"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
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The Menominee County Board of Commissioners
will meet on Tuesday ~ August 28, 2018 @ 6:00 p.m.
Spalding Township Hall, N15881 Pine St.
Powers, MI 49874
906-863-7779

AGENDA

A. Call to Order
B. Pledge of Allegiance
C. Roll Call
D. Approval of the Agenda
E. Approval of Previous Minutes
   August 14, 2018 ~ Regular Meeting
F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only)*
G. Presentations *(limited to twenty minutes):*
   Mike Snyder – Discussion of HB 5752 & HB 5753 (Statewide Septic Code)
H. Department Head/Elected Officials Reports (limited to ten minutes):

I. Action Items
   1. Moved by _____ supported by _____ to appoint Commissioner _____ to replace Commissioner Piche on the Delta-Menominee Health Board.
   2. Moved by _____ supported by _____ to approve a recommendation from the Airport Committee to deny sublease and Flying Club registration for PHDS Flying Club, Inc.
   3. Moved by _____ supported by _____ to approve a recommendation from the Airport Committee to offer Mr. Mark Burbey (Hangar #8) 14 days to resolve a material breach of contract (unauthorized sublease) by submitting paperwork for a sublease or removing the aircraft from the hangar. If not resolved in 14 days, the lease on hangar #8 will be terminated.
   4. Moved by _____ supported by _____ to approve Commissioners Per Diems & Expenses as recently submitted.
   5. Moved by _____ supported by_____ to approve miscellaneous bills as paid on July 25, 26, Aug. 22 & 9, 2018 in the combined amount of $249,664.36.

Steven Gromala *Gerald Piche – Chairperson* *William Cech – Vice Chairperson* *Larry Phelps*

John Nelson *Jan Hafeman* *Charlie Meintz* *Bernie Lang* *Larry Schei*

6. Moved by _____ supported by_____ to approve miscellaneous boards/committees/commission reports to be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
   a. None

2. Building and Grounds/Park Items:
   a. None

3. Miscellaneous Items:
   a. Fire numbers – not found &/or not visible
   b. DNR Land transaction - questions/concerns
   c. Resolution 2018-21 ~ Opposing Changes to the Statewide Septic Code

4. Finance Items:
   a. City of Stephenson – Law Enforcement Protection Agreement 2018/19
   b. CAD (Computer aided dispatch) and RMS (Records Management System)
   c. Circuit Court Fee Collections
   d. Miscellaneous bills paid on August 16 & 22, 2018 in the combined amount of $233,917.89.

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Moved by _____ supported by _____ to enter into closed session under section 8(c) of the Open Meetings Act, for strategy and negotiations of a collective bargaining agreement pursuant to E911 Grievance 1-18 and Grievance 2-18.
Members entering into closed session:
_____Time:_____

O. Moved by _____ supported by _____ to return to open session.

P. Take action, if any, from closed session.

Q. Adjourn

August 14, 2018

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Spalding Township Hall, Powers, Michigan.

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

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

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

Absent: Commissioner Charlie Meintz (excused).

Moved by Com. Nelson, seconded by Com. Schei to approve the agenda. Discussion ensued and Administrator Carviou stated that the agenda would need to be amended to remove Action Items #1 & #2. Also, add under New Business Item 4c, Draft Budget for FY 2018/2019.

Moved by Com. Cech, seconded by Com. Phelps to amend the agenda by removing Action Items #1 & #2. Also, add under New Business Item 4c, Draft Budget for FY 2018/2019. Motion was approved 8-0.

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

Moved by Com. Gromala, seconded by Com. Hafeman to approve the minutes from the July 24, 2018 Regular County Board Meeting. Discussion ensued and Com. Hafeman noted a typo on page two. The word should have been "no" instead of "to". Motion was approved 8-0.

Public Comment:
- Nancy Douglas – Commented on the Finance Committee meeting and appropriations to Economic Development.
- Bob Desjarlais – Commented on Action Items #4&#5.
- Charlene Peterson – Commented on Action Item #6.
- Gary Eichhorn – Commented on Action Item #1.
- Rich Sexton – Commented on New Business Item 3a.

Presentations:
- SEPERION ~ Ken Clark and Sheriff Kenny Marks – OSSI/CAD Software Records Management System.

Department Head/Elected Officials Reports:
- Jason Carviou, County Administrator – The Household Hazardous Waste collection is this coming Saturday in the City of Menominee.
- Diane Lesperance, County Treasurer – Gave and update from the MACT Conference that she just attended.

DRAFT

- Marc Kleiman, County Clerk/Register of Deeds – Gave an update from the August 7, 2018 Primary Election.
- Rich Sexton, Emergency Services Director – Gave an update on FEMA and their upcoming meeting in Houghton.
- Kandace Curran, Equalization Director – Discussed Resolution 2018-20.

Action Items:

Moved by Com. Nelson, seconded by Com. Hafeman to approve a recommendation from the Finance Committee to approve 2017/18 Budget Amendment #3 (42-67). Motion was approved 7-1. Com. Gromala voted nay.

Moved by Com. Phelps, seconded by Com. Lang to approve a recommendation from the Parks Committee to sign the "Declaration and Notice" to close out grant TF 12-121 at River Park. (Well and well house, and electric for pavilion). Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve a recommendation from the Parks Committee to sign the "Declaration and Notice" to close out grant TF 13-075 at Stony Point Boat Launch. (Replace boat launch and build an ADA parking pad). Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Nelson to appoint Florence Rivard as a member to the Menominee County Library Board to fill the remainder of a vacated term to expire 1.31.2019. Motion was approved 8-0.

Moved by Com. Cech, seconded by Com. Phelps to approve payment to the Road Commission for work completed for the 3-Way Road Funding Program. Invoice #'s #WFP-2018-002 (Holmes Twp. $30,868.66), 3 WFP-2018-003 (Meyer Twp. $20,950.33), 3 WFP-2018-004 (Stephenson Twp. $30,837.74), and 3 WFP-2018-001 (Menominee Twp.) to be paid to the Road Commission ($17,673.75) and to Menominee Twp. ($31,403.68). Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve Commissioner Per Diems & Expenses as recently submitted. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Gromala to approve miscellaneous bills as paid on July 9,10,12,16 & 19, 2018 in the combined amount of $50,694.21. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Nelsom to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 8-0.

New Business (discussion only)

Personnel Items:

a. None.

Building and Grounds/Parks Items:

a. Security Access Control System – Administrator Carviou updated the Board on the quotes from S&O Lock for rekeying the Courthouse doors $850 and the Jail doors $675. He is also looking into a magnetic lock system. The consensus of the board is to bring this item back at another meeting when Jason has the additional information.

DRAFT

Miscellaneous Items:

a. Fire numbers – not found and or not easily visible. – Emergency Service Director, Rich Sexton discussed the new flag style fire numbers and how much more visible they are. Jim Moraska, Spalding Township Supervisor provided a quote from Lange Enterprises for new signs and poles. The consensus of the board is to bring this item back at a future meeting for additional discussion.

b. HB6049 & SB1025 – discussion. – Kandace Curran, Equalization Director, discussed these bills and how they would not benefit the county. She is opposed to the bills and discussed the proposed resolution 2018-20 in Opposition of HB6049 and SB1025. Com. Nelson would like to make the approval of this resolution an action item at this meeting.

Moved by Com. Nelson, seconded by Com. Cech to make the approval of Resolution 2018-20 an action item at this meeting. Motion was approved by a roll call vote 8-0.

Moved by Com. Nelson, seconded by Com. Cech to approve Resolution 2018-20 ~ Resolution in Opposition of HB 6049 and SB 1025. Motion was approved by a roll call vote 8-0. (Attachment A)

Finance Items:

a. Review of Commissioner Per Diems and Expenses. - The consensus of the board is to move this item forward for approval at the next meeting.

b. Miscellaneous bills as paid on July 25 & 26, August 2 & 9, 2018 in the amount of $249,664.36. - The consensus of the board is to move this item forward for approval at the next meeting.

c. Fiscal Year 2018/2019 Draft Budget. – Discussion ensued over items that have been removed from the proposed budget. Discussion on options for increasing revenues by additional millages also took place. The consensus of the board is to hold a budget session of the entire board prior to the next meeting.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Piche called for public comment

Public Comment:

- Bob Desjarlais – Commented on Economic Development and Meyer Township.
- Jim Moraska – Commented on Economic Development and Spalding Township. Thanked the board for coming to the Spalding Township hall and also thanked the board for the 3 Way Road Projects.
- Nancy Douglas – Commented on Economic Development and Northern Initiatives.

Commissioner Comment:

- Com. Nelson – Introduced Larry Johnson Jr. who is a candidate for the District 9 County Commissioner seat. He also thanked Spalding Township.
- Com. Phelps – Commented on Economic Development and a survey that was sent out.

DRAFT

Moved by Com. Nelson, seconded by Com. Schei to enter into closed session under section 8(c) of the Open Meetings Act, for strategy and negotiations of a collective bargaining agreement pursuant to E911 Grievance 1-18 and Grievance 2-18. Also, under section 8(e) of the Open Meetings Act, to consult with our attorney regarding trial or settlement strategy in connection with pending litigation concerning airport hangar leases. Those present will be July 25, 26, Aug. 22 & 9, 2018 in the combined amount of $249,664.36 all nine commissioners, Administrator Carviou, Administrative Assistant DuPont and County Clerk Kleiman. Motion was approved by a roll call vote 8-0 at 8:40 p.m.

Board returned to Open Session at 9:49 p.m.

(Com. Nelson stepped out of the meeting)

Moved by Com. Schei, seconded by Com. Hafeman to terminate the unsigned Airport Hangar Leases that are currently in litigation. Motion was approved by a roll call vote 7-0.

Moved by Com. Gromala, seconded by Com. Cech to have a hearing regarding E911 Grievance 1-18 and 2-18 on August 28, 2018. Motion was approved by a roll call vote 7-0.

Moved by Com. Hafeman, seconded by Com. Cech to adjourn at 9:52 p.m. Motion was approved 7-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

DRAFT

COUNTY BOARD OF COMMISSIONERS
PRESENTATION ITEM

SUBJECT:	**HB 5752 & HB 5753 (Statewide Septic Code)**
DEPARTMENT:	**Com. Cech – Public Health**
ATTACHMENTS:	**Yes**

SUMMARY:

Commissioner Cech asked Mike Snyder to come to the board to discuss his opinion on the Statewide Septic Code House Bills.

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

U.P. Association of County Commissioners

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RESOLUTION OPPOSING PROPOSED CHANGES

TO THE

STATEWIDE SEPTIC CODE (HB 5752 & HB 5753)

WHEREAS, House Bills 5752 and 5753 would add Part 128 to the Public Health Code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation, maintenance and inspection of septic systems;

WHEREAS, The Amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have been effectively enforced by counties and health departments across the Upper Peninsula; and

WHEREAS, The Amendatory Act would add additional mandates that would increase the amount of personnel time and expenses that Upper Peninsula Health Departments would incur under the new Act without adequate funding from the state; and

WHEREAS, The Amendatory Act would gut existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes which, in effect, eliminates local control and undermines the duties of local health departments to implement and enforce laws; and

WHEREAS, The Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of this Amendatory Act which will place ad additional financial burden on local authorities; and

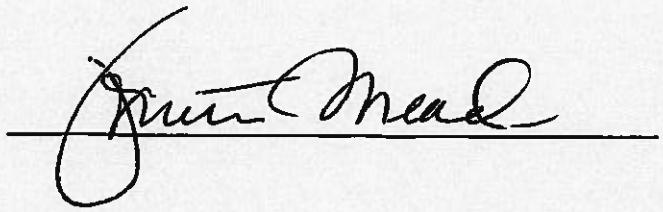
WHEREAS, The creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

WHEREAS, The Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

THEREFORE BE IT RESOLVED,

That the U.P. Association of County Commissioners (UPACC) opposes HB 5752 and HB 5753 and requests State Legislators to oppose the legislation.

Dated: 5/11/18



Legislative Analysis

Phone: (517) 373-8080
http://www.house.mi.gov/hfa

Analysis available at
http://www.legislature.mi.gov

ONSITE WASTEWATER TREATMENT SYSTEMS

House Bill 5752 as introduced
Sponsor: Rep. James A. Lower

House Bill 5753 as introduced
Sponsor: Rep. Abdullah Hammoud

Committee: Natural Resources
Complete to 4-10-18

BRIEF SUMMARY:

Taken together, House Bills 5752 and 5753 would add Part 128 (Onsite Wastewater Treatment Systems) to the Public Health Code to establish state and local standards for onsite wastewater treatment systems (commonly called septic systems). Among other things, the bills would require the Department of Environmental Quality (DEQ) to develop a statewide code to govern the installation, operation, maintenance, and inspection of septic systems; require regular septic system inspections, assessments, or evaluations; require inspection results to be maintained by the DEQ in a statewide database; and establish a Technical Advisory Committee to advise the DEQ regarding septic system standards.

BACKGROUND INFORMATION:

The Michigan Water Strategy is a 30-year planning document developed by the Office of the Great Lakes in collaboration with the Departments of Environmental Quality, Natural Resources, and Agriculture and Rural Development and the Michigan Economic Development Corporation. Its final part was published in October of 2016.[1] Among its recommendations is that the state develop and implement, by 2019, "a uniform statewide sanitary code that is flexible and provides standards for site suitability based on risk." The document notes that "Michigan is the only state without a specific law related to individual or small-quantity on-site wastewater treatment systems."

DETAILED SUMMARY:

House Bills 5752 and 5753 would add Part 128 to the Public Health Code to establish state and local standards for the installation, operation, maintenance, and inspection of onsite wastewater treatment systems.

Under the bills, an ***onsite wastewater treatment system*** would mean a system of components and appurtenances used to collect and treat sewage and wastewater from one or more dwellings or structures and discharge not more than 10,000 gallons per day of the

[1] http://www.michigan.gov/documents/deq/deq-ogl-waterstrategy_538161_7.pdf

resulting effluent to a soil dispersal system on property owned or controlled by the owner of the onsite wastewater treatment system.

A ***conventional system*** would mean an onsite wastewater treatment system that contains a watertight septic tank with nonuniform distribution of effluent to a soil dispersion system that does not include any components of an alternative technology. An ***alternative system*** would mean a system that is not a conventional system but is at least as effective as a conventional system. An ***experimental system*** would mean a system that is in experimental use and requires further testing regarding its effectiveness and acceptability.

A ***proprietary product*** would mean a treatment or distribution product held under patent or trademark that significantly contributes to treatment performance or effluent dispersal objectives. ***Nonproprietary technology*** would mean a wastewater treatment or distribution technology, method, or product that is not subject to a patent or trademark and that significantly contributes to the attainment of treatment or dispersal objectives.

<u>Authorized local health departments – conventional systems</u>
Under HB 5753, the DEQ would authorize a local health department to administer the proposed Part 128 for conventional systems if the local health department met the following conditions:

- Adopted regulations that provide protection for public health and the environment at least equivalent to Part 128. The regulations would be submitted to the DEQ for review and approval. Except for point of sale ordinances (see below), the regulations could require a greater level of public health and environmental protection than that provided by Part 128.
- Adopted regulations consistent with Part 128 to carry out responsibilities under that part and the statewide code (see below), including authority to do the following:
    - Conduct site evaluations, issue construction permits, and perform interim and final inspections.
    - Issue notices and penalties to persons who violate Part 128 or endanger public health or the environment.
    - Respond to complaints regarding an onsite wastewater treatment system failure.
    - Provide an administrative review for anyone affected by a local health department order, decision, or notice.
- Maintained qualified staff to administer a program for conventional systems. Qualified staff would have to meet the following:
    - Possess at least a four-year bachelor's degree in environmental health, chemistry, biology, geology, or engineering.
    - Obtain at least eight hours of training, including at least four hours of field training on the U.S. Department of Agriculture soil classification system.
    - Demonstrate competency regarding local sanitary regulations, state criteria for subsurface sewage disposal, and the Land Division Act.
    - Demonstrate competency regarding the Michigan local public health accreditation program and minimum program requirements pertaining to onsite wastewater treatment systems.

- Conduct at least ten supervised field evaluations of onsite wastewater treatment system designs and ten supervised final inspections.
- Conduct, in a way that demonstrates understanding of the onsite wastewater treatment program, at least five solo field evaluations of onsite wastewater treatment system designs and five solo final inspections.
- Attend and observe at least two complete onsite wastewater treatment system installations from beginning to end.

Authorized local health departments – alternative systems

Under HB 5752, the DEQ could authorize a local health department to administer the proposed Part 128 for alternative systems if the local health department met the authorization requirements for conventional systems, above, and also adopted regulations consistent with Part 128 to carry out responsibilities under that part, including authority to do the following:

- Review, evaluate, approve, or reject applications, plans, and specifications to alter, install, repair, or replace alternative systems.
- Issue construction permits for alternative systems (see below).
- Issue operating permits to ensure the long-term maintenance of alternative systems.

Point of sale ordinances

HB 5752 would prohibit local units of government from adopting a point of sale ordinance related to onsite wastewater treatment and would require local units to phase out or repeal any existing point of sale ordinances requiring inspections of onsite wastewater treatment systems within three years after the effective date of HB 5752. ***Point of sale ordinances***, generally speaking, require local inspection of septic systems prior to the sale or transfer of a property.[2]

Construction permits

HB 5752 would prohibit a person from installing, constructing, altering, or repairing a conventional or alternative system unless he or she has received a construction permit from the DEQ or an authorized local health department. (The project would also be subject to any permits required under Part 31 or 41 of the Natural Resources and Environmental Protection Act.) A local unit of government would not be allowed to issue a building permit for a residence or facility that will be served by an onsite wastewater treatment system unless that system has been issued a construction permit under Part 128.

A construction permit for the installation of an alternative system would be issued if the soils, site conditions, and operating conditions are appropriate for use of the alternative system in compliance with the statewide code (see below). The alternative system would also have to use either a proprietary product that has been registered for use by the DEQ (see below) or a nonproprietary technology that meets the recommended standards and guidance under the statewide code.

[2] See https://www.mymlsa.org/septic-system-ordinances/

The DEQ would have to develop recommended standards and guidance to assist local health departments in permitting different types of onsite wastewater treatment systems, including nonproprietary technologies such as sand filters; proprietary products such as aerobic treatment systems and packed bed filters; and proprietary products such as subsurface dripline products or gravelless distribution products.

Proprietary product registration

Beginning January 1, 2020, a person would be prohibited from installing, constructing, altering, or repairing a proprietary product unless he or she has received a construction permit from the DEQ or an authorized local health department and the product has been registered by the DEQ for use in this state.

A person could apply for registration of a proprietary product by submitting an application with the required information to the DEQ. The DEQ could charge a $3,000 fee to cover its costs in reviewing applications for registration. Within 30 days after receiving an application and fee, the DEQ would have to review the application and determine whether it is administratively complete. Within 60 days after receiving an administratively complete application, the DEQ would have to approve or deny the application and notify the applicant in writing. A registration would be valid for five years. A registration could be renewed, and there would not be a fee for renewal.

The DEQ, after a contested case hearing, could deny, suspend, or revoke a registration if the department finds that the registration was obtained or applied for through misrepresentation or fraud; the registrant used fraudulent, coercive, or dishonest practices in transacting business under its registration; the application review fees were not paid; or field reviews show that the product does not function or perform as designed.

Technical Advisory Committee

HB 5753 would create the Technical Advisory Committee within the DEQ. Within 90 days after HB 5752 takes effect, the governor would appoint to the committee individuals who have technical or scientific expertise regarding onsite wastewater treatment systems, as follows:

- Four regional local health department representatives recommended by a state organization representing local health departments.
- Two professional engineers.
- Two hydrogeologists.
- One university representative.
- One onsite wastewater treatment system product manufacturer.
- One onsite wastewater treatment system installer.
- One onsite wastewater treatment system service provider.
- Two representatives of the DEQ.
- One state epidemiologist.
- One individual representing users of onsite wastewater treatment systems.

The members of the committee would serve for four-year terms or until a successor is appointed. Committee members would serve without compensation, but could be

reimbursed for expenses. The governor could remove a member of the committee for good cause, including incompetence or malfeasance in office. Vacancies on the committee would be filled for the unexpired term in the same manner as the original appointment.

After its first meeting, at which it would elect a chairperson and other officers, the committee would meet at least bimonthly, but it could meet more frequently at the call of the chairperson or if requested by DEQ. The committee's business would be conducted at a public meeting held in accordance with the Open Meetings Act, and documents created, used, or held by the committee in the performance of official business would be subject to the Freedom of Information Act.

The committee would advise the DEQ regarding the following:

- Recommended standards and guidance for onsite wastewater treatment system management.
- Recommended standards and guidance for alternative onsite wastewater treatment systems.
- Proprietary product testing and design standards and recommended standards and guidance for their use.
- Nonproprietary technologies and recommended standards and guidance for their use.
- Inspection elements and reporting.
- Qualifications and documentation required for registered inspectors.
- Qualifications required for individuals involved in onsite wastewater treatment system management who are not registered inspectors.
- Continuing education requirements for individuals involved in onsite wastewater treatment system management.

The committee could consult with experts in the field, including from environmental organizations, financial organizations, home builders and home sellers, local units of government, and conservation districts. In performing its duties, the committee would have to consider field performance data regarding a product or technology; factors that may affect the operation of onsite wastewater treatment systems, such as potential use or local soil conditions; the certification of onsite wastewater treatment systems by NSF International or another recognized certifying agency; and sufficient theory and applied research to document the efficacy of onsite wastewater treatment systems.

The DEQ would provide administrative support to the committee.

Statewide code

HB 5753 would require the DEQ to promulgate rules, after consultation with the Technical Advisory Committee, to establish a statewide code containing performance-based standards for onsite wastewater treatment systems. The rules would have to be promulgated within three years after HB 5752 takes effect. The rules would have to provide baseline protection for public health and the environment, including the following:

- Minimum standards and criteria for onsite wastewater treatment system siting, design, and installation.

- Wastewater effluent standards.
- Corrective actions necessary for systems that fail to meet these standards.
- Requirements for the construction approval process used by the DEQ and local health departments for onsite wastewater treatment systems.
- Requirements for the operation, inspection, and maintenance of onsite wastewater treatment systems, including defining the routine maintenance required to ensure the system's continued proper performance.
- Requirements for approval of conventional, alternative, and experimental wastewater treatment system products, components, or devices.
- Criteria for requesting and granting appeals by local health departments.
- Criteria for allowing continued use of approved onsite wastewater treatment systems for which a construction permit was issued prior to the effective date of the statewide code if the system can be managed in a way that effectively treats sanitary sewage while protecting public health and the environment, including surface waters and groundwater quality.
- Qualifications and continuing education requirements for individuals involved in the management of onsite wastewater treatment systems.
- A requirement that septic tanks installed or altered after the effective date of HB 5753 contain a septic tank access riser and secondary safety device.

Septic tank assessments

HB 5752 would require a person that owns a conventional system to have a septic tank assessment conducted on that system at least once every ten years. If a septic tank evaluation (see below) had been conducted on that system, an assessment would be required within ten years after that evaluation.

A septic tank assessment would have to be conducted by a local health department, a registered inspector (see below), or a septic waste servicer licensed under Part 117 of the Public Health Code. The individual conducting the septic tank assessment would have to do the following:

- Identify the size and condition of the septic tank.
- Determine the level of effluent in the septic tank prior to any pumping.
- Pump out the septic tank if the total depth of scum plus sludge layers is 1/3 or more of the septic tank's depth.
- Identify any evidence of ***failure*** of the onsite wastewater treatment system and whether the failure presents an ***imminent danger***.

Failure would mean any of the following:

- A discharge of sewage to the surface of the ground.
- A discharge of sewage or effluent into surface water or directly into groundwater.
- An inability of the system to accept sewage at the rate it is being discharged.
- A structural failure of the tank or its associated parts.
- A discharge of treated wastewater that does not comply with applicable standards.

- An illegal connection to the system or illegal discharge from the system.
- Evidence of effluent in the tank above or below the invert of the outlet.

Imminent danger would mean a condition or practice that could reasonably be expected to cause death, disease, or serious physical harm either immediately or before the danger can be eliminated through routine enforcement procedures.

The individual conducting the assessment would have to document the information gathered in an inspection report and provide that report to the owner of the onsite wastewater treatment system and to the authorized local health department or the DEQ within ten days after completing the assessment. If the inspection report identified evidence of failure, the owner of the onsite wastewater treatment system would have to remedy the failure as directed by the authorized local health department or the DEQ.

The entity conducting an assessment would be required to charge a $25 state administrative fee, in addition to whatever fee it charges for conducting the assessment. State administrative fees would be forwarded for deposit in the Onsite Wastewater Treatment System Administration Fund (see below).

Onsite wastewater treatment system evaluations

HB 5752 would require the owner of a conventional system to arrange for an onsite wastewater treatment system evaluation to be conducted on the conventional system if any of the following apply:

- Any form of inspection other than a septic tank assessment is requested or permitted by the property owner.
- A complaint is filed with the local health department or the DEQ based on a suspected failure of the system, and the local health department or the DEQ determines that there is reasonable cause for an evaluation to be conducted.
- A change in use is proposed that would increase the use of an existing conventional system.
- The owner of the property on which the system is located applies for a building permit for a new structure or an addition to a structure.

An onsite wastewater treatment system evaluation would have to be conducted by the DEQ, an authorized local health department, or a registered inspector (see below). The individual conducting the septic tank assessment would have to do the following:

- Identify the size and condition of the septic tank.
- Verify that all sewage-related plumbing fixtures are connected to the septic tank.
- Determine the level of effluent in the septic tank.
- Evaluate the treatment and dispersal system following the septic tank.
- Document evidence of ***failure*** of the onsite wastewater treatment system and whether the failure presents an ***imminent danger***.
- Determine if the total depth of scum plus sludge layers is 1/3 or more of the septic tank's depth.

The individual conducting the evaluation would have to document the information gathered and the findings of the evaluation in an inspection report and provide that report to the owner of the onsite wastewater treatment system and to the authorized local health department or the DEQ within fifteen days after completing the assessment. If the evaluation identifies a need for the septic tank to be pumped, the owner of the system must have the system pumped by a licensed septage waste hauler within 30 days of the inspection report. If the inspection report identifies evidence of failure causing an imminent public health hazard, the owner of the onsite wastewater treatment system would have to remedy the failure as directed by the authorized local health department or the DEQ.

The DEQ or an authorized local health department would be required to charge a reasonable fee for conducting an onsite wastewater treatment system evaluation that does not exceed the cost of doing so. In addition, the entity or individual conducting the evaluation would have to charge an additional $25 state administrative fee. State administrative fees would be forwarded for deposit in the Onsite Wastewater Treatment System Administration Fund (see below).

An onsite wastewater treatment evaluation would be valid for five years, as long as there is not a failure of the system or a change to the use of the system during that time period.

Registered inspectors

Beginning January 1, 2020, an onsite wastewater treatment system evaluation could be conducted only by the DEQ, a registered inspector, or qualified local health department staff.

The educational and training requirements for qualifying as a registered inspector or to conduct evaluations would be established in the statewide code. The DEQ could also review and approve a program to qualify inspectors of onsite wastewater treatment systems that is conducted by an organization or authorized local health department and accept inspectors qualified through that program as qualifying to be registered inspectors; individuals registered through such a program would still have to pay the application fee and thereafter meet DEQ requirements as specified in the statewide code.

An individual could apply to become a registered inspector by submitting an application to the DEQ with the information the DEQ requires to document his or her qualifications. The DEQ could charge a $180 application fee. Registrations would be reviewed every three years by the DEQ and renewed for individuals who continue to meet the requirements.

After a contested case hearing, an inspector registration could be denied, suspended, or revoked for fraud or deceit in obtaining or renewing the registration; for gross negligence, incompetence, or misconduct in conducting or reporting an inspection; for failure to complete continuing education requirements; for submission of a record of inspection that knowingly is based on false, incorrect, misleading, or fabricated information; or for failure to pay required fees.

The DEQ would be required to maintain a list of registered inspectors and make that information available electronically to the public.

Alternative system inspections

HB 5752 would require an alternative system to be inspected by the DEQ, an authorized local health department, or a registered inspector at least once every five years unless otherwise provided in the statewide code.

Onsite Wastewater System Electronic Database

Under HB 5752, the DEQ would be required to maintain and make available to the public an Onsite Wastewater System Electronic Database for recording and tracking the results of septic tank assessments and onsite wastewater system evaluations. The database would be prohibited from containing personal information related to the owner of an onsite wastewater treatment system.

Onsite Wastewater Treatment System Administration Fund

HB 5752 would create the Onsite Wastewater Treatment System Administration Fund within the state treasury. The application fees, state administrative fees, system evaluation fees, and registration application review fees collected under Part 128 would be deposited in the Fund. The DEQ would expend money from the fund, upon appropriation, only to administer Part 128 and to provide grants to local health departments to carry out their responsibilities under Part 128.

Penalty for false information

A person that knowingly submitted to the DEQ or a local health department false, incorrect, fabricated, or misleading information related to an onsite wastewater treatment system would be guilty of a misdemeanor punishable by a fine of up to $10,000 for each violation or imprisonment for up to 1 year, or both.

Other provisions

The bills give the DEQ and local health departments exclusive jurisdiction over the regulation, permitting, and inspection of onsite wastewater treatment systems. To the extent that a local health department is not authorized to implement the proposed Part 128, the DEQ would have that responsibility. The DEQ could enter into agreements, contracts, or cooperative arrangements with appropriate authorized local health departments or other persons for purposes of implementing and administering Part 128.

Part 127 of the Public Health Code addresses, among other things, outhouses and septic tank disposal systems. HB 5753 would amend Section 12752, within that part, to specify that onsite wastewater treatment systems are subject to Part 128.

Each bill would take effect 90 days after being enacted. The bills are tie-barred to one another, which means that neither could take effect unless both were enacted.

Proposed MCL 333.12801 et seq. (HB 5752)
MCL 333.12752 and proposed MCL 333.12802, 333.12808, and 333.12809 (HB 5753)

FISCAL IMPACT:

The precise net fiscal impact of a statewide onsite wastewater treatment regulation program on both state and local units of government is difficult to project as Michigan has not administered such a program previously; the bills would likely generate both new costs and revenues. House Bill 5752 would create the Onsite Wastewater Treatment System Administration Fund to support the program at the state level and to provide grants to local health departments to cover their respective programmatic costs. The fund would receive revenue from proprietary product registration application fees of $3,000, inspector registration fees of $180, and administrative fees of $25. The DEQ projects proprietary product registrations to generate about $15,000 annually after an initial year of $60,000 in revenue, inspector registrations to generate about $60,000 in annual revenue, and administrative fees revenue to average about $3.25 million annually. The DEQ estimates that the fund would receive just over $3.3 million in annual revenue after the first year of the program. It is uncertain whether specific program costs will match these respective revenue projections. The bills provide for the DEQ to cover programmatic costs incurred by local governments through grants from the fund; it is also uncertain whether these grants will match these local costs.

Legislative Analyst: Rick Yuille
Fiscal Analyst: Austin Scott

■ This analysis was prepared by nonpartisan House Fiscal Agency staff for use by House members in their deliberations, and does not constitute an official statement of legislative intent.

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Replace CB member on the Public Health Board**
DEPARTMENT:	**Administration/Commissioner Piche**
ATTACHMENTS:	**Yes**

SUMMARY:

Commissioner Piche is currently on the Public Health Board and would like to give that assignment to another interested commissioner.

RECOMMENDED MOTION

To appoint Commissioner _____ to replace Commissioner Piche on the Delta-Menominee Health Board.

Submitted by: Jason Carviou _____ 08/24/2018
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):

2018 Committee Members

CB Approved 7.10.18

Road Commission
Larry Phelps

Delta-Men. Health Department
Jan Hafeman
Jerry Piche

Intergovernmental Relations (MTA)
Charlie Meintz

Department of Human Services (DHS)
Bernie Lang

Northpointe Behavior Health
Jan Hafeman

UP Resource Conservation & Develop.
Bernie Lang

Fair Board
Bill Cech

Park & Rec Committee
Larry Phelps
Bill Cech

Financial Hardship
Bernie Lang

Remonumentation
Larry Schei

UPWARD Talent Council/MiWorks!
Bernie Lang
Charlie Meintz (alt.)

Pinecrest Board of Trustees
Jan Hafeman

E911 Governing Board
Bill Cech

Menominee Regional Airport Committee
Bill Cech
Steve Gromala
Jerry Piche

NorthCare Substance Abuse Disorder Policy Brd.
John Nelson

Northwoods Rail Transit Committee
Steve Gromala

County Security Committee
Larry Schei
John Nelson

WCUP Community Corrections Board
Jan Hafeman

Community Action Agency
Bernie Lang

UPCAP (2 yr. appt.)
Jan Hafeman

UPCAP - UP Energy Workgrp
Jan Hafeman

Men. Business Dev. Corp
County Administrator
Larry Phelps

Local Emergency Planning Comm. (LEPC)
(chairman of the board) - Jerry Piche

Library Liaison (no vote)
Larry Schei

3 Way Road - Ad Hoc Committee
John Nelson
Larry Phelps

Planning Commission
Steve Gromala

Buildings & Grounds Committee
Larry Schei
Bill Cech

Negotiating Committee
(a member from finance com.) Steve Gromala
(a member from personnel com.) Larry Phelps
CB Chairman - Jerry Piche

Personnel Committee
Larry Phelps (Chair)
Bernie Lang
Bill Cech
Larry Schei

Finance Committee
Jan Hafeman (Chair)
John Nelson
Charlie Meintz
Steve Gromala

Executive Committee
Jerry Piche
Larry Phelps
Jan Hafeman

GIS Ad Hoc
Bill Cech
Charlie Meintz
County Administrator

CUPPAD Regional Commission
Steve Gromala

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Denial of Sublease and Flying Club registration for PHDS Flying Club, Inc.**
DEPARTMENT:	**Airport Committee**
ATTACHMENTS:	**Yes** – 7.17.18 minutes from the Airport Committee meeting

SUMMARY:

Discussion at the Airport Committee was to review FAA rules and regulations in reference to Flying Clubs.

RECOMMENDED MOTION

To approve a recommendation from the Airport Committee to deny sublease and Flying Club registration for PHDS Flying Club, Inc.

Submitted by: Jason Carviou **08/24/2018**
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):

leases were sent out just after the April Airport Committee Meeting and were expected to be returned before the May Airport Committee Meeting. There was no meeting where would could discuss any concerns we had with the new leases. When the deadline came, only 4 leases were returned signed and brought to the May committee meeting to be forwarded to the County Board for approval. They must have not had any issues with the leases that the rest of us do. From there, the County went to scare tactics and bullying – tracking people down at their place of business or at home to get them to sign the lease or face possible eviction. It must have worked because at the June Airport Committee meeting, there were 19 signed leases received that were moved to the CB for approval. I think if there was a better line of communication, a lot of the questions and misunderstandings could have been avoided. **Greg Paulsen**: There was negotiation with one person and one person only – that was Enstrom. No one else that I know of was ever approached for negotiations.

