

"Menominee County – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

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

Menominee County Board of Commissioners

Tuesday, June 9, 2020 – 5:00 PM

*Menominee County Courthouse, Courtroom B
839 10th Avenue, Menominee, MI 49858
906-863-9648*

This meeting will be open to the public; however, due to COVID-19 concerns the public is strongly encouraged to attend this meeting remotely. Individuals attending the meeting remotely will have the ability to provide public comment in compliance with the Open Meetings Act.

BY COMPUTER:

Meeting Link:

<https://menomineecountygovernment.my.webex.com/menomineecountygovernment.my/j.php?MTID=m3f7b263fe4b0197761a5755b7f9e3fed>

Meeting Number: 126 448 3154

Password: JAgkpS34hp6

BY PHONE:

Phone Number: 1-408-418-9388

Access Code: 126 448 3154

Password: 52457734

****Note:** Standard telephone and internet rates may apply.

If you have any questions or need assistance with the virtual software, please contact Jason Carviou, County Administrator, at 906-863-9648 (Work), 906-290-0002 (Cell), or by email at JCarviou@menomineeco.com.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)
- D. Approval of the Agenda
- E. Approval of the Previous Minutes: County Board -May 26, 2020
- F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)
- G. Presentations (*Limited to 20 Minutes*):
 - Kathleen Ciantar ~ Anderson, Tackman, and Company, PLC – 2019 Audit*
- H. Department Head/Elected Official Reports (*Limited to 10 Minutes*):
 - Department Head and/or Elected Official
 - County Administrator
- I. Action Items
 - 1. Moved by _____ supported by _____ to approve Resolution 2020-19 ~ Honoring Peggy Grille.
 - 2. Moved by _____ supported by _____ to approve Resolution 2020-20 ~ Menominee County Corrective Action Plan for FY ending 9/30/2019.
 - 3. Moved by _____ supported by _____ to approve the 2019/20 Budget Amendment Group #3 (30-39), as recommended by the Finance Committee.
 - 4. Moved by _____ supported by _____ to approve a commercial operating agreement with Pilotsmith, Inc. to permit the company to provide flight instruction/training and aircraft rentals at the Menominee Regional Airport.
 - 5. Moved by _____ supported by _____ to approve a proposal from Coleman Engineering for engineering/consulting services for the shoreline reinforcement project at Stony Point Boat Launch.
 - 6. Moved by _____ supported by _____ to approve a proposal from Coleman Engineering for engineering/consulting services for the shoreline reinforcement project at Bailey Park/West Shore Fishing Museum.

7. Moved by _____ supported by _____ to approve a truck pull event at Shakey Lakes Park on July 18, 2020, as recommended by the Parks & Recreation Committee.
 8. Moved by _____ supported by _____ to approve Commissioner Per Diems and Expenses as paid.
 9. Moved by _____ supported by _____ to approve miscellaneous bills paid on May 11, 12, 14 & 19 in the combined amount of \$35,516.99.
 10. Moved by _____ supported by _____ to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk.
- J. New Business
1. Personnel Items
 - a. None
 2. Buildings & Grounds/Park Items
 - a. None
 3. Miscellaneous Items
 - a. COVID-19 – Updates
 - b. Commissioner iPad - Updates
 4. Finance Items
 - a. Commissioner Per Diems and Expenses
 - b. Miscellaneous bills paid on May 21 & 28 and June 3, 2020 in the combined amount of \$75,410.08.
- K. Public Comment (*Limited to 5 Minutes*)
- L. Commissioner Comment
- M. Moved by _____ supported by _____ to enter into closed session under Section 8(e) of the Open Meetings Act, to consult with its attorney regarding trial or settlement strategy in connection with *Beyer et al. v. Menominee County*.
- N. Action, if any, from closed session.
- O. Adjourn

May 26, 2020

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan. In addition, public participation was allowed through Cisco Webex Meetings.

Chairman Piche called the meeting to order at 5:00 P.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Larry Johnson Jr., Bernie Lang, Larry Phelps, Gerald Piche, David Prestin and Larry Schei (phone).

Absent: Commissioners: None.

Moved by Com. Prestin, seconded by Com. Cech to amend the agenda by removing Action Item #1 (Resolution 2020-19) and add Action Item #10 (Letter of Support for replacing the Schuster Bridge in Cedarville Township). Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve the agenda as amended. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve the minutes from the May 12, 2020 Regular County Board Meeting. Motion was approved by roll call 9-0.

Public Comment:

- Lin Peterson – Commented in support of the Schuster Bridge replacement.

Presentations: None.

Department Head/Elected Officials Reports:

- Kandace Curran, County Equalization Director – Gave an update from her department.
- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Cech, seconded by Com. Hafeman to approve the Services Agreement with Gunnerson Consulting & Communication Site Services to provide

consulting services for updating and improving the public safety communication network in Menominee County. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve Work Order-Lease Reviews with Gunnerson Consulting & Communication Site Services. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve the Fee Agreement with Nastoff, Bergman & Moore, P.C. for providing general legal services to Menominee County. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Lang to approve the 2020 Tax Rate Request (L4029) as prepared by the Equalization Director, Kandace Curran. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Phelps to approve MERS Defined Benefit Plan Adoption Agreement Amendment to correctly define compensation. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Prestin to approve a Letter of Agreement between Menominee County and General Teamsters Local Union #406, which would toll grievances E1042 & E1044 until a formal disposition is reached in the criminal proceedings against Brian Helfert. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve Commissioner Per Diems and Expenses as paid. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve miscellaneous bills as paid on April 22, 18, 29 & May 4 & 5, 2020 in the combined amount of \$64,897.39. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk. Motion was approved by roll call vote 9-0.

Moved by Com. Gromala, seconded by Com. Prestin to approve the letter to the Menominee County Road Commission in support of replacing the Schuster Bridge in Cedarville Township. Motion was approved by roll call vote 9-0.

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. Bailey Park & Stony Point – Rip Rap Projects. – Discussion on the shoreline erosion and damage at Bailey Park & Stony Point. Administrator Carviou updated the board on the damage that has been caused from recent storms. The consensus of the board is to have Jason pursue this project.

Miscellaneous Items:

- a. COVID-19 Updates. – Administrator Carviou updated the board on all of the recent Executive Orders.
- Courthouse – Jason is recommending that we recall all of our employees that are currently laid off on June 1st in addition to opening to the public on June 1st. Jason also explained that he would like to discuss some of the restrictions that we will keep in place with the Department Heads and Elected Officials when the courthouse becomes open to the public. The consensus of the board is to open the courthouse to the public on June 1st.
- Campgrounds – Jason discussed the new Executive Orders and he thinks that the county can open the campgrounds with restrictions. The DNR is opening camping in the forests on May 28th. Some restrictions would be to keep the showers closed, more frequently cleaning of the bathrooms and restricting how many people are on campsites. The consensus of the board is to open the campgrounds immediately and start taking phone reservations on June 1st.
- Library – Jason laid out the phased plan for reopening the Library and informed the board that he has brought the Library employees back already. The consensus of the board is in favor of the phased plan.

Finance Items:

- a. Commissioner Per Diems and expenses – The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills paid on May 11, 12, 14 & 19, 2020 in the combined amount of \$35,516.99. 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 to the next meeting for approval.

Chairman Piche called for public comment

Public Comment:

- Charlene Peterson – Commented it was very hard to hear the meeting tonight.

Commissioner Comment

- Com. Hafeman – Commented that she is very happy to see everything opening up.
- Com. Phelps – Commented and thanked Com. Prestin and Com. Johnson Jr. on the research that they did.

- Com. Piche – Commented about following the Nadeau Township Honor Guard.
- Com. Cech – Commented on the Memorial Day celebrations.

Moved by Com. Prestin, seconded by Com. Hafeman to adjourn at 6:38 p.m.
Motion was approved by roll call vote 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

DRAFT

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-19 ~ Honoring Peggy Grille
DEPARTMENT:	County Commissioner Prestin– Admin.
ATTACHMENTS:	Yes
SUMMARY: Com. Prestin requested a resolution for Ms. Peggy Grille.	
RECOMMENDED MOTION to approve Resolution 2020-19 ~ Honoring Peggy Grille.	

Submitted by: Jason Carviou

06/05/2020
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
RESOLUTION 2020 – 19**

**HONORING
PEGGY GRILLE**

WHEREAS, Peggy Grille has served the Stephenson School District for the past 20 years; and

WHEREAS, Peggy Grille has announced that she will be retiring from the Stephenson School District effective June 12, 2020; and

WHEREAS, Peggy Grille is well-respected by students, parents, and colleagues in the Stephenson School District; and

WHEREAS, Peggy Grille has dedicated her career to educating our community's youth and providing leadership in the Stephenson School District; and

WHEREAS, Peggy Grille has passionately served the community with professionalism, dignity, and integrity; and

WHEREAS, Peggy Grille has exemplified educational service at its finest and has carried forward a sense of pride to our community; and

WHEREAS, it is our desire to wish Peggy Grille the best as she enters a well-deserved retirement.

NOW, THEREFORE BE IT RESOLVED THAT, the Menominee County Board of Commissioners, hereby recognize Peggy Grille for her loyal and faithful service to the Stephenson School District; and

THEREFORE BE IT FURTHER RESOLVED THAT, in honor of her 20 years of service, this resolution be presented to Peggy Grille.

Jason Carviou
County Administrator

Gerald Piche
County Board Chairman

Marc Kleiman, County Clerk

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-20 ~ Menominee County Corrective Action Plan for FY ending 9/30/2019
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Through the audit, some special revenue accounts were noticed as having been over spent...even though the money is within the individual fund balances, the over spending should have been approved by the county board via a budget amendment, and wasn't. Therefore, we have to send a Corrective Action Plan to the state.</p>	
RECOMMENDED MOTION	
to approve Resolution 2020-20 ~ Menominee County Corrective Action Plan for FY ending 9/30/2019	

Submitted by: Jason Carviou

06/05/2020
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):

RESOLUTION – 2020-20

**Menominee County Corrective Action Plan
For FY ending September 30, 2019**

WHEREAS, Menominee County experienced expenditures incurred in excess of amounts approved in the amended budget balances at the conclusion of the Fiscal Year ending on September 30, 2019 in the following Special Revenue Funds:

- Remonumentation in the amount of (\$3,819)
- Law Library in the amount of (\$213)
- Senior Citizens in the amount of (\$7,823)

WHEREAS, Act 621 of the Public Acts of 1978, as amended, requires the adoption of a balanced budget for the General Fund and Special Revenue Funds, as well as budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

NOW THEREFORE, IT IS RESOLVED that the Menominee County Board of Commissioners approves the following corrective action for the above accounts: To discuss with the Department Heads that all accounts are to remain within the approved budget, or amended budget. A positive fund balance for Special Revenue accounts, does not give the Department Heads the right to spend, without a budget amendment approved by the County Board of Commissioners.

All accounts are to be reimbursed from the fund balances of those respective Special Revenue accounts, at the conclusion of the Fiscal Year ending September 30, 2019.

BE IT FURTHER RESOLVED that Menominee County’s Board of Commissioners submits the Corrective Action Plan to the Michigan Department of Treasury for certification.

Gerald Piche, Board Chairman

Date

Marc Kleiman, County Clerk

Date



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

May 19, 2020

**Request for Improvement
of Deficiencies -
Corrective Action Plan**
Fiscal Year: 2019
Municipality Code: 550000
Report ID Number: 100939

Sent Via Email
Menominee County
jcarviou@menomineeco.com

Dear Governing Body:

The Community Engagement and Finance Division has received the audit report for the fiscal year referenced above. It is the responsibility of this division to administer certain State statutes. Consequently, your audit has been reviewed to determine compliance with budgeting, accounting, auditing, and statutory compliance related activities. This review has identified issues that we believe need your attention.

Please note the following issues corresponding to response(s) on the auditing procedures report:

- Actual expenditures exceeded the amounts authorized in the budget. Please describe actions being taken to prevent budget variances.

The matter(s) described above are either violations of state statute or are deficiencies of the local unit that may impede the local unit's ability to comply with state statute.

Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report or may be filed separately. The plan should identify each Auditing Procedure Report question listed above, each additional deficiency, the corrective action to be taken, the supporting documentation requested, if any, and the date in which the action is to be implemented.

Therefore, within **30 days** from the date of this letter, please submit to us a detailed Corrective Action Plan to resolve the above-mentioned matter(s), including other deficiencies noted in your audit report. To submit your Corrective Action Plan, visit the

COUNTY OF MENOMINEE, MICHIGAN

NOTES TO FINANCIAL STATEMENTS

September 30, 2019

Audit FY END 9/30/19

NOTE B - BUDGET AND FUND BALANCE NON-COMPLIANCE

Budget Violations - Public Act 2 of 1968, as amended, requires the adoption of a balanced budget for the General Fund and Special Revenue Funds, as well as budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

During the year ended September 30, 2019 expenditures were incurred in excess of amounts appropriated in the amended budgets for the following funds:

	Total Appropriation	Expenditures	Budget Variance
Remonumentation	\$ 74,519	\$ 78,338	\$ (3,819)
Law Library	1,000	1,213	(213)
Senior Citizens	480,839	488,662	(7,823)

NOTE C - CASH, CASH EQUIVALENTS AND INVESTMENTS

The County maintains various cash and investment accounts, including pooled funds that are available for use by all funds. Michigan Compiled Laws, Section 129.91 authorizes the County to deposit and invest in the following:

- a. Bonds, securities and other obligations of the United States or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution.
- c. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d. Repurchase agreements consisting of instruments listed in subdivision (a).
- e. Bankers' acceptances of United States banks.
- f. Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	2019/20 Budget Amendment - <i>Group 3</i>
DEPARTMENT:	Administration/Finance
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Finance Committee met on June 2, 2020. Budget amendments (group 3) were discussed and a recommendation from the committee was to send to the full board for approval.</p>	
RECOMMENDED MOTION	
<p>to approve the 2019/20 Budget Amendment Group #3 (30-39), as recommended by the Finance Committee.</p>	

Submitted by: Jason Carviou

06/05/2020
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 Amendment - Group #3

Number	Date	Description	Amount	Account
30	5/13/2020	Hannahville Grant (911) for portable radios	\$ 20,528.10	266-000-441.00
			\$ 20,528.10	266-325-728.02
31	5/13/2020	Hannahville Grant (Road Patrol) received to outfit squad vehicles	\$ 26,800.00	205-000-441.00
			\$ 26,800.00	205-315-974.00
32	5/13/2020	Hannahville Grant (Parks) received for a stump grinder	\$ 6,000.00	208-000-441.01
			\$ 6,000.00	208-751-934.00
33	5/13/2020	County Board approved purchase of Sophos Security program (per Audit)	\$ 15,810.00	101-228-857.02
			\$ 15,810.00	101-000-696.01
34	4/28/2020	Created a new revenue account for prepaid fuel at the Airport	\$ 10,000.00	216-000-642.05
			\$ (10,000.00)	101-999-999.19
			\$ (10,000.00)	216-000-699.00
35	4/28/2020	New Special Fund needed for electronic monitoring	\$ 500.00	283-000-626.00
			\$ 500.00	283-352-755.00
36	4/28/2020	Remon adjusting the budget as needed (adding money into the equipment account)	\$ 68.00	243-246-728.00
			\$ 850.00	243-246-801.07
			\$ (200.00)	243-246-709.00
			\$ (150.00)	243-246-710.00
			\$ (568.00)	243-246-765.00
37	4/27/2020	MIDC grant changes for the new employee tracking the grant	\$ 751.00	260-266-712.00
			\$ 49.00	260-266-716.00
			\$ 2,923.00	260-266-801.04
			\$ 2,923.00	260-266-801.05
			\$ 10,000.00	260-266-801.07
			\$ (2,183.00)	260-266-706.00
			\$ (136.00)	260-266-715.00
			\$ (31.00)	260-266-715.01
			\$ (4,296.00)	260-266-718.01
			\$ (10,000.00)	260-266-801.03
38	4/27/2020	Community Hangar Roof Replacement - CB Approved the bid on 2/25/20	\$ 36,150.00	216-585-970.03
			\$ (36,150.00)	216-000-390.00
39	5/13/2020	New Hybrid Court Planning Grant	\$ 25,386.00	232-000-541.00
			\$ 6,120.00	232-286-706.00
			\$ 907.00	232-286-712.00
			\$ 4.00	232-286-713.00
			\$ 330.00	232-286-715.00
			\$ 201.00	232-286-715.01
			\$ 175.00	232-286-716.00
			\$ 2,220.00	232-286-718.00
			\$ 1,000.00	232-286-727.00
			\$ 11,700.00	232-286-801.00
			\$ 2,729.00	232-286-860.00

2019-20

BUDGET AMENDMENT
NUMBER: 30
May 13, 2020

Re: E911 Received a Grant for Portable Radios

Account Number	DESCRIPTION		Budget
266-325-728.02	Hannahville Grant Expenses	\$	20,528.10
266-000-441.00	Hannahville Grant	\$	20,528.10

2019-20

BUDGET AMENDMENT
NUMBER: 31
May 13, 2020

Re: Hannahville Grant Received for Road Patrol

Account Number	DESCRIPTION		Budget
205-000-441.00	Hannahville Grant	\$	26,800.00
205-315-974.00	Hannahville Grant Expenses	\$	26,800.00

Grant received to outfit squad vehicles

2019-20

BUDGET AMENDMENT
NUMBER: 32
May 13, 2020

Re: Hannahville Grant Received for Parks

Account Number	DESCRIPTION		Budget
208-000-441.01	Hannahville Grant	\$	6,000.00
208-751-934.00	Hannahville Grant Expenses	\$	6,000.00

Grant received for Parks stumpgrinder

2019-20

BUDGET AMENDMENT
NUMBER: 33
May 13, 2020

Re: CB approved purchase of Sophos Security Program

Account Number	DESCRIPTION		Budget
101-228-857.02	Software Licenses/Upgrades	\$	15,810.00
101-000-696.01	Transfer from Fund - Operating	\$	15,810.00

County Board approved the purchase of the Sophos Security program needed for security of our network per Cyber Security Risk audit

2019-20

BUDGET AMENDMENT
NUMBER: 34
April 28, 2020

Re: Created new revenue account for prepaid fuel at the Airport

Account Number	DESCRIPTION		Budget
216-000-642.05	Prepaid Fuel	\$	10,000.00
101-999-999.19	Operating Transfers - Airport	\$	(10,000.00)
216-000-699.00	GF Appropriation	\$	(10,000.00)

2019-20

BUDGET AMENDMENT
NUMBER: 35
April 28, 2020

Re: New Special Revenue/Expense Accounts created for Electronic
Monitoring

Account Number	DESCRIPTION		Budget
283-000-626.00	Electronic Monitor Revenue	\$	500.00
283-352-755.00	Electronic Monitor Program	\$	500.00

2019-20

BUDGET AMENDMENT
NUMBER: 36
April 28, 2020

Re: Remon is adjusting the budget as needed (adding money into the equipment account)

Account Number	DESCRIPTION		Budget
243-246-728.00	Equip/Mon of Conners	\$	68.00
243-246-801.07	Cntct Serv/Mon of Crnrs	\$	850.00
243-246-709.00	Admin/Mon of Corners	\$	(200.00)
243-246-710.00	PG Peer Group (per diems)	\$	(150.00)
243-246-765.00	S&M/Mon of Corners	\$	(568.00)

2019-20

BUDGET AMENDMENT
NUMBER: 37
April 27, 2020

Re: MIDC grant changes for the new employee tracking the grant

Account Number	DESCRIPTION		Budget
260-266-712.00	Health Insurance	\$	751.00
260-266-716.00	Workers Comp	\$	49.00
260-266-801.04	Experts	\$	2,923.00
260-266-801.05	Investigations	\$	2,923.00
260-266-801.07	Attorney - Hourly Fees	\$	10,000.00
260-266-706.00	Overtime	\$	(2,183.00)
260-266-715.00	FICA	\$	(136.00)
260-266-715.01	FICA MED	\$	(31.00)
260-266-718.01	Retirement (Flat Rate)	\$	(4,296.00)
260-266-801.03	Circuit Ct CAFA	\$	(10,000.00)

2019-20

BUDGET AMENDMENT
NUMBER: 38
April 27, 2020

Re: CB approved the bid on 2/25/20 for the Airport Community
Hangar Roof Replacement

Account Number	DESCRIPTION		Budget
216-585-970.03	Airport Capital Outlay - Roof	\$	36,150.00
216-000-390.00	Airport Fund Balance	\$	(36,150.00)

2019-20

BUDGET AMENDMENT
NUMBER: 39
May 13, 2020

Re: New Hybrid Court Planning Grant

Account Number	DESCRIPTION		Budget
232-000-541.00	Hybrid Court Planning Grant	\$	25,386.00
232-286-706.00	Overtime	\$	6,120.00
232-286-712.00	Health Insurance	\$	907.00
232-286-713.00	Life Insurance	\$	4.00
232-286-715.00	FICA OASDI	\$	330.00
232-286-715.01	FICA MEDI	\$	201.00
232-286-716.00	Workers Comp	\$	175.00
232-286-718.00	Retirement	\$	2,220.00
232-286-727.00	Office Supplies	\$	1,000.00
232-286-801.00	Contractual	\$	11,700.00
232-286-860.00	Trave/Converences	\$	2,729.00

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commercial Operating Agreement – Airport
DEPARTMENT:	Airport Committee/ Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Pilotsmith, Inc. approached us about signing possibly operating a Specialized Aviation Service at the Menominee Regional Airport. They would specialize in Flight Instruction/Training and Aircraft Rentals.</p>	
RECOMMENDED MOTION	
<p>to approve a commercial operating agreement with Pilotsmith, Inc. to allow the company to provide flight instruction/training and aircraft rentals at the Menominee Regional Airport.</p>	

Submitted by: Jason Carviou

06/05/2020
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 – Where the best of Michigan Begins”

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

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

Menominee Regional Airport

Specialized Aviation Service Operations (SASO) Agreement

Concept: A SASO Agreement allows a commercial operator to provide limited (usually single service) commercial aviation related service at the Menominee Regional Airport.

This Specialized Aviation Service Operations Agreement (hereinafter referred to as “SASO”) is made between Menominee County (hereinafter called County), a duly organized municipality in the State of Michigan, and the owner and airport sponsor of the Menominee Regional Airport located at 2801 N 22nd Street, Menominee, MI 49858 AND Pilotsmith, Inc. located at 2131 Airport Drive, Green Bay, WI 54313, to provide the following services at the Menominee Regional Airport:

Flight Instruction/Training

AND

Aircraft Rentals

Whereas, the County controls and operates the Menominee Regional Airport for the use and benefit of the public; and

Whereas, Pilotsmith, Inc. wishes to operate and to provide an aviation related service as defined above; and

Whereas, the County is willing to approve such operations under the terms and conditions herein:

Now therefore, in consideration of the mutual conditions and covenants contained herein, the parties agree for themselves, successors, legal representative and assignments as follows:

Article I – Term of Agreement

The County agrees to the operation desired by Pilotsmith, Inc. for a period of twelve (12) months beginning June 9, 2020 and expiring on June 8, 2021, subject to the terms and conditions contained herein. This agreement shall automatically renew upon expiration of the original term or any extension thereof for an additional twelve (12) months. The County and Pilotsmith, Inc. may enter into a new agreement if mutually satisfactory terms are negotiated at the time of renewal.

The County shall have the right to terminate this agreement at any time, with or without cause, by serving a written notice by certified mail at least 30 days prior to the date of termination. The written notice shall be sent to the last known address of Pilotsmith, Inc.

Pilotsmith, Inc. shall have the right to terminate this agreement at any time, with or without cause, by serving a written notice by certified mail at least 30 days prior to the date of termination. The written notice shall be sent to the Menominee County Administrator at 839 10th Avenue, Menominee, MI 49858. If Pilotsmith, Inc. decides to terminate this agreement for any reason under this clause, Pilotsmith, Inc. shall pay to the County any outstanding balances and a pro rata amount for all days up to and including the day of termination. Pilotsmith, Inc. shall also remove any airplanes and/or equipment from the Menominee Regional Airport prior to the date of termination.

