a DEQ permit.

A discussion ensued regarding MJ Electric's operations in the County this past year and this upcoming year. Supervisor Moraska said that he received calls last year on potential damage caused by MJ Electric in Spalding Township.

A discussion ensued on the new gas tax that begins in 2017. Moilanen indicated some of the ideas with utilizing the new revenue.

A discussion ensued regarding the proposed grade lift on the Swamp Road and possible ditching to improve water drainage in this area. The Spalding Board agreed to proceed with the grade lift at \$1.00 per CY for pit run.

Moraska stated that if any pavement parking is done this year, he would like the lines by Fazer's store repainted.

Moilanen brought up the federal mandate that by 2019 all of the railroad crossing without signals will require stop or yield signs to be installed. Supervisor Moraska asked if the Road Commission's sign man could straighten several road name signs in the Township that need attention. Moilanen requested that the Township provide a list.

A discussion ensued on signage on CR 566 by the Powers Village limits and also at LaBelle Road. A stop ahead was requested by the Township for northbound traffic on CR 566 and LaBelle Road intersection.

The meeting concluded at 5:50 p.m.

Engineer/Manager, P.E.

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Monday, February 22, 2016.

Chair Kakuk called the meeting to order at 6:00 p.m. with the following persons present or absent.

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Mike Arnold-MCRC Powers District Foreman and Tim Starzynski-MCRC Stephenson District Substitute Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

FAITHORN TOWNSHIP

(6:00 p.m.) Present for Faithorn Township were Treasurer Renee Augustine, Trustee Bill DeVoe and Clerk Kathy Branz.

Moilanen welcomed Faithorn Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet and they would have 5 years to install the culverts.

Moilanen noted that CR577, from G-18 to Bird Lane, was a long term future project and that Cedar Lane would be monitored over the upcoming years. He advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Clerk Branz stated that Bird Road and many of the other gravel roads had gravel lips on the edges that were causing the water to pool on the roads. Moilanen asked that she provide a list of those roads and that the gravel retriever could be sent out to reshape the shoulders. Clerk Branz also noted that No. 36 Road east of CR577 east, had a bad washout and there are barrels up now but repairs need to be made.

Clerk Branz asked why the plow drivers don't spread sand when they go through plowing the first time rather than coming back to sand. Moilanen explained that the trucks use the sand for weight for better traction and that the roads are usually only sanded intermittently and that the drivers also have to be sure that they have enough sand left on the truck to finish their entire route.

Faithorn Township officials and Tim Starzynski left the meeting at 6:28 p.m.

MEYER TOWNSHIP

(6:32 p.m.) Present for Meyer Township were Supervisor Robert Gurgall and Trustee Pat Dani.

Moilanen welcomed Meyer Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen asked that the township decide on how they would like to use their 2015 3-Way Road funds and advise him of their project by March 31, 2016.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet. The culvert on Vega Road over Beaver Dam Creek would likely be done in 2016 and the concrete box culvert on Vega Road over Vega Creek is currently scheduled for 2017.

The township provided the road commission with a list of their road priorities, with west Third Street being the top priority.

Discussion was held regarding a request by Stewart Manufacturing for a Category A grant to improve Earle Drive and replace the bridge with a concrete box culvert. Moilanen stated that Matt Wiitala from MDOT had estimated there could be approximately \$500,000 available (\$400,000 grant money and \$100,000 local match) for the project. Supervisor Gurgall asked if a portion of the money could be used to extend the road to behind the Stewart Mfg. building. Moilanen replied that the grant money may not be able to be used on private property, but he would check to be sure.

The possible closure of the railroad crossings at Linden Street and Park Avenue in Hermansville was discussed along with where the funds from the closures could be used.

Supervisor Gurgall stated that many of the culverts on CR579 were failing and needed to be replaced.

Trustee Dani noted that the speed limit signs on W. 3rd Street were faded and needed to be replaced. He also suggested that guardrail be placed on the corner.

Supervisor Gurgall asked if CR388 was a federal aid route. Moilanen replied that it was.

Meyer Township officials left the meeting at 7:04 p.m.

GOURLEY TOWNSHIP

(7:05 p.m.) Supervisor Stephen Wery, Trustees Joe Bellmore & Jesse Wery and Treasurer Stephanie Walechka were present for Gourley Township.

Moilanen welcomed Gourley Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township. Supervisor Wery asked if CR380 would be patched prior to being chip sealed. Moilanen responded that the patch truck would likely go over the road first if there are large cracks that need to be filled. It was noted that long term projects were CR551 and CR557.

Supervisor Wery asked if any road funds were available from Hannahville Indian Community through the BIA. Moilanen stated that they had used BIA funds to reconstruct part of CR400 in 2015 and that County Line Road was their next priority.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like done under the program.

Supervisor Wery noted that there were ridges in the chip seal on Maple Lane. Moilanen said that the project had been swept after completion, but would likely need to be swept again in the spring. Trustee Bellmore added that there were areas of washboard on the road. Kakuk stated that fog seal could possibly help as it keeps the stones in place better. Moilanen noted that the cost to fog seal would be \$3,500 to \$5,000 per mile.

Supervisor Wery asked what the status of weight restrictions was. Moilanen replied that they would probably be enforced within the next 1 - 2 weeks.

Gourley Township officials left the meeting at 7:39 p.m.

There being no further business, Kakuk declared the meeting adjourned at 7:39 p.m.

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Tuesday, February 23, 2016.

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

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Jerry Piche, Mike Arnold-MCRC Powers District Foreman and Tim Starzynski-MCRC Stephenson District Substitute Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

NADEAU TOWNSHIP

(9:00 a.m.) Present for Nadeau Township was Trustee Dick Corrigan.

Moilanen welcomed Trustee Corrigan and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented Mr. Corrigan with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township including chip sealing CR380 from east of I-1 Lane to CR551 and the reconstruction of J-1 Road. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet and they would have 5 years to install the culverts.

Trustee Corrigan asked why some projects were done at no cost to the township while others had a shared cost. Moilanen explained that federal aid projects were of no cost to the township. Although the townships were not obligated to contribute to road projects, if they did not provide some of the funding many local road projects could not be completed. Moilanen also advised that once the new gas tax revenue started to be received in January of 2017 the road commission may initiate a new cost sharing program with the townships.

Trustee Corrigan asked why the township was expected to pay up front for the J-1 Road project. Moilanen explained that they were not expected to pay their share until the project was complete. An invoice was issued along with the project contract so that the township would know what their share of the project was. It was also noted that if the project was completed below the estimate the township's share of the project would be lower.

Trustee Corrigan noted that the grader had rutted up an area near the Bagley Park last fall. Moilanen stated that he should call whenever these types of issues happen so that they can be taken care of right away.

Nadeau Township Trustee Corrigan and District Foreman Mike Arnold left the meeting at 9:16 a.m.

HOLMES TOWNSHIP

(9:35 a.m.) Present for Holmes Township were Supervisor Ray Guard and Trustees Mike Zemba and Ray Furmanski.

Moilanen welcomed Holmes Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township, including Holmesbrook Road and Lance Road. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet and they would have 5 years to install the culverts. He also advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Supervisor Guard stated that he was closely watching the activity with the proposed mine and hoped

that if it gets up and running that the mining company would be willing to cost share some of the road projects in the area.

Supervisor Guard advised that Zemba Lane could use some graveling.

Supervisor Guard asked if it would be possible to eliminate the triangle at the intersection of Cheese Factory Road and Snow Road. Moilanen explained that it may be possible to create a T intersection to join Snow Road to Cheese Factory Road, but that it would depend on whether the road commission could acquire the right of way.

Trustee Furmanski asked if the road commission would be doing any crack filling this upcoming year, stating that Cheese Factory Road north of CR358 should be done. Moilanen responded that the road commission had purchased a new crack filling machine with the help of a Hannahville 2% Grant and that it would be working all summer.

Trustee Zemba stated that G-18 was in need of shouldering due to big drop offs. Moilanen stated that shouldering would be done in 2017.

Holmes Township officials left the meeting at 9:50 a.m.

DAGGETT TOWNSHIP

(10:00 a.m.) Present for Daggett Township were Supervisor Jim Revall and Clerk Edith Vincent. Daggett Township resident John Strohl also joined the meeting.

Moilanen welcomed Daggett Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township that include chip sealing Badish Road, and possibly reconstructing CR360 and chip sealing CR358 and CR354 in the future. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet, including the concrete box culvert on CR358. Moilanen also advised that the road commission was pursuing corrections on CR358 where the driveways were too steep.

Supervisor Revall commented that a good job had been done on the construction project on No. 25 Road by road commission personnel.

It was noted that the board was still receiving complaints regarding commercial and agricultural traffic on a road within the Village of Daggett. Moilanen advised the township board to inform the resident that the road was not under the jurisdiction of the road commission and that they would need to contact the Village of Daggett officials with their concerns.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Supervisor Revall asked why the state highway was heaving so much this year. Moilanen replied that it was a combination of the frost in the ground and all the moisture that was received in December.

Jerry Piche asked for clarification of who does the sanding and other maintenance on the Village of Daggett roads. Moilanen responded that the village had their own employee that took care of that.

Moilanen advised the township that it had been mandated that either a Yield or a Stop sign be placed at all railroad crossings that don't currently have a signal. This work will be done before 2019.

Daggett Township officials left the meeting at 10:30 a.m. Jerry Piche and John Strohl left the meeting also.

STEPHENSON TOWNSHIP

(10:30 a.m.) Supervisor Mark Marklein was present for Stephenson Township.

Moilanen welcomed Supervisor Marklein and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented Mr. Marklein with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township that include chip sealing a portion of G-12 and L-1 (Badish) Road, and possibly reconstructing CR348 in 2020. Moilanen stated that the Road Commission is getting DEQ permits for the culvert projects indicated on the sheet.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program. Moilanen also stated that once the new gas tax revenue started to be received in January of 2017 the road commission may initiate a new cost sharing program with the townships.

Supervisor Marklein asked if the shoulders on G-12 could be widened. Moilanen replied that it would depend on whether or not it would impact any wetlands to do so.

Future projects discussed include CR354, from City of Stephenson limits east to Badish and Meintz Road, north of G-12.

Supervisor Marklein stated that CR348, south of Orley Road could use some gravel. Moilanen replied that would be part of the 2020 project.

Tim Starzynski stated the hill on Walnut Road, south of the golf course, was a potential hazard and should be cut down. Kakuk stated that if there was good fill there, it may be able to be used elsewhere.

Supervisor Marklein left the meeting at 10:50 a.m.

There being no further business, Kakuk declared the meeting adjourned at 10:50 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Thursday, February 26, 2016.

Chair Kakuk called the meeting to order at 8:30 a.m. with the following persons present or absent.

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present was Tim Starzynski-MCRC Stephenson District Substitute Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

LAKE TOWNSHIP

(8:30 a.m.) Present for Lake Township were Supervisor Ron Johnson and Trustee Alan Majkrzak.

Moilanen welcomed Lake Township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township, including chip sealing CR577, from CR356 to CR358; and proposed work on the Shakey Lakes dam, including relining the pipes and replacing the planks. Supervisor Johnson asked who made the decision of when to draw down the lake. Moilanen replied that the Shakey Lakes Association made that decision. It was also noted that Linderoth Road and G-12 were scheduled to be chip sealed in the next 2-3 years using federal aid funds.

Trustee Majkrzak asked if MDOT ever tracked the amount of truck traffic on CR577. Moilanen stated that traffic counts would be done prior to any federal aid projects being started.

Moilanen advised that a long term project was to cut back the hill on G-12 near the park. Trustee Majkrzak noted that there is a dip in G-12, just past Hallfrisch Road, that is coming back. Moilanen replied that the area would likely need to be cut out and have geogrid laid down. Supervisor Johnson asked what the cost of the repair would be. Moilanen responded that he would need to measure the area prior to providing an estimate. Supervisor Johnson asked if the township could have the repair done themselves. Moilanen stated they could, as long as the road commission reviewed and approved the project spec's first. Trustee Majkrzak advised that CR356, from Linderoth Road to CR577, needed work also.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Trustee Majkrzak recalled that at one time CR356 was being considered to be designated as a state highway and asked if that was still in the works. Moilanen stated that Governor Engler had originally initiated the idea, but it had never been pursued further. Trustee Majkrzak asked if there would be any road funding from the proposed mine if it goes through. Moilanen said the road commission would request that the mine upgrade their haul routes to all season roads.

Supervisor Johnson advised that the township has approximately \$10,000 to use for graveling, and more funds may be available if needed. Moilanen will have the grader operators make a list of the roads where the gravel is most needed for the township to review. Supervisor Johnson stated that there was water on Hallfrisch Road, and that the hill on S-4 Road, before the Koss bridge, should be cut back as it was slippery. Tim Starzynski replied that the crew has been putting extra sand on the hill.

Supervisor Johnson advised that the township's top priority was Hallfrisch Road. He also noted that they were happy with the work done on the road by Granskog Farm. Supervisor Johnson added that there was logging activity on G-12, and the trucks appeared to be over-loaded. Kakuk stated that weight restrictions would be going on soon. Moilanen added that the weighmaster was starting this week.

Lake Township officials left the meeting at 9:03 a.m.

MELLEN TOWNSHIP

(9:04 a.m.) Present for Mellen Township was Supervisor Tom Phillips. Denny Kosewski, MCRC Menominee District Foreman also joined the meeting.

Moilanen welcomed Supervisor Phillips and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented Supervisor Phillips with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township, which include culvert replacement on P-1 Lane and the future chip seal of G-08. It was also noted that the deck on the G-08 Bridge would be repaired in the spring of 2016, in conjunction with Marinette County, WI.

It was noted that Wildwood Road, with Ingallston Township was a priority, but the funds were currently not available. Wangerin Road, with Stephenson Township, should be pulverized and double chip sealed when funds are available.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Moilanen stated that the grade lift on 16.5 Road was done and that the invoice would be going out soon.

Denny Kosewski asked if the township had any money set aside this year for graveling. Supervisor Phillips stated that they would, and that the township was putting together it's budget in the next few days and would know how much funds were available then.

Mellen Township Supervisor Phillips and Tim Starzynski left the meeting at 9:15 a.m.

INGALLSTON TOWNSHIP

(9:37 a.m.) Present for Ingallston Township were Clerk Kay Keefer-Bronkhorst and Trustee Carl Johnson.

Moilanen welcomed township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the township with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township, including chip seals on CR571 from Birch Creek to Linsmeier Road and from Linsmeier Road to CR388 East; and CR338 from CR346 to M-35. There are also culvert replacements scheduled on CR338. The township's top priority, reconstruct & pave CR348, is federal aid eligible and is scheduled for 2020.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program. Double chip seals on Rangeline Road and Butchli Road were suggested as possible projects. It was noted that Wildwood Road, with Mellen Township, is a big project, but it is a local road and not federal aid eligible.

Trustee Johnson asked if Jim Town Road was scheduled to be redone. Moilanen stated that it was not at this time and that the crew would continue to patch it as needed. Moilanen also noted that the trees had been cut on Dale's Lane and that the road would be monitored in the spring to see if it is improved.

Denny Kosewski noted that Twin Creek Road is the worst road in Ingallston Township.

Clerk Keefer-Bronkhorst asked who would be doing the federal aid chip seal projects. Moilanen replied that the first group had gone to bid and Pittlick & Wick had been awarded the project. The other projects would be going out to bid in the next few months.

Trustee Johnson asked why there was no guardrail on M-35 by Johnson Creek. Moilanen replied that was an MDOT decision. Trustee Johnson also noted that Johnson Lane needed ditching.

Moilanen stated the road commission would hopefully be performing maintenance work in 2017.

Ingallston Township officials left the meeting at 9:55 a.m.

CEDARVILLE TOWNSHIP

(10:00 a.m.) Present for Cedarville Township was Supervisor Linda Peterson. Roger Betzinger also joined the meeting.

Moilanen welcomed Supervisor Peterson and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented Supervisor Peterson with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen stated that the Camp O headwall would be repaired this year and that a portion of G-12 would be chip sealed. Moilanen also stated that a grade lift and graveling on CR551 would be a good project for the township's 2015 3-Way Road funding project. Future projects include federal aid chip seals. Jim Town Road is a long-term project.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Supervisor Peterson asked if the road commission could work on the curve by the boat launch on CR551. Moilanen stated that the road commission could do work within the right of way. If work needed to be done outside of the right of way, the township would have to reimburse the road commission for their actual costs. Supervisor Peterson asked Moilanen to provide an estimate, and if the township did not have enough funds she would approach the DNR to pay for it.

Roger Betzinger stated that the hills in the Devils Creek area, No. 29 Road & the Snake Trail, needed more gravel also.

Supervisor Peterson asked why the trees along CR551 were marked with yellow dots. Moilanen advised that the state was going to be cutting those trees along the road right of way on their land.

Supervisor Peterson asked if loggers still bonded roads during weight restrictions. Moilanen replied that some do, but others do not and they are supposed to haul reduced loads. She asked what she could do if she saw any overweight loads. Moilanen advised her to call the weighmaster or the road commission office.

Supervisor asked if the township could hire the road commission to brush chop between M-35 and the township hall. Moilanen stated that could be done when the ground was frozen again and advised her to call around next December. Moilanen will provide an hourly cost for the work.

Supervisor Peterson stated that the loop of road in front of the fire hall doors needed sand and asked if the road commission could do this. She would then ask the county administrator to share in the cost since some of their equipment was also stored there. Moilanen advised her to call the office when the sanding was needed.

Supervisor Peterson reported that the road sign at the intersection of CR551 & CR366 was missing on the CR366 side. The pole is still there. Moilanen will check on this.

Supervisor Peterson left the meeting at 10:27 a.m.

MENOMINEE TOWNSHIP

(10:31 a.m.) Supervisor Ken Goffin, Treasurer David Wesoloski and Trustees Larry Barker and Darlene Nerat were present for Menominee Township. John Nerat also joined the meeting.

Moilanen welcomed the township officials and made introductions. A copy of the road commission's ACT 51 report was presented to the township.

Moilanen presented the township with a list of projects for the upcoming year as well as a list of the

proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township, including 31 miles of federal aid chip seals, construction on O-1 Road and Bay de Noc Road and the DEQ permit for a concrete box culvert on CR338 over the Big Spruce Creek. The box culvert will be placed within the next 5 years.

Moilanen stated that funds from the new gas tax increase should start to come in in 2017 and that the new funding would be partially used toward new equipment and also toward a gravel & chip seal program with the townships.

A discussion was held regarding Menominee Township's request at a previous meeting that the road commission consider cost sharing on local road construction projects. Moilanen stated that his recommendation was not to participate at this time due to the number of local projects on the schedule the cost would be too high for the road commission. This will be discussed at the March 8 road commission meeting and a decision made at that time. Supervisor Goffin asked if the road commission had included the use of the township's gravel in the cost estimate. Moilanen said he had not, but did include the cost of the road commission trucking & laying the gravel.

Treasurer Wesoloski noted that the township would be going from a 2 year to a 3 year road spending plan due to less funds being available.

Moilanen advised that the county 3-Way Road Funding Program would be run again in 2018 and that the township should start thinking about what work they would like to have done under the program.

Supervisor Goffin stated that the township would like the road commission to provide single chip seals over the roads that the township had already double chip sealed to help preserve them further. It was noted that No. 7 Road would be the first to need the single chip seal in about a year or so. No. 2 Road, CR338 West and N-3 Road, south of Linsmeier Road could use a single chip seal also. Kakuk asked if the township had applied a fog seal to their chip seal projects. Mr. Goffin replied that they had not. Moilanen advised that Iron City Enterprises may begin producing chips for chip seal projects in the future and that may cut down the trucking costs.

Treasurer Wesoloski noted that he had received complaints on the condition of CR320 (Birch Creek Road), between CR577 and Old US 41.

Supervisor Goffin stated that a resident on 2.5 Road had requested that a speed reduction study be done in the Deer Park area. Moilanen advised that the township would have to send a letter to the road commission requesting the speed study, which would then be sent to the Michigan State Police for consideration. The current speed limit is set at 45 mph, but the resident wants it lower.

