

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ September 8, 2015 @ 6:00 p.m. CDT**
At the Menominee County Courthouse
Menominee, MI ~ Courtroom B

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
August 25, 2015 - CB Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
 - a. Cristian Perreault, Explorer Solutions
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve Explorer Solutions to proceed with the formulation of an exclusive hanger lease agreement, contract and cost proposal between Menominee County and the university interested in establishing a flight school at the Twin County Airport. All proposed agreements, contracts and cost proposals are subject to the final approval by the Menominee County Board of Commissioners.
 - 2. Moved by _____ seconded by _____ to approve a payout in the amount of \$3,760.00 (minus taxes) for 188 hours of unused vacation to Jeff LaFleur, Airport Lineman - Assistant Airport Manager. This is due to circumstances beyond Jeff's control that would not allow him to take vacation time during the 2014/15 budget year.
 - 3. Moved by _____ seconded by _____ to appoint _____ as the Republican Representative on the Menominee County Board of Canvassers. Term to commence Nov. 1, 2015 and expire Oct. 31, 2019.
 - 4. Moved by _____ seconded by _____ to appoint _____ as the Democratic Representative on the Menominee County Board of Canvassers. Term to commence Nov. 1, 2015 and expire Oct. 31, 2019.

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

5. Moved by _____ seconded by _____ to approve 2014/15 budget amendments #18-26 as forwarded by the Finance Committee.

- #18 – Health Ins. Library Fund - \$4,305.84
- #19 – Library Director Search - \$3,895.00
- #20 – 2 anonymous donations, Library - \$1,000
- #21 – State Aid increase, Library - \$650.92
- #22 – Increase in reimbursable salary, Library - \$410.00
- #23 – Increase in cost of office furniture transfers, Probate - \$511.90
- #24 – Increase in state aid received, Library - \$650.92
- #25 – Pumps for Kleinke drain field replaced - \$4,952.95
- #26 – Electrical upgrade at Shakey Lakes - \$9,027.28

6. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on August 11 & 13, 2015 in the combined amount of \$99,542.03.

7. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. None
2. Building and Grounds/Park Items:
 - a. Courthouse Chiller RFP
3. Miscellaneous Items:
 - a. MAC 2015/16 Proposed Platforms
 - b. MAC Meeting w/Tim McGuire, Exec. Director
4. Finance Items:
 - a. 3-Way Road Project invoices – Mellen & Stephenson Twps.
 - b. Commissioner Per Diems and expenses
 - c. Miscellaneous bills as paid on August 27 & 28, 2015 in the combined amount of \$182,891.21.

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

- N. Moved by _____ seconded by _____ to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.)

- O. Motion by _____ seconded by _____ to return to open session at _____ P.M.

P. Adjourn

August 25, 2015
Unapproved

Proceedings of a Public Input Meeting for the 2015-2016 County Budget for the County of Menominee and the State of Michigan were held in the Cedarville Township Hall, at Old Mill Rd & M-35, Cedar River, Michigan.

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

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

Present: Coms. Cech, Furlong, Hafeman, Meintz, Nelson, Piche, Schei, and Williams.

Excused: Com. Lang

Absent: None

Moved by Com. Nelson seconded by Com. Williams, to approve the Agenda. Motion was approved 8-0.

Moved by Com. Hafeman seconded by Com. Cech to approve the minutes from the August 11, 2015 County Board Meeting. Motion was approved 8-0.

PUBLIC COMMENT:

None.

PRESENTATIONS:

Judi Brugman, SUD/CDR Supervisor – NorthCare network. Ms. Brugman advised that program funding is from a combination of liquor tax, block grants, Medicaid, and Healthy Michigan funding. Menominee County has been sending liquor tax assessments to NorthCare/Pathways since about 2006. NorthCare has been planning for the FY16 budget. Liquor Tax dollars have been used for prevention and treatment services which NorthCare contracts with local providers (Delta-Menominee Public Health and Great Lakes Recovery Center). When Menominee receives liquor tax receipts from the Department of Treasury it is entitled to retain 50% for general operating expenditures with the remainder to NorthCare for substance abuse treatment, prevention, or recovery services. Ms. Brugman responded to Commissioner questions and comments.

DEPARTMENT HEAD/ELECTED OFFICIALS REPORTS:

County Treasurer Diane Lesperance commented that she understood questions were raised and comments made at the last board meeting which she would address, however since those who raised the questions and made the comments were not present so she would address any questions or concerns that the Commissioners may have.

Adm Bousley stated that he is working on the “Animal Control” Ordinance with Sheriff Marks and Under Sheriff Holmes. That they were using Delta County’s ordinance as a model. The rewritten ordinance will be given to the Judges and the Prosecuting Attorney for review and the completed ordinance would be presented at the September meeting.

Adm Bousley further stated that he had previously approved Treas Lesperance's expenditure for training which was questioned (Land Values Modeling in a Digital Environment) because he believed the same would be useful as the county implemented a GIS system.

ACTION ITEMS:

Moved by Com Nelson seconded by Com Hafeman to approve invoice #3WFP – 003 in the amount of \$17,625.38 be paid to the M.C. Road Commission for work done within the 3-way road project for Faithorn Township. Motion was approved 8-0.

Moved by Com Piche seconded by Com Hafeman to approve invoice #3WFP – 004 in the amount of \$30,854.07 be paid to the M.C. Road Commission for work done within the 3-way road project for Holmes Township. Motion was approved 8-0.

Moved by Com Hafeman seconded by Com Nelson to approve invoice #3WFP – 005 in the amount of \$31,008.75 be paid to the M.C. Road Commission for work done within the 3-way road project for Lake Township. Motion was approved 8-0.

Moved by Com Nelson seconded by Com Cech to request the amount of \$25,000 for the 2015/16 Public Act 2 (PA2) via the NorthCare SUD Policy Board, to be utilized for substance abuse education, assessments, testing, programming and counseling within our Juvenile Probation and District Court Probation programs. Com Nelson and Adm Bousley stated that Adm Bousley has spoken with Juvenile Probation Officer Jennifer Brunelle, District Court Probation Officer Mike Pfankuch, and District Court / Probate Judge Jeffrey Barstow and these were programs they would like to see implemented. Com Furlong asked as to the source of the funding. Com Nelson replied that the same were from the liquor tax assessment and grant monies. Motion was approved 8-0.

Moved by Com Hafeman seconded by Com Nelson to approve Commissioner Per diems and expenses as recently submitted. Motion was approved 8-0.

Moved by Com Williams seconded by Com Piche to approve miscellaneous bills as paid on July 30, 2015 in the amount of \$171,627.73. Motion was approved 8-0.

Moved by Com. Cech seconded by Com. Williams to place miscellaneous boards / committees / commission reports on file in the office of the County Clerk. Motion approved 8-0.

NEW BUSINESS (DISCUSSION ONLY)

PERSONNEL ITEMS:

a. None.

BUILDING AND GROUNDS/PARKS ITEMS:

a. None

MISCELLANEOUS ITEMS:

Twin County Airport ~ Explorer Solutions, Next Step discussion. The proposal was introduced to Menominee County Airport Committee Tues 08/18/2015. Basically a breakdown of what the university is looking for from the airport to move forward with the planned flight school and maintenance facility. A representative from Explorer Solutions will be in attendance at the

09/08/2015 County Board meeting looking for support for the proposed plan from the County Board. Com Meintz informed the board that the Explorer Solution is currently under contract to provide development of the airport facility. Com Schei stated that the proposal appears to be a win/win and that as Chairman of the Airport Committee is looking for support from the board for the proposal. Com Hafeman asked if housing and transportation concerns were being addressed. Forwarded to the County Board for Approval as Recommended.

FINANCE ITEMS:

- a. Secondary Road Patrol Grant Allocation for 2015/16. The County will receive \$60,450 in grant funds. Com Furlong asked if the amount funds an entire officer. Adm Bousley responded almost however it's about \$6,000 additional. Com Hafeman asked as to funding source for the additional funds. Adm Bousley responded that the additional funding comes from the millage. Informational information only.
- b. Miscellaneous bills as paid on August 11th & 13th, 2015 in the combined amount of \$99,542.03. Com Hafeman questioned food damage at Shakey Lakes. Adm Bousley responded that the cause may have been county responsibility and that future contract language will contain hold harmless language. Forwarded to the County Board for Approval as Recommended.

MISC. BOARDS/COMMITTEES/COMMISSIONS REPORTS:

- a. No questions/comments. Forwarded to the County Board for Approval as Recommended.

PUBLIC COMMENT:

None

COMMISSIONER COMMENT:

Com. Piche stated he attended the State Fair and appreciated the passes that were received. That Menominee County was well represented, had the reserve champion beef, and donations were received on behalf of Christian Johnson of Daggett.

Com. Hafeman stated that on Monday she attended the Juvenile Probation Thank You Open House / Picnic at Dubey Park which was a very nice event, and on Friday attended the active shooter training exercise at the Court House which was "scary".

Com. Meintz stated that he also attended the State Fair and felt that both MSU and Menominee County 4-H had a very good presence, and that he believes that MSU is doing what the board has asked and more.

Moved by Com. Nelson seconded by Com. Hafeman to adjourn at 6:58 p.m. Motion was approved 8-0.

Charlie Meintz, Chairman

Tom Faller Chief Deputy, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Explorer Solutions – proceed with interested parties
DEPARTMENT:	Administration – Airport
ATTACHMENTS:	Yes
SUMMARY:	
At the 8.25.15 County Board Meeting discussion ended with support of explorer solutions to proceed with interested parties to expand the airport operations.	
RECOMMENDED MOTION	
To approve Explorer Solutions to proceed with the formulation of an exclusive hanger lease agreement, contract and cost proposal between Menominee County and the university interested in establishing a flight school at the Twin County Airport. All proposed agreements, contracts and cost proposals are subject to the final approval by the Menominee County Board of Commissioners.	

Submitted by: **Brian Bousley**

 09/03/2015
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):

Next Steps

We have to prepare a contract and cost proposal to the university for next step discussions with them. Here are some of the elements I suggest we consider in the overall cost and overall investment negotiations:

Revenue generating items	Regular cost	Proposed cost to university	Other items to consider	
Hangar rental			Ramp services	Can the student play a role in providing ramp services at the airport
Hangar leasehold improvement		Consider these in the rental price vs. fair market value	Student housing	Can the County help to find and contract housing in Menominee
Land lease			Student transportation	Can the County help with moving the student from their housing to the airport and back daily
Fuel price		Preferred pricing suggested	Student jobs	Can the County offer part-time job to the student
Landing fees		Can they be waived for a few years	Student and staff parking	Would there be any cost for the student and university staff to park at the airport
Aircraft parking		Suggest no cost		
Municipal/County taxes				

I would appreciate if we could discuss this chart after the airport committee meeting next week so we can prepare (tentatively) a first draft proposal that could serve as the lead document for the presentation to County Board and be shared to the university right after.

Yours truly,
Christian Perreault
Senior Partner
Explorer Solutions
US Office: 404-433-4249
Canadian Office: 450-441-9055
Mobile: 514-917-2764
Fax: 514-375-1388
Email: christian.perreault@explorersolutions.ca
Web site: www.explorersolutions.us

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Vacation payout for Jeff LaFleur
DEPARTMENT:	Airport
ATTACHMENTS:	No
SUMMARY:	
<p>The Finance committee met on 9/3/15 to discuss the issue of Jeff losing his vacation balance due to not being able to take vacation time...at no fault of his own. There have been so many issues with the turnover of the airport and he being the only one there for operations, couldn't take vacation. Discussion ended in allowing Jeff to be paid for his vacation rather than allow him to carry over the time into next year.</p>	
RECOMMENDED MOTION	
<p>To approve a payout in the amount of \$3,760.00 for 188 hours of unused vacation to Jeff LaFleur, Airport Lineman -Assistant Airport Manager. This is due to circumstances beyond Jeff's control that would not allow him to take vacation time during the 2014/15 budget year.</p>	

Submitted by: **Brian Bousley**

 09/04/2015
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):

DATE: 9.4.2015

RE: VACATION PAYOUT

EMPLOYEE: Jeff LaFleur ~ Twin County Airport -- Assistant Airport Manager

As of 9.4.2015 Jeff LaFleur has 188 hours of vacation that he will lose on September 16th due to his anniversary date. On that date he will gain 240 hours (30 days), which is the maximum hours of accumulation any employee can carry, per his contract, and other contracts within the county.

Due to circumstances beyond his control, Jeff was unable to take vacation to use his accumulated hours in the 2014/15 Budget year.

The personnel committee met on 9/2/2015 to discuss allowing Jeff to carry over his vacation time into the next budget year. The Personnel committee members were all in agreement to allow Jeff to be paid his vacation rather than allow him to carry the time over. Reason being he probably won't be able to use all of the carry over vacation and his additional hours added on his anniversary within the upcoming year either. Consensus was to move to the full board for approval of payment of his current vacation balance.

VACATION BALANCE: 188 HOURS X \$20.00/HR. = \$3,760.00

TAXES WILL BE TAKEN FROM THIS AMOUNT PRIOR TO PAYMENT.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Board of Canvassers
DEPARTMENT:	County Clerk
ATTACHMENTS:	Yes
SUMMARY:	
<p>There are two appointments expiring on Oct. 31, 2015 on the Board of Canvassers. Clerk Kleiman will submit names for commissioners to cast ballots for the new appointees. One appointee will be a Democrat and the other a Republican.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/03/2015
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):

County Clerks:

The terms of two members of the Board of County Canvassers established in your county expire on November 1 this year (one Republican member and one Democratic member). Michigan election law provides that the expired terms must be filled as follows:

- The county committee of each political party is required to provide the County Clerk with the names of three nominees for the party's expiring seat on the Board *no later than September 1, 2015*. (MCL 168.24c(2))
- The County Board of Commissioners is required to fill the two vacancies on the Board by electing a Republican member and a Democratic member from the submitted names. Michigan election law specifies that the County Board of Commissioners use ballots when filling the seats. (MCL 168.24c) (Note: As the Open Meetings Act prohibits a voting procedure at a public meeting which prevents citizens from knowing how members of the public body have voted, a "secret" balloting process cannot be employed by the Board of County Commissioners when filling the positions.)
- The County Clerk is required to notify the appointees within five days. (MCL168.24a(7))

Michigan election law grants the County Board of Commissioners the authority to request any of the following from county canvasser-nominees before making the required appointments:

- A letter signed by the nominee indicating 1) an interest in serving on the Board of County Canvassers and 2) an intent to discharge the duties of the position to the best of his or her ability.
- Information on any prior election experience, including canvassing elections.
- Information on whether the nominee has been convicted of a felony or election crime.

We have alerted the state Republican and Democratic Party Chairpersons of the September 1 deadline for the county committees to certify nominees to you, and have asked that they advise their county committees. We also ask that you alert the members of the County Board of Commissioners in your county of their responsibilities in this matter. If you have any questions, please feel free to contact this office at elections@michigan.gov or 800-292-5973.

Thank you.

Sally Williams, Director
Election Liaison Division
Michigan Bureau of Elections
517-241-2747

MENOMINEE COUNTY CLERK & REGISTER OF DEEDS

MENOMINEE COUNTY COURTHOUSE, 839 TENTH AVENUE, MENOMINEE, MI 49858

CLERK (906) 863-9968
FAX (906) 863-5819

REGISTER OF DEEDS (906) 863-2822
FAX (906) 863-8839

MARC KLEIMAN

County Clerk and Register of Deeds

COUNTY CLERK STAFF

Thomas Faller, Chief Deputy
Jessica White Joann Klumb
Deputy Deputy
Lisa Frost
Deputy

REGISTER OF DEEDS STAFF

Cindy Payne Annette Filibeck
Deputy Deputy

August 3, 2015

Mari Negro
Chairperson, Menominee County Democratic Party
W5131 #41 Road
Hermansville, MI 49847

Dear Chairperson Negro,

Please see the enclosed letter from the Bureau of Elections regarding the procedures for filling the position of Board of County Canvasser. According to our records the Democratic appointment for Jayne Eichhorn is ending October 31, 2015. Please submit 3 letters of interest to the Menominee County Board of Commissioners by September 1, 2015.

Their address is:

Menominee County Board of Commissioners
839 10th Ave
Menominee, MI 49858

Please call if you have any questions or concerns.

Sincerely,



Marc Kleiman, County Clerk

Cc. Menominee County Board of Commissioners
County Administrator Brian Bousley
Jayne Eichhorn

MENOMINEE COUNTY CLERK & REGISTER OF DEEDS

MENOMINEE COUNTY COURTHOUSE, 839 TENTH AVENUE, MENOMINEE, MI 49858

CLERK (906) 863-9968
FAX (906) 863-5819

REGISTER OF DEEDS (906) 863-2822
FAX (906) 863-8839

MARC KLEIMAN

County Clerk and Register of Deeds

COUNTY CLERK STAFF

Thomas Faller, Chief Deputy
Jessica White Joann Klumb
Deputy Deputy
Lisa Frost
Deputy

REGISTER OF DEEDS STAFF

Cindy Payne Annette Filibeck
Deputy Deputy

August 3, 2015

John Anderson
Chairperson, Menominee County Republican Party
N16425 400 Rd
Powers, MI 49874

Dear Chairperson Anderson,

Please see the enclosed letter from the Bureau of Elections regarding the procedures for filling the position of Board of County Canvasser. According to our records the Republican appointment for William Hafeman is ending October 31, 2015. Please submit 3 letters of interest to the Menominee County Board of Commissioners by September 1, 2015.

Their address is:

Menominee County Board of Commissioners
839 10th Ave
Menominee, MI 49858

Please call if you have any questions or concerns.

Sincerely,



Marc Kleiman, County Clerk

Cc. Menominee County Board of Commissioners
County Administrator Brian Bousley
William Hafeman

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	2014/15 Budget amendments #18-26
DEPARTMENT:	Finance Committee
ATTACHMENTS:	Yes
SUMMARY:	
On 9/3/15 the Finance Committee met to discuss the attached amendments to the current budget.	
RECOMMENDED MOTION	
To approve 2014/15 budget amendments #18-26 as forwarded by the Finance Committee.	