Article II – Leased Premises Rights Granted and Other Considerations

The County grants to Pilotsmith, Inc., subject to the terms and conditions of this agreement, the following rights:

1. Leased Area. Leasehold areas within the Community Hangar located at 2715 N 22nd Street, Menominee, MI 49858 –
 - a. Approximately 1,000 sq. ft. of hangar floor space, enough to fit one small aircraft in the hangar at all times. The County, Pilotsmith, Inc., and other lessees in the Community Hangar will coordinate during the term of this lease to allow the County to lease/rent remaining floor space and to store County owned equipment.
 - b. Approximately 2,000 sq. ft. of office space, which is the upper section of office space available in the Community Hangar.

- c. The use of common floor space with prior coordination and approval of the Lead Operations Technician. The use of this space by either party will not interfere with one another's ability to effectively conduct business, and requires coordination by both parties prior to use. The County reserves the exclusive rights to the entire common use floor space of 2715 N 22nd Street, Menominee, MI 49858.
2. Space in the Menominee Regional Airport Terminal to place a display cabinet of merchandise for sale by Pilotsmith, Inc.
3. Space in the Menominee Regional Airport Terminal to place a kiosk for the operations of Pilotsmith, Inc. commercial operations. The County will provide access to wired high-speed internet for the operation of the kiosk.
4. The Menominee Regional Airport will provide and/or maintain security signage requesting pilots to report suspicious activity at or in the proximity of the airport.
5. The Menominee Regional Airport will receive mail on behalf of Pilotsmith, Inc. and place in a secure location to be collected by Pilotsmith, Inc. personnel.
6. The right to use personal equipment or property of any nature incident to the providing of services defined above.
7. The right to use of the Menominee Regional Airport, roads, driveways, gates, ramps, taxiways, and other airport facilities to the extent necessary to provide the services defined above.

Article III – Aviation Fuel & Billing

1. Upon execution of this agreement, the County shall issue a pre-paid fuel card in the name of Pilot Smith, Inc.
2. The initial fuel card shall be pre-loaded with 500 gallons of fuel. Pilotsmith, Inc. shall make payment immediately upon execution of this agreement to the Menominee Regional Airport in the amount of \$2,275.
3. The County will monitor the usage of this fuel card and when the remaining gallons on the card equal 250 or less, the County will reload the card to 500 gallons. The County will bill Pilotsmith, Inc. for the number of gallons required to reload the card to 500 gallons, and Pilotsmith, Inc. will have 30 days from the date of the invoice to make payment.
4. Pilotsmith, Inc. may request at any time that the fuel card not be automatically reloaded or to have additional gallons loaded on the card.

Article IV – Rents and Payments

1. Pilotsmith, Inc. agrees to pay the County \$100 per month for the term of this agreement OR 1% of Gross Revenue per month generated by Pilotsmith, Inc. at the Menominee Regional Airport from flight instruction and aircraft rentals, whichever is greater.
2. Gross Revenue shall specifically exclude payments received by Pilotsmith, Inc. from Lockheed Martin.
3. Payments to the County shall be made one (1) month in arrears. Payment for the month shall be paid to the County within thirty (30) days proceeding the last day of the month.
4. Pilotsmith, Inc. shall submit to the County an activity report showing all the services provided and revenue generated for the month by the 20th day of the following month. The County will then calculate the payment for the month and provide an invoice for the amount due.
5. It is further agreed that if Pilotsmith, Inc. shall neglect or fail to make payment promptly, as specified, in excess of thirty (30) days of the due date of said provisions of this agreement or fail to comply with any of the conditions and covenants of this agreement for a period in excess of 30 days, then this agreement shall become void and the rights of the SASO terminated hereunder and the said SASO shall be a tenant at will and subject to eviction by legal process, in accordance with the statutes of the State of Michigan.
6. The County is responsible for the heating, electrical, water, and gas utilities supplied to the Community Hangar.

Article V – Building Alterations

1. Pilotsmith, Inc. agrees to not make any physical alterations to the leased premises or any facility of the Menominee Regional Airport without the prior written approval of the Lead Operations Technician.

Article VI – Federal, State, and Local Laws

1. Pilotsmith, Inc. agrees to abide by all Federal, State, and Local laws, regulations, and rules in the course of their business at the Menominee Regional Airport.
2. Pilotsmith, Inc. agrees that it has all the necessary Federal and State permits,

certifications, licenses, and insurance necessary to provide the services stated above at the Menominee Regional Airport.

Pilotsmith, Inc. agrees that it will not provide any other commercial services at the Menominee Regional Airport except those stated above, unless it receives prior approval from the County Administrator.

Article VII – Insurance

1. Pilotsmith, Inc. shall obtain sufficient insurance to legally conduct its operations and shall defend, indemnify, and hold harmless Menominee County, the Menominee Regional Airport, and its officers, agents, and employees from and against any and all claims, demands, suits, and judgements that may be attributed to the negligent acts or omissions of Menominee County, the Menominee Regional Airport, its officers, agents, or employees.
2. Menominee County, the Menominee Regional Airport, its officers, agents, and employees shall in no way be liable for any damage resulting from any acts or negligence on the part of Pilotsmith, Inc. or its officers, agents, or employees and shall in no way be liable for any damages resulting from any negligent acts on the part of Menominee County, the Menominee Regional Airport, its officers, agents, and employees.
3. Pilotsmith, Inc. shall obtain adequate liability insurance for the type of business conducted, with the following coverages and minimum limits:
 - a. General Liability - \$2,000,000
 - b. Completed Operations - \$1,000,000
 - c. Personal Injury/Advertising - \$2,000,000
 - d. Negligent Instruction/Professional Liability - \$1,000,000
 - e. Employers Liability - \$1,000,000
4. Pilotsmith, Inc. shall name Menominee County and the Menominee Regional Airport as an additional-insured party on their insurance policy.
5. Pilotsmith, Inc. shall provide any insurance required to comply with Federal and State labor laws, including worker's compensation insurance, if applicable.
6. Neither Menominee County, the Menominee Regional Airport, nor Pilotsmith, Inc. shall be liable to the other or any person claiming through the other by right of subrogation or otherwise for any damage either to premises (including Airport facilities) from fire or any casualty usually included in so-called standard "existing

coverage” endorsements as contained in fire insurance policies issued in the State of Michigan, whether or not such damage was caused by the negligence of either party, their respective agents, officers, and employees or others except to the extent any such waiver of subrogation may be prohibited by any party’s own insurance or would serve to invalidate any party’s insurance.

7. Pilotsmith, Inc. shall obtain and maintain continuously in effect at all times during the term of this Agreement at the sole expense of Pilotsmith, Inc. including general liability, products liability, and hangar insurance at the limits required by Menominee County from any insurance carrier licensed to do business in the State of Michigan. Menominee County and the Menominee Regional Airport shall be listed as additional-insured on all of Pilotsmith, Inc. insurance policies.
8. Pilotsmith, Inc. shall furnish to the County certificates of insurances as evidence that the required coverage is in effect at least 10 days prior to the commencement of operations by Pilotsmith, Inc. Such certificates shall provide that the County and Menominee Regional Airport be given 30 days notice, in writing, prior to any modifications or termination of said coverage.
9. Pilotsmith, Inc. further covenants and agrees that it will not hold Menominee County, the Menominee Regional Airport, or any of its agents, officers, or employees responsible for any loss due to fire, theft, rain, windstorm, hail, or any other cause whatsoever, whether said cause be the direct, indirect, or merely contributing factor in producing loss to any airplane, automobile, personal property, parts, or surplus that may be located in the leased premises, the Community Hangar, offices, aprons, ramps, field, or facility of the Menominee Regional Airport; and Pilotsmith, Inc. agrees that any aircraft and its content stored in the Community Hangar or on Menominee Regional Airport property is done so at their own risk.

Article VIII – General Terms and Conditions

1. Pilotsmith, Inc. shall not lease, assign, hypothecate, or transfer this agreement to any other party without the written consent of Menominee County by and through the Menominee County Board of Commissioners.
2. Pilotsmith, Inc. shall not sublease any portion of the leased premises to any other party without the written consent of Menominee County by and through the Menominee County Board of Commissioners.
3. Pilotsmith, Inc. shall not provide any other commercial operation besides those stipulated in this SASO without the written consent of Menominee County by and through the Menominee County Board of Commissioners.

4. Fuel, other flammables, explosives, or other potentially hazardous materials may not be stored in bulk within the hangar unless stored in NFPA and OSHA approved flammable cabinets and containers in accordance with all Federal, State, and Local laws governing such storage. No aircraft shall be refueled inside of the Community Hangar.
5. Pilotsmith, Inc. agrees to accept all facilities on the leased premises on an “as is” basis.
6. Pilotsmith, Inc. assumes all liability for aircraft in their possession.
7. Pilotsmith, Inc. agrees to absolve Menominee County, the Menominee Regional Airport, its agents, officers, and employees from any liability when the same are moving aircraft at Pilotsmith, Inc. request.
8. Pilotsmith, Inc. hereby gives and grants to the County a lien upon all fixtures, chattels, and personal property of every kind and description now or hereafter to be placed, installed, or stored by Pilotsmith, Inc. at the Menominee Regional Airport; and further agrees that in the event of any failure on the part of any default continuing for sixty days of any specified rent, the County may take possession of all and sell the same in any maneuver provided by law and may credit the net proceeds upon any indebtedness due or damage sustained by the County, without prejudice to further claims thereafter to arise under the terms hereof.
9. The County shall have the right to enter the premises at any time for inspection or to make repairs, additions, or alterations as may be necessary for the safety, improvement, or preservation of the leased premises.
10. Pilotsmith, Inc. agrees to provide the County with an up-to-date list of the names of employees employed by Pilotsmith, Inc. and have access to the leased premises.
11. No employee, student, customer, client, agent, or the likewise of Pilotsmith, Inc. shall move any other aircraft in the Community Hangar or elsewhere at the Menominee Regional Airport that is not owned by Pilotsmith, Inc.
11. Pilotsmith, Inc. hereby acknowledges receipt of a copy of this agreement and agrees to abide by all Federal, State, and Local rules and regulations, present and future, as amended.
12. Any modification of the leased premises must be pre-approved, in writing, by the Lead Operations Technician and will become a permanent addition to the hangar.

Article IX – Laws and Regulations

Pilotsmith, Inc. agrees to observe and obey, during the term of this agreement, all laws, ordinances, rules and regulations promulgated and enforced by the County pertaining to the

Menominee Regional Airport, now or hereafter in effect. Pilotsmith, Inc. will observe all Federal, State, and local laws, including rules and regulations of Federal and State aeronautical authorities, or other boards and agencies.

Article X – Hold Harmless

Pilotsmith, Inc. agrees to hold the County free and harmless from loss from each and every claim and demand of whatever nature, made on behalf of or by any person or persons, for any wrongful, careless or negligent act or omission on the part of Pilotsmith, Inc., its agents, servants and employees, and from all loss and damages by reason of such acts or omissions.

Article XI – Quiet Enjoyment

So long as Pilotsmith, Inc. conducts its business in a fair, reasonable and workmanlike manner, Lessee shall peaceably have and enjoy the leased premises, and all the rights and privileges herein granted.

Article XII – Title VI, Civil Rights Assurances

Pilotsmith, Inc. for itself, its personal representatives, successors in interest, and assigns, agrees that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination; (3) that Pilotsmith, Inc. shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination, in Federally Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as the Regulations may be amended.

In the event of breach of any of the above non-discrimination covenants, the County shall have the right to terminate this agreement and to re-enter and repossess the land and the facilities thereon, and hold the same as if this agreement had never been made or issued.

Article XIII – Affirmative Action

Pilotsmith, Inc. LLC assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to ensure that no person shall on the grounds of race, creed, color, national origin, or sex be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. Pilotsmith, Inc. assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. Pilotsmith, Inc. assures that it will require that its covered sub-organizations provide Assurances to the County that they similarly will undertake affirmative action programs and that they will require assurances from their sub-organizations, as required by 14 CFR Part 152, Subpart E, to the same effect.