Supervisor Goffin asked if the road commission would be crack filling again this summer. Moilanen replied that the road commission had purchased a new crack filling machine with the help of a Hannahville 2% Grant and that a summer crew would be hired to operate it. Mr. Goffin noted that CR338, from CR577 to River Drive needed to be done again and that the crack filling didn't seem to be holding up as well as what Fahrner had done on No. 10 Road. Moilanen suggested it could be due to different materials being used, he will check out the area.

Menominee Township officials left the meeting at 10:59 a.m.

There being no further business, Kakuk declared the meeting adjourned at 10:59 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Wednesday, March 2, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Closed session to discuss upcoming union negotiations – Moved by Kakuk, seconded by Skrobiak to move to closed session at 9:01 a.m. Carried unanimously.

Moved by Skrobiak, seconded by Anderson to return to open session at 9:53 a.m. Carried unanimously.

Any other business – None.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:54 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, March 8, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Larry Barker, Chuck Behrend, Joe Linder, Jerry Piche, and David Wesoloski. John Strohl joined the meeting at 9:08 a.m.

Absent: None.

Public comments – Joe Linder asked why fabric had not been used on the full width of J-1 Road. Moilanen replied that since the road was not likely to be paved for several years, that one row of approximately 15' wide fabric was put down the center of the roadway under the gravel. If the road was being prepped for paving, then two 15' wide rows would have been laid down. Mr. Linder asked if the hill at the 4-way intersection on J-1 Road could be cut back and the material that was removed used for fill elsewhere in the project. Moilanen agreed to look at the intersection but advised that it may involve acquiring easements from the property owners. Moilanen also noted that the material removed was good, it would be used elsewhere. Mr. Linder asked when the crews would begin patching on the paved roads. Moilanen advised that patching had already begun on Monday, as well as culvert steaming where needed.

David Wesoloski stated that No. 7 Road, east of US 41, may need more gravel as it now is down to a clay surface in some areas that is making travel difficult. Moilanen will look at the area.

Public appearances – None.

Additions/corrections to minutes for 02/09/16, 02/17/16, 02/22/16, 02/23/16, 02/25/16, and 03/02/16 – There being no additions or corrections, Kakuk declared that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, February 8, 2016				\$2,178,229.22
Receipts thru 02/29/16	256,349.08			
Expenditures thru 02/29/16		372,763.77		
Balance, February 29, 2016				\$2,061,814.53
Michigan Transportation Funds	308,214.10			
Receipts thru 03/07/16	0.00			
Expenditures thru 03/07/16		14,372.37		
State Maint. & Equip. Advances			112,998.00	
Balance, March 07, 2016	564,563.18	387,136.14	112,998.00	2,242,658.26
<u>Payables & Reserves</u>				
Payroll 03/10, and 03/24 (Est.)			150,000.00	
Soc. Sec. 03/10 and 03/24 (Est.)			11,475.00	
Reserve for workers compensation insurance			9,790.00	
Reserve for liability insurance			131,112.63	
Reserve for rental grader leases - John Deere (Oct 2015)			152,668.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			431,567.05	
Reserve for Forest Funds			161,014.64	
Reserve RR X'ing closure funds for Nadeau Twp. projects			34,602.30	
Reserve for 2014 Federal Aid Match			1,230.00	
Reserve for 2015 Federal Aid Match			8,250.52	
Reserve for 2016 Federal Aid Match			295,000.00	
Reserve for Construction Engineering on CR358			5,654.37	
Reserve for Construction Engineering on River Drive project			117.50	
Reserve for Density Testing on No 25 Road & Eustis Road paving jobs			897.75	
Reserve for Design Engineering for No. 5 Road & No. 10 Road bridges			32,712.94	
Reserve for DEQ Permit Engineering - Various locations			0.00	
Reserve for County Line Road - 20% Share of Phase I			130,000.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			19,136.87	(1,575,229.57)
				\$ 667,428.69

There being no questions or comments, Kakuk declared the financial report accepted as read.

Vouchers # 16-0025, 16-0026, 16-0028, 16-0229 and 16-0029 – Moved by Skrobiak, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

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

Flint Hills Resources, Dubuque, IA \$1.9279/gallon

No other bids were received. Moved by Anderson, seconded by Skrobiak to award to accept the bid from Flint Hills Resources. Carried unanimously.

Open bids for pickup & disposal of scrap iron – Bids were open and read aloud as follows:

Alter Metal Recycling, Marinette, WI 51% for scrap iron; 51% for scrap culverts
A&L Iron & Metal, Escanaba, MI 50% for scrap iron; 30% for scrap culverts

Moved by Anderson, seconded by Skrobiak to award the bid to Alter Metal Recycling. Carried unanimously.

Open bids for 2016 culverts & bands – Bids were opened and read aloud as follows:

UP Concrete Pipe Co., Escanaba, MI	Total Bid \$ 84,728.00
St. Regis Culvert, Inc., Charlotte, MI	Total Bid \$111,932.50
Contech Construction, Kimberly, WI	Total Bid \$ 84,042.00
Jenson Bridge & Supply Co., Sandusky, MI	No Bid

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

Discuss nominations for upcoming vacancy on the Menominee County Planning Commission – The Menominee County Board would like to nominate from the road commission for the open position which is currently held by Anderson. Moved by Kakuk, seconded by Skrobiak to nominate William Anderson and Darrell Moilanen. Carried unanimously.

Sign gravel crushing contract with Iron City Enterprises – Moved by Anderson, seconded by Skrobiak to sign the contract. Carried unanimously.

Permission to hire DGR Engineering for gravel testing – Moved by Kakuk, seconded by Skrobiak to hire DGR Engineering to test every 1000 tons of gravel being crushed. Carried unanimously.

Discuss request from Spalding Township regarding Swamp Road – Moved by Anderson, seconded by Skrobiak to use pit run gravel removed from the Aerts pit, to make room for gravel crushing operations in the pit, on the Swamp Road in Spalding Township at a cost of \$1 cyd. Carried unanimously.

Discuss Menominee Township request for cost share on projects – Moilanen explained that Menominee Township had requested that the road commission pay on half the cost of the O-1 Drive and Bay de Noc Road projects. Moilanen advised that if the road commission were to cost share with Menominee Township on these projects that they should also cost share on other township's local projects, which would result in a cost of nearly \$260,000 for the projects that have been identified for 2016 alone. Moved by Anderson, seconded by Skrobiak to not cost share in any construction projects at this time. Carried unanimously.

Discuss Hannahville 2% Grant request - Moved by Anderson, seconded by Kakuk to have Moilanen submit grant requests for a color copier for the office and for a drop-tilt trailer for the Powers shop. Carried unanimously.

Adopt Sinkler Lane Resolution –

Commissioner Kakuk moved for the adoption of the following resolution:

WHEREAS 0.84 miles of Sinkler Lane has been maintained by the Menominee County Road Commission;
BE IT RESOLVED THAT, effective 12:01 a.m., March 9, 2016 the Board of County Road

Commissioners of the County of Menominee, Michigan, in accordance with the provisions of Public Act 1909, No. 283, Chapter IV, Sec. 18, MSA 9.118 - MCLA 224.18 does hereby accept jurisdiction over the following described road whose approximate centerline is described as follows:

Sinkler Lane (Additional Length)

Beginning from 0.80 miles from the centerline of the Swanson Road, thence northwest 0.04 miles (200 feet) in Section 26 in T.36N, R.28W. in Holmes Township, Menominee County, Michigan. The additional distance of Sinkler Lane being 0.04 miles (200 feet), for a total length of Sinkler Lane of 0.84 miles.

Supported by Commissioner Anderson and carried by the following vote: Ayes 3; Nays 0.

Any other business – Kakuk stated that there had been a problem on CR358 with truckers leaving piles of mud on the roadway, but that the weighmaster had taken care of it.

Anderson requested that Moilanen look at the Miscauno Island Lane extension once the roads have dried up.

Skrobiak noted that one of the barrels on the curves on G-18 was missing, but the base was still there. Moilanen will have the foreman look at this.

Public Comment – Joe Linder state that the area on G-18 where the barrels are needed fill as there was a dip on the curve that could be hazardous when icy.

John Strohl asked when the CR360 project would be started. Moilanen replied that it would be designed to be a possible 2018 project. Mr. Strohl also asked why there would be local funding needed for the CR360 project, but there was none needed for the CR358 project. Moilanen explained that all federal aid projects required a 20% local match. On the CR358 project that match came from State D and road commission contributions, for the CR360 project local funds would be used for the match. Mr. Strohl also asked what the PM stood for on Moilanen's list of future federal aid projects. Moilanen advised that it stood for Preventative Maintenance, which included chip sealing.

David Wesoloski asked why CR320 was listed as a low priority road. Moilanen stated it was due to its low traffic usage. Mr. Wesoloski replied that the low usage was likely due to the poor condition of the road, and if repairs were made the usage would increase. Moilanen added that CR320 would be an approximate one million dollar project.

Mr. Wesoloski also asked if the road commission had the equipment necessary to pick up the culverts at UP Concrete Pipe's yard, to save the 20% as stated in their bid. Moilanen replied that the bid actually stated the cost would increase by 20% for pipes picked up in their yard.

Mr. Wesoloski also commented that he felt that the road commission should pay the additional cost share on the construction projects.

There being no further business, Kakuk declared the meeting adjourned at 9:42 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials on Thursday, March 09, 2016 at the Harris Township Hall.

PRESENT: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen, Lisa Savord and Mike Arnold - MCRC Powers District Foreman.

ABSENT: None.

HARRIS TOWNSHIP

Present for Harris Township were Supervisor Peter Kleiman, Clerk Tom Draze, Treasurer Doreen Bower, and Trustees Alex Jorasz and Les Kleiman.

Supervisor Peter Kleiman called the meeting to order at 7:00 p.m. The road commission was acknowledged at 7:05 p.m.

A copy of the road commission's ACT 51 report was presented to the township. Moilanen thanked Harris Township officials for the invitation to their meeting and made introductions.

Moilanen presented the board with a list of projects for the upcoming year as well as a list of the proposed federal aid and State D projects for years 2017 thru 2020. Moilanen then proceeded to review the projects with the Township. A discussion was held on the Hannahville Indian Community's plans for County Line Road. Phase one, from 38 Road to the race track, is scheduled for this year and will be funded through a combination of BIA, Hannahville and road commission funds.

The Eustis Road project has been completed and it was noted that the township short paid the invoice for their portion of the cost. Supervisor Kleiman stated that was due to the cracking and settling of a portion of pavement on a prior project. The township would like that repaired before they pay the balance due for the Eustis Road project. Moilanen noted that the area in question may need geogrid, and with the work that is already scheduled, it may be a few years before the repair is completed. The road commission plans on performing maintenance work in 2017 and the county 3-Way Road Funding Program will be run again in 2018.

Moilanen advised the township board that spring breakup is bad this year and some roads already had to be closed. He asked them to call the road commission with any roads that they receive complaints on so that they can be checked on.

Clerk Draze asked if there were any plans to upgrade CR551 due to the new golf course that was being built. Moilanen explained that it would cost approximately \$1.8 million to do the whole road. It is possible that in the future the project could be done if some funding is received from the Hannahville Indian Community.

Supervisor Kleiman asked how much federal aid the road commission gets each year. Moilanen responded that approximately \$572,000 of federal aid was available, but it also required a 20% local match.

Clerk Draze asked if CR551 was eligible for BIA funding. Moilanen explained that it was, but that the Hannahville Indian Community's first priority was County Line Road. The HIC has also put BIA funds toward the roads in their new subdivision and the reconstruction of CR 400. CR400 will likely be paved this year, once MJ Electric is done working in the area.

Supervisor Kleiman asked when Cedar River Lane would be completed. Moilanen replied that trees were being cut now, next would be brushing & stumping, then pit run gravel would be put down. Crushed gravel would likely be added in the future. Supervisor Kleiman noted that the school bus would be using this road beginning with the next school year and that the township would like to have it done by then.

Supervisor Kleiman asked if Dump Road had been looked at yet. Mike Arnold responded that he had been out there, but that the road was still frozen in the shaded areas.

Supervisor Kleiman asked what the price of paving would be this year. Moilanen responded that the cost of emulsion was down, but that he hadn't heard the cost of paving yet. He also noted that fuel costs were not the only factor, and that it would also depend on the location of the plant.

Supervisor Kleiman noted that snow removal and ice control on the roads did not seem as good this year, and that some of the township's roads were not plowed out until the afternoon. Moilanen stated that the Powers District had used quite a bit of ice control sand this year. He also noted that some of the routes are done later if the plow driver is assigned to clear the highway, as the highways were the top priority.

Township residents in attendance at the meeting asked when CR551 would be repaved and whether or not it would then be a Class A road. Moilanen responded that he did not have a time frame on when the project would be done and that it may depend on if the Hannahville Indian Community wants to use some of their BIA funds toward the project. The road could be designed to Class A standards if that's what Hannahville or the road commission chose to do. Supervisor Kleiman asked what would happen if Hannahville Indian Community only wanted to pay for CR551 to be done to the 400 Road, would the rest of CR551 not get done then? Moilanen replied that the road could be done in phases.

Supervisor Kleiman asked if the road commission had considered using a pre-wet system. Moilanen replied that we currently do not have the necessary equipment to do so, but when new equipment is purchased that would be an option that would be considered. Mr. Kleiman stated that he thought that would work well for CR551. Moilanen advised that usually the whole road is not sprayed with the pre-wetting solution, just bridge decks that ice up easier than the road.

The road commission representatives left the meeting at 8:05 p.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Thursday, March 31, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Powers District Foreman Mike Arnold and Menominee District Foreman Leonard Kosewski.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Discuss status of union contract – Moilanen advised the board that the members of Teamsters Local 406 had voted to ratify a three year contract, effective April 1, 2016 - March 31, 2019, that provided a \$.65/hour pay increase, effective each April 1 of the contract, to all job classifications within the bargaining group. The new contract would also allow for an additional \$1/hour for certified mechanics and .20/hour for equipment operators as a market increase effective April 1, 2016. The night man position will pay an additional \$1.00/hour over the employee's regular rate. The annual safety allowance will increase to \$200 per year and will now include the purchase of ANSI 3 certified clothing. Moved by Anderson, seconded by Skrobiak to have Moilanen sign the bargaining agreement on behalf of the road commission. Carried unanimously.

Discuss wages/benefits with non-union hourly personnel – Mike Arnold and Leonard Kosewski were on hand to represent the non-union hourly employees and requested that the board move to closed session to discuss wages and benefits. Moved by Anderson, seconded by Skrobiak to move to closed session at 9:04 a.m. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to return to open session at 9:16 a.m. Carried unanimously.

Moved by Kakuk, seconded by Anderson to take a 15 minute recess to allow the two representatives to confer with the other employees in the non-union hourly group. Carried unanimously.

Arnold & Kosewski returned at 9:27 a.m. Moved by Anderson, seconded by Skrobiak to return to closed session at 9:27 a.m. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to return to open session at 9:38 a.m. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to put the following pay rates in effect, carried unanimously:

Payroll Clerk and Engineer Tech: .50/hour increase effective 04/01/16, .50/hour increase effective 04/01/17 and .50/hour increase effective 04/01/18.

3 District Foremen: \$2.29/hour market increase effective 04/01/16, 3.31% increase on 04/01/17 and 3.21% increase on 04/01/18.

Stock Clerk: Will assume supervision of all mechanics; \$1.00/hour increase effective 04/01/16, 3.31% increase effective 04/01/17 and 3.21% increase effective 04/01/18.

Any other business – None.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:41 a.m.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, April 5, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Paul Shroud, Joe Linder, Jerry Piche, Darlene Nerat, John Nerat, Larry Barker and Ken Goffin.

Absent: None.

Public comments – Ken Goffin asked what was being discussed regarding the Menominee Township projects. Moilanen explained that several roads have areas that are rutted due to spring break up this year and that they needed to be repaired. Because of this extra work the road commission may have to delay the construction on Menominee Township’s projects. Mr. Goffin asked that if the projects weren’t going to be scheduled, could the road commission still lay gravel for them on various roads. Moilanen replied that it may be possible to do the graveling or replacing the culverts for the O-1 and Bay de Noc projects if time permits.

Paul Shroud stated that he lived on Beattie Creek Lane #8 and asked if the road commission could look at the drainage on the road. Currently there are areas of his lawn that flood. He would like ditching done on the road and a culvert installed that would drain to the west. Also, he noted that there is no ditch on the north side of the road. He stated that there is a culvert that is plugged. Moilanen will look at the area to see if anything can be done to improve the drainage.

Darlene Nerat advised that she had received complaints that there are large potholes on 2.5 Road, west of CR577, that need patching and that the speed limit on the road is 35 mph in one direction and 40 mph in the opposite direction. Moilanen will have the foreman check on the potholes.

Public appearances – None.

Additions/corrections to minutes for 03/08/16, 03/09/16, and 03/31/16 – There being no additions or corrections, Kakuk declared that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, March 7, 2016				\$2,355,656.26
Receipts thru 03/31/16	103,029.05			
Expenditures thru 03/31/16		260,975.10		
Balance, March 31, 2016				\$2,197,710.21
Michigan Transportation Funds	370,630.47			
Receipts thru 04/04/16	0.00			
Expenditures thru 04/04/16		0.00		
State Maint. & Equip. Advances			101,568.00	
Balance, April 4, 2016	473,659.52	260,975.10	101,568.00	2,466,772.68
<u>Payables & Reserves</u>				
Payroll 04/07, and 04/21 (Est.)			150,000.00	
Soc. Sec. 04/07 and 04/21 (Est.)			11,475.00	
Reserve for workers compensation insurance			19,580.00	
Reserve for liability insurance			143,031.96	
Reserve for rental grader leases - John Deere (Oct 2015)			152,668.00	
Reserve for rental grader leases - Cat Financial (Dec 2015)			431,567.05	
Reserve for Forest Funds			161,014.64	
Reserve RR X'ing closure funds for Nadeau Twp. projects			34,602.30	
Reserve for 2014 Federal Aid Match			1,230.00	
Reserve for 2015 Federal Aid Match			8,250.52	
Reserve for 2016 Federal Aid Match			295,000.00	
Reserve for Construction Engineering on CR358			0.00	
Reserve for Construction Engineering on River Drive project			117.50	
Reserve for Density Testing on No 25 Road & Eustis Road paving jobs			0.00	
Reserve for Design Engineering for No. 5 Road & No. 10 Road bridges			32,712.94	
Reserve for County Line Road - 20% Share of Phase I			130,000.00	
Reserve for 2016 bridge inspections			2,100.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			19,136.87	(1,592,486.78)
				\$ 874,285.90

There being no questions or comments, Kakuk declared the financial report accepted as read.

Vouchers # 16-0031, 16-0033, and 16-0331 – Moved by Skrobiak, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Award bids for 2016 culverts & bands – Bids had been opened at the March 8, 2016 regular meeting and tabulated. Moved by Anderson, seconded by Skrobiak to award the bid for 2016 culverts & bands to Contech Construction Products, Kimberly, WI and to purchase any specialty or emergency culverts from UP Concrete Pipe Co., Escanaba, MI. Carried unanimously.

Discuss spring break-up road conditions – Moilanen presented a list of 15 roads that were in need of repair following spring breakup. The work is expected to take several weeks to complete. Shouldering on the federal aid chip seal projects also needs to be scheduled. Moved by Anderson, seconded by Skrobiak to delay the Menominee Township projects for this year. Carried unanimously.

Discuss cost to remodel men's rest room at Stephenson shop – The following written quotes have been received:

Jim's Plumbing, Wallace	\$14,774.00
Nerat's Plumbing & Heating, Menominee	\$10,061.00
G. Eichorn & Sons, LLC, Powers	\$ 5,075.00

The quote from G. Eichorn & Sons, LLC did not include a description of the fixtures that they planned to install.

A quote was also received from Svinicki Tile Co., Stephenson for \$3,364.00 to install new tile in the area once the plumbing work is completed.

Moved by Anderson, seconded by Skrobiak to have Moilanen contact G. Eichorn & Sons, LLC to get clarification on their quoted components. Once received Moilanen can award the work to the vendor that is providing the best quote based on providing the type of fixtures requested. The entire project, including the floor tiling, is not to exceed \$19,000. Carried unanimously.