G. Presentations: None

7-17-2018 Minutes Men. Regional Airport Committee

H. Business

1 **Election of New Airport Committee Chairman:** A motion to nominate/elect Com. Gromala as Airport Committee Chairman was made by Com. Piche, seconded by Com. Cech ~ Motion carried 3/0

2 **Financial**

a. Month-End Budget Report Status – **Jeff:** We're doing well – staying ahead of the game. We're holding our own on the dollars ~ we've spent about 40% of our budget as of last month.

3 **Manager Report**

a. Fuel Sales: **Jeff**: We had a tic up in fuel sales. Jet fuel sold quite a bit this last month and 100 LL fuel isn't as good but sales have been up – moving in the right direction -.that's a very good thing. **Com. Cech**: Is that because of the time of the year? **Jeff**: Yes, people move around more in the summer time.

b. Activity: **Jeff:** Activity is way up – it's that time of year, hope it keeps up

4 **New Land Lease Agreements ~**

a. Review of Leases received from Hangars: 11 (Chris Stewart) and 32 (P. Bayard DuPont). Motion was requested by **Jason** to move these forward to the CB for approval. **Com. Cech** made the motion to move them forward to the CB meeting for approval, July 24th, 2018, seconded by **Com. Piche** ~ motion carried 3/0

b. Discussion/Action: PHDS Inc. ~ Flying Club & their Sublease status: **Jason:** This is the sublease of hangar 11, however, before we discuss the

sublease, we should talk about their "flying club" status. I have given you a lot of information on what a flying club is, statues and laws, what is needed to become one, the registration of one, minimum standards, etc. I think this is something that should be done on a yearly basis – for all flying clubs. Looking into this sublease is what prompted me to check on the status. So I wanted to make sure everything was up to date, up to airport standards and registered the way in needs to be. Through this process, I asked the president of the flying club, Joe Ciochetto, to provide me with a bunch of different information, such as articles of incorporation, lease agreements for the plane, etc. – all have been provided to you. After thorough reviewing these documents, I have a number of concerns that I'll point out to you.

1. The first one and least critical is liability insurance. The certificate of insurance provided lists only Joe Ciochetto as the party insured. This was verified, by Morgan at AOPA Insurance Agency, as a single policy that only covers the name insured. Also, the aircraft is only registered to Joe Ciochetto with the FAA. The issue is that all club members need liability insurance. There are two (2) ways that this can be fixed. Liability insurance needs to cover the entire organization/flying club; or, each member of the club will have to obtain non-owner liability insurance associated with that aircraft.

   Aircraft Ownership & Registration ~ per his lease agreement, Joe Ciochetto leases his aircraft to PHDS Inc. at no cost. PHDS Inc. aircraft is only available (with a valid lease) to members as long as Joseph Ciochetto is the Club President. Per shareholder agreement, membership dues are $1.00. If anyone leaves the club, all stock reverts back to the corporation. If Mr. Ciochetto leaves, this would leave the club without an aircraft to fly. Another discrepancy is that the aircraft is registered to Joseph Ciochetto with the FAA (see email from Randy Coller) and registered to PDHS, Inc. with MDOT.

   Per FAA Order 5190.6B, Section B and Michigan State Statute 259.91 ~ ***"Ownership of the aircraft shall be vested to the name of the flying club or owned in equal shares by all of its members."*** This is what FAA policy and Michigan statute says, so this is an area of concern.

2. **Grant Assurance #22 – Economic Discrimination** ~ this is the most critical concern. Grant assurances are important. As a Federally funded Airport, we need to meet certain grant assurances because we accepted federal money. If these grant assurances are violated it not only affects the airport, it affects

ALL Federal Grant money given to the county. The Airport is **expected** to take appropriate action to ensure commercial operators and flying clubs are properly classified.

Per shareholder agreement, membership dues are $1.00. If leaving the club, all stock reverts back to the corporation. There is no monetary value in this. Normally, you could sell your stock in the club to someone else. However, there is no ownership in the lease. This is another cause for concern. The FAA states (in the Federal Register 14 CFR, Chapter 1, Doc. #FAA=2018-2022): ***"the ownership of the club aircraft must be vested in the name of the flying club or owned by all its members. The property rights of its members of the club shall be equal;"***

The Federal Register 14 CFR, Chapter 1, Doc. #FAA-2015-2022 also states: ***"Flying clubs are not permitted to advertise as flight schools, aircraft rental services or mechanic services."***

3. **PHDS, INC. Flying Club Facebook Page** ~ this is ok, however, other issues came to light, like: a) *"PHDS, Inc. is a flying club that provides aircraft rental at affordable rates."* b) April 16th Advertisement ~ *"Student Pilots Welcome."* Per the Federal Register 14 CFR, Chapter 1, ***"Flying Clubs may not offer or conduct aircraft rental operations."*** c) ***"Waviation*** ~ May 8, 2015 - *$85 for a "wet" Cessna 172 and $30/hr. for instructor."* Prior to the policy change, Federal Register 14 CFR, Chapter 1 – ***"Flight instructors, who are also club members, may not receive payment for instruction, except may be compensated by credit against payment of dues or flight time."*** Prior to March 15, 2016, ***"monetary compensation was prohibited."*** As of March 15, 2016, ***"monetary compensation is allowed, but could be limited by the Airport Authority."***

4. **Open Charge for Joe Ciochetto:** Violation under Aeronautics Code of MI, Act .04 of 1945, state statute 259.85 RE: Flight Schools. Mr. Ciochetto, who is President of this Flying Club, has been charged with a misdemeanor that is still pending. He is charged with the illegal operation of a flight school. It is set to go to trial, here, in August. Now, I received an email from Randy Coller-Chief Inspector with MDOT/Aero, this morning. He suggested that Mr. Ciochetto apply for a flight school license.

After all the information that was given to you, it is up to this committee to decided, as it is the Airport Sponsor's responsibility to correctly categorize

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Airport Hangar #8**
DEPARTMENT:	**Airport Committee**
ATTACHMENTS:	**No**

SUMMARY:

The Airport Committee discussed an issue with Hangar owner #8. Sheriff Marks did a property inspection of the hangar and found an unauthorized aircraft stored within the Hangar. Discussion is to ask the hangar owner to submit a "sublease" or remove the aircraft from the hangar. If that is not acceptable to Mr. Burbey, his lease to Hangar #8 will be terminated.

RECOMMENDED MOTION

To approve a recommendation from the Airport Committee to offer Mr. Mark Burbey (Hangar #8) 14 days to resolve a material breach of contract (unauthorized sublease) by submitting paperwork for a sublease or removing the aircraft from the hangar. If not resolved in 14 days, the lease on hangar #8 will be terminated.

Submitted by: Jason Carviou **08/24/2018**
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 Sheriff -- (906) 863-4441
831 10th Avenue, Menominee, MI 49858

Incident No: **18-000692**

Status: **Closed**

Date Reported:	**Wed 08/15/2018 10:07:00**	Occurred Between:	**Wed 08/15/2018 08:30:00**	and	**Wed 08/15/2018 08:30:00**
Dispatch Time:	**08:30:00**	Arrival Time:	**08:30:00**	Clear Time:	**08:45:00**
Officers:	**MARKS, KEN**			Detective:	
Classification:	**PROPERTY INSPECTION -- (98003)**				
Area:	**CITY OF MENOMINEE**				
Location:	**2801 22ND AVENUE, MENOMINEE (HANGER 8)**			Section / Nbh:	/
Description:	**Hanger Inspection**			Entered:	**MARKS**

Vehicles:

BLU/YELLOW 1946 AERONCA L-3B FIXED WING — Tag: **N47168 / MI** — Unit: **1**
Registered To: **ANDERSON EVERETT A**
4601 14TH ST
MENOMINEE, MI 49858-1016
VIN: **51344034**
Status: **OTHER**

SIL 2006 DODGE PICKUP — Tag: **HANGAR8 / MI** — Unit: **2**
Registered To: **MARK G BURBEY**
N2267 RIVER DR
WALLACE, MI 49893-9615
VIN: **1D7HU18236S587946**
Status: **OTHER**

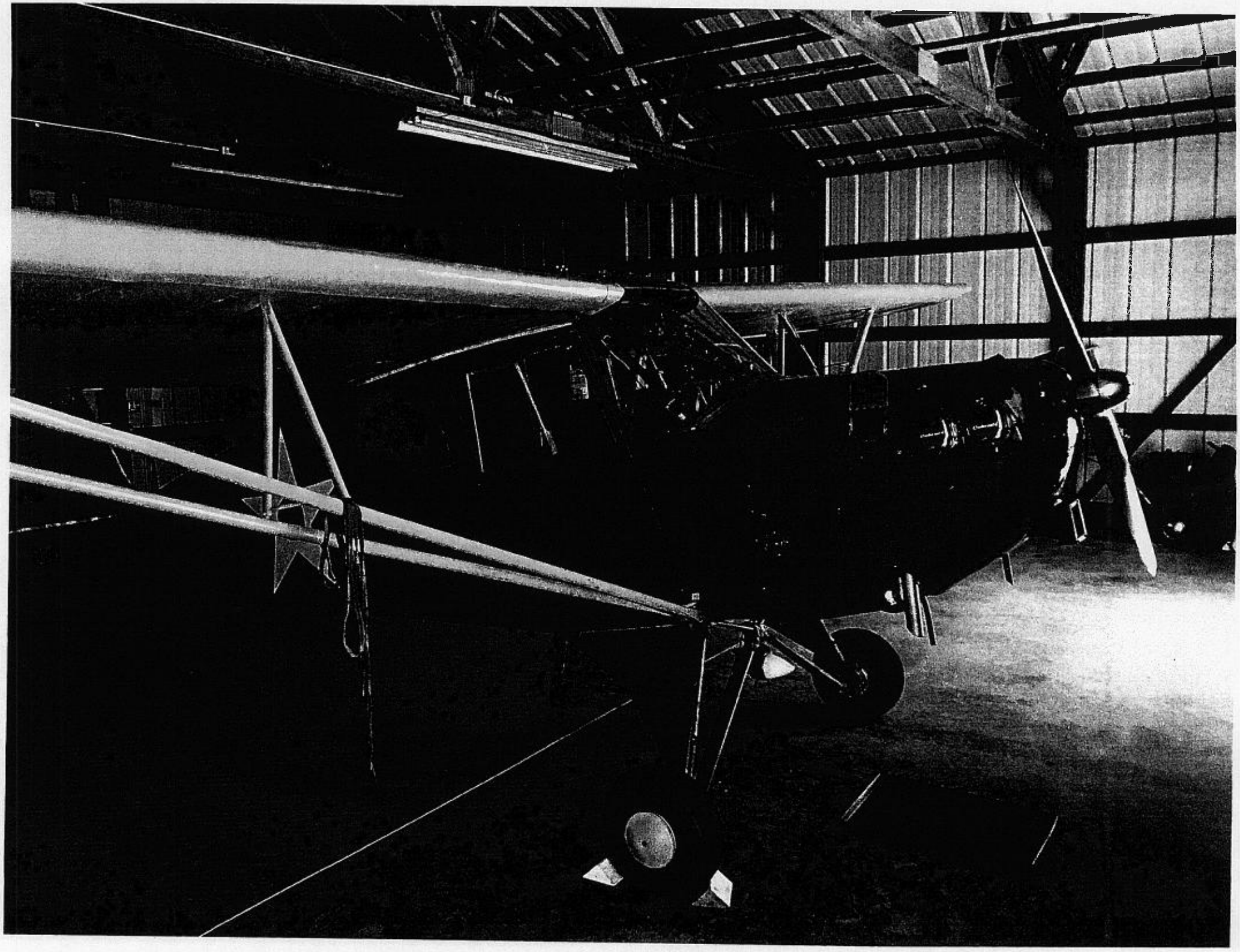
INITIAL NARRATIVE — **Reporting Officer: MARKS, KEN** — **08/15/18**

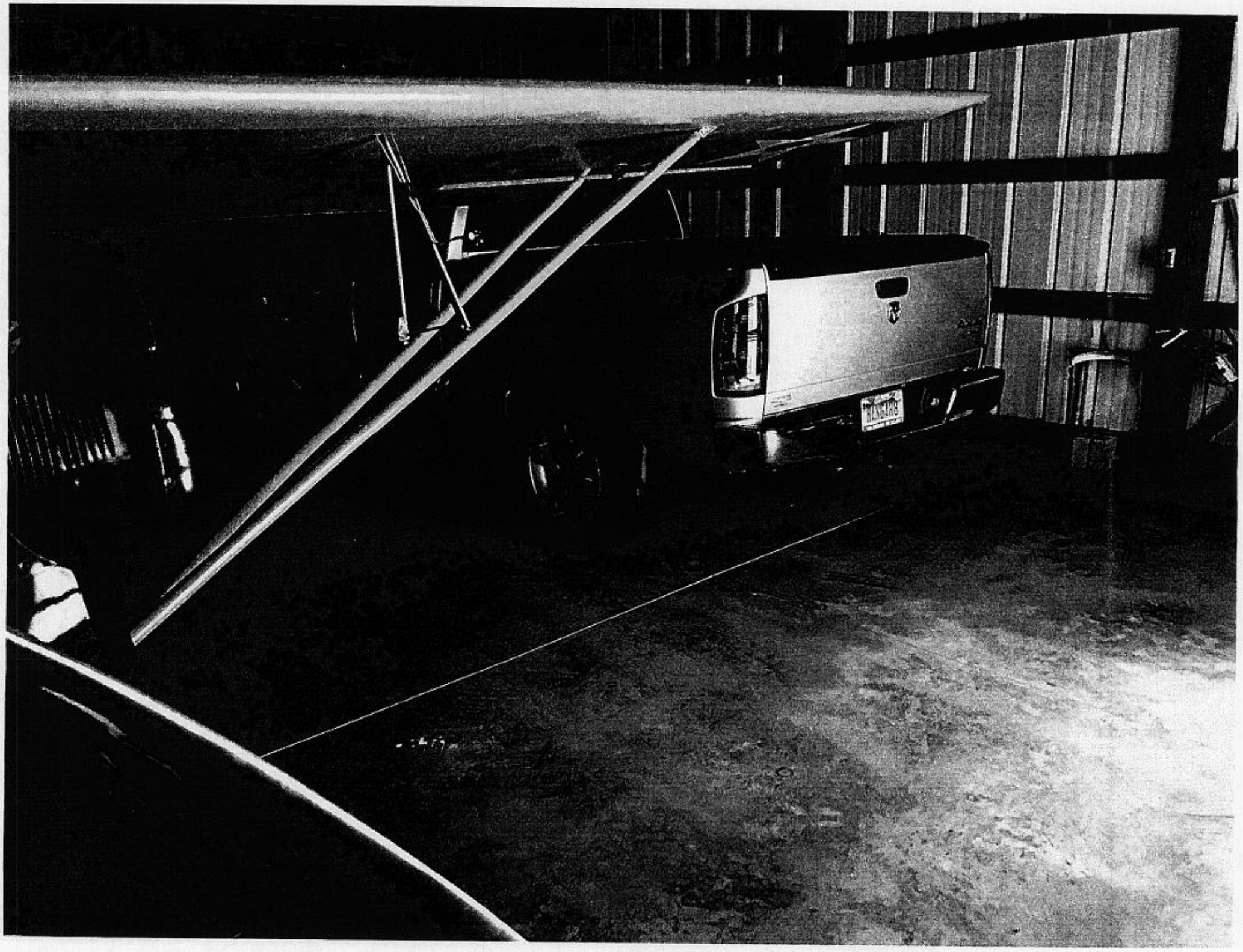
On 8-15-2018 at 0830 hours, Airport Manager Jeff LeFleur and I drove to Hanger 8, land leased by Mark G. Burbey. The walk-in door was open approximately (2) feet. I conducted a safety and security property inspection of Hanger 8. No person(s) were found in Hanger 8. I photographed an airplane in the hanger, "1946 AERONCA L-3B, FAA REGISTRY N47168, Registered to EVERETTT A ANDERSON." I also photographed a motor vehicle in Hanger 8, "2006 DODGE PICKUP SIL, Michigan Registration "HANGAR8" to MARK G BURBEY."

No HAZMAT violations were found in Hanger 8. The hanger area was clean and secure.

I secured from the area and telephoned MARK G BURBEY at his residence, om 8-15-2018 at 0940 hours. There was no answer. I left a voice message and asked Mr. Burbey to call me back at the Sheriff's Office.

Reported By: Reviewed By: Date Printed: 08/15/2018





FAA REGISTRY

N-Number Inquiry Results

N47168 is Assigned

Aircraft Description

Serial Number	3742	**Status**	Valid
Manufacturer Name	AERONCA	**Certificate Issue Date**	11/08/2003
Model	L-3B	**Expiration Date**	11/30/2021
Type Aircraft	Fixed Wing Single-Engine	**Type Engine**	Reciprocating
Pending Number Change	None	**Dealer**	No
Date Change Authorized	None	**Mode S Code (base 8 / oct)**	51344034
MFR Year	1946	**Mode S Code (base 16 / hex)**	A5C81C
Type Registration	Individual	**Fractional Owner**	NO

Registered Owner

Name	ANDERSON EVERETT A		
Street	4601 14TH ST		
City	MENOMINEE	**State**	MICHIGAN
County	MENOMINEE	**Zip Code**	49858-1016
Country	UNITED STATES		

Airworthiness

Engine Manufacturer	CONT MOTOR	**Classification**	Standard
Engine Model	A&C65 SERIES	**Category**	None
A/W Date	None	**Exception Code**	No

The information contained in this record should be the most current Airworthiness information available in the historical aircraft record. However, this data alone does not provide the basis for a determination regarding the airworthiness of an aircraft or the current aircraft configuration. For specific information, you may request a copy of the aircraft record at http://aircraft.faa.gov/e.gov/ND/

Other Owner Names

None

Temporary Certificates

08/15/18 | 09:54:38.04 | LEIN | RE: HANGAR8

56148
A LEIN 56148 62 08/15/18 1054 MMSHCOMP.
MI5515500
NIL LEIN FILE
RE: HANGAR8
FOR: MARKS/MMSH
OPR: JLAROCHE

08/15/18 | 09:54:29.77 | NCIC | NO RECORD LIC/HANGAR8

60804
A NCIC 15 61 08/15/18 1054 MMSHCOMP.
MI5515500

NO RECORD LIC/HANGAR8

08/15/18 | 09:54:29.71 | SOS | 2006 DODGE 1D7HU18236S587946 30 PICKUP CORR

72578
A SOS 00015 60 08/15/18 1054 MMSHCOMP.
MI5515500
11;HANGAR8.
FOR:MARKS/MMSH
OPR:JLAROCHE
TITLE INFORMATION:
2006 DODGE 1D7HU18236S587946 30 PICKUP CORR
03/31/2011 388Z0890034 RAM TRUCK 14000 A

MARK G BURBEY
N2267 RIVER DR
WALLACE 49893-9615

NO SECURED INTEREST ON RECORD

REGISTRATION INFORMATION: EIV=N ORIG ISSUE 09/14/2012

HANGAR8 *1 PLATE* PE-RENEWAL*PENINSULA*
09/24/2018 B-610-585-270-739
MI SOS

08/15/18 | 09:54:29.51 | | 00015

00015
ACCEPTED IN#:0015 MRI:4226125
AT 10:54 15AUG18 TO:
NCIC - MSG FORWARDED
SOS - MSG FORWARDED
HFS - MSG FORWARDED

08/15/18 | 09:54:29.22 | HANGAR8: Multi-Use Form

Q.MI5515500.47:11.10:MI.31:2019/MI/HANGAR8.55:JLAROCHE.56:MARKS/MMSH.

MARK BURBEY
HANGAR #8

COPY

PRIVATE TENANT LAND LEASE

THIS AGREEMENT, made and entered into this 17TH day of MARCH, 2003, by and between the MENOMINEE/MARINETTE TWIN COUNTY AIRPORT COMMISSION of Menominee, Michigan, a governmental entity existing by and under the authority of the laws of the State of Michigan, hereinafter referred to as the Lessor and MARK BURBEY, hereinafter referred to as the Lessee.

WHEREAS, the Menominee/Marinette Twin County Airport Commission is the designated administrative representative of Menominee County and Marinette County, co-owners of the airport, and said Lessor is desirous of leasing to Lessee certain premises located on the airport, together with the right to use and enjoy individually and in common with others the facilities referred to; and

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

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

NOW, THEREFORE, for and in consideration of the rents and covenants of this agreement, the Lessee leases from the Lessor the following premises, rights and easements on and to the airport upon the following terms and conditions;

1. **Property Description.** HANGAR #8 (EIGHT)
(See Airport Layout Map - Attachment A)

2. **Building Construction.** The Lessee shall have the right to erect, maintain, and alter office and administration buildings, shops, radio antennae, and other improvements to the described premises, providing the structures conform to the Building Code Requirements of Michigan, and any local ordinance now or hereafter in effect. All plans for building or improvements shall be reviewed and approved in writing by the Lessor prior to construction. In event of new construction on land not already occupied by a hangar, unless construction of a facility has not been commenced within thirty (30) days from the date of this lease, this lease shall be considered void and of no effect.

3. **Term.** The term of this lease shall be for a period of twenty (20) years commencing on MARCH 17, 2003. The said agreement shall be then automatically renewed on a year to year basis, which may be terminated by either party with thirty (30) days written

notice prior to the expiration date of the original term, or any extension thereof.

4. Rents. In consideration of the foregoing, the Lessee agrees to pay to the Lessor an annual rental at the rate of thirteen cents ($.13) per square foot, excluding the square foot area of ingress and egress road and apron area. Said rental shall be paid in advance each year, and Lessor shall charge all Lessees of comparable airport lands the same rental rate in compliance with FAA requirements. It is expressly understood that the rental rate is subject to reexamination at the end of each three (3) year period of this lease. Any such change in the rent as herein provided shall be payable immediately, but only for the remainder of the then current lease year.

5. Insurance. a) The Lessee agrees to deposit with the Lessor a policy of comprehensive premises liability insurance. Such policy shall be issued by a company licensed to do business in Michigan and shall be of an amount of not less than $300,000 with Lessor as a named additional insured under said policy.

b) The policy of insurance shall be approved by the Lessor as to legal form before it is filed, and shall contain a provision that the same may not be cancelled before the expiration of its term except upon 30 days' written notice to the Lessor.

c) The cancellation or other termination of any insurance policy issued in compliance with this section shall automatically terminate the lease, unless another policy has been filed and approved pursuant to this section and shall be in effect at the time of such cancellation or termination.

6. Lessee Rights. Lessee shall have the right:

a) In common with others so authorized, to use common areas of the airport, including runways, taxiway, aprons, roadways, floodlight, landing lights, signals and other conveniences for take-off, flying and landing aircraft.

b) To the nonexclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon, but this shall not restrict the right of the Lessor to charge visitors a fee for the use of such areas.

c) Of access to and from the demised premises, limited to streets, driveways or sidewalks designated for such purposes by the Lessor, and which rights shall extend to lessee's passengers, guests, and invitees.

7. Maintenance of Buildings. Lessee will maintain the structures occupied by him in good order and make minor repairs as are necessary. In the event of fire or any other casualty, the Lessee of any such structure so affected shall either repair or replace the building or restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred. Upon petition by the Lessee, the Lessor may grant an extension of time if appears such extension is warranted.

8. **Maintenance of Property.** Lessee shall keep its hangar and grounds surrounding the leased premises in a reasonably neat, clean, and aesthetically pleasing condition at all times. Lessee shall provide for the adequate and sanitary handling and disposal, away from airport, of all trash, waste, and other materials, including, but not limited to, used oil, solvents, and other waste. Lessee agrees to keep the leased premises free from unnecessary accumulation of waste or other debris or combustible materials. All non-airworthy aircraft not in an enclosed structure shall be removed from the airport on thirty (30) days written notice from the Lessor at Lessee's expense unless a waiver is requested and granted by the Lessor for insurance purpose. Aircraft with visible accident damage shall be placed in an enclosed structure or removed from the airport within 48 hours of release by the accident investigation team.

9. **Right to Inspect.** Lessor reserves the right to enter upon the premises at any reasonable time for the purpose of making any inspection it may deem expedient to the proper enforcement of any of the covenants or conditions of this agreement.

10. **Lease Transfer.** Lessee may not, at any time during the term of this lease, assign, hypothecate, or transfer this agreement or any interest herein, without the written consent of Lessor; the Lessee shall have the right to lease that portion of buildings placed on the premises by Lessee which are not needed by Lessee in the operation of his business with the approval of the Lessor. All covenants and agreements herein contained shall be binding upon the parties hereto, their successors and assigns.

11. **Laws and Regulations.** Lessee agrees to observe and obey during the term of this lease, all laws, ordinances, rules and regulations promulgated and enforced by Lessor now or hereafter in effect. The Lessee will observe all Federal, State, and local laws, including rules and regulations of Federal and State aeronautical authorities, or other boards and agencies.

12. **Hold Harmless.** Lessee agrees to hold Lessor 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 the Lessee, his agents, servant and employees, and from all loss and damages by reason of such acts or omissions.

13. **Quiet Enjoyment.** So long as Lessee conducts his 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.

14. **Obstruction Lights.** Lessee agrees to install, maintain and operate any required obstruction lights on the tops of all buildings or structures to be placed on the premises.

15. **Title VI, Civil Rights Assurances.** The Lessee, for himself, his personal representatives, successors in interest, and assigns, agree 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 the Lessee 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, Nondiscrimination, 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. That in the event of breach of any of the above non-discrimination covenants, the Twin County Airport commission shall have the right to terminate the lease and to re-enter and repossess said land and the facilities thereon, and hold the same as if said Lease had never been made or issued.

16. **Affirmative Action.** The Lessee assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to insure 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. The Lessee 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. The Lessee assures that it will require that its covered suborganizations provide Assurances to the Lessor that they similarly will undertake affirmative action programs and that they will require assurances from their suborganizations, as required by 14 CFR Part 152, Subpart E, to the same effect.

17. **Taxes.** Lessee shall pay all taxes or assessments that may be levied against the personal property of the Lessee or the buildings which it may erect on lands leased exclusively to him.

18. **Airport Development.** Lessor reserves the right to further develop or improve the landing area of the airport as it sees fit, regardless of the desires or view of the Lessee, and without interference or hindrance. If the development of the airport requires the relocation of the Lessee, the Lessor agrees to provide a comparable location and agrees to relocate all buildings or provide similar facilities for the Lessee at no cost to the Lessee.
OR
The Lessor may terminate this lease upon thirty (30) days written notice to the Lessee provided, however, that Lessor shall pay the Lessee the then market value of the hanger constructed thereon as determined by two qualified appraisers, one of which shall be selected by the Lessor and one of which shall be selected by the Lessee. If the appraisers cannot agree upon a value of the hangar,

then the Lessor and Lessee shall mutually appoint a third appraiser whose appraisal shall be binding on both parties.

19. **Lessor's Rights.** Lessor reserves the right, but shall not be obligated to Lessee, to maintain and keep in repair the landing area of the airport and all publicly owned facilities of the airport, together with the right to direct and control all activities of Lessee in regard.

20. **Obstructions.** Lessor reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent Lessee from erecting, or permitting to be erected, any building or other structure on the airport which, in the opinion of the Lessor, would limit the usefulness of the airport or constitute a hazard to aircraft. Lessee shall , upon approval by Lessor and prior to any construction of any nature within the boundaries of the airport, prepare and submit to the Federal Aviation Administration, FAA Form 7460-1, "Notice of Proposed Construction or Alteration", as required by Federal Aviation Regulation Part 77.

21. **Subordination Provision.** This lease shall be subordinate to the provisions of any existing or future agreement between Lessor 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 lease may be amended to include provisions required by those agreements with the United States or the State of Michigan.

22. **Default.**

A. NOTICES. Any notice required or permitted to be given hereunder by one party to the other shall be in writing and the same shall be given and shall be deemed to have been delivered, served and given upon receipt by the party to be notified or upon being placed in the United States mail, postage prepaid, by registered or certified mail, addressed to such party at the address provided for such party herein.

Any notices to Lessor shall be given to the Airport Manager or addressed to TCAC at 2801 22nd Street, Menominee, MI 49858.

Any notices to Lessee shall be addressed to _____ at _____

The addresses set forth above shall be effective for all notices to the respective parties until written notice of a change in address is given pursuant to the provisions hereof.

B. LESSORS REMEDIES UPON DEFAULT. All rights and remedies herein enumerated shall be cumulative, and none shall exclude any other right or remedy allowed by law.

(a) All rent shall be paid without demand and without any set-off, counterclaim or deduction whatsoever. If Lessee fails to pay the rent as specified in the agreement within five (5) days of due date, Lessee shall be considered in default. If Lessee defaults in the payment of rent, and does not cure the default within twenty (20) days upon receipt of written demand for payment of the rent, or if Lessee defaults in the prompt and full performance of any other provisions of the agreement and does not cure the default within twenty (20) days upon receipt of written notice (unless the default involves a hazardous condition, which shall be cured forthwith if reasonably possible), Lessor may terminate the agreement and shall be entitled to possession of the Property which are the subject of the agreement and Lessor may pursue any or all other remedies as may be available to it under the agreement, with or without process of law, or in law or at equity for any such default and Lessee shall be liable for any damage resulting from such default.

(b) In the event that the Lessees operations conducted on the Premises are hazardous or disruptive to the business operations conducted by Lessor on the Premises to the extent that Lessor is unable to conduct its business on the Premises, Lessee shall have 30 days in which to cure such hazard or disruption to the satisfaction of Lessor. Lessees failure to eliminate the hazard or disruption within 30 days shall be deemed a material breach of the agreement and Lessor shall have the right to terminate the same on 30 days written notice.

(c) Upon any termination of the agreement, whether by lapse of time or otherwise, Lessee shall vacate the Premises immediately, and have a period of one (1) year from such effective termination date to remove any building or buildings from the leased premises. Any building or buildings not removed within such time shall become the sole property of the Lessor for and on behalf of the Twin County Airport Commission.

C. INTEREST. All amounts of money payable by Lessee to Lessor under this Lease, if not paid when due, shall bear interest from the date due until paid at the rate of 18% per annum.

D. LAWS. The laws of the State of Michigan shall govern the validity, performance and enforcement of the agreement and any Amendment thereto.

E. SEVERABILITY OF PROVISIONS. If any term, covenant or condition of the agreement or the application to any person or party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of the agreement or the application of such term, covenant or condition to persons, parties or circumstances other that those held invalid or unenforceable, shall not be affected and each term, covenant

or condition of the agreement shall be valid and be enforced to the maximum extent permitted by law.

F. VALIDITY OF AGREEMENT. Except as modified above the agreement between the parties shall remain in full force and effect and shall remain binding upon both Lessor and Lessee. This agreement between the parties constitute 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.

23. Arbitration. Any controversy or claim arising out of or relating to this lease or any alleged breach thereof, which cannot be settled between the parties, shall be settled by arbitration in accordance with the rules of the American Arbitration Association, and judgment upon the dispute rendered by the arbitrator(s) shall be final and binding on the parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this _____ day of _____, 19_____.

In the City of Menominee, Menominee County, Michigan.

LESSOR:
Twin County Airport Commission
By:

AIRPORT MANAGER
Title:

LESSEE:

_____

MARK BURBEY
N2267 RIVER DR
MENOMINEE, MI 49858
906-863-3325

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Commissioner Expenses & Per Diems**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Board to review Commissioner Per diems and expenses as recently submitted for payment.

RECOMMENDED MOTION:
Approve Commissioner Per diems and expenses as recently submitted

Submitted by: Jason Carviou **08/24/2018**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

7/24/18 JN.

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

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

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

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

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/3/18	MENOMINEE	94	"	$51.23	101-101-860.11
7/10/18	"	94	"	$51.23	101-101-860.11
7/20/18	"	94	"	$51.23	101-101-860.11
7/24/18	"	94	"	$51.23	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
			Total Mileage	204.92	
				Total Mileage Fee	204.92

JN.

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

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

Signed

7/24/18

Date

Commissioner Per Diem (Meeting Fee)
Expense Form

7/24/18 JH

Name of Commissioner JOHN NELSON

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

Date	Meeting Description & Duration	Meeting Expense
7/3/18	MENO. Co. BOARD FINANCE	$50.
7/10/18	" " " "	$50.
7/20/18	" " " FINANCE	$50.
7/24/18	" " "	$50.
Total Per Diem		200.00

JH

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

Commissioner Signature: [signature]

Date: 7/24/18

7/24/18 AB.

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: $.545/mile – effective 01 January 2018
*Meals: Breakfast - $ 9.00
Lunch - $11.00 Dinner $20.00
*must attach receipt for reimbursement
*meals provided by conference will NOT be reimbursed
Name: **Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/3/18	Co. Bd. Finance- Menominee	76		41.42	101-101-860.10
7/10/18	Co. Bd. Meeting-Menominee	76		41.42	101-101-860.10
7/16/18	PHDM Finance-Escanaba	60		32.70	101-101-860.10
7/19/18	PHDM Meeting-Escanaba	60		32.70	101-101-860.10
7/20/18	Co Bd. Finance-Menominee	76		41.42	101-101-860.10
7/24/18	Co. Bd Meeting-Menominee	76		41.42	101-101-860.10
7/26/18	Pinecrest-Powers	14		7.63	101-101-860.10
					101-101-860.10
					101-101-860.10
		438	**Total Mileage**	238.71	
Total Mileage Fee					238.71

AB.

Expenses shall be submitted to 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.