Article XIV – Non-Discrimination

Pilotsmith, Inc., as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight or marital status. Pilotsmith, Inc. shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination, including but not limited to, the following:

- A. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- B. The Michigan Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- C. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 394, as amended, and regulations promulgated thereunder.
- D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 328 (42 USC Sec. 12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Agreement, and in the event Pilotsmith, Inc. is found not to be in compliance with this section, the County may terminate this Agreement, effective as of the date of delivery of written notification to Pilotsmith, Inc.

Article XV – Subordination Provision

This Agreement shall be subordinate to the provisions of any existing or future agreement between the County and the United States or the State of Michigan, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal or State funds for the development of the Airport. Furthermore, this Agreement may be amended to include provisions required by those agreements with the United States or the State of Michigan, without the consent of Pilotsmith, Inc.

Article XVI – Interest

All amounts of money payable by Pilotsmith, Inc. to the County under this Agreement, if not paid when due, shall bear interest from the date due until paid at the rate of 18% per annum.

Article XVII – Laws

The laws of the State of Michigan shall govern the validity, performance and enforcement of this Agreement and any amendments.

Article XVIII– Severability of Provisions

If any term, covenant or condition of this Agreement or the application of any provision to any person or party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant or condition to persons, parties or circumstances other than those held invalid or unenforceable, shall not be affected, and each term, covenant or condition of this Agreement shall be valid and be enforced to the maximum extent permitted by law.

Article XIX– Validity of Agreement

Except as modified above, this Agreement shall remain in full force and effect and shall remain binding upon both the County and Pilotsmith, Inc. This Agreement constitutes the whole agreement of the parties, and shall in no way be conditioned, modified or supplemented except by a written agreement executed by both parties.

In Witness Whereof, the authorized representatives of the parties hereto have executed this instrument on the day and year first above written.

Pilotsmith, Inc.

WITNESS

Charlie Smith, President Date

Signature: _____

Printed: _____

Date: _____

Menominee County

Gerald Piche, County Board Chairman Date

Jason Carviou, County Administrator Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Stony Point Boat Launch
DEPARTMENT:	Administration / Parks
ATTACHMENTS:	Yes
SUMMARY:	
<p>Because of the Rip Rap issue on the shoreline at the boat launch, we'll have to get an engineer to work through the permitting / engineering process to complete the reinforcement project at Stony Point</p>	
RECOMMENDED MOTION	
<p>to approve a proposal from Coleman Engineering for engineering/consulting services for the shoreline reinforcement project at Stony Point Boat Launch.</p>	

Submitted by: Jason Carviou

06/05/2020
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):



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • ENVIRONMENTAL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440

June 5, 2020

Mr. Jason Carviou
Administrator
Menominee County
839 10th Avenue
Menominee, MI 49858

Re: Proposal for Shoreline Erosion
Stoney Point Boat Launch

Dear Mr. Carviou:

Coleman Engineering Company (CEC) appreciates the opportunity to submit our proposal for professional engineering services on the proposed Stoney Point Boat Launch Shoreline Erosion project.

CEC understands that the project will generally consist of shoreline protection at the Stoney Point Boat Launch due to the recent high-water levels of Lake Michigan.

Scope of Services

- Conduct topographic survey of the site. Survey control points and benchmarks will be provided;
- Prepare a Soil Erosion and Sedimentation Control (SESC) Permit application;
- Prepare a new USACE/EGLE Joint Permit Application for the proposed work; and
- Prepare plans of the proposed shoreline protection suitable for bidding. Submit five (5) hard copies of the 11"x17" plan set to the Owner in addition to an electronic (PDF) submittal.

Fees

Services will be invoiced on a time and materials basis for the above scope of services for a not-to-exceed amount of \$7,200.

If the existing EGLE and USACE permits do not need revision or a new permit application does not need to be completed, the above scope of services can be completed for a not-to-exceed amount of \$6,400.

Assumptions

- Wetland delineation is not required;
- Wetland permitting is not required;
- Soil borings are not required;
- Construction inspection is not included;
- The cost of permit fees will be paid by the Owner; and
- The Owner will bid and provide construction inspection for the project.

Performance Schedule

CEC anticipates starting work upon notice to proceed.

Acceptance

Should you find this proposal to be acceptable, a Work Order will be sent to you for your signature.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please feel free to call.

Sincerely,
COLEMAN ENGINEERING COMPANY



Steven Friberg, P.E.
Project Manager

SF/grp

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Bailey Park/West Shore Fishing Museum
DEPARTMENT:	Administration/Parks
ATTACHMENTS:	Yes
SUMMARY:	
<p>Because of the Rip Rap issue on the shoreline at Bailey Park, we'll have to get an engineer to work through the permitting / engineering process to complete the reinforcement project at Bailey Park</p>	
RECOMMENDED MOTION	
<p>to approve a proposal from Coleman Engineering for engineering/consulting services for the shoreline reinforcement project at Bailey Park/West Shore Fishing Museum.</p>	

Submitted by: Jason Carviou

06/05/2020
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):



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • ENVIRONMENTAL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440

June 5, 2020

Mr. Jason Carviou
Administrator
Menominee County
839 10th Avenue
Menominee, MI 49858

Re: Proposal for Shoreline Erosion
Bailey Park

Dear Mr. Carviou:

Coleman Engineering Company (CEC) appreciates the opportunity to submit this proposal for professional engineering services on the proposed Bailey Park Shoreline Erosion project.

CEC understands that the project will generally consist of shoreline protection of the area near the flag pole at the West Shore Fishing Museum due to the recent high-water levels of Lake Michigan.

Scope of Services

- Conduct topographic survey of site. Survey control points and benchmarks will be provided;
- Prepare a Soil Erosion and Sedimentation Control (SESC) Permit application;
- Prepare a USACE/EGLE Joint Permit Application for the proposed work; and
- Prepare plans of the proposed shoreline protection suitable for bidding. Submit five (5) hard copies of the 11"x17" plan set to the Owner in addition to an electronic (PDF) submittal.

Fees

Services will be invoiced on a time and materials basis for the above scope of services for a not-to-exceed amount of \$5,350.

If this proposal is accepted with the Stoney Point Boat Launch renovation proposal and the two topographic surveys can be completed at the same time, the above scope of services can be completed for a not-to-exceed amount of \$4,875.

Assumptions

- Wetland delineation is not required;
- Wetland permitting is not required;
- Construction staking will be completed by the Contractor and is not included;
- Soil borings are not required;
- The cost of permit fees will be paid by the Owner; and
- The Owner will bid and provide construction inspection for the project.

Performance Schedule

CEC anticipates starting work upon notice to proceed.

Acceptance

Should you find this proposal to be acceptable, a Work Order will be sent to you for your signature.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please feel free to call.

Sincerely,
COLEMAN ENGINEERING COMPANY



Steven Friberg, P.E.
Project Manager

SF/grp

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Truck Pull Event at Park
DEPARTMENT:	Administration / Parks
ATTACHMENTS:	<i>NO</i>
SUMMARY:	
<p>The Fair Board has decided to cancel the “in public” portion of the Fair this year, but they already paid to have the Truck Pull vehicles here. The Parks Committee recommends allowing the Tractor Pull Event to continue at the park on July 18, 2020, with the approval of the County Board.</p>	
RECOMMENDED MOTION	
<p>to approve a truck pull event at Shakey Lakes Park on July 18, 2020, as recommended by the Parks & Recreation Committee.</p>	

Submitted by: Jason Carviou

06/05/2020
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 AGENDA ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Commissioner Per Diems & Expenses as recently submitted for payment	
RECOMMENDED MOTION	
Motion to approve Commissioner Per Diems and Expenses as recently paid.	

Submitted by: Jason Carviou

06/05/2020
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):

Commissioner Per Diem Expense Form

Name of Commissioner Steve Gromala

\$50.00 per meeting - Reg. or Special County Board meeting
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4-14-2020	Regular County Board Mtg.	-0-
4-28-2020	Regular County Board Mtg.	-0-
	I do not feel comfortable accepting Per Diems while we have employees out,	
Total Per Diem		-0-

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

Commissioner Signature: Steve Gromala

Date: 5-13-2020

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
MAY 14
AS

Mileage: .575 cents/mile ~ effective 01 January 2020

*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 Johnson Jr. ~ District 9

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2-10-20	Courthouse	84		48.30	
3-17-20	Courthouse	84		48.30	101-101-860.00
3-24-20	Courthouse	84		48.30	101-101-860.00
4-14-20	Courthouse	84		48.30	101-101-860.00
4-28-20	Courthouse	84		48.30	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	241.50

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

[Signature]

Signed

5-14-20

Date

AS.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous bills as paid on May 11, 12, 14 & 19 in the combined amount of \$35,516.99.	
RECOMMENDED MOTION: Motion to approve miscellaneous bills paid on May 11, 12, 14 & 19 in the combined amount of \$35,516.99.	

Submitted by: Jason Carviou

06/05/2020
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):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
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 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

MAY 12 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL 906753692305	Telephone Services (Library)	271-790-850.00	100.04	100.04
TOTAL VENDOR AT&T - CAROL STREAM, IL				100.04
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 05101752	Library	271-790-920.00	71.22	71.22
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				71.22
VENDOR NAME: STEPHENSON MARKETING COOPERATI 8563	Library - Gasoline	271-790-742.00	8.26	8.26
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				8.26
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE 413522723	Library Copier	271-790-801.01	140.59	140.59
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				140.59
GRAND TOTAL:				320.11

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

MAY 12 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ASHBY, DAVID				
Reimbursement	Uniform Allowance	205-315-745.00	56.94	56.94
Reimbursement	Uniform Allowance	205-315-745.00	82.60	82.60
TOTAL VENDOR ASHBY, DAVID				139.54
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
5497	Vehicle Maintenance - 19 Intercept	205-315-934.02	38.10	38.10
5528	Vehicle Maintenance - 17 Explorer	205-315-934.02	38.10	38.10
5467	Vehicle Maintenance - 17 Intercept	205-315-934.02	38.10	38.10
5496	Vehicle Maintenance - 18 Intercept	205-315-934.02	38.10	38.10
5518	Vehicle Maintenance - 18 Tahoe	205-315-934.02	60.32	60.32
5503	Vehicle Maintenance - 09 Tahoe	205-315-934.02	85.65	85.65
5529	Vehicle Maintenance - 17 Intercept	205-315-934.02	993.74	993.74
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				1,292.11
VENDOR NAME: BODY WORKS PLUS, LLC				
M269192	Deductible - Repairs on 55-017	205-315-934.02	250.00	250.00
TOTAL VENDOR BODY WORKS PLUS, LLC				250.00
VENDOR NAME: BP				
58196251	Road Patrol	205-315-742.00	678.46	678.46
TOTAL VENDOR BP				678.46
VENDOR NAME: CLOVERLAND PAPER CO				
122143	Inmate Supplies	101-301-770.00	56.29	56.29
TOTAL VENDOR CLOVERLAND PAPER CO				56.29
VENDOR NAME: HENSLEY, RN, JOEL				
5/9/20	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: J'S SPORT SUPPLY				
075044	Ammunition	205-315-755.02	6,050.00	6,050.00
TOTAL VENDOR J'S SPORT SUPPLY				6,050.00
VENDOR NAME: KOEHNE CHEVROLET, BUICK, GMC INC.				
80684	Vehicle Maintenance - 19 Tahoe	205-315-934.02	64.17	64.17
TOTAL VENDOR KOEHNE CHEVROLET, BUICK, GMC INC.				64.17
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
97	Advertising - Sheriff Dept	101-301-755.00	62.75	62.75
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				62.75
VENDOR NAME: MILESKI, TYLER				
Reimbursement	Uniform Allowance	205-315-745.00	31.59	31.59
TOTAL VENDOR MILESKI, TYLER				31.59
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320122002	Inmate Supplies	101-301-770.00	114.04	114.04
TOTAL VENDOR PAN-O-GOLD BAKING CO.				114.04
VENDOR NAME: REINHART FOODSERVICE				
118226	Inmate Supplies	101-301-770.00	523.04	523.04
114250	Inmate Supplies	101-301-770.00	608.13	608.13
TOTAL VENDOR REINHART FOODSERVICE				1,131.17
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
15579	Road Patrol	205-315-742.00	725.83	725.83
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				725.83
VENDOR NAME: TD CARWASH				
202013	Car Wash (x10)	205-315-742.00	80.00	80.00
TOTAL VENDOR TD CARWASH				80.00
VENDOR NAME: THE ADVERTISER				
040081	Sheriff Dept - Advertising	101-301-802.00	27.00	27.00