Permission for Ayres Associates to conduct 12 month bridge inspections – Moved by Kakuk, seconded by Anderson to hire Ayres Associates for the bridge inspections at a total cost of \$2,100. Carried unanimously.

Permission to send 3- 5 trucks out to be sandblasted and painted – Moilanen explained that Units # 380, 381 and 379 had not been repainted yet. Skrobiak asked what work was done to the trucks during the process. Moilanen replied that the frame and box would be sandblasted and painted and the wiring & lights are reinstalled. Moved by Kakuk, seconded by Skrobiak to have the work done. Carried unanimously.

Discuss wages/benefits of Engineer Manager & Finance Director/Clerk – Both Savord and Moilanen requested that the board convene to closed session for this discussion. It was decided that this item would be moved to the end of the agenda.

Any other business – Moilanen stated that resolutions would need to be adopted if the road commission wished to apply for bridge replacement funds through the Local Bridge Program.

Commissioner Anderson offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 29 Road over Devils Creek which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Kakuk and carried by the following vote: 3 Ayes; 0 Nays.

Commissioner Kakuk offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 22.5 Road over the Little Cedar River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Skrobiak and carried by the following vote: 3 Ayes; 0 Nays.

Commissioner Anderson offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on Deer Park Drive over Little River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Skrobiak and carried by the following vote: 3 Ayes; 0 Nays.

Commissioner Skrobiak offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on C-1 Road over Ten Mile Creek which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Anderson and carried by the following vote: 3 Ayes; 0 Nays.

Moilanen asked for permission to have blinds installed on the new windows in the office and one window in the front entryway. Moved by Kakuk, seconded by Skrobiak to grant permission to have the blinds installed at a cost not to exceed \$5,000. Carried unanimously.

Public Comment – Joe Linder stated that Hoduski's hill should be cut back on the J-1 Road project. He also asked why the graders aren't cutting back the edges of the gravel roads for better drainage. Moilanen advised him to call the office whenever he noticed a need for that. Mr. Linder asked what the cost of dust control would be this year. Moilanen replied that the vendor had held the prices the same as last year's. Mr. Linder asked if the road commission would consider using crushed limestone instead of gravel. Moilanen responded that the cost would be higher than crushed gravel and that the crushed limestone tends to pack much harder than gravel, making it more difficult to grade in the future. Mr. Linder stated he would like to see the limestone tested on the J-1 Road project. Moilanen responded that he would like to first test it on a shorter dead end road. Kakuk added that you need to be careful that there is not too much silt in the limestone. Mr. Linder confirmed that he would like to see the product tested.

Ken Goffin asked when the bridges would be replaced if the Local Bridge Program funding was

approved. Moilanen explained that the applications are due on May 2, 2016 and that the road commission could submit up to 5 bridges a year for consideration. The approval committee meets in October, 2016 with the funding being awarded in January, 2017 for projects to be funded/built in 2019. Mr. Goffin asked what was being done on CR338 over Kelly Creek. Moilanen replied that DEQ permits were being applied for and that a concrete box culvert was recommended. The road commission has up to 5 years to have the culvert installed.

Joe Linder asked when the road commission crew would be back to work on J-1 Road. Moilanen stated that it would be scheduled after the shouldering for the chip seal projects, work on CR551 in Cedarville Township and possibly work on Old US 2 in Meyer Township. If Holmes Township decides to chip seal Holmesbrook Road this year, it would need to be done prior to the J-1 Road construction also.

Discuss wages/benefits of Engineer Manager & Finance Director/Clerk – Moved by Skrobiak, seconded by Kakuk to move to closed session at 9:56 a.m. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to return to open session at 10:09 a.m. Carried unanimously.

Moved by Anderson, seconded by Skrobiak to set the Finance Director/Clerks annual salary to \$58,697.60 effective April 5, 2016, with a 3.3 % increase effective April 1, 2017 and a 3.2% increase effective April 1, 2018, and adopt the contract modification as presented. Carried unanimously.

Moved by Anderson, seconded by Kakuk to set the Engineer-Manager's annual salary to \$91,208.00 effective April 5, 2016, with a 1.1% increase effective January 1, 2017, for the duration of his employment agreement and also to accept a change in compensation in regards to separation of employment with the road commission and adopt the contract modification as presented. Carried unanimously.

There being no further business, Kakuk declared the meeting adjourned at 10:17 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, April 26, 2016.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord.
Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Adopt resolution to apply for bridge replacement through Local Bridge Program –

Commissioner Anderson offered the following resolution and moved for its adoption.
IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 31 Mile Road over the Little Cedar River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Kakuk and carried by the following vote: 3 Ayes; 0 Nays.

Sign contract with Hannahville Indian Community for County Line Road project – Moved by Skrobiak, seconded by Anderson to sign the contract agreeing to contribute \$130,000 to the project. Carried unanimously.

Discuss gravel crushing in the north end of the county – Moilanen stated that there currently was no crushed gravel stock piled in the north end of the county and that he would like permission to have 10-15,000 cyds crushed in any of the 3 pits that the road commission has active agreements with. Kakuk asked if 15,000 cyds would be enough. Moilanen replied that there would likely not be enough room in any of the pits to store much more than that amount. Moved by Skrobiak, seconded by Anderson to have Moilanen get bids to crush gravel in the north end of the county when needed. Carried unanimously.

Sign J-1 Road contract with Nadeau Township – Moilanen explained that the contract had been received signed by the Nadeau Township officials and that payment for their share of the costs had been received. Moved by Anderson, seconded by Skrobiak to sign the contract. Carried unanimously.

Any other business – Savord presented the quote received from GIS Cartography & Publishing Services for the reproduction of the county map. Moved by Anderson, seconded by Skrobiak to order 4000 maps @ \$2.25 each, along with a Zoomify version of the map to be placed on the road commission/county website for \$300.00. Carried unanimously.

Savord asked who planned to attend the Great Lakes Council meeting in Baraga on May 5, 2016. All board members and Moilanen will attend.

Anderson stated he had received a call regarding a plugged culvert on CR563 in Spalding Township near the Benson farm. Moilanen will have the foreman check on this.

Kakuk stated he had received compliments on the grading done on 7 Mile Marsh Road. Moilanen also received thanks for the quick response for grading River Road in Spalding Township.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:27 a.m.

MENOMINEE COUNTY LIBRARY BOARD

Minutes April 19, 2016

Approved: May 17, 2016

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:05 AM TUESDAY- April 19, 2016

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

No public present.

K McNeely moved to approve the agenda, support by M. Fagan. Motion carried.

New Board member Nancy Tuinstra was introduced and welcomed to the board, updated contact sheets were distributed.

M. Fagan moved to approve the minutes from the March 15, 2016 meeting, support by J. Freis. Motion carried.

J. Freis moved to approve of March Financial Report, support by K McNeely. Motion carried.

M. Fagan moved to approve the March bills, support by J. Freis. Motion carried.

Director's Report

A. **Library:** The Reference collection was weeded and the Michigan collection has been shifted/interfiled. Next up will be shifting the non-fiction to make more room for the Young Adult collection.

Wil-Kil will be coming to spray for ants. We are working with the county on "spring" cleaning; carpets were done and the chairs are being worked on. J. Mekash is aware of the leaks and will be fixing them soon. Both Photocopiers have been cleaned and serviced. The Board approves of looking into using jail trustees for heavy cleaning in the Library, A. Winnicki will find out if this is feasible and report back to the Board.

B. **Patrons:** Loreale Tessmer (long time bookmobile librarian-retired) passed away 4/9/16. She asked that memorials be sent to the library. We have Library Week in our display case. A local homeschooling group will be putting an art exhibit in the display case next. If anyone knows of a collection to be shared contact the library. Tax season went as well as could be expected and library staff did an excellent job with resources provided.

C. **Bookmobile:** We had an open house in Powers 4/13/16. Dennis Rye has graciously offered his garage for washing the bookmobile on a regular basis. The generator oil was changed and replacement back up alarm has been ordered.

D. **Technology:** We have extended the Wi-Fi timer. It is now on from 6 am to 9 pm. The 15 Minute Computer has been well received. If requested by an adult with children, we will switch the computers in the children's room to unfiltered internet.

E. **Programing:** Next week is financial Awareness Week and we are participating with Story times at both branches and bookmobile – all children attending will receive a copy of "Bunny Money" book. Summer Reading schedule is set and we are working with the Friends for promotion. There is public interest in a community seed exchange housed at the library. A program for "seed saving" will be offered in the Fall.

F. **Friends:** Their Annual Plant sale is scheduled for May 28th. They received their license for the fall raffle and are collecting items. They are hosting a staff appreciation open house at both Hermansville and Stephenson on April 27th.

G. **Volunteers:** Discussion on Michigan Privacy Law and standard library practices in regards to Volunteers. Brian Bousley has been consulted. There are no restrictions or issues that would prevent us from increasing our use of volunteers. Ann Murray continues to come weekly and I would like to reach out to additional volunteers, especially students. The Board asked that a short summary list of volunteer duties be prepared for review at the next board meeting.

H. **Financial** I had a meeting last week with Brian Bousley re getting started with the FY2016/17 budget. He states there are not funds for a substitute position but we can utilize Linda Cooley up to 29 hours per week. I have talked to Linda and she will help with the short days next month. Note that the fire wall contract is due in July and I do not yet have a final rate. Jen Hirn is attending the Beginning Library Workshop next month. I am attending Rural Libraries Conference as a presenter in May.

New Business

K McNeely moved to approve the updated photo release permission slip, supported by J. Freis. Motion carried.

Discussion on art in the Library. The Ihander sculptures will be boxed up and returned to Sally Ihander. A. Winnicki will ensure that contact information for Jerry Piche is attached to the paintings in the Hayward Room.

K McNeely moved to approve current bylaws, supported by M. Fagan. Motion carried.

K. McNeely will work with A. Winnicki to prepare a draft Long Range Plan for review at the next board meeting.

Public Participation – no public present.

As there was no further business M. Fagan moved to adjourn the meeting, support by J. Freis. Motion carried. Meeting adjourned at 12:04.

Submitted by:

Amanda Winnicki, Library Director



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Thursday, April 21, 2016

Board Members Present

Bob Burie

Jan Hafeman
Larry Schei

Mary Harrington
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Kim Gustafson, Assistant Program Coordinator
Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on April 21, 2016. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Patrick Johnson was not able to attend and had been excused.

2. Approval of Agenda

Ms. Hafeman moved to approve the April 21, 2016 agenda as presented. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from March 17, 2016, be approved. Motion was supported by Ms. Harrington and carried.

4. Public Comment

There was no public comment.

5. By-Laws of the Delta Menominee District Board

There was some discussion regarding the Health Officer being an ex-officio member of the board and whether or not he/she has the right to vote.

Ms. Hafeman moved the By-Laws of the Delta Menominee District Board be amended to add "without voting rights" to Article 3, Section 4. Motion was supported by Mr. Burie and carried. Approval of the By-Laws was tabled until the May meeting.

6. Finance Committee

The Finance Committee met on Wednesday, April 20, 2016.

a. PHDM Audit

Chairman Trudgeon gave the Board of Health an overview of the FY2015 PHDM audit report. He commented there were no findings again this year.

Ms. Hafeman moved the PHDM Audit be acknowledged and placed on file. Motion was supported by Ms. Harrington and carried.

b. FY2016 Second Quarter Report

Chairman Trudgeon gave an overview of the FY2016 Second Quarter Report.

Chairman Trudgeon moved the FY2016 Second Quarter Report be acknowledged and placed on file. Motion was supported by Mr. Shei and carried.

c. American Express Statements

Ms. Hafeman briefed the Board of Health on the American Express Statements.

7. Review and Approval of March Check Register

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

Ms. Hafeman moved the March check register be approved. Motion was supported by Mr. Burie and carried.

8. Health Officer's Report

- Mr. Snyder informed the Board of Health on a report regarding a high lead level in a drinking water supply in the Rapid River area. Environmental Health staff followed up with the water testing and found the lead level in the water was below the USEPA and State of Michigan Action Level. Mr. Snyder has been in contact with Representative McBroom's office, MDEQ, MDHHS, and USEPA regarding this situation.
- The Every 15 Minutes Program was presented at the Stephenson High School on April 6th and 7th by the Prevention Staff. Staff work closely with other emergency agencies in the area to make this powerful program happen.

9. Public Comment (three minutes maximum)

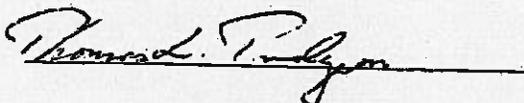
No public comment.

10. Board Member Comments

There were no Board Member comments.

11. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 2:19 p.m. CDT. Motion was supported by Ms. Hafeman and carried.



Chairperson

:kg

Approved May 26, 2016
dab

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

BOARD MEMBERS

JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN

DIRECTOR

RUSSELL K. SEXTON

Date: April 26, 2016

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

Present: Gary Eichhorn, Board Member; Jeff Naser, Board Chair and Andy Laurin, Acting Board Secretary.

Absent: Sheila Veraghen, Board Member

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

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the March 29, 2016 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for March 2016 was reviewed. There were \$272.46 in expenditures for the DHS Board meeting; leaving a balance of \$2,139.34.

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

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

DIRECTOR'S REPORT:

Mr. Laurin provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor. There is also a tri-county community resource coordinator. There are 3

administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists. There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

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

Collaborative Issues: No new information was provided.

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

FY 2015 Operating Funds: Menominee County allocation is: \$25,776.00. Year-to-date expenditures are: \$10,223.62, which constitutes 39.7% of the allocation expended with 50% of the year elapsed.

FY 2015 Travel Funds: Menominee County allocation is: \$35,351.00. Year-to-date expenditures are: \$11,119.24, which constitutes 31.5% of the allocation expended with 50% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 97%. Business Service Center 1 average is 96% and State average is 96%.

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

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

February 2016 data:

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

- Family Independence Program: 20 cases; 37 recipients; \$5,452.00 in benefits.
- Food Assistance Program: 1,407 cases; 2,620 recipients; \$289,534.00 in benefits.
- State Disability Assistance: 14 cases; 14 recipients; \$3,119.00 in benefits.
- Child Development and Care: 38 cases; 53 recipients; \$10,403.00 in benefits.
- State Emergency Relief: 3 cases; \$843.00 in benefits.
- Unduplicated total: 1,427 cases; 2,644 recipients; \$309,351.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 638 cases; 1,332 recipients
- Other Children < Age 21: 120 cases; 140 recipients
- Pregnant Women & Children Under 19: 510 cases; 889 recipients
- MiChild: 78 cases; 141 Recipients
- Non-SSI Aged, Blind & Disabled: 645 cases; 676 recipients
- SSI Aged, Blind & Disabled: 503 cases; 503 recipients

- Medicaid Eligible Total: 2,252 cases; 3,679 recipients

Total Healthy Michigan Enrollments: 1200+

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

Child Welfare:

Foster Care Plan Approval	67%
Service Plan Completion	100%
CPS Commencement	100%
CPS Face-to-Face	86%
CPS Plan Approval	92%
CPS Service Plan Completion	94%
Dental	N/A
Medical	100%
Worker/Child Visits	86%
Worker/Supervisor Conference	89%
Worker/Parent Visit	82%
Parent/Child Visits	19%

The FY 2016 Foster Home Licensing Goal for the Delta, Dickinson and Menominee Triad is 9 homes and we are well on our way to achieving this goal.

Board Member Input/Suggestions: None

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

UNIT REPORT: Andrew Laurin, Child Welfare Supervisor, provided the board with a comprehensive report on the state of child welfare in Menominee County. Mr. Laurin reviewed the average number of Child Protective Services cases assigned each month, current Foster Care and Juvenile Justice caseloads. Mr. Lauren explained that drug addiction has been a major issue for Menominee County and appears to be growing, with limited resources to address it. The board member provided recommendations and other comments on this topic.

BOARD BUSINESS:

1. Approval of Vouchers:

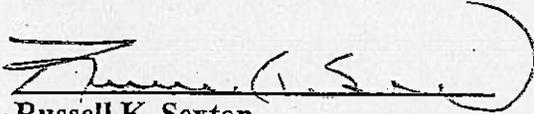
Vouchers for January through March 2016 were reviewed (there were changes made in the vouchers for January through March due to a change in the mileage reimbursement rate) and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

NEW BUSINESS: None

PUBLIC COMMENT: None.

NEXT MEETING: May 31, 2016 at 9:00 a.m. in the Menominee County DHS Board Room.

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


Russell K. Sexton
Board Secretary


Jeff Naser
Board Chairperson

Pc: DHS Board Members;
Menominee County BOC

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
May 12, 2016 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

J. Nelson, Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, 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*			Nelson, John	X		
Hofer, Millie	X*			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia		X	
Martin, Ann	X			Spence, Christine	X		
Negro, Mari	X			Zevitz, Michael Dr.			X

*video television conference from the Northpointe Menominee office

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

Chair Nelson asked for approval of agenda.

ACTION: Moved to approve the agenda.

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

Chair Nelson asked for any amendments to the agenda. J. McCarty requested agenda be amended under New Business – Pay Scales.

ACTION: M. Negro, supported by A. Martin to amend the agenda with addition of Pay Scales under New Business. **Motion carried unanimously.**

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chair Nelson asked for a motion to approve the April 28, 2016 regular Board meeting minutes.

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

Motion by: M. Negro, supported by C. Spence to approve the minutes.

Motion carried unanimously.

PRESENTATION - None

ACTION ITEMS

• **Finance**

a) Check Disbursement Report-March, 2016

ACTION: A motion was made by C. Spence supported by J. Luhtanen to approved the check disbursement report. **Motion carried unanimously.**

b) Financial Statement-March, 2016

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

c) Contracts-April 28, 2016

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Trico	Cleaning	4/25/16-4/24/17	\$77.25/day	\$80.57/day	Increase \$3.32/day

This is a contract renewal with Trico for cleaning at 701 and 715 Pyle Drive. This rate change is due to an increase in minimum wage. Estimated annual increase \$863.20. *Please note this renewal request was received on 4/15/16.

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

ACTION: A motion was made by J. Luhtanen supported by C. Spence to approve the contracts.
Motion carried unanimously.

- **Written Plan for Professional Services**

ACTION: A motion was made by J. Luhtanen supported by M. Negro to approve the Written Plan for Professional Services. **Motion carried unanimously.**

- **Accessibility and Accommodations Plan**

ACTION: A motion was made by C. Spence supported by J. Luhtanen to approve the Accessibility and Accommodations Plan. **Motion carried unanimously.**

- **CEO Evaluation Form**

ACTION: A motion was made by A. Martin supported by C. Spence to approve the CEO Evaluation form. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

- **Finance**

- a) Contracts-May 12, 2016

The following contracts were reviewed:

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Penny Gregg	Speech Therapy	6/1/16-5/31/17	\$75/hr.	\$85/hr.	\$10/hr. increase
This is a renewal for a speech and language contract. Increase is requested by provider.						
B.	Anderson Landscaping	Lawn Care	5/1/16-11/30/16	n/a	\$50/event	n/a
This is a new agreement for lawn care services at the Maple Ridge home in Stephenson. This service was previously done by Services Unlimited, which is under new ownership by Anderson Landscaping. This lawn care agreement was previously presented 4/14/16 as Services Unlimited.						

C.	Lawn & Snow	Lawn Care	5/9/16-11/30/16	n/a	\$155/event	n/a
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This is a new agreement for lawn mowing and trimming services in Iron River. This is to include: Boyington, Gathering Pointe, Iron River Office and Crossroads.

Discussion ensued and miscellaneous questions were addressed by B. Adrian and J. McCarty. The Board requested additional information of comparison data of speech therapist salaries.

Consensus of the Board is that the contracts will move forward (with additional information to be provided regarding speech therapy salaries) to the next meeting for review/approval.

OUTCOME: Action item for next meeting

- **Financial Risk Management Plan 2016**

Reviewed plan and miscellaneous questions were addressed by J. McCarty and B. Adrian.

Consensus of the Board is to move this forward to the next meeting for approval.

