

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*

The Menominee County Board of Commissioners
will meet on Tuesday ~ September 11, 2018 @ 6:00 p.m.
Menominee County Courthouse, Courtroom B
839 10th Ave., Menominee, MI 49858
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 28, 2018 ~ Committee of the Whole Meeting
 - August 28, 2018 ~ Regular Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*):
- H. Department Head/Elected Officials Reports (*limited to ten minutes*):
- I. Action Items
 - 1. Moved by _____ supported by _____ to approve Resolution 2018-21 ~ Opposing House Bill 5752 & 5753.
 - 2. Moved by _____ supported by _____ to approve the invoice from Tri-City Plumbing, Inc. in the amount of \$5,258.30 for emergency work done at Kleinke Park on the sewer system. (sewage pump failed)
 - 3. Moved by _____ supported by _____ to approve making an exemption to the Menominee County purchasing policy requiring all purchases over \$5,000 be through a sealed bid process, and purchase the CAD/RMS system from Superior as a sole service provider of proprietary software as quoted in the amount of \$127,000.
 - 4. Moved by _____ supported by _____ to approve miscellaneous bills as paid on August 16 & 22, 2018 in the combined amount of \$233,917.89.
 - 5. 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:

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

a. None

2. Building and Grounds/Park Items:

a. None

3. Miscellaneous Items:

a. None

4. Finance Items:

a. City of Stephenson – Law Enforcement Protection Agreement 2018/19

b. 2018-2019 Menominee County Budget ~ Draft 2

c. Review Commissioner per diems and expenses

d. Miscellaneous bills paid on August 27 & 28, 2018 in the combined amount of \$57,185.46.

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

August 28, 2018

UNAPPROVED

Proceedings of a Committee of the Whole 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 4:07 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, Charlie Meintz (4:13 p.m.) John Nelson, and Gerald Piche.

Absent: Commissioners: Larry Phelps and Larry Schei (excused).

Moved by Com. Nelson, seconded by Com. Hafeman to remove Workgroup Discussion item 1b (Commissioner Wages). Motion failed 2-4. Com. Hafeman and Nelson vote aye.

Moved by Com. Nelson, seconded by Com. Hafeman to approve the agenda. Motion was approved 6-0.

Public Comment:

- Greg Paulson – Commented on Workgroup Discussion item 1f (Attorney Fee Assessments).

Business Items:

1. Workgroup Discussion: 2018/2019 Budget.
 - a. Economic Development – A majority of the board was in favor of keeping this item in the proposed budget. (Com. Meintz arrived during this discussion at 4:13 p.m.)
 - b. Commissioner Wages – A majority of the board was in favor of keeping the wages the same in the proposed budget.
 - c. Bookmobile – A majority of the board was not in favor of keeping this item in the proposed budget.
 - d. CASA of Menominee County – The board felt that they need more information before they can make a recommendation.
 - e. Capital Improvement – Jail/Boiler room AC/heat control update – A majority of the board is in favor of putting \$7,000 in capital improvements for this item in the proposed budget.
 - f. Revenue – Attorney Fee Assessments – A majority of the board is in favor of putting a proposed \$10,000 revenue from this item in the proposed budget.
 - g. Park Revenue – A majority of the board is in favor of increasing the lease fees and electrical surcharge in the revenues for the proposed budget.
 - h. Parks Expenses – A majority of the board is in favor of splitting out the sewer and garbage fees in the proposed budget.

August 28, 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 6:02 P.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Charlie Meintz, John Nelson, and Gerald Piche.

Absent: Commissioner Larry Phelps and Larry Schei (excused).

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

Moved by Com. Hafeman, seconded by Com. Cech to approve the minutes from the August 14, 2018 Regular County Board Meeting. Motion was approved 7-0.

Public Comment: None.

Presentations:

- Mike Snyder, Public Health, Delta & Menominee Counties – Discussion of HB 5752 & HB 5753 (Statewide Septic Code).

Department Head/Elected Officials Reports:

- Paul Putnam, MSU Extension – Updated the board and introduced Adam Ingrao, Veterans Liaison for MSU.
- Jason Carviou, County Administrator – Updated the board on the Household Hazardous Waste program that was held on August 18th. E911 radio console and tower. September 8th Model Train show.

Action Items:

Moved by Com. Nelson, seconded by Com. Hafeman to appoint Commissioner Larry Schei to replace Commissioner Gerald Piche on the Delta-Menominee Health Board. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve a recommendation from the Airport Committee to deny sublease and Flying Club registration for PHDS Flying Club, Inc. Discussion ensued.

Moved by Com. Lang, seconded by Com. Nelson to Table the previously stated motion until more information can be obtained regarding denial of the sublease. Motion was approved by a roll call vote 5-2, Com. Cech and Piche voted nay.

Moved by Com. Gromala, seconded by Com. Cech 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. Motion was approved by roll call vote 5-2, Com. Meintz and Nelson voted nay.

Moved by Com. Hafeman, seconded by Com. Cech to approve Commissioner Per Diems & Expenses as recently submitted. Motion was approved 7-0.

Moved by Com. Lang, seconded by Com. Cech to approve miscellaneous bills as paid on July 25, 26, August 2 & 9, 2018 in the combined amount of \$249,664.36. Motion was approved 7-0.

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

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. Fire numbers – not found and or not easily visible. – The consensus of the board is to send a letter to MTA and find out if this is something that all the townships are seeking.
- b. DNR Land Transaction – questions/concerns. – This is in reference to a property owner in Cedarville Township exchanging 40 acres of land with the DNR. The consensus of the board is that they have no concerns or questions with this transaction. No further action is required.
- c. Resolution 2018-21 ~ Opposing Changes to the Statewide Septic Code. – The consensus of the board is to move this item forward to the next meeting for approval.

Finance Items:

- a. City of Stephenson – Law Enforcement Protection Agreement 2018/19. – The City of Stephenson would like to renew the contract. The current amount of the contract is \$25,000. Discussion ensued on how long it has been at \$25,000 and if that should be increased because of the increased cost of providing services. The consensus of the board is to gather more information and move this item forward to the next meeting as either a discussion or an action item.
- b. CAD (Computer aided dispatch) and RMS (Records Management System). – Administrator Carviou has received a letter from Superior explaining that they are the sole owner, provider, developer and supporter of the software products. Jason is look to see if the board will vote to forego our current purchasing policy that requires a bid process since Superior is the sole proprietor of this software. Jason feels that

the county can save money by not following the bid process since Superior will be the only company bidding.

Moved by Com. Meintz, seconded by Com. Hafeman to make the approval of superseding the current Menominee County Purchasing Policy an action item at this meeting. Motion failed by a roll call vote 6-1. (A unanimous vote is required to make a discussion item an action item at the same meeting.)

This item will be moved forward to the next meeting.

- c. Circuit Court Fee Collections. – As discussed at a previous Finance Committee meeting, Judge Barglund 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. Com. Nelson would like to see a pay for performance system where the person working on this would receive a percentage of the fees that they collected. The consensus of the board is to obtain more information on this item before moving forward.
- d. Miscellaneous bills as paid on August 16 & 22, 2018 in the amount of \$233,917.89. - The consensus of the board is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Piche called for public comment

Public Comment:

- Everett Anderson – Commented on the Airport Hangar issues.
- Bob Desjarlais – Commented on the motion to table.
- George Sporre – Commented on the Airport Hangar issues.
- Scott Harts – Commented on the Airport Hangar issues.
- Patricia Mueller – Commented on the Airport Hangar issues.
- Greg Paulson – Commented on the Airport Hangar issues.
- Tim Lafave – Commented on the Airport Hangar issues.