Jan Hafeman
Signed

7/24/18
Date

7/24/18 JH

Commissioner Meeting Fee
Expense Form

Name of Commissioner Jan Hafeman

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

Date	Meeting Description & Duration	Meeting Expense
7/3/18	Co Bd. Finance	50.00
7/10/18	Co Bd-Meeting	50.00
7/12/18	Northpointe	10.00
7/16/18	PHDM Finance	50.00
7/19/18	PHDM Mtg	50.00
7/20/18	Co Bd. Finance	50.00
7/24/18	Co Bd. Meeting	50.00
7/26/18	Pinecrest	50.00
7./26/18	Northpointe	10.00
		370.00

JH

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

Commissioner Signature: Jan Hafeman

Date: 7/24/18

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
JUL 30 2018
BY:

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

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

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

Name: **Larry Schei ~ District 4**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/10/18	STEPHENSON, MI	32		$17.44	101-101-860.04
7/10/18	COURTHOUSE	16		8.72	101-101-860.04
7/11/18	COURTHOUSE (M&H)	16		8.72	101-101-860.04
7/24/18	COURTHOUSE	16		8.72	101-101-860.04
					101-101-860.04
		80		43.60	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	80	
				Total Mileage Fee	$ 43.60

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

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

Larry Schei
Signed

7/30/18
Date

Commissioner Per Diem
Expense Form

RECEIVED
JUL 3 0 2018
BY:

Name of Commissioner Larry Schei

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

Date	Meeting Description & Duration	Meeting Expense
7/10/18	County Library Board	$ 50.00
7/10/18	County Board	50.00
7/24/18	County Board	50.00
	Total Per Diem	$150.00

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

Commissioner Signature: Larry Schei

Date: 7/30/18

COPY

Commissioner Per Diem
Expense Form

Name of Commissioner Gerald Piche

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

Date	Meeting Description & Duration	Meeting Expense
7/10/18	County Board	50.—
7/17/18	Airport Committee	50.—
7/24/18	County Board	50.—
	Total Per Diem	150.—

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

Commissioner Signature: Gerald Piche

Date: 7/30/18

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: **Gerald L. Piche ~ District 7**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/10/18	Courthouse - County Board	72		39.24	101-101-860.07
					101-101-860.07
7/17/18	Airport - Airport Committee	70		38.15	101-101-860.07
					101-101-860.07
7/24/18	Courthouse - County Board	72		39.24	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		214	Total Mileage		
				Total Mileage Fee	116.63

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

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

Gerald Piche
Signed

7/30/18
Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: **William Cech ~ District 5**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/10/18	Courthouse	16		8.72	101-101-860.05
7/17/18	Airport Com.	15		8.17	101-101-860.05
7/24/18	Courthouse	16		8.72	101-101-860.05
7/25/18	Fair Board	60		32.70	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	107	
				Total Mileage Fee	58.35

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

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

William J Cech
Signed

7/30/18
Date

Commissioner Per Diem Expense Form

COPY

Name of Commissioner William Cech

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

Date	Meeting Description & Duration	Meeting Expense
7/10/18	Cty Board	50.00
7/17/18	Airport Com.	50.00
7/18/18	Fair Board Com.	50.00
7/24/18	County Bd	50.00
	Total Per Diem	200.00

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

Commissioner Signature: [signature]

Date: 7/31/18

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: **Bernie Lang ~ District 2**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
	2018				
7-10	CO. BD.	3			101-101-860.02
7-24	CO. BD.	3			101-101-860.02
7-31	DSS	8.5			101-101-860.02
					101-101-860.02
		91			101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	49.595

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

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

B. Lang
Signed

07-31-18
Date

Commissioner Per Diem
Expense Form

COPY

Name of Commissioner Bernie Lang

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

Date 2018	Meeting Description & Duration	Meeting Expense
7-10	CO. BD.	50.—
7-24	CO. BD.	50.—
7-31	DSS	50.—
	Total Per Diem	150.00

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

Commissioner Signature: B. Lang

Date: 07-31-18

COPY

Commissioner Per Diem (Meeting Fee) Expense Form

Name of Commissioner Steve Gromala

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

Date	Meeting Description & Duration	Meeting Expense
7/10/2018	Cty-Bd. Mtg.	50.00
7/17/2018	Airport	50.00
7/24/2018	Cty. Bd. Mtg.	50.00
	Total Per Diem	$150.00

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

Commissioner Signature: [signature]

Date: 8-1-2018

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

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

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

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

Name: **Steven Gromala ~ District 1**

Date	Meeting Place	# of miles	X ~~.535/mile~~ .545	Total Cost	Account Number
6/6/18	MAC - Escanaba	110		59.95	
6/12/18	Cty. Bd. Mtg. - Stephenson	42		22.89	101-101-860.01
6/26/18	Cty. Bd. Mtg - Stephenson	42		22.89	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	105.73

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

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

Signed

7/31/18
Date

Commissioner Per Diem (Meeting Fee) Expense Form

Name of Commissioner Steve Gromala

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

Date	Meeting Description & Duration	Meeting Expense
6/6/18	MAC Conference	75.00
6/12/18	Cty. Bd Mtg.	50.00
6/12/18	Airport	-0-
6/13/18	Finance	50.00
6/19/18	Airport	50.00
6/26/18	Airport	-0-
6/26/18	Cty. Bd. Mtg	50.00
Total Per Diem		$ 275.00

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

Commissioner Signature: Steve Gromala

Date: 7/31/2018

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Miscellaneous Bills**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Miscellaneous bills as paid on July 25, 26, Aug. 22 & 9, 2018 in the combined amount of $249,664.36

RECOMMENDED MOTION

To approve miscellaneous bills as paid on July 25, 26, Aug. 22 & 9, 2018 in the combined amount of $249,664.36

Submitted by: Jason Carviou **08/24/2018**
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
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

APPROVED

JUL 2 6 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T MOBILITY				
257252150867X0708201	906-792-0211 and 906-792-5968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: BRAUN, MARGIE				
Reimbursement	Camping Refund	208-751-964.00	50.00	50.00
TOTAL VENDOR BRAUN, MARGIE				50.00
VENDOR NAME: BRUNELLE, JENNIFER				
Reimbursement	Community Mentoring (Shakey Lakes)	292-668-801.00	15.50	15.50
TOTAL VENDOR BRUNELLE, JENNIFER				15.50
VENDOR NAME: CELLCOM				
338580	Cellular Services	292-663-850.00	45.19	135.57
		292-664-850.00	45.19	
		292-665-850.00	45.19	
TOTAL VENDOR CELLCOM				135.57
VENDOR NAME: CITY OF MENOMINEE				
Rent - 1001	January & July 2018 Monthly Rent	266-325-976.00	703.34	703.34
TOTAL VENDOR CITY OF MENOMINEE				703.34
VENDOR NAME: CLAIRMONT, PATRICIA & CHRIS				
7/15/18	Foster Care (A. S.)	292-662-843.05	817.20	817.20
7/15/18	Foster Care (K. S.)	292-662-843.05	517.20	517.20
TOTAL VENDOR CLAIRMONT, PATRICIA & CHRIS				1,334.40
VENDOR NAME: CLOVERLAND PAPER CO				
117565	Courthouse Janitorial Supplies	101-265-755.01	106.32	106.32
117562	Annex - Janitorial Supplies	101-265-755.01	34.25	34.25
117560	Courthouse - Janitorial Supplies	101-265-755.01	62.05	62.05
TOTAL VENDOR CLOVERLAND PAPER CO				202.62
VENDOR NAME: COAST TO COAST COMPUTER PROD.				
A1844525	FOC - Toner	101-141-931.00	259.98	259.98
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				259.98
VENDOR NAME: COOPER OFFICE EQUIPMENT				
157252	Contract # 2710-01	101-136-931.00	254.94	254.94
TOTAL VENDOR COOPER OFFICE EQUIPMENT				254.94
VENDOR NAME: CURRAN, KANDACE R.				
Reimbursement	Memory Card (Equalization)	101-257-727.00	25.43	25.43
TOTAL VENDOR CURRAN, KANDACE R.				25.43
VENDOR NAME: DICKINSON COUNTY TREASURER				
2018-2	Shared Services (April, May, June 2018)	101-131-702.00	75.00	75.00
Circuit Court 2018-2	Shared Services (April, May, June 2018)	101-131-702.00	30,724.59	30,724.59
TOTAL VENDOR DICKINSON COUNTY TREASURER				30,799.59
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	41.46	41.46
TOTAL VENDOR DTE ENERGY				41.46
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	July 2018 Mileage	101-101-860.10	238.71	238.71
TOTAL VENDOR HAFEMAN, JAN				238.71
VENDOR NAME: HENSLEY, RN, JOEL				
July 2018	Medical Examiner	101-648-709.00	1,080.00	4,880.00
		101-648-835.00	3,800.00	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HENSLEY, RN, JOEL				
Reimbursement	Stamps & Office Supplies (Med. Exam)	101-648-729.00	20.00	83.69
		101-648-727.00	63.69	
TOTAL VENDOR HENSLEY, RN, JOEL				4,963.69
VENDOR NAME: INSIGHT FS				
B0050408040	Parks Gasoline	208-751-742.00	911.80	911.80
TOTAL VENDOR INSIGHT FS				911.80
VENDOR NAME: K & M RENTALS				
8229	Portable Toilet	216-585-801.00	100.70	100.70
TOTAL VENDOR K & M RENTALS				100.70
VENDOR NAME: LENCA SURVEYING				
18104	Remon Yr 2018 (6/15 - 7/24/18)	243-246-801.07	4,089.66	4,089.66
TOTAL VENDOR LENCA SURVEYING				4,089.66
VENDOR NAME: MENACHER, DAN				
Reimbursement	Building Code - Gasoline	249-371-742.00	54.97	54.97
TOTAL VENDOR MENACHER, DAN				54.97
VENDOR NAME: MENOR, DIANE				
Reimbursement	Camping Refund	208-751-964.00	50.00	50.00
TOTAL VENDOR MENOR, DIANE				50.00
VENDOR NAME: MSUE - BUSINESS OFFICE				
4 Menominee 2018	Fourth Quarter (July - Sept 18)	101-261-801.00	18,250.00	18,250.00
TOTAL VENDOR MSUE - BUSINESS OFFICE				18,250.00
VENDOR NAME: NELSON, JOHN R.				
Reimbursement	July 2018 Mileage	101-101-860.11	204.92	204.92
TOTAL VENDOR NELSON, JOHN R.				204.92
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - July 2018	292-664-860.00	108.73	108.73
TOTAL VENDOR NUTT, MICHAEL				108.73
VENDOR NAME: PHILIPPS, RANDALL				
July 2018	Court Appointed Show Cause	101-132-807.00	500.00	1,500.00
		101-131-807.00	1,000.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: RENNES, JAMES				
Refund	Camping Reimbursement	208-751-964.00	25.00	25.00
TOTAL VENDOR RENNES, JAMES				25.00
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	185.88	185.88
Reimbursement	Mileage	101-426-850.00	67.98	67.98
TOTAL VENDOR SEXTON, RICHARD				253.86
VENDOR NAME: STANDARD INSURANCE COMPANY				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
August 2018	Life Insurance Premium	101-101-713.00	21.24	228.92
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	7.08	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	47.20	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	23.60	
TOTAL VENDOR STANDARD INSURANCE COMPANY				228.92
VENDOR NAME: STATE OF MICHIGAN				
6/29/18	Monthly Offset	292-662-843.01	2,013.12	2,013.12
TOTAL VENDOR STATE OF MICHIGAN				2,013.12
VENDOR NAME: STATE OF MICHIGAN - MDOT				
591-10354532	Airport Study Layout Plan	216-585-970.00	15,325.00	15,325.00
TOTAL VENDOR STATE OF MICHIGAN - MDOT				15,325.00
VENDOR NAME: TESTROETE, JEFF				
Reimbursement	Camping Refund	208-751-964.00	50.00	50.00
TOTAL VENDOR TESTROETE, JEFF				50.00
VENDOR NAME: THE PRINT SHOP				
7033009	Business Cards - Equalization (Curran/Linder-Laurilla)	101-257-727.00	109.00	109.00
TOTAL VENDOR THE PRINT SHOP				109.00
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
81290	Receptacles for Sheriff Dept. Boat	101-265-755.00	595.64	595.64
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				595.64
VENDOR NAME: U.E.S. COMPUTERS, INC.				
79487	1 Year Support for Unitrends Server	101-103-857.02	3,450.00	3,450.00
79516	Clerk's Office Printer (Dawn)	101-215-970.00	299.99	299.99
TOTAL VENDOR U.E.S. COMPUTERS, INC.				3,749.99
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
361999022	Konica Minolta	101-172-942.00	133.07	133.07
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				133.07
VENDOR NAME: VERIZON WIRELESS				
9810071345	Cellular Services	101-265-850.01	194.21	1,043.63
		101-301-850.00	441.49	
		101-426-850.00	52.35	
		101-682-850.00	40.42	
		205-315-850.00	314.12	
		266-325-850.00	1.04	
TOTAL VENDOR VERIZON WIRELESS				1,043.63

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: WIL-KIL PEST CONTROL				
3410974	Health Department	101-265-801.00	33.25	33.25
3410635	Jail/Courthouse	101-265-801.00	64.50	64.50
TOTAL VENDOR WIL-KIL PEST CONTROL				97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00008	Kleinke Park	208-751-920.01	1,078.00	1,078.00
0402047856-00005	Kleinke Park	208-751-920.01	253.62	253.62
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				1,331.62
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
July 2018	Medical Examiner	101-648-860.00	60.00	2,090.00
		101-648-709.00	2,030.00	
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,090.00
GRAND TOTAL:				91,409.09

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CHIEF FISCAL OFFICER
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INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 07/26/2018 - 07/26/2018
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: 01095

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card							
59998	Mastercard		07/12/2018	07/26/2018	99.73	99.73	Open
	Airport		jessicaw				
	216-585-742.00	The Store			73.35		
	216-585-742.00	Holiday			26.38		
Credit Card							
59999	Mastercard		07/12/2018	07/26/2018	5,380.24	5,380.24	Open
	Courthouse, Library, Parks, Airport		jessicaw				
	101-682-970.00	Amazon			189.98		
	101-268-729.00	USPS			6.70		
	292-663-860.00	The Store			39.99		
	101-265-742.00	Shell Oil			19.00		
	271-790-727.03	American Floor Mats			344.13		
	101-253-860.00	PayPal			175.00		
	101-141-727.00	Amazon			109.48		
	208-751-755.02	Amazon			36.29		
	208-751-755.01	Westside Wholesale			71.14		
	101-136-802.00	MI Health FAC License			500.00		
	101-265-931.00	Amazon			89.00		
	101-257-727.00	Amazon			70.79		
	101-265-934.00	Supplyhouse.com			149.04		
	101-682-970.00	Amazon			41.36		
	101-682-970.00	Amazon			279.99		
	101-265-931.00	Harbor Freight Tools			62.68		
	208-751-930.04	CMC Rescue			147.90		
	208-751-930.04	Iboats.Com			36.75		
	208-751-930.04	IBoats.Com			22.87		
	208-751-930.04	United Sar Inc			150.90		
	216-585-970.00	Alta Construction			2,721.26		
	101-265-755.00	Amazon			115.99		
Credit Card							
60000	Mastercard		07/12/2018	07/26/2018	3,457.49	3,457.49	Open
	Sheriff Department		jessicaw				
	101-301-742.00	Chrysler Uconnect			161.76		
	101-301-742.00	Holiday			29.05		
	101-301-742.00	Holiday			37.00		
	101-301-742.00	Meijer, Inc.			64.51		
	101-301-742.00	Superior Touchless			9.00		
	101-301-742.00	Superior Touchless			11.00		
	101-301-742.00	Superior Touchless			9.00		
	101-301-755.00	Bob Barker			303.34		
	101-301-770.00	Bob Barker			69.96		
	101-301-770.00	Bob Barker			222.30		
	101-301-770.00	WalMart			70.00		
	101-301-770.01	BAMC Outpatient			107.14		
	101-301-770.01	CVS			45.79		
	101-301-770.01	Walgreens			29.39		
	101-301-860.00	Comfort Inn			374.85		
	101-301-860.00	DoubleTree			36.72		
	101-301-860.00	Doubletree			427.54		
	101-301-860.00	G's Pizzeria			21.49		
	101-301-860.00	Mulligan's Pub			23.78		
	101-301-860.00	Olive Garden			61.25		
	101-301-881.03	Vance Outdoors			375.00		
	101-301-881.03	Vance Outdoors			375.00		
	101-301-881.03	Vance Outdoors			375.00		
	101-301-934.00	The Belson Co.			217.62		

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# of Invoices: 3 # Due: 3	Totals:	8,937.46	8,937.46	
# of Credit Memos: 0 # Due: 0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:		8,937.46	8,937.46	

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADVANCE AUTO PARTS				
2825-389150	Utility Belts	101-265-930.01	35.97	35.97
TOTAL VENDOR ADVANCE AUTO PARTS				35.97
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
24723	Vehicle Maintenance - 2017 Ford Explorer	205-315-934.02	20.00	20.00
24758	Vehicle Maintenance - 2016 Ford Explorer	205-315-934.02	69.39	69.39
24789	Vehicle Maintenance - 2017 Ford Explorer	205-315-934.02	38.10	38.10
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				127.49
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E71660	Jail - Inmate Medical Supplies	101-301-770.01	297.00	297.00
E71847	Jail - Inmate Medical Supplies	101-301-770.01	10.00	10.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				307.00
VENDOR NAME: BODY WORKS PLUS, LLC				
M268956	Destripe Old Impala	101-301-934.02	466.00	466.00
M268920	Impound Pick Up (Compaint 18-0456)	205-315-755.00	200.00	200.00
TOTAL VENDOR BODY WORKS PLUS, LLC				666.00
VENDOR NAME: BP				
53707052	Road Patrol - Gasoline Sales	205-315-742.00	915.49	915.49
TOTAL VENDOR BP				915.49
VENDOR NAME: CLOVERLAND PAPER CO				
117444	Jail - Inmate Supplies	101-301-770.00	177.84	177.84
TOTAL VENDOR CLOVERLAND PAPER CO				177.84
VENDOR NAME: ELCOM SYSTEMS				
53890	Service Agreement (July - August)	205-315-934.01	24.00	24.00
TOTAL VENDOR ELCOM SYSTEMS				24.00
VENDOR NAME: HENSLEY, RN, JOEL				
July 2018	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: HI TEC BUILDING SERVICES, INC.				
017965	Cleaning Services for July 2018	101-265-801.00	1,861.20	1,861.20
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.				1,861.20
VENDOR NAME: J S ELECTRONICS, INC.				
20161	Radio Maintenance	205-315-934.01	120.63	120.63
20203	Switch Out Equipment for 55-000	101-301-934.02	2,788.89	2,788.89
TOTAL VENDOR J S ELECTRONICS, INC.				2,909.52
VENDOR NAME: JACK'S FRESH MARKET				
159 & 567	Jail - Inmate Supplies	101-301-770.00	55.82	55.82
TOTAL VENDOR JACK'S FRESH MARKET				55.82
VENDOR NAME: MENARDS - MARINETTE				
63212	Jail - Inmate Supplies	101-301-770.00	87.09	87.09
TOTAL VENDOR MENARDS - MARINETTE				87.09
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
11144	Power to Radio Tower	101-301-934.01	28.36	28.36
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				28.36
VENDOR NAME: MENOMINEE MARINA				
220305	Unleaded Gasoline (x100)	101-331-755.00	310.00	310.00
TOTAL VENDOR MENOMINEE MARINA				310.00
VENDOR NAME: REINHART FOODSERVICE				
501928	Jail - Inmate Supplies	101-301-770.00	1,589.93	1,589.93
508375	Jail - Inmate Supplies	101-301-770.00	1,568.74	1,568.74
TOTAL VENDOR REINHART FOODSERVICE				3,158.67
VENDOR NAME: SPEEDY TURTLE ENTERPRISES				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: SPEEDY TURTLE ENTERPRISES				
MESH6/30/18	Road Patrol - Gasoline Sales	205-315-742.00	119.14	119.14
TOTAL VENDOR SPEEDY TURTLE ENTERPRISES				119.14
VENDOR NAME: ST. OF MI-MANAG/BUDGET/PO30681				
18-001315	2 Activation - Radios	205-315-934.01	500.00	500.00
TOTAL VENDOR ST. OF MI-MANAG/BUDGET/PO30681				500.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
015579	Road Patrol - Gasoline Sales	205-315-742.00	2,764.18	2,764.18
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,764.18
GRAND TOTAL:				15,412.77

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 08/02/2018 - 08/02/2018
UNJOURNALIZED
OPEN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863444107	Telephone Services	101-103-850.00	561.18	561.18
906863202307	Telephone Services	101-103-850.00	426.93	426.93
TOTAL VENDOR AT&T - CAROL STREAM, IL				988.11
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1620478021	Building Maintenance Supplies	101-265-930.01	15.85	15.85
TOTAL VENDOR BLUETARP FINANCIAL, INC.				15.85
VENDOR NAME: BODY WORKS PLUS, LLC				
M248959	De Stripe & Buff Animal Control Vehicle	101-601-985.02	640.00	640.00
TOTAL VENDOR BODY WORKS PLUS, LLC				640.00
VENDOR NAME: BORLEY, BRUCE				
Reimbursement	Camping Refund	208-751-964.00	25.00	25.00
TOTAL VENDOR BORLEY, BRUCE				25.00
VENDOR NAME: BS&A SOFTWARE				
119180	PRE Audit, Delinquet Tax, Bldg Code	249-371-857.00	2,277.00	6,477.00
		101-103-857.00	4,200.00	
TOTAL VENDOR BS&A SOFTWARE				6,477.00
VENDOR NAME: CECH, WILLIAM				
cech	Mileage - July 2018	101-101-860.05	58.31	58.31
TOTAL VENDOR CECH, WILLIAM				58.31
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.06	332.62
		101-261-920.02	34.20	
		101-261-920.03	278.36	
TOTAL VENDOR CITY OF STEPHENSON				332.62
VENDOR NAME: COAST TO COAST COMPUTER PROD.				
A1849083	Toner (Treasurer's Office)	101-253-727.00	59.99	59.99
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				59.99
VENDOR NAME: COHL STOKER & TOSKEY P C				
48993	Legal Services	101-211-807.00	3,565.61	3,565.61
TOTAL VENDOR COHL STOKER & TOSKEY P C				3,565.61
VENDOR NAME: COOPER OFFICE EQUIPMENT				
157610	FOC - Office Supplies	215-141-942.00	575.10	575.10
TOTAL VENDOR COOPER OFFICE EQUIPMENT				575.10
VENDOR NAME: DEKETO, LLC				
DK 7-18	July 2018 (x417 Documents)	256-277-857.00	834.00	834.00
TOTAL VENDOR DEKETO, LLC				834.00
VENDOR NAME: GRAINGER				
9856845905	Roof Drain Dome	101-265-930.01	349.60	349.60
TOTAL VENDOR GRAINGER				349.60
VENDOR NAME: GROMALA, STEVEN				
Reimbursement	Mileage - June 2018	101-101-860.01	105.73	105.73
TOTAL VENDOR GROMALA, STEVEN				105.73
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Election Mileage & Lunch	101-262-860.00	134.87	134.87
TOTAL VENDOR KLEIMAN, MARC				134.87
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - July 2018	101-101-860.02	49.59	49.59

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LANG, BERNARD				
	TOTAL VENDOR LANG, BERNARD			49.59
VENDOR NAME: LUFTS ADVERTISER, INC.				
6/27/18	Advertisitng	101-262-727.00	220.00	355.00
		101-101-901.00	135.00	
7/31/18	Election Advertising	101-262-727.00	468.00	468.00
	TOTAL VENDOR LUFTS ADVERTISER, INC.			823.00
VENDOR NAME: MANPOWER, INC.				
32992138	Week Ending 7/22/18 (D. Averill)	216-585-704.00	433.50	433.50
33014159	Week Ending 7/29/18 (D. Averill)	216-585-704.00	408.00	408.00
	TOTAL VENDOR MANPOWER, INC.			841.50
VENDOR NAME: MEKASH, JAMES				
Reimbursement	Uniform Allowance	101-265-745.00	41.15	41.15
	TOTAL VENDOR MEKASH, JAMES			41.15
VENDOR NAME: MENACHER, DAN				
Reimbursement	Gasoline	249-371-742.00	67.92	67.92
	TOTAL VENDOR MENACHER, DAN			67.92
VENDOR NAME: MENARDS - MARINETTE				
64225	Building Maintenance Supplies	101-265-930.01	101.42	101.42
64160	B&G - Operating Supplies	101-265-755.00	60.42	60.42
	TOTAL VENDOR MENARDS - MARINETTE			161.84
VENDOR NAME: MICH ASSN OF REGISTER OF DEEDS				
Registration	Summer Conference - Marc Kleiman	101-268-802.00	190.00	190.00
	TOTAL VENDOR MICH ASSN OF REGISTER OF DEEDS			190.00
VENDOR NAME: MICHIGAN ASSO. OF COUNTIES				
m1555	2019 County Dues	101-103-802.00	5,543.46	5,543.46
	TOTAL VENDOR MICHIGAN ASSO. OF COUNTIES			5,543.46
VENDOR NAME: NORTHCARE NETWORK				
7/31/18	April - June (Convention & Tourism Tax)	101-601-835.01	7,956.50	7,956.50
	TOTAL VENDOR NORTHCARE NETWORK			7,956.50
VENDOR NAME: NORWAY SPRINGS, INC.				
557843	Airport Water	216-585-801.00	9.49	9.49
	TOTAL VENDOR NORWAY SPRINGS, INC.			9.49
VENDOR NAME: OFFICE DEPOT, INC.				
165168477001	Park - Office Supplies	208-751-727.00	59.10	59.10
	TOTAL VENDOR OFFICE DEPOT, INC.			59.10
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - July 2018	101-101-860.07	116.63	116.63
	TOTAL VENDOR PICHE, GERALD L.			116.63
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - July 2018	101-101-860.04	43.60	43.60
	TOTAL VENDOR SCHEI, LARRY			43.60
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
2812-8	Buidling Maintenance Supplies (x6 Gallons)	101-265-930.01	202.41	202.41
2813-6	Supplies for Exterior Painting	101-265-970.11	19.14	19.14
	TOTAL VENDOR SHERWIN WILLIAMS COMPANY			221.55
VENDOR NAME: SOLKA, THOMAS L. ATTORNEY AT LAW				
6/20/18	Merkel vs Menominee Co & MERS	101-211-807.00	541.23	541.23
	TOTAL VENDOR SOLKA, THOMAS L. ATTORNEY AT LAW			541.23
VENDOR NAME: TIME WARNER CABLE				
621199203072618	Airport	216-585-850.00	304.49	304.49

COPY

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: TIME WARNER CABLE				
710008401072618	August 2 - September 1, 2018	101-103-850.00	531.56	531.56
TOTAL VENDOR TIME WARNER CABLE				836.05
VENDOR NAME: U.E.S. COMPUTERS, INC.				
79550	Licenses for 2016 MS Office (x5)	101-103-857.02	1,440.00	1,440.00
79560	Parks - Fax Machine	208-751-728.00	69.00	69.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				1,509.00
VENDOR NAME: UWC				
9068634705	Telephone Services - Dept of Probation	101-103-850.00	20.18	20.18
9068634441	Telephone Services - Sheriff's Dept	101-103-850.00	39.22	39.22
9067532209	Telephone Services - Annex	101-103-850.00	3.87	3.87
9068632023	Telephone Services - Courthouse	101-103-850.00	25.73	25.73
9067534582	Telephone Services - Shakey Lakes Park	101-103-850.00	7.50	7.50
TOTAL VENDOR UWC				96.50
VENDOR NAME: WASTE MANAGEMENT, INC.				
1608147-1856-7	Airport - August 2018	216-585-801.00	147.64	147.64
1607517-1856-2	Court House	101-265-801.00	617.43	617.43
TOTAL VENDOR WASTE MANAGEMENT, INC.				765.07
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	28.69	28.69
2450503771-00000	Regional Airport	216-585-920.00	8.94	342.87
		216-585-920.03	264.44	
		216-585-920.00	12.31	
		216-585-920.03	48.24	
		216-585-920.00	8.94	
0402047856-00006	Stoney Point	208-751-920.01	42.26	42.26
2450506620-00000	Parks	208-751-920.01	39.15	176.75
		208-751-920.01	36.80	
		208-751-920.01	56.94	
		208-751-920.01	15.92	
		208-751-920.01	27.94	
0403823200-00005	Airport - Gate Center	216-585-920.03	28.47	28.47
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				619.04
GRAND TOTAL:				34,654.01

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AUG 0 9 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
383301	Shakey Lakes Park/Cattle	208-751-920.01	1,064.10	1,064.10
383200	N8380 Co Park Rd 20.5	208-751-920.01	1,293.42	1,293.42
383001	Shakey Lakes Park/Horse	208-751-920.01	39.22	39.22
380300	Shower Building	208-751-920.01	104.34	104.34
379700	Storage Shed	208-751-920.01	337.33	337.33
370500	Shakey Lakes Office/Shop	208-751-920.01	127.03	127.03
369802	W8449 Co Rd G12 Campsites	208-751-920.01	650.00	650.00
367200	Northwest Campsites	208-751-920.01	2,220.46	2,220.46
367100	N8390 Beach House	208-751-920.01	55.97	55.97
1614900	Bath House	208-751-920.01	108.75	108.75
383101	Bass Lakes Camp Sites	208-751-920.01	187.54	187.54
1503500	N8380 Co Park Rd 20.5	208-751-920.01	1,022.94	1,022.94
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				7,211.10
VENDOR NAME: ANDERSON AUTO & RV SALES INC				
8/1/18	Leased Vehicle (3/18 - 6/18/18)	205-315-755.00	900.00	900.00
TOTAL VENDOR ANDERSON AUTO & RV SALES INC				900.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661407	Telephone Service	266-325-850.00	284.05	284.05
903863470507	Telephone Service	101-103-850.00	95.48	95.48
TOTAL VENDOR AT&T - CAROL STREAM, IL				379.53
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
600739685	Pre Employment (J. Carviou)	101-172-801.01	48.00	48.00
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				48.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
1021	Vehicle Maintenance - 2016 Ford Intercept	205-315-934.02	187.15	187.15
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				187.15
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E75651	Inmate Medical Supplies	101-301-770.01	216.00	216.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				216.00
VENDOR NAME: BODY WORKS PLUS, LLC				
M268960	Squad 5503 Deductible	205-315-934.02	250.00	250.00
M268960	Squad 5510 Deductible	205-315-934.02	250.00	250.00
TOTAL VENDOR BODY WORKS PLUS, LLC				500.00
VENDOR NAME: BRENT & RAQUEL BILLINGS				
Reimbursement	Camping Refund	208-751-964.00	92.00	92.00
TOTAL VENDOR BRENT & RAQUEL BILLINGS				92.00
VENDOR NAME: BRUNELLE, JENNIFER				
July 2018	Crisis Intervention	292-668-801.00	515.00	515.00
TOTAL VENDOR BRUNELLE, JENNIFER				515.00
VENDOR NAME: BURIE, LUKE & MALLORY				
Reimbursement	Camping Refund	208-751-964.00	92.00	92.00
TOTAL VENDOR BURIE, LUKE & MALLORY				92.00
VENDOR NAME: CLAIRMONT, PATRICIA & CHRIS				
8/1/18	July 2018 Foster Care (A. Szabo)	292-662-843.05	844.44	844.44
8/1/18	July 2018 Foster Care (K. Szabo)	292-662-843.05	534.44	534.44
TOTAL VENDOR CLAIRMONT, PATRICIA & CHRIS				1,378.88
VENDOR NAME: CLOVERLAND PAPER CO				
117563	Inmate Supplies	101-301-770.00	90.53	90.53
117564	Inmate Supplies	101-301-770.00	44.06	44.06
TOTAL VENDOR CLOVERLAND PAPER CO				134.59
VENDOR NAME: COOPER OFFICE EQUIPMENT				
157988	Contract# 2310-01 (Treasurer's Office)	101-253-728.00	178.79	178.79
157989	Contract# 2761-01	101-172-931.00	239.94	239.94
TOTAL VENDOR COOPER OFFICE EQUIPMENT				418.73

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AUG 0 9 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: DELLISSE, MIKE				
Reimbursement	Mileage	101-682-860.00	127.42	127.42
TOTAL VENDOR DELLISSE, MIKE				127.42
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
4114	Public Land Auction	517-252-900.00	25.20	25.20
23432	12 Months Subscription (Jail)	101-301-802.00	196.80	196.80
1445	Election Notice	101-262-727.00	969.12	969.12
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				1,191.12
VENDOR NAME: EICHHORN, GARY				
7/31/18	DHHS Board	101-601-837.00	50.00	50.00
TOTAL VENDOR EICHHORN, GARY				50.00
VENDOR NAME: ELCOM SYSTEMS				
53988	Radio Maintenance	101-301-934.01	40.00	40.00
TOTAL VENDOR ELCOM SYSTEMS				40.00
VENDOR NAME: HAFEMAN, WILLIAM				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	92.51
		101-192-860.00	42.51	
TOTAL VENDOR HAFEMAN, WILLIAM				92.51
VENDOR NAME: HANSON, JUDI				
Reimbursement	Uniform Allowance	205-315-745.00	59.99	59.99
TOTAL VENDOR HANSON, JUDI				59.99
VENDOR NAME: HELLO DIRECT, INC.				
1860016	District Court Supplies	101-136-727.00	262.92	262.92
TOTAL VENDOR HELLO DIRECT, INC.				262.92
VENDOR NAME: HENSLEY, RN, JOEL				
August 2017	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: IHANDER, AARON				
Reimbursement	Uniform Allowance	205-315-745.00	59.99	59.99
TOTAL VENDOR IHANDER, AARON				59.99
VENDOR NAME: J S ELECTRONICS, INC.				
20222	Tower Lease - August 2018	266-325-976.00	505.00	505.00
20218	Replace Radio in squad 5510	205-315-934.01	123.25	123.25
TOTAL VENDOR J S ELECTRONICS, INC.				628.25
VENDOR NAME: J.F. AHERN COMPANY				
268909	Fire Equipment Inspection (911)	266-325-755.00	54.95	54.95
TOTAL VENDOR J.F. AHERN COMPANY				54.95
VENDOR NAME: K & M RENTALS				
8278	Portable Toilet	208-751-942.00	90.00	90.00
TOTAL VENDOR K & M RENTALS				90.00
VENDOR NAME: KASS, MICHAEL				
Reimbursement	Parks Committee Mileage	208-751-860.00	71.80	71.80
TOTAL VENDOR KASS, MICHAEL				71.80
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Election Mileage	101-262-860.00	46.33	46.33
TOTAL VENDOR KLEIMAN, MARC				46.33
VENDOR NAME: LARSON, BRUCE				
Reimbursement	Camping Refund	208-751-964.00	60.00	60.00
TOTAL VENDOR LARSON, BRUCE				60.00
VENDOR NAME: LARSON, MICHELLE				

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 08/09/2018 - 08/09/2018
UNJOURNALIZED
OPEN