Submitted by: **Brian Bousley**

 09/03/2015
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):

18	8/18/2015	Rate Increase for Health Insurance (went from Plan 125 to Plan 935) From Library Fund Balance	\$ 4,305.84	271-790-712.00
19	8/18/2015	Fees for Library Director Search From Library Fund Balance	\$ 3,895.00	271-790-801.01
20	8/18/2015	2 Anonymous \$500 Donations Received	\$ 1,000.00	271-000-544.00
			\$ 1,000.00	271-790-727.03
21	8/18/2015	Increase of State Aid	\$ 650.92	271-790-801.06
				271-000-557.02
22	8/18/2015	Increase in Reimbursable Salary (this money will be moved back to the G/F County Appropriation via a Journal Entry)	\$ 410.00	271-000-557.03
23	8/7/2015	Increase in the Cost of Office Furniture Quoted in 2013. Move Funds from the travel funds.	\$ 511.90	101-132-970.00
			\$ (511.90)	101-132-860.00
			\$ 511.90	101-148-970.00
			\$ (511.90)	101-148-860.00
24	8/18/2015	Increase in State Aid Received (this money will be moved back to the G/F County Appropriation via a Journal Entry)	\$ 650.92	271-000-557.01
25	9/1/2015	Pumps in Drainfield Needed to be Replaced Move Funds from Park Fund Balance	\$ (4,952.95)	208-000-390.00
			\$ 4,952.95	220-752-953.02
26	9/1/2015	Electrical Upgrade at Shakey Lakes Park Move Funds from Park Fund Balance	\$ (9,027.28)	208-000-390.00
			\$ 9,027.28	220-752-953.01

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on August 11 & 13, 2015 in the combined amount of \$99,542.03	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on August 11 & 13, 2015 in the combined amount of \$99,542.03	

Submitted by: **Brian Bousley**

 09/03/2015
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):

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Raymond Beattie	42847	08/11/2015	Reimbursement	Food damage due to unplugged power	208-751-964.00	77.40		\$77.40
Total Amount for Bank Account: General								\$77.40

APPROVED

AUG 11 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

RUB

APPROVED

AUG 13 2015

2015

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General						
44 North						
42736	08/04/2015	5407	Vision Service Plan	266-326-712.00	32.07	\$117.45
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	17.89	
42736	08/04/2015	5407	Vision Service Plan	701-000-231.00	12.40	
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	12.40	
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	12.40	
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	12.40	
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	12.40	
42736	08/04/2015	5407	Vision Service Plan	266-325-712.00	17.89	
Ace Hardware						
42887	07/31/2015	281	215747/2	101-265-755.00	13.99	\$210.51
42887	07/31/2015	281	215814/2	101-265-755.00	6.99	
42887	07/31/2015	281	215935/2	101-265-755.00	7.98	
42887	07/31/2015	281	216040/2	101-265-755.00	34.55	
42916	08/05/2015	216121/2	Inmate Medical Supplies	101-301-770.01	147.00	
Adams County Sheriff's Office						
42779	07/28/2015	Process # 11975	State of WI vs Gary Lee Thomsen III	101-267-804.00	60.70	\$60.70
ALGER-DELTA COOPERATIVE ASSOCI						
42787	07/31/2015	383001	Shakey Lakes Park/Horse	208-751-920.01	49.62	\$5,917.52
42788	07/31/2015	383200	N8380 Co Park Rd 20.5	208-751-920.01	1,227.97	
42789	07/31/2015	383301	Shakey Lakes Park/Cattle	208-751-920.01	498.85	
42790	07/31/2015	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	846.60	
42791	07/31/2015	370500	Shakey Lakes Office/Shop	208-751-920.01	117.73	
42792	07/31/2015	369802	W8449 Co Rd G12 Campsites	208-751-920.01	488.85	
42793	07/31/2015	1614900	Bath House	208-751-920.01	86.42	
42794	07/31/2015	367200	Northwest Campsites	208-751-920.01	1,351.45	
42795	07/31/2015	367100	N8390 Beach House	208-751-920.01	580.29	
42796	07/31/2015	379700	Storage Shed	208-751-920.01	289.52	
42797	07/31/2015	380300	Shower Building	208-751-920.01	380.22	
AT&T - Carol Stream, IL						
42964	08/01/2015	906753458208	July 2 - August 1, 2015	101-103-850.00	49.27	\$428.69
42965	08/01/2015	906753220908	July 2 - August 1, 2015	101-103-850.00	379.42	
AT&T Mobility						
42967	08/11/2015	287252150867	August 1 - August 31, 2015	101-132-850.00	31.46	\$31.46
AUTOMOTIVE SUPPLY COMPANY						
42932	07/31/2015	80365353	Car Wash Fluid	205-315-934.02	21.63	\$21.63
Barrette, Jodie						
42772	08/03/2015	Reimbursement	Mileage - FOC Summer Conference	215-141-860.00	448.10	\$631.87
42773	08/06/2015	Reimbursement	Mileage - Bank Runs	101-141-860.00	183.77	
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE						
42785	07/31/2015	MENCTY	Pre Employment Physical (Brooke Tickl	208-751-801.01	113.00	\$113.00
Bayerl, Monica						
42872	08/07/2015	Reimbursement	Lunch	266-326-881.00	15.50	\$15.50
Big O's Lube and Service, Inc.						
42930	08/05/2015	17472	2013 Chevy Impala - Oil Change	205-315-934.02	32.90	\$32.90
Bourgeois, Robyn						
42749	08/03/2015	Reimbursement	Mileage	101-141-860.00	5.88	\$5.88
BP						
42926	08/05/2015	45073086	Gasoline Sales	205-315-742.00	24.09	\$24.09

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DB

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Claims Audit Report

Vendor Name Vchr#	Vendor Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Brunelle, Jennifer 42950	08/11/2015		Reimbursement Northern Michigan Juvenile Officer's As	296-663-860.00	35.00		\$35.00
BS&A Software 42870	08/31/2015	102795	PO# 03133 Delinquent Tax System/Pre	101-103-857.02	3,896.00		\$3,896.00
CBM Managed Services 42936	07/22/2015	STDINV87106	Inmate Meals	280-362-755.00	2,043.83		\$4,132.04
	07/29/2015	STDINV87367	Inmate Meals	280-362-755.00	2,088.21		
Cech, William 42811	08/03/2015		Reimbursement Mileage - July 2015	101-101-860.05	54.05		\$54.05
Cellcom - P.O. Box 7555 42875	08/05/2015	773237	Medical Examiner - Cellular Services	101-648-850.00	37.07		\$203.57
	08/05/2015	771954	Cellular Services	296-663-850.00	55.50	*	
	08/05/2015	771954	Cellular Services	296-664-850.00	55.50	*	
	08/05/2015	771954	Cellular Services	296-665-850.00	55.50	*	
Cenex Fleetcard 42874	08/06/2015	107297	Gasoline Charges	249-371-742.00	164.19		\$181.77
	08/06/2015	107297	Gasoline Charges	101-426-860.00	4.17		
	08/06/2015	107297	Gasoline Charges	296-665-860.00	13.41		
CITY OF MENOMINEE - 2511 10TH ST. 42782	08/10/2015	August 2015	Monthly Rent	266-326-942.00	351.67		\$2,093.18
	08/05/2015	4028	Gasoline Sales	101-257-742.00	39.54		
	08/05/2015	4028	Gasoline Sales	101-265-742.00	34.78		
	08/05/2015	4028	Gasoline Sales	101-265-742.00	204.53		
	05/31/2015	4032	Gasoline Sales - Road Patrol	205-315-742.00	1,462.66		
CLOVERLAND PAPER CO 42746	07/31/2015	109029	Courthouse - Towels & Cleaning Suppli	101-265-755.01	156.93		\$339.96
	07/31/2015	109019	Courthouse - Towels	101-265-755.01	34.63		
	07/24/2015	108959	Inmate Supplies	280-362-755.00	108.69		
	07/31/2015	109030	Inmate Supplies	280-362-755.00	39.71		
CMP Distributors 42912	08/04/2015	45004	Blast Shield - Jail	101-301-755.00	209.90		\$209.90
COHL STOKER & TOSKEY P C 42739	08/03/2015	45668	Legal Services - Lump Sum Bonus	101-211-807.00	193.70		\$193.70
Cooper Office Equipment 42753	07/16/2015	124232	Contract # 2043-01 FOC Copier	215-141-942.00	431.13		\$431.13
CVS Pharmacy Inc. 42917	07/18/2015	6005432044049416	Inmate Medical	101-301-770.01	105.68		\$105.68
Dale McKeever 42741	08/06/2015		Refund Camping Reimbursement	208-751-964.00	46.00		\$46.00
DEKETO, LLC 42780	08/05/2015	DK 7-15	July 2015 Documents (x425)	256-277-857.00	850.00		\$1,560.00
	07/27/2015	280	Thermal Receipt Printer (ROD)	101-268-931.00	485.00		
	07/31/2015	282	ROD - Transfer Labels & Ribbon	101-268-727.00	225.00		
Dick Myers Custom Welding 42931	07/24/2015	022252	PO# 03131 - Grill Guard	205-315-934.02	545.00		\$545.00
DJupstrom, Nate 42959	08/11/2015	5960	Supplies Reimbursement for Garden at	296-667-801.01	20.61		\$20.61

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vendor #	Invoice #	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
DRAZE, THOMAS	42928		08/04/2015		Reimbursement	Uniform Allowance	205-315-745.00	119.99	\$119.99
Ducaine, Kerri	42813		08/03/2015		Reimbursement	Meal	266-326-881.00	14.59	\$14.59
EAGLEHERALD PUBLISHING, LLC	42783		07/31/2015	4114		Public Land Auction	517-252-900.00	76.50	\$258.30
	42921		08/12/2015	23432		Subscription Renewal - Sheriff Dept	101-301-802.00	181.80	
Eichhorn, Jayne Marie	42790		08/05/2015		Per Diem	Board of Canvassers (8/5/15)	101-192-705.00	50.00	\$96.58
	42764		08/05/2015		Reimbursement	Mileage - Board of Canvassers (8/5/15)	101-192-860.00	46.58	
Friends Ofc Prod Whse Direct	42752		07/21/2015	022750I		FOC - Office Supplies	101-141-727.00	177.39	\$323.52
	42752		07/21/2015	022750I		FOC - Office Supplies	215-141-704.00	146.13	
Frontier - Servco F.S. - P.O. Box 359	42873		07/31/2015	2003527		Ticket # B0050401479 - Parks	208-751-742.00	152.89	\$152.89
Frontier - Servco F.S. - P.O. Box 593	42799		07/28/2015	B0050401479		Parks - Gasoline	208-751-742.00	857.71	\$857.71
Garcia Linda	42956		08/11/2015	5956		Tranpsort of Juvenile	101-132-801.01	16.25	\$125.57
	42956		08/11/2015	5956		Tranpsort of Juvenile	101-132-801.00	39.00	
	42957		08/11/2015		Reimbursement	Tranpsort of Juvenile - Mileage	101-132-801.00	70.32	
Goebel, Jr., Robert E.	42946		08/06/2015		Reimbursement	Mileage (M15-15100-DM)	101-132-860.00	62.10	\$62.10
GREAT AMERICAN DISPOSAL CO THE	42745		07/24/2015	57015178		Shakey Lakes - Ash Container	208-751-801.00	613.75	\$613.75
Hafeman, William	42757		08/05/2015		Per Diem	Board of Canvassers (8/5/15)	101-192-705.00	50.00	\$94.85
	42761		08/05/2015		Reimbursement	Mileage - Board of Canvassers (8/5/15)	101-192-860.00	44.85	
Hansen, Stacy	42774		08/03/2015		Reimbursement	Meals - FOC Training	101-141-860.00	39.07	\$39.07
Hashimoto Sewer Service, Inc.	42804		07/28/2015	12690		Grease Pits in Jail Kitchen	101-265-801.00	210.00	\$210.00
Hasse, Jean	42886		08/02/2015		Reimbursement	Lunch	266-326-881.00	17.00	\$17.00
IMAGEWORKS	42784		07/30/2015	8139		Park Uniforms	208-751-745.01	40.00	\$40.00
J S ELECTRONICS, INC.	42781		08/01/2015	18909		Tower Lease - August 2015	266-326-942.00	425.00	\$2,431.83
	42924		07/21/2015	18887		Pager Charger - Maintenance	101-331-755.00	58.95	
	42933		07/28/2015	18898		PO# 03130 install Equipment into New	205-315-981.00	1,655.38	
	42934		07/29/2015	18899		Headlight High Beams	205-315-981.00	92.50	
	42935		08/04/2015	18912		HD Camera System into Ford SUV	205-315-934.02	200.00	
J.F. Ahern Company	42871		08/04/2015	10004670		Kitchen Fire Suppression Inspection & I	101-265-801.00	171.90	\$171.90

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	CHIEF NUMBER	Invoice#	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General										
Jeff Naser	42382			07/31/2015		Per Diem	DHS Board	101-601-837.00	50.00	\$100.60
	42383			07/31/2015		Reimbursement	DHS Board - Mileage	101-601-837.00	50.60	
Joel Hensley, RN	42918			08/09/2015		Nursing Services	Nursing Services	101-301-770.01	1,365.00	\$1,365.00
Joey Murray	42961			08/12/2015		Reimbursement	Camping Refund	208-751-964.00	75.00	\$75.00
Juvenile Justice Assoc of MI	42960			08/11/2015	5961		JJAM Conference Fee - R. Squires-Ste	296-665-860.00	60.00	\$120.00
	42960			08/11/2015	5961		JJAM Conference Fee - R. Squires-Ste	296-664-860.00	60.00	
K MART	7031									
	42903			08/06/2015	0703108061501054898	Supplies		266-325-755.00	55.90	\$55.90
Koehne	42878			08/10/2015	99505		Car #3 - Vehicle Maintenance	101-265-981.00	133.60	\$133.60
Lang, Bernard	42812			08/01/2015		Reimbursement	Mileage - July 2015	101-101-860.02	85.10	\$85.10
LENCA SURVEYING	42735			08/07/2015	15131		Remon Yr 2015 (7/18 - 8/7/15)	243-245-801.07	4,902.60	\$4,902.60
LexisNexis	42899			07/15/2015	1507447772		July 1 - July 31, 2015	269-145-801.00	350.00	\$350.00
Lithocrafters Printing, Inc.	42750			07/21/2015	85764		FOC Window Envelopes (x4000)	215-141-934.00	194.90	\$453.55
	42751			07/21/2015	85765		FOC - Order to Appear Show Cause Fc	215-141-934.00	258.65	
Little Caesars Pizza	42958			08/11/2015	5953		Pizza for Teen Court	296-667-801.02	10.00	\$10.00
Manpower	42748			07/19/2015	28897483		Week Ending 7/19/15 (Molly McRae)	215-141-705.00	126.00	\$441.00
	42756			08/02/2015	28954202		Week Ending 8/2/15 (Molly McRae)	101-267-704.00	315.00	
MATHIEU MARYE	42765			08/05/2015		Reimbursement	Mileage - Jury Commission	101-150-860.00	0.86	\$50.86
	42766			08/05/2015		Per Diem	Jury Commission	101-150-710.00	50.00	
Maus, Sarah	42775			08/03/2015		Reimbursement	Mileage and Meals	101-141-860.00	40.77	\$40.77
Maximus, Inc.	42815			07/21/2015	003		PA's DHS-286 3rd Qtr Billings (April - Ji	101-267-801.00	700.00	\$700.00
Menards - Marinette	42771			07/31/2015	88518		Jail - Light Fixture and Gym Nitelight	101-265-930.01	49.63	\$200.06
	42880			08/07/2015	89045		Building Maintenance Supplies	101-265-930.01	35.52	
	42881			08/07/2015	89044		3 - Step Aluminum Ladder	101-265-755.01	34.97	
	42901			08/05/2015	88883		20 Amp Breaker - Parks	208-751-930.02	79.94	
MENOMINEE COUNTY CLERK	42897			08/04/2015	ROD		Notary - Cindy Brzezinski	101-268-727.00	10.00	\$10.00
MENOMINEE COUNTY JOURNAL	42943			08/01/2015	125		Advertising	101-101-901.00	59.50	\$59.50

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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MENOMINEE COUNTY TREASURER	42894	08/03/2015	ROD	Plat Book	101-268-727.00	35.00		\$35.00
Menominee Industrial Supply	42975	07/11/2015	10141715	John Deere Blade (x6)	208-751-930.02	190.55		\$190.55
Michelle Larson	42952	08/11/2015	5951	Can Zone	296-668-801.00	150.00		\$441.96
	42953	08/11/2015	Reimbursement	Can Zone Supplies & Mileage	296-668-801.00	51.96		
	42954	08/11/2015	5954	Garden at Duby Park	296-668-801.00	240.00		
MILLERS ACTION OFFICE SUPPLY I	42801	07/29/2015	0111230-001	Clerk - Office Supplies	101-215-727.00	66.85		\$532.72
	42808	07/28/2015	0111217-001	Treasurer's Office	101-253-727.00	21.95		
	42947	07/29/2015	0111250-001	Printer Cartridges & Toners	101-132-727.00	339.93		
	42948	08/11/2015	0111503-001	Printer Cartridge	101-148-727.00	103.99		
MOORE MEDICAL CORP	42919	07/31/2015	98745311	Inmate Medical	101-301-770.01	213.41		\$213.41
Nelson, John R.	42743	08/06/2015	Reimbursement	July 2015 - Mileage	101-101-860.11	194.35		\$194.35
NESTEGG MARINE	42925	07/31/2015	99048	Marine Oil	101-331-755.00	32.39		\$32.39
Northcare Network	42807	08/03/2015	Tax	Convention & Tourism Tax (@ 50%)	101-601-835.01	9,538.00		\$9,538.00
Nutt, Michael	42951	08/11/2015	Reimbursement	Bridge Tolls & Meals	296-664-860.00	42.41		\$407.54
	42955	08/11/2015	Reimbursement	Mileage	296-664-860.00	365.13		
Office Depot, Inc.	42976	08/04/2015	784693142001	Admin Office Supplies	101-172-727.01	74.67		\$74.67
Office Planning Group, The	42963	08/07/2015	PO# 03123	Probate & Family Court - Office Furnitu	101-132-970.00	6,149.20		\$9,223.80
	42963	08/07/2015	PO# 03123	Probate & Family Court - Office Furnitu	101-148-970.00	3,074.60		
Olsen, Julie	42966	08/12/2015	5962	Foster Care Costs	292-662-843.02	982.68		\$982.68

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY WISCONSIN

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Claims Audit Report

Vendor Name	Vendor #	Invoice #	Invoice Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
PAIDL'S TRUE VALUE HARDWARE									
	42390		07/31/2015	150007	Swiffer Duster Refill	101-265-755.01	8.99		\$388.54
	42391		07/31/2015	150008	A108938	208-751-755.01	10.78		
	42391		07/31/2015	150008	A109073	208-751-755.02	2.29		
	42391		07/31/2015	150008	B105870	208-751-755.02	5.99		
	42391		07/31/2015	150008	A109469	208-751-755.02	24.27		
	42391		07/31/2015	150008	B105934	208-751-755.02	8.48		
	42391		07/31/2015	150008	A109995	208-751-755.01	22.55		
	42391		07/31/2015	150008	A110086	208-751-755.02	28.46		
	42391		07/31/2015	150008	B106441	208-751-755.01	2.49		
	42391		07/31/2015	150008	B106578	208-751-755.02	14.99		
	42391		07/31/2015	150008	A110501	208-751-755.02	13.47		
	42391		07/31/2015	150008	B106788	208-751-755.02	8.99		
	42391		07/31/2015	150008	B106812	208-751-755.02	6.29		
	42391		07/31/2015	150008	A110763	208-751-755.02	37.96		
	42391		07/31/2015	150008	B107252	208-751-755.01	156.00		
	42391		07/31/2015	150008	A111264	208-751-755.02	27.43		
	42391		07/31/2015	150008	A111349	208-751-755.02	18.60		
	42391		07/31/2015	150008	B107426	208-751-755.02	-3.79		
	42391		07/31/2015	150008	B106000	208-751-755.02	-5.70		
Petersen, Kim	42302		08/07/2015	Reimbursement	Meals	266-326-881.00	15.50		\$15.50
Peterson, Richard	42759		08/05/2015	Per Diem	Board of Canvassers (8/5/15)	101-192-705.00	50.00		\$90.25
	42763		08/05/2015	Reimbursement	Mileage - Board of Canvassers (8/5/15)	101-192-860.00	40.25		
Piche, Gerald L.	42744		08/07/2015	Reimbursement	July 2015 - Mileage	101-101-860.07	155.83		\$155.83
PLASTOCON, INC	42940		07/31/2015	85656	Inmate Supplies - Disposable Tray Line	280-362-755.00	406.00		\$406.00
Polasky, Nancy	42767		08/05/2015	Per Diem	Jury Commission	101-150-710.00	50.00		\$55.55
	42768		08/05/2015	Reimbursement	Jury Commission - Mileage	101-150-860.00	5.55		
Prestin, David	42864		07/31/2015	Reimbursement	DHS Board - Mileage	101-601-837.00	28.75		\$78.75
	42885		07/31/2015	Per Diem	DHS Board	101-601-837.00	50.00		
Primeaux, Andy	42800		08/10/2015	Reimbursement	Mileage	266-325-860.00	24.15		\$24.15
Quill Corporation	42805		07/24/2015	6226564	PA - Office Supplies	101-267-727.00	7.32		\$241.36
	42805		07/24/2015	6213233	PA - Office Supplies	101-267-727.00	234.04		
Riverside Auto Sales	42879		08/07/2015	6042570/1	Vehicle Maintenance - 2002 Jeep Liber	101-265-981.00	192.57		\$192.57
Rose Klatt	42742		08/07/2015	Refund	Camping Reimbursement	208-751-964.00	46.00		\$46.00
S & O LOCK AND PHONE SERVICE	42802		07/28/2015	41690	Keys (Court House, Annex, Health Dep	101-265-930.01	28.45		\$28.45
Schei, Larry	42810		08/01/2015	Reimbursement	Mileage - July 2015	101-101-860.04	112.71		\$112.71