Commissioner Comment:

- Com. Cech – Commented on the Airport Committee.
- Com. Gromala – Commented on the Airport Hangar issues and that rules are meant to be followed.
- Com. Nelson – Thanked everyone for coming to Spalding Township and introduced Larry Johnson Jr. who will be running for County Commissioner.

Moved by Com. Nelson, seconded by Com. Hafeman 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. Those present will be all seven commissioners, Administrator Carviou, County Clerk Kleiman, E911 Director Brian Barrette, Andy Primeoux, Tammy Nault and Todd Flath. Motion was approved by a roll call vote 7-0 at 7:35 p.m.

Board returned to Open Session at 8:27 p.m.

Moved by Com. Nelson, seconded by Com. Hafeman to deny E911 Grievance 1-18.
Motion was approved 7-0.

Moved by Com. Gromala, seconded by Com. Nelson to deny E911 Grievance 2-18.
Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to adjourn at 8:32 p.m. Motion
was approved 7-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

DRAFT

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2018-21 ~ Opposing House Bills 5752 & 5753
DEPARTMENT:	Administration – Public Health
ATTACHMENTS:	Yes
SUMMARY:	
<p>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</p> <p>At the 8.28.18 meeting, Mike Snyder suggested to remove the title of “statewide septic code” and change it to the House bill numbers instead.</p>	
RECOMMENDED MOTION	
To approve Resolution 2018-21 ~ Opposing House Bill 5752 & 5753.	

Submitted by: Jason Carviou

09/07/2018

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):

RESOLUTION 2018-21
OPPOSING HOUSE BILL 5752 & 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 an 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 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 September 11, 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 AGENDA ITEM

SUBJECT:	Tri-City Plumbing, Inc. ~ Emergency Invoice
DEPARTMENT:	Administration/Parks
ATTACHMENTS:	Yes
SUMMARY:	
<p>Kleinke Park had a sewer pump fail allowing sewage to back flow within the bathroom floors/showers. An emergency call to Tri city plumbing was made to correct the issue. After digging out the septic, found that one of the pumps failed and was no longer working. One pump was too much to handle the load causing backflow problems.</p>	
RECOMMENDED MOTION	
<p>To approve the invoice from Tri-City Plumbing, Inc. in the amount of \$5,258.30 for emergency work done at Kleinke Park on the sewer system.</p>	

Submitted by: Jason Carviou

09/07/2018
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Tri-City Plumbing, Inc.

1504 Cleveland Ave.
 P.O. Box 634
 Marinette, WI 54143
 Phone: 715-732-9795

Invoice

BILL TO:

Menominee County
 804 9th Ave.
 Menominee, MI 49858

JOB NAME/LOCATION

Attn: Jason
 Klinke Park
 Sewage Pump

INVOICE NO.	DATE	Terms	P.O. No.		
17362	9/4/2018	Net 30			
Description		Qty	Unit Price	Amount	
Goulds WS2012D4 sewage pump		1	2,746.00	2,746.00	
4" sch. 80 cpvc 90 elbow		1	47.49	47.49	
3" sch. 80 cpvc tee		1	34.20	34.20	
3" sch. 80 cpvc 90 elbow		1	22.88	22.88	
3" sch. 80 cpvc male adapter		2	47.21	94.42	
4" sch. 80 cpvc soc flange		1	41.19	41.19	
3" sch. 80 cpvc pipe		1	13.11	13.11	
4" sch. 80 cpvc pipe		1	20.31	20.31	
3" sch. 80 cpvc coupling		1	16.70	16.70	
Primer and glue		1	10.00	10.00	
Hours labor		28	79.00	2,212.00	
		Subtotal		\$5,258.30	
		Sales Tax (0.0%)		\$0.00	
		Total		\$5,258.30	
		Payments/Credits		\$0.00	
Late fee is 18% annually		BALANCE DUE		\$5,258.30	

Emergency purchase - sewage pump failed.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	CAD (Computer aided dispatch) and RMS (Records Management System)
DEPARTMENT:	Sheriff Dept.
ATTACHMENTS:	Yes
SUMMARY:	
<p>Sheriff Marks had Superior 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 Superior explaining that they are the sole owner, provider, developer and supporter of the software products is enclosed.</p>	
RECOMMENDED MOTION	
<p>To supersede the current Menominee County purchasing policy and allow Road Patrol to purchase the CAD and RMS systems from Superior (as sole owner, provider, developer and supporter) as quoted in the amount of \$127,000.</p>	

Submitted by: Jason Carviou

09/07/2018

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 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 Superior, LLC. Further, Superior, LLC is the sole provider of the professional services, training, modification, and miscellaneous support of these applications. Superior, 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
Contracts Specialist



Add-On Quote

Quote Prepared For:

Menominee County Commissioners
Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

Date: 09/06/18

Quote Number: Q-00005468

Valid Until:
09/14/18

Quote Prepared By:
Trevor Milton, Sr. Account Executive
Superion
1000 Business Center Dr.
Lake Mary, FL 32746
Phone: (800) 727-8088 Fax:
trevor.milton@superion.com

Thank you for your interest in Superion and our software and services solutions. Please review the below quote and feel free to contact Trevor Milton with any questions.

License Fees & Maintenance

Product Name	Quantity	License Fee	Maintenance
ONESolution Records Management System *	1	\$54,725.00	\$8,756.00
ONESolution Daily Activity *	1	\$800.00	\$128.00
ONESolution Property & Evidence *	1	\$2,200.00	\$352.00
Total			\$9,236.00

Products with * are Site Licensed Products.

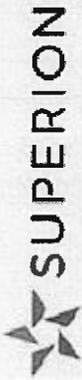
Professional Services Installation & Configuration

Product Name	Amount
ONESolution Records Management Installation	\$14,000.00
Total	\$14,000.00

Technical Services

Product Name	Amount
ONESolution Records Management Technical Services	\$1,600.00
Total	\$1,600.00

Training



Product Name	Amount
ONESolution Records Management Training	\$33,280.00

Total \$33,280.00

Project Management

Product Name	Amount
ONESolution Records Management Project Management	\$12,800.00

Total \$12,800.00

Total Professional Services \$61,680.00

Travel & Living Expenses

Product Name	Amount
Superior Public Safety Travel & Living Expenses Estimate	\$9,800.00

Total \$9,800.00

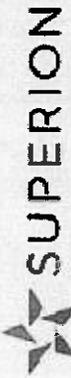
Summary

Product/Service	Amount
License Fees	\$57,725.00
Professional Services	\$61,680.00
Subtotal	<u>\$119,405.00</u>

License/Subscription Fee Discounts	\$2,205.00
Total	<u>\$117,200.00</u>
Travel & Living Estimate	\$9,800.00
Total with Travel & Living Estimate	<u>\$127,000.00</u>

Net Maintenance \$9,236.00

See Product notes in the Additional Information Section



Payment terms as follows, unless otherwise notated below for Special Payment Terms by Product:

License, Project Planning, Project Management, Consulting, Technical Services, Conversion, Third Party Product Software and Hardware Fees are due upon execution of this Quote. Training fees and Travel & Living expenses are due as incurred monthly. Installation is due upon completion. Custom Modifications, System Change Requests or SOW's for customization, and Third Party Product Implementation Services fees are due 50% on execution of this Quote and 50% due upon invoice, upon completion. Unless otherwise provided, other Professional Services are due monthly, as such services are delivered. Additional services, if requested, will be invoiced at then-current rates. Any shipping charges shown are estimated only and actual shipping charges will be due upon invoice, upon delivery.