Outcome: Action item for next meeting

- **Shift Differential**

Reviewed Cost of Shift Differential spreadsheet that was reviewed/recommended by the Ad Hoc Committee which indicates the total cost increase if there would be a rate differential for 2nd and 3rd shifts. Discussion ensued on the financial capability of the budget and availability of funds to provide a shift differential.

Questions addressed by J. McCarty and B. Adrian. Consensus of the Board is to move this forward to the next meeting for final review/approval.

Outcome: Action item for next meeting

- **Recipient Rights Semi-Annual Report (Medication Errors)**

At the last Board meeting more information was requested on medication errors. Data is still in process of being collected on the med errors for Board review given that the information requested requires a case by case review.

Outcome: Data is being collected and will be discussed at next meeting.

- **CEO Report**

- FY17 Budget was passed by the full Senate and was rejected by the House. A mediation group is being assembled for possible solutions that both Senate and House can agree on to pass the budget hopefully by the first week of June.

- Employee Survey Results were compiled for Board review. There was a total of 134 responses out of 242 employees.

- NorthCare received a Transportation Grant of \$50,000 to be used toward transportation costs between now and October 1st for individuals receiving services at CMH's across the Region. They also received a secondary full year of grant dollars for October 1, 2016 through September 29, 2017 of \$100,000.

NorthCare will be hiring a Transportation Coordinator for the Region.

- Jennifer McCarty stated that Bill Adrian, CFO, will be retiring as of August 5, 2016.

- **Pay Scales**

-Reviewed Applied Behavior Analysis Technician and Chief Financial Officer pay scale for Board approval.

- ABA Tech - This a new job position developed specifically for paraprofessionals who will deliver services under the direction of the Behavior Analyst for the Autism Benefit Services. Currently Community Support Aide staff are providing the service but the Region has a credentialing process specifically for ABA staff, i.e. specific training and consequently uses a title reflective of the main job functions. Proposed pay scale for ABA Tech is the same as a Community Support Aide.

Outcome: Action Item for next meeting.

- Chief Financial Officer - Discussion occurred regarding educational requirements for Chief Financial Officer. There is no State educational requirement for CFO. Across the Region, requirements are a minimum of a Bachelor's Degree with preferred Master's Degree. Discussion also included the position of Deputy Director and if the Board wants to continue with that position as currently the CFO is also the Deputy Director.

Outcome: More information will be gathered on State educational requirements for CFO and clarification of the Deputy Director appointment process to be discussed at the next meeting.

John Nelson, Chairperson, assumed the Chairperson position.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- Ad Hoc Committee Meeting 4/5/16
Questions regarding the Ad Hoc Minutes statement of staff at top of pay scale and how that relates to the mission/purpose of the Ad Hoc Committee. J. Nelson related that the issue of staff at the top of pay scale and how that relates to retention was reviewed by the Ad Hoc Committee and found not to be a retention problem within the agency. Consensus is to place report on file.
- FY17 Executive Budget Updates
Revised Section 298 language; adds \$1.8 million to CMH non-Medicaid line; creates new boilerplate which requires minimum wage increases be included in Medicaid rate setting process – section 920; creates new boilerplate that prohibits DHHS and its contractual agents from requiring prior authorization for psychotropic medications and other protected classes of drugs – section 1704.

PUBLIC COMMENTS - No public comments

BOARD COMMENT

J. Luhtanen inquired as to what the agency plans are for Mental Health Month in May. J. McCarty stated the Operations Team met and is working towards a plan to use Facebook to promote awareness about mental health and internally for staff with monthly employee recognition.

C. Spence inquired as to the status of acquiring new Board members. A. Martin stated application deadline is May 19th and the County Commissioners will review applications at their next meeting.

M. Negro inquired regarding the new agency Facebook page, i.e. who handles updates, postings, etc. This is currently being worked on with the IS Dept.

J. Nelson requested that an invitation be sent U.P. wide, i.e. law enforcement, court system, hospital, etc. regarding the presentation to be done June 6th by Lynda Zeller, Deputy Director, Behavioral Health & Developmental Disabilities Division of MDHHS.

J. Nelson commended Terri Wendt on the work she did regarding the Staff Survey.

ADJOURN

A motion was made by M. Negro, supported by C. Spence to adjourn the meeting.
Motion carried unanimously.

Meeting adjourned at 5:20 p.m.

The next regular Board meeting is scheduled for Thursday, May 26, 2016 in Kingsford, Michigan at 4:00 p.m.

John Nelson, Chairperson

Mari Negro, Secretary

Cindy Adrian, Administrative Assistant

The conference began with a presentation by Terra Langham from MERS. She talked about determining the cost of Defined Benefits, sighting three factors: MERS investments and the percent funded; the number of people in the plan and their ages and years of experience, income, and proposed income increases; and the number retired from the plan; what they draw out, along with their life expectancy. All of this is the basis of an estimate of what it will take to sustain the program for retirees. She stated that the average Employee Contribution for most municipalities is 6%. She also said that if you increase the % they are getting, such as going from a B2 to B3, what is paid out goes back to the date of hire at that new rate. She also spoke about the experience of the system, and GASBY 68. New reporting has to be based on actual market value

Michigan Great Lakes: Dangerous Currents and Beach Safety: Ron Kinnunen spoke on dangerous rip currents along our great lakes shorelines. After explaining that rip currents are caused by water pooling up behind sand bars, then breaking through the sandbars (where the waves are lowest) , sometimes causing strong swimmers to be carried out by the strong sudden currents. He said if you experience a rip current, swim parallel to the shore, then back to shore. Most of the rip currents on L. Michigan happen along the beach stretches in Mackinac County, but some are at Picnic Rocks in Marquette, and some on the Western shore of the Keweenaw Peninsula. Most of the drowning victims are healthy young males age 16-27. Beware of waves 3-5 feet or over.

Mental Health System Redesign: Pat Rozich and Sandra Lambert talked about what is going on with mental health in Michigan; much is caused by lack of funding. Changes will occur, but they don't make sense. The entire UP is one district for mental health with 5 regional offices. The UP Health Plan is the only health plan in the UP, and is public not for profit. The final version of the budget will come out in June. It is a Step-by-step process, begun by removing section 298 from the budget, establishing goals, identifying the problem, and better integrating physical and behavioral health care for consumers. They want the system to be person centered, family driven and youth guided, promoting independence and embracing self determination and freedom and choice, with community inclusion and engagement. It must be community based and access a full array of services, and be outcomes or evidence based. But to date, the program lacks uniformity across the state, does not have value-added reporting requirements, lacks funding, and has many other problem.

Failure of Vintage Pipelines: Edward Timm, retired scientist for Dow Chemical has looked into Embridge petroleum pipeline #5 that runs across the upper peninsula and across the straights down to Marysville, MI. Embridge is the company that had the gigantic petroleum rupture, spilling millions of gallons into the Kalamazoo River. Pipeline #5 was built before 1970, with little regulation. Although that portion running through the straights is thick and better made, it poses problems due to its weight on shifting sand bottoms. The portion running through the UP runs near the lake and often through swampy areas and marsh. It is thinner, larger and higher pressured Much of it is rusted, which may cause fractures. Constant inspection and repair are needed, as it reaches its end-time, but the inspection is contracted out to other companies. Embridge only repairs what it feels are most necessary.

Energy in The UP: Abhi Kantamneni from Michigan Tech talked about the energy grid in the UP. The goals for energy are that it be reliable, affordable, and sustainable. Local infrastructure on 3 levels includes generation, transmission, and distribution. There are 19 utilities in the UP, with an even output split between home, commercial and industrial.

The UP pays \$300 million in electricity, and rates are expected to go up by 7% yearly. The lowest rates are in Menominee County from Wisconsin Power and WeEnergies. The highest rates are in the Western Upper Peninsula, which are the highest rates in the country. Public Act 295 has required that 10% of our energy comes from renewable energy. There is a clean energy goal of 30%. Today, you can build your own generation system—solar or wind—and use your own electricity, and sell back to the utilities any excess energy at the same rate customers pay. Starting in 2017 all energy must be purchase all energy from the grid, and all of the energy you will circulate back to the grid. You will get paid a lower rate than what you pay for it.

Drug Abuse, Addiction, Treatment and Enforcement:

Drug addiction is a growing problem in the Upper Peninsula. There are three residential locations in the U.P.; Great Lakes Recovery Centers at Marquette, Negaunee, and Sault Ste. Marie. There are a few outpatient facilities. Drug addiction is a neurobiological disease (brain problem) affecting the frontal lobe. It causes addicts to not make good choices. It is not a moral issue but a brain weakness. Getting off drugs initially causes most to go back on, but when off for 5 years, recidivism goes down to 15%. Youth age 12 – 17 are most often treated for Marijuana and alcohol amphetamines, and opioids in that order, but adults over 18 are into opioids, alcohol and marijuana.

The drug crisis is especially affecting border towns, as dealers from the cities can get higher prices for drugs in the Upper Peninsula. They gradually moving to central UP Locations to get those higher prices. Border towns are seeing high rates of heroin. Communities throughout the UP have seen increases in heroin and meth, which has doubled each year.

Project UPSET works on grants and donations from local governments. Law enforcement will send big dealers to prison, but send addicts and small dealers for help. The "help" program involves addiction recovery, changing the stigma from guilt to understanding the problem, and job placement after treatment. Several communities in the UP have drug courts which will deal with the addicts and the dealers.

Legislative Session:

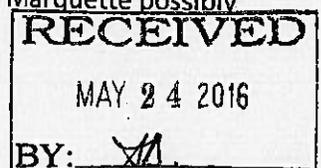
Tim McGuire from MAC talked about revenue sharing anticipated at 100% again. The Dark Store Issue is now out of committee and expected to pass the House. Unfunded mandates don't look good. The Zone of Silence on ballot issues where public entities can't tell voters about what ballot issues mean has been ruled unconstitutional by the courts. There is an increased cap on county reserves per the budget stabilization bill. MAC has a new educational campaign booklet online at "My County Matters.org".

Marty Fritanti from Sen. Casperson's office talked about a huge budget deficit emanating from Detroit Public Schools and the Flint Water Crisis. He said the Dark Stores issue (very low property taxes paid by big box stores such as Majers, Walmart etc.) is out of committee and looks good. However the Abude issue on deed restrictions is not as positive. The land plan with the DNR is not finished...They don't want the obligation of paying PILT payments. The energy transmission issue SB282 –looking at bipartisan support for the energy grid issue. He stated that Sen. Casperson would like your comments on the marijuana issue.

Rep. Ed McBroom talked about revenue sharing—it looks good at the house, and budget cuts will not affect it. The Dark Store issue-Representative Maturin's testimony should help it pass the house, but the Michigan Retailers Association and the Chamber of Commerce which are supported by big box stores are opposed to it. He asks that we talk to our chamber. The Land Bill—The DNR is making it difficult to get it out of committee—How much land should they own. In some areas of the UP, they own over 30% of the land. Mr. McBroom said that term limits are destroying the house. He would like to propose 3 bills, one for 16 years total between the House and Senate, one for 6 years in, 1 term out, 6 years in, 1 term out etc., or to repeal it altogether. He talked about the Marijuana issue, that the bill that they thought would never pass the electorate would never pass, but it did and it was poorly written.

Rep McBroom also talked about Elections Restrictions Reform, Small Coper Mines rites for Locals, and holding a meeting with MERS and any public officials in the UP who would be interested.

Representative Dianda spoke about the mental health issue—and possible solutions for the many ride-outs by local sheriffs. The Dark Stores issues need to be priority #1—we must get it done or there will be budget cuts. There will be a \$400 million budget deficit due to the Detroit Public Schools and the Flint Water Crisis. He said more localities need to do water testing. Revenue Sharing will continue despite the \$400 million budget deficit. We need more local control over mining—Mining must have local blessing. The veteran issue:: the tax bill for disabled veterans was poorly written and he feels a \$1200 credit for those disabled vets would be more appropriate. He also talked about the problems at the Grand Rapids home for Veterans, and its resolve. Mr. Dianda talked about the new casino in Marquette possibly offsetting some of the job loss from the Cleveland Cliffs Empire mine layoffs Aug. 1.



MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	WCUP Community Corrections – FY 2017 Grant Application
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration received the West Central Upper Peninsula Regional Community Corrections FY 2017 Grant Application for Contracted Plans and Services. Approval of the County Board is necessary for State Board approval of the grant.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 06/24/2016
Date

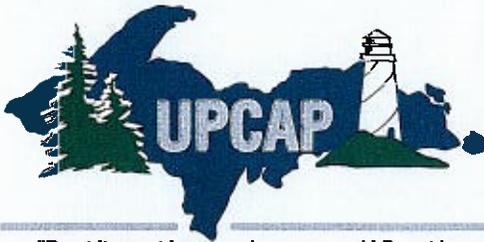
WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



WCUP Community Corrections

310 Ludington Street, Suite #210, Escanaba, MI 49829

Phone: (906) 789-0511 • Fax (906) 789-1877

www.upcap.org

"Providing guidance and support to U.P. residents since 1961"

June 13, 2016

Mr. Brian Bousley
Menominee County Administrator
839 19th Avenue
Menominee, MI 49858

Dear Sirs:

Enclosed, please find the FY2017 Grant Application for Contracted Plans and Services for the West-Central U.P. Regional Community Corrections Program, to the Office of Community Corrections. If approved, the new grant year will begin on October 1, 2016 and continue through September 30, 2017. As with past years, the West-Central U.P. Community Corrections Program needs to receive approval of the grant application from all six County Boards in our region prior to State Board approval.

A full copy of the grant application, along with a program summary, is attached for your review.

We respectfully request the County Board's approval of this application. Once the County Board has approved the grant application, we request confirmation by letter.

If you have any questions, please do not hesitate to contact either myself or your Community Corrections Advisory Board Representative: Mr. James Furlong. We thank you in advance for your prompt attention to this matter.

Sincerely,

Becky McIntyre
Community Corrections Manager,
WCUP Community Corrections

CC: Mr. James Furlong



WCUP CCAB Program Summary FY2017

The following is a summary of proposed programming for the WCUP CCAB during FY2017. This is a brief overview of programs, for more detailed information; please refer to the attached Program Descriptions. These programs meet the standards for Evidence Based Practice programs, and address the current trends in our felony population.

Thinking Matters – This program is a continuation of prior programming. Thinking Matters provides a cognitive change program to address critical thinking errors and anti-social behaviors, continuing to target felony populations with a Cognitive need as a priority. Thinking Matters uses a set of ideas to teach offenders to discover their own personal logic that leads to breaking rules and laws. Because this logic is pervasive, offenders begin to understand their own thinking by helping others in a group setting.

MEE Journal –This program is a new initiative. This program will address the issues of substance abuse in our target population in a cognitive based group setting. It seeks to address lifestyle and an addiction issues that lead to re-offending and continued substance abuse.

Modules include:

Getting Started helps participants engage and offers an opportunity for self-exploration as they consider the reasons they are entering a program for addictive behaviors and prepare for the recovery work that lies ahead. Participants will learn about proven strategies to make lasting behavior change and then write a statement of personal commitment..

Substance Using Behaviors provides basic information about substance-related disorders. Participants gain a clear understanding of the effects alcohol and other drugs have on their bodies, minds and lives. They will learn important terms related to substance use and important facts regarding alcohol, marijuana, stimulants, hallucinogens, opioids and other substances.

Family and Other Relationships explores key aspects of relationships with a focus on families. Participants consider the differences between unhealthy and healthy relationships, the effect of substance use on relationships and the importance of effective communication in relationships.

Life Management offers practical tips to help participants get their lives back in order. It provides information about sleep, nutrition, finances, time management, leisure time and stress management and how to relax and have fun without substance use.

Recovery Maintenance provides participants with cognitive strategies and behavioral skills to help achieve positive and lasting change. Participants explore their common risk factors for returning to addictive behaviors and the range of exit strategies they can employ during times of risk. Participants develop a personal Recovery Maintenance Plan.

Seeking Safety – This program is a new initiative. This program will target felony offenders with underlying substance abuse and PTSD issues and substance abuse issues relating to prior trauma (most likely a strong female population) and will encourage completion as part of a successful probationary term.

The key principles of Seeking Safety:

- 1) Safety as the overarching goal (helping clients attain safety in their relationships, thinking, behavior, and emotions).
- 2) Integrated treatment (working on both trauma and substance abuse at the same time)
- 3) A focus on ideals to counteract the loss of ideals in both trauma and substance abuse

Employment Services –This program focuses on felony population that demonstrate a need for job training/assistance and job retention based on COMPAS scores. The skills that are provided by this program are as follows:

Module 1: Jump Start:

This workshop starts with a Personal Mission Statement exercise for participants to discover what it is they want for themselves. Too often we end up doing what others tell us we should do rather than what it is we truly want. Understanding what it is that we want for ourselves makes us more likely to make choices to help ourselves succeed. The Personal Mission Statement will help you decide what is truly important to you and why. The 2nd half of the workshop deals with specific Job Skills:

- What traits do employers want (dependability/reliability at the top) and why these are important;
- What do we expect from employers and co-workers and why it is important for you to know what you expect in order to be a good employee;
- How to get to work on time/having a Plan B/backup plan because if you don't show up on time- you will not stay employed but if you have a plan- you can usually handle emergencies;
- Ethics- how to handle yourself on the job and why this is important because it is never too late to demonstrate that you can make good choices

Module 2: Applications and Resumes

This workshop deals with the specific applications and Background Investigative paperwork for typical job applications. Sample application and Background Investigation packets will be explained so the participants understand why each form needs to be filled out completely and accurately initially so as not to impede the employment process.

The interview process is explained as well as typical interview questions along with explanations of what the interviewer is really asking. For those with criminal backgrounds and/or poor work history special attention is given to potentially difficult interview questions so that they can formulate appropriate responses that address the issues and show why these issues will not be

worrisome to the employer. There will be opportunities to address specific examples that show what you have learned so that you make appropriate choices for the employer.

Participants also look at their monthly budgets and look at how to ensure they will have gas money for the end of the month so they can get to work; how to ensure they'll have clean clothes/uniforms for work and how to provide lunches and snacks for their work shifts without breaking their budget.

Module 3: Job Retention

This workshop deals with the interpersonal skill issues that often make it difficult to maintain employment (drama in the workplace; how to treat co-workers appropriately; how and when to ask for help; and when to let things go.)

Participants complete a Communication Style Survey to understand their own personal communication style along with its strengths and weaknesses. In addition, we look at how others can view those same strengths and weaknesses in different lights.

We also look at workplace issues- and how to handle them appropriately: which one to ignore/live with; which ones to deal with directly with the person involved; which ones to take to the supervisor and which ones to go to HR or EAP for help.

We also look at the dangers of social media in the workplace- how it can escalate issues into full-blown drama and how to prevent that from occurring. Participants also view a Powerpoint presentation "Facebook Can Get You Fired" with discussion of each situation.

Participants also create back-up plans for child care; transportation; clean clothing and lunches for work to increase the likelihood they can maintain their job.

Module 4: Resume & Mock Interviews

This workshop will be a smaller group (ideally 3 participants) to allow more interaction and specific feedback to their individual needs.

Resumes will be developed to highlight their work strengths and mock interviews will be conducted with Guest Community Employers. Each interviewee will receive specific feedback to enhance their interview performance so they can appear in their best light.

Assessment Programs (COMPAS/PRAXIS) - will be used in conjunction with aforementioned programs to ensure proper placement of felony population in programs on client needs.

Pre-Trial Electronic Supervision – This is a continuation of former programming. Use of alcohol monitoring, GPS monitoring and home confinement equipment will be used to ensure bond conditions and allow for monitoring through the adjudication process.