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MAY 12 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: THE ADVERTISER				
TOTAL VENDOR THE ADVERTISER				27.00
VENDOR NAME: TIME WARNER CABLE				
620475202050720	Inmate Supplies	101-301-770.00	145.45	145.45
TOTAL VENDOR TIME WARNER CABLE				145.45
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277-202004-1	April 2020	101-301-755.00	50.00	50.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				50.00
VENDOR NAME: UNIFORM SHOPPE				
298440	Uniform Allowance (Bianga)	205-315-745.00	204.85	204.85
TOTAL VENDOR UNIFORM SHOPPE				204.85
VENDOR NAME: WERT, LUKE				
Reimbursement	Uniform Allowance	205-315-745.00	253.86	253.86
TOTAL VENDOR WERT, LUKE				253.86
VENDOR NAME: XEROX CORPORATION				
010167359	Sheriff Department	101-301-727.00	37.02	37.02
010167360	Sheriff Department	101-301-727.00	264.99	264.99
TOTAL VENDOR XEROX CORPORATION				302.01
GRAND TOTAL:				13,024.12

APPROVED

MAY 12 2020
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
1614900	Bathhouse	208-751-920.01	143.28	143.28
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	29.21	29.21
383301	Shakey Lakes Park/Cattle	208-751-920.01	40.97	40.97
383200	N8380 Co Park Rd 20.5	208-751-920.01	35.09	35.09
3831001	Bass Lakes Camp Sites	208-751-920.01	29.21	29.21
383001	Shakey Lakes Park/Horse	208-751-920.01	29.36	29.36
380300	Shower Building	208-751-920.01	71.25	71.25
379700	Shakey Lakes - Storage Shed	208-751-920.01	37.88	37.88
370500	Shakey Lakes Office/Shop	208-751-920.01	117.76	117.76
369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.21	29.21
94401	W5805 Tower Road	208-751-920.01	73.46	73.46
367100	N8390 Beach House	208-751-920.01	31.27	31.27
367200	Northwest Campsites	208-751-920.01	46.85	46.85
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				714.80
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753458205	Telephone Services - Shakey Lakes	208-751-850.00	58.62	58.62
906753220905	Telephone Services - Annex	101-228-850.00	255.27	255.27
TOTAL VENDOR AT&T - CAROL STREAM, IL				313.89
VENDOR NAME: BODY WORKS PLUS, LLC				
M269195	Ranger 4x4 Decals	101-334-985.00	96.00	96.00
TOTAL VENDOR BODY WORKS PLUS, LLC				96.00
VENDOR NAME: BUSINESS ON WHEELS				
13118	Parks Vehicle Maintenance	208-751-981.00	95.21	95.21
TOTAL VENDOR BUSINESS ON WHEELS				95.21
VENDOR NAME: CDW GOVERNMENT				
XRQ4928	MS SURF LPTP - 3 Year	101-228-970.01	96.65	96.65
TOTAL VENDOR CDW GOVERNMENT				96.65
VENDOR NAME: CLOVERLAND PAPER CO				
122136	Janitorial Supplies (Courthouse)	101-265-755.01	126.37	126.37
122173	Janitorial Supplies (Courthouse)	101-265-755.01	215.31	215.31
122172	Janitorial Supplies (Courthouse)	101-265-755.01	54.61	54.61
TOTAL VENDOR CLOVERLAND PAPER CO				396.29
VENDOR NAME: COOPER OFFICE EQUIPMENT				
174295	Contract # 2721-01 (PA's Office)	101-267-801.00	245.00	245.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				245.00
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
39354	Shredding Documents (5/7/2020)	101-265-801.00	84.96	84.96
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				84.96
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
05101755	Annex	101-261-930.04	69.57	69.57
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				69.57
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage - April 2020	101-101-860.00	87.40	87.40
TOTAL VENDOR HAFEMAN, JAN				87.40
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC.				
16289	Cleaned Grease Pits (Jail)	101-265-801.00	235.00	235.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				235.00
VENDOR NAME: HENSLEY, RN, JOEL				
May 2020	Medical Examiner	101-648-709.00	1,080.00	2,870.00
		101-648-709.00	1,790.00	
Reimbursement	Medical Examiner Phone & Postage	101-648-850.00	88.32	99.32
		101-648-729.00	11.00	

APPROVED

MAY 12 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HENSLEY, RN, JOEL				
	TOTAL VENDOR HENSLEY, RN, JOEL			2,969.32
VENDOR NAME: INSIGHT FS				
B0050412922	Parks Fuel	208-751-742.00	397.14	397.14
	TOTAL VENDOR INSIGHT FS			397.14
VENDOR NAME: JAKE'S SALES & SERVICE				
04/30/2020	Parks Discharge Chutes (x2)	208-751-930.02	119.98	119.98
	TOTAL VENDOR JAKE'S SALES & SERVICE			119.98
VENDOR NAME: LANGUAGE LINE SERVICES, INC.				
4809779	Over the Phone Interpretation Svcs	260-266-801.06	47.42	47.42
	TOTAL VENDOR LANGUAGE LINE SERVICES, INC.			47.42
VENDOR NAME: MENARDS - MARINETTE				
10614	Operating Supplies	101-265-755.00	26.27	26.27
10458	Operating Supplies	101-265-755.00	37.47	37.47
10743	Parks - Shower Building Supplies	208-751-755.02	38.82	38.82
10742	Operating Supplies	101-265-755.00	234.58	234.58
	TOTAL VENDOR MENARDS - MARINETTE			337.14
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0154744-001	Office Supplies - Probate/Family	101-132-727.00	195.49	195.49
		101-148-727.00	195.50	195.50
	TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I			390.99
VENDOR NAME: PHILIPPS, THOMAS				
Reimbursement	Mileage & Hotel (FEMA Training)	101-426-860.00	208.15	208.15
		101-426-963.00	148.48	148.48
	TOTAL VENDOR PHILIPPS, THOMAS			356.63
VENDOR NAME: PLAUTZ, DANA				
Reimbursement	Camping Refund	208-751-964.00	495.00	495.00
	TOTAL VENDOR PLAUTZ, DANA			495.00
VENDOR NAME: PLAUTZ, MARLENE				
Reimbursement	Camping Refund	208-751-964.00	1,125.00	1,125.00
	TOTAL VENDOR PLAUTZ, MARLENE			1,125.00
VENDOR NAME: QUALITY WATER SPECIALISTS				
210939	Iron Fighter (x2)	101-265-801.00	35.40	35.40
	TOTAL VENDOR QUALITY WATER SPECIALISTS			35.40
VENDOR NAME: QUILL CORPORATION				
3922992	Office Supplies (PA)	101-267-727.00	387.70	387.70
3912609	Office Supplies (PA)	101-267-727.00	16.36	16.36
5273984	Office Supplies (PA)	101-267-727.00	255.04	255.04
	TOTAL VENDOR QUILL CORPORATION			659.10
VENDOR NAME: STANDARD INSURANCE COMPANY				

APPROVED

MAY 12 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
May 2020	Life Insurance Premium	101-101-713.00	21.24	231.28
		101-132-713.00	4.13	
		101-136-713.00	11.58	
		101-141-713.00	7.08	
		101-148-713.00	5.31	
		101-215-713.00	11.80	
		101-228-713.00	2.36	
		101-172-713.00	4.72	
		101-267-713.00	14.16	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	3.54	
		101-301-713.00	59.00	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	4.72	
		260-266-713.00	0.22	
		271-790-713.00	7.08	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	3.54	
		205-316-713.00	2.36	
		205-315-713.00	21.24	
		266-325-713.00	21.24	
TOTAL VENDOR STANDARD INSURANCE COMPANY				231.28
VENDOR NAME: STATE OF MICHIGAN				
5/5/20	10/1/19 - 9/30/20 - SADO Resources	260-266-881.01	300.00	300.00
TOTAL VENDOR STATE OF MICHIGAN				300.00
VENDOR NAME: STEELHEAD TRAILER & FAB				
884448	Parks Equipment Maintenance	208-751-930.02	282.76	282.76
TOTAL VENDOR STEELHEAD TRAILER & FAB				282.76
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
462643	Parks	208-751-742.00	35.89	89.30
		208-751-981.00	16.00	
		208-751-755.02	4.96	
		208-751-755.01	23.96	
		208-751-930.02	8.49	
8096	Building Code	249-371-742.00	61.17	61.17
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				150.47
VENDOR NAME: STEPHENSON TOWNSHIP CEMETERY				
3/31/2020	Military Marker Settings for 2019 (x4)	101-681-761.00	100.00	100.00
TOTAL VENDOR STEPHENSON TOWNSHIP CEMETERY				100.00
VENDOR NAME: TIME WARNER CABLE				
710008401050320	05/02 -6/01/2020	101-228-850.00	594.28	594.28
621199203050320	Airport (5/2 - 6/1/2020)	216-585-850.00	335.17	
TOTAL VENDOR TIME WARNER CABLE				929.45
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
4134486689	Konica 300 (FOC)	215-141-942.00	112.98	112.98
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				112.98
VENDOR NAME: VERIFIED FIRST				
INV-000259251	Shawn Stanchik	101-103-755.00	74.00	74.00
TOTAL VENDOR VERIFIED FIRST				74.00
VENDOR NAME: VERIZON				

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VERIZON				
9853677734	Cellular Services	101-265-850.01	143.75	
		101-301-850.00	315.27	
		101-426-850.00	52.75	
		101-682-850.00	40.40	
		205-315-850.00	260.11	
		205-315-850.02	218.76	
		266-325-850.00	81.88	
TOTAL VENDOR VERIZON				1,112.92
VENDOR NAME: WASTE MANAGEMENT, INC.				
1662748-1856-5	Courthouse	101-265-801.00	633.45	633.45
0069419-2808-4	Shakey Lakes Park	208-751-920.02	53.30	53.30
TOTAL VENDOR WASTE MANAGEMENT, INC.				686.75
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
169135	Water Analysis	208-751-920.00	102.00	102.00
169126	Water Analysis	208-751-920.00	102.00	102.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				204.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402191663-00001	Health Care Center	101-265-920.03	162.93	162.93
		101-265-920.04	178.96	178.96
0402047856-00004	Courthouse	101-265-920.04	1,359.25	1,359.25
0402047856-00011	1004 9th Street	101-265-920.03	63.91	63.91
0402047856-00010	1000 9th Street	101-265-920.03	78.92	78.92
		101-265-920.04	53.63	53.63
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				1,897.60
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
May 2020	Medical Examiner	101-648-709.00	1,930.00	1,930.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				1,930.00
GRAND TOTAL:				17,380.10