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MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Schraub, Darlene							
42769	08/05/2015	Reimbursement	Jury Commission - Mileage	101-150-860.00	1.67		\$51.67
42770	08/05/2015	Per Diem	Jury Commission	101-150-710.00	50.00		
Sexton, Richard							
42671	08/12/2015	Reimbursement	July Cellular Services	101-426-850.00	77.79		\$180.14
42672	08/12/2015	Reimbursement	Mileage	101-426-860.00	102.35		
Short, Mary Kay							
42895	08/03/2015	Reimbursement	Mileage	101-131-860.00	78.40		\$78.40
State of Michigan - MI Dept. of Human Services							
42649	08/05/2015	5946	Monthly Offset - June 2015	292-662-843.01	18,580.65		\$18,580.65
State of Michigan/7064CrownrDr							
42968	08/04/2015	Notary	Cynthia M. Brzezinski	101-268-727.00	10.00		\$10.00
STEPHENSON MARKETING COOPERATI - P O BOX 399							
42944	07/31/2015	462643	Parks	208-751-742.00	22.15		\$52.54
42944	07/31/2015	462643	Parks	208-751-930.02	19.90		
42944	07/31/2015	462643	Parks	208-751-742.00	10.49		
Stericycle, Inc.							
42920	08/01/2015	4005723531	Inmate Medical	101-301-770.01	31.41		\$31.41
Strategos International, LLC							
42809	07/08/2015	102041-P	PO# 3132 - Active Shooter/Armed Inruc	266-326-881.00	600.00		\$600.00
Stromgren, Peggy							
42973	08/11/2015	5958	Transport of Juvenile to Bay Pines	101-132-801.01	18.75		\$63.75
42973	08/11/2015	5958	Transport of Juvenile to Bay Pines	101-132-801.00	45.00		
Studer, Vincent							
42929	08/02/2015	Reimbursement	Meals	205-315-860.00	87.66		\$87.66
The Current							
42763	07/30/2015	2245	Property Sale	517-252-900.00	75.57		\$75.57
The First National Bank&Trust							
42773	07/31/2015	628840339	FOC - Service Charge	101-141-817.00	33.00		\$33.00
Time Warner Cable - P.O. Box 4639							
42818	08/02/2015	10404710008401100	August 2 - September 1, 2015	101-103-850.00	530.93		\$660.43
42915	07/28/2015	10404620475202800	August 6 - September 5, 2015 (Sheriff [101-301-770.00	129.50		
Town & Country Veterinary Clin							
42922	07/16/2015	136048	Veterinary Care - Vesta	101-301-881.01	64.35		\$72.90
42923	08/20/2015	136222	Veterinary Care - Vesta	101-301-881.01	8.55		
TWIN CITY ELECTRIC, Inc.							
42798	07/29/2015	79651	Annex - Service Call	101-103-850.00	68.00		\$68.00
TWIN CITY SERVICE AGENCY INC							
42896	07/27/2015	62475393N	Notary Bond for Cindy Brzezinski (ROD	101-268-727.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.							
42754	08/04/2015	72070	Printer - District Court	101-136-727.00	299.00		\$2,748.99
42778	07/31/2015	43417	July Weekly Computer Maintenance	101-103-857.00	1,960.00		
42778	07/31/2015	43417	July Weekly Computer Maintenance	101-262-727.00	44.99		
42778	07/31/2015	43417	July Weekly Computer Maintenance	101-103-857.00	25.00		
42898	08/04/2015	72074	Cisco SmartNET for Catalyst	101-103-857.02	420.00		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
UNIFORM SHOPPE								
	42904	08/10/2015	242890	PO# 03127 - Bulletproof Vest (x3)	101-301-745.00	2,085.00		\$7,309.70
	42905	08/10/2015	242896	PO# 03129 SLS Duty Holster (x6)	101-301-745.00	599.70		
	42906	08/10/2015	244058	PO# 03128 Bullet Proof Vests (x5)	101-301-745.00	3,475.00		
	42907	08/10/2015	245973	PO# 03126 Bulletproof Vest (x1)	101-301-745.00	700.00		
	42908	08/10/2015	225774	Armor Skin	205-315-745.00	228.20		
	42909	08/10/2015	244628	Uniform Allowance - lhander	205-315-745.00	144.35		
	42910	08/10/2015	245316	Uniform Allowance - Roach	205-315-745.00	77.45		
Verizon Wireless								
	42876	08/01/2015	9749887742	Cellular Services	101-265-850.01	192.87		\$1,042.60
	42876	08/01/2015	9749887742	Cellular Services	101-301-850.00	456.34		
	42876	08/01/2015	9749887742	Cellular Services	101-682-850.00	32.43		
	42876	08/01/2015	9749887742	Cellular Services	205-315-850.00	360.54		
	42876	08/01/2015	9749887742	Cellular Services	266-325-850.00	0.42		
WALTER BROTHERS INC								
	42777	07/31/2015	13185	Hose Mender and Clamp	101-265-930.00	6.33		\$58.20
	42911	08/04/2015	D52503	Supplies for Jail & Side x Side	101-334-755.00	18.99		
	42911	08/04/2015	D52503	Supplies for Jail & Side x Side	101-301-727.00	32.88		
Waste Management								
	42814	08/01/2015	1501873-1856-6	August 2015	101-265-801.00	506.87		\$1,309.63
	42962	07/15/2015	1501733-1856-2	Service Period 6/26/15 - 7/10/15 N940 I	208-751-801.00	802.76		
Wennergren, Mary Jo								
	42758	08/05/2015	Per Diem	Board of Canvassers (8/5/15)	101-192-705.00	50.00		\$52.88
	42762	08/05/2015	Reimbursement	Mileage - Board of Canvassers (8/5/15)	101-192-860.00	2.88		
White Water Associates, Inc.								
	42740	08/06/2015	143839	Water Analysis (8/3/15)	208-751-920.00	85.00		\$85.00
Wii-Ki; Pest Control								
	42737	07/27/2015	2717054	Health Department	101-265-801.00	32.00		\$156.75
	42738	07/27/2015	2715192	Jail	101-265-801.00	62.25		
	42888	07/23/2015	2715245	Library	101-265-801.00	31.25		
	42889	07/23/2015	2715246	Annex	101-265-801.00	31.25		
Williams, Raymond								
	42800	07/31/2015	Reimbursement	Mileage - July 2015	101-101-860.01	31.63		\$31.63
WISCONSIN PUBLIC SERVICE CORP								
	42803	07/28/2015	0402047856-00004	Courthouse	101-265-920.04	553.25		\$5,339.82
	42816	07/28/2015	402191663-00001	Health Care Center	101-265-920.03	273.54		
	42816	07/28/2015	402191663-00001	Health Care Center	101-265-920.04	10.32		
	42817	07/28/2015	0402055840-00001	Jail	101-265-920.03	4,502.71		
Xerox Corporation - 26152 Network Place								
	42755	08/01/2015	080622755	Probation/Parole Office	101-131-942.00	88.27		\$483.60
	42913	08/01/2015	080622753	Sheriff Department	101-301-755.00	30.30		
	42914	08/01/2015	080622754	Sheriff Department	101-301-755.00	365.03		

Total Amount for Bank Account: General

\$99,464.63

APPROVED

AUG 13 2015

AMS

CHIEF FINANCIAL OFFICER

MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 8.25.2015 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 8.25.2015 County Board meeting	

Submitted by: **Brian Bousley**

 09/03/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County Personnel Committee
Minutes of Meeting
March 6, 2015

*****APPROVED – 7.31.15*****

The Personnel Committee met on March 6, 2015 at 11:00 AM at the Menominee County Courthouse, Administrative Office – moved to the Jury Room on 3rd floor.

Present at the meeting were Coms. Lang, Piche, Williams, Furlong and Brian Bousley & Sherry DuPont. Other members of the public.

Call Meeting to order: Chairperson Furlong called the meeting to order at 11:00 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; all Commissioners are present.

Agenda was approved by Com. Piche and supported by Com. Williams to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: Previous minutes from 8/21/2014 were approved. Moved by Com. Williams and seconded by Com. Lang 4/0.

Public Comment: None

Business:

- a. **Menominee County DMG wage and Classification plan:** Bousley: Sherry did a lot of digging on this. Basically what happened, back in 2001 the county went through a DMG study...all employees were listed with salary Grades of 1-25 and steps 1-6. We've found two different DMG pay scales. The one approved by the board for employees and another listed as "Department Head" employees. (*Emergency Management Coordinator, E911 Director, Friend of the Court, Undersheriff, Building & Grounds/Parks Superintendent, Equalization Director, & Asst. Prosecuting Attorney*). We could find no evidence of a "department head" pay scale ever being approved. The original DMG was approved 9.24.2001. Due to the DMG being created on a 35 hour work week, and our people were, at that time, working 40 hour work weeks, the Board approved (9.16.2002) a 9.1% pay increase to compensate for the correction in time worked. The only reference that we found that ever mentioned the "department head" pay scale was 8.22.2005 when Peggy Schroud was hired.
DuPont: Basically what we're saying is, the only thing that we found evidence of ever being approved by the County board is the "original" DMG. We never found any evidence of the "department head" DMG being approved by the board, anywhere. The motion of the

hiring of Peggy Schroud is the only evidence of the "department head" DMG payscale.

Furlong: When was the original DMG payscale done? DuPont: The first one was beginning on Oct. 1, 2001. Then in September of 2002 the 9.1% increase was added. Oct. 1, 2002 was the first year I found evidence of the DH payscale. This is the scale that the department heads followed beginning 10.1.2002...but we found no evidence of this ever being approved. Their individual contracts said they would start following the DMG beginning 10.1.2002, however they fell into the "Department Head" DMG payscale, not the one approved by the board.

Furlong: We've been going with this payscale since 2002. Where did this come up? DuPont: It came up with the FOC. We have a union employee going into a department head position. Currently that employee is a grade 10 step 6 (\$22.95/hr.) To become the FOC, that person would, under normal circumstances, fall into the department head pay scale under grade 14 step 1. (\$22.20). So as you see, we have an issue. The department head would be making less money than the highest paid employee.

Furlong: Well I can see where we have a problem here. In order to fix the problem for all of the people effected. We're looking at a 9.1% pay raise.

Bousley: We're looking at \$1.91 to 2.80/hr. for everyone to jump into the DMG study and out of the "DH" DMG.

Bousley: I did speak to Stoker about this. He asked if it was done deliberately, I said not that we can find, no. We really don't know what happened. His suggestion was to have a new DMG study done on those department heads. I told him that they already have their pay grades, I don't see where we'd have to do a new DMG Study.

Jodie Barrette: The step increases, Judge Barglind appoints me. She can decide where to place me on the payscale up to a level three depending on how she feels my experience is.

Furlong: Why can't she put you in at a level six? Barrette: Because your personnel manual says you can hire with at least a 3% higher pay rate than their current pay rate. The problem with that is, if she would have appointed someone from outside, that person would be making less money than the highest paid employee in that department. Which is a clear red flag...so we wondered about that. The Second thing. The caseworker that replaced me is making a grade 10 step 1 salary. She is making more money/hr. than the Emergency Services department head, whom is a grade 10 step 1. It doesn't make any sense. The contracted department heads (appointed people) were, in 2001, all on their own contracts which said they would follow the DMG for the next few years until they fall out of contract. During that timeframe we discovered that the numbers were based on counties that were on a 35 to 37.5 hr/work week, so when you say pay raise, that's not really true. It's not a pay raise, we're just asking to be paid based on a 40 hr. work week. When those department heads fell out of contract, there was already, I assume that DH DMG list of employees; those positions listed are those who were on contracts, it's not a separate study. I assume as every year, people with the contracts got increases...the list was just increased from year to year. It was never really noticed until you put them side by side that the "DH" list never received the 9.1% increase. It's not a separate study.

Lang: This was all routine business in those days. I think this was an honest occurrence of events, it's hard to straighten out now, but we'll have to try to flatten out somehow.

Furlong: It's not going to be hard to straighten out, but it'll be very costly. The people that were classified under the DH DMG, what do we do with them, up to this point?

Lang: I never was aware there were two DMG's.

Furlong: Apparently no one else did either. They happily worked their 37 hour work week under the 40 hour rule.

DuPont: We spoke with the previous administrator and he said that it (the DH DMG) was in play when he came, so it was always followed

and increased from year to year based on the % increases approved by the board. Furlong: The question is now, how do we fix it? Bousley: We did have a discussion at the department head meeting this morning. We have to fix it moving forward. The thing is, how do we do that? Will the board approve a one lump sum across the board, will they approve it a few years out? I think the sooner the better. Lang: Do we settle this on a one year basis...or do we go back retroactive? Bousley: I don't know if we can go retroactive. It wasn't a...Renee is retiring, she'll be shortchanged three years pay for retirement purposes. Renee Herrild: My last three years will be shorted. I virtually worked 35 hrs/wk putting in 50 hours a week most of the time without saying a word. I feel really hurt by this. Schroud: And I started in 2005 so I have 9.5 years that should have been going toward my retirement. Furlong: We obviously have a problem with this payscale and the two DMG's. In order to fix the problem we need to put everyone into the one DMG. At the other end of the coin, we didn't create this problem. In good faith, the employees went along with the program and agreed to their pay. To look back at retroactivity, and everyone going back to 2002, that's just opening a can of worms. We have a problem my feeling is, lets fix the problem in one lump sum. But as far as going back and find out who was under this scale and that scale. That should have been the employee's job. You have to take care of yourself somewhere along the line. As far as retroactivity, I'm not for that, but I am for fixing the problem. Lang: Once we acknowledge a problem, is that attitude the last word on the subject, or is there room for discussion...Furlong: In my opinion, in order to solve the problem would be to make the adjustments in one lump sum. Get everyone out of the DMG that doesn't really exist and put everyone where they're supposed to be on one DMG. Herrild: According to the fair labor standards act, you are required to pay back wages for two years or three years. If done willfully, three years. Furlong: I've dealt with the Fair labor standards act. If this was done willfully, I would be all for fixing it. Just like I'm saying right now, we have to fix this so we don't willfully continue doing the same things wrong over and over again. But I'm also a firm believer that, we as an individual have to take care of ourselves a little bit. If the individual didn't catch it and the county didn't willfully do it, I would have to say I'm sorry. Today we've identified a problem; if we continue with the same problem, then we have a willful act of disregarding our policy and procedure in moving forward would be detrimental to the employees. Barrette: Why does it take board approval, it's obvious it's a mistake, you're just prolonging it. Furlong: The county board consists of nine people, this is just a partial representation of the board, we bring our recommendation to the full board and hope the full board accepts our recommendation and moves forward. Herrild: Our boss, Judge Barglind signed a personnel action form to fix my wages according to the correct DMG effective Dec. 21, 2014 and also fixed Jodies' when she became interim. Brian says he can't sign it, why would that be, I don't understand that. If our judge says, this is what I want the wages to be, why isn't that form being signed? Furlong: that's why we're here today, because there's a big question on the DMG. The only way for Brian to fix the problem is to go through County Board action. Barrette: But even according to the fair labor standards act, you don't want to go back the two years? Furlong: No, my opinion, it wasn't a willful disregard of policy and procedures. Bousley: I'll check with Stoker on this. Piche: I'm a little out in the cold here, but learning. Furlong: Does anyone have a solution? Williams: I agree we need to go to one DMG. Furlong: Let's make a motion to adopt one county wide DMG. Recommend to the County Board to adopt one county wide DMG. Also, put in the motion that the discrepancy of

hours worked and paid goes back two years for the affected employees. Bousley: OK let's go with two motions. One to adopt the county wide DMG and the second to address the six employees go back two years. Now we have past employees that no longer work for us, what do we do with them? Com. Williams recommends to the CB that we disregard the DH DMG and put all of our employees under the county wide DMG supported by Com. Lang. all commissioners concur. Piche recommends that the six positions currently held under the DH DMG to be moved to the county wide DMG approved above and according to the Fair Labor Standards Act, will be compensated for two years of recovery of back pay for the six employees. (*Emergency Management Coordinator, E911 Director, Friend of the Court, Undersheriff, Building & Grounds/Parks Superintendent, Equalization Director, & Asst. Prosecuting Attorney*) supported by Com. Williams. All commissioners concur. Bousley: Where will the money come from? Piche: it should be up to the Finance committee to figure out where the \$ come from?

Public Comment: Barrette: Thank you for all of your hard work, Sherry and Brian and the board for understanding.

Commissioner Comment: Lang: I'm surprised we came to a tentative solution this easy, I thought it would be a bigger problem. Williams: I don't know if it's that difficult of a solution, the solution seemed to stare us in the face relatively easy, one DMG. Furlong: When I first heard about the problem, I was a bit perplexed, up until today, I was against any type of back pay, but I was totally unaware that Jodie was taking a pay cut in order to take a promotion. That to me, the problem is real, it's today and we have to do something about it. In my opinion, the department head has the responsibility of managing the employees and that person should not be paid less than the highest paid person in their department. Piche: We have Brian and Sherry, I guess the county board should be the leader, but they're the ones being paid to help solve the problem, keep things running smooth. They see it every day. I'd like to ask Sherry and Brian if they're comfortable with what we're thinking. Bousley: This is something that we knew, when it was brought up, was going to be a mess but it needed to be cleaned up. The county will feel a little bit in their pocketbook, but it's the right thing to do. DuPont: I feel the same way. I've never found evidence of the DH payscale being approved by any board, I feel it shouldn't be there, nor should it have ever been. So to put them all into the payscale that they should have been in all along, is the right thing to do. Furlong: We need to start looking at the personnel manual. So if the Admin. staff could be sure all members get a copy and start making changes according to what we currently do within the county, then we can bring it back to the board for discussion of changes.

Adjourn: Moved by Com. Lang supported by Com. Williams to adjourn the meeting at 11:48 A.M. Motion approved 4/0.

MINUTES
EXECUTIVE/FINANCE COMMITTEE MEETING
TWIN COUNTY AIRPORT COMMISSION

June 11, 2015 – 4:00 P.M.
AIRPORT CONFERENCE ROOM

*Approved
8/18/15*

1. Call to order

Chairman Larry Schei called the meeting to order at 4:00 p.m.

2. Pledge of Allegiance

Pledge of Allegiance recited

3. Roll Call

Members present: Chairman Schei, Don Pazynski, Ted Sauve

Members absent and excused: None

4. Approve/Amend Agenda

MOTION Pazynski/Sauve to amend the agenda by combining Item #9 with Item #7.

Motion carried.

MOTION Sauve/Pazynski to approve the amended agenda.

Motion carried.

5. Approve Minutes of May 14, 2015

MOTION Pazynski/Sauve to approve minutes of May 14, 2015 meeting as presented.

Motion carried.

6. Public Comment – Limited to 5 Minutes on Agenda Items Only

None

7 & 9. Discuss/Consider May 2015 Financials, action if any AND Discuss/Consider Environmental Impairment Liability, action if any

Members reviewed the May Financial Reports.

MOTION Pazynski/Sauve to approve check numbers 13282 through 13292 in the amount of \$5,926.98 as presented for May 2015 and refer to full commission.

Motion carried

MOTION Sauve/Pazynski to recommend to the full commission the purchase of the Brown & Riding policy for Environmental Impairment Liability Insurance (Storage Tank) with \$15,000.00 deductible per incident for a premium of \$1,008.38 and the Terrorism Insurance offered by Crum & Forster for \$100.00 premium through the Twin City Service Agency.