Annual Subscription Fee(s): Initial annual subscription fees are due 100% on the Execution Date. The initial annual subscription term for any subscription product(s) listed above shall commence on the Execution Date of this Agreement and extend for a period of one (1) year. Thereafter, the subscription terms shall automatically renew for successive one (1) year terms, unless either party gives the other party written notice of non-renewal at least sixty (60) days prior to expiration of the then-current term. The then-current fee will be specified by Superior in an annual invoice to Customer thirty (30) days prior to the expiration of then-current annual period.

Superior Application Annual Support: Customer is committed to the initial term of Maintenance and Support Services for which the support fee is included in the License fee(s) and begins upon execution of this Quote and extends for a twelve (12) month period. Subsequent terms of support will be for twelve (12) month periods, commencing at the end of the prior support period. Support fees shown are for the second term of support for which Superior is committed and which shall be due prior to the start of that term. Fees for subsequent terms of support will be due prior to the start of each term at the then-prevailing rate. Subsequent terms will renew automatically until such time Superior receives written notice from the Customer thirty (30) days prior to the expiration of the then current term. Notification of non-renewal is required prior to the start of the renewal term. Customer will be invoiced, and payment is due, upon renewal.

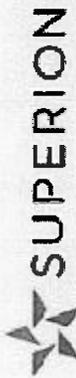
Third Party Product Annual Support Fees: The support fee for the initial annual period is included in the applicable Third Party Product License fee(s) unless otherwise stated. Subsequent terms invoiced by Superior will renew automatically at then-prevailing rates until such time Superior receives written notice of non-renewal from the Customer ninety (90) days in advance of the expiration of the then-current term. Notification of non-renewal is required prior to the start of the renewal term. Customer will be invoiced, and payment is due, upon renewal. As applicable for certain Third Party Products that are invoiced directly by the third party to Customer, payment terms for any renewal term(s) of support shall be as provided by the third party to Customer.

Additional Terms:

This Quote constitutes an Amendment to the Software License & Services Agreement and the Maintenance Agreement (together, the "Contract and Agreement") by and between the parties hereto. The product and pricing information detailed above comprises the "Exhibit 1" schedule attached to this Amendment. Except as otherwise provided herein, all terms and conditions of the Contract and Agreement shall remain in full force and effect.

Any interfaces listed above are interfaces only. Customer shall be responsible for obtaining the applicable software, hardware and system software from the appropriate third party vendor.

The Component Systems identified above are "Licensed Programs" or "Licensed Systems" licensed by Superior and are provided in and may be used in machine-readable object code form only.



Applicable taxes are not included, and, if applicable, will be added to the amount in the payment of invoice(s) being sent separately. Travel and living expenses may be in addition to the prices quoted above and shall be governed by the Superior Corporate Travel and Expense Reimbursement Policy.

The date of delivery is the date on which Superior delivers, F.O.B. Superior's place of shipment, the Component Systems to Customer.

The Superior application software warranty shall be for a period of one (1) year after delivery. There is no Testing and Acceptance period on the Licensed System(s) herein.

Printed conditions and all other terms not included in this Quote or in the Contract and Agreement, stated on any purchase order or other document submitted hereafter by Customer are of no force or effect, and the terms and conditions of the Contract and Agreement and any amendments thereto shall control unless expressly accepted in writing by Superior to Customer.

Third party hardware/software maintenance and/or warranty will be provided by the third party hardware and software manufacturer(s). Superior makes no representations as to expected performance, suitability, or the satisfaction of Customer's requirements with respect to the hardware or other third party products specified in this Quote. The return and refund policy of each individual third party hardware/software supplier shall apply.

This Agreement is based on the current licensing policies of each third party software manufacturer as well as all hardware manufacturers. In the event that a manufacturer changes any of these respective policies or prices, Superior reserves the right to adjust this proposal to reflect those changes.

Should Customer terminate this agreement per any "Term of Contract" Section of the Contract and Agreement, as may be applicable for certain customers, Customer agrees to pay, immediately upon termination, the remaining balance for all hardware, software, and services delivered prior to the termination date together with travel reimbursements, if any, related to the foregoing. Notwithstanding any language in the Contract and Agreement to the contrary, the purchase of support services is NOT necessary for the continuation of Customer's License.

Pricing for professional services provided under this quote is a good faith estimate based on the information available to Superior at the time of execution of this Quote. The total amount that Customer will pay for these services will vary based on the actual number of hours of services required to complete the services. If required, additional services will be provided on a time and materials basis at hourly rates equal to Superior's then-current rates for the services at issue.

For training and on-site project management sessions which are cancelled at the request of Customer within fourteen (14) days of the scheduled start date, Customer is responsible for entire price of the training or on-site project management plus incurred expenses

Comments:

All invoicing for software license fees and ongoing and future maintenance will be billed directly to Menominee County, MI.

Attention: Sheriff Ken Marks

Address: 831 10th Avenue, Menominee, MI 49858

Notwithstanding, customer is responsible for all fees.

All software licenses associated with this agreement are limited to the Menominee County, MI Sheriff's Office and the City of Menominee Police Department.



Gary Johnson, Manager
Marquette County Central Dispatch

Authorized Signature: _____ Printed Name: _____

Date: _____

Additional Information Section

Product Notes:

ONESolution Records Management System: Purchase of ONESolution Records Management System includes the following features.

- ONESolution Records Management System
- ONESolution Crime Analysis
- ONESolution Generic Permit
- ONESolution Investigative Leads
- ONESolution RMS Map Display & Pin Mapping License
- ONESolution Multi-Jurisdictional RMS Option
- ONESolution Notification
- ONESolution Police-to-Police
- Arrest
- Case Management
- Case Supplements
- Citation -Employee
- Field Contact -Incident
- Investigator Dashboard
- Location
- Master Phone
- Names
- Property
- System Auditing
- System Logging
- Tow Impound
- Traffic Warning
- Vehicle
- Warrants

Superior Travel and living expenses are an estimate. Actual expenses will be charged per Superior's travel policy.