MAY 12 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MAY 14 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: APCO INTERNATIONAL				
697522-49975	Online Training (K. Ganczak)	266-325-881.01	439.00	439.00
TOTAL VENDOR APCO INTERNATIONAL				439.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
90686329919687	Telephone Services	101-228-850.00	46.04	46.04
90686329899681	Telephone Services	101-228-850.00	46.04	46.04
90686329869684	Telephone Services	101-228-850.00	46.04	46.04
TOTAL VENDOR AT&T - CAROL STREAM, IL				138.12
VENDOR NAME: J & M AIRCRAFT SUPPLY, INC.				
40021	Runway Light Bulb	216-585-981.01	451.91	451.91
TOTAL VENDOR J & M AIRCRAFT SUPPLY, INC.				451.91
VENDOR NAME: J S ELECTRONICS, INC.				
20811	Tower Lease (May 2020)	266-325-976.00	517.63	517.63
TOTAL VENDOR J S ELECTRONICS, INC.				517.63
VENDOR NAME: JANITOR'S CLOSET				
47017	Disinfectant Cleaner	101-265-755.01	72.00	72.00
TOTAL VENDOR JANITOR'S CLOSET				72.00
VENDOR NAME: LENCA SURVEYING				
20044	Remon Yr 2020 (4/29 - 5/13/20)	243-246-801.07	2,674.73	2,674.73
TOTAL VENDOR LENCA SURVEYING				2,674.73
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0154837-001	Office Supplies (Treasurers Office)	101-253-727.00	81.84	81.84
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				81.84
VENDOR NAME: QUILL CORPORATION				
6774869	Operating Supplies (911)	266-325-755.00	215.36	215.36
6757938	Operating Supplies (911)	266-325-755.00	35.18	35.18
TOTAL VENDOR QUILL CORPORATION				250.54
VENDOR NAME: WASTE MANAGEMENT, INC.				
1663217-1856-0	Airport	216-585-801.00	19.85	19.85
TOTAL VENDOR WASTE MANAGEMENT, INC.				19.85
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
169187	Water Analysis (Parks)	208-751-920.00	34.00	34.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				34.00
GRAND TOTAL:				4,679.62

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: DTE ENERGY				
910021025424	Library	271-790-920.00	113.04	113.04
TOTAL VENDOR DTE ENERGY				113.04
GRAND TOTAL:				113.04

APPROVED

MAY 19 2020

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Discussion of Commissioner Per Diems & Expenses as recently submitted for payment.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

06/05/2020
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 DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Review miscellaneous bills paid on May 21 & 28 and June 3, 2020 in the combined amount of \$75,410.08.	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

06/05/2020
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):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
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 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA 200315	Consultation - Phase 3	101-103-970.19	656.25	656.25
TOTAL VENDOR ABILITA				656.25
VENDOR NAME: ADVANCE AUTO PARTS 2825-440077	Vehicle Maintenance Supplies	101-265-981.00	13.64	13.64
TOTAL VENDOR ADVANCE AUTO PARTS				13.64
VENDOR NAME: ASSOCIATION OF PUBLIC TREASURERS OF 22064	Barbara Parrett - June 2020 Webinar	517-252-860.00	299.00	299.00
TOTAL VENDOR ASSOCIATION OF PUBLIC TREASURERS OF				299.00
VENDOR NAME: AT&T MOBILITY 287252150867	906-792-0211 & 906-792-5968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC. 5578	Vehicle Maintenance - 07 Chevy	101-265-981.00	128.39	128.39
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				128.39
VENDOR NAME: BRAZEAU, DAWN 20-45295-FY	Transcript (Helfert)	101-267-806.00	30.90	30.90
TOTAL VENDOR BRAZEAU, DAWN				30.90
VENDOR NAME: CASA 5/18/20	Faith Sandahl	292-669-801.00	812.00	812.00
TOTAL VENDOR CASA				812.00
VENDOR NAME: CELLCOM 254078	Cellular Services	292-663-850.00 292-664-850.00 292-665-850.00	40.60 40.60 40.60	121.80
255676	Airport	216-585-850.00	57.29	57.29
TOTAL VENDOR CELLCOM				179.09
VENDOR NAME: CLOVERLAND PAPER CO 122205	Janitorial Supplies (Courthouse)	101-265-755.01	64.49	64.49
TOTAL VENDOR CLOVERLAND PAPER CO				64.49
VENDOR NAME: COHL STOKER & TOSKEY P C 51333	Legal Services	101-211-801.00	3,357.15	3,357.15
TOTAL VENDOR COHL STOKER & TOSKEY P C				3,357.15
VENDOR NAME: COLE, DANA L. Reimbursement	Office Chair Caster Wheels	101-267-970.00	247.74	247.74
TOTAL VENDOR COLE, DANA L.				247.74
VENDOR NAME: COOPER OFFICE EQUIPMENT 176248	Contract # 3025-01	101-228-931.00	457.44	457.44
176161	Contract # 2721-01 (PA)	101-267-801.00	245.00	245.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				702.44
VENDOR NAME: CUMMINGS MCCLOREY DAVIS & ACHO 312111	Legal Services	101-211-801.00	600.00	600.00
TOTAL VENDOR CUMMINGS MCCLOREY DAVIS & ACHO				600.00
VENDOR NAME: ENGEL, DYAN April 2020	Drug Court	232-286-801.00	300.00	300.00
TOTAL VENDOR ENGEL, DYAN				300.00
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 05101057	Airport	216-585-801.00	48.00	48.00
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				48.00
VENDOR NAME: JET INDUSTRIAL				

MAY 28 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

MAY 28 2020

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: JET INDUSTRIAL				
159058	Airport Supplies	216-585-981.00	51.43	51.43
TOTAL VENDOR JET INDUSTRIAL				51.43
VENDOR NAME: JOHNSON JR., LARRY				
Reimbursement	Mileage - March & April 2020	101-101-860.00	241.50	241.50
TOTAL VENDOR JOHNSON JR., LARRY				241.50
VENDOR NAME: LEVI LINSMEIER				
Reimbursement	Counseling Services	101-131-858.01	1,020.00	1,020.00
TOTAL VENDOR LEVI LINSMEIER				1,020.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
104235	Jury Commission - Return Envelopes (x3500)	101-150-727.00	195.00	195.00
104234	Jury Commission - Window Envelopes (x2000)	101-150-727.00	175.00	175.00
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				370.00
VENDOR NAME: MENARDS - MARINETTE				
11064	Park Supplies	208-751-755.02	23.96	23.96
10986	Operating Supplies	101-265-755.00	137.09	137.09
11123	Park Supplies	208-751-755.02	79.16	79.16
TOTAL VENDOR MENARDS - MARINETTE				240.21
VENDOR NAME: MENOMINEE ANIMAL SHELTER				
2001	First Quarter 2020	101-601-958.00	147.50	147.50
TOTAL VENDOR MENOMINEE ANIMAL SHELTER				147.50
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10732493	Vehicle Maintenance Supplies	101-265-981.00	29.72	29.72
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				29.72
VENDOR NAME: NASTOFF, BERGMAN & MOORE, P.C.				
895	Legal Services	101-211-801.00	390.00	390.00
TOTAL VENDOR NASTOFF, BERGMAN & MOORE, P.C.				390.00
VENDOR NAME: OFFICE DEPOT, INC.				
488271569001	Office Supplies (Admin, Jury, CPL, Clerk)	101-172-727.00	8.94	171.08
		101-150-727.00	36.99	
		263-215-727.00	112.79	
		101-215-727.00	12.36	
488286608001	Office Equipment (CPL)	263-215-728.00	308.83	308.83
TOTAL VENDOR OFFICE DEPOT, INC.				479.91
VENDOR NAME: QUILL CORPORATION				
2693427	Office Supplies (PA)	101-267-727.00	113.98	113.98
2658214	Office Supplies - PA	101-267-727.00	38.99	38.99
4382173	Office Supplies - PA	101-267-727.00	8.79	8.79
4394691	Office Supplies (PA)	101-267-727.00	73.80	73.80
TOTAL VENDOR QUILL CORPORATION				235.56
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Sheriff Department	101-301-742.00	12.95	162.48
		101-301-770.00	138.93	
		101-301-850.00	5.30	
		701-000-276.04	5.30	
TOTAL VENDOR SAM'S CLUB MC/SYNCB				162.48
VENDOR NAME: STATE OF MICHIGAN				
P55	Probate Court (April, May, June)	101-132-858.03	2,993.30	2,993.30
C41	Circuit Court (April, May, June 2020)	101-131-858.03	2,059.73	2,059.73
TOTAL VENDOR STATE OF MICHIGAN				5,053.03
VENDOR NAME: TODD RYE CONSTRUCTION				
05/14/2020	Final Payment on Shower Bldg Repairs	208-751-930.03	1,475.00	1,475.00

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: TODD RYE CONSTRUCTION				
TOTAL VENDOR TODD RYE CONSTRUCTION				1,475.00
VENDOR NAME: VISA				
Credit Card	Parks and Courthouse	208-751-930.04	10.99	
		232-286-881.00	(305.00)	
		232-286-881.00	(305.00)	
		101-172-727.00	5.00	
		101-228-860.00	239.88	
		101-265-755.00	178.95	
		101-265-850.01	60.95	
		101-215-729.00	8.70	
		101-103-802.00	230.00	
		208-751-755.02	27.40	
		101-103-802.00	169.59	
		101-228-860.00	26.36	
		208-751-755.02	54.56	
		101-265-755.00	25.07	
		208-751-981.00	50.00	
		101-265-802.00	119.00	
		101-103-755.00	11.60	
		101-136-802.00	59.00	
		101-265-755.00	63.44	
		208-751-920.00	4.60	
		101-265-755.00	7.99	
		101-265-931.00	199.99	
		101-267-727.00	52.72	
		208-751-920.00	4.60	
		208-751-755.02	73.84	
		101-228-857.02	23.95	
		101-228-970.01	499.98	
		101-228-970.01	499.98	
		101-228-970.01	499.98	
TOTAL VENDOR VISA				2,598.12
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00008	Kleinke Park	208-751-920.01	183.15	183.15
0402047856-00005	Kleinke Park	208-751-920.01	60.58	60.58
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				243.73
GRAND TOTAL:				20,243.76

MAY 28 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

05/28/2020 11:45 AM
 User: jessicaw
 DB: Menominee County

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
 EXP CHECK RUN DATES 05/28/2020 - 05/28/2020
 UNJOURNALIZED
 OPEN

APPROVED 1/2

MAY 29 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
90586366142532	Telephone Services - 911	266-325-850.00	309.40	309.40
TOTAL VENDOR AT&T - CAROL STREAM, IL				309.40
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
5589	Vehicle Maintenance - 18 Tahoe	205-315-934.02	100.00	100.00
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				100.00
VENDOR NAME: BLUE360 MEDIA				
INV-200422149266	MI Penal Code Handbook	205-315-727.00	139.23	139.23
TOTAL VENDOR BLUE360 MEDIA				139.23
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1629301308	Operating Supplies	101-265-755.00	21.16	21.16
TOTAL VENDOR BLUETARP FINANCIAL, INC.				21.16
VENDOR NAME: CITY OF MENOMINEE				
#RENT - 1023	May 2020 Rent (911)	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				351.67
VENDOR NAME: CLOVERLAND PAPER CO				
122245	Janitorial Supplies - Courthouse	101-265-755.01	98.77	98.77
122206	Inmate Supplies	101-301-770.00	48.84	48.84
122244	Inmate Supplies	101-301-770.00	61.18	61.18
TOTAL VENDOR CLOVERLAND PAPER CO				208.79
VENDOR NAME: COREY'S AUTO SALVAGE				
5382	Towing & Labor	205-315-755.00	350.00	350.00
5383	Towing	205-315-755.00	250.00	250.00
TOTAL VENDOR COREY'S AUTO SALVAGE				600.00
VENDOR NAME: HEADSETS DIRECT, INC.				
71880	Headsets (x3)	266-325-728.00	293.10	293.10
TOTAL VENDOR HEADSETS DIRECT, INC.				293.10
VENDOR NAME: HENSLEY, RN, JOEL				
5/23/2020	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: JACK'S FRESH MARKET				
010803	Inmate Supplies	101-301-770.00	8.97	8.97
121652	Inmate Supplies	101-301-770.00	8.29	8.29
122343	Inmate Supplies	101-301-770.00	28.76	28.76
TOTAL VENDOR JACK'S FRESH MARKET				46.02
VENDOR NAME: JANITOR'S CLOSET				
47056	Janitorial Supplies	101-265-755.01	97.08	97.08
47058	Janitorial Supplies	101-265-755.01	75.00	75.00
47057	Health Department - Floor Care	101-265-755.02	40.98	40.98
TOTAL VENDOR JANITOR'S CLOSET				213.06
VENDOR NAME: MILESKEI, TYLER				
Reimbursement	Uniform Allowance	205-315-745.00	13.22	13.22
Reimbursement	Uniform Allowance	205-315-745.00	59.90	59.90
TOTAL VENDOR MILESKEI, TYLER				73.12
VENDOR NAME: REINHART FOODSERVICE				
121858	Inmate Supplies	101-301-770.00	562.88	562.88
126009	Inmate Supplies	101-301-770.00	1,293.54	1,293.54
TOTAL VENDOR REINHART FOODSERVICE				1,856.42
VENDOR NAME: SPEEDY TURTLE ENTERPRISES				
MECO4/30/20	Gasoline Charges - RP	205-315-742.00	79.35	79.35
TOTAL VENDOR SPEEDY TURTLE ENTERPRISES				79.35
VENDOR NAME: STANDARD INSURANCE COMPANY				