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AUG 0 9 2018
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LARSON, MICHELLE				
8/6/18	Can Zone/Garden Mileage & Supplies	292-668-801.00	414.19	414.19
TOTAL VENDOR LARSON, MICHELLE				414.19
VENDOR NAME: LARSON, SARA				
Reimbursement	Camping Refund	208-751-964.00	60.00	60.00
TOTAL VENDOR LARSON, SARA				60.00
VENDOR NAME: LESPERANCE, DIANE				
Reimbursement	Mileage, Meals, Bridge Tolls	101-253-860.00	462.64	462.64
TOTAL VENDOR LESPERANCE, DIANE				462.64
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
97403	Window Envelopes (Probate/Family)	101-132-727.00	106.00	212.00
		101-148-727.00	106.00	
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				212.00
VENDOR NAME: MANPOWER, INC.				
33037128	Week Ending 8/5/18 (D. Averill)	216-585-704.00	429.25	429.25
TOTAL VENDOR MANPOWER, INC.				429.25
VENDOR NAME: MAUS, SARAH				
Reimbursement	Mileage for Training	101-267-860.00	197.30	197.30
TOTAL VENDOR MAUS, SARAH				197.30
VENDOR NAME: MENARDS - MARINETTE				
65063	Picnic Table Supplies	208-751-970.00	332.37	332.37
TOTAL VENDOR MENARDS - MARINETTE				332.37
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
109	Election Notice	101-262-727.00	840.00	840.00
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				840.00
VENDOR NAME: MENOMINEE COUNTY TREASURER				
3	Building Code Overhead Costs (April-June)	249-371-801.01	2,500.00	2,500.00
4	Building Code Overhead Costs (July-Sept)	249-371-801.01	2,500.00	2,500.00
TOTAL VENDOR MENOMINEE COUNTY TREASURER				5,000.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0138695-001	Supplies for Probate/Family	101-132-727.00	11.03	22.07
		101-148-727.00	11.04	
0138546-001	Office Supplies (PA123)	517-252-727.00	7.58	7.58
0138812-001	DTRF - Office Supplies	516-253-727.00	18.82	18.82
0138544-001	Road Patrol Office Supplies	205-315-727.00	3.06	3.06
0138589-001	Road Patrol Office Supplies	205-315-727.00	10.77	10.77
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				62.30
VENDOR NAME: MILLS, DAN & KENDRA				
Reimbursement	Camping Refund	208-751-964.00	597.06	597.06
TOTAL VENDOR MILLS, DAN & KENDRA				597.06
VENDOR NAME: MOORE MEDICAL CORP				
99976554	Inmate Medical Supplies	101-301-770.01	192.32	192.32
TOTAL VENDOR MOORE MEDICAL CORP				192.32
VENDOR NAME: MOTOROLA				
16005301	Batteries (x2)	205-315-934.01	98.00	98.00
TOTAL VENDOR MOTOROLA				98.00
VENDOR NAME: NASER, JEFF				
7/31/18	DHHS Board	101-601-837.00	50.00	50.00
TOTAL VENDOR NASER, JEFF				50.00

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AUG 0 9 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NEGRO, MARI				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	99.60
		101-192-860.00	49.60	
TOTAL VENDOR NEGRO, MARI				99.60
VENDOR NAME: NORWAY SPRINGS, INC.				
556650	Airport Water & Cups	216-585-801.00	15.47	15.47
TOTAL VENDOR NORWAY SPRINGS, INC.				15.47
VENDOR NAME: NOVA SECURITY GROUP, INC.				
12	Training - Chuck VanHorn	101-301-881.00	550.00	550.00
TOTAL VENDOR NOVA SECURITY GROUP, INC.				550.00
VENDOR NAME: NUTT, MICHAEL				
July 2018	Crisis Intervention	292-668-801.00	155.00	155.00
TOTAL VENDOR NUTT, MICHAEL				155.00
VENDOR NAME: OFFICE DEPOT, INC.				
176097504001	Admin & Park Supplies	208-751-727.00	33.49	111.50
		101-172-727.00	78.01	
174248761001	Admin Supplies	101-172-727.00	26.59	26.59
174248760001	Admin Supplies	101-172-727.00	18.99	18.99
171375843001	District Court Office Supplies	101-136-727.00	10.49	10.49
171375185001	District Court Office Supplies	101-136-727.00	82.48	82.48
TOTAL VENDOR OFFICE DEPOT, INC.				250.05
VENDOR NAME: OWENS, KAREN A.				
8/6/18	After School Program	292-668-801.00	342.00	342.00
TOTAL VENDOR OWENS, KAREN A.				342.00
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park Supplies	208-751-755.02	26.62	999.19
		208-751-755.02	10.98	
		208-751-755.01	8.58	
		208-751-755.02	2.58	
		208-751-981.00	9.99	
		208-751-930.04	50.00	
		208-751-755.01	625.84	
		208-751-755.02	41.88	
		208-751-755.01	17.57	
		208-751-755.02	5.98	
		208-751-930.04	40.00	
		208-751-755.02	81.98	
		208-751-755.02	19.36	
		208-751-755.02	4.58	
		208-751-755.02	53.25	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				999.19
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318201001	Inmate Supplies	101-301-770.00	104.16	104.16
40068318208007	Inmate Supplies	101-301-770.00	106.68	106.68
8/9/18	Credit Balance	101-301-770.00	(66.33)	(66.33)
TOTAL VENDOR PAN-O-GOLD BAKING CO.				144.51
VENDOR NAME: PETERSON, RICHARD				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	88.15
		101-192-860.00	38.15	
TOTAL VENDOR PETERSON, RICHARD				88.15
VENDOR NAME: PLASTOCON, INC				
95504	Inmate Supplies	101-301-770.00	219.14	219.14

APPROVED

AUG 0 9 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PLASTOCON, INC				
	TOTAL VENDOR PLASTOCON, INC			219.14
VENDOR NAME: REINHART FOODSERVICE				
515046	Inmate Supplies	101-301-770.00	1,395.96	1,395.96
520467	Inmate Supplies	101-301-770.00	1,231.43	1,231.43
	TOTAL VENDOR REINHART FOODSERVICE			2,627.39
VENDOR NAME: SAILER, DAWN				
Reimbursement	Camping Refund	208-751-964.00	225.00	225.00
	TOTAL VENDOR SAILER, DAWN			225.00
VENDOR NAME: SAM'S CLUB MC/SYNCB				
Credit Card	Inmate Supplies	101-301-770.00	651.46	1,092.85
		101-301-802.00	441.39	
	TOTAL VENDOR SAM'S CLUB MC/SYNCB			1,092.85
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	303.86	303.86
	TOTAL VENDOR SEXTON, RICHARD			303.86
VENDOR NAME: SPALDING TOWNSHIP TREASURER				
7/31/18	DHHS Board	101-601-837.00	50.00	50.00
	TOTAL VENDOR SPALDING TOWNSHIP TREASURER			50.00
VENDOR NAME: SPARLING CORPORATION				
59597	Fuel Filters & Accessories for Airport	216-585-981.01	1,096.40	1,096.40
	TOTAL VENDOR SPARLING CORPORATION			1,096.40
VENDOR NAME: SPRINGSTED WATERS, INCORPORATED				
012680.100-2	Recruitment for Administrator (Final Payment)	101-172-704.00	17,987.65	17,987.65
	TOTAL VENDOR SPRINGSTED WATERS, INCORPORATED			17,987.65
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Mileage	292-665-860.00	185.30	185.30
	TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA			185.30
VENDOR NAME: STATE OF MICHIGAN				
D95A	District Court	101-136-931.01	3,727.35	3,727.35
C41	Circuit Court	101-131-858.03	1,939.24	1,939.24
	TOTAL VENDOR STATE OF MICHIGAN			5,666.59
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
462643	Park Supplies	208-751-755.02	5.50	5.50
	TOTAL VENDOR STEPHENSON MARKETING COOPERATI			5.50
VENDOR NAME: STERICYCLE, INC.				
4007994504	Training	101-301-881.00	84.99	84.99
	TOTAL VENDOR STERICYCLE, INC.			84.99
VENDOR NAME: SYMMONDS, ROBERT L.				
6419	Juvenile Restitution - S. J. Dionne	292-000-201.00	5.00	5.00
	TOTAL VENDOR SYMMONDS, ROBERT L.			5.00
VENDOR NAME: TIME WARNER CABLE				
6204752020730	Inmate Supplies	101-301-770.00	139.63	139.63
	TOTAL VENDOR TIME WARNER CABLE			139.63
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277	July 2018	101-301-755.00	25.00	25.00
	TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE			25.00
VENDOR NAME: U.P.A.A.				
Registration	2018 Fall School (K. Curran)	101-257-727.00	80.00	80.00

APPROVED
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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: U.P.A.A.				
	TOTAL VENDOR U.P.A.A.			80.00
VENDOR NAME: UP 9-1-1 AUTHORITY				
185	County Dues & Yearly Maintenance	266-325-934.02	35,279.99	35,279.99
	TOTAL VENDOR UP 9-1-1 AUTHORITY			35,279.99
VENDOR NAME: VANDEHEY, PAUL & MARION				
Reimbursement	Camping Refund	208-751-964.00	648.53	648.53
	TOTAL VENDOR VANDEHEY, PAUL & MARION			648.53
VENDOR NAME: VERAGHEN, SHEILA				
7/31/18	DHHS Board	101-601-837.00	50.00	50.00
	TOTAL VENDOR VERAGHEN, SHEILA			50.00
VENDOR NAME: WAKKURI, MEGAN				
Reimbursement	Camping Refund	208-751-964.00	92.00	92.00
	TOTAL VENDOR WAKKURI, MEGAN			92.00
VENDOR NAME: WIL-KIL PEST CONTROL				
3432520	Annex	101-265-801.00	32.50	32.50
3432518	Library	101-265-801.00	32.50	32.50
	TOTAL VENDOR WIL-KIL PEST CONTROL			65.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402191663-00001	Health Care Center	101-265-920.03	303.99	303.99
0402047856-00004	Courthouse	101-265-920.04	352.05	352.05
0402055840-00001	Jail	101-265-920.03	4,401.84	4,401.84
	TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP			5,057.88
VENDOR NAME: XEROX CORPORATION				
094091599	July - Sheriff Department	101-301-728.00	355.18	355.18
094091598	July - Sheriff Department	101-301-728.00	43.49	43.49
	TOTAL VENDOR XEROX CORPORATION			398.67
GRAND TOTAL:				99,251.03

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Miscellaneous Boards/Committees/Commission reports**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

The Board to review Miscellaneous Boards/Committees/Commission Reports

RECOMMENDED MOTION

Approve Miscellaneous Boards/Committees/Commission Reports to be placed on file in the office of the County Clerk

Submitted by: Jason Carviou **08/24/2018**
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 BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

MONTHLY BUILDING PERMIT REPORT 08/06/2018

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13714-18	07/16/18	ANDERSON JEREMY M & PAULA C	RIVER DR	MENOMINEE TWP.	$363.00
Work : 3.GARAGE		48 x 60 storage garage		010-640-003-00	
P13715-18	07/03/18	L&G REAL ESTATE LLC	N3032 US HWY 41	MENOMINEE TWP.	$377.40
Work : 3.GARAGE		36 x 84 building addition		010-126-007-50	
P13719-18	07/24/18	OLSEN JAMES C	W6573 2 RD	MENOMINEE TWP.	$379.80
Work : 1.NEW BUILDING		1100 sq. ft. home with 16 x 24 detached garage		010-029-001-10	
P13720-18	07/02/18	DOEPKE LOREN AND ANITA	N3214 HWY M-35	INGALLSTON TWP.	$279.80
Work : 3.GARAGE		1024 addition to garage with deck		007-328-001-00	
P13721-18	07/02/18	SCHWARTZ CLARK E & KIM M	W5883 15.5 RD	MELLEN TWP.	$267.00
Work : 4.MANUFACTURED		16 x 80 mobile home		009-115-014-00	
P13722-18	07/02/18	MARTIN LORRAINE M	N2483 HWY M-35	INGALLSTON TWP.	$100.00
Work : 9.DEMOLITION		demolition of old home		007-105-004-00	
P13723-18	07/05/18	CHALTRY MARK M & CYNTHIA S &	N2631 BAY DE NOC DR	MENOMINEE TWP.	$151.80
Work : 3.GARAGE		24 x 32 garage		010-135-018-00	
P13724-18	07/16/18	RYE DENNIS W & LISA A &	W3236 CO RD 358	DAGGETT TWP.	$171.00
Work : 3.GARAGE		40 x 24 garage		002-135-006-15	
P13725-18	07/09/18	SCHNEIDER CASEY M & PAMELA S	RIVER RD	LAKE TWP.	$159.00
Work : 3.GARAGE		28 x 30 garage		008-414-008-00	
P13726-18	07/16/18	WANGERIN KURT & DONALD	US HWY 41	MELLEN TWP.	$219.00
Work : 3.GARAGE		40 x 36 storage		009-035-015-50	
P13727-18	07/17/18	MOKER JR JOHN J & LISA M	W5275 CO RD 338	MENOMINEE TWP.	$255.00
Work : 3.GARAGE		36 x 50 pole garage		010-112-011-00	
P13728-18	07/18/18	BELLMORE MABEL	W4812 CO RD 388	SPALDING TWP.	$195.00
Work : 3.GARAGE		30 x 40 garage		013-218-010-50	

P13729-18	07/18/18	SWAN TREE FARM LLC	H-1 RD	DAGGETT TWP.	$241.40
Work :	1.NEW BUILDING	22 x 36 camp 8 x 20 deck			002-001-003-50
P13730-18	07/18/18	JOHNSON MICHAEL L	W3107 Johnson Lane #2	INGALLSTON TWP.	$289.00
Work :	2.ADDITION	4 season sun room deck demolition of barn			007-302-017-50
P13731-18	07/23/18	DAVIS DANIEL& SCOTT & MICHAEL	P-1 RD	NADEAU TWP.	$276.60
Work :	1.NEW BUILDING	26 x 36 camp 8 x 36 deck			012-134-010-50
P13732-18	07/23/18	PAIRON JR MICHAEL & BORTHS KI	N2441 HWY M-35	INGALLSTON TWP.	$183.00
Work :	3.GARAGE	30 xx 36 pole barn			007-105-011-00
P13733-18	07/23/18	HARRIS FAMILY TRUST	W7709 19.5 RD	LAKE TWP.	$195.00
Work :	3.GARAGE	30 x 40 garage			008-226-012-00
P13734-18	07/24/18	MILLERS FAMILY FARMS LLC	N12665 CO RD 551	GOURLEY TWP.	$159.80
Work :	2.ADDITION	making upper floor in to living area			004-027-019-00
P13735-18	07/25/18	DENO RICHARD & TAMMY	N16500 VINCENT LN	HARRIS TWP.	$494.00
Work :	1.NEW BUILDING	48 x 56 manufactured home			005-007-001-00
P13736-18	07/24/18	CORNMAN MATTHEW & MELISSA	N7790 COREY RD	STEPHENSON TWP.	$291.00
Work :	3.GARAGE	40 x 54 pole barn			014-030-012-00

Total Permits **20**

Total Fees **$5,047.60**

County of Marquette
BOARD OF COMMISSIONERS
Courthouse Complex
Marquette, Michigan 49855
Phone: (906) 225-8151
Fax: (906) 225-8155
www.co.marquette.mi.us

Gerald O. Corkin, *Chairman*
Joe Derocha, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Stephen Adamini

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July 17, 2018

Voters Not Politicians
c/o: Outreach Director
PO Box 8362
Grand Rapids, MI 49518

To whom it may concern,

The Marquette County Board of Commissioners supports the efforts by the nonpartisan group Voters Not Politicians (VNP), who have collected over 400,000 valid signatures to place a ballot initiative on the Nov. 6th statewide ballot. If passed, the initiative will amend the state constitution to create an Independent Citizens Redistricting Commission to draw voter district lines after the next census instead of the legislature. The intent is to bring a fair, impartial, and transparent process that will help ensure that every vote does indeed count equally.

Marquette County strongly believes that a revised process to establish voter districts, which will be comprised of 13 randomly chosen registered Michigan Voters, 4 Republicans, 4 Democrats, and 5 Unaffiliated members, will more accurately represent the people in the State of Michigan versus the existing process that includes State legislators. Which, under the current system, Districts can be manipulated to benefit the political party in power.

A successful outcome by the effort of Voters Not Politicians with this ballot initiative will go a long way in correcting a distorted democratic process and will bring the voice of citizens to the forefront again. As such, Marquette County supports this ballot initiative.

Sincerely,

Gerald O. Corkin

Gerald O. Corkin
Chair
Marquette County Board of Commissioners

Cc: file

LEPC Agenda

May 24, 2018 at 1:30 PM CDT
Menominee ISD Building Conference Room
1201 41st Avenue, Menominee, Michigan 49858

~~Draft~~ Approved 7/26/18

1) Call to Order 1:36 p.m.by Mark Shaffer

2) Introductions and sign-in sheet: Present : Rich Sexton, Donald DeTemple, Gerald Piche, Ryan Grondin, Mike Shaffer, Josh Dessart, Rob Villas. Excused: Mark Petersen, Mike Lemke, Dayna Kapp

3) Review/Approve Agenda: Add to agenda a certificate for Mark Erickson. Motion by Josh Dessart approved Don DeTemple-carried

4) Review/Approve Minutes of Last Meeting: Motion by Josh Dessart approved Gerry Piche-carried

5) Public Comment: none

6) Presentations: WE Energies Hydro, Ryan Grondin 12 dams along Menominee River, have emergency plans for each of them. Every 5 years a simulation is done to present what may happen if a dam would fail. Presentation of videos –Michagamee Reservoir is a controlled release, helps provide flood control. Sub stations may be owned by ATC. Siren warning will sound when a failure may occur. Dam structures are monitored, should last 100 years plus. Map showing dams and locations indicate the possible threats, the ones to the north are more of a concern for our area. In the event of a break, all stakeholders would be notified and would be imperative that all are prepared.

7) Old Business:

   Meeting date and times for 2018 to Jan 2019. July 26, Oct. 25 and Jan 24. Also on website.

   Rich presented a certificate for Mark Erickson for approval to give to the family.

8) New Business:

   2017-2018 HMEP Grant: $1000 grant, $250 per new plan. $2700 last year was put into LEPC fund.

   Great Lakes Homeland Security Conference : LEPC meeting attended, State Fire Marshall advertised funding for Hazmat training and other training from fireworks sales. Best chance is for several departments to be listed and one host. Must complete NFIRS reports to be eligible. If someone hosts it has to be open to county first and then others.

Rail car, NFA fire investigation etc. Josh Dessart discussed department compliancy and the need to be 100% to be eligible for funds. Rich discussed human trafficking. Gerry Piche asked why private schools have preference over public schools. Different classifications

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

10) Adjournment: Don DeTemple made motion to adjourn, Rob Villas second. Meeting adjourned at 3:15 p..m.

Next meeting July 26, 2018, 1:30 pm Menominee ISD building

PINECREST
CARING COMMUNITY

PINECREST BOARD OF TRUSTEES MEETING
THURSDAY, JUNE 21, 2018

Date: Thursday, June 21, 2018	Place: Board Room
Presiding: Gary Eichhorn, Chairperson	Time: 1:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Assistant	

Call to Order: Chairperson Eichhorn called the meeting to order at 1:00 p.m. Central time

Roll Call: Trustees present: Elaine Boyne, Donna Schomin, Theresa Nelson, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Gary Eichhorn and Darlene Smith, Administrator.

Trustees Absent: Kristine Mulder and Jan Hafeman.

Leadership Team Members present: Jessica Johnson, Controller; Heather Niarhos, Assistant Director of Nursing; Nancy Mach, Nursing Secretary; David Vandermissen, Maintenance Supervisor

Guests: Terry Grondine

TOPIC	DICUSSION	OUTCOME
Approval of the June 2018 Agenda	The Agenda was amended to add 8.c. Timber Contract 8.d. Pinecrest property being donated to Spalding township 8.e. Discussion of changing banking facility	A motion was made by Trustee Degenaer, supported by Trustee Boyne, to approve the Agenda as amended. Motion carried.
Board action on Minutes of the May 2018 meeting	The minutes had been sent to the Board for review prior to this meeting.	A motion was made by Trustee Driscoll, supported by Trustee Schomin, to approve the minutes as presented. Motion carried.
Board action on the May Manifest of invoices.	The Manifest of Invoices had been sent to the Board for review prior to this meeting.	A motion was made by Trustee Boyne, supported by Trustee Degenaer, to approve the Manifest of Invoices. Motion carried.
Board Action on Financial Statement for May 2018	Jessica Johnson, Controller, reviewed the Financial Statement with the Board.	A motion was made by Trustee Nelson, supported by Trustee Naser. Motion carried.
Report from Whispering Pines Committee Meeting	Trustee Driscoll reported that the Whispering Pines Committee did not meet this month.	
Report from County Commissioners related to proposal from Pritok.	Trustee Degenaer stated that Dickinson County Commissioners agreed to get the proposal from Pritok, just to see, it doesn't mean they will act on it. Other Commissioners voiced their opinions. Chairperson Eichhorn stated that he feels we should get keep the employees informed and ask that they contact all of the County Commissioner Members of	A motion was made by Trustee Degenaer, supported by Trustee Nelson to advertise for and to hold the Open House for the Public on July 3rd. Motion carried.

	their respective county to discuss the issue with each of them. Administrator Smith discussed having an open house and said preliminary plans were to hold the Open House on July 3rd from 2 – 5 p.m. We would give tours, serve refreshments answer questions that the public might have and show them the Auditors financial reports for 2017. She noted that we would advertise in the local journals and newspapers.	
Review and request permission for Write -Offs.	Administrator Smith reviewed the write off requests in the total amount of $29,869.77 with the Board.	A motion was made by Trustee Naser, supported by Trustee Nelson, to approve the Write-off request in the amount of $29,869.77. Motion carried.
Discussion on room rate increase	Administrator Smith stated that she would like to do a little more research before moving forward with an increase in costs. She wants to be sure that we are fair to the people in our area.	
Board Action on new Timber Contract with Triest Forest Products, Inc.	Copies of the contract were reviewed by each Board Member present. It was noted that it is still a winter cut and that the contract is for one year at this time, with possibility for extension.	Trustee Degenaer made a motion to move forward with the signing of the contract. Support was given by Trustee Driscoll. Motion carried.
Discussion of the 1 acre parcel of land being donated by Pinecrest to Spalding Township	Administrator Smith will contact Spalding Township Supervisor, Jim Moraska to finalize this action.	
Discussion of changing Banking Facility	Administrator Smith and Controller, Jessica Johnson discussed moving our	

	account from Wells Fargo to another institution. It was noted that Wells Fargo is planning to close their branch offices in this area, leaving us without a bank. Jessica stated that we are looking at 1st Bank. They have a branch office in Bark River which would make it easier for the person who makes the bank deposits. Trustee Naser discussed bank ratings and suggested that Jessica talk with the manager of State Bank in Escanaba.	
Report of Quality assurance and Resident Council Committees	Heather Niarhos, Assistant Director of Nursing, gave the Quality Assurance Report for the month noting the number of new employees we are bringing in, stating that we are working on preparation of the State survey and we have shown a decrease in the rehospitalization rate. She also reported on the Resident Council Meetings for each home. She reported that the Prom was held on June 13th and everyone enjoyed it. The Green Houses are requested on the screen porches to be able to call for help. They are nominating the first employee of the month. They continue to meet with Amy and report that the meal choices are getting better. Trustee Naser asked if the Opioid issue is a problem here. Administrator Smith replied that our patients are considered	A motion was made by Trustee Boyne, supported by Trustee Degenaer, to approve the Quality Assurance report as presented. Motion carried.

	in-patient, so we do not have to follow some of the regulations.	
Safety Committee Meeting	David Vandermissen, Jr., reported on the Safety Committee Meeting for the month. He outlined all aspects of the meeting, noting that we have been trying to get the staff and public to slow down when driving through the area in the back and to watch for children. He stated that we are checking on the washing of wheelchairs and lifts. Trustee Nelson noted that she had come in with Julie Kolby, a State assessor, for a tour and Julie was impressed. Davey noted that we are continuing to have Bosk do more of the painting outside and we are very pleased with the work and the way the building looks.	A motion as made by Trustee Schomin, supported by Trustee Nelson, to accept the Safety Committee Meeting report as presented. Motion carried.
Administrator's Report	Administrator Smith reported that we had met with the three County Administrators on 5/29. She and Niki attended the Spring Conference where they learned about more regulations. She stated that they had done a presentation for her retirement and it was very nice and appreciated. She also attended the Alzheimer's meeting.	A motion was made by Trustee Boyne, supported by Trustee Nelson, to accept the report as presented. Motion carried.
Comments from the Public	There were no comments at this time.	

Adjournment	The meeting adjourned at 1:40 p.m.	A motion was made by Trustee Naser, supported by Trustee Schomin, to adjourn the meeting. Motion carried.

John Degenaer, Jr., Secretary

John Degenaer Jr

Darlene Smith, Administrator

Darlene Smith, Adm.

Pinecrest Medical Care Facility
BALANCE SHEET
Balance Sheet

ASSETS

Current Assets	
CASH	$854,972.39
RESIDENT ACCOUNTS RECEIVABLE	$1,695,946.53
LESS: ALLOWANCE FOR DOUBTFUL ACCOUNTS	($491,764.45)
OTHER ACCOUNTS RECEIVABLE	$126,658.70
INVENTORY	$63,849.88
PREPAID EXPENSES	$128,596.68
Total Current Assets	$2,378,259.73
Fixed Assets	
BUILDINGS	$23,758,472.92
EQUIPMENT	$4,056,043.88
LESS: ACCUMULATED DEPRECIATION	($19,687,893.90)
CAPITALIZED COSTS	$416,806.80
LAND	$22,210.85
Total Fixed Assets	$8,565,640.55
Other Assets	
BUILDING IMPROVEMENT FUND	$3,708,238.64
COMBINED TIME OFF FUND	$612,745.02
MANAGED CARE FUND	$786,870.23
CAPITAL IMPROVEMENT ACCOUNT	$587,261.92
OTHER ASSETS LIMITED AS TO USE	$47,151.12
CERTIFICATES OF DEPOSIT	$218,774.17
Total Other Assets	$5,961,041.10
Total ASSETS	$16,904,941.38

LIABILITIES & EQUITY

Current Liabilities	
ACCOUNTS PAYABLE	$61,968.00
ACCRUED COMPENSATION AND RELATED LIABILITIES	$480,642.00
ACCRUED COMBINED TIME OFF	$416,775.00
OTHER PAYABLES	$20,409.78
Total Current Liabilities	$979,794.78
Other Liabilities	
NOTES PAYABLE	$15,615.10
Total Liabilities	$995,409.88
Equity	
FUND BALANCE	$15,909,531.50
Total LIABILITIES & EQUITY	$16,904,941.38

Pinecrest Medical Care Facility
Actual vs Budget Statement of Operations

Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Operating Income						
Medicare Part A	43,959.28	84,463.00	(40,503.72)	289,817.83	509,597.00	(219,779.17)
Private	75,818.01	62,106.00	13,712.01	283,327.88	374,708.00	(91,380.12)
Medicaid	485,239.56	432,102.00	53,137.56	2,989,720.00	2,607,010.00	382,710.00
Insurance	25,049.54	26,277.00	(1,227.46)	140,534.29	158,536.00	(18,001.71)
Hospice	6,702.30		6,702.30	31,390.11		31,390.11
VA	24,174.53	13,259.00	10,915.53	79,434.68	80,005.00	(570.32)
Insurance MFFS	11,362.47	20,134.00	(8,771.53)	72,250.14	121,475.00	(49,224.86)
ICO - MCD FIDS < 90 Days	3,973.85	1,960.00	2,013.85	13,594.74	11,824.00	1,770.74
ICO - MCD FIDS > 90 Days	33,579.75	49,474.00	(15,894.25)	139,110.17	298,492.00	(159,381.83)
ICO - MCR - 1 To 90 Days	4,564.95	6,735.00	(2,170.05)	63,349.88	40,633.00	22,716.88
ICO - MCD - Less Than 90 Days	5,495.25	7,658.00	(2,162.75)	104,036.29	46,206.00	57,830.29
ICO - MCD - More Than 90 Days	76,916.08	131,266.00	(54,349.92)	510,864.26	791,970.00	(281,105.74)
ICO - Medicare Part B	911.67	1,053.00	(141.33)	3,127.47	6,357.00	(3,229.53)
ICO - Private	2,037.03		2,037.03	2,037.03		2,037.03
Healthy Michigan Plan	(374.22)	2,049.00	(2,423.22)	15,490.08	12,355.00	3,135.08
Medicare Part B	8,371.75	8,450.00	(78.25)	36,505.64	50,972.00	(14,466.36)
Other Revenue	2,532.52	5,579.00	(3,046.48)	22,991.49	33,561.00	(10,569.51)
QAS Revenue	27,328.13	34,842.00	(7,513.87)	168,845.27	213,226.00	(44,380.73)
Total Income	837,842.45	887,407.00	(49,764.55)	4,966,427.25	5,356,927.00	(390,499.75)
Operating Expenses						
Activities Expense	19,621.32	17,563.00	(2,058.32)	110,132.75	105,963.00	(4,169.75)
Social Services Expense	6,311.21	7,831.00	1,519.79	43,142.01	47,246.00	4,103.99
Nursing Expense	280,158.58	330,359.00	50,200.42	1,735,518.13	1,993,170.00	257,651.87
Nursing Admin. Expense	34,880.44	29,186.00	(5,694.44)	177,484.47	176,091.00	(1,393.47)
Total This Department	315,039.02	359,545.00	44,505.98	1,913,002.60	2,169,261.00	256,258.40
Inventory Control Expense	2,297.17	2,589.00	291.83	14,863.47	15,619.00	755.53
Dietary Expense	83,105.55	77,873.00	(5,232.55)	491,562.10	469,837.00	(21,725.10)
Laundry Expense	11,442.15	17,712.00	6,269.85	93,873.92	106,861.00	12,987.08
Housekeeping Expense	29,190.75	28,498.00	(692.75)	181,248.55	171,935.00	(9,313.55)
Plant & Maint. Expense	75,042.32	87,148.00	12,105.68	480,035.38	525,783.00	45,747.62
Administration Expense	165,769.19	182,736.00	16,966.81	1,050,065.26	1,100,879.00	50,813.74
Information Technology Expense	8,775.25	5,638.00	(3,137.25)	37,422.09	33,898.00	(3,524.09)
Community Relations	1,185.12	1,253.00	67.88	4,742.72	7,561.00	2,818.28
Pine Grove Expense	31,008.73	29,272.00	(1,736.73)	184,492.40	176,603.00	(7,889.40)
Cedar Grove Expense	30,822.96	29,073.00	(1,749.96)	178,612.20	175,412.00	(3,200.20)
Maple Grove Expense	902.21	647.00	(255.21)	4,657.72	3,901.00	(756.72)
Physical Therapy Expense	25,057.76	32,360.00	7,302.24	156,287.02	195,193.00	38,905.98
Occupational Therapy Expense	8,932.82	10,931.00	1,998.18	51,764.23	65,952.00	14,187.77
Speech Therapy Expense	1,581.25	1,973.00	391.75	10,623.25	11,901.00	1,277.75
Other Expenses	86,359.37	60,646.00	(25,713.37)	454,153.03	363,926.00	(90,227.03)
Total Expenses	902,444.15	953,288.00	50,843.85	5,460,680.70	5,747,731.00	287,050.30
Net Operating Income	(64,601.70)	(65,881.00)	1,079.30	(494,253.45)	(390,804.00)	(103,449.45)
NonOperating Income						
Interest	4,590.58	4,110.00	480.58	35,250.52	24,797.00	10,453.52
Investment Unrealized Gain/Loss	(3,506.92)		(3,506.92)	(20,209.27)		(20,209.27)
Rent	9,063.34	8,417.00	646.34	47,380.04	50,500.00	(3,119.96)
Grants & Donations		3,288.00	(3,288.00)	16,475.78	19,835.00	(3,359.22)
Total This Department	10,147.00	15,815.00	(5,668.00)	78,897.07	95,132.00	(16,234.93)
Total NonOperating Income	10,147.00	15,815.00	(5,668.00)	78,897.07	95,132.00	(16,234.93)

Pinecrest Medical Care Facility
Actual vs Budget Statement of Operations

Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
NonOperatingExpense						
Interest Expense	13.92	1,007.00	993.08	116.13	6,077.00	5,960.87
Unreimbursed Depreciation Expense	18,333.00	18,333.00		109,999.00	110,000.00	1.00
Total NonOperating Expenses	18,346.92	19,340.00	993.08	110,115.13	116,077.00	5,961.87
Net NonOperating Income	(8,199.92)	(3,525.00)	(4,674.92)	(31,218.06)	(20,945.00)	(10,273.06)
Net Income (Loss)	(73,001.62)	(69,406.00)	(3,595.62)	(525,471.51)	(411,749.00)	(113,722.51)

PINECREST MEDICAL CARE FACILITY
FISCAL YEAR 2018
CENSUS REPORT FOR THE MONTH OF JUNE

PAYOR TYPE	DELTA		DICKINSON		MENOMINEE		OTHER	
	MONTH	Y.T.D.	MONTH	Y.T.D.	MONTH	Y.T.D.	MONTH	Y.T.D.
MEDICARE	33	358	18	601	49	347	27	48
MEDICAID	1,038	6,083	576	2,734	616	3,370	120	873
ICO - MEDICARE	0	49	13	58	0	14	0	40
ICO - MEDICAID	270	1,768	60	589	180	1,390	60	362
PRIVATE PAY	207	1,105	30	278	60	338	34	155
MEDICARE ADVANTAGE	5	68	0	63	25	52	0	19
VETERANS ADMINISTRATION	49	216	0	0	0	0	35	95
HOSPICE	30	181	0	0	0	0	0	30
TOTAL	1,632	9,828	697	4,323	930	5,511	276	1,622
COUNTY PERCENT OF DAYS	46.2%	46.2%	19.7%	20.3%	26.3%	25.9%	7.8%	7.6%
NO. OF ADMISSIONS	8	47	4	22	6	40	3	10
NO. OF DISCHARGES	8	46	3	23	4	41	1	16
NO. OF RESIDENTS	56		26		32		8	

TOTAL DAYS FOR MONTH =	3,535
BUDGETED DAYS FOR MONTH =	3,690
TOTAL DAYS Y.T.D. =	21,284
BUDGETED DAYS Y.T.D. =	22,263
PERCENT OCCUPANCY FOR MONTH	84.17%
PERCENT OCCUPANCY Y.T.D.	83.99%
BUDGETED OCCUPANCY =	87.86%
NUMBER OF RESIDENTS END OF MONTH	122
BUDGETED NUMBER OF RESIDENTS	123
AVERAGE RESIDENTS FOR MONTH	118
AVERAGE RESIDENTS YEAR-TO-DATE	118
Y.T.D. ADMISSIONS	119
Y.T.D. DISCHARGES	126

	MONTH		YEAR TO DATE	
	DAYS	PERCENT	DAYS	PERCENT
MEDICARE	127	3.02%	1,354	5.34%
MEDICAID	2,350	55.95%	13,060	51.54%
ICO - MEDICARE	13	0.31%	161	0.64%
ICO - MEDICAID	570	13.57%	4,109	16.22%
PRIVATE	331	7.88%	1,876	7.40%
MEDICARE ADV	30	0.71%	202	0.80%
VETERANS ADM	84	2.00%	311	1.23%
HOSPICE	30	0.71%	211	0.83%
VACANT	665	15.83%	4,056	16.01%

PINECREST MEDICAL CARE FACILITY
FISCAL YEAR 2017 AND 2018
STATISTICS FOR THE MONTH OF JUNE AND YEAR-TO-DATE

CENSUS DATA:	MONTH 2017	Y.T.D. 2017	MONTH 2018	Y.T.D. 2018
PATIENT DAYS	3,759	26,424	3,535	21,284
MEDICAID DAYS	2,133	14,887	2,350	13,060
MEDICAID ICO DAYS	894	6,695	570	4,109
OCCUPANCY RATE	86.61%	89.03%	84.17%	83.99%

EXPENDITURE PROFILE:	MONTH 2017	Y.T.D. 2017	MONTH 2018	Y.T.D. 2018
PAYROLL	61%	61%	55%	56%
FRINGES	13%	13%	10%	11%
DEPT. EXP.	25%	25%	34%	32%
CONTRACTED SVCS	1%	1%	1%	1%

DIETARY SERVICES:	MONTH 2017	Y.T.D. 2017	MONTH 2018	Y.T.D. 2018
NO. OF MEALS	11,277	79,272	10,605	63,852
FOOD COST	27,537	207,912	29,138	131,385
DEPART. COST	81,214	576,054	84,770	416,929
FOOD SALES	275.00	1,130.00	-	484.87
FOOD COST/MEAL	2.42	2.61	2.75	2.05
TOTAL COST/MEAL	7.18	7.25	7.99	6.52

LAUNDRY SERVICES:	MONTH 2017	Y.T.D. 2017	MONTH 2018	Y.T.D. 2018
COST PER POUND	$ 0.62	$ 0.60	$ 0.54	$ 0.58

NURSING SERVICES:

AVERAGE F.T.E.	MONTH BUDGET	MONTH 2018	Y.T.D. BUDGET	Y.T.D. 2018	DIFFERENCE
R.N.'S	14.79	14.27	14.79	17.83	20.55%
L.P.N.'S	23.79	20.55	23.79	22.69	-4.64%
AIDES	59.35	48.32	59.35	61.11	2.97%
SHAHBAZ	15.92	16.18	15.92	18.20	14.30%
TOTAL	113.85	99.32	113.85	119.83	5.25%

PLANT OPERATIONS:	MONTH 2017	Y.T.D. 2017	MONTH 2018	Y.T.D. 2018
GAS COST/DAY	$ 72.92	$ 112.07	$ 28.97	$ 90.96
ELEC. COST/DAY	522.29	432.45	470.55	472.41
WOOD CHIPS/DAY	388.36	334.29	324.58	406.76
TOTAL UTILITIES	$ 983.57	$ 878.81	$ 824.10	$ 970.13

Public Health
Delta & Menominee Counties

Board of Health Meeting

Harris Township Fire Hall
Harris, MI

Meeting Minutes
Thursday, June 21, 2018

Board Members Present

Jan Hafeman (via telephone)	Amanda Hess	Patrick Johnson (via telephone)
Gerald Piche	Gerard Tatrow	Tom Trudgeon

Public Health Staff

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

1. **Call to Order/Roll Call**

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on June 21, 2018. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator and is recorded above. Mr. Johnson and Ms. Hafeman were not able to attend the meeting but did join via telephone.