Motion carried

8. Discuss/Consider 2015-2016 Budget

A worksheet, containing budget figures from year 2011-2012 to present, was provided to committee members. Actual financial amounts received and spent are being compiled by Menominee County Administrator Bousley with input from Marinette County Financial worker Krista. A spreadsheet comparing budgeted amounts to actual amounts for the last several years should be available for the July meeting.

9. Future Agenda Items

Items to be placed on future agenda:

Financial reports

2015/2016 Budget

10. Schedule Next Meeting

Next meeting will be Thursday, July 16, 2015 at 4 p.m.

11. Public Comment – Limited to 5 Minutes

None

12. Commissioner Comments

Commissioner Sauve asked for update on applications for airport manager position. Chairman Schei stated the job is in a holding pattern at present.

Chairman Schei reported problems came up regarding the roof repair and the item will be on the Commission agenda next Tuesday.

13. Adjourn

MOTION Sauve/Pazynski to adjourn at 4:57 p.m.

Motion carried

Respectfully submitted,
Sally R. Witak, Minutes Secretary

MINUTES
TWIN COUNTY AIRPORT COMMISSION

June 16, 2015
AIRPORT CONFERENCE ROOM

*Approved
8/18/15*

1. Call to order

Chairman Larry Schei called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

Pledge of Allegiance recited.

3. Roll call

Members present: Chairman Schei, Commissioners Joseph Ciochetto, Charlie Meintz, Don Pazynski, and Ted Sauve

Members absent: None – Marinette County member-at-large position vacant

4. Approve/Amend Agenda.

MOTION Meintz/Ciochetto to approve the agenda as presented.

Motion carried.

5. Approve Minutes

May 19, 2015 Regular Session Meeting

March 26, 2015 Special Meeting Closed Session

April 7, 2015 Special Meeting Closed Session

MOTION Sauve/Pazynski to approve the May 19, 2015 regular session meeting minutes as presented.

Motion carried.

MOTION Pazynski/Meintz to approve the March 26, 2015 special meeting closed session as presented.

Motion carried.

MOTION Ciochetto/Sauve to approve the April 7, 2015 special meeting closed session as presented.

Motion carried.

6. Public Comment – Limited to 5 Minutes on Agenda items Only

Garry Anderson noted the “Dialog between TCAC and airport users” discussed at the last meeting is not on the agenda.

Chairman Schei stated the request had been made to Wayne Beyer, who represents the pilots/airport users group, to provide a 20 minute presentation on one subject per meeting which would take precedence over the dialog. One or more people may speak during that presentation and if more time is needed it can be requested. Individuals may also speak during public comment time. As chairman it was my call not to put the “dialog” item on the agenda.

7. Discussion – Update on work with Explorer Solutions ~ Nancy Douglas

Nancy Douglas stated another out of state university visited the airport on May 11, 2015. We are looking for someone to provide the academic portion for pilots to obtain their 141 certification. There are still 3 private sector industries that are interested in partnering with an educational entity. NWTC is on hold at this time. The focus is still on a flight school and maintenance facility. This focus does not exclude other things from potentially locating here. Nancy will have the Explorer Solutions representative do a presentation to the Commission the next time he comes to the area.

8. Presentation – Wayne Beyer – Pilot Association

Wayne Beyer introduced Dr. North Shetter to make the presentation on the possibility of going to a private fixed base operator/airport manager. Shetter provided a letter outlining the proposal including a spreadsheet of how the plan could save money compared to the current budget. A copy of the report is attached to these minutes.

9. Discussion - Building Grounds

A. Terminal Building Roof

Commissioners discussed patching versus full replacement of terminal building roof. Menominee County maintenance will temporarily patch the roof for under \$1,000.00 which will buy some time to research all the options so an informed decision can be reached.

B. Waterline

The waterline between the building and the street was temporarily patched last year. The commission requested Menominee County Administrator, Brian Bousley, with the assistance of Garry Anderson, send out Request for Proposals for repair of the waterline.

C. Doors

Commissioner Sauve advised that Interim Airport Manager, Jeff LaFleur and employee, Gary Scholtz, repaired two doors at minimal cost and with great expertise. The employees were instructed to continue to repair any other doors needing work with the same minimal cost and expertise.

10. Discussion Budget Preparation Status, Capital Outlay

County Administrator Bousley informed the Commissioners that the budget is complete and will be available for the July Finance Committee meeting. No Capital Outlay projects are planned.

11. Approval of May 2015 Financials, including check numbers 13282 through 13292, totaling \$5,926.98.

MOTION Meintz/Ciochetto to approve the May 2015 Financials, including check numbers 13282 through 13292, totaling \$5,926.98 as recommended by the finance committee.

Motion carried.

12. Approval of Payment of \$1,108.38 for Environmental Insurance Policy, action if any

MOTION Sauve/Pazynski to approve \$1,108.38 payment for the Environmental Insurance Policy as recommended by the finance committee.

Motion carried.

Commissioner Sauve advised he attended the Lake Michigan Land and Water Spring Conference in Kewaunee County and spoke with an insurance underwriter. Sauve said the underwriter is interested in possibly underwriting insurance for the airport. The information has been placed on file so the underwriter can be contacted next year when the airport insurance comes up for renewal.

13. Committee Reports - Discussion

A. Finance

No further discussion

B. Personnel

No meeting in May

C. Building and Grounds

No further discussion

Twin County Airport Minutes 6-16-15

14. Communications/Correspondence

Chairman Schei reported the MDOT submitted the annual letter requesting an update to the five (5) year capital outlay project grant plan.

15. Dialog between Manager and the TCAC

Interim Manager LaFleur has nothing else for Commission consideration at this time.

16. Public Comment – speakers will be limited to 5 minutes

No public comment.

17. Commissioner Comment

Commissioner Meintz appreciated the idea presented by the Pilots Association and thinks the Commission should begin gathering more information about the possibilities.

Commissioner Pazynski had no comment.

Commissioner Ciochetto agreed it was a good presentation by the Pilots Association.

Commissioner Sauve believes we are on the right path and is hopeful that things will be better in the future.

Chairman Schei thanks the Twin County Pilots Association for their very good proposal and everyone in attendance for the respect paid to each other and the professionalism that was portrayed at the meeting

18. Schedule Next Meeting

Next meeting will be Tuesday, July 21, 2015 at 5:00 p.m. at the airport.

19. Adjourn

MOTION Pazynski/Meintz to adjourn at 6:13 p.m.

Motion carried.

Respectfully submitted,

Sally R. Witak, minutes secretary

The Airport commission has asked the TCPA to come to them with ideas to improve the airport and reduce operational costs. Since our airport has no scheduled commercial service and no fixed base operator it is difficult to develop a stable revenue stream to make the airport self-sustaining. Increasing user fees and fuel costs is a sure way to have pilots choose another destination. However, taking steps to reduce costs and improve revenue is possible.

TCPA would like to suggest the Commission consider adopting the idea of a combined Fixed Base Operator/ Airport Manager. Many successful smaller airports have adopted this operational system over the past several years. Two airports that come to mind are Wausau Downtown and Howell Michigan, communities roughly our size. The Aircraft Owners and Pilots Association (AOPA) have conducted studies recently that support the concept of the Manager/FBO in small communities. A review of the Airport Facilities Directory demonstrates a growing number of communities across the country with county owned airports with no services other than self-service fuel. These airports are struggling to stay in service. Combining manager duties with FBO duties such as inspection, repair and maintenance saves money for the community and adds revenue at the same time. The operator is compensated through no or low cost access to the existing hangar facilities and a portion of the fuel sales. This approach is a strong motivator for the operator to run a lean and user friendly facility.

We have attached a simple spread sheet that outlines how we feel a Manager/FBO would improve the "bottom line" for the airport. These numbers are pulled from your current budget. They have been treated as though the airport is on a cash basis – not accrual. Depreciation has been removed as a line item. The spreadsheet assumes no allocation of funds to the airport as part of income. The estimated loss under a FBO/Manager system saves \$60,000 at the outset.

We believe that there are individuals who would be interested in this position. There are pro-forma contracts for this sort of arrangement readily available that can be modified to suit the needs of the county and any candidate.

We do have other ideas to improve revenue and make the airport both user friendly to pilots and to the community at large. However, we feel this proposal offers the greatest short and long term return for the effort needed to make the changes and should be addressed now.

Respectfully,

Twin County Pilots Association

tcpa615

Income	230962	159234	350837	350837
Less COG Fuel	-79968	-68228	-171397	-171397
Less FBO Flowage Fee				-43575
Expense	-125496	-264234	-254440	-151595
Less Depreciation		132443		
Profit/Loss	25498	-40785	-75000	-15730

Estimated Savings with FBO/ Manager (Annual)

Wages	78745
Office/Uniform	3050
Health coverage	15000
Workmans Comp	4300
Travel/Meetings	1750
Total Savings	102845

No changes other than those noted above in budget
No allocation from either county
FBO has use of all facilities

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, July 14, 2015.

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

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

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 06/09/15 – Moved by Skrobiak, seconded by Anderson that the minutes will stand as written. Carried unanimously.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, June 8, 2015				\$1,758,163.08
Receipts thru 06/30/15	323,439.25			
Expenditures thru 06/30/15		246,307.51		
Balance, June 30, 2015				\$1,835,294.82
Michigan Transportation Funds	255,296.05			
Receipts thru 07/13/15	25,867.12			
Expenditures thru 07/13/15		445,208.08		
State Maint. & Equip. Advances			134,296.00	
Balance, July 13, 2015	604,602.42	691,515.59	134,296.00	1,536,953.91
<u>Payables & Reserves</u>				
Payroll 07/16, and 07/30 (Est.)			133,000.00	
Soc. Sec. 07/16 and 07/30 (Est.)			10,174.50	
Reserve for workers compensation insurance			19,580.00	
Reserve for liability insurance			35,757.99	
Reserve for rental grader leases (Oct 2010)			65,053.62	
Reserve for Forest Funds			166,661.15	
Reserve RR X'ing closure funds for Nadeau Twp. projects			34,708.92	
Reserve for 2014 Federal Aid Match			1,418.92	
Reserve for 2015 Federal Aid Match			71,652.57	
Reserve for 2016 Federal Aid Match			279,000.00	
Reserve for Construction Engineering on CR358			45,260.42	
Reserve for Construction Engineering on River Drive project			525.50	
Reserve for Construction Engineering on Pach Rd. Bridge project			29,060.49	
Reserve for Construction Engineering on Vega Road project			0.00	
Reserve for Design Engineering for No. 5 Road & No. 10 Road bridges			57,560.00	
Reserve Category A Grant funds for Vega Road project			0.00	
Reserve for Hannahville 2% funds- crack filling machine			30,000.00	
Reserve for Capital Outlay-Equipment (OH on 517-518 Eq. Charges)			21,032.00	(1,000,446.08)
				\$ 536,507.83

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

Vouchers # 15-0043, 15-0044, 15-0630 and 15-0046 – Skrobiak asked about the payments to the Marinette Eagle-Herald and Menominee County Journal. Moilanen replied that this was to advertise for bids for dead deer removal on the state trunk line and the cost of the ads is covered by MDOT. Moved by Anderson, seconded by Skrobiak that the vouchers be approved. Carried unanimously.

Discuss/approve 2014/2015 Budget Amendment # 1 - Moved by Anderson, seconded by Skrobiak to adopt the budget as amended. Carried unanimously.

	FY 2013/2014	Budget 2014/2015	Budget 2014/2015	Budget 2014/2015
	Actual	Recommended	Amended Amount #1	Total
REVENUES				
Mich. Transportation Funds	\$3,404,361	\$3,634,201	(\$229,783)	\$3,404,418
Special State Funds	1,019,777	556,752	299,667	856,419
Federal Funds	425,122	2,187,159	5,785	2,192,944
County Raised Funds	1,700,041	1,133,516	202,454	1,335,970
Gain/Loss Equip. Disposal	24,330	0	0	0
Other Contributions	311,281	0	0	0
TOTAL REVENUES	\$6,884,913	\$7,511,628	\$278,123	\$7,789,751
EXPENDITURES				
Primary Roads	3,463,586	3,267,451	(84,255)	3,183,196
Local Roads	1,573,024	2,387,915	45,560	2,433,475
State T/L Maintenance	801,103	600,000	58,654	658,654
TWA/Other T/L Maintenance	59,849	13,000	50,500	63,500
Equipment Expense (Net)	(108,446)	(70,000)	(20,000)	(90,000)
Administrative Expense (Net)	350,016	189,500	0	189,500
Distributive Expense	0	1,336,000	0	1,336,000
Capital Outlay (Net)	(186,003)	(125,000)	250,000	125,000
Miscellaneous	83,590	0	0	0
Special Projects	0	0	0	0
Contingencies	0	0	0	0
TOTAL EXPENDITURES	\$6,036,718	\$7,598,866	\$300,459	\$7,899,325
Budgeted Net Revenue (Expenditures)		(\$87,238)		(\$109,574)
Current Estimated Operating Surplus (Deficit)	\$848,194			
Accumulated Avail. Surplus (Deficit)				
from Prior Yrs.	\$2,027,146			
	\$2,875,340			
Projected Surplus at End of Budget Year (2014/2015)		\$2,788,102		\$2,765,766

Set date for Special Meeting to open grader bids - Moved by Anderson, seconded by Skrobiak to hold a special meeting on Tuesday, August 4, 2015 at 9:00 a.m. Carried unanimously.

Review/sign Form 2067 – Annual Certification of Employee-related Conditions – Moved by Skrobiak, seconded by Anderson to sign the form and submit it to MDOT. Carried unanimously.

Discuss payment plan request from Daggett Township for No. 25 Road project – Moilanen explained that Daggett Township had planned to pave No. 25 Road as their 3-Way Road Funding project. It was then determined that reconstruction work needed to be done prior to paving, which would add nearly \$75,000 to the cost of the project. The township would like to carry over approximately \$100,000 of the project cost to be paid in 2016 when funds become available. Moved by Anderson, seconded Skrobiak that if the paving is done this year, to allow Daggett Township to pay the remaining balance of approximately \$100,000 in 2016. Carried unanimously.

Sign contract with Ingallston Township for S. Pinewoods Loop & Landeck Lane – Moved by Skrobiak, seconded by Anderson to sign the contract. Carried unanimously.

Sign contract with Harris Township for Eustis Road – Moved by Anderson, seconded by Skrobiak to sign the contract. Carried unanimously.

Discuss beaver damage & nuisance payment – Moilanen advised that beavers were plugging the culverts & grates on CR360 causing a drainage issue. Many of the other road commissions in the UP have experienced this type of problem and have hired trappers to get rid of the beavers. Moved by Skrobiak, seconded by Anderson to have Moilanen get a DNR Permit to trap the beavers and hire

a trapper, paying \$30 per animal trapped. Carried unanimously.

Update on River Drive speed study test – Moilanen stated that a speed study test had been completed on River Drive by Michigan State Police Spl/Sgt John Bruno. Spl/Sgt Bruno's study revealed that the 85th percentile speed for northbound traffic was 55 mph and the 85th percentile speed for southbound traffic was 54 mph. It was also noted that a 5 year crash history shows no crashes related to speed. Spl/Sgt Bruno's recommendation is that a lower speed limit was not warranted at this time. Ken Goffin, Menominee Township Supervisor and William Cech, Menominee County Commissioner have both been advised of the results.

Any other business – Moilanen advised the board that the annual Safety Training day will be held on Tuesday, October 27, 2015 at 7:30 a.m. at the same location as last year.

Skrobiak noted that the curve signs and Do Not Pass signs on CR374 may need replacement as they are hard to see at night.

Kakuk stated that the paving on S. Pinewoods Loop was finished and a nice job had been done. He also added that the CR358 projects were coming along well also.

Jerry Piche asked for an explanation of the Reserve for RR X'ing closure funds for Nadeau Township that is listed on the financial report. Moilanen replied that there were incentive payments received when the railroad crossing at 35.5 Road was closed in Nadeau Township, and that it was agreed that these funds would be used for other road improvements within Nadeau Township. The Nadeau Township board is using the funds towards 4th Street and M-4 Lane. If there are still funds remaining after that they will be used for J-1 Road.

Mr. Piche noted that there was a lot of road damage being done by the contractors working on the ATC power lines and asked who would be responsible for paying for the repairs. Moilanen stated that the cost of the repairs would be reimbursed by MJ Electric. Most of the damage was occurring due to trucking activities during the heavy rains.

Public Comment – Larry Barker asked for an update on the status of the proposed ORV trails within the county. Moilanen advised that the road commission had passed a resolution allowing signage to be installed along the trails, and many of the signs have already been put up. The Hannahville Indian Community would like there to be a trail head at the Island Resort & Casino for a trial period. Mr. Barker asked if they would be using 7 Mile Marsh Road as part of the trail. Moilanen stated that it was currently planned to use Hannahville Road, 38 Road and CR535.

David Wesoloski asked for an update on the River Drive ride quality. Moilanen noted that Dan Kari from MDOT had advised that money from the project could not be reimbursed back to the township, but must go back against the project. Mr. Kari also stated that diamond milling with repaving must be done in 100' minimum sections. There will be an MDOT ride quality specialist in the area in the next few weeks to also look at the issue.

Mr. Wesoloski also noted that the crack filling on N. Bay de Noc Drive was done and that the chip seal would be completed soon also.

Per Mr. Wesoloski, Menominee Township has again crushed a stock pile of gravel and would be establishing the price per cyd at their next meeting. He also noted that when the work is done on O-1 Drive, the township would like the shoulders widened out to better allow for parking near the township hall.

Kakuk advised Moilanen that Payne & Dolan had approximately 1500 cyds of crushed gravel left over from the CR358 project that they would be willing to sell to the road commission at their cost. Moilanen will contact Tom Ritter regarding this.

There being no further business, Kakuk declared the meeting adjourned at 9:36 a.m.

Menominee County Finance Committee
Minutes of Meeting
July 17, 2015

*****Approved 8.7.15*****

The Finance Committee met on July 17, 2015 at 9:00 AM at the Menominee County Administrator's office, Menominee Courthouse.

Present at the meeting were Coms. Cech, Schei, and Nelson (Com. Hafeman was excused)

Others present: Brian Bousley, Sherry DuPont, Charlene Peterson, Richard Sexton & Diane Lesperance

Call Meeting to order: Chairperson Nelson called the meeting to order at 9:00 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; Commissioner Hafeman is absent (excused)

Agenda was approved by Com. Schei and supported by Com. Cech as written. Motion approved 3/0.

Previous Meeting minutes: Com. Schei approved, Com. Cech supports previous minutes from June 17, 2015 were approved as submitted. 3/0 Com. Schei says he saw at least one typo...correct that.

Public Comment: Charlene Peterson directs the commissioners to page 39 (appropriations) of the draft budget; she asks why is there a \$4,000 increase for the Menominee Conservation District?