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous bills as paid on August 16 & 22, 2018 in the combined amount of \$233,917.89	
RECOMMENDED MOTION To approve miscellaneous bills as paid on August 16 & 22, 2018 in the combined amount of \$233,917.89	

Submitted by: Jason Carviou

09/07/2018

Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Miscellaneous Bills Account Number List

General Fund Expenditures

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

Special Revenue Funds

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

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	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

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	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: GENEX FLEETCARD					
161570	Gasoline Charges	292-665-860.00	22.61		38.83
		101-426-860.00	16.22		
TOTAL VENDOR GENEX 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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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'				

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				
1781	2018 Third Qtr Billing	101-101-716.00	74.71	APPROVED AUG 16 2018 <i>AD</i> CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN
		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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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STEPHENSON MARKETING COOPERATI 008096 Building Code Gasoline Charges				92.99
TOTAL VENDOR STEPHENSON MARKETING COOPERATI		249-371-742.00	92.99	92.99
VENDOR NAME: TWIN CITY ELECTRIC, INC. 81318 Chage ID Clip (Maus)				127.50
TOTAL VENDOR TWIN CITY ELECTRIC, INC.		101-103-850.00	127.50	127.50
VENDOR NAME: US IMAGING, INC. 12025 ROD Image Archiving (Liber 767 - 816)				1,267.75
TOTAL VENDOR US IMAGING, INC.		256-277-705.00	1,267.75	1,267.75
VENDOR NAME: VALENTI, SUSAN F. Reimbursement July 2018				342.70
TOTAL VENDOR VALENTI, SUSAN F.		101-131-860.00	342.70	342.70
VENDOR NAME: WEST GROUP PAYMENT CENTER 838743833 District Court - (July 5 to Aug 4)				65.00
TOTAL VENDOR WEST GROUP PAYMENT CENTER		101-136-802.00	65.00	65.00
VENDOR NAME: WIL-KIL PEST CONTROL 3432512 Jail & Courthouse 3432912 Health Department				64.50
TOTAL VENDOR WIL-KIL PEST CONTROL		101-265-801.00	64.50	64.50
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00011 1004 9th Street				33.25
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP		101-265-801.00	33.25	33.25
VENDOR NAME: XEROX CORPORATION 093972687 Probation/Parole Office				58.34
TOTAL VENDOR XEROX CORPORATION		101-265-920.03	58.34	58.34
VENDOR NAME: XEROX CORPORATION 093972687 Probation/Parole Office				100.07
TOTAL VENDOR XEROX CORPORATION		101-131-942.00	100.07	100.07
GRAND TOTAL:				65,423.03

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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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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				
0703108191800197375	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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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	
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
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.				
856167	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	2,082.30
531854	Inmate Supplies	101-301-770.00	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	
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

AUG 22 2018 *F*

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				95.54
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				95.54
VENDOR NAME: STANDARD INSURANCE COMPANY September 2018 Life Insurance Premium				228.92
		101-101-713.00	21.24	
		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				2,566.13
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,566.13
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST 628840339 FOC Service Charge				34.20
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				34.20
VENDOR NAME: U.E.S. COMPUTERS, INC. 78661 Weekly Computer Maintenance				4,584.48
79641 Road Patrol - Office Supplies				98.99
79551 Sheriff Dept - Microsoft Government License				488.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				5,171.47
VENDOR NAME: U.P.A.A. Registration Nicole Linder-Laurila (Fall School)				100.00
TOTAL VENDOR U.P.A.A.				100.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE 364294595 Bizhub 423 Copier				262.46
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				262.46
VENDOR NAME: UNIFORM SHOPPE 280023 Uniform Allowance - Rye				300.00
279786 Uniform - Bradley Sellers				737.00
TOTAL VENDOR UNIFORM SHOPPE				1,037.00
VENDOR NAME: WALTER BROTHERS INC 13216 Marine Supplies				21.98
TOTAL VENDOR WALTER BROTHERS INC				21.98
VENDOR NAME: WHITE WATER ASSOCIATES, INC. 160478 Water Analysis				119.00

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

AUG 22 2018

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				2,090.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				2,090.00
GRAND TOTAL:				36,457.72

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

**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

09/07/2018

Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

Menominee County 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 Originally budgeted for OT only	\$	(1,845.00)	286-301-706.00
			\$	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 Software & License	\$	6,500.00	266-000-441.03
			\$	6,500.00	266-325-970.03
34	5/18/2018	Hannahville Grants received for picnic tables, 4-H bldg rewire, and handicapped camping Remaining Balance of \$7415 to be transferred in from Fund Balance	\$	8,000.00	208-000-441.01
			\$	2,500.00	208-000-441.01
			\$	5,234.00	208-000-441.01
			\$	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 CB on 3/13/18. To be transferred in from Park Fund Balance	\$	7,399.00	208-751-940.00
36	5/18/2018	GIS Web Host - Coleman Engineering To be transferred from GF Fund Balance	\$	5,000.00	101-103-851.08
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 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.	\$	(10,000.00)	266-000-441.04
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 we 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 Collier-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 there 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 an 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 Burkhardt, 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 for 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.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet *		X		Negro, Mari **		X	
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie		X		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.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet		X		Negro, Mari **		X	
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			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.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet	X			Negro, Mari			X
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	City of Stephenson – Law Enforcement Protection Agreement 2018/19
DEPARTMENT:	Sheriff Dept.
ATTACHMENTS:	Yes
SUMMARY:	
<p>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 in the amount of \$25,000 for services. Discussion at the 8.28.18 meeting was to increase the contract amount to \$30,000. Mayor Bengry is willing to increase to \$27,500 for the 2018/19 law enforcement agreement, but can't afford to increase to \$30,000.</p>	
RECOMMENDED MOTION	
<p>Commissioners are asked to consider \$27,500 rather than the \$30,000 discussed at the 8.28.18 COW meeting. This can be moved forward for a vote if there is a consensus to do so.</p>	

Submitted by: Jason Carviou

09/07/2018

Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

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, in consideration 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 from 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~~ ^{27,500} for one year. Payable as follows:

a. The City of Stephenson shall pay Menominee County six thousand two hundred and fifty dollars (~~\$6,250~~ ^{6,875}) 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. Bergmy 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:	2018-2019 Menominee County Budget ~ DRAFT 2
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Changes to the first draft budget were made according to the discussions by the COW meeting on Aug. 28 th . Only the budget line items highlighted are were changes were made.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

09/07/2018

Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Review Commission Per Diems & Expenses as recently submitted for payment	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

09/07/2018
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 29 2018
BY: *AS*

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
8/16/18	River Park	38		20.71	101-101-860.05
8/14/18	Powers Hall	80		43.60	101-101-860.05
8/21/18	airport	30		16.35	101-101-860.05
8/28/18	Powers Hall	80		43.60	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	228	
				Total Mileage Fee	124.26

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

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

William Cech

Signed

8/30/18

Date

(COPY)

RECEIVED
AUG 30 2018
BY: *AD*

**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
8/13/18	C.B. Finance-Menominee	76		41.42	101-101-860.10
8/14/18	Co. Bd.-Spalding Twp.	12		6.54	101-101-860.10
8/16/18	Pub Health-Pinecrest	14		7.63	101-101-860.10
8/23/18	Pinecrest-Pinecrest	14		7.63	101-101-860.10
8/28/18	Co. Bd.-Spalding Twp.	12		6.54	101-101-860.10
8/30/18	UPCAP-Escanaba	60		32.70	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		188	Total Mileage		
Total Mileage Fee					102.46

**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

8/29/18

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 31 2018
BY: *[Signature]*

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
8/14/18	COUNTY LIBRARY - STEPHENSON	32		\$17.44	101-101-860.04
8/14/18	SPALDING TWP HALL - POWERS	71		\$39.00	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	103	
				Total Mileage Fee	\$56.44 \$56.44

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

8/31/18

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
SEP 4 2018
BY: *ds*

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
8/1/18	Adm. office - Negotiations	72		39.24	101-101-860.07
8/14/18	Adm office - Negotiations	72		39.24	101-101-860.07
8/14/18	Spalding Twp - County Board	12		6.54	101-101-860.07
8/29/18	Spalding Twp - County Board	12		6.54	101-101-860.07
					101-101-860.07
					101-101-860.07
		168	Total Mileage		
				Total Mileage Fee	91.56 ✓

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

9/3/18

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
SEP 5 2018
BY: 