2. **Approval of Agenda**

Ms. Hafeman moved the June 21, 2018 agenda be amended with the addition of the 2018 Officer and Employee Delegate Certificate Form as item 6b, and be approved. Motion was supported by Mr. Tatrow and carried unanimously.

3. **Public Comment**

There was no public comment on the June 21, 2018 agenda.

4. **Approval of Minutes**

Mr. Tatrow moved the minutes from May 17, 2018, be approved. Motion was supported by Ms. Hafeman and carried unanimously.

5. **Governance in Action for Public Health – Module 6 – Partnerships to Improve Health Outcomes**

Mr. Snyder gave a brief explanation on the Governance in Action for Public Health – Module 6 – Partnerships to Improve Health Outcomes video prior to playing it for the BOH.

6. **MERS**

a. **Quarterly Statement**

Mr. Snyder gave a brief overview of the MERS Quarterly statement and the changes from the previous quarter to this quarter, which reflects the surplus and new employee divisions previously passed by the BOH.

Ms. Hafeman moved the MERS Quarterly Statement be acknowledged and placed on file. Motion was supported by Mr. Tatrow and carried unanimously.

b. **2018 Officer and Employee Delegate Certification Form**

Mr. Snyder gave an explanation of the 2018 Officer and Employee Delegate Certification Form. It will allow him to vote on the behalf of PHDM on certain items at the 2018 Annual MERS Conference.

Ms. Hafeman moved the 2018 Officer and Employee Delegate Certification Form, be approved, listing Mike Snyder as the officer delegate. Motion was supported by Ms. Hess and carried unanimously.

7. **Rescheduling of the September 20, 2018 Board of Health Meeting**

Mr. Snyder explained he would not be able to attend the September 20, 2018 BOH meeting, and asked if the members would consider moving it to Thursday, September 27, 2018. Ms. Hafeman informed the BOH there would be a time conflict and requested it be moved to noon CDT / 1:00 p.m. EDT.

Mr. Tatrow moved the September 20, 2018 BOH meeting be changed to September 27, 2018, at noon CDT/ 1:00 p.m. EDT, be approved. Motion was supported by Mr. Piche and carried unanimously.

8. **Review and Approval of May Check Register**

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

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

9. Medical Director's Report

Dr. Frankovich informed the BOH on the response to the flooding that occurred on June 17, 2018 in the Copper Country; specifically, Houghton County. She explained the current situation, including the severe damage that has occurred to road and homes as well as flooding of wells and contamination of waterways due to flood water and sewage. An Emergency Operations Center was established with the county emergency manager serving as the Incident Commander according to the Incident Command structure training that all LPH departments and other emergency response groups have learned and practiced.

Public Health roles include, but are not limited to:

- Shelter safety and food operations as well as assistance in medical triage for those using shelter (PH nurses)
- Restaurant food safety
- Assure safe drinking water with boil water advisories as appropriate and instructions re: well decontamination and testing if the well is flooded
- Ensure recreational water safety: Public beaches were closed due to water contamination concerns with flood waters and sewage discharges. On-going water testing is taking place and the beaches will be re-opened when deemed safe.
- Check for safety of medically fragile individuals including local nursing homes, home health agency clients, and dialysis centers
- Engaged in surveillance of any communicable diseases caused by exposures to contaminated water, sewage, food

Dr. Frankovich noted all Emergency Preparedness Coordinators in the Upper Peninsula have gathered together in Houghton County to assist in operation of a volunteer reception center which is coordinating volunteer efforts across the area. She also stated she feels the overall employment of the emergency plan has gone extremely well and did not take long to activate.

Mr. Snyder added a request has been made from the Western U.P. Health department, to see if any Environmental Health employees from other local health departments can be spared to assist in Houghton as well.

10. Health Officer's Report

- Mr. Snyder reminded the BOH about the upcoming Public Health Law Conference that will take place on July 25th in Newberry, from 10:00 a.m. – 1:00 p.m. EDT. He asked the BOH members let him know if they would like to attend.
- The State of Michigan budget has been passed by both the House and Senate and is now on the way to the Governor. This includes an increase of $4.5 million in essential local public health services. Another $4.75 million has also been approved for Emerging Public Health issues.
- PHDM's Annual All-Staff meeting will be held on Monday, November 12, 2018, at the Island Resort & Casino.
- Mr. Snyder informed the BOH the MMRMA Net Asset Distribution for PHDM will be a total of $19,559 and will be reflected in the amended budget coming up in July.

- July's BOH meeting will be held Thursday the 19th and at the Delta County Office. Mr. Snyder noted items will include the revised budget, as well as the MERS Actuarial. After the meeting, the PHDM annual picnic will take place at the Gladstone Pavilion.
- Mr. Snyder informed the BOH of two personnel changes at PHDM.
  - Diane Dubord, Account and Billing Specialist, has retired from PHDM after 18 years of service. Her last day was May 31, 2018. This position has been filled and is going well.
  - Assistant Program Coordinator, Kim Gustafson has resigned from PHDM. Her last day will be July 6, 2018.

11. Public Comment (three minutes maximum)

No public comment.

12. Board Member Comments

- Ms. Hess will not be able to attend the August 16, 2018 BOH meeting.
- Chairman Trudgeon informed the BOH a new cell tower will be placed within the City of Escanaba, over by the football field. He stated a few citizens have raised concern to him. Mr. Snyder and Dr. Frankovich will do some research regarding cell towers.
- Chairman Trudgeon thanked Kim for her service to PHDM and the BOH.
- Mr. Piche shared how the emergency plan in Menominee County was activated over the weekend, due to the flooding and stated how impressed he was with the quick action.
- Ms. Hess informed the BOH she is seeing the hepatitis A flyers within the community.

13. Adjournment

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

_____

Chairperson

:kg

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

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN

DIRECTOR
RUSSELL K. SEXTON

Date: June 26, 2018

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

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

Absent: Gary Eichhorn, Board Member

APPROVAL OF AGENDA:
A motion to approve the agenda was made by Ms. Veraghen and supported by Mr. Naser. Motion passed without opposition.

APPROVAL OF MINUTES:
Minutes of the May 29, 2018 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Ms. Veraghen and supported by Mr. Naser. Motion passed without opposition.

FINANCIAL REPORT:
The financial report for May 2018 was reviewed. There were $150.00 in expenditures for the DHHS Board meeting and a $50.00 expenditure to Spaulding Township for the use of their facility; leaving a balance of $2,800.00.

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

DIRECTOR'S REPORT:
Mr. Sexton provided the board with an update on the current staffing situation in Menominee County.

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

Collaborative Issues: No new information provided.

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

FY 2018 Operating Funds: Menominee County allocation is: $25,896.00. Year-to-date expenditures are: $15,734.83. This constitutes 60.8% of the allocation spent with 66% of the year elapsed.

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

Assistance Payments:
Assistance Payments Standard of Promptness: 97.38%. Business Service Center 1 average is 95.25%. Statewide Average is 96.78%.

Family Independence Program Work Participation Rate: N/A for April. Year to date average for CY 2018 is 0%. Federal goal is 50%. U.P. average is 50.28%, statewide average is 55.93%.

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

April 2018 data:

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

- Family Independence Program: 15 cases; 33 recipients; $4,266.00 in benefits.
- Food Assistance Program: 1,240 cases; 2,298 recipients; $255,757.00 in benefits.
- State Disability Assistance: 7 cases; 7 recipients; $2,100.00 in benefits.
- Child Development and Care: 30 cases; 47 recipients; $11,490.00 in benefits.
- State Emergency Relief: 5 cases; $2,566.00 in benefits.
- Unduplicated total: 1,269 cases; 2,346 recipients; $276,178.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 687 cases; 1,493 recipients
- Other Children < Age 21: 113 cases; 132 recipients
- Pregnant Women & Children Under 19: 458 cases; 851 recipients
- MIChild: 48 cases; 81Recipients
- Non-SSI Aged, Blind & Disabled: 623 cases; 650 recipients
- SSI Aged, Blind & Disabled: 487 cases; 487 recipients

- Medicaid Eligible Total: 2,191 cases; 3,693 recipients
- Healthy Michigan Program Total: 1,237 cases; 1,394 recipients

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

Child Welfare:

CPS Commencement	100%
CPS F2F Investigations	95%
CPS Ongoing F2F	90%
CPS Ongoing Caregiver F2F	100%
CPS Services Plans	97%
CPS Plan Approval	100%
CFC Service Plans	100%
CFC Plan Approval	100%
Medical	N/A%
Dental	N/A%
Worker/Child Contacts	63%
Worker/Parent Contacts	63%
Worker/Supervisor Contacts	100%
Parent/Child Contacts	N/A%
Return Home	25%
Sibling	N/A

Board Member Input/Suggestions: None

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

Unit Report: None.

BOARD BUSINESS:

1. **Approval of Vouchers**:
   Vouchers for May 2018 were reviewed. A motion to approve all vouchers was made by Ms. Veraghen and supported by Mr. Naser. Motion passed without opposition.

NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: Bernie Lang, Menominee County Board of Commissioners, commented on the fact that he learns new and interesting things at these meetings.

NEXT MEETING: July 31, 2018 at 9:00 a.m. at the Spaulding Township Hall, N15881 Pine Avenue, Powers, Michigan

ADJOURNMENT: Motion to adjourn made by Ms. Veraghen and supported by Mr. Naser. Meeting adjourned at 0934 a.m.

Russell K. Sexton
Board Secretary

Jeff Naser
Board Chairperson

Pc: DHS Board Members;
Menominee County BOC

Northwoods Rail Transit Commission

Members: Ashland, Florence, Forest, Iron, Langlade, Lincoln, Marathon, Marinette, Oconto, Oneida, Price, Rusk and Vilas Counties of WI and Baraga, Delta, Dickinson, Gogebic, Houghton, Iron, Marquette, Menominee and Ontonagon Counties of MI

Meeting Summary

Great Lakes Timber Professionals Association – Rhinelander, WI
July 20, 2018 – 10:00am Central Time (11am Eastern)

UNAPPROVED

1. Call to Order

The meeting was called to order at 10:01 a.m.

2. Introductions of Attendees and Public Comments

Participating Commissioners:

Al Koskela, Houghton County; Dale Kupczyk, Ashland County; Kelly Klein, Iron County WI; Joe Pinardi, Iron County WI; Albert Koskela, Houghton County; Jay Verhulst, Vilas County; Bill Liebert, Oneida County; Andy Albarado, Rusk County; Mike Cassidy, Marinette County; Al Christensen, Marathon County; Stacy Johnson, Oneida County; Wendy Gehlhoff, Florence County; Fran Modschiedler, Florence County; Gary Kabasa, Ashland County; Bill Menge, Baraga County

Other participants:

Ty Penca, Citizen; John Duncan Varda, Wisconsin Central Group (WCG); Pasi Lautala, Michigan Technological University (MTU); Rick Bliese, Lincoln Wood Products, Inc.; Jim Rosenbeg, WEDC; Jeff Radcliff, Houghton County Meghan Ladwig, Senator Baldwin's office; Rich Kedzior – WISDOT; Brian Buchanan, CN; Kari Divine, Renewable Resource Solutions; Tim Klimek, Escanaba & Lake Superior Railroad; Darryl L. Landeau, North Central Wisconsin Regional Planning Commission

3. Approval of Meeting Notes from April 18, 2018

Two amendments to the participating commissioners were made to the draft minutes. On a motion by Al Christensen, seconded by A. Koskela, the meeting notes of the April 20, 2018 meeting were approved as amended with all in favor.

It was noted that the minutes would be sent out within five business days of the meeting as unapproved so that they are available to the Commissioners and others without waiting for prior approval from the Chair.

4. Update on County appointments to the Commission

A handout of Commissioners was shared and is included as an attachment to the meeting minutes. It was noted that the current Commissioners are posted on the website.

M. Cassidy reported that Marinette County has changed their decision to withdraw from the Commission in 2019.

Price County has not appointed Commissioners.

5. Update on Invoices to counties for 2018 dues

Two Wisconsin counties and two Michigan counties have not paid their membership dues. Invoices were sent in February and reminders were send in June. A. Albarado noted that Ashland County had not paid, that Price County has indicated they will not be paying, but that the Price County EDC may pay, and that

the two Michigan counties were not in attendance and that he would follow up with them regarding payment.

6. Update –Final Report of Northwoods Freight Rail Study - WI DOT. The executive summary of the study has been shared by WI DOT and is available at this link. The link will be shared on the NRTC website as well. http://wisconsindot.gov/Documents/projects/multimodal/rail/northwoods2018.pdf

7. Status of Collective Industry efforts WCG/LSSA (Duncan/Varda)
   a) Update Lake States Shippers Assoc., Wisconsin Central Group Update
   b) LSSA Data Co-op Committee, Michigan Tech Project update, planning for Phase 2.
   c) Maintaining collaborative relationships with GLFR rail carriers.
   d) Prospects for alternative rail operators?
   e) WisDOT Rail Plan - Designating Hwy 8 Rail Corridor as "critical" for preservation?
   f) Legislative initiatives for freight rail preservation, MI and WI?
   g) Outreach to Minnesota GLFR shippers?

J. Varda provided an update. WCG is working with MTU to solicit data to identify shippers/receivers to provide information to WI DOT to identify specific fright that is susceptible to rail. Their priority is preservation of the Highway 8 corridor as a through route. Coordination between the NRTC and the northern MN rail group is important.

J. Verhulst asked about trails to rails and noted that there aren't any active rail lines in Vilas County. J. Varda suggested that access to rail via truck, etc. is important even if rail lines are not in a specific county. R. Kedzior clarified that any trail preserved under the rails to trails is still a railroad by law and can be petitioned to return to active service.

W. Gehlhoff asked about how the WI DOT budgeting process would affect the timing of preserving the Highway 8 corridor. J. Varda suggested that NRTC work with the freight advisory committee to ensure that it be identified as a critical corridor in the next version of the WI rail plan. The rail preservation funds can be used to develop business opportunities along a rail line and to improve the rail line itself. B. Buchanan noted that Class I rail roads have been reluctant to accept public funding because of the threat of loss of control.

S. Johnson asked why CN doesn't allow release of the track to other railroads that would be interested in operating the lines since it doesn't appear interested in them based on its financial reports. B. Buchanan noted that CN was in negotiations with another railroad a couple of years ago, but that they couldn't come to an agreement due to internal hurdles that couldn't be overcome. He also noted that if there are specific examples in which rail service is an issue, then he would like to be informed of them.

J. Varda noted that CN has congestion issues everywhere south of Stevens Point at this time. He said that the rail road needs to identify a strategic plan to get available freight on the rail road and that CN has the authority to price freight off of the highway by lowering prices, but that they don't do that which is why WCG and LSSA is looking at freight lines. B. Buchanan noted that while there is excess rail capacity in the Northwoods, there is congestion on the rest of the CN network and that prices are set in part on rail capacity in the entire network.

UNAPPROVED

A suggestion was made to put people on the lines to both use and promote rail and to encourage tourism across the region.

8. Status of Michigan Tech work – (Lautala)

A two-part study is being conducted. One part is to get detailed data from forest product companies to build a model to replicate log and pulp movement across the region. The second part is more general and looking at other freight moving in/out of the area. This data is being gathered from three databases: the NRTC study, transit databased and forest products company's non-log movements.

9. Discussion – communications with Federal/State representatives related to Northwoods Rail

a) Sen. Baldwin communications with CN.

STB sent letters to Class I railroads to address projections for rail issues because of capacity issues across the country. Senator Baldwin sent a letter to CN. M. Ladweg reported that they are currently reviewing CN's response to the letter and noted that CN highlighted continued communicated with stakeholders such as through contact with the NRTC. She will share the response letter with the Chair. A. Albarado shared these letters via email during the meeting and they are included in the minutes as attachments. M. Ladweg indicated that the STB is about to be fully appointed and will be able to move forward more effectively.

10. Discussion on WisDOT Intermodal Subcommittee (Buchanan-CN/Jones-WEDC)

The intermodal subcommittee was established to determine where the best location for an intermodal ramp would be. The committee is finalizing a survey to disseminate to users to get more information on freight flow. Three communications regarding the survey will be upcoming. The survey will be for shippers and receivers. P. Lautala suggested setting a minimum threshold for survey takers so that the focus is on those companies who will make the most impact.

11. Discussion/Consideration on request for support of Freight Rail Infrastructure/Preservation Grant funds in WI.

CN submitted comments that this program funding focus be changed from publicaly owned lines to light lines. A. Albarado, John and Ken will develop some talking points and will have a position to be approved at the next NRTC meeting. WI DOT has provided public funds to ELS Railroad, which is privately owned. As a part of this, the state has liens on those properties improved by public funding. The recipient can return the funds to the state to remove the lien.

12. Consideration/Approval on pursuing grant funding

a) EDA Technical Assistance Grant

1)Grant Applicant, Preparation, Administration

Senator Baldwin's office connected NRTC to the State EDA contact. A scope of work was developed. The EDA grant would be used to fund a consultant to develop a plan of how to utilize rail in the region. The grant would be for $50,000 with $25,000 in matching required. North Central Regional Planning Commission (NCRPC) is interested in doing the grant application and administering the grant. Their administrative costs would be written in the grant.

b) WEDC Capacity Grant

This grant would provide the $25,000 matching funds needed for the EDA grant. NCRPC would write and administer the grant.

c) Scope of work

A. Albarado read the draft scope of work that was developed. On a motion by W. Gehlhoff, seconded by J. Verhulst, it was approved to pursue grant funding from EDA and WEDC through NCRPC, with all in favor.

13. Discussion on Administration of NRTC

a) Notice of termination from Renewable Resource Solutions

Renewable Resource Solutions submitted a letter to terminate the contract for administrative services as of the end of July. Renewable Resource Solutions will refund the Commission $2,708.33 (5/12) of the annual contracted fee. A. Albarado discussed administration with North Central Wisconsin Regional Planning Commission which had previously administered the NRTC. The Executive Committee will make a recommendation regarding administration prior to the next meeting.

14. Next Meeting Date

The next meeting is scheduled for September 24th.

Other comments:

T. Klimek noted that ELS is a private railroad, has been successful in 2016 and 2017 and struggles to find capacity in their car shop to make cars. Leasing cars keeps them in business. If there was funding for making new cars, they might be interested.

15. Adjourn

Motion to adjourn at 11:35R. Koskela a.m. by R. Luce, seconded by M. Cassidy, and unanimously passed.

NRTC Meetings are open to the public.
For more information, contact: Kari Divine at 906-875-3720
or kari@renewableresourcesolutions.com

UNAPPROVED

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Fire numbers – not found &/or not visible**
DEPARTMENT:	**Commissioner Nelson**
ATTACHMENTS:	**No**

SUMMARY:

Commissioner Nelson asked to have something on the agenda about fire numbers within the county.
He's finding that most are either not found, or not visible for emergency services. Discussion at the 8.14.18 meeting was IF a millage is needed for 911 services, then these signs can also be paid for via that millage due to the signs being used for emergency vehicles. Currently some of the townships have already paid to have these signs placed.

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

LANGE ENTERPRISES, INC.

Quality Products and Services Since 1953!
1131 West 2nd St * P.O. Box 4 * Oconomowoc, WI 53066
MUNICIPAL SUPPLIES
PH: 800-242-3126 - FAX: 262-567-2822

August 14, 2018

? USDA Grant

Township of Spalding
Attn: Jim Moraska
N15881 Pine St
Powers, MI 49874

Dear Jim,

Thank you for your phone call regarding replacement of address signs. Please see our current pricing below. This pricing is valid for 30 days. Please let me know if you need any further pricing or have any questions. Thank you for the opportunity to quote.

Why Lange Enterprises Sets the Standard in Quality

With 60 plus years of experience in 911/address sign fabrication, given the sign to road surface ratio on this type of sign we go one step further. As a final process we apply a 3M "Super UV" protective film to finish your sign and provide an extra barrier against the sun's UV rays, road salt and chemicals. This film is also resistant to chemicals used to remove graffiti. This process is 3M approved and is included in our prices!

Fire Signs

20"x9" Flag fire sign, .080 aluminum, 3M HIP sheeting with protective overlay, white on red background

Estimated Quantity 2,000+	**$25.32 each**
Estimated Quantity 20,000+	**$22.78 each**

Steel Post Options

6 ½'1.12 lb/ft **Painted green** steel channel post: **$6.24 each**

6 ½' 1.12lb/ft **Galvanized** steel channel post: **$8.10 each**

LANGE ENTERPRISES, INC.

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1131 West 2nd St * P.O. Box 4 * Oconomowoc, WI 53066
MUNICIPAL SUPPLIES
PH: 800-242-3126 - FAX: 262-567-2822

Installation Services

Prior to any installations each location shall be cleared for any underground utilities. Lange Enterprises will coordinate the marking of each location with the prescribed utilities that serve your area. Installation will include driving a new post in the ground in a uniform location and attaching the new address sign. We will also remove any old number as long as it is on a Township issued post. Any number that is attached to a structure or personal property will remain in place by our crew. All old material will be dropped off at a site within the Township.

We pride ourselves on providing professional, uniform and safe installations having installed 100's of thousands of 911/address signs since 1953. We are specifically insured for the installation of 911/address signs.

Cost for installations per unit: $9.75 each

Uniform Location Guidelines

Primary location, all posts are to be installed approximately 18" (inches) in the ground. All posts are to be installed approximately 15' (feet) from the edge of the right side of the driveway (facing home from road), and on the back edge of the right of way. Alternate location, same measurements, but left side of the driveway. Alternate locations may be necessary due to foliage, lot line boundaries or other obstructions that would compromise the effectiveness of the sign if installed in the primary location.

Thank you for the opportunity to quote you. Please don't hesitate to call with any questions.

Sincerely,

Lisa (Lange) Butschke

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**DNR Land Transaction**
DEPARTMENT:	**DNR – Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

We received a letter from the DNR in reference to a property owner in Cedarville Twp. exchanging land with the (DNR) State Land.
If any Commissioners have any concerns/questions, please discuss so we may get the answers for you.

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

August 17, 2018

Mr. Gerald Piche, Chair
Menominee County Board of Commissioners
839 10th Ave.
Menominee, MI 49858

Dear Mr. Piche:

The Department of Natural Resources (DNR) has been reaching out to local units of government in an effort to talk strategically about land ownership and planning in the communities where state-owned land is present. This letter, which includes some information pertinent to that conversation, is to inform you of a potential land transaction involving state ownership in Menominee County.

A private individual has approached the DNR to propose a land transaction in which they have offered 40 acres of land located in Cedarville Township to the DNR in exchange for 40 acres of state-owned land located in Cedarville Township. Please see the enclosed maps for the specific location of the parcels involved in the proposal.

The parcel of land offered to the DNR in is adjacent to state-owned land on three sides and assists in accomplishing our land management goals by consolidating state ownership. Monitoring the private/public ownership interface requires an extensive amount of time and resources, so we pursue opportunities to consolidate state ownership when possible. The state-owned parcel that the applicant has requested in this proposal is adjacent to the applicant's property on two sides and will consolidate their ownership as well as their states. DNR staff is currently supportive of the proposed land exchange and have recommended that it be approved by the DNR Director. However, prior to the Director's decision, we wanted to contact you to determine if your office has any questions or concerns related to this proposed transaction.

We would appreciate a written response by September 17th advising us of any questions or concerns that you may have regarding the proposed transaction. If you would like to talk about the proposal more in depth please feel free to contact me at the phone number below.

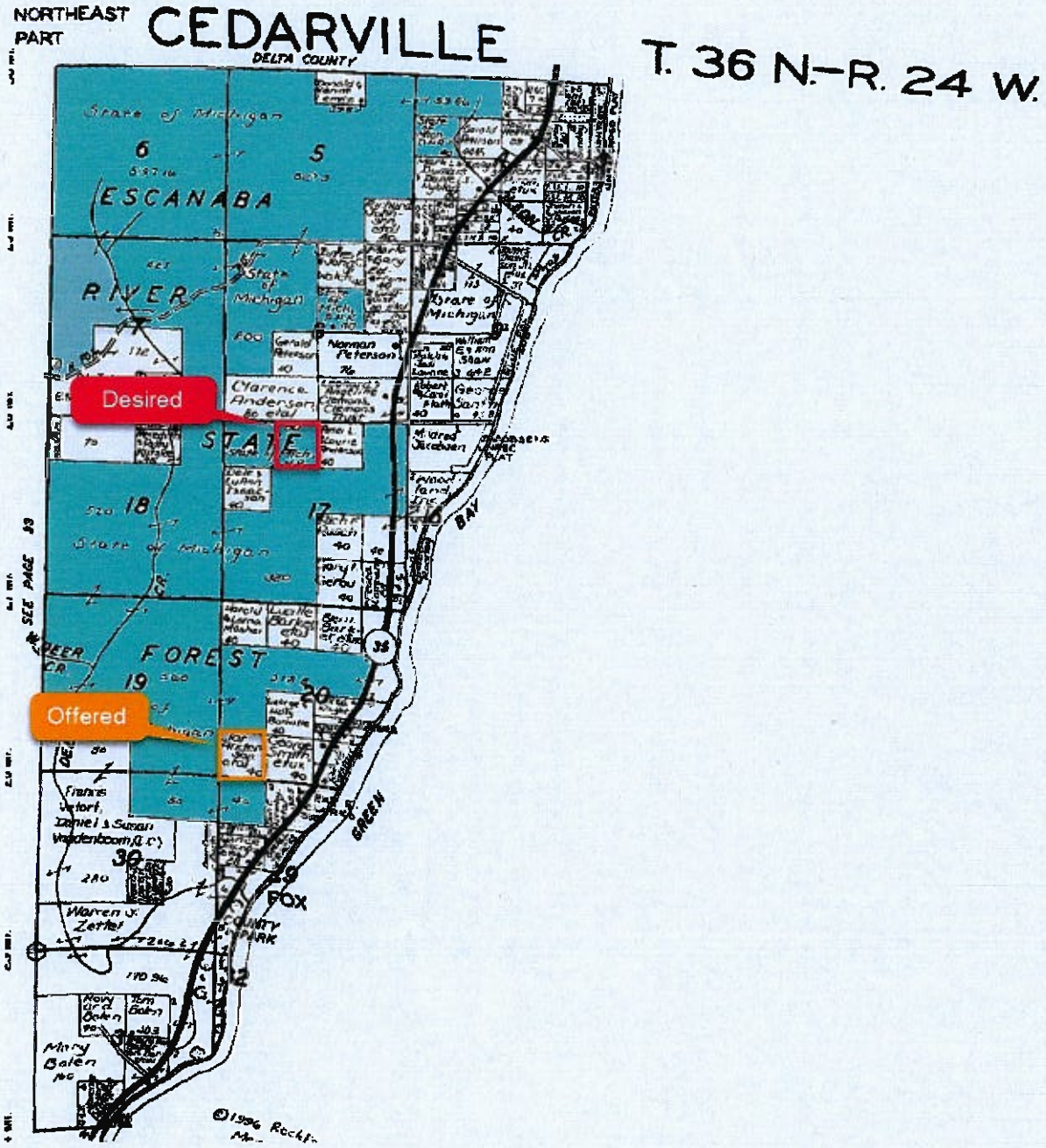
Sincerely,

Meghan Stevens
Real Estate Services
StevensM10@michigan.gov
Phone: 517-284-5966
Fax: 517-335-1880

Enclosures

20170228 – Anderson-Wilken

Menominee County



MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Resolution 2018-21 ~ Opposing Changes to the Statewide Septic Code**
DEPARTMENT:	**Administration – Public Health**
ATTACHMENTS:	**Yes**

SUMMARY:

Mike Snyder discussed the resolution sent out via UPACC. Depending on his input, the county board may approve a resolution opposing Statewide Septic Code changes

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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

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

RESOLUTION 2018-21

OPPOSING PROPOSED CHANGES

TO THE

STATEWIDE SEPTIC CODE (HB 5752 & HB 5753)

WHEREAS, House Bills 5752 and 5753 would add Part 128 to the Public Health Code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation, maintenance and inspection of septic systems;

WHEREAS, The Amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have been effectively enforced by counties and health departments across the Upper Peninsula; and

WHEREAS, The Amendatory Act would add additional mandates that would increase the amount of personnel time and expenses that Upper Peninsula Health Departments would incur under the new Act without adequate funding from the state; and

WHEREAS, The Amendatory Act would gut existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes which, in effect, eliminates local control and undermines the duties of local health departments to implement and enforce laws; and

WHEREAS, The Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of this Amendatory Act which will place ad additional financial burden on local authorities; and

WHEREAS, The creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

Steven Gromala *Gerald Piche – Chairperson* *William Cech – Vice Chairperson* *Larry Phelps*

John Nelson *Jan Hafeman* *Charlie Meintz* *Bernie Lang* *Larry Schei*

WHEREAS, The Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

THEREFORE BE IT RESOLVED,

That the Menominee County Board of Commissioners oppose HB 5752 and HB 5753 and requests State Legislators to oppose the legislation.

Dated: _____

_____
Chairman of the Board, Gerald Piche

STATE OF MICHIGAN)
) SS
COUNTY OF MENOMINEE)

I hereby certify that the foregoing is a true and complete copy of Resolution 2018-21 adopted by the County Board of Commissioners of Menominee County at a regular meeting held on August 28, 2018, and I further certify that public notice of such meeting was given as provided by law.

_____
Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**City of Stephenson – Law Enforcement Protection Agreement 2018/19**
DEPARTMENT:	**Sheriff Dept.**
ATTACHMENTS:	**Yes**

SUMMARY:

The City of Stephenson would like to contract with the Road Patrol again this year for services to the City of Stephenson. The contract is enclosed.

Perhaps the Commissioners would like to move this forward for a vote immediately??

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

LAW ENFORCEMENT PROTECTION AGREEMENT (2018-2019)

THIS AGREEMENT is made on October 1, 2018 between the CITY OF STEPHENSON, a Michigan municipality, whose address is PO Box 467, Stephenson, Michigan 49887 (hereafter "City") and the County OF MENOMINEE, a Michigan governmental entity, whose address is 839 10th Ave, Menominee, Michigan 49858 (hereinafter the "County"); and the MENOMINEE COUNTY SHERIFF DEPARTMENT, a law enforcement agency, whose address is 831 10th Ave, Menominee, Michigan 49858 (hereinafter the "Department").

RECITALS

WHEREAS, the City of Stephenson does not possess a law enforcement agency to provide law enforcement protection within the city limits.

WHEREAS, the City of Stephenson has determined that, at the present time, the best interests of their residents will be served in contracting for desired law enforcement protection services.

WHEREAS, the County allows the Department to contract out law enforcement protection services,

WHEREAS, the City and County have mutually agreed upon a cost proposal for providing law enforcement protection services to the City of Stephenson, including enforcement of City ordinances and maintenance of liquor control enforcement, which would be over and above law enforcement protection services which the Department would otherwise be obligated to render to residents of the City, as residents of Menominee County.

WHEREAS, the parties desire to enter into an agreement which provides for the desired law enforcement protection services.

AGREEMENT

NOW, THEREFORE, inconsideration of the above recitals, the promises, covenants, and conditions herein contained, the parties hereto agree as follows:

1. **Term.** The City, the County, the Department agree that for a period starting October 1, 2018 and ending September 30, 2019, the Department will provide law enforcement protection services as specified below.