Business:

- a. **Budget Amendments 2014/2015 (#17): FOC** – insurance opt out to transfer from the County Clerk's budget for transfer of employee from Clerk's office to the FOC office. \$3,200. All approve and agree to move to the full board for approval.
- b. **2015/16 Budget Discussion:** Bousley: The only thing brought up to me by a citizen was animal control. We have someone who can investigate. But we don't have a person always avail. to go get the animal. Schei: How is it handled? By Road Patrol or...Bousley: Road doesn't handle animal control. County ordinance does not include Cats. The City ordinance does include cats, but I don't know if they do anything. Nelson: Is that position still on the books? Bousley: No, it hasn't been on there since I've been here. Nelson: So it doesn't exist? If that's the question and we're looking at it, then they need to go back to the personnel committee to ask to have it reinstated. Bousley: I'd like to get with the City as a joint venture to get this going. Diane and I spoke about the dog licensing and kennel fees. Some places are charging a \$50 fee for kennels, we only charge \$10. Schei: what about contracting the duties to a contractor? Bousley: That's an option, yes. We'd have to go out for bids for that, but then we don't have the insurance, retirement, etc. it's a contract fee or per job fee. Schei: Raising the fee, to me, is not a good option. The taxpayers pay high enough taxes already. My preference would be to look at contracting. Nelson: it's a full board decision to see if they want to do this. If they do, we'll work it out from there. Cech: We spoke to Ms. Swille in ref. to this. She was interested in this position. Nelson: it will be done on an open bid contract. If the board agrees to do this, then we'll put it to the public for anyone interested. Nelson: (to explain the process to Cech) If the board chooses to hire an employee for this, then it'll have to go before the personnel committee to create the position. If the board chooses to go out for a contract, then we'll go through the bid process. If the board chooses to do nothing, then we'll do nothing. Nelson: The new budget: There were questions about converting half time positions to full time, and hiring

new people. Anyone that selected to do that, it should be pulled out Brian, including any costs related to it. And go back to personnel to see if they want to establish these positions. If they opt to establish the positions, then they bring it back to Finance to let us know what the cost is to add the position. Then we bring it to the full board. If any are going from half time to full time or any new positions, it needs to go to personnel. Schei: It's my understanding if we are adding a new position, it goes to personnel and don't we have to get a DMG study done on it? Bousley: If we don't have a job description for the position, then we have to do a DMG study on the position. The positions that the departments are asking for now, they're not asking for a new title, it would be expanding personnel for current positions. Nelson: We are creating new jobs for the county. The funding should be pulled out until approved. Personnel should look at this first. Schei: I agree with John, personnel should be the ones to add positions. Nelson: Soil conservation (pg. 39) appropriation from \$3,000 to \$7,000. We talked about this before about doing separate advertising. Bousley: The past five or so years we've done the Boyle Design advertisement. The Conservation District is proposing to do a quilt trail flyer to advertise for Menominee County. Nelson: It seems to be a duplication for this year since we already approved one for this year. We can do one or the other. We need to decide "one" that will cover all of Menominee County, not two. Bousley: They would like us to advertise with them, rather than Boyle Design. Cech: I worked with the conservation dept. while they were putting together the book we're discussing. It was a lot of local sponsors that paid for the book. They broke even on the book. They didn't get the book out till after the fourth of July. They seem to be understaffed. I think we should hold off on this one, I don't think they did a very good job this time. Charlene Peterson: the quilt trail has not yet been established. They have to find the barns, get the pieces done, they have to be installed, and there is no specific trail set up yet. If you look at the price as compared to the Boyle Design group, we've had good luck with the professionals; I'd say stick with them. Schei: My opinion for next year let's look at doing a strictly "Menominee only" book. I'm interested in the quilt trail. Nelson: I'd suggest we recommend to the board that we cut this back for this year, If the soil conservation wants to present their ideas again, (when Boyle does) then they can come back to the board with their ideas again. Cech: What's going on with the phone bills? Bousley: There are basically two games in town and they can jerk us around as much as they want. We've had this issue in the past and have had "Liberty" come in to audit our accts. We did receive a portion of the differences they found back, but now we're back to where we were before. Abilita is the same kind of program, MAC endorses them. That's on the CB agenda for discussion. Nelson: when you look at revenues they're up less than 1%. Built into our budget already, is a 2% increase in wage & salaries, we have an increase because we filled some positions, we're gonna have an increase in MERS which will be every year here forward. So anything we spend or recommend we spend this year with less than a 1% increase, we're going to end up falling short. If there's a recommendation to hire someone, with less than 1% increase, with the health ins., wages & salaries, MERS, at some point we're going to have a 7 million \$ payoff. Schei: The revenue we're anticipating, is it possible we have more than projected? Bousley: It can go either way. Schei: is there anything coming up with taxes? Bousley: Taxes are based off of the equalization report. It's almost "status quo". Nelson: Throughout the budget. Any questions within? Building Fund: Bousley: Generator we had 120,000 in there for that, we looked at army surplus where we were able to locate a few generators. Another place is the Military surplus (through the sheriff dept.), where we go get it and maintain it and not pay for it. Jim checked a few places, he found some new ones around \$20,000. Jim had the windows guys come in, we were hoping to have a quote sometime this week. Nelson: it's stuff that will eventually have to be done. If we get into a system of paying off the debt; We had a chance this past year to put 300,000 into the building fund, unspent revenues, part from vacant positions, I'm sure. Either get the work done now, or piecemeal it. What did we get for bids on the others? Bousley: Chiller 90,000...with a 90 day lead time to get the equipment here. We've been struggling with that for a few years. Nelson: 50,000 for parking lot is for what? Bousley: if we want to put in an additional parking lot because we'll be losing some space on this one (due to the jail emerg. Exit/safety project) on the other side of the jail. Cech: that project we're talking about, they were just suggesting we do it, they weren't mandating we do it, right. Bousley: if we're in the planning stages, we can probably buy another year. It all depends on the inspector that comes in and how hard they want to push us. Let me do some more digging on this one. We can look for grants on this one as well. Our insurance will do a 50% match on cameras, security items. Schei: parking lot, you should have public health be involved this. They have a lot of grassy area over there that could be used. We've talked about it at our public health meetings, but nothing has been requested, formally. There is an issue. Nelson: I think we should look at one, rather than piecemeal. Vestibule project: we need to change. It's up to 104,000. Bousley: this is for the shell. We'll need to put partitions in etc. Nelson: again I think that would be the ideal place for equalization. It's time to get them out of that hole. Bousley: We'll keep the 76,000 in there and add another \$40,000 for next year, that'll give us a

little leeway for things inside the space. The bid did not include sprinklers. Nelson: District court, did they change the revenue? Bousley: The ruling has been overturned, or massaged a bit. So it remains as is. Schei: make the shaded part darker (MERS on bottom). Nelson: Pg. 13 why there was 185,000 for 14/15 and 165,000 for 15/16, why? Bousley: that's because we had the old admin. Flat rate in there before, now it's in the flat rate retirement. Nelson: County clerk: goes from 284 to 295; MSU 73,000 for 14/15. Bousley: Paul hasn't given me a final number on that one yet. Nelson: Big change from 56,000. Bousley: we're going to have to increase natural gas. We are lucky to have the crew we have for buildings n grounds. Jim can do pretty much anything. Nelson: Pg. 22 PA – his suggestion to convert from half time to full time. Until personnel approves that, I don't know that we should have that in there. If the board opts to make it full time, we'll put it back in. Until we have approval, pull it out. Ask MERS for the accelerated payment schedule. ROD postage...ask Marc why the change. Sheriff dept.: Again that budget shows positions, retirement went from 194 to 218. Why is prisoner board up? Bousley: that's the added cost for food service. Mike says we are saving money with the food service. Nelson: Civil process, check on that. Schei: K-9 went from 7,960 to 3900 why? Bousley: there were donations moved into this (was a budget amendment). Nelson: Equip. & maint- 218.00 in 13/14 now they want \$5,000. Amo weapons training – no money spent, they had 3,000 last year now they want 5,000. These need to be checked into a little more. I'd like to see the numbers without the positions added in. Why do we have brownfield budget? Bousley: That's something we've been working on, I just don't have time to do it. Cech: what is that? Bousley: You have different properties that you can look at to redevelop. The EPA grants require the county to have a brownfield authority in order to apply for grants. Nelson: Pg. 34 DHS spent 2469 in 13/14, they're requesting 6500, I don't know why. They're not attending conferences. I'd put that back to 3500 at most, if they need more money they can ask for it. All agree. Bousley: Medical examiner we increased the investigations. They are increasing. Bousley: Veterans affairs: Travel has increased. He has to go to the national conferences. Nelson: Can't we get grants for this? Bousley: we can try. Nelson: Road patrol is fixed, that's their little budget. Revenues: are the accounts that take in revenue that pay for the expenses. We do give some of them money to make ends meet. No issues with them at this time. Larry, you'll tell us more about the airport, right? Schei: They do have 22.5 in a building fund that we were unaware of. Per the FAA the airport has to maintain a 6 year plan (maintenance plans). Main revenues are from the fuel sales. Schei: An FBO isn't one entity. An FBO is a service that's being provided. What we hear constantly in the community and from the pilots association is FBO. They're not talking about the business end of the deal; they're talking about managing from the managers' standpoint. MDOT Aero advised us to be very careful about management agreements because of the bias that ends up with the manager controlling who gets to do these services and it's not really a fair situation among others who want to apply. They say the county should manage that. DuPont: the animal shelter, we have not received a letter from them yet requesting the amount. We do have it in the budget, but to date we have not received a request. Do I contact them? Consensus is to resend another letter. Nelson: If you don't hear back, pull it out.

Public Comment: Diane Lesperance: My brother in law's fiancé is on the animal shelter board, I can send him an email to let them know they forgot. As far as animal control, not only would raising the kennel fees help, if we did have a contracted person or from the sheriff, we would sell more licenses, when we had an animal control officer before, they were out selling licenses making more revenue there. On the tourist issue, I heard on the radio there was another grant they were trying to get through "Pure Michigan", where each county would pay according to population. Nelson: if we do it by population, it would be about \$36,000 for us. Bousley: it has to be a buy in for the whole U.P. and Ontonagan Co., barga co., Alger, Luce can't afford it, so I don't think this will happen.

Commissioner Comment: Thank you all for coming. Appreciate adjusting the meeting on such a short notice.

Adjourn: Moved by Com. Schei supported by Com. Cech to adjourn the meeting at 10:37 A.M. Motion approved 3/0.

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, July 21, 2015.

Roll call was taken and present were J. Bejgrowicz, J. Freis, K. McNeely, and C. Peterson. Commissioner Larry Schei was also present. M. Fagan was excused.

J. Freis moved to approve the agenda. Seconded by C. Peterson, motion carried.

Public Participation: No public participation at this time.

J. Bejgrowicz moved to approve the minutes from the June 16, 2015 meeting. Seconded by J. Freis, motion carried.

C. Peterson moved to approve the June financial report. Seconded by J. Freis, motion carried.

C. Peterson moved to pay the July bills. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for June were in the board packets.
- B. The Friends met on Thursday, June 25 at 3:00 PM to finalize their plans for the annual book sale on Friday, July 31 and Saturday, August 1.
- C. Suzanne Dees, Superiorland Library Cooperative Director, has submitted her resignation, effective April 30, 2016. This includes a phase-out period from January 1 through April 30.
- D. We received a \$500 check from a Texas resident who wishes to remain anonymous.
- E. The Summer Reading Wrap-Up program was held on Tuesday, July 14. The Michigan Science Center presented another excellent program for 45 adults and 78 children.
- F. The Internet was down on Tuesday and Wednesday, July 14 and 15 due to a defective hard drive on the firewall. The firewall was replaced this morning. We also experienced a power outage for 2-1/2 hours on Thursday, July 16.

Old Business:

- A. FY 2015-2016 Draft Budget – Update – The Finance Committee met on June 17 and July 17, and so far, there have been no changes to the library budget.

New Business:

- A. Penal Fines for the Year Ending June 30, 2015 -- The penal fines are \$5,820.85 less than last year.
- B. Hartzell-Mike Consulting, LLC – Update – So far, we have received three applications. After the August 3 closing date, the ad hoc committee will meet and review all the applications received and do telephone interviews. P. Cheski will email any additional applications to all the library board members.

- C. Library Director Agreement – Discussion – P. Cheski has agreed to another three-month extension of her agreement to November 30, 2015. She will bring the revised agreement to the August 18 board meeting for approval.

Other Board Concerns: There were no other concerns at this time.

Public Participation: Commissioner Schei commented on the director selection process and on one of the new applications.

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by J. Freis, motion carried. The meeting adjourned at 11:29 AM.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

July 23, 2015 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
DeDie, William	X			Negro, Mari		X	
Dehn, Janet	*X			Nelson, John	X		
Freeman, Peggy	X			Peretto, Patti	X		
Hofer, Millie	X			Phillips, Patricia	X		
Luhtanen, Joan	X			Spence, Christine	X		
Martin, Ann	X			Zevitz, Michael, Dr.		X	

*(video television conference from the Northpointe Menominee office)

REPRESENTING ADMINISTRATION: B. Adrian, C. Adrian

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

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

John Nelson asked if there were any additions to the agenda. Bill Adrian asked that van bids be added to the agenda under New Business.

Motion by: A. Martin, supported by C. Spence to approve the amended agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

John Nelson asked for approval of the July 9, 2015 Board meeting minutes. Chris Spence stated that she was not present at the July 9, 2015 Board meeting and the minutes reflect that she was present. The July 9, 2015 Board meeting minutes will be corrected to reflect that Ms. Spence was not present at this meeting.

ACTION: Moved to approve the July 9, 2015 Board meeting minutes with the above correction.

Motion by: A. Martin, supported by J. Luhtanen. **Motion carried unanimously.**

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

- a) Check Disbursement Report-Period ending July 2, 2015

Bill Adrian asked if there were any questions regarding the check disbursement report. No discussion.

ACTION: A motion was made by J. Luhtanen, supported by P. Phillips to approve the July 2, 2015 check disbursement report. **Motion carried unanimously.**

- Northpointe Written Plan for Professional Services

Bill Adrian asked if there were any questions regarding the Northpointe Written Plan for Professional Services. Miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by J. Luhtanen, supported by P. Freeman to approve the Northpointe Written Plan for Professional Services. **Motion carried unanimously.**

Bill Adrian conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

- a) Check Disbursement Report-through July 15, 2015

Bill Adrian asked if there were any questions regarding the check disbursement report. Mr. Adrian reviewed

the health and dental expenses. Mr. Adrian also reviewed the following: #74787-\$50,826.00-inpatient hospitalization. Miscellaneous question were addressed by Mr. Adrian. Consensus of the Board is that this item will move forward to the next meeting for approval.

b) Contracts July 23, 2015

Bill Adrian reviewed the following contracts.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Schlaud AFC	Specialized Residential	8/1/15-12/31/15	\$59.20/day	\$97.00/day	\$37.80
This is a change to an existing contract for one Individual due to an increase in their level of care.						
B.	Lake State Industries	Vocational Services and Respite Services	7/1/15-6/30/16	\$9/hr.-Skill Bldg. \$24.84/hr.-Supported Employ. \$28.82/hr.-Indiv. Placement	n/a	n/a
This is a renewal for vocational services for one individual in Escanaba and a renewal for respite services as needed.						

Mr. Adrian asked if there were any questions regarding the contracts. Miscellaneous questions were addressed by Mr. Adrian. Consensus of the Board is that the contracts will move forward to the next meeting for approval.

c) Financial Statement - June 2015

Bill Adrian asked if there were any questions regarding the June 2015 financial statement. Mr. Adrian stated that 75% of the fiscal year is done; revenues are at 77% and expenses are at 72% which results in a revenue greater than an expenditure of approximately \$870,000.00. Miscellaneous questions were addressed by Mr. Adrian. Consensus of the Board is that the June 2015 financial statement will move forward to the next meeting for approval.

• **Van Bids**

Bill Adrian reviewed the following proposals received for van bids: a) Florence County Motor Sales for a Ford 2016 Transit Connect at \$25,650.00 and b) Town & Country for a Ford 2016 Transit Connect at \$22,567.00. Mr. Adrian stated that two (2) vans will be purchased: one (1) van will be used in Iron County and the one (1) van will be used in Menominee County.

ACTION: A motion was made by A. Martin, supported by P. Freeman to move the van bids to an action item.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William	X		Negro, Mari		
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine	X	
Martin, Ann	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

ACTION: A motion was made by J. Luhtanen, supported by P. Freeman to approve the purchase of two (2) Ford 2016 Transit Connects from Town & County at \$22,567.00 each.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William	X		Negro, Mari		
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine	X	
Martin, Ann	X		Zevitz, Michael, Dr.	X	

Motion carried unanimously.

DISCUSSION: Mr. Adrian stated that he will also be bidding for a car which will be used in Iron County. Mr. Adrian provided a picture of the car, currently being used in Iron River, which needs to be replaced due to the car having extensive rust on it.

• **CEO Contract**

Bill Adrian stated that a draft copy of the CEO contract was provided to the Board for their review and discussion. John Nelson stated changes in the contract language are as follows: a) salary was changed as it was previously based on the Michigan Association of Community Mental Health Board (MACMHB) 2013 salary study versus the MACMHB 2015 salary study, b) the length of contract was changed from a 2 year contract to a 3 year contract, and c) the primary work site will be Kingsford. Chair Nelson stated that it is written in the by-laws that the Chief Financial Officer (CFO) can approve the moving expenses for a staff if the move is over 50 miles and there is also a retention clause in the by-laws, up to 5%, that is not approved by the Board but strictly by the CFO. The retention clause is not an issue in this CEO contract but Chair Nelson wanted to bring up this issue as it is a "defacto" pay raise without Board approval and this issue will need to be addressed when the by-laws are reviewed. Chair Nelson asked for a Board discussion regarding should the start date of the CEO begin before they relocate to the Kingsford office or when a new site director is hired and trained in Menominee. Millie Hofer stated that there is an exceptional CEO candidate and flexibility and respect should be shown for this candidate on their professional judgment regarding how much time it will take to spend with a new Menominee Site Director. Chair Nelson again stated the start date for the CEO can occur after an individual is hired/trained for the Menominee Site Director or the training can occur when the CEO is located at the Kingsford office and this issue was brought up so the start date is clear as previously some Board members were not on the "same page" regarding the CEO start date. Discussion ensued. Miscellaneous questions were addressed by Chair Nelson and Mr. Adrian.

ACTION: A motion was made by P. Freeman, supported by J. Dehn to move the draft CEO contract to a final contract to an action item with a start date of August 10, 2015.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William	X		Negro, Mari		
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine	X	
Martin, Ann	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

ACTION: A motion was made by P. Freeman, supported by M. Hofer to approve the contract be presented to CEO candidate, Jennifer McCarty, effective August 10, 2015.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William	X		Negro, Mari		
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine	X	
Martin, Ann	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

John Nelson, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

• **State Consultation Draft Report-2nd Quarter 2015**

Bill Adrian asked if there were any questions regarding the above draft report. Miscellaneous questions were addressed by Mr. Adrian. Mr. Adrian stated that information could be provided to the Board regarding the 12 individuals for indicator #5 in this report, that Northpointe was not responsible for or providing services to, that were admitted for emergency/inpatient hospitalizations. Mr. Adrian asked Janet Dehn to send him her questions

regarding this above issue and he will then provide information to the full Board.
Consensus of the Board is to place the above report on file.

PUBLIC COMMENTS - No public comments

BOARD COMMENT

- Joan Luhtanen thanked Bill DeDie and the Northpointe staff who assisted in putting on a wonderful NAMI picnic.
- John Nelson thanked the Board on their discussion of the CEO contract which went very well.

ADJOURN

A motion was made by J. Luhtanen, supported by J. Dehn to adjourn the meeting. **Motion carried unanimously.**

Meeting adjourned at 5:00 p.m.

The next regular Board meeting is scheduled for **August 13, 2015 in Kingsford, Michigan at 4:00 p.m.**

John Nelson, Chairperson

Mari Negro, Secretary

Cindy Adrian, Administrative Assistant

Mary Wendt, Board Secretary
Transcribed 7/23/15 Board meeting minutes
from audio recording

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, August 04, 2015.

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

Present: William Anderson, Anthony Kakuk, Joseph Skrobiak, Darrell Moilanen and Lisa Savord. Also present were Larry Barker, Tom Olson, and Scott Lippens. Bob Axtell joined the meeting at 9:05 a.m.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Open bids for motor graders – Bids were opened and read aloud as follows:

Roland Machinery Co., Escanaba, MI: Letter advising they are unable to bid at this time.