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

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

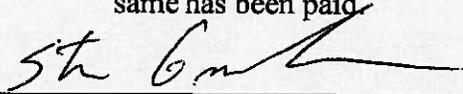
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Steven Gromala ~ District 1

Date	Meeting Place	# of miles	X . ⁵³⁵ /mile	Total Cost	Account Number
8/14/2018	Spaulding Twp - Reg. Mtg	84	4	45.78	
8/27/2018	Lake Twp Hall - Planning	52		28.34	101-101-860.01
8/28/2018	Spaulding Twp - Reg. Mtg	84		45.78	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	119.90 ✓	
Total Mileage Fee					

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

9/5/2018

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
SEP 6 2018
BY: *AA*

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 Phelps ~ District 3

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
7/24/18	County Garage	40	.545	\$21.80	101-101-860.03
7/24/18	Mend. Court House	5	.545	\$2.23	101-101-860.03
8/1/18	Mend. Court House	5	.545	\$2.23	101-101-860.03
8/14/18	Spalding Hall	88	.545	\$47.96	101-101-860.03
8/14/18	County Garage	40	.545	\$21.80	101-101-860.03
8/15/18	Magistrate Court House	5	.545	\$2.23	101-101-860.03
9/4/18	County Garage	40	.545	\$21.80	101-101-860.03
9/4/18	Shakey Lakes	62	.545	\$33.79	101-101-860.03
					101-101-860.03
			Total Mileage	285	
				Total Mileage Fee	\$155.32

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 Phelps

Signed

9/5/18

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review Miscellaneous bills paid on August 27 & 28, 2018 in the combined amount of \$57,185.46.	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

Date 09/07/2018

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

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 08/28/2018 - 08/29/2018
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 VENDOR CODE: 01095

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 60482	Mastercard Courthouse, Parks, 911	08/12/2018 jessicaw	08/28/2018	3,036.36	3,036.36	Open
	101-268-729.00	USPS		6.70		
	101-265-931.00	Homedepot.com		249.00		
	101-141-860.00	PayPal		75.00		
	215-141-860.00	PayPal		150.00		
	101-265-931.00	Harbor Freight Tools		157.49		
	215-141-860.00	Mountain Grd Lodge		329.68		
	101-141-860.00	Mountain Grd Lodge		329.67		
	101-265-755.00	Amazon		71.83		
	101-265-755.00	Amazon		48.94		
	101-265-931.00	Harbor Freight Tools		161.37		
	208-751-930.04	PoolWebaquatictech		314.84		
	101-265-981.00	Secretary of State		13.20		
	208-751-755.01	K Mart		6.35		
	101-265-930.01	Amazon		14.66		
	101-265-930.01	Amazon		26.43		
	266-325-728.00	Headsets Direct, Inc.		473.15		
	101-253-860.00	DoubleTree Hotels		406.35		
	101-268-729.00	USPS		6.70		
	101-267-860.00	PayPal		75.00		
	701-000-276.00	PayPal		120.00		
Credit Card 60483*	Mastercard Sheriff Dept	08/12/2018 jessicaw	08/28/2018	1,952.76	1,952.76	Open
	101-301-742.00	Holiday		20.01		
	101-301-742.00	Holiday		36.61		
	101-301-742.00	Holiday		43.30		
	101-301-742.00	Holiday		38.30		
	101-301-742.00	Shell Oil		44.73		
	101-301-742.00	Shell Oil		10.95		
	101-301-742.00	Superior Touchless		11.00		
	101-301-742.00	Superior Touchless		11.00		
	101-301-755.00	Amazon		15.50		
	101-301-755.00	Bob Barker		17.20		
	101-301-770.00	Bob Barker		25.75		
	101-301-770.00	Bob Barker		109.91		
	101-301-770.00	Bob Barker		216.42		
	101-301-770.00	Wal Mart		70.00		
	101-301-770.00	Wal Mart		70.00		
	101-301-770.01	American Screening		305.00		
	101-301-770.01	BAMC Outpatient		83.13		
	101-301-860.00	BP		28.95		
	101-301-860.00	Burger King		18.20		
	101-301-860.00	Kwik Trip		4.00		
	101-301-860.00	Kwik Trip		5.05		
	101-301-860.00	McDonalds		6.35		
	101-301-860.00	McDonalds		10.37		
	101-301-860.00	Thunder Bay Lobby		96.57		
	101-301-860.00	Thunder Bay Lobby Credit		(9.57)		
	101-301-934.01	Battery Universe		187.42		
	101-301-934.02	The Belson Company		427.14		
	286-301-881.00	2008 Dominos		17.22		
	101-301-755.00	OTHER OPERATING SUPPLIES		32.25		
# of Invoices:	2	# Due:	2	Totals:	4,989.12	4,989.12
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					4,989.12	4,989.12
* 1 Net Invoices have Credits Totalling:					(9.57)	

APPROVED

AUG 28 2018

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

08/27/2018 03:40 PM
 User: jessicaw
 DB: Menominee County

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 08/27/2018 - 08/27/2018
 UNJOURNALIZED
 OPEN

APPROVED ^{1/2}

AUG 28 2018

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL					
906863444108	August 19 - September 18	101-103-850.00	546.47		546.47
906863470508	August 19 - September 18	101-103-850.00	95.38		95.38
906863202308	August 19 - September 18	101-103-850.00	423.21		423.21
TOTAL VENDOR AT&T - CAROL STREAM, IL					1,065.06
VENDOR NAME: BRAZEAU, DAWN					
M17-3928-FH	Transcripts (People v T. Carr)	101-131-806.00	65.80		65.80
TOTAL VENDOR BRAZEAU, DAWN					65.80
VENDOR NAME: CLOVERLAND PAPER CO					
117788	Janitorial Supplies (Courthouse)	101-265-755.01	347.50		347.50
117785	Park (Janitorial Supplies)	208-751-755.01	144.07		144.07
117784	Janitorial Supplies (Annex)	101-265-755.01	36.42		36.42
117787	Janitorial Supplies (Library)	101-265-755.01	56.49		56.49
TOTAL VENDOR CLOVERLAND PAPER CO					584.48
VENDOR NAME: DATASPEC, LLC					
6194	Initial Year Setup (VA's Office)	101-682-802.00	449.00		449.00
TOTAL VENDOR DATASPEC, LLC					449.00
VENDOR NAME: ENTRANCE SYSTEMS					
19039	HID Cards (Airport)	216-585-981.01	595.00		595.00
21184	Single Phase Motorboard (Airport)	216-585-981.01	165.00		165.00
TOTAL VENDOR ENTRANCE SYSTEMS					760.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.					
97666	x5000 Window Envelopes (FOC)	101-141-727.00	255.75		255.75
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.					255.75
VENDOR NAME: MANPOWER, INC.					
33078811	Week Ending 8/19/18 (D. Averill)	216-585-704.00	408.00		408.00
TOTAL VENDOR MANPOWER, INC.					408.00
VENDOR NAME: MENARDS - MARINETTE					
65963	B&G Operating Supplies	101-265-755.00	61.81		61.81
65964	Parks - Sign Posts	208-751-755.02	78.68		78.68
TOTAL VENDOR MENARDS - MARINETTE					140.49
VENDOR NAME: MICHIGAN COUNTIES WORKERS'					