2. **Coverage Hours.** The Department will provide law enforcement protection services within the City. The Department further agrees to be present during special events within the City when requested by the City. Other hours of law enforcement protection services will be provided on an "available status of officers on duty" basis. "Available status of officers on duty" shall mean the basic services that other units of government in Menominee County presently receive form the Department, as the Department is obligated to provide pursuant to the laws of the State of Michigan. The Department shall schedule coverage so as to best provide law enforcement protection services for the

City. The utilization and use of the Menominee County Sheriff's Reserve Units are acceptable to meet coverage requirements.

3. **Cost.**

(A) The cost of this contract is $25,000 for one year. Payable as follows:

a. The City of Stephenson shall pay Menominee County six thousand two hundred and fifty dollars ($6,250) on a quarterly basis. The quarterly installments are due to Menominee County by the following dates: October 15, 2018, January 15, 2019, April 15, 2019 and July 15, 2019.

4. **Protection Services.** Protection services to be provided by the Department shall include, but not be limited to, general protection, enforcement of state statues, enforcement of municipal ordinances, and maintenance of liquor enforcement and inspections. The City agrees that unrelated and discretionary duties requested of the Department will be kept to a minimum to the extent that said services would be over and above law enforcement protection services which the Department would otherwise be obligated to render to residents of the City pursuant to the laws of the State of Michigan.

5. **Mutual Assistance.** The City of Stephenson agrees that the Department's mutual assistance pact currently in force will remain active. Under that pact, when other units of government request emergency assistance, it will be provided through whatever man power is available by the Department. As for any mutual assistance services which the Department provides within the coverage hours set forth in section 2. Coverage Hours, the Department's personnel shall return to the City and resume coverage immediately upon completion of any mutual assistance.

6. **Liquor Enforcement and Inspections.** The Department agrees to provide liquor license enforcement and inspections to the City and the Department agrees that the cost arising from those enforcement and inspections will be at no additional charge. The Department and City agrees that any monies received for liquor license enforcement and inspection shall be remitted to the Department.

7. **Renewal.** Ninety (90) days prior to the expiration of this Agreement, the City of Stephenson may submit a written request to the County and Department indicating a desire to extend this Agreement for an additional one (1) year. The cost for renewal will be negotiated between the County, Department and the City. If the City, County and Department agree to the cost for an additional year of services, this Agreement shall be extended for an additional year, provided an addendum is properly executed by the parties.

8. **City Law Enforcement.** During the term of this Agreement, the City of Stephenson will not maintain and/or operate a law enforcement department or agency. In addition, the City of Stephenson will not contract for law enforcement services with any other law enforcement agency.

9. **Records/Reports.** It is understood by the parties hereto that all law enforcement records relating to the services provided by the Department herein shall be maintained by the Department at its office. The Department shall provide, on no less than a monthly basis, a detailed report to the City of the law enforcement services provided. That report shall at a minimum include the specific hours of coverage for each day of the preceding month, the name of each officer who provided coverage, and a description of the type of services provided during each day, which at a minimum shall describe the starting time of services, the specific activities conducted, the City in which specific activities were conducted, and the ending time of services. A Menominee County Sheriff Deputy shall attend City Council meetings on a monthly basis to advise of the services provided and/or address any concerns of the Department or the City.

10. **Termination.** The City or the Department and the County may terminate this Agreement prior to its expiration by providing written notice of termination to the other parties. If termination notice is given, this Agreement shall terminate ninety (90) days from the date of notice. The City shall not be responsible for any costs of unemployment incurred by the County due to early termination as provided herein.

11. **Liability.** The Department has sole responsibility for its officers, employees, and agents. These responsibilities include, but are not limited to, payment of wages, provision of benefits, workers' compensation insurance, motor vehicle insurance, and general liability insurance. The Department and the County agree that the City shall not be liable to either the County or the Department or any of their officers, employees, or agents for any injuries or damages arising out of their employment with the County or the Department. The Department and the County hereby agree to hold the City harmless against any and all claims related thereto. The County and the Department shall hold the City, their officers, employees and agents, harmless from and shall defend them against any claim for damages resulting out of the intentional or negligent acts of the County, the Department, or their officers, employees, and agents.

12. **Utility Services.** Upon the report of any problems in the City to the Department relating to water, electricity, roads, sewers, culverts, plowing, or any municipal service, the Department shall promptly report said problem to the appropriate municipal official as designated by the City. The City shall keep the Sheriff informed of the various designated persons.

13. **Miscellaneous.**

A. Each of the parties hereto has the power and authority to enter into this Agreement and each of the parties hereto has obtained approval for this Agreement from its respective governing body. Each of the parties has duly executed and delivered this Agreement. This Agreement is a legal, valid, and binding obligation of each party.

B. This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Michigan.

C. This Agreement may be signed in any number of counterparts with the same effect as if the signature on each counterpart were on the same instrument.

D. This Agreement represents the entire understanding and agreement between the Parties and supersedes all prior agreements or negotiations between the Parties.

E. This Agreement may be amended, supplemented, or changed only by an agreement in writing that makes specific reference to this Agreement and is signed by the party against whom enforcement of any such amendment, supplement, or modification is sought.

F. Any notices to be provided herein shall be deemed made when sent by certified mail, return-receipt requested and addressed to the Parties as their addresses are set forth above.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date set forth on the first page of this Agreement.

City of Stephenson

Date: 8/20/18 By: Lowell W. Gregory Mayor

Date: 8/20/18 By: Judith St. Juliana - Clerk

County of Menominee

Date: _____ By: _____

Date: _____ By: _____

Menominee County Sheriff Department

Date: _____ By: _____

Date: _____ By: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**CAD (Computer aided dispatch) and RMS (Records Management System)**
DEPARTMENT:	**Sheriff Dept.**
ATTACHMENTS:	**Yes**

SUMMARY:

Sheriff Marks had Superion at the last CB meeting to discuss the CAD and RMS system. This is budgeted in the current (Road Patrol) budget at $100,000. Sheriff Marks would like to move forward with getting this project underway, ASAP. A letter from Superion explaining that they are the sole owner, provider, developer and supporter of the software products is enclosed.

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

SUPERION

August 15, 2018

Sheriff Ken Marks
Menominee County

Dear Sheriff Marks:

This letter is intended to reflect that the ONESolution application software products and any interoperability modules are proprietary software solely provided by Superion, LLC. Further, Superion, LLC is the sole provider of the professional services, training, modification, and miscellaneous support of these applications. Superion, LLC is the sole owner; provider, developer and supporter of the ONESolution application software products and has full power and authority to grant the rights to license it without the consent of any other person or entity.

ONESolution CAD (Computer Aided Dispatch), ONESolution RMS (Records Management System), and ONESolution Mobile modules are currently being used by Sandoval County Sheriff's Office, Rio Rancho Police Department, Bernalillo Police Department, and Corrales Police Department. Only ONESolution JMS (Jail Management System) is the only JMS module that is fully integrated with the ONESolution modules currently used by Sandoval County public safety agencies. This integration facilitates less redundant entry of data, more information exchange between agencies, and streamlined booking process.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

John Carrozza

John Carrozza
Contracts Specialist

- Robust reporting resources, including NCIC/LEIN, MICR, UD10, JIS, and PACC-PAMM
- Instant communication and complete situational awareness with CAD-to-CAD, Police-to-Police
- One agile, unified platform deepens connections between CAD, RMS, JMS, and mobile

SUPERION

- Albion
- Alger County
- Allen Park
- Alpena County
- Antrim County Sheriff
- Barry County
- Barry Police Department
- Bath Township
- Battle Creek
- Branch County
- Calhoun County
- Canadian Pacific Railway
- Cass County
- CCE Central Dispatch
- Central Michigan University
- Charlevoix County
- Cheboygan County
- Chippewa County
- Clinton County
- Corunna Police Department
- Crawford County
- Delta County
- Detroit Public Schools Police Department
- Detroit Transportation Corporation
- DeWitt Township
- Dickinson County
- Eaton County
- Emmet County Sheriff's Department
- Emmett Township
- Fruitport Township
- Gogebic County
- Hamburg
- Harbor Springs
- Howard City Police Department
- Huron Township
- Iron County
- Isabella County
- Lake County
- Lincoln Park
- Little Traverse Bay Bands of Odawa Indians
- Livingston County
- Luce County
- Mackinac County
- Mackinac Island
- Manistee County
- Marquette County (UP 911)
- Marshall
- Mason-Oceana Central Dispatch
- Melvindale
- Menominee
- Michigan State Police Depart,emt
- Montague
- Montcalm County Central Dispatch
- Montcalm County Sheriff's Department
- Mount Pleasant
- Muskegon
- Muskegon Central Dispatch

- Muskegon County Sheriff Department
- Muskegon Heights
- Muskegon Township
- Nashville
- Newaygo County
- North Muskegon
- Norton Shores
- Oceana County
- Ogemaw County
- Owosso
- Petoskey Police Department
- Prairieville
- Redford Township
- River Rouge
- Romulus Police Department
- Roosevelt Park Police Department
- Roscommon County
- Shepherd Police Department
- Shiawassee County
- Southgate
- Sumpter Township
- Wayne County
- Wayne State University
- Whitehall
- Wyandotte Police Department

SUPERION

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Circuit Court Collections fee**
DEPARTMENT:	**Circuit Court – Administration**
ATTACHMENTS:	**Yes** – email from Judge Barglind is enclosed

SUMMARY:

As discussed at a previous Finance Committee meeting, Judge Barglind provided information about Circuit Court fee collections. She would like to hire a part time temporary person to provide assistance in collecting these fees. She believes the collections will outweigh the cost of the person.

RECOMMENDED MOTION

Submitted by: Jason Carviou **08/24/2018**
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):

Jason Carviou

From: circctmbarglind@dickinsoncountymi.gov
Sent: Thursday, August 16, 2018 10:35 AM
To: Jason Carviou
Subject: RE: Circuit Court Collections

I think we could do it that way if we could find someone willing to agree to do it for that.

From: Jason Carviou <JCarviou@Menomineeco.com>
Sent: Wednesday, August 15, 2018 12:06 PM
To: circctmbarglind@dickinsoncountymi.gov
Subject: RE: Circuit Court Collections

Judge Barglind,

I brought your request below to the finance committee below, and one of the commissioners asked if would be possible to tie the compensation to the amount that the person was able to recover. For example, they get to keep 5% of whatever they recover for the county or something to that affect. Would this be a possible arrangement?

I thought there might be some issues with this idea and wanted your input. Thank you!

Jason Carviou
County Administrator
Menominee County, MI
Phone: (906) 863-7779
Fax: (906) 863-8839
Email: JCarviou@menomineeco.com
Website: http://www.menomineecounty.com/

From: circctmbarglind@dickinsoncountymi.gov [mailto:circctmbarglind@dickinsoncountymi.gov]
Sent: Tuesday, July 17, 2018 9:49 AM
To: Jason Carviou <JCarviou@Menomineeco.com>
Subject: FW: Circuit Court Collections

From: circctmbarglind@dickinsoncountymi.gov <circctmbarglind@dickinsoncountymi.gov>
Sent: Thursday, July 5, 2018 10:47 AM
To: 'Jason Carviou' <JCarviou@Menomineeco.com>
Subject: Circuit Court Collections

Jason,

The State requires us to have a program to work on collections of the monies that we Order individuals to pay when convicted of a felony. We are pretty good about collecting that money when they are on probation. However, some never get placed on probation and some go to prison and are never placed on probation. Many are unsuccessful on probation and never pay their fines, costs and attorney

fees and restitution in full.

I had the Clerks office send me the report on outstanding collections for Circuit Court and it is up to $931,763.33, going back 7 years. Most of that is restitution, ($725,811.12). That is money owed to victims. In addition $94,812 is unpaid in court costs for the last 7 years. These funds stay entirely with the County.

I would like to put a request in my budget to contract with a person hourly to collect this money. I would start with an amnesty program giving them 30 days to pay without sanctions and then proceed with show causes for those that don't respond. I started this in Dickinson County last year and it worked well. We are still working on it.

I would need someone maybe for 50 to 80 hours at probably $13 to $15 per hour. So, at most $1200. Do you think you could put this request in my budget for next year? Or is there any way we could start on it yet in this fiscal budget? I have no doubt it would more than pay for itself.

Thank you and I would appreciate any thoughts you might have on this matter.

Mary Barglind

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Miscellaneous Bills**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Board to review Miscellaneous bills paid on August 16 & 22, 2018 in the combined amount of $233,917.89

RECOMMENDED MOTION:

Submitted by: Jason Carviou **08/24/2018**
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
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 08/16/2018 - 08/16/2018
UNJOURNALIZED
OPEN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: MANPOWER, INC.				
33059228	Week Ending 8/12/18	216-585-704.00	272.00	272.00
TOTAL VENDOR MANPOWER, INC.				272.00
VENDOR NAME: MENARDS - MARINETTE				
65063	Park Supplies	208-751-755.02	30.98	30.98
TOTAL VENDOR MENARDS - MARINETTE				30.98
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
3WFP-2018-002	Holmes Township #1	401-446-970.00	30,868.66	30,868.66
3WFP-2018-003	Meyer Township Project #1	401-446-970.00	20,950.33	20,950.33
3WFP-2018-004	Stephenson Township Project #1	401-446-970.00	30,837.74	30,837.74
3WFP-2018-001	Menominee Township Project #1	401-446-970.00	17,673.75	17,673.75
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				100,330.48
VENDOR NAME: MENOMINEE TOWNSHIP				
3WFP-2018-001	Project #1 & #2	401-446-970.00	31,403.68	31,403.68
TOTAL VENDOR MENOMINEE TOWNSHIP				31,403.68
GRAND TOTAL:				132,037.14

APPROVED

AUG 16 2018

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED
AUG 1 6 2018
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
268	Loss of Power at Shakey	208-751-920.01	285.00	285.00
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				285.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906753220908	Telephone Services - August 2018	101-103-850.00	514.06	514.06
906753458208	Telephone Services - August 2018	101-103-850.00	52.82	52.82
906863298908	Faxing Services - 9th Street	101-103-850.00	38.44	38.44
906863299108	Faxing Services - 9th Street	101-103-850.00	38.44	38.44
906863298608	Faxing Services - 9th Street	101-103-850.00	36.59	36.59
TOTAL VENDOR AT&T - CAROL STREAM, IL				680.35
VENDOR NAME: AT&T MOBILITY				
287252150867X0808201	906-792-0211 & 906-792-5968	101-132-850.00	71.48	71.48
TOTAL VENDOR AT&T MOBILITY				71.48
VENDOR NAME: BADGER MAILING & SHIPPING				
108312	Contract # 1193-01 (Postage Machine)	101-253-729.01	773.06	773.06
TOTAL VENDOR BADGER MAILING & SHIPPING				773.06
VENDOR NAME: CARVIOU, JASON				
Reimbursement	Certified Mail - Airport	216-585-729.00	6.70	6.70
TOTAL VENDOR CARVIOU, JASON				6.70
VENDOR NAME: CELLCOM				
468501	Airport Cellular Services	216-585-850.00	56.01	56.01
465380	Cellular Services	292-663-850.00	40.19	120.57
		292-664-850.00	40.19	
		292-665-850.00	40.19	
TOTAL VENDOR CELLCOM				176.58
VENDOR NAME: CENEX FLEETCARD				
161570	Gasoline Charges	292-665-860.00	22.61	38.83
		101-426-860.00	16.22	
TOTAL VENDOR CENEX FLEETCARD				38.83
VENDOR NAME: CHRIS & SUE CLARK				
Reimbursement	Camping Refund	208-751-964.00	75.00	75.00
TOTAL VENDOR CHRIS & SUE CLARK				75.00
VENDOR NAME: CLOVERLAND PAPER CO				
117743	Janitorial Supplies (Courthouse)	101-265-755.01	261.81	261.81
117693	Janitorial Supplies (Library)	101-265-755.01	30.37	30.37
117691	Janitorial Supplies (Courthouse)	101-265-755.01	112.98	112.98
117642	Janitorial Supplies (Courthouse)	101-265-755.01	213.52	213.52
TOTAL VENDOR CLOVERLAND PAPER CO				618.68
VENDOR NAME: COHL STOKER & TOSKEY P C				
49048	Legal Fees	101-211-807.00	3,912.82	3,912.82
TOTAL VENDOR COHL STOKER & TOSKEY P C				3,912.82
VENDOR NAME: COOPER OFFICE EQUIPMENT				
158247	Contract # 1408-01	101-172-931.01	261.32	261.32
TOTAL VENDOR COOPER OFFICE EQUIPMENT				261.32
VENDOR NAME: D.W. DAVIES & CO., INC.				
1568060	Floor Cleaner (Airport)	216-585-755.01	82.61	82.61
TOTAL VENDOR D.W. DAVIES & CO., INC.				82.61
VENDOR NAME: DELTA/SCHOOLCRAFT INTERMEDIATE				
1401	Cases of Paper (x160)	101-265-980.02	4,048.00	4,048.00
TOTAL VENDOR DELTA/SCHOOLCRAFT INTERMEDIATE				4,048.00
VENDOR NAME: GRAINGER				

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: GRAINGER				
9862367928	Roof Drain Dome	101-265-930.01	139.84	139.84
TOTAL VENDOR GRAINGER				139.84
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
88109955	Annex	101-261-930.04	61.88	61.88
87X00175	Shakey & Kleinke	208-751-801.00	499.25	499.25
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				561.13
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC.				
15337	Jail Maintenance	101-265-930.01	155.00	155.00
15338	3 Month Service on Grease Pits	101-265-801.00	225.00	225.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				380.00
VENDOR NAME: LENCA SURVEYING				
1812	Remon Yr 2018 (7/25 - 8/9)	243-246-801.07	2,971.00	2,971.00
TOTAL VENDOR LENCA SURVEYING				2,971.00
VENDOR NAME: M & M TRUCKING, INC.				
7743	Partial Painting of Courthouse Entrance	101-265-970.11	350.00	350.00
7742	Caulking & Pressure Washing	101-265-970.12	4,275.00	4,275.00
TOTAL VENDOR M & M TRUCKING, INC.				4,625.00
VENDOR NAME: MARINETTE COUNTY PRINTING DEPT				
6128	Parks - Envelopes	208-751-755.04	565.00	565.00
TOTAL VENDOR MARINETTE COUNTY PRINTING DEPT				565.00
VENDOR NAME: MENARDS - MARINETTE				
64640	Building Maintenance Supplies	101-265-930.01	50.43	50.43
TOTAL VENDOR MENARDS - MARINETTE				50.43
VENDOR NAME: MENOMINEE COUNTY TREASURER				
Reimbursement	Replenish Parks Petty Cash	208-751-729.00	4.26	116.95
		208-751-880.00	112.69	
TOTAL VENDOR MENOMINEE COUNTY TREASURER				116.95
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10509943	Park Supplies	208-751-930.02	85.48	85.48
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				85.48
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				

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MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				
1781	2018 Third Qtr Billing	101-101-716.00	74.71	39,286.15
		101-131-716.00	77.41	
		101-132-716.00	121.52	
		101-136-716.00	498.53	
		101-141-716.00	787.45	
		101-148-716.00	72.92	
		101-150-716.00	3.65	
		101-172-716.00	448.95	
		101-215-716.00	286.60	
		101-253-716.00	198.60	
		101-257-716.00	426.00	
		101-261-716.00	27.34	
		101-265-716.00	1,582.59	
		101-267-716.00	1,373.05	
		101-268-716.00	105.50	
		101-301-716.00	18,015.08	
		101-331-716.00	53.49	
		101-426-716.00	46.02	
		101-648-716.00	63.75	
		101-682-716.00	51.68	
		205-315-716.00	9,764.25	
		205-316-716.00	621.31	
		208-751-716.00	1,074.36	
		216-585-716.00	1,380.33	
		249-371-716.00	92.86	
		266-325-716.00	582.64	
		271-790-716.00	672.79	
		296-663-716.00	288.59	
		296-664-716.00	243.70	
		296-665-716.00	250.48	
TOTAL VENDOR MICHIGAN COUNTIES WORKERS'				39,286.15
VENDOR NAME: OFFICE DEPOT, INC.				
174248759001	Admin & Park - Office Supplies	208-751-727.00	8.16	20.33
		101-172-727.00	12.17	
TOTAL VENDOR OFFICE DEPOT, INC.				20.33
VENDOR NAME: QUILL CORPORATION				
8848152	Office Supplies - PA's Office	101-267-727.00	16.17	16.17
TOTAL VENDOR QUILL CORPORATION				16.17
VENDOR NAME: REGISTER OF DEEDS				
Recording Fee	Declaration of Notice (x2)	208-751-755.02	60.00	60.00
TOTAL VENDOR REGISTER OF DEEDS				60.00
VENDOR NAME: RICHARDSON, JEFFERY & PEGGY				
18-050-NA	L. Watkins (8/3 - 8/9/18)	292-662-843.05	120.68	120.68
TOTAL VENDOR RICHARDSON, JEFFERY & PEGGY				120.68
VENDOR NAME: RR DONNELLEY				
196019391	Certified Paper for Vital Records	101-215-727.00	134.58	134.58
TOTAL VENDOR RR DONNELLEY				134.58
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
2903-5	Paint (x2 Gallons)	101-265-970.11	47.77	81.21
		101-265-930.01	33.44	
2961-3	Paint (x6 Gallons)	101-265-930.01	209.92	209.92
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				291.13
VENDOR NAME: STATE OF MICHIGAN				
P55	Probate Court	101-132-858.03	2,816.63	2,816.63
TOTAL VENDOR STATE OF MICHIGAN				2,816.63

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
008096	Building Code Gasoline Charges	249-371-742.00	92.99	92.99
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				92.99
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
81318	Chage ID Clip (Maus)	101-103-850.00	127.50	127.50
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				127.50
VENDOR NAME: US IMAGING, INC.				
12025	ROD Image Archiving (Liber 767 - 816)	256-277-705.00	1,267.75	1,267.75
TOTAL VENDOR US IMAGING, INC.				1,267.75
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	July 2018	101-131-860.00	342.70	342.70
TOTAL VENDOR VALENTI, SUSAN F.				342.70
VENDOR NAME: WEST GROUP PAYMENT CENTER				
838743833	District Court - (July 5 to Aug 4)	101-136-802.00	65.00	65.00
TOTAL VENDOR WEST GROUP PAYMENT CENTER				65.00
VENDOR NAME: WIL-KIL PEST CONTROL				
3432512	Jail & Courthouse	101-265-801.00	64.50	64.50
3432912	Health Department	101-265-801.00	33.25	33.25
TOTAL VENDOR WIL-KIL PEST CONTROL				97.75
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00011	1004 9th Street	101-265-920.03	58.34	58.34
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				58.34
VENDOR NAME: XEROX CORPORATION				
093972687	Probation/Parole Office	101-131-942.00	100.07	100.07
TOTAL VENDOR XEROX CORPORATION				100.07
GRAND TOTAL:				65,423.03

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MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ALL CARE AUTOMOTIVE, INC.				
47995	Vehicle Maintenance - Jeep Liberty	101-265-981.00	525.39	525.39
TOTAL VENDOR ALL CARE AUTOMOTIVE, INC.				525.39
VENDOR NAME: ANDERSON AUTO & RV SALES INC				
1394	Marine Supplies	101-331-755.00	30.00	30.00
TOTAL VENDOR ANDERSON AUTO & RV SALES INC				30.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
1070	Vehicle Maintenance - 2017 Ford Intercept	205-315-934.02	38.10	38.10
1089	Vehicle Maintenance - 2016 Ford Intercept	205-315-934.02	38.10	38.10
1090	Vehicle Maintenance - 2019 Ford Intercept	205-315-934.02	38.10	38.10
1114	Vehicle Maintenance - 2017 Ford Intercept	205-315-934.02	38.10	38.10
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				152.40
VENDOR NAME: BLUETARP FINANCIAL, INC.				
E77803	Inmate Supplies	101-301-770.00	40.00	40.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				40.00
VENDOR NAME: BP				
53943931	Road Patrol - Gasoline Charges	205-315-742.00	768.17	768.17
TOTAL VENDOR BP				768.17
VENDOR NAME: BRANZ, KATHLEEN				
Parks Committee	Per Diem & Mileage	208-751-860.00	92.65	192.65
		208-751-860.00	100.00	
TOTAL VENDOR BRANZ, KATHLEEN				192.65
VENDOR NAME: BURKHART, LEWANDOWSKI & MILLER				
93433	Legal Services (Airport)	101-211-807.00	3,601.17	3,601.17
TOTAL VENDOR BURKHART, LEWANDOWSKI & MILLER				3,601.17
VENDOR NAME: CEDAR RIVER PLAZA				
MECO7/31/18	Road Patrol - Gasoline Charges	205-315-742.00	43.59	43.59
TOTAL VENDOR CEDAR RIVER PLAZA				43.59
VENDOR NAME: CLOVERLAND PAPER CO				
117703	Inmate Supplies	101-301-770.00	90.85	90.85
117744	Inmate Supplies	101-301-770.00	16.44	16.44
TOTAL VENDOR CLOVERLAND PAPER CO				107.29
VENDOR NAME: COOPER OFFICE EQUIPMENT				
158282	Final Impressions for Admin Copier	101-172-931.01	78.66	78.66
154600	Contract # 1408-01	101-172-931.01	109.00	109.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				187.66
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
32572	Shredding Documents 8/9/18	101-265-801.00	96.67	96.67
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				96.67
VENDOR NAME: COUNTRY VISIONS				
15399	LP Gas for Airport Forklift	216-585-744.00	25.20	25.20
371649	Diesel for Airport	216-585-744.00	1,468.39	1,468.39
TOTAL VENDOR COUNTRY VISIONS				1,493.59
VENDOR NAME: D.W. DAVIES & CO., INC.				
1568060	Floor Cleaner - Terminal	216-585-755.01	82.61	82.61
TOTAL VENDOR D.W. DAVIES & CO., INC.				82.61
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	38.86	38.86
TOTAL VENDOR DTE ENERGY				38.86
VENDOR NAME: ENTRANCE SYSTEMS				
21053	Service Call - Gate Operator	101-265-934.00	400.00	400.00

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MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ENTRANCE SYSTEMS				
TOTAL VENDOR ENTRANCE SYSTEMS				400.00
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
03977	FOC Office Supplies	101-141-727.00	232.72	232.72
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				232.72
VENDOR NAME: HEBERT, BRIAN				
Reimbursement	Camping Refund	208-751-964.00	150.00	150.00
TOTAL VENDOR HEBERT, BRIAN				150.00
VENDOR NAME: HELFERT BRIAN				
Reimbursement	U.P. EMS Course	205-315-881.03	240.00	240.00
TOTAL VENDOR HELFERT BRIAN				240.00
VENDOR NAME: HENSLEY, RN, JOEL				
August 2018	Inmate Nursing Supplies	101-301-770.01	1,365.00	1,365.00
August 2018	Medical Examiner	101-648-709.00	1,080.00	3,800.00
		101-648-835.00	2,660.00	
		101-648-860.00	60.00	
TOTAL VENDOR HENSLEY, RN, JOEL				5,165.00
VENDOR NAME: INSIGHT FS				
B0050408158	Parks - Gasoline	208-751-742.00	744.60	744.60
TOTAL VENDOR INSIGHT FS				744.60
VENDOR NAME: J S ELECTRONICS, INC.				
20227	Replacement Battery (x5)	205-315-934.01	310.00	310.00
TOTAL VENDOR J S ELECTRONICS, INC.				310.00
VENDOR NAME: J.F. AHERN COMPANY				
270633	Agreement 21475 - Fire Suppression System	101-301-934.02	198.99	198.99
271519	Service Call - Fire Equipment	101-301-934.02	176.14	176.14
TOTAL VENDOR J.F. AHERN COMPANY				375.13
VENDOR NAME: JACK'S FRESH MARKET				
171-73	Inmate Supplies	101-301-770.00	39.93	39.93
TOTAL VENDOR JACK'S FRESH MARKET				39.93
VENDOR NAME: K MART 7031				
070310819180019737 5	Bissell	101-301-934.02	89.99	89.99
TOTAL VENDOR K MART 7031				89.99
VENDOR NAME: MATHIEU MARYE				
Jury Commission	Per Diem & Mileage	101-150-710.00	200.00	203.28
		101-150-860.00	3.28	
TOTAL VENDOR MATHIEU MARYE				203.28
VENDOR NAME: MEKASH, JAMES				
Reimbursement	Uniform Allowance	101-265-745.00	94.80	94.80
TOTAL VENDOR MEKASH, JAMES				94.80
VENDOR NAME: MENARDS - MARINETTE				
65621	Operating Supplies (B&G)	101-265-755.00	131.35	131.35
65671	Operating Supplies (B&G)	101-265-755.00	165.76	165.76
65223	Inmate Supplies	101-301-770.00	93.02	93.02
TOTAL VENDOR MENARDS - MARINETTE				390.13
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0138872-001	Office Supplies - Sheriff Department	101-301-727.00	101.55	101.55
0138885-001	Office Supplies - Sheriff Department	101-301-727.00	14.92	14.92

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0139081-001	Office Supplies (Family/Probate)	101-132-727.00	9.19	18.38
		101-148-727.00	9.19	
0138377-001	Credit Memo (Clerk's Office)	101-215-727.00	(161.49)	(161.49)
0138856-001	Road Patrol - Office Supplies	205-315-727.00	38.18	38.18
0139219-001	Clerk's Office Toner (Jessy)	101-215-727.00	114.99	114.99
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				126.53
VENDOR NAME: NESTEGG MARINE				
40807	Marine Synthetic Oil	101-331-755.00	29.00	29.00
TOTAL VENDOR NESTEGG MARINE				29.00
VENDOR NAME: OTIS ELEVATOR COMPANY				
CVE05003918	9/1 - 11/30/18	101-265-801.00	700.65	700.65
TOTAL VENDOR OTIS ELEVATOR COMPANY				700.65
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068318215001	Inmate Supplies	101-301-770.00	203.23	203.23
TOTAL VENDOR PAN-O-GOLD BAKING CO.				203.23
VENDOR NAME: PHILIPPS, RANDALL				
August 2018	Court Appointed Show Cause	101-132-807.00	500.00	1,500.00
		101-131-807.00	1,000.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: POLASKY, NANCY				
Jury Commission	Per Diem & Mileage	101-150-710.00	200.00	222.20
		101-150-860.00	22.20	
TOTAL VENDOR POLASKY, NANCY				222.20
VENDOR NAME: PRINTERSPLUS!				
15674	Window Envelopes (District)	101-136-727.00	130.00	130.00
TOTAL VENDOR PRINTERSPLUS!				130.00
VENDOR NAME: QUALITY WATER SPECIALISTS				
197008	Salt for Annex Water Softner	101-265-801.00	52.50	52.50
TOTAL VENDOR QUALITY WATER SPECIALISTS				52.50
VENDOR NAME: REDWOOD BIOTECH, INC.				
656167	Drug Testing Supplies	101-136-727.00	621.70	621.70
TOTAL VENDOR REDWOOD BIOTECH, INC.				621.70
VENDOR NAME: REINHART FOODSERVICE				
526676	Inmate Supplies	101-301-770.00	868.30	868.30
531854	Inmate Supplies	101-301-770.00	2,082.30	2,082.30
TOTAL VENDOR REINHART FOODSERVICE				2,950.60
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
49073	New Door Alarm for FOC	215-141-931.00	550.00	550.00
48568	3517 13th Street (Master Entry Lock)	517-252-931.00	84.95	84.95
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				634.95
VENDOR NAME: SCHRAUB, DARLENE				
Jury Commission	Per Diem & Mileage	101-150-710.00	200.00	206.68
		101-150-860.00	6.68	
TOTAL VENDOR SCHRAUB, DARLENE				206.68
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	200.54	200.54

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SEXTON, RICHARD				
	TOTAL VENDOR SEXTON, RICHARD			200.54
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
3116-3	Courthouse Exterior Painting	101-265-970.11	95.54	95.54
	TOTAL VENDOR SHERWIN WILLIAMS COMPANY			95.54
VENDOR NAME: STANDARD INSURANCE COMPANY				
September 2018	Life Insurance Premium	101-101-713.00	21.24	228.92
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	7.08	
		101-267-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	47.20	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	7.08	
		292-663-713.00	2.36	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	30.68	
		266-325-713.00	23.60	
	TOTAL VENDOR STANDARD INSURANCE COMPANY			228.92
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
015579	Road Patrol - Gasoline Charges	205-315-742.00	2,566.13	2,566.13
	TOTAL VENDOR STEPHENSON MARKETING COOPERATI			2,566.13
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC Service Charge	101-141-817.00	34.20	34.20
	TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST			34.20
VENDOR NAME: U.E.S. COMPUTERS, INC.				
78661	Weekly Computer Maintenance	101-103-857.00	4,584.48	4,584.48
79641	Road Patrol - Office Supplies	205-315-727.00	98.99	98.99
79551	Sheriff Dept - Microsoft Government License	101-301-935.00	488.00	488.00
	TOTAL VENDOR U.E.S. COMPUTERS, INC.			5,171.47
VENDOR NAME: U.P.A.A.				
Registration	Nicole Linder-Laurila (Fall School)	101-257-727.00	100.00	100.00
	TOTAL VENDOR U.P.A.A.			100.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
364294595	Bizhub 423 Copier	101-172-942.00	262.46	262.46
	TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE			262.46
VENDOR NAME: UNIFORM SHOPPE				
280023	Uniform Allowance - Rye	101-301-745.00	300.00	300.00
279786	Uniform - Bradley Sellers	101-301-745.00	737.00	737.00
	TOTAL VENDOR UNIFORM SHOPPE			1,037.00
VENDOR NAME: WALTER BROTHERS INC				
13216	Marine Supplies	101-331-755.00	21.98	21.98
	TOTAL VENDOR WALTER BROTHERS INC			21.98
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
160478	Water Analysis	208-751-920.00	119.00	119.00

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				119.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00010	1000 9th Street	101-265-920.03	135.41	135.41
0402047856-00005	Kleinke Park	208-751-920.01	202.11	202.11
0402047856-00008	Kleinke Park	208-751-920.01	1,019.29	1,019.29
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				1,356.81
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
August 2018	Medical Examiner	101-648-709.00	2,090.00	2,090.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,090.00
GRAND TOTAL:				36,457.72

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Miscellaneous Boards/Committees/Commissions Reports**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Review/Discuss Miscellaneous Boards/Committees/Commission reports

RECOMMENDED MOTION:

Submitted by: Jason Carviou **08/24/2018**
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 Finance Committee
Minutes of Meeting
6/13/2018

**********APPROVED 8.13.18**********

The Finance Committee met on June 13, 2018 at 8:30 AM at the Menominee County Administration office.

Others present at the meeting were Sherry DuPont, Bill Cech, Judge Barglind, Diane Lesperance, Peggy Schroud, Media.

Call Meeting to order: Com. Hafeman called the meeting to order at 8:30 A.M.

Pledge of allegiance: was recited by all.