APPROVED

MAY 29 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
June 2020	Life Insurance Premium	101-101-713.00	21.24	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN 231.28
		101-132-713.00	4.13	
		101-136-713.00	11.58	
		101-141-713.00	7.08	
		101-148-713.00	5.31	
		101-215-713.00	11.80	
		101-228-713.00	2.36	
		101-172-713.00	4.72	
		101-267-713.00	14.16	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	3.54	
		101-301-713.00	59.00	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	4.72	
		260-266-713.00	0.22	
		271-790-713.00	7.08	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	3.54	
		205-316-713.00	2.36	
		205-315-713.00	21.24	
		266-325-713.00	21.24	
TOTAL VENDOR STANDARD INSURANCE COMPANY				231.28
VENDOR NAME: ULTIMATE CAR CARE				
1523	Mounting brackets for in-car tablets	205-315-934.02	845.00	845.00
TOTAL VENDOR ULTIMATE CAR CARE				845.00
VENDOR NAME: VISA				
Credit Card	Sheriff/Road Patrol & K9	101-301-770.00	672.34	962.03
		101-301-770.01	110.95	
		205-315-742.00	48.00	
		281-345-881.01	130.74	
TOTAL VENDOR VISA				962.03
VENDOR NAME: XEROX CORPORATION				
010167362	Probation/Parole	101-131-942.00	91.09	120.22
010334397	Sheriff Department	101-301-727.00	29.13	
TOTAL VENDOR XEROX CORPORATION				120.22
GRAND TOTAL:				7,814.85

APPROVED

MAY 29 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CITY OF STEPHENSON 705	Library - Water/Electric/Sewer	271-790-920.00	278.76	278.76
TOTAL VENDOR CITY OF STEPHENSON				278.76
VENDOR NAME: SUPERIORLAND LIBRARY COOP 2758	Library Internet Access (7/1 - 6/30/20)	271-790-801.01	1,026.18	1,026.18
TOTAL VENDOR SUPERIORLAND LIBRARY COOP				1,026.18
GRAND TOTAL:				1,304.94

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

JUN 04 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADVANCE AUTO PARTS				
2825-440335	Credit Memo	208-751-981.00	(30.00)	(30.00)
2825-440323	Park Supplies (Dump Truck)	208-751-981.00	80.98	80.98
TOTAL VENDOR ADVANCE AUTO PARTS				50.98
VENDOR NAME: ANDERSON, TACKMAN & CO, PLC				
71368	Audit Services, F65, GASB, Fixed Assets	101-103-801.01	13,650.00	13,650.00
TOTAL VENDOR ANDERSON, TACKMAN & CO, PLC				13,650.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202305	Telephone Services	101-228-850.00	495.84	495.84
90686344412304	Telephone Services	101-228-850.00	527.20	527.20
90686347054129	Telephone Services	101-228-850.00	208.14	208.14
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,231.18
VENDOR NAME: AURORA HEALTH CARE				
36373	Park - Pre Employment Physicals	208-751-801.01	412.00	412.00
TOTAL VENDOR AURORA HEALTH CARE				412.00
VENDOR NAME: AUTOMOTIVE SUPPLY COMPANY				
080463407	Airport Supplies	216-585-981.00	41.98	41.98
080462907	Airport Supplies	216-585-981.00	19.72	19.72
080463616	Airport Supplies	216-585-742.00	5.68	5.68
080463305	Airport Supplies	216-585-981.00	110.25	110.25
TOTAL VENDOR AUTOMOTIVE SUPPLY COMPANY				177.63
VENDOR NAME: CARLSON MEDICAL, PC				
4/28/20	Sheriff Dept Medical	101-103-755.00	111.00	111.00
TOTAL VENDOR CARLSON MEDICAL, PC				111.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - May 2020	101-101-860.00	18.40	18.40
TOTAL VENDOR CECH, WILLIAM				18.40
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.66	207.38
		101-261-920.02	35.23	
		101-261-920.03	151.49	
TOTAL VENDOR CITY OF STEPHENSON				207.38
VENDOR NAME: CLOVERLAND PAPER CO				
122295	Janitorial Supplies	101-265-755.01	138.41	138.41
TOTAL VENDOR CLOVERLAND PAPER CO				138.41
VENDOR NAME: COOPER OFFICE EQUIPMENT				
176531	Contract # 2997-01	101-682-801.00	313.47	313.47
TOTAL VENDOR COOPER OFFICE EQUIPMENT				313.47
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	105.77	105.77
TOTAL VENDOR DTE ENERGY				105.77
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage - May 2020	101-101-860.00	87.40	87.40
TOTAL VENDOR HAFEMAN, JAN				87.40
VENDOR NAME: KLUMB, JOSEPH				
May 2020	CAFA	260-266-801.01	600.00	890.00
		260-266-801.02	290.00	
TOTAL VENDOR KLUMB, JOSEPH				890.00
VENDOR NAME: LUFTS ADVERTISER, INC.				

APPROVED

JUN 04 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LUFTS ADVERTISER, INC.				
6/2/20	Advertising (April 2020)	101-101-901.00	154.00	508.00
		101-262-727.00	354.00	
5/27/20	Advertising (May 2020)	101-101-901.00	398.00	550.00
		101-301-802.00	152.00	
TOTAL VENDOR LUFTS ADVERTISER, INC.				1,058.00
VENDOR NAME: M & M TRUCKING, INC.				
8084	Airport Runway Maintenance	216-585-981.01	1,500.00	1,500.00
TOTAL VENDOR M & M TRUCKING, INC.				1,500.00
VENDOR NAME: MARINETTE CONCRETE PRODUCTS				
6/1/20	Concrete Work at Airport	216-585-981.01	681.25	681.25
TOTAL VENDOR MARINETTE CONCRETE PRODUCTS				681.25
VENDOR NAME: MCALLISTER, STARR				
Reimbursement	Cancelled Lease Site	208-751-964.00	1,770.00	1,770.00
TOTAL VENDOR MCALLISTER, STARR				1,770.00
VENDOR NAME: MENARDS - MARINETTE				
11573	Operating Supplies	101-265-755.00	87.93	87.93
11572	Grounds Maintenance Supplies	101-265-930.02	13.95	13.95
11160	B&G, Janitorial & Operating Supplies	101-265-930.02	24.99	97.82
		101-265-755.00	8.98	
		101-265-755.01	21.97	
		101-265-755.00	13.98	
		101-265-930.02	27.90	
11142	Park Supplies (River Park)	208-751-930.03	57.98	57.98
11905	Airport Supplies	216-585-755.02	139.94	139.94
11144	Airport Supplies	216-585-850.00	23.14	23.14
TOTAL VENDOR MENARDS - MARINETTE				420.76
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10747844	Airport - LawnMower Supplies	216-585-981.00	8.39	8.39
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				8.39
VENDOR NAME: MERKEL, WILLIAM				
April 2020	CAFA	260-266-801.01	450.00	450.00
TOTAL VENDOR MERKEL, WILLIAM				450.00
VENDOR NAME: MGT OF AMERICA, INC.				
37333	Cost Allocation Plan	101-103-801.08	4,500.17	4,500.17
37742	Cost Allocation Plan	101-103-801.08	2,699.83	2,699.83
37375	FY 2020 CRP Billing (PA's Office)	101-267-801.00	1,182.00	1,182.00
TOTAL VENDOR MGT OF AMERICA, INC.				8,382.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0154813-001	Office Supplies (Probate/Family)	101-132-727.00	3.34	6.68
		101-148-727.00	3.34	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				6.68
VENDOR NAME: NORWAY SPRINGS, INC.				
665004	Airport	216-585-801.00	40.58	40.58
TOTAL VENDOR NORWAY SPRINGS, INC.				40.58
VENDOR NAME: NUTT, MICHAEL				
May 2020	Crisi Intervention	292-668-801.00	675.00	675.00
TOTAL VENDOR NUTT, MICHAEL				675.00
VENDOR NAME: OFFICE DEPOT, INC.				

APPROVED

JUN 04 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: OFFICE DEPOT, INC.				
49231880001	Office Supplies (Admin)	101-172-727.00	15.99	15.99
49231880002	Office Supplies (Parks)	208-751-727.00	49.80	49.80
TOTAL VENDOR OFFICE DEPOT, INC.				65.79
VENDOR NAME: OTIS ELEVATOR COMPANY				
CVM05021620	6/1 - 8/31/2020	101-265-801.00	741.15	741.15
TOTAL VENDOR OTIS ELEVATOR COMPANY				741.15
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150007	Janitorial Supplies	101-265-755.01	11.49	11.49
150008	Park Supplies	208-751-755.01	10.98	612.19
		208-751-755.02	601.21	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				623.68
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - April 2020	101-101-860.00	82.80	82.80
TOTAL VENDOR PICHE, GERALD L.				82.80
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1756408	Airport - Jon Deere Filters	216-585-981.00	156.06	156.06
TOTAL VENDOR RIESTERER & SCHNELL, INC.				156.06
VENDOR NAME: SEABORG, SARA D.				
March 2020	CAFA	260-266-801.01	750.00	1,725.00
		260-266-801.02	150.00	
		260-266-801.00	825.00	
April 2020	CAFA	260-266-801.01	750.00	1,925.00
		260-266-801.02	200.00	
		260-266-801.00	975.00	
March 2020	CAFA	260-266-801.01	150.00	150.00
TOTAL VENDOR SEABORG, SARA D.				3,800.00
VENDOR NAME: STATE OF MICHIGAN				
Renewal	CER Certification - Lisa Frost #9077	101-132-802.00	15.00	30.00
		101-148-802.00	15.00	
TOTAL VENDOR STATE OF MICHIGAN				30.00
VENDOR NAME: TOWN & COUNTRY TREE SERVICE				
6/1/2020	Tree Removal - Kleinke Park	208-751-930.04	460.00	460.00
TOTAL VENDOR TOWN & COUNTRY TREE SERVICE				460.00
VENDOR NAME: UWC				
9068632023	Telephone Services	101-228-850.00	19.31	19.31
9068634441	Telephone Services	101-228-850.00	2.21	2.21
9067532209	Telephone Services	101-228-850.00	0.45	0.45
9067534582	Telephone Services	208-751-850.00	12.16	12.16
TOTAL VENDOR UWC				34.13
VENDOR NAME: VISA				
Credit Card	Airport	216-585-742.00	32.12	319.44
		216-585-755.03	267.19	
		216-585-755.02	20.13	
TOTAL VENDOR VISA				319.44
VENDOR NAME: WALTER BROTHERS INC				
13218	Park Supplies	208-751-755.02	11.70	11.70
20106	Airport Supplies	216-585-755.02	9.79	9.79

APPROVED

JUN 04 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WALTER BROTHERS INC				
TOTAL VENDOR WALTER BROTHERS INC				21.49
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
169431	Water Analysis	208-751-920.00	119.00	119.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				119.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00006	Stoney Point Street Lighting	208-751-920.01	43.70	43.70
0403823200-00006	Hanger Gate Center	216-585-920.03	27.65	27.65
0402191663-00001	Health Care Center	101-265-920.03	155.99	282.46
		101-265-920.04	126.47	
0405249882-00005	County Parks	208-751-920.01	55.10	55.10
0402055840-00001	Jail	101-265-920.03	6,060.18	6,060.18
0403823200-00004	Airport	216-585-920.00	36.11	709.88
		216-585-920.03	263.41	
		216-585-920.00	42.53	
		216-585-920.03	289.35	
		216-585-920.00	78.48	
0403823200-00005	Airport Gate Center	216-585-920.03	27.74	27.74
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				7,206.71
GRAND TOTAL:				46,046.53

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous boards and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

06/05/2020
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 PARKS COMMITTEE

MINUTES MARCH 2, 2020

*Approved
4/1/20*

1. The meeting was called to order at 6:00 PM by Vice-Chair, Dick Peterson at Lake Township Hall in Stephenson.
2. Pledge of Allegiance was recited by all.
3. **Reporting for roll call were:** Dick Peterson, Kathy Branz, County Commissioners Bill Cech and Larry Phelps. Excused were Bob Desjarlais and Vola Bleile.