APPROVED

AUG 28 2018 

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MICHIGAN COUNTIES WORKERS'				
4781	2018 4th Qtr	101-101-716.00	75.29	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN 39,286.15
		101-131-716.00	58.44	
		101-132-716.00	114.63	
		101-136-716.00	497.08	
		101-141-716.00	777.94	
		101-148-716.00	59.67	
		101-150-716.00	3.68	
		101-172-716.00	472.85	
		101-215-716.00	283.14	
		101-253-716.00	196.65	
		101-257-716.00	420.86	
		101-261-716.00	27.01	
		101-265-716.00	1,567.57	
		101-267-716.00	1,356.15	
		101-268-716.00	104.42	
		101-301-716.00	18,112.97	
		101-331-716.00	53.90	
		101-426-716.00	43.00	
		101-648-716.00	64.24	
		101-682-716.00	50.06	
		205-315-716.00	9,640.54	
		205-316-716.00	626.08	
		208-751-716.00	1,072.59	
		216-585-716.00	1,363.66	
		249-371-716.00	93.58	
		266-325-716.00	581.27	
		271-790-716.00	795.58	
		296-663-716.00	285.10	
		296-664-716.00	240.76	
		296-665-716.00	247.44	
TOTAL VENDOR MICHIGAN COUNTIES WORKERS'				<u>39,286.15</u>
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0139261-001	Office Supplies (Treasurer's Office)	101-253-727.00	42.25	42.25
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				<u>42.25</u>
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
3249-2	Paint (Courthouse)	101-265-755.00	33.44	33.44
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				<u>33.44</u>
VENDOR NAME: STATE OF MICHIGAN				
7/31/18	Monthly Offset Billing	292-662-843.01	4,078.48	4,078.48
TOTAL VENDOR STATE OF MICHIGAN				<u>4,078.48</u>
VENDOR NAME: U.E.S. COMPUTERS, INC.				
79658	Probate Color Laserjet Printer	101-148-970.00	529.99	529.99
TOTAL VENDOR U.E.S. COMPUTERS, INC.				<u>529.99</u>
GRAND TOTAL:				<u>47,698.89</u>

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BATTERIES PLUS				
988-P5134879	Battery for Jim Quist Phone	208-751-755.02	28.50	28.50
TOTAL VENDOR BATTERIES PLUS				28.50
VENDOR NAME: BLUETARP FINANCIAL, INC.				
208785	Energy Bulbs (x8) & Operational Supplies	101-265-970.12	320.00	385.56
		101-265-755.00	40.31	
		101-265-755.01	25.25	
TOTAL VENDOR BLUETARP FINANCIAL, INC.				385.56
VENDOR NAME: HI TEC BUILDING SERVICES, INC.				
018211	Cleaning Services - August 2018	101-265-801.00	1,861.20	1,861.20
TOTAL VENDOR HI TEC BUILDING SERVICES, INC.				1,861.20
VENDOR NAME: IMAGEWORKS				
12578	Uniform Allowance - James Mekash	101-265-745.00	150.00	150.00
TOTAL VENDOR IMAGEWORKS				150.00
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
29803	Courthouse - Chiller Maintenance	101-265-934.00	468.00	468.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				468.00
VENDOR NAME: MENARDS - MARINETTE				
66033	Operational Supplies	101-265-755.00	20.82	152.72
66032	Grounds - Heavy Duty Hose	101-265-930.02	59.96	
66125	Credit Memo (Operational Supplies)	101-265-755.00	17.98	
66126	Operational Supplies	101-265-755.00	35.98	
66119	Operational Supplies	101-265-755.00	17.98	
TOTAL VENDOR MENARDS - MARINETTE				152.72
VENDOR NAME: MCTION INDUSTRIES, INC.				
WI27-418760	Jail Kitchen Exhaust Motor	101-265-934.00	251.99	251.99
TOTAL VENDOR MOTION INDUSTRIES, INC.				251.99
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
3550-3	Exterior Paint	101-265-970.11	177.28	177.28
3440-1	Paint	101-265-755.00	37.49	
3498-5	Paint	101-265-755.00	33.44	
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				248.21
VENDOR NAME: VERIZON WIRELESS				
9811932607	Cellular Services	101-265-850.01	218.01	951.27
		101-301-850.00	313.76	
		101-426-850.00	52.35	
		101-682-850.00	40.42	
		205-315-850.00	326.32	
		266-325-850.00	0.41	
TOTAL VENDOR VERIZON WIRELESS				951.27
GRAND TOTAL:				4,497.45

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

Date 09/07/2018

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 Planning Commission
S904 U.S. Highway 41 Stephenson, MI 49887
Planning Commission Minutes
April 23, 2018

The Menominee County Planning Commission meeting was called to order at 5:00 PM CDT by Chair Lillian Schultz at the Lake Township Hall in Stephenson, MI with the Pledge of Allegiance.

Roll Call: Present: Bill Anderson, Bob Desjarlais, Charlene Peterson, Lillian Schultz, and County Commissioner Steve Gromala. Excused: Gary Scholtz. Absent: Terry Proos. Quorum was present to conduct business.

Approval of Agenda: Motion to approve by S. Gromala; support by B. Anderson. Motion carried.

Approval of Previous Minutes: Motion by B. Desjarlais to approve regular minutes of March 26, 2018 meeting; support by B. Anderson. Motion carried.

Public Comment: Rich Sexton, EMC present – no comment.

Old Business:

- A) Marijuana regulations: PENDING – State is still in flux on some issues. Will leave this topic on the agenda for the time being.

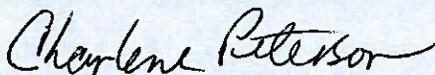
New Business:

- A) COUNTY MASTER PLAN – The first session of the 5 year review of the Menominee County Master Plan included the first two chapters. The following suggestions were made:
 - 1) Title page – change Commission members / review date
 - 2) Chapter One & Two will only need a few minor updates. All changes will be incorporated and presented as a final document. At this time, no action was taken but consensus was made on the suggestions for changes.
- B) The Airport Use Ordinance that has already been adopted was reviewed. No action taken. Steve Gromala stated the Sheriff needed this Use Ordinance in place in order to enforce the requirements listed within the Airport Use Ordinance.

Next Meeting Date: **Monday, June 25, 2018.** CHAPTER 3 will be discussed.

Adjournment: Motion by B. Desjarlais to adjourn, support by B. Anderson. Motion carried.
Meeting adjourned at 5:49 pm.

Minutes Submitted by:



Charlene Peterson, Secretary
Menominee County Planning Commission

Approved 8/28/18

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 for 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.

**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: July 31, 2018

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

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

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

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the June 26, 2018 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for June 2018 was reviewed. There were \$100.00 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 \$2,650.00.

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

DIRECTOR'S REPORT:

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

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

Collaborative Issues: No new information provided.

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

FY 2018 Operating Funds: Menominee County allocation is: \$25,896.00. Year-to-date expenditures are: \$18,628.89. This constitutes 71.9% of the allocation spent with 75% 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 available).

Assistance Payments:

Assistance Payments Standard of Promptness: 97.03%. Business Service Center 1 average is 95.22%. Statewide Average is 96.79%.

Family Independence Program Work Participation Rate: N/A for May. Year to date average for CY 2018 is 0%. Federal goal is 50%. U.P. average is 48.08%, statewide average is 56.39%.