Roll Call: Finance Commissioners present (Hafeman, Gromala, Nelson) Com. Meintz is excused.

Approval of Agenda motion by Com. Nelson and supported by Com. Gromala to amend the agenda with to add Indigent Attorney Agreement and 911 Comprehensive plan. Motion approved 3/0. Motion by Com. Gromala, support by Com. Nelson to approve the amended agenda. Motion approved 3/0.

Previous Meeting minutes: Motion by Com. Gromala and supported by Com. Nelson to approve previous minutes from 5.2.18.

Public Comment:

Department Head/Elected Official Reports:

Business Items

a. Indigent Attorney Agreement - **Nelson:** I'd like Judge Barglind to discuss a possible fee schedule change. **Judge Barglind** – Fee schedule change. We are willing to discuss with Judge Ninomiya, to increase our Court costs, which stays 100% with Menominee County, or different assessments that we give at the time of sentencing. One of them is court costs. Many of the court costs stay here in Menominee County. Court costs and attorney fees, we assess between $500 and $1200 per case in Dickenson County, we'd be willing to do the same here. I would say on average closer to the $1,000 range per sentencing. We would assess probably $50-$60,000; what we collect maybe $10-20,000. **Gromala**: The contract that we presently have with the lawyers; You're saying that now because of the new mandate, there will not be a need for a contract with these attorneys. **Judge Barglind**, no they will still need contracts. In Circuit court, we'll be getting 100% of funding; that will increase to $300,000 for next year. For the 2019 budget year, for district and circuit, our request from the county will become $113,000. We will request that amount for District and Circuit courts combined for indigent defense. Probate will have another number but it won't exceed the $179,250. You may even save some money there. **Gromala:** The only thing that scared me that this set up is a Grant a one year grant. Based upon the next year house and senate approving the renewal in the next budgetary year. **Nelson:** And that's true with money coming from the state. (Com. Hafeman agrees) **Judge Barglind:** This grant is different because it's statutorily mandated. Another difference is that the state of MI was rated 49th in the country in terms of how poor our indigent defense is. So that started the lawsuit and they have that lawsuit stayed, pending the resolution of

these issues. So it's a little different than most grants. In MI a state has not been putting money out for indigent defense and they finally are. **Nelson:** With that said, now we have to come up with roughly $30,000 for this year. **Hafeman:** Where are we going to come up with that? **Nelson:** The easiest way to do this is to go into the reserves and get it processed. Because we need to look at the $125,000 dollar reserves. **DuPont:** How do we want to put this into the budget then? Half in District Ct. half Circuit Ct. **Judge Barglind:** Currently the way they divvy up the $179,250 is 30% probate 35% District 35% Circuit. You could do it the same. At this level, this money is for all three courts. To be consistent with the past years. **Nelson**: Is it accurate with their spending? I would probably go more into Circuit court because they'll be underfunded. I would probably divide between Circuit 70% and Probate 10%, Family 20%; District looks like they'll be good. **Judge Barglind**: I'll get a contract together before the next full board meeting. **Nelson**: I move to take 30 from reserve fund split of 70/20/10 it goes to a flat rate on the first of July pending contract information from Judge Barglind. Com Hafeman supports the motion. 3/0

b. **2017/18 Current Budget Balances as of 5.31.18 – Hafeman**: 101-301...Sheriff's overtime is at 100% **Jason**: They're currently at 65% of their budget. **Nelson**: So they're roughly 2% over their budget. We can adjust some of the PT for overtime. **DuPont**: Worker's comp will need a budget amendment. We went from a 1.5 multiplier to a 1.67. That will increase. Salary increases, those will also increase due to the contracts taking effect. Much discussion on pulling from one line item to another for covering the costs of the overtime in the Sheriff budget. **Hafeman**: 101-301: we're taking 22,000 out of PT; 3.000 out of reserves; 6,000 out of mental health; 1500 out of transports; 3,000 out of Equipment repair; 3,000 out of radio repair; 3,000 out of civil process; and 4,000 out of capital. **Nelson**: so we have about 45,500 of what we're doing and we should have about 120,000 in OT so we're looking at about 75,000 from the GF.

c. **2018/19 County Budget Discussion – Nelson:** I'd like to ask Peggy a question about the taxes for this budget year. Any change in our projected revenue for property taxes which is right around 5.5 mil. **Peggy**: Yes. It wasn't a very big increase this year. Only about 90,000 over last year. Revenue Sharing was a dramatic decrease from last year. About $66,000, I'd have to look. **DuPont**: Local stabilization $...We got 208,000 this year, and 201,000 last year. **Diane**: I think they're still debating on how they're going to distribute that this year. **Nelson**: discussion with Diane on the interest rates the County receives. To Jason: Have you had a chance to review the requests from the department heads? **Jason**: The meetings are taking place today and tomorrow. I've reviewed emergency management. Rich will be retiring in Jan. He would like the position to go to fulltime 40 hrs/wk. it's currently at 32 hrs/wk…Or have a part time director and a second part time secretary/assistant. **Hafeman**: Can our person at MSU handle that? **Nelson**: I expect our budget to be 3 to 500,000 more this year. When will we know what the projected increases are? **Jason**: We should have a good idea at the end of next week or the beginning of the following week. I'll have most departments done this week. We just got all of the salary data ready. That's going to be a large increase. **Nelson**: in the past we were able to control the budget a little better, we were able to pay the unfunded MERS down somewhat. I don't want the next board to inherit the mess we did with MERS. I think we should budget for MERS. **Peggy** enters with a projection for the Local Stabilization for this coming year which is at 69k for the County part. Based on what was projected last year. So I don't know if that's accurate. **DuPont**: We added money in for WC this year, since we've had an increase for the past few years, we predict it'll increase, but have no way of knowing. **Nelson**: How are we doing with expenditures for courthouse security? I know we projected one (person) but there are more hours there than projected. Does that fall within the Sheriff Dept. and not a separation with that? **DuPont**: There is not a separation with that. **Nelson**: The budget wet up 100,000+, I thought most of that's for courthouse security. **DuPont**: Probably a lot of overtime for security. They are there before we open and leave after we do...plus stay for any after hour meetings. **Jason**: Sherry and I still need to get together for the

Special Revenue accounts. I wanted to get the bulk of it done, general fund first. I'd like to pull the capital outlay out of the individual accounts and put it into the other legislative account for all requests. Computers I'd like to put on a five year plan. Tyler is coming up with a plan based on the oldest computers being replaced first in this five year revolving plan. **Nelson**: The only problem I have with that is, by department, it looks like they've made cuts, when in fact they haven't. **Jason**: But from a government standpoint of keeping technology up to date we should probably have UES or whoever the IT person will be in the future, to be taking care of that. **Hafeman**: I think it has to remain within the departments. **DuPont**: We heard from the auditor in reference to fixed assets. We have no tracking mechanism in place when we have all of these capital outlay items within the department budgets. Having them budgeted within the other legislative account would stop the issue with fixed assets. It currently is a problem, we have to go into each department budget to find out if there are any fixed assets purchased or not...then to get the info.(about the asset, serial #, cost date purchased, etc.) from the department head is sometimes a difficult task. They're easy to miss. By moving them to the other legislative account, it gives us a tracking mechanism for all of our fixed assets. The way we do it now isn't working (within the departments). We may budget for them to purchase a new computer, but sometimes they don't get the equipment they need. Yes, the money stays in the general fund, but the computers aren't staying on a renewal plan either. **Jason:** Part of it is being able to manage the fixed asset part but also being able to handle the technology part of everything as well. **Hafeman**: We talked about cross training in some of the departments. And having the product keys the same for all, we would probably be able to do that. **Gromala**: Years ago we spoke to the union about having a floater position; that would be assigned to a specific department but could also float to help out in another if needed. **Jason**: the big hang-up with that is the union contracts. They all have a job description with what their responsibilities are, in the union they can file grievances if what we make them do is outside of their responsibilities. **DuPont**: Cross training, I am 100% for that, but with we have to deal with the union issues if we do that.

d. 911 Comprehensive Plan - **Jason:** the general consensus of the board is we want a comprehensive plan of the 911 public safety communications system. It is probably going to cost a little bit of money to get that plan. To inspect the Bagley tower, as has been identified as the most critical problem, just to look at the Bagley tower of what it will take to repair, or replace. The inspection alone will cost just under $5,000. Which would be split in cost between us and the road commission. **Nelson**: Just get it done. The question to earmark the money, my opinion we should have done this differently. I want to see where 911 is at for retirement (actual). We have fixed costs for the library, road patrol (if they can't pay, we do). So I don't think we should just ear mark the money, we need a comprehensive plan to see what we're looking at county wide to fix our problem and keep it up.

Public Comment: Diane: comments on the personal property tax. I got this HB5908 for the PPT. The amounts there is $111,366 for Menominee County. But it says it was based on the previous year but we got $200,000 so that's not true. But if you remember the state had also paid some $ back too. **Peggy**: I projected the amount by a few hundred dollars last year.

Commissioner Comment: None

Adjournment: Moved by Com. Gromala, supported by Com. Nelson to adjourn the meeting at 10.01 AM. Motion approved 3/0.

Menominee County Finance Committee
Minutes of Meeting
7/3/2018

**********Approved 8.13.18**********

The Finance Committee met on July 3, 2018 at 8:30 AM at the Menominee County Administration office.

Others present at the meeting were Sherry DuPont, Diane Lesperance, Marc Kleiman

Call Meeting to order: Com. Hafeman called the meeting to order at 8:30 A.M.

Pledge of allegiance: was recited by all.

Roll Call: Finance Commissioners present (Hafeman, Gromala, Nelson) Com. Meintz is excused.

Approval of Agenda motion by Com. Nelson and supported by Com. Gromala to approve the agenda as written. Motion approved 3/0.

Previous Meeting minutes: Minutes from 6.13.18 are not yet available.

Public Comment: None

Department Head/Elected Official Reports: Diane Lesperance: Jason is meeting with all of the department heads this year and I really appreciate that this year. It's a good idea that he talks with the department heads and goes over each line item.

Business Items

a. **2017/18 Budget amendments #2 – (#30-41) –** DuPont, most of these are just routine amendments, a lot of Hannahville 2% Grants.

		Budget amendment #2 - (30-41)			
30	4/17/2018	Grant award came in less than budgeted	$	(583.00)	286-000-539.00
			$	(534.00)	286-301-706.00
			$	(34.00)	286-301-715.00
			$	(15.00)	286-301-715.01
31	4/17/2018	Grant is being used for straight time & training	$	(1,845.00)	286-301-706.00
		Originally budgeted for OT only	$	1,607.00	286-301-704.00
			$	26.00	286-301-715.00
			$	12.00	286-301-715.01
			$	200.00	286-301-881.00
32	4/24/2018	Deficit Elimination Plan for 2016/17 BY	$	49,887.00	292-000-699.01
			$	42.00	286-000-699.00
	DONE PER AUDITORS		$	49,887.00	101-999-999.03
			$	42.00	101-999-999.21
33	5/21/2018	Hannahville Grant for Computer Aided Dispatch	$	6,500.00	266-000-441.03
		Software & License	$	6,500.00	266-325-970.03
34	5/18/2018	Hannahville Grants received for picnic tables,	$	8,000.00	208-000-441.01
		4-H bldg rewire, and handicapped camping	$	2,500.00	208-000-441.01
		Remaining Balance of $7415 to be transferred	$	5,234.00	208-000-441.01
		in from Fund Balance			
			$	11,615.00	208-751-970.00
			$	6,300.00	208-751-970.00
			$	5,234.00	208-751-970.00
35	5/21/2018	Lawn Mower Purchase for Parks - Approved by	$	7,399.00	208-751-940.00
		CB on 3/13/18. To be transferred in from Park			
		Fund Balance			
36	5/18/2018	GIS Web Host - Coleman Engineering	$	5,000.00	101-103-851.08
		To be transferred from GF Fund Balance			
37	5/30/2018	Hannahville Grant received for Tahoe Replacement	$	35,968.00	101-000-441.02
			$	35,968.00	101-301-934.03
38	5/30/2018	HIC 2% Grant - Road Patrol - Trauma Kits & Radios	$	5,178.00	205-000-441.00
			$	5,178.00	205-315-934.03
39	5/21/2018	EMS - Hannahville grant for radio	$	2,241.00	101-000-441.04
			$	2,241.00	101-426-934.02
40	6/29/2018	911 - Radio Console Grant	$	(10,000.00)	266-000-441.04
		These funds were on the non-lapsing carry over			
		spreadsheet. I did a BA moving the funds into this			
		budget year. They should not have been			
		budgeted also.			
41	6/29/2018	Liability Insurance - increase in ins. costs	$	6,950.00	101-103-831.00

Com. Hafeman, I spoke about putting $70,000 into Corrections from the General fund. That will be coming. **Com. Nelson** agreed $74,500 for the overtime account in Corrections. **Com. Hafeman**: And also the $30,000 from the general fund to the indigent contract for this year; Due to the newly approved budget for the indigent attorneys. **DuPont,** and all of the pay increases will come for an amendment. They are now all moved to the new pay increases per the contracts. So we'll be doing the budget amendment to accommodate those increases. It's not going to look

good. **Com. Nelson** agreed.

Com. Nelson moved to send the amendments to the CB for approval; Com. Gromala supported. 3/0 vote.

b. **MERS Amortization per 2016 Annual Actuarial Report – Jason Carviou:** When we were up at the conference at the casino, I was told that they yearly reports would be ready by the first part of July. So that should be coming. **Com. Nelson:** it's actually two years behind. I wish they would get us a true cash value, which they are not doing. We only get the actuarial value. It makes a big difference because it's more underfunded than it presents...by probably a couple of million. I asked to have this put on the agenda, and I do every time. We have some deficits and I'm gonna ask the sheriff department for $150, 000 to put in for road patrol this year. Well I hope the board does. We need to that within catching range because they're short funded in that right now. Two years ago they did put in $500,000, which was really a blessing, but they're still short funded. The problem we run into is 911 is substantially short funded. So now we have to give even more general funds. We should catch that up because each year that gap is going to fall further behind now. That is off of surcharge, we don't have any money. I would like to recommend this year that we cover those short falls through the budget process. So what do you want to do with MERS this year? **Com. Hafeman**: Is that paid quarterly or how? **DuPont:** I believe it's monthly. If we could put in a certain percentage monthly and put it into the superfund that won't calculate into the payment, it would be over and above. **Com. Nelson,** well that's why they lump it. It doesn't make a difference, it's still coming from the general fund. **DuPont:** if you look at the MERS handout I gave to you; this is the breakdown (by division) of the yearly amount to budget for the upcoming year. Minimum monthly payments are in the chart and I have a yearly total written on the right side. That total is $852,348 for the upcoming budget. Discussion ensues as to previous county board decisions on additions of divisions. **Com. Nelson**: This board took care of the tough part by closing the divisions, but we have a problem. The employees should never have to worry about their retirement. We made that promise, and we have to pay for it. We have a lot of money to put out for 911 to get the system right. **Com. Hafemen:** If we were to go to a 911 millage, how would that affect this? **Com. Nelson**: any millage you collect would go to 911, just like road patrol. So you have the surcharge and the millage, so you're tapping the people twice for it. Our state tax dollars, the money we contribute to the state, 80% of 911 in Negaunee is funded by the state. We already pay for 911 there. And then we pay for it again to have the service here. That's my frustration, we can't have those state tax dollars distributed back to us to do with what we want, it stays there. A millage of about .4 would get us about $300,000. That'll allow us to get caught up with MERS and the salary increases for the next few years. **DuPont**: and we're having issues there, still, with hiring and retaining employees. We hire them on and they move on to other places. So it's a continual hiring process there. That's causing a lot of overtime in his budget, he's way over in there. **Com. Nelson**, so a millage of $300,000 would take care of the issues with 911 and even help pay for the GIS maintenance, which they can use. I don't support millages at all, but if the board wants to make it whole, that's the way to do it. You can't tap into the general fund to pay for operations and then again to pay off MERS. **Jason**: Going back the hard question, John addressed, where the money comes from, you look at the revenue coming in, that'll cover our operating expenses and it'll be tight as it is. You're talking about taking the money from the general fund for MERS. I think the board needs to look at a target amount that you want to keep the general fund at for our reserves in case of emergencies so then you can know anything over that target is what we can put toward MERS. But you don't want to bring your general fund down too far either. John encourages Jason to set up an appointment with Diane to go over the funds. **Nelson**: you're going to be looking at some major upgrades at the jail in the near future. So there's going to be some significant costs...probably looking at another millage.

c. **2018/19 County Budget Discussion – Jason**: Revenue's almost finalized. Shared revenue is not avail. Yet. I went through the line items to get them more in line with where they should be based on a four year average. **Com. Nelson**: According to the projection it's showing (state website) $535,900 for State revenue CIP. **Jason**: Expenses, I met with most all departments. I will be comparing number on a four year average. We just need to get the data compiled now. The new account numbers are not available as of yet. These are the numbers we've been working with all along. That process will come yet. Indigent defense contract; we'll be spending more, but with the funds coming from the state it'll offset the county costs. **Com. Nelson** asks about the child care accounts. **DuPont**: we do get the funding from the state for the juvenile probation officers as we budget. It's the basic "institutional care" accounts that cause the deficit at year end. It's completely unpredictable. We never know if there will be kids sent to institutional care or closer to home, or in-home care. The costs there are a huge difference. **Jason**: Bagley tower inspection is scheduled for next week. When they are here we plan to ask them questions about the systems as well. I spoke to Jim Swanson as well, he said he could possibly give us some estimates on the systems and costs related to them. He can't look at the towers himself, but he can look at the equipment on them. I'm hoping after next week we'll have a better idea of what this will cost. The main problem at this time is Bagley tower. If that's not fixed, it causes issues with the other towers north of Bagley. The road commission owns the tower so they're paying for half of the inspection on the tower. But they have discussed going to the 800 radios and if they go that route, then they wouldn't be interested in replacing the tower/equipment. **Nelson**: I think we should also look into moving the Cedar River tower. It's in a bad place. **Jason**: the Bagley tower inspection will cost us $2,500. We don't know beyond that. A tower will cost $40,000 or more...new cabling will also need to be done. Negotiations with the road commission if necessary on placement of equipment. We'll have another Finance meeting at the end of the month. **Nelson**: Emergency Management, Rich has done a great job and has lobbied for a full time 40 hour/wk person when he retires. The demands of the job are for 40 or more hours per week. We'll have to look at adding that in. He opts out on ins. so someone new may take the insurance. That'll increase the budget there some.

Public Comment: Diane, on the $5,000 on the Web, see if you can negotiate cutting it in half seeing that it still isn't available to the public yet. Why are we paying maintenance if it's not done? All they can do is say no. **Jason**: Equalization has had access to this, so it's being hosted, it's on their server. **Diane**: Also, dog licenses. We only sell $2,000 per year in dog licenses. There are so many people paying online, vs in person now days they just forget to get the dog licenses. Most of the townships have a reminder on their tax bill but people just aren't buying them. Without the ordinance we can't impose fines. Animal control won't be enforced if there is no ordinance. Jason will look into getting that ordinance on the top of the piles to get a fresh look at.

Commissioner Comment: Nelson: I went off about the boat launch fees for the trout tournament. It came out wrong. I feel, what's most important are the kids, any parent that wants to take a child out to fish at our boat launch, should be able to do that free of charge. If it's between the $2 and a happy meal for the kids...just allow them the free pass. It's harder for me to justify when someone comes in with an $80-100,000 rigs and they say they can't afford the $2. In Marc's office, he hired Tom. I worked with Tom so much and he really never gets any credit. He is really good. He's so polite and so nice. Prompt, he calls you back. Pinecrest has an open house tonight 2-6 PM. **Com. Gromala**, when I went initially to Pinecrest, I was impressed. You'd have to prove to me that they are not a benefit to our county. They should continue to work on their budget process and find other avenues if they can. If a private company is looking into Pinecrest...a background check should be done on the private facility also.

Adjournment: Moved by Com. Nelson, supported by Com. Hafeman to adjourn the meeting at 9:50 AM. Motion approved 3/0.

Menominee County Finance Committee
Minutes of Meeting
7/20/2018

**********APPROVED 8.13.18**********

The Finance Committee met on July 20, 2018 at 2:00 PM at the Menominee County Administration office.

Others present at the meeting were Sherry DuPont, Diane Lesperance,

Call Meeting to order: Com. Hafeman called the meeting to order at 2:00 P.M.

Pledge of allegiance: was recited by all.

Roll Call: Finance Commissioners present (Hafeman, Gromala, Nelson, Meintz)

Approval of Agenda motion by Com. Nelson and supported by Com. Meintz to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: 6.13.18 & 7.3.18 - Not yet available.

Public Comment: None

Department Head/Elected Official Reports: None

Business Items

a. **2018/19 County Budget Discussion – Jason**: No changes with the revenues, from the last meeting. We won't know what we're getting on the special revenues for indigent contract and other things they pay for. That has to be a special revenue account. I think we should do an operating transfer to that fund from the general fund. **Nelson**: We would do the same thing for the couple of thousand for funding 911. **Jason**: yes. Board of Commissioners: I think we should have $60,000 in there for the salaries. John thinks we should increase the meeting fees increase 2,000 and increase conferences to $4,000. Remove the individual districts put all into one, simplify it. Capital Technology – one budget for the IT plan. Will not budget within the individual budgets. Better tracking of the computers and programs. VOIP Phone upgrade: We're waiting on the numbers to come back for us, so we just plugged in a dollar amount. This is required to be in place per the state/911. MERS unfunded is budgeted at the minimum from MERS. **Com. Meintz**: this line item should not be called "MERS Unfunded liability", it should be minimum payment. **Com. Nelson**: Those individual divisions (admin, superintendent) can be placed in the other legislative account. But the individual accounts will have the DC in them. So we're not showing a total cost of MERS. Com. Nelson shows unfunded amounts of one position via the valuation report. Perhaps we should look at paying down these individual accounts. **DuPont**: Road Patrol, 911 and Airport will show in their budgets because those are special revenue accounts. I can notate the amounts to be paid from each revenue account here, but when we put this into BS&A, I don't know if they can notate that in there. **Jason**: Designated building fund we have two projects in there. Boiler room AC/Heat control. It's the program to run it. Graphics java based and can't be updated. If a java update is updated, we can't run the controls online. **Nelson**: Is this a MUST? Can we get a professional in here to discuss this? Did they say it must be done? If it's a want and not a NEED right now, we can't afford it. If it's a no choice situation, then we budget for it. **Jason**: the next one, electrical panels for boiler room. Current one is filled beyond physical capacity. **Nelson**: Again, we need a professional here to tell us this is a need, not a want. Jason will check into this more. Circuit court we took the legal out and it will go into the new special revenue indigent fund. Family Legal, increased the legal here. This is 75% of 90,000. District court legal comes out for the special rev. account for the indigent grant. Friend of the court, not in here is the cyber security risk assessment for the FOC and PA computers?

$18,000 is the rough cost to do the assessment. We can put this into the other legislative account to be paid out. The state is requiring that we do this for security reasons. It's basically a test they will do to see if they can access our computer systems. Internal and external. **Hafeman**: if the state requires this, then why don't they pay for it? **Nelson**: Is it mandated to be done now? Or is there a date it needs to be done by? **Jason**: There is a date of implementation. I'll find the information. Probate court, legal changed to 25% of 90,000. County Administrator we moved the copiers to the other legislative because it's for the copiers that everyone uses. I bumped legal fees up to $15,000. **Nelson**: I think it's asinine that we're collecting $12,000 from hanger owners and paying out "how much" for the attorney? I don't see it. **Jason**: It's not as straight forward as it should be. **Meintz**: this legal fee account pays for the Merkel thing too. We'll save this argument for Tuesday night. I'd say $15,000 is enough in there. If we need more, then the board needs to take a look at what's happening. **Jason**: MSU, we haven't gotten a contract for this as of yet for next year. So we left what was in there. Buildings and grounds: projects, biggest expense here is a new tractor snow blower/lawnmower. The current one is having issues with the snow blower. **Meintz**: Annex security wall, to secure the office area, Take it out. Tractor and accessories, take it out. (all agree) First aid station, don't we have one? **Jason**: No. we do have a limited first aid kit. We had a guy stung by a bee and we didn't have anything to help him. **Nelson**: Purchase a new first aid kit. Take it out. Parking lot at the 9th street building. Why, we have parking in the parking lot here. We discussed this when we purchased that building. (No, all agree) Parking lot reseal, restripe. Didn't we just do that? **Meintz**: Take it out. Jail fire panel. Is this a need or want...do we have the fire marshal telling us to replace it? We should look at this to be sure it's not a state necessity. **Jason**: PA, we didn't really make any changes here besides cutting down some things where we could. Sheriff Dept. **Nelson**: We have to add in overtime. $80,000 should be enough in there. Prisoner's board they requested $125,000 and we budgeted $100,000. Prisoner's board med. Joel is looking at retiring and they want to get a company in to get trained and taking over the process. **Nelson**: Why are we not going to go to another Joel? Have we tried? Drop that back down and say no...$52,000. Try to contract it out to a person, not company. Capital outlay for a new vehicle $27,750 and a grant from Hannahville to upgrade this to a Tahoe. **Nelson**: I thought they were going to cars not Tahoe's. They said the repairs and mileage was pathetic, so they were going back to cars. Ask the sheriff about this. **Jason**: Capital improvement: they would like to relocate the evidence room and booking room. **Nelson**: a need or a want? Emergency Management: Is going to full time 40 hours/wk. I spoke to Rich about this in depth. The demands of paperwork have made it necessary. **Jason**: Economic Development: **Nelson**: I recommend zero. All commissioners agree. Leave this at zero. **Jason**: If we take economic development out of the budget then we'll have none in the county. **Nelson/Hafeman** we have none. We don't have any now. **Jason**: They're currently working on a possibility in the city Stephenson. Appropriations – pretty much status quo. Animal shelter is the only one that we have not heard back from. Unless we get something from them soon, we'll put nothing in there. **Hafeman**: We also have that three way road in here. We've just finished the last cycle. **Nelson**: we keep it in there **Hafeman**: I know what you're saying...**Nelson**: we keep it in there because that's the one thing that comes back to the north end of the county, and all of the county. Even though MSU extension is important, the roads are more important. We certainly need our roads. **Jason**: the only other thing in the budget is the operating transfers. This does not have the special revenue funds in here yet and the indigent fund still needs to go in here. I have to create that yet. That doesn't include the towers. **Jason**: They're starting the Bagley tower inspection next Tuesday. We know that tower is severely deficient, so we know it's going to cost us some money.

Public Comment: Jason: Do we want to schedule another Finance meeting while everyone's here? Bylaws say we have a budget to the full board by the end of July, but we're going to be late getting it there this year. Jan will be out after the 6th of Aug. We can have a meeting without Jan here. **Nelson**: Let's do it on the 6th. After the 7th it gets ugly for me for a long time. We'll do Aug. 6th at 2:00 pm. All agree.

Commissioner Comment: Meintz: Jason is doing a great job with the budget.

Adjournment: Moved by Com. Nelson, supported by Com. Hafeman to adjourn the meeting at 4:08 PM. Motion approved 4/0.

MENOMINEE COUNTY LIBRARY BOARD
Minutes July 10, 2018

Approved: August 14, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:00 PM on Tuesday July 10, 2018.

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

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

Public Participation: No Public present.

N. Tuinstra moved to approve the minutes from the June 12, 2018 meeting, support by M. Fagan. Motion carried.

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

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

Director's Report

We received a grant of $700.00 from the M&M Foundation for creating a story trail at the main library. I am working with US Printing on the signs and the first 2 books will be: Tall Tall Grass by Denise Fleming and Bear Hunt by Helen Oxenbury.

The Summer Reading sessions are going well at both Main and Hermansville Branch. Our new Bookmobile "Words on Wheels" was delivered 6/25/18. The annual book sale will be July 27-28 at the Stephenson Township Hall. The Friends are also selling tickets for their fall raffle.

We received a nice donation that will cover the cost of resurfacing the driveway. J. Mekash has fixed the back steps. ☺

New Business

Discussion on Words on Wheels. Open House July 28, 2018 at the Library. Library Friends will provide refreshments.

Old Business

J. Freis moved to approve the updates to the Position Descriptions for Director, Outreach Coordinator and Technical Services Coordinator. Seconded by M. Fagan. Motion carried. Director Winnicki will send the updated Library staff position descriptions to the County Commissioner Personnel Committee

Public Participation: No public present.

As there was no further business, M. Fagan moved to adjourn the meeting, support by J. Freis. Motion carried. Meeting adjourned at 4:42 PM.

Submitted by:
Amanda Winnicki, Library Director

Menominee Regional Airport Committee
Minutes of Meeting
July 17, 2018

Approved 8/21/18

**********DRAFT**********

The Menominee Regional Airport Committee met on July 17, 2018 at 4:00 PM at the Menominee Regional Airport, Conference Room.

A. **Call Meeting to order:** Com. Gromala called the meeting to order at 4:00 PM

B. **Pledge of Allegiance**: Recited by all

C. **Roll Call**: Coms. Gromala, Piche and Cech– present
Also present were Jeff LaFleur, Jason Carviou, Sheriff Ken Marks, Doreen Averill and others.

D. **Approval of Agenda:** A motion was requested to amend agenda to add the election of a new Airport Committee Chairman. Motion to amend agenda made by Com. Piche, seconded by Com. Gromala. Motion carried - 3/0. Motion to approve amended agenda by Com. Piche, seconded by Com. Gromala. Motion carried – 3/0.

E. **Approval of Previous Minutes:** Motion to approve Previous Minutes from June 19th, 2018 and June 26th, 2018's Special Meeting made by Com. Piche, seconded by Com. Gromala. Motion carried – 3/0

F. **Public Comment: Wayne Beyer**-Menominee Township: Item "e" under New Lease Agreements-Why are you discussing this today, when it's my understanding that Jeremy Nastoff has already been hired. My attorney and I have a meeting with Jason, Thursday, and Jeremey Nastoff will be joining us. Why does it have to go for Board approval if he's already hired? Where's the money coming from? Also, in the approved minutes from the last meeting. Both Com. Gromala and Piche said the barriers would be coming down sooner rather than later – so when are they going to be moved? **Everett Anderson**-City of Menominee: I'm a Retired Civil Air Patrolman. I have here, a 50 year lease signed by the Airport Manager in 1993. It hasn't been 50 years, yet! What is the deal with the county trying to take over a US Auxiliary Airforce hangar entrusted to serve Menominee County and the surrounding area? **Dustin Kraft**-City of Menominee: Started talking about training with the FAA to be a rep. in the Wing Program to promote aviation and safety. Is not a FAA employee and not a ramp inspector….., but was stopped – **Com. Gromala:** I need to stop you and ask you to discuss this at the next public comment section, this section is for agenda items only, but I'm very interested in hearing more. **Dustin**: Ok sorry, I just have one thing to say about the leases. If the county were to publish a standardized explanation/notice as to why what is being done, is being done, maybe people will/would understand it better.
George Sporie: I like to make a comment about the new lease agreements. These new

leases were sent out just after the April Airport Committee Meeting and were expected to be returned before the May Airport Committee Meeting. There was no meeting where would could discuss any concerns we had with the new leases. When the deadline came, only 4 leases were returned signed and brought to the May committee meeting to be forwarded to the County Board for approval. They must have not had any issues with the leases that the rest of us do. From there, the County went to scare tactics and bullying – tracking people down at their place of business or at home to get them to sign the lease or face possible eviction. It must have worked because at the June Airport Committee meeting, there were 19 signed leases received that were moved to the CB for approval. I think if there was a better line of communication, a lot of the questions and misunderstandings could have been avoided. **Greg Paulsen**: There was negotiation with one person and one person only – that was Enstrom. No one else that I know of was ever approached for negotiations.

G. Presentations: None

H. Business

1 **Election of New Airport Committee Chairman:** A motion to nominate/elect Com. Gromala as Airport Committee Chairman was made by Com. Piche, seconded by Com. Cech ~ Motion carried 3/0

2 **Financial**

a. Month-End Budget Report Status – **Jeff:** We're doing well – staying ahead of the game. We're holding our own on the dollars ~ we've spent about 40% of our budget as of last month.

3 **Manager Report**

a. Fuel Sales: **Jeff**: We had a tic up in fuel sales. Jet fuel sold quite a bit this last month and 100 LL fuel isn't as good but sales have been up – moving in the right direction -.that's a very good thing. **Com. Cech**: Is that because of the time of the year? **Jeff**: Yes, people move around more in the summer time.

b. Activity: **Jeff:** Activity is way up – it's that time of year, hope it keeps up

4 **New Land Lease Agreements ~**

a. Review of Leases received from Hangars: 11 (Chris Stewart) and 32 (P. Bayard DuPont). Motion was requested by **Jason** to move these forward to the CB for approval. **Com. Cech** made the motion to move them forward to the CB meeting for approval, July 24th, 2018, seconded by **Com. Piche** ~ motion carried 3/0

b. Discussion/Action: PHDS Inc. ~ Flying Club & their Sublease status: **Jason:** This is the sublease of hangar 11, however, before we discuss the

sublease, we should talk about their "flying club" status. I have given you a lot of information on what a flying club is, statues and laws, what is needed to become one, the registration of one, minimum standards, etc. I think this is something that should be done on a yearly basis – for all flying clubs. Looking into this sublease is what prompted me to check on the status. So I wanted to make sure everything was up to date, up to airport standards and registered the way in needs to be. Through this process, I asked the president of the flying club, Joe Ciochetto, to provide me with a bunch of different information, such as articles of incorporation, lease agreements for the plane, etc. – all have been provided to you. After thorough reviewing these documents, I have a number of concerns that I'll point out to you.

1. The first one and least critical is liability insurance. The certificate of insurance provided lists only Joe Ciochetto as the party insured. This was verified, by Morgan at AOPA Insurance Agency, as a single policy that only covers the name insured. Also, the aircraft is only registered to Joe Ciochetto with the FAA. The issue is that all club members need liability insurance. There are two (2) ways that this can be fixed. Liability insurance needs to cover the entire organization/flying club; or, each member of the club will have to obtain non-owner liability insurance associated with that aircraft.

   Aircraft Ownership & Registration ~ per his lease agreement, Joe Ciochetto leases his aircraft to PHDS Inc. at no cost. PHDS Inc. aircraft is only available (with a valid lease) to members as long as Joseph Ciochetto is the Club President. Per shareholder agreement, membership dues are $1.00. If anyone leaves the club, all stock reverts back to the corporation. If Mr. Ciochetto leaves, this would leave the club without an aircraft to fly. Another discrepancy is that the aircraft is registered to Joseph Ciochetto with the FAA (see email from Randy Coller) and registered to PDHS, Inc. with MDOT.