Fabick Cat (Fabco Equipment Inc), Marquette, MI: 2015 or 2016 Caterpillar 12M3:

Scenario 1, Lease/purchase with buyback for one grader – \$277,029, guaranteed buyback of \$145,000, total cost for 60 months (with interest and doc fees) (if buyback is executed) \$160,380.75

Scenario 2, 5 year Lease/purchase with buyback per grader - \$277,029, guaranteed buyback of \$145,000, total cost for 60 months (with interest and doc fees) (if buyback is executed) \$153,337.30

Scenario 3, 5 year Lease/purchase of 3 graders with buyback and trade in of 3 Cat 140H graders- \$873,414, trade in allowance of \$294,000, guaranteed buyback of \$435,000, total cost for 60 months (with interest and doc fees) (if buyback is executed) \$185,565.30

Scenario 1 or 2 would also be eligible for an additional \$35,000 trade equity credit for 2 graders that are currently leased from Fabco with an October, 2015 lease end date if new graders are purchased through a new lease/purchase with Fabick Cat.

Nortrax Equipment Co., Escanaba, MI: 2015 John Deere 770G:

Scenario 1, No bid provided.

Scenario 2, 5 year Lease/purchase with buyback per grader - \$255,990, guaranteed buyback not offered, total cost for 60 months (with interest and doc fees) \$296,182.00

Scenario 3, 5 year Lease/purchase of 3 graders with buyback and trade in of 3 Cat 140H graders- \$766,910, trade in allowance of \$250,000, guaranteed buyback not offered, total cost for 60 months (with interest and doc fees) \$613,683.00

Nortrax Equipment Co., Escanaba, MI: 2015 John Deere 770GP:

Scenario 1, No bid provided.

Scenario 2, 5 year Lease/purchase with buyback per grader - \$269,478, guaranteed buyback not offered, total cost for 60 months (with interest and doc fees) \$312,103.00

Scenario 3, 5 year Lease/purchase of 3 graders with buyback and trade in of 3 Cat 140H graders- \$807,374, trade in allowance of \$250,000, guaranteed buyback not offered, total cost for 60 months (with interest and doc fees) \$660,961.00

Moved by Kakuk, seconded by Skrobiak to have the bids tabulated to be awarded at the August regular meeting. Carried unanimously.

Other Business – Skrobiak asked if the foreman had looked at the shoulder on J-1 Road. Moilanen responded that warning barrels had been put in the problem area.

Anderson asked if the regular meeting scheduled for Tuesday, August 11, 2015 at 9:00 a.m. could be rescheduled for Wednesday, August 12, 2015 at 9:00 a.m. Skrobiak was in agreement to the change, Kakuk will check his calendar and advise Savord so the change can be posted.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:14 a.m.

Road Commission Finance Director-Clerk

Road Commission Chair

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Courthouse Chiller Project
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: As of Sept. 1, 2015, the courthouse chiller has broken down again. We have budgeted in the 2015/16 budget for a new chiller, and have asked for bids for that project.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/03/2015
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 is requesting proposals for a 65 ton (minimum) Air Cooled Chiller Package to be placed outside the north side of the boiler room at the Menominee County Courthouse.

The proposal is to include removal of the existing system and complete installation, warranty and training of new system.

Certificate of Liability and Worker's Compensation Insurance is required by the winning bidder.

A concrete pad for chiller support is required. Integrated connection to existing Siemens automated HVAC control system is required. Presently there is 460 v, 3 phase power available at the site.

All permits are the responsibility of the bidder.

Individuals may contact Jim Mekash at 906-290-4917 regarding any questions or to make an appointment for a site visit.

All proposals shall be delivered to the Menominee County Administration Office in a sealed envelope and clearly marked as "Chiller Replacement Proposal" by September 17th, 2015 at noon.

Menominee County reserves the right to reject any and all proposals.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MAC 2015/16 Proposed Platforms
DEPARTMENT:	Administration
ATTACHMENTS:	Yes – Commissioner dropbox has full platforms with changes.
SUMMARY:	
<p>MAC sent a letter asking the commissioners to review the proposed platforms. Should anything need to be revised, we will need to submit to the MAC President five days prior to the MAC Conference (Sept. 20-22, 2015) where the platforms will be adopted.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/03/2015
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):



935 N. Washington Avenue
Lansing, MI 48906
517-372-5374 Fax 517-482-4599
www.micounties.org
Timothy K. McGuire, Executive Director

Memo

To: All County Commissioners
From: President Jon Campbell
Date: August 11, 2015
Re: Proposed 2015-2016 Platforms

Please find an attached copy of the proposed MAC Platforms for your review. Adoption of the documents will take place at the Michigan Association of Counties' Annual Conference, September 20-22, 2015, at the Grand Traverse Resort in Acme. The Business Session, when the Platforms will be adopted, will take place Tuesday, September 22, 2015, at 8:15 a.m.

In accordance with Article III, Section 5, of the MAC By-Laws, the following are ways that the Platform can be amended from now until the conference:

- *A member wishing to submit an amendment to the MAC Platform shall submit the amendment to the MAC President at least five (5) days prior to the opening day of the MAC Annual Conference. Such amendment will require a majority vote at the annual meeting to be adopted.*
- *An amendment to the MAC Platform may be presented from the floor during the annual meeting. Such amendment will require a 2/3 majority vote to be adopted.*

Sitting as the MAC Board of Directors' Resolution Committee, the Board will take up all amendments Sunday, September 20, 2015, at 5:30 p.m.

If you have further questions, please feel free to contact the MAC Office by phone, (517) 372-5374, or by fax, (517) 482-4599.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MAC ~ Meeting with Tim McGuire, Exec. Director
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>Tim McGuire's office called and would like to meet with some of the board members to give an update on MAC. Mr. McGuire will be in Menominee on Monday September 28th, 2015 @ 4:00 PM. Admin. would like to know if all commissioners would like to attend a meeting with him, or only a few members of the board meet with him. We can set up a Committee of the whole meeting if all members would like to attend.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/04/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	3-Way Road Commission invoices
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>We received an invoice from Mellen Township (\$22,315.94); & Stephenson Township (\$30,838.61), for the 3 way road funding...to be approved and paid to the Road Commission.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/03/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County Road Commission

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

INVOICE

09/03/15

Invoice #: 3WFP-007

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION		AMOUNT
Mellen Township Project #1 - Graveling the following roads:		\$22,315.94
N-3 Road (N. of 346)	1055 cyds	
N-3 Road (S. of 346)	350 cyds	
16.5 Road	355 cyds	
M-3 Road (Tanguay)	<u>180 cyds</u>	
Total	1,940 cyds @ \$11.53/cyd = \$22,368.20	
TOTAL DUE		\$22,315.94

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

Menominee County Road Commission

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

INVOICE

09/03/15

Invoice #: 3WFP-006

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Stephenson Township Project #1 - Graveling the following roads:	\$30,838.61
P-1 Road (S. of 356) 450 cyds	
Cemetery Road 275 cyds	
Everard Road 70 cyds	
Pelkey Road 260 cyds	
Palestine Road 250 cyds	
Forsburg Road 260 cyds	
Peterson Road 295 cyds	
Corey Road 400 cyds	
Fellion Road <u>415 cyds</u>	
Total 2,675 cyds @ \$11.53/cyd = \$30,842.75	
TOTAL DUE	\$30,838.61

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

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

Submitted by: **Brian Bousley**

 09/03/2015
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**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

*must attach receipt for reimbursement

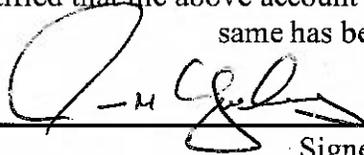
*meals provided by conferences will NOT be reimbursed

Name: **James Furlong ~ District 3**

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
8-11-15	Cedarville	46			101-101-860.03
8-25-15	Cedarville	46			101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage	92	
Total Mileage Fee					52.90

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

8-25-15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

*must attach receipt for reimbursement

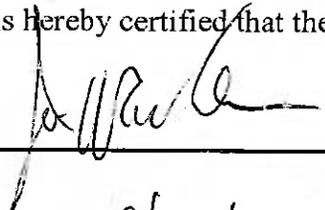
*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
8/10/15	MT WORKS, ESCANABA	56	"	32.20	101-101-860.11
8/11/15	CEDAR LEVER, CO RD	84	"	48.30	101-101-860.11
8/22/15	CEDAR LEVER, CO RD	84	"	48.30	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		221	.575	128.80	
			Total Mileage	128.80	
Total Mileage Fee					128.80

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

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



Signed

8/25/15

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: 57.5 cents/mile ~ effective 01 January 2015

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

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

Name: Raymond Williams ~ District 1

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
8/11/15	Cederville Twp Shoppell	52.6	30.25	30.25	101-101-860.01
8/23/15	" " "	52.6	30.25	30.25	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
		105.20			
			Total Mileage	60.50	
Total Mileage Fee					60.50

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

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

Raymond Williams

Signed

8-29-15

Date

RECEIVED
AUG 28 2015
BY: *AA*

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
SEP 01 2015
BY: _____

COPY

Mileage: 57.5 cents/mile ~ effective 01 January 2015

*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 .575/mile	Total Cost	Account Number
8/07/15	COURTHOUSE	16		9.20	101-101-860.04
8/11/15	CEDARVILLE TWP HALL	40		23.00	101-101-860.04
8/18/15	MEND. CITY HALL	15		8.63	101-101-860.04
8/18/15	STEPHENSON, MI	32		18.40	101-101-860.04
8/18/15	TWIN COUNTY AIRPORT	15		8.63	101-101-860.04
8/19/15	MEND. HEALTH OFFICE	16		9.20	101-101-860.04
8/25/15	CEDARVILLE TWP. HALL	40		23.00	101-101-860.04
		174			101-101-860.04
			Total Mileage		
				Total Mileage Fee	\$ 100.06

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 L. Schei

Signed

8/31/15

Date

Commissioner Meeting Fee Expense Form

RECEIVED
SEP 01 2015
BY: _____

COPY

Name of Commissioner LARRY SCHEI

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
8/07/15	COUNTY BOARD FINANCE	50.00
8/11/15	COUNTY BOARD	50.00
8/18/15	MBDC	50.00
8/18/15	LIBRARY BOARD	50.00
8/18/15	TCAC	50.00
8/19/15	PUBLIC HEALTH BOARD	50.00
8/25/15	COUNTY BOARD BUDGET	—
8/25/15	COUNTY BOARD	50.00
Total Per Diem		# 350.00

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

Commissioner Signature: Larry Schei

Date: 8/31/15

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
SEP 02 2015
BY: *AA*

Mileage: \$.575/mile – effective 01 January 2015

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

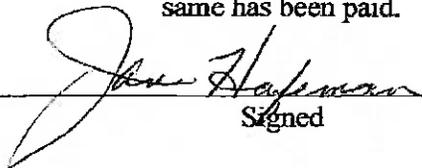
*must attach receipt for reimbursement
*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X.575/mile	Total Cost	Account Number
8/7/15	Finance- Menominee	76	43.70		101-101-860.10
8/11/15	Co Bd-Cedar River	60	34.50		101-101-860.10
8/17/15	BOH Finance-Escanaba	58	33.35		101-101-860.10
8/19/15	BOH-Menominee	76	43.70		101-101-860.10
8/25/15	Co Bd-Cedar River	60	34.50		101-101-860.10
8/27/15	Pinecrest-Pinecrest	14	8.05		101-101-860.10
8/29/15	UPCAP- Escanaba	58	33.35		101-101-860.10
					101-101-860.10
					101-101-860.10
		402	Total Mileage		
Total Mileage Fee					231.15

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

9/1/15
Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on August 27 & 28, 2015 in the combined amount of \$182,891.21.	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 09/03/2015
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):

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

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

MENOMINEE COUNTY
Check Register Report

Check	Vendor Name	Vendor's Ref#	Description	Status	Debit Account	Check Date	Check Amount	Check Amount	
General									
104670	State of Michigan		(Sales, Use, & Withholding Tax)	Open		08/27/2015	\$1,274.50	\$1,274.50	
	43141	JULY 2015	Twin County Airport (TRR9921754)	218-585-228.00					
Total General								\$1,274.50	
Grand Total:								\$1,274.50	

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**MENOMINEE COUNTY
Claims Audit Report**

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Vendor Name Vcher#	Voucher#	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
Bank Account: General									
Ade Incorporated									
43070	08/11/2015	95229		Needs Pass Web Records (Order #270: 101-136-755.00	101-136-755.00	200.00		\$200.00	
ARAMARK UNIFORM SERVICES INC - 25259 Network PL									
43182	07/31/2015	792050378		Twin County Airport	218-585-755.01	286.35		\$286.35	
AT&T Mobility									
43129	08/20/2015	287252234966		August 10 - September 9, 2015	101-132-850.00	31.46		\$31.46	
Benolt's Glass & Lock									
43101	08/20/2015	15-0780		Install New Locks (LaFave Lane)	101-301-935.00	268.50		\$268.50	
Big O's Lube and Service, Inc.									
43106	08/12/2015	17530		2013 Chevy Impala	205-315-934.02	264.53		\$1,212.57	
43107	08/18/2015	17575		2016 Ford Explorer - Vehicle Maintenanc	205-315-934.02	57.94			
43172	07/13/2015	17344 (PO# 3199)		2007 Chevy Silverado - Tires and Labor	249-371-742.00	890.10			
Brian Bousley									
43176	08/26/2015	Reimbursement		Mileage	101-172-860.00	177.10		\$177.10	
Brunelle, Jennifer									
43127	08/20/2015	August 2015		Crisis Intervention	296-668-801.00	670.00		\$670.00	
Burnham & Flower of Michigan									
43117	07/31/2015	MENOCO0-01		PO# 03135 Renewal of Bond (7/1/15 - : 101-253-830.00	101-253-830.00	1,671.00		\$1,671.00	
Call One, Inc.									
43071	08/07/2015	594525		Plantronics CA12CD Battery (x4)	266-325-728.00	120.00		\$120.00	
CBM Managed Services									
43111	08/05/2015	STDINV87634		Inmate Meals	280-362-755.00	2,076.12		\$4,165.61	
43112	08/12/2015	STDINV87930		Inmate Meals	280-362-755.00	2,089.49			
Celicom - P.O. Box 7555									
43187	08/05/2015	774329		Airport - Cellular Services	216-585-850.00	109.24		\$109.24	
CITY OF MENOMINEE - 2511 10TH ST.									
43104	08/14/2015	4042		June 2015 - Road Patrol	205-315-742.00	1,875.91		\$2,180.13	
43188	08/12/2015	4039		June 2015 Gasoline Charges	101-265-742.00	31.17			
43188	08/12/2015	4039		June 2015 Gasoline Charges	101-265-742.00	173.18			
43188	08/12/2015	4039		June 2015 Gasoline Charges	101-257-742.00	47.80			
43188	08/12/2015	4039		June 2015 Gasoline Charges	266-328-881.00	36.53			
43188	08/12/2015	4039		June 2015 Gasoline Charges	266-325-860.00	15.54			
43188	08/12/2015	4039		June 2015 Gasoline Charges	266-325-860.00	15.54			
CLOVERLAND PAPER CO									
43050	08/17/2015	109183		Building & Ground Supplies	101-265-755.01	193.22		\$1,094.04	
43051	08/14/2015	109181		Building & Ground Supplies	101-265-755.01	257.94			
43072	08/07/2015	109101		Towels - Annex	101-265-755.01	30.37			
43073	08/07/2015	109099		Janitorial Supplies - Courthouse	101-265-755.01	56.49			
43113	08/07/2015	109100		Inmate Supplies	280-362-755.00	101.58			
43114	08/14/2015	109182		Inmate Supplies	280-362-755.00	347.57			
43157	08/21/2015	109222		Comet Cleaner	101-265-755.01	48.92			
43158	08/21/2015	109216		Library Supplies	101-265-755.01	57.95			
GMP Distributors									
43098	07/14/2015	44759		PO# 03138 2 Back up Weapons (Marks	205-315-755.02	938.00			\$938.00
Coast to Coast Computer Prod.									
43134	08/13/2015	A1365134		FOC Toners (x3)	101-141-931.00	229.97		\$229.97	
Cooper Office Equipment									
43063	08/12/2015	124859		Treasurer's Office	101-253-728.00	167.85		\$167.85	

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**MENOMINEE COUNTY
Claims Audit Report**

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Vendor Name	Vcher#	Voucher	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General									
					CHIEF FISCAL OFFICER				
					MENOMINEE COUNTY MICHIGAN				
Country Mile Document Destruct	43079	08/11/2015		21913	Shredding Documents (8/6/15)	101-265-801.00	94.87		\$94.87
Dougovito, Greg	43125	08/20/2015		5969	Transport Juvenile to Bay Pines (T.D.P.	101-132-801.01	31.25		\$109.40
	43126	08/20/2015		5969	Transport Juvenile to Bay Pines (T.D.P.	101-132-801.00	75.00		
	43132	08/20/2015		Reimbursement	Meal - Transport	101-132-801.00	3.15		
DTE Energy	43054	08/05/2015		462245200011	Annex	101-261-920.04	36.12		\$36.12
DuPont, Sherry	43147	08/26/2015		Reimbursement	Mileage	101-172-860.00	52.32		\$52.32
EAGLEHERALD PUBLISHING, LLC	43171	07/31/2015		1406	River Park Advertising	208-751-755.02	19.90		\$19.90
Entrance Systems	43184	08/10/2015		12525	Service Call to Repair Automatic Gate C	218-585-981.02	909.00		\$909.00
EPIC Aviation, LLC	43193	07/18/2015		6744438	Prepaid Fuel (PO# 3142)	218-585-743.00	16,529.29		\$16,529.29
Faller, Tom	43189	08/25/2015		Reimbursement	Mileage	101-215-860.00	29.90		\$29.90
Forms Trac Enterprises, Inc.	43142	08/18/2015		63004	Default Judgement Civil Forms (x1100)	101-136-727.00	183.33		\$366.67
	43143	08/18/2015		63003	14 Day Notice (x1100)	101-136-727.00	183.34		
Friends Ofc Prod Whse Direct	43068	08/12/2015		0228501	FOC - Office Supplies	215-141-934.00	212.70		\$212.70
Furlong, James	43149	08/25/2015		Reimbursement	Mileage - August 2015	101-101-860.03	52.90		\$52.90
Genesis Lamp Corporation	43185	08/11/2015		55054	Airport Maintenance Equipment	218-585-981.00	175.04		\$175.04
GREAT AMERICAN DISPOSAL CO THE	43053	08/01/2015		58109031	Annex - Garbage Removal	101-261-930.04	55.15		\$55.15
Industrial Chem Labs	43186	08/14/2015		179518	Eliminator x4 (Week Killer)	218-585-981.01	336.66		\$336.66
Ivens, Ruby E.	43119	08/25/2015		Reimbursement	Parks Committee - August 2015	208-751-860.00	59.20		\$59.20
Joel Hensley, RN	43042	08/09/2015		Blood Draw	A.M. (7/2/15)	101-267-801.01	100.00		\$4,570.00
	43100	08/24/2015		Nursing Services	Nursing Services	101-301-770.01	1,365.00		
	43137	08/25/2015		Medical Examiner	August 2015	101-848-709.00	825.00		
	43137	08/25/2015		Medical Examiner	August 2015	101-848-835.00	2,280.00		
John E. Reid and Associates	43115	07/30/2015		160198	3 Day Interview/Interrogation - T. Milesk	282-302-881.00	420.00		\$420.00
Johnson Builders	43173	08/25/2015		HOEFFLER	Hail Storm Damage	274-890-809.52	6,575.84		\$6,575.84
K & M Rentals	43069	08/08/2015		5132	Portable Toilet at Airport Park	208-751-942.00	170.00		\$170.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Kleiman, Marc								\$73.93
	43077	08/13/2015	Reimbursement	Mileage	101-215-860.00	29.90		
	43180	08/27/2015	Reimbursement	Bridge Fare, Fuel, Lunch	101-215-860.00	44.03		
Leltzke Appraisal Service								\$358.93
	43154	08/27/2015	13-14419-CB	Spiegelhoff vs Jensen	101-131-807.00	358.93		
Lesperance, Diane								\$536.02
	43133	08/21/2015	Reimbursement	Mileage, Meal, Bridge Toll	517-252-860.00	536.02		
Linda A. Menacher								\$94.00
	43191	08/27/2015	8/25/15	Fischer PLM (8-19-14)	101-267-806.00	12.00		
	43192	08/27/2015	8/17/15	Fischer PLM (8/19/14)	101-138-806.00	82.00		
Lisa Ebsch								\$150.00
	43148	07/14/2015	Reimbursement	Camping Refund	208-751-984.00	150.00		
Little Caesars Pizza								\$15.00
	43131	08/20/2015	5966	Pizza for Teen Court	296-667-801.02	15.00		
Manpower								\$2,331.00
	43049	08/16/2015	29012931	Week Ending 8/7, 8/28, 8/16/15 (Molly M	101-267-704.00	945.00		
	43056	08/09/2015	28983939	Week Ending 8/9/15 (Molly McRae)	101-267-704.00	315.00		
	43065	08/09/2015	28982947	Week Ending 7/28, 8/2, 8/9/15 (Molly M	215-141-705.00	441.00		
	43136	08/16/2015	29016008	Week Ending 8/16/15 (Molly McRae)	215-141-705.00	315.00		
	43170	08/23/2015	29037682	Molly McRae (Week Ending 8/23/15)	101-267-704.00	315.00		
Massopust, Whitney								\$430.00
	43138	08/25/2015	Medical Examiner	August 2015	101-848-709.00	240.00		
	43138	08/25/2015	Medical Examiner	August 2015	101-848-835.00	190.00		