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

May 2018 data:

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

- Family Independence Program: 15 cases; 31 recipients; \$4,176.00 in benefits.
- Food Assistance Program: 1,259 cases; 2,303 recipients; \$256,449.00 in benefits.
- State Disability Assistance: 5 cases; 5 recipients; \$1,025.00 in benefits.
- Child Development and Care: 28 cases; 42 recipients; \$11,207.00 in benefits.
- State Emergency Relief: 10 cases; \$9,315.00 in benefits.
- Unduplicated total: 1,286 cases; 2,350 recipients; \$282,171.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 690 cases; 1,506 recipients
- Other Children < Age 21: 107 cases; 124 recipients
- Pregnant Women & Children Under 19: 458 cases; 844 recipients
- MICHild: 54 cases; 88 Recipients
- Non-SSI Aged, Blind & Disabled: 622 cases; 649 recipients
- SSI Aged, Blind & Disabled: 481 cases; 481 recipients

- Medicaid Eligible Total: 2,183 cases; 3,692 recipients
- Healthy Michigan Program Total: 1,240 cases; 1,395 recipients

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

Child Welfare - Children in Care Trends:

2013 – 21
2014 – 24
2015 – 35
2016 – 36
2017 – 27
2018 - 29

Board Member Input/Suggestions: None

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

Unit Report: None.

BOARD BUSINESS:

1. Approval of Vouchers:

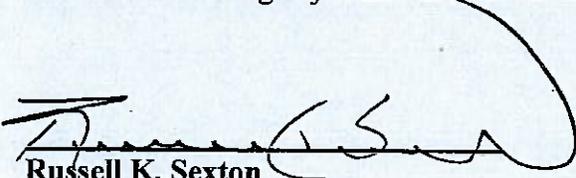
Vouchers for June 2018 were reviewed. A motion to approve all vouchers was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

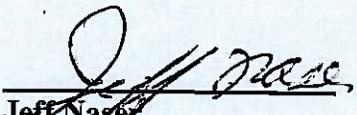
NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: None.

NEXT MEETING: August 28, 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. Eichhorn. Meeting adjourned at 0922 a.m.


Russell K. Sexton
Board Secretary


Jeff Naser
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

Approved 8/28/18

Menominee County Parks and Recreation Committee

Meeting Minutes – August 6, 2018

Approved 9/4/18

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

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

Approval of agenda: Motion by Bill Cech to approve the agenda; support by Mike Kass. Motion carried.

Minutes: Mike Kass made a motion to accept the June 4th, 2018 minutes supported by Dick Peterson. All in agreement - motion carried.

Public Comments: Eric Tickler stated the Fair went very well this year. He asked if the Parks Board had any feedback. There was still some clean up to do. He stated they are getting the finances in place and would advise at a later date. There are some Department of Agriculture grants available and Eric would like to apply to replace the doors on the Fair Building and some updates. Those that he mentioned would be electrical in the stage area by the truck pull, 1 or 2 50AMP outlets by the Lions Pavilion (none there now). Bob stated this would be up to the Fair Board, but the Parks Committee would have to be notified so they can proceed with their own upgrade.

Bill Cech said the Fair Board had a great crew this year and everything went well.

Business:

- a. Picnic Tables – Jim has 4-5 tables left to finish per Dick Peterson. Jim also told Dick the frames this year are much stronger than the ones purchased last year. There is a balance for the grant and Jason Carviou will check on this.
- b. Road Commission repair of culverts by dam at Shakey Lakes: Bob went out there and checked on the progress. There are 2 grouted and 3 welded. Per the contractor doing the work it will take 4-6 more weeks to get the culverts done and then there will be the road repair. Shakey Lakes is down about one foot from when they started, but at that time it was up 8" so we only lost 4" for lake level.
- c. Hannahville Grants – the electrical for the re-wiring of the fair building and the addition of power for handicap access on the black top have been completed. Kathy also completed the grant request with Hannahville.
- d. Review financials – At this time the financials are very favorable with the income at 85% and the expenditures at 59.3% with no big expenses for-seeable. The only question was the large amount for gas/oil for the month of July at \$2,386.32. Dick Peterson will get the breakdown on this.
- e. Look at 2018-2019 Budget – Wish list for the 2018-19 year would be to upgrade some more areas with better power. Per Karen VA6 & 7, VA1 and VA70-75 all need upgrade to 50amp. Dick Peterson also stated we should a

Bass Lake and the Point P1 & 2 and P9 &10. That would be 10 upgrades by Parks and 3 by Fair Board.

Another wish list item is to put a cabin in at Shakey Lake East. Bob received a list of items and cost to build a 24'X24' cabin on a 24' X30' slab. The cost of materials for the cabin with 6 windows and a door, 6" wall insulated and metal siding and roof (roof would be 24'X30") is \$9,295. Approximate cost of the slab would be \$2,000 (floating slab with a dipped edge 1'X1"). Discussion on lighting in the cabin resulted in Eric suggesting LED/SOLAR/BATTERY for about \$250 – would be two lights with pull chains – he uses these in part of his barn and they work very well.

Bob also suggested applying for another picnic table grant and that should give us enough tables for all the parks.

Jason suggested everyone review the proposed budget and have a final decision at our September meeting.

- f. **Mason Park – Garbage:** Jason explained how they have been finding garbage and tires at Mason Park. A motion by Kathy Branz to purchase 2 deer cameras with support by Bill Cech. All were in favor.
- g. **Follow-up on Septic at Bailey –** this will be completed later in the fall.
- h. **Bidding on sewage removal –** due to the cost of sewage removal from the septic tanks and from the privies it was decided to put the service out on bids. A motion by Mike Kass to make it a 3 year bid supported by Bill Cech with all in favor. Jason will get the bids out so it can be adjusted for the new budget.
- 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. He saw the footage that Zac and his partner took at the Tournament and was impressed by the final results. There were 23 adults and 12 children registered for the Tournament. All felt this was a great turn out for the first tournament and the amount of time from start to finish. Another Tournament is being planned for the same weekend next year to take advantage of the Free Fishing Weekend from the MI DNR.
- j. **Definition of a Camp –** previously a part of rules – Karen had a posting in the office to designate what is considered one campsite. She was questioned why it was not on the website. As a result we were given a "Park Rules" as used by the Michigan DNR. The CAMPING: explains in detail what constitutes a campsite and how many can be on one campsite. After discussion it was a mutual agreement to include this in our camp rules. Jason will have this added to the Park Rules on the website and in print.
- k. **Park Cancellation forms –** reasons for cancellation – Karen suggested if more than 7 day notice give a 100% refund or put on an account to be used at a future date. If under 7 day notice no refund but the opportunity to use on an account for future use. This way you save on refunds. All were in favor.
- l. **Parks Price List –** electric sites and surcharge issues – Karen suggested adding the surcharge fee to the site charge rather than adding it on. Lease

sites at Shakey Lakes are now \$1500 plus \$90 electric surcharge. This will raise to \$1,600 May 1st to November 1st Seasonal Rate for Electric May 1st to October 1st would be \$1,450. Kleinke would be the same new May 1st to November 1st would be \$1,600 and May 1st to October 1st would be \$1,450, with the same for May 15th to October 15th. Four month rate would be \$1,350 and three month rate would be \$1,150 and two month rate would be \$925. One month rate would be \$500. Non County Resident would be the same increase.