Iron County Intensive Supervision Program – This is a new initiative. This program is designed to work on small scale with Iron County's drug court. The target population will be those that are not currently being served by felony Swift and Sure Program, and meet supervision criteria.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	WPS Corporation – Notice of Hearing, Joint Application
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County received a Notice of Hearing from Wisconsin Public Service in reference to a joint application of WI Electric Power Co.(WEPCo); WI Public Service Corp. (WPS Corp.) and Upper MI Energy Resources Corp. (UMERC) of the transfer of assets to UMERC for MI electric and natural gas customers. (MI Public Service Commission Case Number U-18061)</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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



Wisconsin Public Service Corporation
700 North Adams Street
P.O. Box 19001
Green Bay, WI 54307-9001
www.wisconsinpublicservice.com

June 17, 2016

Clerk/Treasurer
City of Menominee
2511 10th Street
Menominee, MI 49858

County Clerk
County of Menominee
Court House
839 10th Avenue
Menominee, MI 49858

Supervisor
Township of Daggett
N10306 K-1 Rd
Stephenson, MI 49887

Supervisor
Township of Holmes
P.O. Box 85
Daggett, MI 49821

Supervisor
Township of Nadeau
W4811 No 34 Rd Box 47
Nadeau, MI 49863

Supervisor
Township of Menominee
N4561 County Road 577
Wallace, MI 49893

Supervisor
Township of Stephenson
W4757 Old 352 Rd
Stephenson, MI 49887

Clerk
Township of Ingallston
3701 Co Rd 338
Wallace, MI 49893

Supervisor
Township of Mellen
W5608 No. 15 Rd.
Wallace, MI 49893

Supervisor
Township of Lake
N7663 S 4 Rd
Stephenson, MI 49887

Gentlemen/Ladies:

Pursuant to commission procedure, attached is a copy of the Notice of Hearing in Michigan Public Service Commission Case Number U-18061.

Please contact me at 920-433-1484 with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Colleen T. Sipiorski".

Colleen Sipiorski
Associate Rate Case Analyst

Attachment

cc: Mike Rampe – Miller, Canfield, Paddock and Stone

RECEIVED
JUN 20 2016
MARC KLEIMAN
MENOMINEE COUNTY CLERK

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE CUSTOMERS OF
WISCONSIN ELECTRIC POWER COMPANY AND
WISCONSIN PUBLIC SERVICE CORPORATION**

CASE NO. U-18061

- The Michigan Public Service Commission will review the Joint Application of Wisconsin Electric Power Company (WEPCo), Wisconsin Public Service Corporation (WPS Corp), and Upper Michigan Energy Resources Corporation (UMERC), for approval, pursuant to MCL 460.6q, of the transfer of WEPCo's Michigan electric distribution assets and WPS Corp's Michigan electric and natural gas distribution assets to UMERC, a registered company to-be-formed to operate as a Michigan-jurisdictional regulated utility providing service to electric and natural gas customers only in Michigan.
- The information below describes how a person may participate in this case.
- You may call or write Wisconsin Public Service Corporation, 1717 Tenth Avenue, Menominee, Michigan 49858, (800) 450-7260, or Wisconsin Electric Power Company, 800 Industrial Park, Iron Mountain, Michigan 49801, (800) 242-9137 for a free copy of the Joint Application. Any person may review the application at the offices of Wisconsin Public Service Corporation, and Wisconsin Electric Power Company's attorneys, at Miller Canfield Paddock and Stone, PLC, One Michigan Avenue, Suite 900, Lansing, Michigan, or on the Commission's website at: mpscedockets@michigan.gov.
- The first public hearing in this matter will be held:

DATE/TIME: Friday, July 8, 2016, at 9:00 a.m.

This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Martin D. Snider**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider WEPCo, WPS Corp and UMERC's (the Joint Applicants) June 14, 2016 Joint Application requesting Commission approval under Section 6q for the transfer of assets to UMERC. The Joint Applicants are also seeking Commission approvals related, but not limited to: 1) special contracts; 2) customer transition; 3) rates and tariffs; 4) power supply and gas cost recovery issues; 5) power purchase agreements; 6) affiliate transactions; 7) energy optimization and renewable energy requirements under 2008 PA 295; 8) apply previously-granted approvals, authority, consents, waivers and certificates to UMERC; 9) keep UMERC's books and records outside of Michigan; and 10) various accounting matters.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MERS Actuarial Report
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The MERS Actuarial Report for FY ending 12/2015 is available for discussion of the County Board. The Complete MERS report is in the Drop Box on Commissioner IPads.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	Board to review recently submitted Miscellaneous Bills as paid on 6.15.16 & 6.16.16 in the combined amount of \$114,225.
RECOMMENDED MOTION	

Submitted by: Brian Bousley

06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

06/15/2016 12:05 PM
User: jessicaw
DB: Menominee County

INVOICE APPROVAL BY INVOICE REPORT FOR MENOMINEE COUNTY
POST DATES 06/15/2016 - 06/15/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Amount
Invoice	Invoice Description	
GL Number	GL Description	
02101	U.S. Post Office	
PO# 03354	Jury Commission Mailing	
101-150-729.00	POSTAGE	986.00
VENDOR TOTAL:		_____
TOTAL - ALL VENDORS:		_____

APPROVED

JUN 15 2016

BRS

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

06/16/2016 11:53 AM
User: jessicaw
DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 06/16/2016 - 06/16/2016
UNJOURNALIZED
OPEN

Page 1/8

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

BOB

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA				
160609	Removal of AT&T Lines and Moved to UWC	101-103-850.00	4,780.81	4,780.81
TOTAL VENDOR ABILITA				4,780.81
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
383001	Shakey Lakes Park/Horse	208-751-920.01	43.31	43.31
383200	N8380 Co Park Rd 20.5	208-751-920.01	651.74	651.74
383301	Shakey Lakes/Cattle	208-751-920.01	157.82	157.82
1503500	N8380 Co Park Rd 20.5	208-751-920.01	351.86	351.86
370500	Shakey Lakes Office/Shop	208-751-920.01	153.02	153.02
379700	Storage Shed	208-751-920.01	143.41	143.41
380300	Shower Building	208-751-920.01	187.66	187.66
367100	N8390 Beach House	208-751-920.01	157.23	157.23
367200	Northwest Campsites	208-751-920.01	780.81	780.81
369802	W8449 Co Rd G12 Campsites	208-751-920.01	174.73	174.73
1614900	Bath House	208-751-920.01	75.50	75.50
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				2,877.09
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677399684	Airport Supplies	216-585-755.01	29.38	56.19
		216-585-745.00	26.81	
1677395193	Airport Supplies	216-585-755.01	29.38	56.19
		216-585-745.00	26.81	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				112.38
VENDOR NAME: AT&T - CAROL STREAM, IL				
905753220906	Annex - June 2016	101-103-850.00	395.92	395.92
906753458206	Shakey Lakes Park - June 2016	101-103-850.00	77.80	77.80
TOTAL VENDOR AT&T - CAROL STREAM, IL				473.72
VENDOR NAME: AT&T MOBILITY				
287252150867X06082(June 2016 (906-792-0211)		101-132-850.00	31.46	31.46
TOTAL VENDOR AT&T MOBILITY				31.46
VENDOR NAME: AUTOMOTIVE SUPPLY COMPANY				
080384901	Car Wash Fluid (Road Patrol)	205-315-742.00	18.09	18.09
TOTAL VENDOR AUTOMOTIVE SUPPLY COMPANY				18.09
VENDOR NAME: BADGER MAILING & SHIPPING				
86591	Pressure Sensitive Tapes for Postage Mac	101-253-729.01	43.60	43.60
TOTAL VENDOR BADGER MAILING & SHIPPING				43.60
VENDOR NAME: BELLIN HEALTH				
2782283	Inmate Medical	101-301-835.00	92.00	92.00
TOTAL VENDOR BELLIN HEALTH				92.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
19598	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	49.90	49.90
19604	2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	32.90	32.90
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				82.80
VENDOR NAME: BODY WORKS PLUS				
1969519482	2014 Ford Explorer - Deductable	205-315-934.02	250.00	250.00
TOTAL VENDOR BODY WORKS PLUS				250.00
VENDOR NAME: BP				
47633690	Gasoline Sales (Road Patrol)	205-315-742.00	386.93	386.93
TOTAL VENDOR BP				386.93
VENDOR NAME: BRANZ, KATHLEEN				
Reimbursement	Per Diem & Mileage - Parks Committee	208-751-860.00	50.00	97.52
		208-751-860.00	47.52	
TOTAL VENDOR BRANZ, KATHLEEN				97.52

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 06/16/2016 - 06/16/2016
 UNJOURNALIZED
 OPEN

APPROVED
 Page 278
 JUN 20 2016
BKS

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: BRUNELLE, JENNIFER					
Reimbursement	Plants & Seeds for Teen Garden	296-667-801.01	78.49		78.49
Reimbursement	Pizza for After School Program	296-668-801.00	10.60		10.60
TOTAL VENDOR BRUNELLE, JENNIFER					89.09
VENDOR NAME: CBM MANAGED SERVICES					
STDINVO1424	Inmate Meals	101-301-770.00	2,102.35		2,102.35
STDINVO1740	Inmate Meals	101-301-770.00	2,077.60		2,077.60
TOTAL VENDOR CBM MANAGED SERVICES					4,179.95
VENDOR NAME: CDW GOVERNMENT					
DFM0034	Building Code - Printer & Toner	249-371-728.00	295.28		295.28
TOTAL VENDOR CDW GOVERNMENT					295.28
VENDOR NAME: CELLCOM					
026914	Cellular Services	296-663-850.00	55.53		166.59
		296-664-850.00	55.53		
		296-665-850.00	55.53		
024329	Cellular Services (Airport)	216-585-850.00	54.58		54.58
030793	Medical Examiner - Cellular Services	101-648-850.00	57.82		57.82
TOTAL VENDOR CELLCOM					278.99
VENDOR NAME: CENEX FLEETCARD					
121331	Gasoline Charges	101-426-860.00	28.23		172.53
		296-665-860.00	12.46		
		249-371-860.00	131.84		
TOTAL VENDOR CENEX FLEETCARD					172.53
VENDOR NAME: CITY OF MENOMINEE					
June 2016	Monthly Rent	266-326-942.00	351.67		351.67
TOTAL VENDOR CITY OF MENOMINEE					351.67
VENDOR NAME: CLARE COUNTY SHERIFF					
Training	BAMSAR - Lori Freis	101-301-745.01	125.00		125.00
TOTAL VENDOR CLARE COUNTY SHERIFF					125.00
VENDOR NAME: CLOVERLAND PAPER CO					
111660	Inmate Supplies	101-301-770.00	47.81		47.81
111709	Inmate Supplies	101-301-770.00	75.14		75.14
111708	Courthouse Supplies	101-265-755.01	56.49		56.49
111789	Annex Supplies	101-265-755.01	68.80		68.80
111788	Courthouse Supplies	101-265-755.01	24.21		24.21
111790	Jail Inmate Supplies	101-301-770.00	63.20		63.20
TOTAL VENDOR CLOVERLAND PAPER CO					335.65
VENDOR NAME: COOPER OFFICE EQUIPMENT					
134741	Annex - Copies and Base Charge	101-261-942.00	963.81		963.81
134116	Contract # 2721-01 (PA's Office)	101-267-801.00	272.39		272.39
134937	Contract # 2146-01 (Admin)	101-172-931.01	382.07		382.07
TOTAL VENDOR COOPER OFFICE EQUIPMENT					1,618.27
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCT					
24742	Shredding Documents (6/2/16)	101-265-801.00	58.83		58.83
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCT					58.83
VENDOR NAME: DEKETO, LLC					
DK 3-16	March 2016 Documents (x583)	256-277-857.00	1,166.00		1,166.00
TOTAL VENDOR DEKETO, LLC					1,166.00
VENDOR NAME: DELLISSE, MIKE					
Reimbursement	Mileage	101-682-860.00	126.26		126.26
TOTAL VENDOR DELLISSE, MIKE					126.26
VENDOR NAME: DMI STUDIOS					
6801	1 Year Web Hosting for Menomineecounty.c	101-103-851.00	1,500.00		1,500.00

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 User: jessicaw
 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 06/16/2016 - 06/16/2016
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 OPEN

APPROVED
 Page 3/8
 JUN 20 2016
 EWS

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN
 AMOUNT

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		
VENDOR NAME: DMI STUDIOS				
TOTAL VENDOR DMI STUDIOS				1,500.00
VENDOR NAME: DOUGOVITO, GREG				
6150	Transport of a Juvenile	101-132-801.01	21.25	72.25
		101-132-801.00	51.00	
TOTAL VENDOR DOUGOVITO, GREG				72.25
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	May 2016 - Advertising (Airport)	216-585-901.00	130.25	130.25
961	FOC - Advertising	101-141-801.00	34.79	34.79
1418	Advertising	101-132-801.00	184.36	184.36
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				349.40
VENDOR NAME: EPIC AVIATION, LLC				
6861517	Airport Fuel	216-585-743.00	14,617.01	14,617.01
TOTAL VENDOR EPIC AVIATION, LLC				14,617.01
VENDOR NAME: FIORUCCI, TONY & TEENA				
May 2016	Foster Care (J.F.)	292-662-843.02	534.44	534.44
May 2016	Foster Care (B.F.)	292-662-843.02	534.44	534.44
TOTAL VENDOR FIORUCCI, TONY & TEENA				1,068.88
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
01168	FOC - Office Supplies	101-141-727.00	54.52	54.52
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				54.52
VENDOR NAME: FROST, LISA				
Reimbursement	Retirement Card Expense	101-132-727.00	4.93	4.93
TOTAL VENDOR FROST, LISA				4.93
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
66107123	Shakey & Kleinke Parks - Trash Removal	208-751-801.00	1,287.68	1,287.68
66107125	Annex	101-261-930.04	56.39	56.39
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				1,344.07
VENDOR NAME: HOWELL, REGINA				
PA16-0356	Transcript - Aubrie Hansen	101-267-806.00	150.00	150.00
TOTAL VENDOR HOWELL, REGINA				150.00
VENDOR NAME: INSIGHT FS				
B0050403185	Parks - Gasoline	208-751-742.00	601.42	601.42
2003527	Parks (5/10/16)	208-751-744.00	1,158.17	1,158.17
TOTAL VENDOR INSIGHT FS				1,759.59
VENDOR NAME: INTEGRATED IMAGING, INC.				
61615	Digital Images Converted from Hard Copie	256-277-705.00	2,013.47	2,013.47
TOTAL VENDOR INTEGRATED IMAGING, INC.				2,013.47
VENDOR NAME: IOD INCORPORATED				
36906798	People vs Jasper	101-267-804.00	54.11	54.11
TOTAL VENDOR IOD INCORPORATED				54.11
VENDOR NAME: J S ELECTRONICS, INC.				
19247	Replacement Batteries for Pager	101-331-755.00	47.90	47.90
19300	Replacement Switch	101-331-755.00	67.21	67.21
19284	After Hours Call for Radio (Power Supply	266-325-934.01	672.94	672.94
19299	Maintenance on Project Life Saver Digita	101-301-755.00	31.85	31.85
19307	Voice Paging Service	101-301-755.00	90.00	90.00
TOTAL VENDOR J S ELECTRONICS, INC.				909.90
VENDOR NAME: J.F. AHERN COMPANY				
147446	Agreement 27906 - Airport Fire Equipment	216-585-801.00	174.65	174.65
TOTAL VENDOR J.F. AHERN COMPANY				174.65
VENDOR NAME: JOEL HENSLEY, RN				

BUS

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS \ AMOUNTS		CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHAEL	AMOUNT
VENDOR NAME: JOEL HENSLEY, RN					
Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00		1,365.00
Blood Draws	R. H. (5/7) V. T. (5/8)	101-267-801.01	200.00		200.00
TOTAL VENDOR JOEL HENSLEY, RN					1,565.00
VENDOR NAME: K MART 7031					
703106091601054902	911 Supplies	266-325-755.00	35.57		35.57
TOTAL VENDOR K MART 7031					35.57
VENDOR NAME: KLEIMAN, MARC					
Reimbursement	Refrigerator for Jury Room	101-136-727.00	52.00		156.14
		296-667-801.02	52.00		
		101-131-931.00	52.14		
TOTAL VENDOR KLEIMAN, MARC					156.14
VENDOR NAME: L.A. BUSSE, INC.					
ZB68219	Inmate Supplies	101-301-770.00	390.70		390.70
TOTAL VENDOR L.A. BUSSE, INC.					390.70
VENDOR NAME: LENCA SURVEYING					
16105	Remon Yr 2016 (May 20 - June 16, 2016)	243-246-801.07	2,268.78		2,268.78
TOTAL VENDOR LENCA SURVEYING					2,268.78
VENDOR NAME: LESPERANCE, DIANE					
Reimbursement	Mileage	101-253-860.00	129.81		129.81
TOTAL VENDOR LESPERANCE, DIANE					129.81
VENDOR NAME: LEXISNEXIS					
3090567332	May 1, 2016 - May 31, 2016	269-145-801.00	360.00		360.00
TOTAL VENDOR LEXISNEXIS					360.00
VENDOR NAME: LINDA A. MENACHER					
6/14/16	Transcripts (Jasper & Plemel)	101-267-806.00	39.60		39.60
6/14/16	Transcript (Plemel) ordered by Philipps	101-136-806.00	63.55		63.55
Reimbursement	Cell Phone Bill (Sept - March)	101-136-727.00	285.60		285.60
TOTAL VENDOR LINDA A. MENACHER					388.75
VENDOR NAME: M & M BUSINESS MACHINES					
728706	Clerk's Office - Vault Copier Maintenance	101-215-931.00	48.00		48.00
TOTAL VENDOR M & M BUSINESS MACHINES					48.00
VENDOR NAME: MACEACHERN, DIANE					
6/11/16	Saturday/Sunday Detention	101-132-801.01	85.00		85.00
TOTAL VENDOR MACEACHERN, DIANE					85.00
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.					
5/25/16	Service - Michael Sievert (16019DL1)	101-267-804.00	35.00		35.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.					35.00
VENDOR NAME: MARINETTE FARM & GARDEN					
360232	Garden Supplies	296-667-801.01	214.76		214.76
360981	K9 Supplies	101-301-881.01	54.99		54.99
06311456	Garden Hut Plants	101-265-930.02	242.41		242.41
TOTAL VENDOR MARINETTE FARM & GARDEN					512.16
VENDOR NAME: MARKS SEPTIC SERVICE					
1427	Pump Toilet @ Stoney Point	208-751-801.00	130.00		130.00
TOTAL VENDOR MARKS SEPTIC SERVICE					130.00
VENDOR NAME: MATHIEU MARYE					
Jury Commission	Per Diem & Mileage	101-150-710.00	100.00		101.72
		101-150-860.00	1.72		
TOTAL VENDOR MATHIEU MARYE					101.72

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 06/16/2016 - 06/16/2016
 UNJOURNALIZED
 OPEN

APPROVED
 Page 5/8
 JUN 20 2016
 BLS
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNTS
VENDOR NAME: MEAD & HUNT				
261424	Professional Services (May 2016) - Airpo	216-585-970.00	479.33	479.33
TOTAL VENDOR MEAD & HUNT				479.33
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
26528	Court Room A - HVAC Project	101-265-970.03	4,890.00	4,890.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				4,890.00
VENDOR NAME: MECRA				
Membership	Lisa Frost	101-148-802.00	65.00	130.00
		101-132-802.00	65.00	
TOTAL VENDOR MECRA				130.00
VENDOR NAME: MENARDS - MARINETTE				
10849	Inmate Supplies	101-301-770.00	139.00	139.00
10917	Inmate Supplies	101-301-770.00	182.90	182.90
11082	Vestibule Project Supplies	101-103-998.04	55.77	55.77
10945	Murphy Oil Soap	101-265-755.01	3.45	3.45
10855	Credit Memo - Vestibule Project	101-103-998.04	(151.96)	(151.96)
10856	Vestibule Supplies	101-103-998.04	91.88	91.88
10847	Vestibule Supplies	101-103-998.04	227.15	227.15
10062	Dehumidifier (Probate/Family Court)	101-132-931.00	74.50	149.00
		101-148-931.00	74.50	
10574	Building & Gound Supplies	101-265-755.00	154.93	154.93
10848	Parks Picnic Table Repair	208-751-755.02	11.14	11.14
TOTAL VENDOR MENARDS - MARINETTE				863.26
VENDOR NAME: MENOMINEE COUNTY FAIR BOARD				
Grant	Hannahville 2% Grant	101-172-934.03	5,000.00	5,000.00
TOTAL VENDOR MENOMINEE COUNTY FAIR BOARD				5,000.00
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
132	Airport Advertising	216-585-901.00	48.00	48.00
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				48.00
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
106982	Power to Radio (May 2016)	101-301-934.01	53.92	53.92
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				53.92
VENDOR NAME: MICHELLE LARSON				
6/6/16	Mentering & Mileage	296-668-801.00	60.00	195.24
		296-668-801.00	20.52	
		296-668-801.00	105.00	
		296-668-801.00	9.72	
TOTAL VENDOR MICHELLE LARSON				195.24
VENDOR NAME: MICHIGAN ELECTION RESOURCES				
36050	Ballots for November 2016 Election	101-262-727.00	11,937.70	11,937.70
TOTAL VENDOR MICHIGAN ELECTION RESOURCES				11,937.70
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE				
2863-516	MML Associate Dues (8/1/16 - 7/31/17)	101-103-802.00	900.00	900.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE				900.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0118614-001	911 Office Supplies	266-325-727.00	17.54	17.54
0118377-001	Clerk - Office Supplies	101-215-727.00	100.87	100.87
0118468-001	Probate/Family - Office Supplies	101-148-727.00	13.98	93.97
		296-664-727.00	79.99	
0118469-001	Family Court - Office Supplies	101-132-727.00	5.37	5.37
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				217.75