Others in attendance were Jim Quist, Karen Kayser and Zak Aubert .
4. **Approval of agenda:** Motion by Bill Cech to approve the Agenda supported by Kathy Branz with all in favor.
5. **Minutes:** Bill Cech made a motion to accept the February 3, 2020 minutes with the correction on 7. Business, B A motion by Kathy Branz to recommend to the County Board to pay... supported by Larry Phelps with all in favor.
6. **Public Comments:** None
7. **Business:**
 - a. **Review Financials/Budget** – Jason stated Stoney Point will need rip-wrap as it has lost 20 to 30 feet of shoreline. Kleinke lost 15 to 20' for shoreline, has trees uprooted and needs to be cleaned up. A motion by Kathy Branz to accept the financials/budget as presented supported by Bill Cech. All were in favor.
 - b. **Wind Rose North Outfitters – Zak:** Zak passed out a magazine showing water park equipment. As Shakey Lakes is the safest body of water within the parks he suggest we consider implementing a water park at Shakey Lakes. The RAVE playgrounds on water is in Van Riper State Park and has been a huge part of the parks success. The equipment can be configured as wanted and can more parts at a later date. The water slide would be a great addition to the slope on Bass Lake as well as the rope swing. Zak suggested we look into the liability insurance, marketing and cost with a start date of 2021. There would be an approximate \$3,000 for life jackets. Larry Phelps is very supportive of this and feels we must do this before Wisconsin. Zak stated you would be targeting from July 1st to the week before Labor Day as that is when the water is warm – if an exceptionally warm year this could start earlier.
 - c. **New restrooms at Shakey Lakes – follow up:** No RFP as of yet. Some other issues have arisen, such as needing a new truck for the Parks, gravel at Bailey & the museum and stump grinding at the parks or the purchase of stump grinding equipment. Jason will be having a meeting on Tuesday March 3 with Jim Quist, Jim McCash and Mike Seig to evaluate the purchase of equipment. Larry Phelps suggested looking for a grant to purchase a new truck. If a grant is not available looking at used. Kathy Branz stated there are a lot of trucks in dealership parking lots and they are giving great deals on demos. Jason is looking at setting up work zones to eliminate miles. Jim Quist said River Park would also need some gravel.

- d. **Electric at Bailey** – no update available.
- e. **On line reservations** – Mike Kass and Karen Kayser will start looking at surrounding parks and see which programs they are using. This is schedule to start in May for implementation for the 2021 season.
- f. **Kayak Launch Mason Park (Larry Phelps)** – Larry reported that the Engineer from the firm that makes the launch will be presenting Larry with visuals. Once he has a visual of what it will look like he will be contacting businesses and individuals for donations.
- g. **Update on Health Inspection – Bathroom repairs Shakey Lakes:** Jim McCash took pictures and sent them to the Health Department. The law states the seam must be covered, which ours is. Jim McCash is going to do a silicone covering to fill in the cracks and cover the area from floor to wall.
- h. **Parks Ordinance Review:** Jason said this is still at the Prosecuting Attorney's office and he will follow up.
- i. **Bailey Park, Kleinke and Shakey Lakes – Stump Removal:** This has become a budget question as to buy a Stump Remover Parks & Grounds or Parks only or Grounds only. Jason will advise.
- j. **Fair Sponsor discussion:** There was a question regarding the payment of sites. Karen stated that those that had campers on them were paid for by the Fair Board, those used by vendors only were not paid for. This answers the question.
- k. **Fair Weekend Campsites:** After much discussion this was tabled until later.
- l. **Music June 20th** – Ron & Mike Tribute Band: This was agreed upon to pursue. Kathy will follow up and email as it progresses. We will need permission from the County Board to continue.

8. Correspondence: None.

9. Any other item Members Wish to Present: Dick Peterson felt we were losing out on revenue early May as there are very few campers using the park. A motion by Dick to have an Early Bird Special (Named by Jason) of \$20 per night from May 1 to May 17. This was supported by Bill with all in favor.

10. Public Comment: None.

11. Adjournment – Motion by Bill Cech to adjourn supported by Dick Peterson Branz with all in favor at 8:10 PM

12. Next meeting will be at Lake Township Hall on Cnty Rd 577 in Stephenson on April 6, 2020 at 6 P.M.

Submitted by,

Kathy Branz, Secretary

Menominee County Parks and Recreation Committee

MENOMINEE COUNTY LIBRARY BOARD

Minutes March 10, 2020

Approved: May 20, 2020

C. Peterson called the meeting of the Menominee County Library Board to order at 3:00 PM on Tuesday March 10, 2020

Present: C. Peterson, M. Fagan, A. Rivard, A. Rock and Commissioner J. Hafeman

C. Peterson announced that Mike Lyons has resigned from the Library Board.

A. Winnicki notified the Board that long time Library Board member and past President Kathy McNeely passed away in late February.

M. Fagan moved to approve the agenda, support by A. Rivard. Motion carried.

Public Participation: Director Winnicki shared the report from B. Winnicki on the Superiorland Library Cooperative (SLC) fiscal year 2020/21 budget actions and the SCL position on RIDES which is the state wide delivery service for interlibrary loan materials.

Nancy Tuinstra announced that the Friends of Menominee County Library received a grant from the M&M Foundation for expanding the library's early literacy program to all pre-school students in the schools that the bookmobile visits and to provide outreach to daycare providers in our area. This grant is for \$1,000.00.

John Slavick stated that he is still interested and willing to serve on the Library Board

M. Fagan moved to approve the minutes from the February 11, 2020, support by A. Rivard. Motion carried.

M. Fagan moved to approve the February financials, support by A. Rock. Motion carried.

M. Fagan moved to approve the March bills, support by A. Rivard. Motion carried.

Director's Report

Progress has been made on repurposing the Friends Book Sale Room into Small Meeting Room/Study area. We have moved the display case from the front entrance way. In the display case we currently have "Celebrating Doctor Seuss's 116th Birthday" We received one of only 50 state wide library grants to host a Michigan Notable Author. **Pamela Cameron** author of "Sport – Ship Dog of the Great Lakes" will be here on June 23rd. An Egg Decorating workshop is scheduled for March 21. We are again partnering with the Easter Rabbit for a fun day on April 11. The City of Stephenson is working on putting up the Library Logo signs that were purchased by the Friends Group.

Commissioner's Report

Commissioner Hafeman provided information on the scope of the roof bids for the hanger at the airport as a point of discussion for the long term needs of the library roof. She also updated the Library Board on the status of the new Economic Planning committee.

Old Business:

M. Fagan moved to rescind the previously agreed on meeting time and dates, 3pm on the second Tuesday of each month, support by A. Rivard. Motion carried.

New Business:

M. Fagan moved to schedule Library Board meetings for the first Wednesday of the month at 4pm, support by A. Rock. Motion carried.

Public Participation: no additional comments

As there was no further business, M. Fagan moved to adjourn the meeting, support by A. Rivard. Motion carried. Meeting adjourned at 3:41 PM.

Submitted by: Amanda Winnicki, Library Director

2020 -21 Menominee County Library Board Meetings

<u>Date</u>	<u>Time</u>	<u>Place</u>
March 10, 2020 – Tuesday	3:00 PM	Stephenson
April 1, 2020 – Wednesday	cancelled Covid-19	
May 6, 2020 – Wednesday	cancelled Covid-19	
Special meeting May 20, 2020	4:00 pm	Stephenson/Zoom
June 3, 2020 – Wednesday	4:00 PM	Stephenson
July 1, 2020 – Wednesday	4:00 PM	Stephenson
August 5, 2020 – Wednesday	4:00 PM	Stephenson
September 2, 2020 – Wednesday	4:00 PM	Stephenson
October 7, 2020 – Wednesday	4:00 PM	Stephenson
November 4, 2020 – Wednesday	4:00 PM	Stephenson
December 2, 2020 – Wednesday	4:00 PM	Stephenson
January 6, 2021 – Wednesday	4:00 PM	Stephenson
February 3, 2021 – Wednesday	4:00 PM	Stephenson

Any special board or committee-of-the-whole meeting will be posted during the year

Approved: May 20, 2020

UPCAP on Legislation

5/8/20

US Rep: Bergman Money for CARES has been appropriated, but not spent.

Jake (**US Sen Stabenow's office**) spoke on funding for State and local government. Stabenow is supportive of the funding, and realizes there is a hole in the state's budget.

US Sen. Peter's office: Sen Peters has introduced a bill for direct support of local governments—50% for municipalities, townships and villages, 50% for counties. 30% is retained by the states, but they must send it to communities in need to pay for lost revenues from the pandemic. It's called "Direct Support for Communities Act. It is to help supplement some of the Revenue Sharing in Michigan.

Rep Beau LaFave complained about the Mandated Balanced budget, and said it is not in effect though the crisis. The State is facing a \$3,000,000,000 (3 billion) dollar shortfall, so everyone will get cut; the federal funding is important.

Sen. McBroom-is working on the land trust, because the DNR is continuing to buy up more land. He is also wanting a waiver on the Headlee Amendment. When asked about the FEMA money for roads in Houghton Co., he said the money was sent to the state, but Whitmer vetoed sending the FEMA money (and other monies) to the counties.

MAC Update

Flood Damage: There is a grant-based funding through Great Lakes Restoration Fund, not the legislation at the state. The money was appropriated, but will get pulled back because of the \$3B shortfall.

Guidance on County Courthouses opening up—Administrative order wants remote access. Courthouse should phase back in and eventually return to full capacity. The opening needs to come with a preparedness plan (such as masks, temperatures, seating, etc. See MAC for Updates.

Covid-19 tests are covered by Medicaid and Blue Cross-Blue Shield. Some insurers are not paying for the tests

County Board members:

Communications for internet: Michigan Public service commission has not acted on this, but the Wisconsin Public Service Commission has given grants for high speed internet in rural Wisconsin.

Opening up of Michigan: A plan was devised to open Michigan by district, but since it was sent to the governor, no one in the administration has done anything on it. Gov. Whitmer is now considering a sector approach to opening the state rather than a region. (Sectors such as medical, food, manufacturing, retail, misc. services, etc.) Please see "MY STATE START PLAN"

Revenue Sharing: April 30th went out, but expect big cuts in June and August.

CARES Act: You can use the cares act for remote access—those working remotely—cost of equipment, etc. can be reimbursed by the CARES Act.

End of Session:

Rep. Bergman—no comment

Rep McBroom—is grateful for all doing and will talk online to Co. Board Meetings if invited. He is very disappointed with the Governor, because he feels the lockdown in the UP is unfair. So much is being taken away from our Upper Peninsula, and many businesses which have closed will not reopen. He has gotten many calls about suicide.

Jeremy from the governor's office thanked people for all they are doing with the pandemic.

Rep. LaFave thanked the frontline workers. He said he is getting many calls about unemployment, as they are overwhelmed. He said the Unemployment Bureau has hired 150 extra workers, who are now trained and in the offices.

Katelyn Rader from **Sen Peters Office** said Government is doing everything they can. They are establishing a hero's fund to provide an extra \$13. Per hour for frontline workers—doctors and nurses, etc. He also wants the state to release the Cares money immediately.

Also, there are new funeral benefits for veterans. He is proud of companies who are manufacturing medical supplies (such as Stormy Cromer)

She talked about the Storm Act of 2020: Money to the States to mitigate shoreline erosion with low-interest loans.

Jay Gage (**Sen Stabenow's office**) Thanked us for dealing with the uncertainty.

Steve Curry from MAC also conveyed his thank you.