- m. **Stoney Park & River Park MIDNR Trust Grants** – Jason stated that the grants that were received from the MI DNR in 2014 and 2015 had a statement of perpetuity (endless duration) which was missed at the time of the signing of the grants. For Stoney Point a check was received for \$13,060 and for River Park \$493.04. A form must be signed by the County to complete these grants, but in doing so there is an encumbrance will be put on the property. A motion by Bob Desjarlais to have the County Board sign the paper work supported by Mike Kass vote was 4 to one in favor.

Correspondence: Jason Carviou stated he has received two insurance claims – a pickup truck pulling a camper backed into the bathhouse. Second a RV backed into an electric pedestal.

Jim moved a picnic table and put a dent in a camper; Jim also backed into a car and put in a small dent.

Sherry called Bob regarding the insurance quote on the Fair Building at \$608,000. Bob got two estimates for replacement of the Fair Building and they both came in at \$250,000. They will inform the insurance company and have this adjusted.

Any other Item Members Wish to Present: None.

Public Comment: A question on why there is no internet at Shakey Lakes. At this time there has not been enough interest so it has not been addressed.

Adjournment – Motion by Kathy Branz to adjourn supported by Mike Kass with all in favor at 8:05PM

Next meeting will be at Shakey Lakes on September 4, 2018 at 6PM..

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

August 9, 2018 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet		X		Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			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: 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. Addition of amended 8-9-18 Contract Grid to New Business under Financial.

ACTION: Moved to approve agenda as amended.

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

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 7-26-18 regular Board meeting minutes.

Motion by: G. McCole supported by P. Phillips to approve the 7-26-18 regular Board meeting minutes as presented.

Motion carried unanimously.

PRESENTATION – Proposed Emergency Services Policy Revision Presenter: Jennifer Kenny

When a salaried ES staff is unable to provide coverage (i.e. sick time, vacation), on-call rotation in each county provide coverage currently. Clinician numbers in each county are disproportionate, so request to change policy allowing one staff person to receive hourly compensation from each county while providing coverage in 2 counties proposed. This is a cost neutral option to the agency. Miscellaneous questions addressed.

PRESENTATION 2 – New Phone Systems

Presenter: Brent Johnson

Current phone systems are outdated. Savings comparison of using cloud-based versus in house systems reviewed. Option 1 recommendation has no contract, and all Northpointe phone charges would be together in one monthly bill. Belgium Point will be the pilot site. B. Johnson will report outcome to Board at the September 13 meeting for approval to move forward with all other sites. Miscellaneous questions addressed.

ACTION ITEMS

• **Finance**

a) Check Disbursement – June 2018

ACTION: Motion by J. Hafeman supported by M. Hofer to approve the June 2018 Check Disbursement as presented.

Motion carried unanimously.

b) Financial Statement – June 2018

Miscellaneous questions addressed. B. Ducoli, CFO, informed Board of bonus monies to General Fund arriving within a few weeks. Monies were incentives from State for meeting standards. Recommended readdressing the Workforce Analysis once monies arrive.

ACTION: Motion by G. McCole supported by J. Hafeman to approve the June 2018 Financial Statement as presented.

Motion carried unanimously.

• **Property Management Plan**

Discussed potential sale of homes requiring extensive repairs and creating a plan for individuals in these buildings. Board requests outstanding loan amounts and property sale estimates for buildings in question. Miscellaneous questions addressed.

ACTION: Motion by G. McCole supported by J. Hafeman to approve the Property Management Plan.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

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

• **Interim CEO Update**

Chairperson Luhtanen requested moving contract for Bill Adrian, Interim CEO to an ACTION item at present meeting allowing for a start date of August 10. Contracted salary of Interim CEO is \$99,100.00 prorated.

ACTION: Motion by J. Hafeman supported by M. Negro to move Interim CEO contract to an ACTION item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant

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

ACTION: Motion by M. Negro supported by J. Hafeman to hire B. Adrian as Interim CEO effective August 10, 2018, with a salary of \$99,100.00 and flexible schedule until a permanent CEO is hired.

Motion carried unanimously.

• **CEO Hiring Update**

Question regarding education requirement in current job description addressed.

Outcome: Continue to work on desired criteria for new CEO. Chairperson Luhtanen and Interim CEO B. Adrian to establish a timeline for process.

- **Finance**

a) Contract Grid 8-9-18 Amended (*Insight Telepsychiatry, Great Plains Upgrade*)

Miscellaneous questions addressed. Board request to schedule a presentation on use of telehealth services.

ACTION: Motion by J. Hafeman supported by M. Negro to move Great Plains contract to an ACTION item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant

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

B.	Great Plains	Software	8/10/18 one-time fee	\$0	\$8,970-\$12,090 plus specialized fees This is a one-time fee	\$ 8,970-12,090
Required update to financial software.						

ACTION: Motion by J. Hafeman supported by M. Negro to approve Great Plains upgrade as presented.
Motion carried unanimously.

- **Board Member Questions/Responses**

Question regarding building rental costs addressed.

Outcome: Complete

- **Personnel**

Discussed concerns that providing monthly detailed information regarding staff departures would not allow for staff anonymity.

Outcome: Continue to provide basic information monthly with a more detailed report provided Quarterly.

- **Proposed Emergency Services Policy Revision**

Outcome: ACTION item for next meeting.

- **Utilization Management Plan FY18/19**

Discussion on new data analysis and QI role in performance indicator reports. Miscellaneous questions addressed.

Outcome: ACTION item for next meeting.

- **Performance Improvement Plan FY18/19**

Miscellaneous questions addressed.

Outcome: ACTION item for next meeting.

- **NorthCare Audit Results**

- a) **VI.2.4 Plan of Correction**

- NorthCare has requested a Plan of Correction regarding approval of payments higher than the negotiated rates with HIS, Inc. Members acknowledged overruling advice given at time of contract renewal. Plans to correct include advising HIS, Inc. to adjust staffing and spending prior to next year's contract renewal, as level of care needs for individuals in home do not support current rates assigned.

- Outcome:** Interim CEO to present an outline of clear actions needed to rectify situation at next Board meeting.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- CMHAM – Analysis of Insufficiency of State Funding

- Outcome:** Informational

- Impact of 2014 State GF Budget Cut

- Outcome:** Informational

- NorthCare Board Meeting Minutes 7-11-18

- A. Martin discussed the percentage that governs Medicaid for Northpointe has gone from 17.25% to 17.12%. Also stated she felt there was inadequate information regarding NorthCare's 3% wage increase for 27 employees and she voted no.

- Outcome:** Place on file.

PUBLIC COMMENTS - None

BOARD COMMENTS –

A. Martin requested a discussion on how to use what happened with previous CEO as an opportunity to improve as a Board. M. Negro stated cannot use what happened prior; however, can discuss what qualities are desired in new CEO.

J. Luhtanen reminded members to return Board Self Evaluations prior to next meeting.

J. Luhtanen requested all members wishing to attend the GLRMH conference in Harris, MI, register prior to August 24, 2018.

J. Luhtanen requested confirmation that the employee surveys would be presented at the next meeting from T. Wendt. Confirmation given.

G. McCole inquired about employee wage increases being placed back on agenda. As soon as information is available, B. Ducoli will present to Board.

A. Martin will be unable to attend meeting on August 23, 2018, and hopes Commissioner Stevens will attend in her place.

ADJOURN

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

Motion carried unanimously.

Meeting adjourned at 6:14 p.m.

The next Regular Board meeting is scheduled for Thursday, August 23, 2018 in Kingsford, Michigan at 4:30 p.m.