JUN 20 2016
BWS

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY
 WENDY J. HAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		
VENDOR NAME: NASER, JEFF				
DHS Board	Per Diem & Mileage	101-601-837.00	50.00	97.52
		101-601-837.00	47.52	
TOTAL VENDOR NASER, JEFF				97.52
VENDOR NAME: NORTHERN STAR PATHOLOGY, PC				
6/8/16	Autopsy (Heather Davis)	101-648-836.00	1,450.00	1,450.00
TOTAL VENDOR NORTHERN STAR PATHOLOGY, PC				1,450.00
VENDOR NAME: NORWAY SPRINGS, INC.				
436616	Water for Airport	216-585-801.00	6.15	6.15
TOTAL VENDOR NORWAY SPRINGS, INC.				6.15
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - May 2016	296-664-860.00	109.62	109.62
TOTAL VENDOR NUTT, MICHAEL				109.62
VENDOR NAME: OFFICE DEPOT, INC.				
842424529001	Toner (District Court)	101-136-727.00	64.01	64.01
842257128001	District Court - Office Supplies	101-136-727.00	82.31	82.31
TOTAL VENDOR OFFICE DEPOT, INC.				146.32
VENDOR NAME: OLSEN, JULIE				
March 2016	Foster Care	292-662-843.02	534.44	534.44
April 2016	Foster Care	292-662-843.02	517.20	517.20
TOTAL VENDOR OLSEN, JULIE				1,051.64
VENDOR NAME: OMNICARE, INC.				
5185713	Inmate Medications	101-301-770.01	49.73	49.73
TOTAL VENDOR OMNICARE, INC.				49.73
VENDOR NAME: OWENS, KAREN A.				
May 2016	After School Program	296-668-801.00	234.00	234.00
May 2016	Teen Awareness Program	296-668-801.00	72.00	72.00
TOTAL VENDOR OWENS, KAREN A.				306.00
VENDOR NAME: PLASTOCON, INC				
88432	Inmate Supplies	101-301-770.00	536.44	536.44
TOTAL VENDOR PLASTOCON, INC				536.44
VENDOR NAME: PLUTCHAK FAB, LLC				
42379	John Deere Tractor Repair	216-585-981.00	284.97	284.97
TOTAL VENDOR PLUTCHAK FAB, LLC				284.97
VENDOR NAME: POLASKY, NANCY				
Jury Commission	Per Diem & Mileage	101-150-710.00	100.00	111.10
		101-150-860.00	11.10	
TOTAL VENDOR POLASKY, NANCY				111.10
VENDOR NAME: PRINTERSPLUS!				
14580	Jury Questionnaires - Folding & Paper	101-150-727.00	727.60	727.60
TOTAL VENDOR PRINTERSPLUS!				727.60
VENDOR NAME: QUILL CORPORATION				
6001082	PA - Office Supplies	101-267-727.00	358.38	358.38
TOTAL VENDOR QUILL CORPORATION				358.38
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
00719820165	Drug Testing	296-667-730.00	30.00	30.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				30.00
VENDOR NAME: SCHRAUB, DARLENE				

JUN 20 2016

DB

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	
VENDOR NAME: SCHRAUB, DARLENE				
Jury Commission	Per Diem & Mileage	101-150-710.00	100.00	103.34
		101-150-860.00	3.34	
TOTAL VENDOR SCHRAUB, DARLENE				103.34
VENDOR NAME: SCHROUD, MARGARET				
Reimbursement	Mileage & Meals (Continuing Education)	101-257-860.00	69.93	69.93
TOTAL VENDOR SCHROUD, MARGARET				69.93
VENDOR NAME: SEABORG BUNTING ARCHITECTS LLC				
03	Phase II Final Invoice (West Entry Addit	101-103-998.04	13,750.00	13,750.00
TOTAL VENDOR SEABORG BUNTING ARCHITECTS LLC				13,750.00
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
2227-9	Quart - Oil Paint	101-265-755.00	18.99	18.99
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				18.99
VENDOR NAME: SIMPLEXGRINNELL				
82541738	Alarm System Emergency Repair	101-265-934.00	1,030.80	1,030.80
TOTAL VENDOR SIMPLEXGRINNELL				1,030.80
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Teen Court Water	296-667-801.02	20.77	20.77
Reimbursement	Mileage - April & May 2016	296-665-860.00	429.30	429.30
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				450.07
VENDOR NAME: STATE OF MICHIGAN				
6146	May 2016 - Monthly Offset	292-662-843.01	5,290.81	5,290.81
TOTAL VENDOR STATE OF MICHIGAN				5,290.81
VENDOR NAME: STATE OF MICHIGAN/CERTIFICATIO				
Renewal	Linda Gullicksen - CEO Renewal	101-148-802.00	30.00	30.00
Renewal's	L. Menacher (Cer # 5469) T. Parrette (Ce	101-136-802.00	60.00	60.00
TOTAL VENDOR STATE OF MICHIGAN/CERTIFICATIO				90.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
015579	Gasoline Sales (Road Patrol)	205-315-742.00	2,870.50	2,870.50
462643	Credit Memo - Parks	208-751-755.02	(6.70)	(6.70)
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,863.80
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	32.60	32.60
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				32.60
VENDOR NAME: THE PRINT SHOP				
7031232	Receipts (Book Bound) x1680 (Sheriff Dep	101-301-727.00	485.00	485.00
TOTAL VENDOR THE PRINT SHOP				485.00
VENDOR NAME: THIELEN FUNERAL HOME				
6/10/16	Transportation (Heather Davis)	101-648-861.00	600.00	600.00
TOTAL VENDOR THIELEN FUNERAL HOME				600.00
VENDOR NAME: TIME WARNER CABLE				
10404 620475202 80	(June 6 - July 5, 2016 (Inmates)	101-301-770.00	134.28	134.28
10404 621199203 90	(June 2 - July 1, 2016 (Airport)	216-585-850.00	342.85	342.85
10404-710008401-10	(June 2 - July 1, 2016	101-103-850.00	531.70	531.70
TOTAL VENDOR TIME WARNER CABLE				1,008.83
VENDOR NAME: U.C.O.A.				
Registration	Converence Registration - Marc Kleiman	101-215-802.00	125.00	125.00
TOTAL VENDOR U.C.O.A.				125.00
VENDOR NAME: U.E.S. COMPUTERS, INC.				
74423	Symantec Endpoint Protection Cloud Antiv	101-103-857.00	16.00	16.00
45077	May - Weekly Computer Maintenance	101-103-857.00	3,457.50	3,457.50
74280	Monitor x2 (PA's Office)	101-267-931.00	220.00	220.00

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		CHIEF FISCAL OFFICER MENOMINEE COUNTY
VENDOR NAME: U.E.S. COMPUTERS, INC.				
74492	Mouse & Keyboard (Dawn/Clerk's Office)	101-215-970.00	22.75	22.75
74493	Speakers & Flash Drive (911)	266-325-755.00	66.00	66.00
74482	Workstation for Clerk's Office (Dawn)	101-215-970.00	1,417.00	1,417.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				5,199.25
VENDOR NAME: UWC				
9068632023	Telephone Services	101-103-850.00	23.92	23.92
9067532209	Telephone Services - Annex	101-103-850.00	18.67	18.67
9067534582	Telephone Services - Shakey Lakes Park	101-103-850.00	6.65	6.65
9068634441	Telephone Services - Sheriff Department	101-103-850.00	34.64	34.64
TOTAL VENDOR UWC				83.88
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	Mileage & Meals (May 2016)	101-131-860.00	452.50	452.50
TOTAL VENDOR VALENTI, SUSAN F.				452.50
VENDOR NAME: VERAGHEN, SHEILA				
DHS Board	Per Diem & Mileage	101-601-837.00	43.20	93.20
		101-601-837.00	50.00	
TOTAL VENDOR VERAGHEN, SHEILA				93.20
VENDOR NAME: VERIZON WIRELESS				
9766297559	Cellular Services	101-265-850.01	199.77	974.14
		101-301-850.00	457.84	
		101-682-850.00	32.46	
		205-315-850.00	283.62	
		266-325-850.00	0.45	
TOTAL VENDOR VERIZON WIRELESS				974.14
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-728.00	15.98	60.05
		216-585-981.02	44.07	
TOTAL VENDOR WALTER BROTHERS INC				60.05
VENDOR NAME: WARNER, FREDRICK				
6148	Transport of Juvenile	101-132-801.01	20.00	68.00
		101-132-801.00	48.00	
Reimbursement	Meals & Mileage	101-132-801.00	69.38	69.38
TOTAL VENDOR WARNER, FREDRICK				137.38
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
147830	Water Analysis (6/1/16)	208-751-920.00	192.00	192.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				192.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00006	Hanger Gate Center (Airport)	216-585-920.03	27.61	27.61
0403823200-00005	Gate Center (Airport)	216-585-920.03	27.61	27.61
0402191663-00001	Health Care Center	101-265-920.03	183.73	260.09
		101-265-920.04	76.36	
PO# 03353	Electric Bill (Brian L. Hefner)	294-683-835.00	1,410.62	1,410.62
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				1,725.93
VENDOR NAME: XEROX CORPORATION				
084748612	Probation/Parole Office - June 2016	101-131-942.00	97.50	97.50
TOTAL VENDOR XEROX CORPORATION				97.50
				113,239.00

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 06/24/2016
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY 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

06/15/2016

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13350-16	05/05/16	VEESER BENJAMIN K	N16582 VEESER RD	HARRIS TWP.	\$113.40
Work:	3.GARAGE	24X20 DETACHED GARAGE			005-002-017-20
P13351-16	05/05/16	GUFFEY SCOTT M & CONSTANCE	MN15009 STATE RD V-4	FAITHORN TWP.	\$121.08
Work:	3.GARAGE	24X24 GARAGE			003-228-011-20
P13352-16	05/09/16	POMERVILLE GEORGE C & YOSHIE	HWY M-69	HARRIS TWP.	\$221.88
Work:	1.NEW DWELLING	24X36 SEASONAL COTTAGE			005-218-012-00
P13353-16	05/10/16	VOJCHOSKI THOMAS & MICHELLE	N1181 HWY M-35	MENOMINEE TWP.	\$155.64
Work:	3.GARAGE	28X36 GARAGE			010-380-010-00
P13354-16	05/09/16	BERQUIST BRENT A	N1846 HWY M-35	INGALLSTON TWP.	\$180.00
Work:	3.GARAGE	24X54 GARAGE ADDITION			007-107-042-00
P13355-16	05/10/16	COUNTS BRIAN & CASSANDRA	W6746 FAIRLAND LOOP	MENOMINEE TWP.	\$171.00
Work:	3.GARAGE	30 X 40 DETACHED GARAGE			010-420-029-00
P13356-16	05/10/16	GUERETTE LEONARD & VERONICA	13.5 RD	MELLEN TWP.	\$103.56
Work:	2.ADDITION	12 X14 ENTRY WAY			009-127-014-00
P13357-16	05/16/16	VARDA GERALD & SALLY &	N16680 CO RD 577	FAITHORN TWP.	\$171.00
Work:	3.GARAGE	40X30 STORAGE GARAGE			003-205-010-10
P13358-16	05/16/16	FRANK DALE	W5815 CO RD 348	MELLEN TWP.	\$151.80
Work:	3.GARAGE	24X40 GARAGE			009-103-005-00
P13359-16	05/16/16	JOHNSON ERIK M & AMANDA C	N5231 R-1 LN	MELLEN TWP.	\$50.00
Work:	6.REPAIR/REMODEL	RENOVATION INTERIOR ONLY			009-200-012-00
P13360-16	05/16/16	EICKMEYER MARK	N1418 OAK PARK DR	MENOMINEE TWP.	\$136.44
Work:	3.GARAGE	24X32 STORAGE GARAGE			010-560-027-00

P13361-16	05/17/16	HOFER KENNETH & MILDRED M	N6552 HAYWARD BAY D	INGALLSTON TWP.	\$155.92
Work :	2.ADDITION	476 SQ FT ROOM ADDITION			007-475-007-00
P13362-16	05/17/16	CIGLER MIROSLAV & VIERA & MIROW	7443 CO RD G-18	HOLMES TWP.	\$159.24
Work :	2.ADDITION	18 X 36 ADDITION			006-325-002-00
P13363-16	05/18/16	SHANK JOHN W & ANGELA C	E1140 BLUE FOX LN 28.	CEDARVILLE TWP.	\$85.40
Work :	2.ADDITION	61.7 ADDITION TO LIVING AREA			001-009-006-00
P13364-16	05/17/16	MAYVILLE ANTHONY P	M 69	SPALDING TWP.	\$181.08
Work :	12.SEASONAL USE BUI	26X24 SEASONAL			013-412-013-10
P13365-16	05/18/16	KIRSCHNER JR WILLIAM	W3618 LABELLE RD	SPALDING TWP.	\$272.28
Work :	12.SEASONAL USE BUI	TWO STORY 36X24 FIRST, 24X16 UPPER			013-222-016-25
P13366-16	05/18/16	RIVARD BRIAN & IRINA	W6773 N FAIRLAND LO	MENOMINEE TWP.	\$132.60
Work :	3.GARAGE	30X24 DRY STORAGE			010-420-009-00
P13367-16	05/19/16	VANPELT KATELIN J	HWY M-35	INGALLSTON TWP.	\$50.00
Work :	6.REPAIR/REMODEL	REMODEL UPPER FLOOR			007-333-022-25
P13368-16	05/19/16	VETORT ROY & JULIE	CO RD 551	CEDARVILLE TWP.	\$279.80
Work :	3.GARAGE	80X30 STORAGE GARAGE			001-111-029-00
P13369-16	05/23/16	NOVAK RICHARD & ANNA	N19222 NORTH RD B-1	HARRIS TWP.	\$100.60
Work :	3.GARAGE	16X20 STORAGE			005-101-006-00
P13370-16	05/25/16	HOFFMEYER GARY W & PATRICIA L	TOWN LINE RD G-1	SPALDING TWP.	\$136.44
Work :	3.GARAGE	32 X 24 GARAGE			013-201-004-00
P13371-16	05/23/16	KOZLOWSKI KEVIN & MONICA	N7890 US HWY 41	STEPHENSON TWP.	\$78.66
Work :	7.DECK/PORCH	91.5 SQ FT DECK			014-226-037-50
P13372-16	05/25/16	LEONHARD BRIAN J	W7004 4 LN	MENOMINEE TWP.	\$190.20
Work :	3.GARAGE	36 X 40 CAR GARAGE			010-007-017-00
P13373-16	05/26/16	TICKLER JAMES & SANDY	N9057 CO RD 354	DAGGETT TWP.	\$240.44
Work :	3.GARAGE	40X44 GARAGE WITH LEANTO			002-003-008-00
P13374-16	05/25/16	GEARHART ANDREW & BETHANY	OLD US HWY 2&41	HARRIS TWP.	\$445.20
Work :	1.NEW DWELLING	2 STORY NEW RESIDENCE AND ATTACHED GARAGE DECK			005-012-008-20

P13375-16 05/26/16

JOHNSON HAZEL NEOMA & TIMOT W6497 CO RD 356

LAKE TWP.

\$100.60

Work: 3.GARAGE

20X16 STORAGE

008-016-007-50

Total Permits

26

Total Fees

\$4,184.26

Menominee County Planning Commission
S904 U.S. Highway 41 Stephenson, MI 49887
Planning Commission Minutes
March 28, 2016

The Menominee County Planning Commission meeting was called to order at 5:30 PM CDT by Chair Lillian Schultz at the Lake Township Hall in Stephenson, MI with the Pledge of Allegiance.

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

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

Approval of Previous Minutes: Motion by Bill Anderson to approve minutes of September 14, 2015 regular meeting; support by Ray Williams. Motion carried.

Public Comment: none present

Presentations: None. Correspondence: Letter stating Ray Williams had been re-appointed to MCPC.

Old Business:

- A) Brownfield Redevelopment Authority-CUPPAD is hosting a seminar on Brownfield 101 Training" on April 12, 2016 at Bay College in Escanaba, MI. Brian Bousley signed up for at least two attending but more may attend. Gary Scholtz, Lillian Schultz and C. Peterson will be attending along with Brian Bousley, County Administrator.
- B) Menominee County Planning Commission has been running with a vacancy. Since we will be having a re-organizational meeting in May, C. Peterson requested County Commissioner Ray Williams contact Administrator to get the vacancy(s) advertised (Education and Recreation); to be filled during April County Board meeting. Williams agreed to contact Administrator and get this positions advertised. Paul Anderson also is considering whether or not he will be re-applying for the MTA slot. If he does, he needs a letter of recommendation for re-appointment from MTA.

New Business:

- A) Mining Work Group formed which includes representatives from Lake Township board, Lake Township planning commission, zoning staff, and the Menominee County Board (2 comm + County Administrator) to meet with Aquila and hear presentations from county departments such as building codes, emergency management, the road commission, road patrol, Sheriff's dept where multi- jurisdictional areas concern both units of government. This will hopefully streamline number of presentations, and everyone gets same info at one time.
- B) Five-Year Parks and Recreation Plan: Copies of the Public Hearing notice and the updated plan were distributed to each member for review. The 5-Year Plan for parks and recreation, by reference, is linked to the 5-year County Master Plan. Public Hearing is slated for April 12, 2016 at the Annex. Please review and if there are comments that need to be submitted get them to the secretary ((C. Peterson) prior to 4 pm on April 11, 2016.

- C) Informational only: Copy of a section of a new state law pertaining to the regulation of growing marijuana and a caution that this may need to be addressed in townships with zoning in place. Ken Marks, Sheriff, has been asked to speak at the May meeting to inform us more fully about the changes and their effects.

Next Meeting Date: Monday, May 23 2016 at 5:30 PM.

NOTE: The re-organizational meeting will be conducted first at 5:30 PM followed immediately by the regular meeting of the Menominee County Planning Commission at Lake Township Hall. Remember to bring the already prepared agenda for the re-organizational meeting with you as bylaws, and rules of procedure will also be reviewed after election of officers. Thank you.

Adjournment: Motion by Bill Anderson to adjourn, support by G. Scholtz. Meeting adjourned at 6:12 pm.

Minutes Submitted by:



Charlene Peterson, Secretary pro tem
Menominee County Planning Commission

Approved 5/23/16

Menominee County Fair Board Meeting
Wednesday, May 18, 2016
MSU Extension Office
6:30p.m.

Meeting was called to order at 6:35 by President Larry Roetzer. Jerry made a motion to approve the agenda, seconded by Glen. Agenda was approved.

Board members present: Larry Roetzer, Carol Quist, Phyllis Kaczmarczyk, Kris Havelka, Glenn Hanson, Jerry Piche, and Fair manager Sandy Paschke

Guests included: Ed and Sandy Granquist, Lindsay Kozikowski, 2015 Queen Caitlyn Havelka and 2015 Princess Rebecca Havelka

No public comment.

Superintendent comments: Ed Grandquist questioned if the mini horse show would continue to run alternating with the draft horse show. Sandy replied that at this time the draft and miniature horse show will continue to alternate to eliminate dead space when the draft are harnessing.