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED 

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher#	Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General					CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				\$2,052.98
Mastercard									
	43087	08/12/2015			Credit Card Adobe	101-103-857.02	9.99	x	
	43087	08/12/2015			Credit Card Amazon	101-215-970.00	45.97	x	
	43087	08/12/2015			Credit Card Amazon	101-265-930.01	126.14	x	
	43087	08/12/2015			Credit Card Amazon	101-103-970.10	31.25	x	
	43087	08/12/2015			Credit Card K Mart	208-751-880.00	123.95	x	
	43087	08/12/2015			Credit Card Amazon	101-265-930.01	27.00	x	
	43087	08/12/2015			Credit Card USPS	101-268-729.00	5.05	x	
	43087	08/12/2015			Credit Card Global Industries	101-265-934.00	189.28	x	
	43087	08/12/2015			Credit Card Amazon	101-265-930.01	17.99	x	
	43087	08/12/2015			Credit Card USPS	101-268-729.00	5.05	x	
	43087	08/12/2015			Credit Card Jo to Go	215-141-860.00	8.25	x	
	43087	08/12/2015			Credit Card Journey's Coffee House	215-141-860.00	4.82	x	
	43087	08/12/2015			Credit Card Spicy Bob's	215-141-860.00	8.95	x	
	43087	08/12/2015			Credit Card Bigby Coffee	215-141-860.00	5.14	x	
	43087	08/12/2015			Credit Card Journey's Coffee House	215-141-860.00	4.82	x	
	43087	08/12/2015			Credit Card H Hotel	215-141-860.00	239.40	x	
	43087	08/12/2015			Credit Card Amazon	101-265-755.01	99.89	x	
	43087	08/12/2015			Credit Card Which Craft Taproom	215-141-860.00	17.67	x	
	43087	08/12/2015			Credit Card USPS	101-268-729.00	5.05	x	
	43087	08/12/2015			Credit Card USPS	208-751-920.00	15.70	x	
	43087	08/12/2015			Credit Card Menards	208-751-728.00	101.26	x	
	43087	08/12/2015			Credit Card Holiday Inn	296-664-860.00	136.45	x	
	43087	08/12/2015			Credit Card Amway Grand	517-252-860.00	13.65	x	
	43087	08/12/2015			Credit Card Prodryers	101-265-930.01	33.88	x	
	43087	08/12/2015			Credit Card USPS	101-268-729.00	5.05	x	
	43087	08/12/2015			Credit Card Credit Voucher - Kmart	208-751-880.00	-73.11	x	
	43116	08/12/2015			Credit Card Amazon	101-301-727.00	234.61	x	
	43116	08/12/2015			Credit Card MSA Lansing	101-301-745.00	35.45	x	
	43116	08/12/2015			Credit Card Bob Barker	101-301-770.01	163.94	x	
	43116	08/12/2015			Credit Card Quill	101-301-770.01	43.99	x	
	43116	08/12/2015			Credit Card Buffalo Wild Wings (x4)	101-301-860.00	48.00	x	
	43116	08/12/2015			Credit Card McDonalds (x4)	101-301-860.00	18.81	x	
	43116	08/12/2015			Credit Card Belson Cc.	101-301-934.00	187.50	x	
	43116	08/12/2015			Credit Card Superior Touchless	205-315-742.00	9.00	x	
	43116	08/12/2015			Credit Card Superior Touchless	205-315-742.00	9.00	x	
	43180	08/12/2015			Credit Card Holiday	216-585-742.00	59.80	x	
	43180	08/12/2015			Credit Card Angel's	216-585-729.01	18.34	x	
	43180	08/12/2015			Credit Card Krist Oil	216-585-742.00	16.00	x	
Mead & Hunt									\$5,961.60
	43190	08/12/2015		253824 PO# 3140	Professional Services from 7/1/15 - 7/31	216-585-970.00	5,961.60		
Menards - Marinette									\$369.56
	43060	08/12/2015		89457	Paint Supplies	101-265-970.00	53.45		
	43061	08/12/2015		89511	Hobby File	101-265-931.00	16.96		
	43062	08/12/2015		89452	Credit Memo	101-265-755.01	-34.97		
	43083	08/15/2015		89714	Building Maintenance Supplies	101-265-930.01	38.46		
	43084	08/15/2015		89715	9" Edger	101-265-931.00	199.00		
	43085	08/17/2015		89860	Sealbest Pothole Patch	101-265-930.01	47.70		
	43086	08/14/2015		89638	Paint	101-265-970.00	48.96		
MENOMINEE ANIMAL SHELTER, INC									\$295.00
	43058	08/14/2015		1507	July 2015 Impounding	101-601-958.00	295.00		

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**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER								
MENOMINEE COUNTY FAIR BOARD MENOMINEE COUNTY MICHIGAN								
	43089	08/20/2015	Gate Receipts	2015 Fair Gate Fee Portion	208-751-884.00	7,346.25		\$7,346.25
MENOMINEE COUNTY JOURNAL								
	43075	08/01/2015	131	Public Land Auction	517-252-900.00	93.50		\$93.50
MENOMINEE COUNTY ROAD COMMISSI								
	43144	07/28/2015	3WFP-003	Faithorn Township - 3 Way Road	401-446-970.00	17,825.38		\$80,094.53
	43145	08/10/2015	3WFP-004	Holmes Township - 3 Way Road	401-446-970.00	30,854.07		
	43146	08/10/2015	3WFP-005	Lake Township - 3 Way Road	401-446-970.00	31,008.75		
	43174	08/17/2015	10927	Dust Control - Shakey Lake's Park	208-751-930.04	505.70		
	43175	08/17/2015	10918	Grading - Shakey Lakes	208-751-930.04	100.63		
Michigan Counties Workers'								
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-101-716.00	130.79		\$18,453.00
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-131-716.00	28.93		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-132-716.00	70.01		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-136-716.00	245.38		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-141-716.00	324.05		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-148-716.00	21.03		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-150-716.00	1.93		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-172-716.00	238.15		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-215-716.00	134.70		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-253-716.00	99.13		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-257-716.00	193.55		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-261-716.00	12.36		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-265-716.00	1,086.65		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-267-716.00	479.27		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-268-716.00	47.46		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-301-716.00	8,408.55		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-331-716.00	7.43		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-428-716.00	14.00		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-648-716.00	33.85		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	101-682-716.00	28.22		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	205-316-716.00	4,958.89		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	205-316-716.00	311.10		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	208-751-716.00	468.41		
	43178	08/01/2015	10202	2015 Fourth Quarter Installment	249-371-716.00	49.02		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	266-325-716.00	252.53		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	266-326-716.00	23.73		
	43179	08/01/2015	10202	2015 Fourth Quarter installment	271-790-716.00	437.20		
	43179	08/01/2015	10202	2015 Fourth Quarter installment	296-663-716.00	128.94		
	43179	08/01/2015	10202	2015 Fourth Quarter Installment	296-664-716.00	108.38		
	43179	08/01/2015	10202	2015 Fourth Quarter installment	296-665-716.00	111.78		
MILLERS ACTION OFFICE SUPPLY I								
	43067	08/12/2015	0111538-001	FOC - Binder	215-141-934.00	4.29		\$65.14
	43121	08/05/2015	0111403-001	Index Tabs	101-132-727.00	14.95		
	43135	08/25/2015	0111814-001	FOC - Labels	215-141-934.00	2.55		
	43194	08/27/2015	0111891-001	Emergency Services	101-428-727.00	43.35		
Nelson, John R.								
	43150	08/25/2015	Reimbursement	Mileage - August 2015	101-101-860.11	128.80		\$128.80
NMS Labs								
	43120	07/31/2015	142128	Forensic Toxicology (H. Gagnon)	101-648-835.00	211.00		\$211.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Norway Springs, Inc.								\$41.11
	43162	08/01/2015	395888	Cold Water Dispenser Rent - Twin Cou	216-585-801.00	9.49		
	43163	07/15/2015	390062	Water & Cups for Twin County Airport	216-585-801.00	31.62		
Nutt, Michael								\$72.74
	43152	08/25/2015	Reimbursement	Mileage	296-664-860.00	72.74		
Office Depot, Inc.								\$318.64
	43048	08/13/2015	786695664001	Admin - Office Supplies	101-172-727.01	34.30		
	43055	08/06/2015	785054336001	District - Office Supplies	101-136-727.00	95.95		
	43078	08/04/2015	784688748001	ROD - Office Supplies	101-268-727.00	127.70		
	43159	08/04/2015	784690327001	Disinfectant Spray - ROD	101-268-727.00	9.39		
	43169	08/18/2015	787786288001	Parks - Ink Cartridge	208-751-727.00	51.30		
OTIS ELEVATOR COMPANY								\$646.68
	43044	08/20/2015	CVE05003915	9/1/15 - 11/30/15	101-265-801.00	646.68		
Owens, Karen A.								\$62.46
	43130	08/20/2015	Reimbursement	After School Program Supplies	296-668-801.00	62.46		
PHDM								\$62.00
	43103	08/13/2015	43335	Temp Food Event (Brats for Breakfast)	101-331-755.01	62.00		
Poupore Collision & Towing								\$1,028.87
	43108	08/10/2015	55010	2014 Chevy Impala - Vehicle Maintenanc	205-315-934.02	45.05		
	43109	08/10/2015	55K91	2013 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	43.50		
	43110	08/11/2015	PO# 3137	Front & Rear Brakes/Pads for 55K91	205-315-934.02	940.32		
PrintersPlus!								\$177.00
	43052	08/19/2015	14102	Double Window Envelopes & Receipt B	517-252-727.00	177.00		
REDWOOD TOXICOLOGY LABORATORY								\$53.75
	43043	07/31/2015	00718420157	Drug Testing Supplies	101-136-727.00	8.75		
	43128	08/20/2015	00719820157	Drug Testing Supplies	296-667-730.00	45.00		
Sage Software, Inc.								\$920.00
	43177	07/15/2015	2001334047	Sage Business Care Gold - 1 Year	101-103-857.00	920.00		
Schroud, Margaret								\$11.56
	43074	08/14/2015	Reimbursement	Lunch in Field (x2)	101-257-860.00	11.56		
Sherwin Williams Company								\$301.31
	43059	08/06/2015	4149-3	Health/Jail Exterior Paint	101-265-970.00	264.50		
	43153	08/14/2015	4469-5	Paint	101-265-970.00	36.81		
SimplexGrinnell								\$531.25
	43181	08/17/2015	81624514	Alarm & Detection - Jail	101-265-934.00	531.25		
Sparling Corporation								\$302.42
	43164	07/13/2015	56950	Airport Maintenance Supplies	216-585-981.01	263.95		
	43165	07/14/2015	56951	Airport Maintenance Supplies	216-585-981.00	48.47		
Squires-Stepniak, Rebecca								\$304.75
	43128	08/20/2015	Reimbursement	Mileage	296-665-860.00	304.75		

APPROVED

AUG 28 2015



CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

MENOMINEE COUNTY
Claims Audit Report

AUG 28 2015

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<p>Bank Account: General CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN</p>								
Standard Insurance Company								\$211.80
	43118	08/24/2015	September 2015	Life Insurance Premium	101-101-713.00	20.70		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-132-713.00	8.32		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-136-713.00	11.50		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-141-713.00	9.20		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-148-713.00	0.58		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-215-713.00	11.50		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-172-713.00	4.60		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-267-713.00	9.20		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-268-713.00	4.60		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-253-713.00	8.90		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-257-713.00	4.60		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-265-713.00	4.60		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-301-713.00	48.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-682-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	101-103-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	271-790-713.00	9.20		
	43118	08/24/2015	September 2015	Life Insurance Premium	296-663-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	296-664-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	296-665-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	208-751-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	205-316-713.00	2.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	205-315-713.00	25.30		
	43118	08/24/2015	September 2015	Life Insurance Premium	266-325-713.00	16.10		
	43118	08/24/2015	September 2015	Life Insurance Premium	266-326-713.00	2.30		
STEPHENSON MARKETING COOPERATI - P O BOX 399								\$3,221.79
	43105	07/31/2015	015579	Gasoline Charges - July 2015	205-315-742.00	2,845.79		
	43196	08/27/2015	PO# 3141	Pre Buy	208-751-744.00	576.00	x	
Stromgren, Peggy								\$231.26
	43123	08/20/2015	5967	Transport Juvenile to Bay Pines (T.D.P.	101-132-801.01	30.00		
	43123	08/20/2015	5967	Transport Juvenile to Bay Pines (T.D.P.	101-132-801.00	72.00		
	43124	08/20/2015	Reimbursement	Mileage - Transport Juvenile to Bay Pine	101-132-801.00	129.26		
Time Warner Cable - P.O. Box 3237								\$705.31
	43168	07/25/2015	10404-621199203-900	August 2 - September 1 (Airport)	216-585-850.00	705.31		
TWIN CITY ELECTRIC, Inc.								\$165.00
	43045	08/18/2015	79683	Emergency 24 Annual Monitoring Fee	101-265-801.00	165.00		
TWIN CITY SERVICE AGENCY INC								\$1,060.88
	43183	08/03/2015	MENOMAR-01	Renewal of Pollution Liability w/terrorism	216-585-831.00	1,060.88		
U.S. Bank Equipment Finance								\$133.07
	43046	08/18/2015	284992278	Konica - Bizhub 423	101-172-942.00	133.07		
UNIFORM SHOPPE								\$123.90
	43099	08/12/2015	246496	Uniform Allowance - Marks	101-301-745.00	123.90		
UPCAP SERVICES INC								\$135.00
	43057	07/31/2015	1097	Work Crew Services (Shakey Lakes)	208-751-930.04	35.00		
	43064	07/31/2015	1089	Work Crew Services	517-252-931.00	76.00		
	43102	07/31/2015	1091	Work Crew Services	101-301-935.00	24.00		
Valenti, Susan F.								\$362.00
	43080	08/21/2015	Reimbursement	July 2015 - Mileage & Meals	101-131-860.00	362.00		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Verha, Sherry								
43122	08/18/2015	5963	Foster Care Costs (D.B.)	292-662-843.02	482.72			\$482.72
WALTER BROTHERS INC								
43181	07/31/2015	20106	Twin County Airport	216-585-755.01	133.30			\$187.43
43181	07/31/2015	20106	Twin County Airport	216-585-981.00	54.13			
Waste Management								
43176	08/01/2015	1501879-1856-3	Twin County Airport	216-585-801.00	92.30			\$92.30
WEST GROUP PAYMENT CENTER								
43076	08/04/2015	832356008	July 5 - August 4, 2015	101-267-802.00	50.50			\$101.00
43081	08/04/2015	832367703	July 5 - August 4, 2015	101-136-805.00	50.50			
Wil-Kil Pest Control								
43155	08/19/2015	2735194	Library	101-265-801.00	31.25			\$82.50
43156	08/19/2015	2735195	Annex	101-265-801.00	31.25			
WISCONSIN PUBLIC SERVICE CORP								
43047	08/17/2015	0402047856-00005	Kleinke Park	208-751-920.01	157.70			\$1,940.89
43082	08/17/2015	0402047856-00008	Kleinke Park	208-751-920.01	868.53			
43166	07/24/2015	0403823200-00006	Hanger Gate Center	216-585-920.03	56.05			
43167	07/27/2015	0403823200-00005	Gate Center	216-585-920.03	57.62			
43195	07/24/2015	1415313543-00000	Fire/Crash	216-585-920.00	17.84			
43195	07/24/2015	1415313543-00000	Main Terminal	216-585-920.00	15.06			
43195	07/24/2015	1415313543-00000	Main Terminal	216-585-920.03	654.82			
43195	07/24/2015	1415313543-00000	Airport	216-585-920.03	104.20			
43195	07/24/2015	1415313543-00000	Airport	216-585-920.00	9.07			
YMCA								
43151	08/25/2015	5974	Teen Fitness Program (Jenni Campbell)	296-668-801.00	200.00			\$200.00
Zavitz, Dr. Michael E.								
43139	08/25/2015	Medical Examiner	August 2015	101-648-709.00	2,060.00			\$2,060.00
Total Amount for Bank Account: General								\$179,668.21

APPROVED
AUG 28 2015 
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
AT&T - Carol Stream, IL 43198	08/19/2015	906863444108	August 19 - September 18, 2015	101-103-850.00	900.92		\$1,494.49
43199	08/19/2015	906863202308	August 19 - September 18, 2015	101-103-850.00	593.57	*	
Lufts Advertiser 43203	08/25/2015	8/25/15	Advertising	101-101-901.00	76.00		\$76.00
Menards - Marinette 43200	08/25/2015	90443	Vehicle Maintenance	101-265-981.00	5.71		\$45.67
43201	08/25/2015	90445	Building Maintenance Supplies	101-265-930.01	39.96		
Palmer, Mary 43202	08/28/2015	Reimbursement	Grounds Flowers	101-265-930.02	76.35		\$76.35
Williams, Raymond 43197	08/28/2015	Reimbursement	Mileage - August 2015	101-101-880.01	60.50		\$60.50
WISCONSIN PUBLIC SERVICE CORP							
43204	08/25/2015	1423663212-00000	Bailey House	208-751-920.01	53.55		\$195.49
43204	08/25/2015	1423663212-00000	Kleinke Street Lighting	208-751-920.01	31.84		
43204	08/25/2015	1423663212-00000	Kleinke	208-751-920.01	60.05		
43204	08/25/2015	1423663212-00000	Bailey Park Street Lighting	208-751-920.01	13.88		
43205	08/25/2015	0402047856-00006	Stoney Point	208-751-920.01	36.17		
Total Amount for Bank Account: General							\$1,948.50

APPROVED

AUG 28 2015

BUS

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Brian Bousley

 09/03/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887
PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