   Per FAA Order 5190.6B, Section B and Michigan State Statute 259.91 ~ ***"Ownership of the aircraft shall be vested to the name of the flying club or owned in equal shares by all of its members."*** This is what FAA policy and Michigan statute says, so this is an area of concern.

2. **Grant Assurance #22 – Economic Discrimination** ~ this is the most critical concern. Grant assurances are important. As a Federally funded Airport, we need to meet certain grant assurances because we accepted federal money. If these grant assurances are violated it not only affects the airport, it affects

ALL Federal Grant money given to the county. The Airport is **expected** to take appropriate action to ensure commercial operators and flying clubs are properly classified.

Per shareholder agreement, membership dues are $1.00. If leaving the club, all stock reverts back to the corporation. There is no monetary value in this. Normally, you could sell your stock in the club to someone else. However, there is no ownership in the lease. This is another cause for concern. The FAA states (in the Federal Register 14 CFR, Chapter 1, Doc. #FAA=2018-2022): ***"the ownership of the club aircraft must be vested in the name of the flying club or owned by all its members. The property rights of its members of the club shall be equal;"***

The Federal Register 14 CFR, Chapter 1, Doc. #FAA-2015-2022 also states: ***"Flying clubs are not permitted to advertise as flight schools, aircraft rental services or mechanic services."***

3. **PHDS, INC. Flying Club Facebook Page** ~ this is ok, however, other issues came to light, like: a) *"PHDS, Inc. is a flying club that provides aircraft rental at affordable rates."* b) April 16th Advertisement ~ *"Student Pilots Welcome."* Per the Federal Register 14 CFR, Chapter 1, ***"Flying Clubs may not offer or conduct aircraft rental operations."*** c) ***"Waviation*** ~ May 8, 2015 - *$85 for a "wet" Cessna 172 and $30/hr. for instructor."* Prior to the policy change, Federal Register 14 CFR, Chapter 1 – ***"Flight instructors, who are also club members, may not receive payment for instruction, except may be compensated by credit against payment of dues or flight time."*** Prior to March 15, 2016, ***"monetary compensation was prohibited."*** As of March 15, 2016, ***"monetary compensation is allowed, but could be limited by the Airport Authority."***

4. **Open Charge for Joe Ciochetto:** Violation under Aeronautics Code of MI, Act .04 of 1945, state statute 259.85 RE: Flight Schools. Mr. Ciochetto, who is President of this Flying Club, has been charged with a misdemeanor that is still pending. He is charged with the illegal operation of a flight school. It is set to go to trial, here, in August. Now, I received an email from Randy Coller-Chief Inspector with MDOT/Aero, this morning. He suggested that Mr. Ciochetto apply for a flight school license.

After all the information that was given to you, it is up to this committee to decided, as it is the Airport Sponsor's responsibility to correctly categorize

flying clubs and commercial operations, whether this is a flying club or a commercial operation, in which case there are other rules that need to be addressed. More stringent regulations that they need to abide by to be a flight school. Certification by the state and licenses, certain other documentation and insurance needs to be added. There is an added cost to be a flight school vs a flying club. So, it's up to you how you want to categorize this organization. **Com. Cech**: How long has this flying club been in existence? Quite a while, I thought, right? **Jason**: Correct, it's been since 1993 when the paperwork goes back showing it as a non-profit organization. It has changed membership - members come and go, but the original member are no longer involved with the organization. **Com. Gromala**: Before we make this decision, it would be wise to extend an invitation of the flying club officers go over some of these things to come with some kind of agreement in order to maintain our grant assurances. **Jason:** There is only one officer listed on the 501C3 – acting President and Treasurer – Joe Ciochetto. He's all in one, there are no other officers listed. **Com. Cech**: How many members? Is it just 1 member? **Jason**: There are 8 active members. **Com. Cech**: I think you're on to something, here. This club has been around for a long time – they should know, or at least they need to know their activities are against the law. I think the members need to meet with us to discuss issues and possibly work things out. **Com. Gromala**: I think the members should meet with Jason and the committee or just the committee chair to discuss these issues and work things out. **Jason**: I'll extend the invitation to meet and discuss the issues. I'd rather do it sooner than later considering the seriousness of the situation with insurances and grant assurances. **Com. Gromala**: The sooner the better as far as I'm concerned, but I think all members need to be included so they know we are reaching out and that they have all information we have to make an informed discussion. **Com. Piche**: The work you've done on this, Jason, shows just how wrong things are and that they've been wrong for years. I applaud you for finding this information and putting it on paper. We've got to get this resolved – it can't continue. It's a mess and been going on for too long! **Jason**: We'll table the sublease and the flying club status until these issues are resolved.

c. Civil Air Patrol - **Jason**: It was brought to my attention to look at the CAP lease – I don't know why it wasn't, but I'm looking into it now. Just like the other tenants, the lease was put into effect by the Twin County Airport Authority. It needs to be updated with the new ownership/sponsorship information. Other issues with the lease – it's a 50 year lease which needs to change. A 50 year lease will violate our grant assurances. A 50 year lease is not acceptable to the FAA. Also, the lease has a clause that states the lease will terminate if not occupied by CAP aircraft or other CAP emergency services resources for a period of 90 days or more. It's my understanding that it hasn't had an aircraft in there for several years now. The old lease is actually terminated, by that clause, for not having an

aircraft in there for so long dating back years ago. No one has ever followed up on it during that time. The old lease would have violated the grant assurance #24 – Fee and Rental structure. This 50 year lease charged a fee of $1.00 a year for 50 years. We do not have the ability to increase fees or reexamine the fee structure during the term of the lease. According to the FAA, there needs to be one of two clauses included in the lease. "Rates are tied to CTI" or "Reexamine fees yearly for the term of the lease." This needs to be included in order for the airport to maintain its self-sustainability of the grant assurances. This is a violation as well. So you can see, there are several issues with the old lease. After that, I reached out to Col. Denise Hoagland, Commander of WI Wing unit of WI AP. She stated that we fall under WI patrol. I asked what the intentions are for this hangar. She indicated that they'd like to keep it – even though there is no plane in there now. But would need it if they have to move planes around from one airport to another, etc. She said the local unit maintains communication and search equipment in there, training on communication and search technologies and the local unit uses it for administrative work and tasks for CAP. She no longer has the authority to sign a lease – it would have to go CAP headquarters down south to decide whether they want keep the hangar and sign the lease. Now I'd like to have a new lease ready, but there are some issues to work out – set terms and rates for a new lease. Goes to grant assurances again. Per FAA Order 5190.6B, Section 17.16(a) – ***"A sponsor may also charge reduced rental rates for CAP units operating an aircraft at the airport."*** The FAA suggested "in-kind" services to get a reduced rate. But considering thee hasn't been a plane at the Airport, that wouldn't apply. Per FAA Order 5190.6B, Section 17.14 – ***"....CAP units operating aircraft...search & rescue and disaster relief roles of CAP."*** I'm not exactly sure what our local unit does. MDOT gave me four (4) possibilities to structure the lease: **1. Offer a year to year term where either party can terminate with 30 days written notice; or written notice at the end of a one (1) year term – at no fee. 2. Offer a long term (up to ten 10 years) and charge fair market value per grant assurances for non-aeronautical use - $.20 sq. ft. 3. Do not offer a lease – CAP must remove hangar or forfeit it. 4. Do not offer a lease – County attempts to purchase hangar.** This is what MDOT suggests to offer CAP without having an airplane – if they had one here, there wouldn't be an issue. **Com. Cech**: How long has it been since there's been a airplane in there? **Jeff:** At least 10 years. **Com. Cech:** I've known about CAP for a long time, I think we need to do a little investigating to see what they do in our local unit and what's in the hangar. **Com. Gromala**: Maybe we can look into developing/offering a contract that would require certain "in-kind" services and show proof that they are being done in order to keep lease – all in lieu of rental fees? **Jason**: Should we invite members of CAP to a future meeting? **Com. Piche**: I think they need to give us what they are accomplishing as CAP, or are they just a group that meets every month? **Jason**: I'll reach out to Joe Ciochetto and

others in the group to sit down at a meeting.

d. Retaining attorney – Jeremy Nastoff of Burkhart, Lewandowski, Miller & Nastoff - **Jason**: To clarify public comments from earlier, I have retained Jeremy Nastoff to represent us in possible evictions. It is within my spending limits – up to $5,000. Mr. Nastoff has said is should not go over the spending limit, but should something happen where it will go over my spending limit, I want to have the CB's approval before doing so. **Com. Cech**: What are they charging? **Jason**: They charge an hourly rate of $200.00/hr. for local municipalities and they will cut the rate for travel in half. Cohl, Stoker and Toskey charges $20.00/hr. less, but travel expenses are more. **Com. Cech**: Ok, they travel from Lower Michigan, right? **Jason**: Yes, where Mr. Nastoff will be traveling from Escanaba. So, I like to entertain a motion to recommend to the CB to retain Nastoff ahead of time, if costs go over $5,000. **Com. Gromala**: Who would like to entertain this motion? **Com. Piche**: I move to recommend to the CB to retain Jeremy Nastoff and approve costs over $5,000.00. **Com. Cech**: I'll second it. Motion carried 3/0.

e. Mead & Hunt update: **Jason**: We had a meeting with Stephanie Ward, with Mead & Hunt, last week to go over the ALP and upcoming plans. They are actively moving forward with it now. MDOT with MAP plan will be September 20, 2018. This is a big step in the process. Some of the issues discussed are having a security plan in place and requested that maybe they can do a security analysis to see where we are lacking or not lacking; the fences (a request from the pilots) – looking at reconfiguring the fence line to have a gate on 22nd St., instead of pilots using Enstrom's gate; and finally we discussed developing an Airport handbook. **Com Piche**: Are we behind on anything? **Jason**: No, we right on track, they would like to get all the aerial projects done by the end of the year. Then the first big project will be reconstruction of the small runway from scratch. **Com. Piche**: As far as security, where are we on that? **Jeff**: All cameras are in place and the terminal is now open to the public. **Com. Piche**: Is the porta-potty gone? **Jeff**: They've been called to pick it up. **Jason**: I was thinking that we can have one over by the hangars so the owners have something close – if needed. Something to think about. **Com. Piche**: Has this changed over the years – terminal access? **Jeff**: No. **Com. Piche**: You mean anyone can come in at 1am – or anytime of the day or night? **Jeff**: No, access codes are used. **Jason**: Per Emergency Management Services and Sheriff Marks access codes are to be used. We want people using the Airport to be able to be in the terminal – just not everyone or anyone.

5 **By-Laws – Status/Update ~ Jason:** The only thing I know is that you were talking about adding members to this committee. Depending on whether they will be on as advisory member or a voting member, we could have a conflict of

interest. Are they going to be a hangar owner a pilot or business owner? I ran this by Mead & Hunt on how other airports handle this. I was thinking more of an advisory committee to advise this committee, through a spokesperson, on their ideas, concerns, requests, and questions. Unless you want to wait until Mead & Hunt have completed their advisory group? **Com. Gromala**: I still think we need someone on this committee from the outside to join the committee – not just board members. We can table this until Mead & Hunt complete their advisory committee.

I. **Public Comment**: **Dustin Kraft:** The Wings Program basically promotes aviation and safety. I'm not a FAA employee or a ramp inspector. I'll just be there to promote aviation and safety. I have 2 other items – 1) ILS on runway 3 – I notice there's been a "nodum" out for a very long time and it says auto-pilot approach is forbidden below 1574 msl, why and what's being done to fix it? 2) There's quite a few deer around even with the fencing around the airport, what's the protocol in dealing with that and what can we do to improve this? ***"No Name":*** I have a safety issue – with that pile of concrete down there, if there's a fire down there how's the truck going to get through the gate? How does he get around or do they know and go around to the proper gate? ***"No Name":*** My comment is on access to the terminal. I see the doors are open to get in now, but what good does it do if you're coming in through the turn style with luggage or with a yellow bike or a wheelchair. I think you're in violation of the ADA with this. I was asked by B. DuPont to bring up the jersey barriers and how ridiculous it is to have them out there. He was an airport manager for over 25 years and he said if he ran into this kind of situation, he would just talk to the people causing the issue and ask them to stop. Finally, I understand the County Administrator had the access codes changed because the previous ones were posted on Facebook. That person should have been contacted and asked to stop. ***"No Name":*** I want to talk about the advisory committee. You talk about how you don't want a hangar owner on the committee – that's nuts! – don't have anyone with an aviation background on you committee. **Chad Ermis:** Is there any plans in the future for a road to go around the inside of the fence instead of using the taxi lane – it would be more convenient and safer. **Patricia Miller:** I met with you after a CB to discuss issues to try and get them taken care of. At this time, I haven't received any verification to show the county's side – why were the porta-potties set out, why were the jersey barriers set out, why were the access codes changed – other than retaliation or pitching a fit. I haven't seen anything yet to prove your side! Or is just there is no evidence and it is what it is?

J. Commissioner Comment: Com. Cech: I'm looking forward, with optimism, to working with all of you on this committee. **Com. Piche**: I want to thank you for having the courage to be on this committee. **Com. Gromala**: I wasn't aware I was supposed to send back information right away to a person. I understand some of the information I can't receive at this time as there is still an open case pending. When I am able to, I will definitely get back to you. I said this before, I want a better working relationship, in spite of some smirks' and giggles from some people in the audience, I really do. I said it before, bullying, I find it very offensive – I just give up on this. I will continue to do my best to make this airport better. It takes steps and we're making baby steps but steps in the right direction.

K. Next Meeting: August 21, 2018

L. Adjourn: A motion made by Com. Cech, seconded by Com. Piche. Motion carried 3/0

Menominee Regional Airport Committee
Minutes of Special Meeting
August 1, 2018

**********DRAFT********** Approved 8/21/18

The Menominee Regional Airport Committee met for a Special Meeting, August 1, 2018 at 9AM at the Administrator's Office, to discuss the purchase of a "new" Courtesy Van for the Airport and forward a recommendation to the CB for approval.

A. **Call Meeting to order:** Com. Gromala called the meeting to order at 9:03AM.

B. **Pledge of Allegiance**: Recited by all

C. **Roll Call**: Coms. Gromala Cech and Piche were present
Also present were Jeff LaFleur, Jason Carviou, Doreen Averill and Com. Phelps

D. **Approval of Agenda:** Motion to approve the Agenda made by Com. Cech, seconded by Com. Piche. Motion carried - 3/0

E. **Approval of Previous Minutes:** None available

F. **Public Comment:** None

G. **Discussion/Recommendation, for a "new" Courtesy Van for the Airport – Com. Gromala:** Jeff, I'll turn it over to you, as you did the legwork on it. **Jeff:** Basically, I starting shopping around for a van. With the end of the fiscal year coming closer, we wanted to have it purchased and not worrying about being able to carry that money over again into next year's budget. I found one at Linder & Sorenson – 2010 Chrysler Town & Country Van for around $9200.00, but got them down to $8,000.00. The mileage is a little high, but the vehicle is in great condition. It looks like brand new – that's important, we want to make a good impression in public. As far as the mileage, it's high at 140,000. But that should be an issue because it will only be for local use (city/town driving). So, with tax, license and title, the total cost would be $8,228.00. **Com. Gromala**: That was my concern, was the high mileage, but if it's only used for local driving, that shouldn't be an issue. **Jeff:** I know the previous owner – he's meticulous with the upkeep of his vehicles. **Jason**: I have pictures of it, if anyone's interested. **Com. Cech**: It's a Chrysler, correct, not a Dodge. **Jason**: It's a Chrysler. They go Chrysler Town & Country and Dodge Caravan. **Com. Gromala**: Who would like to make to motion to the recommendation to the CB? **Com. Piche**: I'll make a motion to move this forward to the CB for approval to purchase a "new" Courtesy Van for the Airport. **Com. Gromala**: I'll second it. Motion carried 3/0. **Com. Gromala:** I'd like to make a motion to sell the current Courtesy Van at auction. Seconded by Com. Cech. Motion carried 3/0.

H. **Public Comment – Com. Phelps:** I think we should look at raising the deductible on the van, as long as it is only used for local driving – it would lower the premiums on the van.

I. **Commissioner Comment – Com. Cech:** I hope the buggy works out well for us. **Com. Piche:** I think that's an important issue – appearance. We need to have a good appearance – it makes a better impression on the County.

J. **Adjourn:** A motion was made to adjourn by Com. Gromala, seconded by Com. Cech – motion carried 3/0 at 9:20am.

Menominee County Parks and Recreation Committee

Meeting Minutes – June 4, 2018

Approved 8/6/18

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

Reporting for roll call were: Bob Desjarlais, Dick Peterson, Kathy Branz, Mike Kass, Administrator Jason Carviou and County Commissioner Larry Phelps and Bill Cech. Excused was Vola Bleile. Others present were Jim Quist, Karen Kayser, Noreen Johnson, Bev Johnson, Kathy Coppen and Eric Tickler.

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

Minutes: Mike Kass made a motion to accept the May 7th, 2018 minutes supported by Dick Peterson. All in agreement - motion carried.

Public Comments: Noreen Johnson stated they have been in contact with Mark Polega from Cuppad regarding a scaled map showing the trails in Bailey Park. There is a cost of $1,000 as he is giving them a break. Mark works for the City of Gladstone and for Cuppad, he will do a rendered colored Master Plan Map showing current and historical trails which will be completed by December 31, 2018. Noreen is looking into a grant for signs to label the trails, she also has passed on the Forrester's Plans to incorporate into the mapping. The board was asked if they would like to add other trail maps – it was decided at this time to wait until next year and look into it then.

Business:

a. Jim Quist gave a report on the electrical at Shakey Lakes. Both the building and parking lot are complete.

b. Road Commission drawdown to repair culverts by dam at Shakey Lakes: Darrell Moilenan stated at the Menominee County MTA meeting that there may be a penalty to move the project out and he would look into having the county and the Parks pay the penalty. Dick Peterson said they are now moving equipment in and they may work on the smaller culvert using the coffer dam. Bob stated that if there is a public meeting we would offer the building at Shakey Lakes as the meeting place. Karen Kayser presented the Parks Committee with a breakdown of possible loss for this time period – including Camping; Pavilions; Vehicle Passes; Boat Passes; Firewood; Reservation Fees; Showers and Electrical surcharge showing a total of $41,225.52.

c. Follow up on Harvesting project – Mason Park stream will need a permit to cross. Dear Francis has applied for a DEQ permit to use matting to cross the stream – this will cost us $50 for the permit.

   Jim Quist asked about removing some of the stump at Shakey Lakes. There are about 300 stumps total, but he would like to remove some of those in the camping area. The committee gave him permission to get a quote to remove some of the stumps. Dick Peterson suggested getting a price on a stump remover, as this may be more cost effective. He will look into this.

d. Review of Camping Schedule Shakey Lakes and Kleinke: After much discussion it was decided to leave this as stated in Menominee County Parks Seasonal Lease Campsites Policies and Procedures.

e. Review Financials: A motion by Kathy Branz to accept the financials as presented with a support by Bill Cech. All were in favor.

f. Septic Tank at Bailey – Noreen Johnson stated this will be done in the fall between September 15 and October 15.

g. Bidding on Sewage pumping: Because it cost over $5,000 per year this has to go out on bids for 2018-2019. Suggestion to make it a 3 or 5 year bid.

h. Menominee Bike Ride – River Park for rest stop: The Menominee Bike Ride has used River Park for a rest stop in the past. A motion by Bill Cech to allow the Bike Ride to use River Park on June 24th supported by Mike Kass with all in favor.

i. Shakey Lakes and Wind Rose North Outfitters 1st Annual Kayak Fishing Tournament – Dick Peterson stated the ads were good and it was well advertised. The ads on Polka Polka Polka were very good and Jim Quist nephew sponsored it on Utube.

j. Grants-

    a. Picnic Tables – Jim received the frames and will pick up the wood

    b. Electrical – Received a Hannahville Grant for $8,000

    c. Handicap Accessible – Received a Hannahville Grant for $2,500.

Correspondence: Jason Carviou stated he had a letter from the DEQ on the campground inspections. When updates are done we need to inform the DEQ, also have to apply for permits for new campsites. Jason also received a report from the Public Health Delta & Menominee Counties – during their inspection of Kleinke Campground there were no lights in the men's bathroom (Jim Quist stated they had just left to go get bulbs and the Health Department must have been there while they were gone – but it is completed), The swimming beach is not marked as "Not Tested" . Site #8 is located 35' from the vaulted privy and has to be 50' – site boundaries have to be defined at 50'. Backflow prevention is missing from back of Men's side of pipe alley and pressure tank at threaded hose outlets (Jim – the 1st is done and the 2nd is ordered). And last the bathing beach is not posted "No Life Guard". Jason will look into proper signage for this.

Any other Item Members Wish to Present: Jason stated he would be working on the budget and would go over this with Bob Desjarlais.

Public Comment: Eric Tickler stated the Fair Carnival will be starting from Monday (setting up equipment) through Saturday. Thursday will be a soft opening with 6 rides and 3 games. They will be setting up the building, benches and fire pit shortly. Bob asked about volunteers for parking. Eric stated they had 7 members and supportive commissioners to direct traffic. They were also going to check with probation officers tor those available for community service to help out where needed. Larry Phelps will be

checking with the City of Menominee to use garbage cans for the weekend. Eric also stated the Truck and Tractor pull will be on Saturday and the Horse Show on Sunday. They will also be hosting a Log Loading contest and have ten food vendors.

Adjournment – Motion by Bill Cech to adjourn supported by Kathy Branz with all in favor.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Special Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
July 12, 2018 – 3:30 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 3:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

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

* Video conference from the Northpointe Menominee office
** Telephone attendance

REPRESENTING ADMINISTRATION: K. Stankevich

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

PUBLIC COMMENTS - None

APPROVAL OR AMEND AGENDA
Chairperson Luhtanen asked for approval or amendment of agenda.
ACTION: Moved to approve agenda as presented.
Motion by: J. Hafeman supported by P. Phillips to approve agenda as presented.
Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Formulate CEO Job Descriptions**
  Members discussed qualifications desired for new CEO. Suggestions included business/finance experience, mental health background, conflict resolution skills, and leadership abilities. Review of current Northpointe job description, as well as Pathways job description, completed.
  Outcome: Obtain information from HR department on legal requirements and on updating training requirements if necessary.

- **Method of Advertising for new CEO**
  Members discussed methods of advertising to use. Suggestions included in-house, local newspapers, Michigan Dept. of Community Mental Health, ZipRecruiter and Michigan Works. Consensus of Board is not to hire an employment headhunting firm at this time.
  Outcome: A. Martin will contact NorthCare to request methods used for their CEO hunt. Board will set deadlines on completion of job description and advertising methods in coming meetings. Tentative completion by the end of August or beginning of September.

  Request by Chairperson Luhtanen to send current and future Board minutes to B. Adrian.

- **Future Evaluation Process for CEO**
  Staff relations are major focus for future evaluations. Discussed surveys being sent to Operations Team members periodically with results being reviewed by the Board. Discussed having senior management do a CEO evaluation every 6 months. Focus of surveys should be the organization as a whole rather than the CEO.
  Outcome: Continue to develop process at future meetings.

PUBLIC COMMENT – The Board welcomed Jen Cescolini. She feels the Board should review the annual employee opinion survey. She also stated it would be beneficial to have staff evaluate immediate supervisor and senior administration.

BOARD COMMENT – R. Roberge commented that the task of finding a new CEO would require a lot of detail and work. He would like to see a smaller committee tasked with the details and a draft be brought before the entire Board when closer to completion.

ADJOURN
J. Luhtanen adjourned the meeting at 4:25.

Meeting adjourned at 4:25 p.m.

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

_____
Joan Luhtanen, Chairperson

_____
Patricia Phillips, Secretary

_____
Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
July 12, 2018 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

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

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

* Video conference from the Northpointe Menominee office
** Telephone attendance

REPRESENTING ADMINISTRATION: J. McCarty, Bob Ducoli, K. Stankevich

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

PUBLIC COMMENTS - None

APPROVAL OR AMEND AGENDA
Chairperson Luhtanen asked for approval or amendment of agenda.
ACTION: Moved to approve agenda as presented.
Motion by: J. Hafeman supported by N. Pasternak to approve agenda as presented.
Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES
ACTION: Moved to approve 6-28-18 regular Board meeting minutes.
Motion by: J. Hafeman supported by P. Phillips to approve the 6-28-18 regular Board meeting minutes as presented.
Motion carried unanimously.

PRESENTATION – Financial and Compliance Audit **Presenter: Alan Stotz, CPA**
Alan Stotz reviewed the 2018 Financial and Compliance Audit findings with the Board. Financial audit done in January of 2018 contained no exceptions and was an unmodified, clean report, which is the best to receive.. Miscellaneous questions addressed. A. Stotz then reviewed the Compliance Audit report. Northpointe was found to be in compliance with Medicaid and General Fund state rules. Financial Status report reviewed. Minor classification errors that will continue to improve with new procedures that have been put in to place. Chairperson Luhtanen thanked A. Stotz for the presentation.

ACTION ITEMS

- **Finance**
  a) Check Disbursement – May 2018
  ACTION: Motion by J. Hafeman supported by M. Hofer to approve the May 2018 Check Disbursement.
  Motion carried unanimously.

  b) Financial Statement – May 2018
  ACTION: Motion by P. Phillips supported by R. Roberge to approve the May 2018 Financial Statement.
  Motion carried unanimously.

- **Telecommuting/Device and Media Control Procedures**
  ACTION: Motion by J. Hafeman supported by P. Phillips to approve the Telecommuting/Device and Media Control Procedures as presented.
  Motion carried unanimously.

- **Accommodating Individuals with Disabilities Policy**
  ACTION: Motion by G. McCole supported by J. Hafeman to approve Accommodating Individuals with Disabilities Policy as presented.
  Motion carried unanimously.

- **Written Plan for Professional Services**
  Miscellaneous questions asked and answered.
  ACTION: Motion by J. Hafeman supported by M. Hofer to approve the Written Plan for Professional Services as revised in 2018.
  Motion carried unanimously.

- **General Fund Expenditure Summary Report**
  Information regarding emergency services and transportation requested at last meeting discussed. Transportation information has been gathered, but sent for review by Recipient Rights and NorthCare prior to Board submittal. Most pertinent information to emergency services screening process and comparison of services provided by other CMH's in region reviewed. Reviewed potential cost savings of no longer providing emergency services to private pay individuals as defined by the Michigan Mental Health Code.
  Outcome: J. McCarty to provide flowchart of cycle of admission. Bring back on next agenda.

NEW BUSINESS (Discussion only)

- **CEO Hiring Update**
  Board considered forming an ad hoc committee during the earlier Special meeting. Determination during next meeting if smaller committee will be used to do the groundwork of hiring the new CEO.
  Outcome: ACTION item for next meeting.

Jennifer McCarty conducted New Business as follows:

- **Finance**
  a) Contract Grid 7-12-18 *(Anderson Tackman, FI)*
  Outcome: ACTION item for next meeting.

b) Board Member Finance Questions/Responses
Question regarding Board travel expenses answered.
Outcome: Informational

- **Miscellaneous Board Member Questions**
  Questions about Boardworks DVDs answered.
  Outcome: Consensus of the Board is to order a complete set of new Boardworks DVDs.

- **Board Per Diem and Mileage**
  Discussed policy regarding staff and Board member per diems and mileage. Miscellaneous questions addressed.
  Outcome: Board consensus is to leave per diem as is. Board will track its travel expenditures more carefully in the future.

- **Cultural Diversity Plan**
  Both clean and version with revisions presented to Board for comparison. Miscellaneous questions addressed.
  Outcome: ACTION item for next meeting.

- **CEO Report**
  Reviewed report with Board. Recipient Rights Audit completed this week and exit interview conducted. Found to be in substantial compliance with a score of 167/175. Written report will follow within 30 days.
  Outcome: Informational

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Governing Board Meeting Minutes – June 2018
  A. Martin advised members that B. Slavin would remain CEO for an additional 6 months while search for new CEO continues. NorthCare Governing Board spent time talking about Medicaid money coming back.
  Outcome: Place on file.

PUBLIC COMMENTS - None

BOARD COMMENTS

G. McCole presented letter he had written and had published in the Iron County Reporter. He has requested the Board return to one meeting per month with sub-committees like the other CMH's in the region, and requested this become a discussion item at the next meeting. A. Martin commented that writing a letter to the public regarding how meetings are structured is acceptable, but feels letter as written damages the integrity of the Northpointe Board. M. Zevitz stated that the Board needs to be held to a higher standard of behavior and stated the letter was full of inaccuracies. G. McCole stated he obtained all information from previous Board minutes.

ADJOURN
J. Luhtanen motioned to adjourn.
Motion carried unanimously.

Meeting adjourned at 6:25 p.m.

The next Regular Board meeting is scheduled for Thursday, July 26, 2018 in Kingsford, Michigan at 4:30 p.m.

_____
Joan Luhtanen, Chairperson

_____
Patricia Phillips, Secretary

_____
Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
July 26, 2018 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 4:35 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

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

* Video conference from the Northpointe Menominee office
** Telephone attendance

REPRESENTING ADMINISTRATION: J. McCarty, Bob Ducoli, K. Stankevich

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

PUBLIC COMMENTS - None

APPROVAL OR AMEND AGENDA
Chairperson Luhtanen asked for approval or amendment of agenda.
ACTION: Moved to approve agenda as presented.
Motion by: A. Martin supported by J. Hafeman to approve agenda as presented.
Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES
ACTION: Moved to approve 7-12-18 regular and 7-12-18 special Board meeting minutes.
Motion by: A. Martin supported by P. Phillips to approve the 7-12-18 regular and special Board meeting minutes as presented.
Motion carried unanimously.

PRESENTATION – Property Management Plan **Presenter: Jason Heath**
J. Heath presented the first Property Management Plan for Northpointe. The Plan addresses several major repairs necessary over the next 5 years. Reviewed Strategic Plan goals and how work is assigned in all 3 counties. Miscellaneous questions addressed.

ACTION ITEMS

- **Finance**
  a) Contract Grid 7-12-18 ***(Anderson Tackman, FI)***
  ACTION: Motion by J. Hafeman supported by M. Hofer to approve the 7-12-18 Contract Grid as presented.
  Motion carried unanimously.

- **Cultural Diversity Plan**
  Miscellaneous questions addressed.
  ACTION: Motion by M. Hofer supported by P. Phillips to approve the Cultural Diversity Plan as presented.
  Motion carried unanimously.

- **General Fund Expenditure Summary Report**
  Review of potential change to emergency services to only provide services as required per the mental health code in effort to control GF spending. Discussed timing with new CEO coming. Requested Dr. Razdan speak with members via VTC regarding his opinion of cost reduction solutions presented at a later time, not yet specified. B. Ducoli, CFO, reminded members that GF is depleted and NBHS savings are being used to cover costs.
  Outcome: Consensus of Board members is to consult with Medical Director for input on how plans will affect individuals. Place on hold until new CEO is appointed. Schedule VTC with Dr. Razdan.

NEW BUSINESS (Discussion only)

J. Luhtanen, Board Chairperson, conducted New Business as follows:

- **CEO Hiring Update**
  Interim CEO list of critical responsibilities presented by J. McCarty. Intended interim CEO start date discussion held. K. Smith, Recipient Rights Officer, sent correspondence reminding the Board that an Interim CEO will be necessary by August 9, 2018 for signatures.
  Outcome: J. Luhtanen to contact B. Adrian to discuss firm start date. If unable to begin by 8.9.18, Board will devise an alternate plan for the interim.

  a) 2004 and 2008 CEO job description changes – Review of previous job descriptions by members completed.
  Outcome: Consensus of Board is to have B. Adrian review.

Jennifer McCarty conducted New Business as follows:

- **Finance**
  a) Check Disbursement – June 2018
  Outcome: Action item for next meeting.
  b) Financial Statement – June 2018
  Miscellaneous questions addressed.
  Outcome: Action item for next meeting.
  c) Contract Grid 7-26-18 (Whispering Pines West)
  Request to move to Action item at present meeting.
  ACTION: Motion by J. Hafeman supported by G. McCole to move the 7-26-18 Contract Grid to Action item at present meeting.

  ROLL Call conducted by K. Stankevich, Administrative Assistant

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

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Whispering Pines West	Residential	8/1/18 – 8/31/19	New Contract	$208.00/per diem	$208.00/per diem

ACTION: Motion by J. Hafeman supported by G. McCole to approve the 7-26-18 Contract Grid as presented.
Motion carried unanimously.

d) Board Member Finance Questions/Responses - None

- **Property Management Plan**
  Need for individual's safety discussed. Members requested information on dollars spent leasing buildings each year. Rural Development Grants and budgeting for repairs discussed. Miscellaneous questions addressed.
  Outcome: Action item for next meeting. Complete addresses and lease costs for all buildings to be provided. Board consensus is to have local fire department inspect one of the owned buildings for safety. J. Heath to research grants available.

- **Miscellaneous Board Member Questions**
  A. Martin requested Goodwill compliance audit update. Discussed documentation and service provision billing non-compliance.
  Outcome: NorthCare will advise once more information is received from the state.

- **Structure of future Board Meetings**
  G. McCole requested Board consider meeting once a month and having subcommittees, comprised of Board members, tackle individual tasks in depth then provide full Board with recommendations. Pros and Cons of previous meeting structure discussed.
  Outcome: Consensus is to keep meetings twice a month. Addition of monthly standing agenda item named "Personnel" to report incoming and outgoing staff, as well as length of stay and reason for leaving.

MISCELLANEOUS BOARD/COMMITTEE REPORTS
J. Luhtanen attended the Great Lakes Rural Mental Health meeting and reported they are finalizing presenters for the conference now. Brochures should be arriving soon and is being held at the Island Resort and Casino in Harris, MI.

J. Luhtanen attended the NAMI Picnic at Cowboy Lake today. She stated the turnout was wonderful and everyone had a great time.

PUBLIC COMMENTS - None

BOARD COMMENTS –
R. Roberge discussed the Michigan minimum wage increase to $12.00/hr. on the November ballot.

A. Martin discussed the legalization of marijuana on the upcoming ballot.

R. Roberge requested an update on Medicaid's policy regarding transportation of non-Medicaid individuals stating after considerable thought he was not in favor of this approach. J. McCarty consulted with the Recipient Rights community and NorthCare for guidance. It was determined to be the interpretation of the GF contract and if Board decides to move this forward, legal advice will need to be consulted.

J. Dehn and M. Hofer expressed their gratitude to J. McCarty for her services as Northpointe's CEO.

ADJOURN
Motion by P. Phillips supported by J. Hafeman to adjourn meeting.
Motion carried unanimously.

Meeting adjourned at 6:05 p.m.

The next Regular Board meeting is scheduled for Thursday, August 9, 2018 in Kingsford, Michigan at 4:30 p.m.

_____
Joan Luhtanen, Chairperson

_____
Patricia Phillips, Secretary

_____
Kelly Stankevich, Administrative Assistant