Sandy made a motion to approve the secretary report, Jerry seconded. Motion passed. The treasurer's report was read and the current balance is \$25,310.78. Phyllis made a motion to approve the treasurer's report and Glenn seconded it. Motion passed.

The Stephenson High School Gym has been reserved for the fall festival on November 5, 2016.

The status of the horse arena grant has still not been announced. The board decided to purchase the material needed for the ring, because the ring presents a safety hazard in its current state. The purchase was made through Tractor Supply for panels and t-posts. The ring will be assembled with volunteer help.

The lawn tractor pullers are not coming back they had complaints about the pulling surface of the track having too many rocks. The rock caused several pullers to wreck there tires.

Another idea for this time frame on Saturday would be stock lawn mower pulls. Glenn will talk to Cozzy's and see if there is any interest in these people coming. They may have the same track issues.

Large activity tent previously sponsored by Angeli's is rented from K & M Rental. Larry will approach Jacks and see if they are interested in sponsoring the tent this year. Sandy will place an order for the tent, tables, chairs and toilets from K & M Rental. A suggestion was made to check prices from Stenberg in Escanaba for next year.

Ron Cocco will arrange for the music entertainment for Friday night. He will also have speaker systems available for the livestock shows.

Carney Free Church will set up the Sunday service at the park. Phyllis made a motion to donate to the church for providing the service. Kris seconded, motion passed. Ed will ask the Carney String Band if they are available to play on Sunday for the service and provide music on Saturday for 1 ½ hours and we would pay them \$150.

Board members were encouraged to find vendors for the park for the fair weekend.

Carol made a motion to ask the county board for the same monies as last year. \$6,000 for the operational budget for the fair and \$4,000 for the fair manager. Phyllis seconded the motion. Motion passed and a letter will be sent to the county board for these requests.

Carol is in charge of hanging the biosecurity posters at the fair, warning individual to wash their hands after touching any livestock.

Carol stepped up to organize ladies day activities. A suggestion was made to contact Prickly Pear as a guest speaker and maybe to also have the ability to make a craft to take home.

Phyllis will contact Lithocrafters for the posters advertising the fair. Ed Grandquist will contact Pepsi for five new roadside banners. The previous banners are in tough shape.

Gerry will contact Bill Hafeman for a golf cart for the fair manager.

Glenn will ask Cozzy's for a bike helmet for 3rd prize for the kid's day bike drawing. Sheryl Schrot is getting business donations for the bikes.

FFA will be invited to participate in the fair.

Sandy suggested that new t-shirt are made for next year's fair. Members suggested a logo contest as well as a fair book cover contest. Lindsay Kozikowski prices shirts at Image Works in Menominee. Price is one color logo on a shirt for \$7.50 each. Shirt logo and book cover contest will be added to the agenda in January.

Menominee Co. Farm Bureau and Young Farmers are hosting a recycled boat race at the park on Saturday afternoon. Race starts at 4pm. Contest is open to anyone 12 years and older. Contestants must sign a liability waver to participate. Packets for instructions and rules are available at the Annex in Stephenson.

Jerry made a motion to adjourn, Kris seconded. Motion passed. Meeting adjourned at 8:30 p.m. Next meeting is June 15th.

Kristin Havelka
Secretary

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

May 26, 2016 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Dehn, Janet	X*			Nelson, John	X		
Hofer, Millie		X		Peretto, Patti	X		
Luhtanen, Joan		X		Phillips, Patricia	X		
Martin, Ann	X			Spence, Chris	X**		
McCole, Gerald	X			Zevitz, Michael Dr.	X 4:10		
Negro, Mari	X**						

*video television conference from the Northpointe Menominee office **via telephone

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

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

PUBLIC COMMENTS - No public comments

J. Nelson welcomed newly appointed Board members for Dickinson County - Gerald McCole and Katie Schinderle (non-voting member until sworn in by County).

APPROVAL OR AMEND AGENDA

Chair Nelson asked for approval or amend of agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: A. Martin, supported by P. Phillips to approve the agenda.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINTUES

Chair Nelson asked for a motion to approve the May 12, 2016 regular Board meeting minutes.

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

Motion by: P. Phillips, supported by G. McCole to approve the minutes.

Motion carried unanimously.

PRESENTATION - None

ACTION ITEMS

a) **Contracts 5-12-16**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Penny Gregg	Speech Therapy	6/1/16-5/31/17	\$75/hr.	\$85/hr.	\$10/hr. increase
This is a renewal for a speech and language contract. Increase is requested by provider.						
B.	Anderson Landscaping	Lawn Care	5/1/16-11/30/16	n/a	\$50/event	n/a

This is a new agreement for lawn care services at the Maple Ridge home in Stephenson. This service was previously done by Services Unlimited, which is under new ownership by Anderson Landscaping. This lawn care agreement was previously presented 4/14/16 as Services Unlimited.

C.	Lawn & Snow	Lawn Care	5/9/16-11/30/16	n/a	\$155/event	n/a
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This is a new agreement for lawn mowing and trimming services in Iron River. This is to include: Boyington, Gathering Pointe, Iron River Office and Crossroads.

- ACTION:** A motion was made by G. McCole supported by M. Negro to table the contract with Penny Gregg for 2 weeks for further negotiations. **Motion carried unanimously.**

ACTION: A motion was made by J. Dehn supported by P. Phillips to approve the contracts for Anderson Landscaping and Lawn & Snow. **Motion carried unanimously.**
- Financial Risk Management Plan 2016**

ACTION: A motion was made by A. Martin supported by J. Dehn to approve the Financial Risk Management Plan. **Motion carried unanimously.**
- 2nd and 3rd Shift Differential**

ACTION: A motion was made by P. Phillips supported by G. McCole to approve the \$0.25 2nd and \$0.50 3rd shift differential.

Discussion ensued regarding parameters defining the specific time of a 2nd / 3rd residential shift. Consensus was to develop a policy defining what 2nd and 3rd shifts are specifically. Ad Hoc Committee will meet to review the policy.

ACTION: A motion was made by A. Martin supported by P. Phillips to amend the motion to approve the \$0.25 2nd shift differential and \$0.50 3rd shift differential effective the first pay period after approval of forthcoming policy defining 2nd and 3rd shifts.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>MEMBER</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		Peretto, P.	X	
Martin, A.	X		Phillips, P.	X	
McCole, G.	X		Spence, C.	X	
Negro, M.	X		Zevitz, M.	X	
Nelson, J.	X				

Motion carried unanimously.

- Pay Scale ABA Technician**

ACTION: A motion was made by G. McCole supported by P. Phillips to approve the ABA Technician 5 Step Pay Scale.

Motion carried unanimously.

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

- Finance**

a) Check Disbursement Report-April, 2016

Bill Adrian addressed questions regarding the check disbursement report check #77755 & #77751; clarification given. Consensus of the Board is that this item will move forward to the next meeting for approval.

OUTCOME: Action item for next meeting

b) Financial Statement-April, 2016

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

OUTCOME: Action item for next meeting

c) Contracts-May 12, 2016

The following contracts were reviewed:

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Forever Friendship, Inc.	Consumer Run Drop In Services	7/1/16-6/30/17	\$85,110.00	\$66,360.00	\$18,750.00 decrease

This is a renewal agreement for Individual run drop in services. They moved to a new rental with lower rent and less utility costs. Staffing costs were also reduced based on consumer utilization.

Discussion ensued and miscellaneous questions were addressed by B. Adrian and J. McCarty. Consensus of the Board is that the contract will move forward to the next meeting for approval.

OUTCOME: Action item for next meeting

- **Pay Scale – Chief Financial Officer/Deputy Director**

Reviewed CFO regional salary range, State requirements and job descriptions. Discussion ensued regarding educational requirements and pay scale for CFO and reviewed position of Deputy Director. Consensus of the Board is to discuss the pay range at future meeting; Board policy will be revised/drafted regarding appointing of Deputy Director to interim CEO and reviewed at next meeting.

OUTCOME: Pay range action item for next meeting. Revision of policy regarding appointment of Deputy Director discussion at next meeting.

- **Recipient Rights – Med Errors**

Reviewed further information that was requested on medication errors. It was noted that the actual number of Incident Reports was not accurate as one incident can be coded under 3 different categories. The Quality Improvement Team will develop procedures for better tracking of number of medication errors for all medication incidents, not just residential, and continue to develop plans of correction as appropriate.

OUTCOME: No Board action. Update given to Board in future.

P. Peretto left meeting at 5:00 p.m.

M. Negro left meeting at 5:10 p.m.

- **Employee Survey**

Discussed results from the Employee Survey. Current report is raw data and the Board requested results be compiled into a more user friendly format for the Board with key issues. Some of the consistent survey comments were pay, benefits and communication from the Board to employees. It was discussed that more detailed information needs to be provided in Board minutes to improve communication with staff.

OUTCOME: Survey is a work in progress, discussion for next meeting.

- **QAPIP; Cultural Competency/Diversity Plan; Compliance Plan**

Reviewed the revisions to the QAPIP, Cultural Competency/Diversity Plan and Compliance Plan that need Board approval. Revisions are mostly minor such as changing wording of DCH to MDHHS.

OUTCOME: Action item for next meeting.

CEO Report

- Workgroup has been formed to look at necessary changes to accommodate an expansion of clinic hours at each location.
- Alan Bolter, Associate Director at MACMHB is available on July 28th to give a presentation to the Board.
- NorthCare onsite audit scheduled for June 20th.
- Preliminary Performance Indicator Report for 1st quarter 2016 attached for Board review.
- FLSA passed as of May 18th. The wage threshold is set and is to go into effect as of 12/1/16.
- Efficiency efforts were discussed among Regional Directors that could lead to cost savings for each CMH and the region as a whole.
- Representative Ed McBroom is available to meet with the Board on June 6th at 9:00 a.m.

A motion was made by P. Phillips, supported by G. McCole for a Special Board meeting to be held on June 6, 2016 at 9:00 a.m.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>MEMBER</u>	<u>YES</u>	<u>NO</u>
Dehn, J.	X		Nelson, J.	X	
Martin, A.	X		Phillips, P.	X	
McCole, G.	X		Spence, C.	X	
			Zevitz, M.	X	

Motion carried unanimously.

John Nelson, Chairperson, assumed the Chairperson position.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- Statewide Results of Performance Indicators
To be placed on file.

PUBLIC COMMENTS - No public comments

BOARD COMMENT

G. McCole requested to be appointed to the NorthCare Governing Board as a Northpointe Board Dickinson County representative. J. Nelson and J. McCarty will review NorthCare procedures regarding appointment to the NorthCare Governing Board.

J. Nelson wished all a great Memorial Day weekend.

ADJOURN

A motion was made by G. McCole, supported by P. Phillips to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 5:40 p.m.

The next regular Board meeting is scheduled for Thursday, June 9, 2016 in Kingsford, Michigan at 4:00 p.m.

John Nelson, Chairperson

Mari Negro, Secretary

Cindy Adrian, Administrative Assistant



Public Health Delta & Menominee Counties



Board of Health Meeting

Harris Township Fire Hall
Harris, MI

Meeting Minutes
Thursday, May 26, 2016

Board Members Present

Bob Burie
Patrick Johnson

Jan Hafeman
Larry Schei

Mary Harrington
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Assistant Program Coordinator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on May 26, 2016. The meeting was called to order at 12:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above.

2. Approval of Agenda

Mr. Snyder requested to add item "Letter of Appeal" to the agenda.

Ms. Hafeman moved to amend the agenda by adding the "Letter of Appeal" to the May 26, 2016, agenda as item 7.a. Motion was supported by Mr. Schei and carried.

Ms. Hafeman moved to approve amended May 26, 2016, agenda. Motion was supported by Mr. Schei and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from April 21, 2016, be approved. Motion was supported by Ms. Harrington and carried.

4. Public Comment

There was no public comment.

5. By-Laws of the Delta Menominee District Board

Mr. Burie moved the By-Laws of the Delta Menominee District Board be approved as presented. Motion was supported by Ms. Hafeman and carried.

6. MERS Quarterly Statement

There was a discussion regarding the MERS Quarterly Statement. Questions were answered by Mr. Snyder.

7. Review and Approval of April Check Register

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

Ms. Harrington moved the April check register be approved. Motion was supported by Ms. Hafeman and carried.

7.a Letter of Appeal

Mr. Snyder presented the board with a copy of a letter he received regarding a request to waive a food license late fee for a food service establishment in Delta County. The establishment would like to have the late fee reimbursed. Mr. Snyder answered questions asked by the board members.

Mr. Johnson moved the request to return the late fee be denied. Motion was supported by Ms. Hafeman. Chairman Trudgeon requested a roll call vote and the motion carried 5 to 1.

**Bob Burie – No
Jan Hafeman – Yes
Mary Harrington – Yes**

Patrick Johnson – Yes
Larry Schei – Yes
Tom Trudgeon - Yes

8. Medical Director's Report

Dr. Frankovich presented Mr. Snyder with an award from the Michigan Environmental Health Association (MEHA). She read an excerpt from a letter submitted to the MEHA nominating committee by a sanitarian, now working at the Western U.P. Health Department, who began her career working under Mr. Snyder's direction in PHDM's Environmental Health division. The awards committee at MEHA reviewed this and other letters of support for his nomination and named him "Sanitarian of the Year." Dr. Frankovich and the Board thanked Mr. Snyder for his dedication and service to Public Health, Delta & Menominee Counties.

Dr. Frankovich also updated the board on Zika virus. Although 80% of individuals who become infected with the virus will never become ill and nearly all of the remaining 20% will have a mild, self-limited illness, it is the profound effect on the developing fetus which has raised marked concerns. Microcephaly or 'small head' has been seen in the infants of some women infected with Zika during pregnancy. In essence, the skull does not grow normally because the brain does not grow normally and these children are likely to have profound developmental impairments which are irreversible. There is currently no vaccine to prevent the Zika virus so the focus is on prevention through mosquito abatement and avoidance of mosquito bites. Since it has been demonstrated to be transmitted through sexual contact from males to females, it is recommended that males who have been infected abstain from intercourse with their partner of childbearing age or use condoms. The mosquitos capable of carrying Zika virus are not known to circulate in Michigan at this time so cases in Michigan natives to date are either through travel to areas with Zika or sexual contact with an infected male partner.

9. Health Officer's Report

- Mr. Snyder thanked the board for making accommodations in order to change the BOH meeting.
- PHDM has received two small grants from the M & M Foundation; one for the City of Menominee Community Gardens and the other for the Every 15 Minutes program. Mr. Snyder gave an overview regarding the program. The BOH was shown a video from the Stephenson High School Every 15 Minutes program.
- Mr. Snyder presented the board with the cinema ads that are playing at the Escanaba and Marinette movie theaters for the next year.

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Board of Health Meeting

May 26, 2016

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10. Public Comment (three minutes maximum)

No public comment.

11. Board Member Comments

There were no Board Member comments.

12. Adjournment

There being no further business, Mr. Hafeman made a motion the meeting be adjourned at 1:22 p.m. CDT. Motion was supported by Ms. Harrington and carried.

Thomas L. Paulson 6-16-16

Chairperson

:kg Approved June 16, 2016

Menominee County Fair Board Meeting
Wednesday, May 18, 2016
MSU Extension Office
6:30p.m.

Meeting was called to order at 6:35 by President Larry Roetzer. Jerry made a motion to approve the agenda, seconded by Glen. Agenda was approved.

Board members present: Larry Roetzer, Carol Quist, Phyllis Kaczmarczyk, Kris Havelka, Glenn Hanson, Jerry Piche, and Fair manager Sandy Paschke

Guests included: Ed and Sandy Granquist, Lindsay Kozikowski, 2015 Queen Caitlyn Havelka and 2015 Princess Rebecca Havelka

No public comment.

Superintendent comments: Ed Grandquist questioned if the mini horse show would continue to run alternating with the draft horse show. Sandy replied that at this time the draft and miniature horse show will continue to alternate to eliminate dead space when the draft are harnessing.

Sandy made a motion to approve the secretary report, Jerry seconded. Motion passed. The treasurer's report was read and the current balance is \$25,310.78. Phyllis made a motion to approve the treasurer's report and Glenn seconded it. Motion passed.

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Ron Cocco will arrange for the music entertainment for Friday night. He will also have speaker systems available for the livestock shows.

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Board members were encouraged to find vendors for the park for the fair weekend.

Carol made a motion to ask the county board for the same monies as last year. \$6,000 for the operational budget for the fair and \$4,000 for the fair manager. Phyllis seconded the motion. Motion passed and a letter will be sent to the county board for these requests.

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Jerry made a motion to adjourn, Kris seconded. Motion passed. Meeting adjourned at 8:30 p.m. Next meeting is June 15th.

Kristin Havelka
Secretary

Approved 6.15.16

Menominee County Finance Committee
Minutes of Meeting
June 2, 2016

*****APPROVED 6.20.16*****

The Finance Committee met on June 2, 2016 at 8:30 AM at the Menominee County Annex – MSU Extension Bldg.

Present at the meeting were Coms. Schei, Hafeman, Cech and Nelson

Others present: Brian Bousley, Sherry DuPont, Mike Holmes

Call Meeting to order: Chairperson Nelson called the meeting to order at 8:30 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; All Finance Commissioners were present.

Agenda: was approved by Com. Hafeman and supported by Com. Cech as written. Motion approved 4/0.

Previous Meeting minutes: Minutes from 4.6.16 were approved by Com. Schei and supported by Com. Hafeman. Motion approved 4/0.

Public Comment: None – Question to let Mike Holmes talk when his department info. comes up. All agree to allow.

Department Head/Elected Official Reports: (limited to 10 min.) None

Business:

- a. **Proposal to remove/replace entry to Jail parking lot:** - **Bousley:** Jim McKash has received a bid for the removal and replacement of the entry between the South entrance (by the admin office) and the boiler room. We will be using that back parking lot for the handicap and other patrons while the construction is going on with the vestibule. This area needs to be replaced. Since Biehl Construction won the bid for the other parking lot areas, they have given us a bid for this area too (approx.. \$6,500). I would like to give the job to Biehl since they'll already have their equipment available. Discussion ensued. **All commissioners agree to add an additional \$6,500 to the bid for the parking lots and included a change order to include the entry to the jail parking lot.**

- b. **2015/16 Budget Amendment #4 (32-37):** - **Bousley:** We have some budget amendments that need to be approved. Some just cleaning up the accounts for the new BS&A system.
#32 – Moving PT 911 employees to a PT account (rather than use the FT acct.) created new accounts PT salaries; Call in; and OT.
#33 – Adding “call in” and “OT” 911 accounts, currently all in within the FT employee salary account.
#34 – Moving PT family court employees to a PT salary acct. currently coming from a FT acct.
#35 – Hannahville Grant received (Shakey Lakes Improvements- Beach Pavilion roof replacement - **\$2,500**)
#36 – Hannahville Grant Received (Administration - Fair Horse Arena - **\$5,000** & CH Repeater - **\$2,500**)
#37 – Hannahville Grant Received (Emergency Services – Night lock classroom security project- **\$6,600**)
All commissioners agree to send budget amendments #4 to the full county board for approval.

- c. **Jail Food Service – hire employees (1FT & 2 PT):** - **Mike Holmes:** We currently contract with CBM Managed Services for our food services in the jail. Recently their full time cook quit, leaving us in a bind. We've had issues with the food service employees. We believe now is the time to discuss this. A few years

back we had the cooks within the county budget. When our full time cook retired, we went with CBM to see if there may be a cost savings to the county. Currently we are close to the costs we paid with our full time cook. I don't believe their service is satisfactory...in fact it's unacceptable. In order to maintain a peaceful balance within our jail, we need a "tool" to use with the inmates. That tool is their food. With CBM, we don't have control of that tool. I'd like to go back to hiring a full time cook and two part timers. Average annual (approx..) costs will be \$134,995.06, about \$56,300 more than the current cost, which can come down in cost if the new cooks shop around for food. I will have control of the cooks. Right now, I don't have any control of the cooks. **Nelson:** A lot of people can go in there, not just "major" criminals. If Mike is dissatisfied, then we need to take a more in-depth look at this. It may take a few years to get the cost to a neutral cost. MERS would be from the defined contribution plan. **Hafeman:** I really think food is the secret, it's all we've got. **Schei:** I think Mike should have total control of the jail, especially the food area. **Cech:** I think we have to listen to Mike on this issue. I assume going with the contract back then, that the price was less. **Holmes** it was less, but the service was "way" less. We just want to run a safe and secure jail. I'm not trying to give people more than what they deserve, but I'm definitely not trying to give them less than what they deserve. We have a 90 day out of the contract with CBM. **Hafeman/Cech** to move forward to the full board for discussion, **All commissioners agree to bring this subject to the full board for discussion.** **DuPont:** Are we just putting this into the budget, or sending to the full board for discussion first? **Nelson:** We'll discuss with the full board before putting it into the budget.

- d. **2016/17 Budget Discussion:** - **Bousley:** We have most everything plugged in except Dan's numbers? **DuPont:** for Dan, we actually plugged in what was in for last year. **Nelson:** What's our projected revenues? **Bousley:** We only went up about \$50,000 dollars from last year. **Nelson:** FLSA, how many people do we pay salary for...not hourly? With the new law, those people on salary must be within the \$47,400 (approx..) salary range. If not, they are to be paid for any time they put in beyond the 40 hrs/wk. **Bousley:** We're safe on this. We're talking with the city for an IT person. We've drawn it up as though the salary would be paid in half by the city. They don't have anything. **Nelson:** Is the city still under MERS. I'd rather see the person fall under the county if the city still has MERS DB in play. Our costs would be about the same, but we'd receive half of the salary. Total cost \$102,000 we would split the salary and benefits (\$32,000). **Schei:** How would you divide the time up? Who does the help desk? Will that still fall on Sherry? **Bousley:** you know things will happen so things won't be split equally. **Nelson:** There'll be imbalances, but will it balance out at year end? **Schei:** The need is going to be greater than the amount of time that one person is going to be able to provide and to split it into two parts will be even harder. I would prefer to hire our own. But I know John won't go along with that. I'd like to do it on a trial basis for a shorter period of time. **Nelson:** Would you settle for a 90 day out clause? **Bousley:** You won't get a good person if you don't go for a 3 year contract. We can even go for a 30 day out contract. **DuPont:** It's important to know that I spoke with UES and asked them if we were to hire an IT person, would one full time person be able to handle the workload? Their response was, "we could use 1.5 full time people. The sheriff department alone can use a person. **Nelson:** I say we try it and see what happens. **Schei:** I would say we consider it as long as we are cautious and have an out if it doesn't work. **Bousley:** I did talk to Delta County about the electrical inspector. Dan said if we have an electrical inspector, he will need more time from a secretary. **Nelson:** No, not until we see it generate revenue, then no problem. **Schei:** I think security is number one. **DuPont:** so are we in favor of putting something in the budget for the electrical inspector at this point? (Not the secretary, just the inspector). **Nelson:** we wait and see what the cost is from Delta County. All commissioners concur with seeing numbers before adding to the budget. **Bousley:** Jim had a few things for upgrades. Tuck pointing and exterior painting of courthouse - \$10,000; **Nelson:** to come up when it gets done. **Bousley:** Generator: Jim would go with a natural gas generator for the jail, courthouse and boiler room. We currently don't have a backup for the courthouse and boiler room. Total is \$105,000. **Schei:** Is there any grant money available for that? I think we should do it, but we should check out funding sources. Discussion of a work farm concept for the jail. Could take away from the department somewhat. **All commissioners agree we should check to see what grants are out there before budgeting for this.** **Nelson:** What departments are asking for more than 3% in their budgets? **DuPont:** 911 is asking to replace a 20 year old radio console (\$250,000-300,000). **Nelson:** We don't know what our projected revenues are for 911, do we? If we grant the radio console, we'll no longer have a fund balance. I would like to hold on the expenditure this year. Again, are there any grants available for this? If there's a change in 911, we're stuck with the costs. Don't put it in the budget as of yet. **Bousley:** We had to increase the salaries for Circuit Court. **DuPont:** For the last few years, we've been plugging in from the previous year. We don't get anything back from the judges for the budget process...until this year when Judge Barglind asked, "why only \$70,000 for

admin expenses; it's been over 100,000 for the past two years". She asked to have it increased; which we did. **Bousley:** Another one is the Medical Examiner budget we increased the autopsy/examination fees account. If requested, he has to do the autopsy. He'll fight the ones that are "known", but if someone requests the autopsy, he has to do it. Airport expenses are up by \$30,000 and Airport revenues are down too. We have to watch it closely. **Nelson:** I "was told" that fuel is 56 cents/gal. cheaper at Ford Airport than ours. **Schei:** No, we compare prices. He explains the fuel costs and all factors involved determining the costs. **Nelson:** Airport meeting to be scheduled at the annex to inform the public of FAA standards and the costs related to running an airport. We have to look at getting cost in control at the airport. **Schei:** Freight runners has requested to lease the big hangar, so if that happens, we'll have another (approx..) \$600/mo. in revenue. That'll help offset the revenues. Currently they rent the hangar on an "as needed" basis. Is the Library budget alright with the new director in there? **Bousley:** I'd like to pull some money from their fund balance to offset the operating expense somewhat. **Nelson:** Fund balance should not be there. They should be more accurate with their budgets, then they won't have such a big carryover every year.

- e. **ATV Enforcement Grant:** - **Bousley:** We got a DNR grant for equipment to purchase an ATV. This is not a very common grant...not normally done. This is a reimbursable grant, when we spend the money, we'll get reimbursed. **Nelson:** It'll come from the general fund, and be reimbursed? **DuPont:** It should come from a revenue account so it's contained within, and won't affect the general fund. All commissioners agree to keep it within the Road Patrol account. **Cech:** is that the only vehicle you have? **Holmes:** No the first one is at Cedar River; (emerg. Mgmt..) has a side by side up north. This is a second side by side. It's a faster vehicle so the plan is to keep it in the Jail trailer. Or possibly the City of Stephenson. **Nelson:** If by some chance the grant doesn't come through, then we bought a 4-wheeler...then adjusting of the budget will need to be done.

Public Comment: None

Commissioner Comment: **Nelson:** Substance Abuse money. A letter was sent to the schools in ref. to receiving money for "alcohol free" graduation parties. Each school was allotted \$250.00 to have alcohol free parties, only two (of 7) participated. Mike (Holmes) I really appreciate you being here to explain the issues you're having at the jail.

Adjourn: Moved by **Com. Schei** supported by **Com. Hafeman** to adjourn the meeting at 10:47 AM. Motion approved 4/0.



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, May 26, 2016	Place: Board Room
Presiding: Elaine Boyne, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

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

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

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

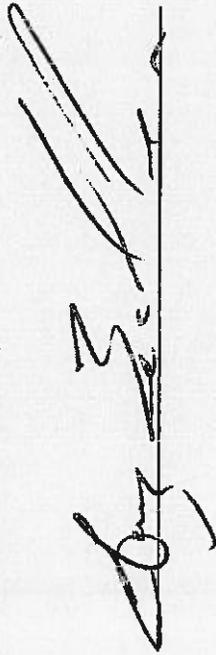
<p>Board action on the April Manifest of Invoices</p>	<p>The Manifest of Invoices had been sent to the Trustees for their review prior to this meeting. Trustee Hafeman asked if the invoice to Packerland, which shows 1 charge, is for residents and for common areas as well? The invoice does cover charges for common areas and the residents rooms, which we then bill the residents for.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Board Action on Financial Statement for April 2016</p>	<p>CFO Meintz reviewed the Financial Statement for April 2016.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Financial Statement as presented. Motion carried.</p>
<p>Board Committee Reports: Whispering Pines Committee Report</p>	<p>Trustee Driscoll reported that the Whispering Pines Committee had met at 12:30 today. They reviewed the Financial Statement, the Assistant Administrator's report, the Corporate Compliance Review, the report on unemployment and the Whispering Pines/Great Northern Home Care resignations for 2015.</p>	<p>A motion was made by Trustee Naser, supported by Trustee Hafeman, to approve the report as presented. Motion carried.</p>
<p>Board Action Items/Resolutions: Request for Write Offs</p>	<p>CFO Meintz reviewed the request for Write offs in the amount of \$12,209.07, noting that \$6150 of that amount is for 1 resident who was supposed to be under Blue Cross Blue Shield, but wasn't. We are pursuing Medicaid for payment. To date we have received \$3700.00 toward this claim. One Claim was not kept active</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the Write Off in the amount of \$12,207.07. Motion carried.</p>

	<p>and so that will have to be a write off. We do continue to work on these claims. We do work to obtain prior authorization for payment from an individual's insurance before admission, or know what insurance plan(s) they are on.</p>	
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson reported on the Resident Council Meetings held during the month. Each home reviewed the Activities Calendar for June, were reminded to keep the cookies and candies in their rooms in a container with a lid. There were no complaints or concerns.</p> <p>Susan Williamson reported on the Quality Assurance Meeting for May. We had 4 citations from our recent survey. We feel we had a wonderful survey with many compliments for the staff, grounds, etc. There were no complaints made to the surveyors from the residents. Staff had a party to thank them for their hard work.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Degenaer, to approve the Administrator's report. Motion carried.</p>
<p>Quality Assurance</p>	<p>Lois Ball reported that the Safety Committee had met during May. All incidents and accidents were reviewed. Staff continues to do a good job. A few non major issues were reviewed. The Committee was to receive a fire safety inservice but David Kausak couldn't make the meeting.</p>	<p>A motion was made by Trustee Degenaer, supported by Trustee Hafeman, to approve the report as presented.</p>
	<p>Safety Committee Report</p>	

<p>Administrator's Report</p>	<p>Administrator Smith reported that the Volunteer Banquet, held on April 28th was successful. The State Survey was already reviewed in Susan Williamson's report. We had the Fire Marshall Survey, April 28 - 29th, we received 2 citations. She discussed these issues. We continue working with the YMCA, now doing Health Risk Assessments and nutrition counseling. She attended the OSF Advisory Meeting on May 3rd, UP Education Days in Marquette on May 4th and 5th; the Alzheimers' Support Group on May 10th; the Water Authority Meeting on May 25th, we held a Labor/Management Meeting and we will try to meet every other month or so and encourage a department with an issue to bring their issue to their department steward and then bring the employee(s) and Dept. Head into the Labor/Management meeting to discuss this; the Iron Mountain Networking Meeting on May 24th and the MYM Networking Meeting on May 25th.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to accept the Administrator's report as presented. Motion carried.</p>
<p>Comments from the Public</p>	<p>Lois Ball, Executive Secretary reported that she had been called out of this meeting to be presented with a check Pinecrest was awarded from the Hannahville 2% Grant. This Grant money, along with another smaller grant from</p>	

	out liability insurance company, will allow us to purchase a piece of equipment for therapy.	
Adjournment	The meeting adjourned at 2:49 p.m.	A motion was made by Trustee Naser, supported by Trustee Hafeman, to adjourn the meeting. Motion carried.

Gary Eichhorn, Secretary



Darlene Smith, Acting Secretary

Darlene Smith 6/23/16

MENOMINEE COUNTY LIBRARY BOARD

Minutes March 15, 2016

Approved as corrected: June 22, 2016

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:03 AM
TUESDAY- March 15, 2016

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

No public present.

J. Freis moved to approve the agenda, support by J. Bejgrowicz, motion carried.

J. Bejgrowicz moved to approve the corrected minutes from the February 16, 2016 Meeting, support by J. Freis, motion carried.

J. Bejgrowicz moved to approve of February Financial Report, support by J. Freis, motion carried.

J. Freis moved to approve the March bills, support by J. Bejgrowicz, motion carried.

Director's Report

- A. Update on the rearranging/weeding of the library collections. We relocated round tables to provide for more seating and moved the puzzles to the Hayward Room. Next up is to shift the Reference and consolidate/shift the Michigan collection. We are working on getting the new chairs recovered and extra pillows for seating in the children's room. Two lateral cabinets were moved to the workroom for Friends storage. The photocopier was relocated which allowed us to put a 15-minute "standup" computer workstation by the inside door.
- B. The Bookmobile went in twice for minor repairs this month. We replaced the batteries and one of the injector lines.
- C. Staff at Superiorland Coop Office helped submit bids on e-rate for FY 2016/17. We expect to save about \$900.00 – 40% funding this year.
- D. The PJ party with the 4-H Youth Council went well and pictures are posted on Facebook. Photo releases were signed by parents for all youth. The 4-H Youth Council did a good job and we are looking forward to them coming again next spring. The Friends did an excellent job with providing snacks and running the registration.
- E. Library information was printed on new County Maps – this was done free of charge, and we received a case of maps to share with our patrons.
- F. For the next budget year discussion: Creating a part-time "substitute" position at either grade 3 or 4 for 180 hours would be about \$2,000.00. Both the firewall and computer licensing will need to be updated next year and preliminary costs were reviewed. These items should be noted in the file on budget upgrades for reminders when the budget is next under review.

New Business

Motion to amend the bylaws to include: **The director has the authority to pay normal bills that would incur late fees or interest charges prior to the regular Library Board Meeting.** Moved by K. McNeely support by J. Bejgrowicz. Approved

P. Cheski submitted a report from the Superiorland Library Cooperative directors meeting.

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Board asked A. Winnicki to include copies of the current bylaws in the April Board Packets for review at the next meeting.

Discussion on when the current Long Range Plan and Technology Plan for the Library should be reviewed/updated. A. Winnicki will research and report at the next meeting.

J. Bejgrowicz submitted his resignation from the Library Board of Directors effective 3/16/16 K. McNeely moved to accept, support by J. Freis. Accepted. C. Peterson will contact Brian Bousley about posting the vacancy on the Library Board.

Public Participation – no public present.

As there was no further business K. McNeely moved to adjourn the meeting, support by J. Bejgrowicz, motion carried. Meeting adjourned at 11:55.

Approved: 4/19/16

MENOMINEE COUNTY LIBRARY BOARD

Corrected Minutes April 19, 2016

Approved: May 17, 2016

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:05 AM
TUESDAY- April 19, 2016

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

No public present.

K McNeely moved to approve the agenda, support by M. Fagan. Motion carried.

New Board member Nancy Tuinstra was introduced and welcomed to the board, updated contact sheets were distributed.

M. Fagan moved to approve the minutes from the March 15, 2016 meeting, support by J. Freis. Motion carried.

J. Freis moved to approve of March Financial Report, support by K McNeely. Motion carried.

M. Fagan moved to approve the April bills, support by J. Freis. Motion carried.

Director's Report

A. **Library:** The Reference collection was weeded and the Michigan collection has been shifted/interfiled. Next up will be shifting the non-fiction to make more room for the Young Adult collection.

Wil-Kil will be coming to spray for ants. We are working with the county on "spring" cleaning; carpets were done and the chairs are being worked on. J. Mekash is aware of the leaks and will be fixing them soon. Both Photocopiers have been cleaned and serviced. The Board approves of looking into using jail trustees for heavy cleaning in the Library, A. Winnicki will find out if this is feasible and report back to the Board.

B. **Patrons:** Lorelee Tessmer (long time bookmobile librarian-retired) passed away 4/9/16. She asked that memorials be sent to the library. We have Library Week in our display case. A local homeschooling group will be putting an art exhibit in the display case next. If anyone knows of a collection to be shared contact the library. Tax season went as well as could be expected and library staff did an excellent job with resources provided.

C. **Bookmobile:** We had an open house in Powers 4/13/16. Dennis Rye has graciously offered his garage for washing the bookmobile on a regular basis. The generator oil was changed and replacement back up alarm has been ordered.

D. **Technology:** We have extended the Wi-Fi timer. It is now on from 6 am to 9 pm. The 15 Minute Computer has been well received. If requested by an adult with children, we will switch the computers in the children's room to unfiltered internet.

E. **Programing:** Next week is financial Awareness Week and we are participating with Story times at both branches and bookmobile – all children attending will receive a copy of "Bunny Money" book. Summer Reading schedule is set and we are working with the Friends for promotion. There is public interest in a community seed exchange housed at the library. A program for "seed saving" will be offered in the Fall.

F. **Friends:** Their Annual Plant sale is scheduled for May 28th: They received their license for the fall raffle and are collecting items. They are hosting a staff appreciation open house at both Hermansville and Stephenson on April 27th.

G. **Volunteers:** Discussion on Michigan Privacy Law and standard library practices in regards to Volunteers. Brian Bousley has been consulted. There are no restrictions or issues that would prevent us from increasing our use of volunteers. Ann Murray continues to come weekly and I would like to reach out to additional volunteers, especially students. The Board asked that a short summary list of volunteer duties be prepared for review at the next board meeting.

H. **Financial** I had a meeting last week with Brian Bousley re getting started with the FY2016/17 budget. He states there are not funds for a substitute position but we can utilize Linda Cooley up to 29 hours per week. I have talked to Linda and she will help with the short days next month. Note that the fire wall contract is due in July and I do not yet have a final rate. Jen Hirn is attending the Beginning Library Workshop next month. I am attending Rural Libraries Conference as a presenter in May.

New Business

K McNeely moved to approve the updated photo release permission slip, supported by J. Freis. Motion carried.

Discussion on art in the Library. The Ihander sculptures will be boxed up and returned to Sally Ihander. A. Winnicki will ensure that contact information for Jerry Piche is attached to the paintings in the Hayward Room.

K McNeely moved to approve current bylaws, supported by M. Fagan. Motion carried.

K. McNeely will work with A. Winnicki to prepare a draft Long Range Plan for review at the next board meeting.

Public Participation -- no public present.

As there was no further business M. Fagan moved to adjourn the meeting, support by J. Freis. Motion carried. Meeting adjourned at 12:04.

Submitted by:

Amanda Winnicki, Library Director

New Business

Discussion on volunteer duties and recruitment of volunteers to support library programs.

K McNeely made a motion to Appoint Amanda Winnicki as the Library Official and Company Officer who is authorized to start, complete, submit, certify, modify and deactivate Forms 498 for purposes of the Erate Schools and Library Program. Motion supported M. Fagan. Motion carried.

J. Freis moved to approve the updated Long Range Plan as submitted, supported by M. Fagan. Motion carried.

Public Participation – no public present.

As there was no further business K McNeely moved to adjourn the meeting, support by J. Freis. Motion carried. Meeting adjourned at 11:32.

Submitted by:

Amanda Winnicki, Library Director

MENOMINEE COUNTY LIBRARY BOARD

Minutes May 17, 2016

Approved: June 21, 2016

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday May 17, 2016

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

No public present.

J. Freis moved to approve the agenda, support by K. McNeely. Motion carried.

K. McNeely moved to approve the minutes from the April 19, 2016 meeting as corrected, support by J. Freis. Motion carried.

J. Freis moved to approve April Financial Report, support by N. Tuinstra. Motion carried.

J. Freis moved to approve the May bills, support by K. McNeely. Motion carried.

Director's Report

Library: I have talked to Jim Mekash about the leaks. The County is repairing the screens. Cleaning continues. Hermansville hours have changed due to building management changes.

Patrons: We have received over \$600.00 in remembrance of Lorelee Tessmer and will be purchasing materials to reflect her interests.

Bookmobile: We are collecting books from the classes and students to finish up the school year.

Technology: We replaced the internet routing switch as part of routine maintenance. The cost for the new Firewall is \$1138.95 and fully covers the cost for a three year period.

Programing: Rural Libraries was inspiring and my program was well received. All our Bunny money books were given out during Financial Planning Week. Summer Reading Club programs are scheduled at both the Main and Hermansville branch. Hermansville started a monthly book club.

Friends: Their Annual meeting is later today. The plant sale is scheduled for May 28th. The Book sale is scheduled for July 29 and 30.

Volunteers: April Hours - Ann Murry was in for 27 hours, and Sally Harris has created another guessing contest. A list of Volunteer duties was in your packets, Library Director will keep board informed about other volunteers or any additional duties added to the list.

Financial: I am working on the preliminary FY2016/17 budget. The cost of RIDES (transportation of interlibrary loans) went up considerably. The cost for the next service year is \$2,340.00. Pam Christiansen at Superiorland is working on a way to subsidize part of this cost for the UP.

Additional Issues: Library of Michigan has information for Trustees including a Trustee Manual on their website www.michigan.gov/libraryofmichigan.