MONTHLY BUILDING PERMIT REPORT

09/01/2015

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13224-15	08/03/15	SCHLUMPF DON J & BRENDA M	VACANT LOT-HIGH RIDG	HOLMES TWP.	\$203.00
Work :	3.GARAGE	40 X40 GARAGE			006-436-001-06
P13225-15	08/03/15	BASTIEN RICHARD B & SARAH A	W463 CO RD 358	DAGGETT TWP.	\$161.40
Work :	4.MANUFACTURED	12 X 60 MOBILE HOME			041-735-001-50
P13226-15	07/29/15	HANSEN LINDA	W1848 CO RD G-12	CEDARVILLE TWP.	\$291.66
Work :	1.NEW DWELLING	1058 SQ FT HOME 432 SQ FT GARAGE 56 SQ FT PORCH			001-120-013-50
P13227-15	08/07/15	JENSEN KATHLEEN	W5886 14 LN	MELLEN TWP.	\$228.60
Work :	3.GARAGE	40 X 48 POLE BUILDING FOR MELTING AND MAKING WAX MOLDS			009-127-001-00
P13228-15	08/07/15	HORVATH ELIZABETH ANN TRUST	N5366 HWY M-35	INGALLSTON TWP.	\$238.84
Work :	3.GARAGE	32 X 64 STORAGE GARAGE			007-030-036-00
P13229-15	08/24/15	SUPERIOR CEDAR PRODUCTS INC	101 FENCE FACTORY RD	NADEAU TWP.	\$589.00
Work :	11.COMMERCIAL	3140 SQ FT STORAGE BUILDING			012-030-001-00
P13230-15	08/11/15	LABELLE VERNON & LABELLE BRUCEN	15884 D-1 RD	HARRIS TWP.	\$83.64
Work :	8.FOUNDATION	REPLACING FOUNDATION UNDER OLD HOME			005-015-011-00
P13231-15	08/12/15	VORLAND JAMES & PAMELA TRUST	N5698 CO RD 577	MELLEN TWP.	\$98.04
Work :	3.GARAGE	12 X 24 STORAGE GARAGE			009-128-001-00
P13232-15	08/12/15	SHEPERD-KONYN CHRISTINE &	N5217 R-1 LN	MELLEN TWP.	\$128.76
Work :	3.GARAGE	28 X 24 GARAGE			009-200-014-00
P13233-15	08/14/15	LEITZKE MICHAEL R	W8168 CO RD G-18	HOLMES TWP.	\$136.44
Work :	3.GARAGE	32X24 COLD STORAGE GARAGE			006-322-007-00
P13234-15	08/19/15	DELOUGHARY NATHAN	N1192 R-3 DR	MENOMINEE TWP.	\$136.44
Work :	3.GARAGE	24 X 32 STORAGE GARAGE			010-019-008-00

P13235-15	08/19/15	ANDERSON JOHN D	E1128 BLUE FOX LN 28.	CEDARVILLE TWP.	\$151.80
Work :	3.GARAGE	30 X 32 3 CAR GARAGE			001-009-008-00
P13236-15	08/19/15	AXTELL RONALD J	W6736 2 RD	MENOMINEE TWP.	\$113.40
Work :	3.GARAGE	20 X 24 STORAGE GARAGE			010-020-012-20
P13237-15	08/19/15	ZACH MICHAEL & DELLA	CO RD G-08	MELLEN TWP.	\$218.36
Work :	3.GARAGE	32 X 56 GARAGE			009-122-025-00
P13238-15	08/21/15	SNYDER ROBERT F & JOANNE	W7022 ADERMAN LN 2	HOLMES TWP.	\$144.12
Work :	3.GARAGE	36 X 24 STORAGE GARAGE			006-028-002-00
P13239-15	08/21/15	BOLEN THOMAS	N9861 HWY M-35	CEDARVILLE TWP.	\$259.32
Work :	3.GARAGE	36 X 64 GARAGE			001-031-023-00
P13240-15	08/21/15	INSCHO JOHN	N11644 OAKWOOD RD	NADEAU TWP.	\$215.00
Work :	3.GARAGE	50 X 35 GARAGE FOR STORAGE			012-158-002-20
P13241-15	08/28/15	CHALTRY SYLVAN & LEE	N1077 RIVER DR	MENOMINEE TWP.	\$399.60
Work :	3.GARAGE	2400 SQ FT GARAGE 720 SQ FT GARAGE			010-019-023-00
P13242-15	08/25/15	PHILLIPS RONALD E	N17451 CO RD 400	SPALDING TWP.	\$105.72
Work :	8.FOUNDATION	768 SQ FT FOUNDATION FOR A GARAGE IN FUTURE			013-325-011-50
P13243-15	08/28/15	POQUETTE JR TERRY L & SHANNON	N2479 M-3 DR	MENOMINEE TWP.	\$158.20
Work :	3.GARAGE	26 X 40 GARAGE			010-001-016-00
P13244-15	08/28/15	SZYMANSKI ADAM C & JOANNA R	W5557 14 RD MISSION	MELLEN TWP.	\$83.80
Work :	7.DECK/PORCH	11 X 20 LEAN TO			009-126-011-25
P13245-15	08/28/15	BELANGER ROBERT & MARIE	N-4 LN	MEYER TWP.	\$197.88
Work :	3.GARAGE	48 X 32 GARAGE			011-011-051-00
P13246-15	08/31/15	LUMBER JACK HARDWOODS INC	N2509 0-1 DR	MENOMINEE TWP.	\$515.00
Work :	11.COMMERCIAL	40 X0 60 DRY STORAGE			010-134-020-00

Total Permits	23
Total Fees	\$4,858.02



**Public Health
Delta & Menominee Counties**



**Board of Health Meeting
Pinecrest Medical Care Facility
Powers, MI**

**Meeting Minutes
Wednesday, May 27, 2015**

Board Members Present

Bob Burie
Patrick Johnson

Jan Hafeman
Larry Schei

Mary Harrington
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Assistant
Tiffany Olsick, Health Educator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on May 27, 2015. The meeting was called to order at 4:30 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above.

2. Approval of Agenda

Mr. Burie moved to approve the May 27, 2015 agenda. Motion was supported by Ms. Hafeman and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from April 15, 2015, be approved. Motion was supported by Mr. Schei and carried.

4. Public Comment

Ms. Harrington introduced the new Delta County Administrator, Ryan Bergman. Mr. Bergman plans to attend each type of county meeting at least once.

5. Presentation: Building Healthy Communities – Tiffany Olsick, Health Educator

PHDM's Community Health Promotion (CHP) office received a grant from the Michigan Department of Community Health to create a plan to improve health and wellness in one town in Delta County. Escanaba has been selected to participate. The grant will focus on better healthy food access and increasing physical activity. CHP is currently working with a coalition on Healthy Food Access Goals and Physical Fitness Goals. (i.e., more bike racks at area businesses and Farmer's Market, along with fresh food vans) They are hoping to have implementation money at the start of the next fiscal year.

Dr. Frankovich discussed the on-line website where local growers can post their produce and larger companies like schools and such can purchase locally. Chairman Trudgeon asked about the insurance needs with kayaks and paddle boats as part of the increasing physical activity goal. Mr. Johnson suggested possibly working with the kayak program in the Escanaba Boat Arena, with CHP handing out vouchers. Tiffany will discuss this with the coalition and see if it is an option.

6. Accreditation Report

Mr. Snyder gave a review of PHDM's Accreditation that took place the week of April 20-24, 2015. Eleven programs were evaluated on 90 requirements and 168 indicators. Only one requirement and two indicators were not met and a Corrective Action Plan is being created for submission. PHDM did receive several Special Recognitions. Comments that were given to Mr. Snyder during the exit interviews:

"The amount of work done by a small department is impressive. It would be a joy to come here as a consumer."

"You have an excellent Family Planning team."

"You have wonderful staff."

"Your staff was very well prepared."

Mr. Snyder made sure staff knew what a wonderful job they did. A report will be created and will be forwarded to the Michigan Local Health Public Health Accreditation Commission for final approval.

Board members thanked Mr. Snyder and the employees for doing such a good job.

7. **PHDM FOIA (Freedom of Information Act) Changes**

a. PHDM FOIA Policies & Guidelines

The BOH members reviewed the proposed PHDM FOIA Policies and Guidelines. Mr. Snyder explained the new changes need to be in effect by July 1, 2015.

b. PHDM FOIA Pubic Summary of Procedures & Guidelines

A copy of this summary will be provided to the public on the PHDM website and will be handed out to those who request a paper copy or do not have internet access. Mr. Snyder explained the BOH needs to decide what an "unreasonable amount of time" for gathering the data for the FOIA request is, as requestors will be billed for costs above and beyond that specified time.

Ms. Hafeman moved staff costs over .5 hours and \$1 copying fees can be charged when gathering information for a FOIA request, be approved. Motion was supported by Ms. Harrington and carried.

c. PHDM FOIA Resolution

Mr. Snyder explained a resolution is needed indicating the BOH's approval of the FOIA policies, guidelines, and summary.

RESOLUTION 15-1

RESOLUTION ESTABLISHING A FREEDOM OF INFORMATION ACT (FOIA) POLICIES AND GUIDELINES, PUBLIC SUMMARY OF PROCEDURES AND GUIDELINES FOR PUBLIC HEALTH DELTA & MENOMINEE COUNTIES

WHEREAS, the Michigan legislature adopted 2014 Public Act 563 enacting numerous amendments to the Michigan Freedom of Information Act (FOIA), being MCL 15.231 *et seq*, that require revision of the current FOIA Policy; and

WHEREAS, from time to time Public Health Delta & Menominee Counties will receive Freedom of Information Act (FOIA) requests; and

WHEREAS, it is necessary to adopt, and to post online, "FOIA Policies and Guidelines" and a "FOIA Policy Summary" to ensure that the FOIA requests are addressed in an efficient and consistent manner, and to comply with these FOIA statutory amendments; and

THEREFORE BE IT RESOLVED, the Public Health Delta & Menominee Counties Board of Health hereby adopts, effective from and after July 1, 2015, the attached:

1. "Public Health Delta & Menominee Counties FOIA Policies and Guidelines," including the FOIA Forms attached to these Policies and Guidelines; and
2. "Public Health Delta & Menominee Counties FOIA Public Summary of Procedures and Guidelines";

BE IT FURTHER RESOLVED that copies of the "Public Health Delta & Menominee Counties FOIA Policies and Guidelines," including the attached FOIA forms, and the "Public Health Delta & Menominee Counties FOIA Public Summary of Procedures and Guidelines" shall be posted on the Public Health Delta & Menominee Counties' website.

BE IT FURTHER RESOLVED that Kim Gustafson, Executive Assistant, is the Public Health Delta & Menominee Counties FOIA Coordinator per the designation by the Public Health Delta & Menominee Counties' Health Officer.

BE IT FURTHER RESOLVED that the attached Public Health Delta & Menominee Counties FOIA Policies and Guidelines, including the attached FOIA Forms, and the Public Health Delta & Menominee Counties FOIA Public Summary of Procedures and Guidelines will be effective July 1, 2015, and will supersede any previous resolutions setting FOIA policies or establishing formulas for the cost of FOIA requests.

Mr. Burie moved FOIA Resolution 15-1 be approved. Motion was supported by Mr. Schei and carried with a 6-0 vote.

8. Review and Approval of April Check Register

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

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

9. MERS Quarterly Statement (January 1, 2015 – March 31, 2015)

The BOH reviewed the MERS Quarterly Statement. Mr. Snyder answered questions by BOH members.

Ms. Hafeman moved the MERS Quarterly Statement be acknowledged and filed. Motion was supported by Mr. Burie and carried.

10. Medical Director's Report

Dr. Frankovich explained the Michigan Tobacco 21 Initiative which proposes to raise the legal access age for tobacco products and e-cigarettes to 21. The rationale for doing so is supported by a recent report from the national Institute of Medicine (IOM). Some of the key findings are as follows:

- Studies have shown that 95% of adult smokers began smoking before the age of 21 and that if you do not start smoking before that age, it is unlikely that a person will ever become a smoker.
- The adolescent brain is still developing and is more susceptible to nicotine addiction than the adult brain.
- Delaying initiation of tobacco use is predicted to substantially decrease the number of adult smokers which will substantially decrease mortality and morbidity and healthcare costs for Michigan residents.

The resolution is being brought to the Governor in August. The Tobacco 21 is looking for support from local communities, including boards of health. The American Cancer Society, American Heart Association, the Michigan Association of Public Health Professionals and various other groups have already signed on. This summer, the issue is being brought before UP BOH members. LMAS has already approved and MCHD has it on their agenda tonight. DIDHD will vote on it in June as well as WUPHD. Dr. Frankovich will provide the IOM report to board members via email.

RESOLUTION 15-2

RAISING THE MINIMUM AGE OF LEGAL ACCESS TO TOBACCO PRODUCTS IN MICHIGAN TO AGE 21 RESOLUTION

"Raising the legal minimum age for cigarette purchaser to 21 could gut our key young adult market (17-20) where we sell about 25 billion cigarettes and enjoy a 70% market share." Phillip Morris report, 1/21/86

WHEREAS: Each year over 16,200 Michiganders die from tobacco use and 10,300 Michigan children become new regular, daily smokers, of whom a third will die prematurely because of this addiction;

WHEREAS: 95% of adults began smoking before age 21, and 4 out of 5 become regular, daily smokers before age 21. Young people are sensitive to nicotine and can

feel dependent earlier than adults, and the brain continues to develop until about age 25. The younger youth are when they start using tobacco, the more likely they will be addicted. Increasing the age at which young people first experiment with tobacco reduces the risk of nicotine addiction;

"If a man has never smoked by age 18, the odds are three-to-one he never will. By age 24, the odds are twenty-to-one." RJ Reynolds researcher, 1982

WHEREAS: Adolescents are more likely to obtain cigarettes from social sources than through commercial transactions, and youth who reported receiving offers of cigarettes from friends were more likely to initiate smoking and progress to experimentation. Raising the legal age of access to 21 would reduce the likelihood that young people would have access to tobacco products through social sources;

WHEREAS: Nearly 60 jurisdictions in 7 states have already raised the minimum age of legal access to tobacco products, and several states are currently considering statewide legislation to do so;

WHEREAS: Smoking-caused health costs in Michigan total more than \$4.5 billion per year, including more than \$1.3 billion in state and federal Medicaid expenditures, and raising the age of legal access to tobacco products to age 21 will likely decrease overall tobacco use rates, which in turn will likely lead to reduced future tobacco-related health care costs;

WHEREAS: In 2011 tobacco companies spent an estimated \$276 million to market their products in Michigan, and 90.7 percent of middle school students and 92.9 percent of high school students were exposed to pro-tobacco ads in stores, in magazines or on the internet. According to the U.S. Surgeon General, the more young people are exposed to cigarette advertising and promotional activities, the more likely they are to smoke. Nearly 9 out of 10 smokers start smoking by age 18, and more than 80% of underage smokers choose brands from among the top three most heavily advertised;

WHEREAS: The Institute of Medicine concluded that raising the age of legal access to tobacco products to 21 years of age will likely prevent or delay initiation of tobacco use by adolescents and young adults, immediately improve the health of adolescents and young adults, improve maternal, fetal, and infant health outcomes, and substantially reduce smoking prevalence and smoking-related mortality over time, and predicted that raising the age now to 21 nationwide would result in approximately 249,000 fewer premature deaths, 45,000 fewer deaths from lung cancer, and 4.2 million fewer years of life lost for those born between 2000 and 2019;

BE IT RESOLVED: That the undersigned endorses raising the minimum age of legal access to tobacco products to 21 years of age.

The Public Health Delta & Menominee Counties Board of Health confirms its support for each and all the above statements. The undersigned authorizes and encourages Tobacco-Free Michigan to use this signed Resolution to promote the above-stated objective.

Mr. Johnson moved the Michigan Tobacco Smoking Resolution 15-2 be approved. Motion was supported by Chairman Trudgeon and carried with a 5-1 vote.

11. Health Officer's Report

- Mr. Snyder reported Ruth Botbyl will be retiring at the end of May. Ruth has worked in the Prevention program for 14 years. The BOH wishes Ruth well. **Ms. Harrington moved a certificate, frame, and Chairman Trudgeon's signature on the certificate, be approved. Motion was supported by Mr. Johnson and carried.**
- The vehicles have been ordered. The GMC Sierra trucks should be ready in June. The cars should be ready in July and are 2016 model years.
- Mr. Snyder, Dr. Frankovich, and the U.P. Health Officers met with Tom Casperson and John Kivela to discuss Public Health and the services they provide. They also discussed legislation that affects public health.

12. Public Comment (three minutes maximum)

No public comment.

13. Board Member Comments

- Chairman Trudgeon thanked Ryan Bergman for attending the BOH meeting.
- Chairman Trudgeon informed the BOH on the noise study that was done on the Garden Wind Turbines. He encourages the BOH members to read the report.

14. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 5:53 p.m. CDT. Motion was supported by Ms. Harrington and carried.


Chairperson *J* 7-15-15



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health, Delta & Menominee Counties
Escanaba, MI

Meeting Minutes

Wednesday, July 15, 2015

Board Members Present

Bob Burie

Patrick Johnson

Jan Hafeman

Larry Schei

Mary Harrington

Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Executive Assistant

Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on July 15, 2015. The meeting was called to order at 2:31 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above.

2. Approval of Agenda

Ms. Hafeman moved to approve the July 15, 2015 agenda. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Questions were answered by Mr. Snyder.

Mr. Schei moved the minutes from May 27, 2015, be approved. Motion was supported by Ms. Hafeman and carried.

4. Public Comment

There was no public comment.

5. Finance Committee**a) FY2015 3rd Quarter Report**

Chairman Trudgeon gave the BOH a brief overview on the FY2015 3rd Quarter Report. He highlighted grant monies PHDM has received, Cost-Based Reimbursement, and the contract with Bellin for the new Nurse Practitioner. Chairman Trudgeon also noted the new trucks are in and the cars will be arriving shortly. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hafeman moved the FY2015 3rd Quarter Report be accepted. Motion was supported by Ms. Harrington and carried.

b) MMRMA Net Asset Distribution

Mr. Snyder gave the BOH information and amount on the MMRMA Net Asset Distribution and State Pool Distribution.

c) Cost-Based Reimbursement Update

Mr. Snyder briefed the BOH on the Cost-Based Reimbursement monies owed to PHDM; FY2012 has been paid in full and FY2013 will be arriving within the next month. The money can be deferred for up to one year before it has to be completely spent. Ms. Woelffer will be sending a letter to the state requesting deferral of the FY2013 Cost-Based Reimbursement payment once it arrives.

d) American Express Statements

Ms. Hafeman gave an overview to the BOH on the American Express Statements.

e) MERS Annual Actuarial Valuation Report

Chairman Trudgeon briefed the BOH on the MERS Annual Actuarial Valuation Report and stated PHDM is doing well.

Mr. Burie moved the MERS Annual Actuarial Valuation Report be acknowledged and accepted. Motion was supported by Ms. Hafeman and carried.

f) Potential Purchases

Mr. Snyder discussed potential purchases PHDM could make, now that they have received the Cost-Based Reimbursement money. The following motions were made and approved by the BOH:

Ms. Hafeman moved \$53,990 be moved into PHDM's fund balance. Motion was supported by Mr. Johnson and carried.

Ms. Hafeman moved approximately \$41,000 be used to replace/purchase 37 computers and other necessary IT equipment. Motion was supported by Ms. Harrington and carried.

Ms. Harrington moved an additional 4% to the MERS employer contribution, effective the next payroll and extending through FY2016, be accepted. Motion was supported by Ms. Hafeman and carried.

6. Review and Approval of May and June Check Registers

The Board of Health reviewed the May and June check registers. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hafeman moved the May and June check registers be approved. Motion was supported by Mr. Johnson and carried.

7. Medical Director's Report

Dr. Frankovich updated the BOH on Ebola and stated there are now over 27,000 cases and have been over 11,000 deaths, primarily in West Africa. There is a vaccine trial currently being tested in Sierra Leone but no results have been reported at this time.

MERS CoV was also discussed. It is considered the "Middle East respiratory Syndrome." It originated in Saudi Arabia but South Korea has recently had an outbreak of over 160 cases. Only two cases have been reported in the U.S. and were in health care providers that had been working in Saudi Arabia.

Avian (Bird) Flu has been a hot topic since December. Millions of birds have been culled in domestic poultry flocks that have been infected. However, no human cases have been reported in the U.S. A few wild birds have tested positive in Southeast Michigan; none in the Upper Peninsula. Local Public Health has been charged with monitoring individuals with exposure to avian influenza.

8. Health Officer's Report

- Mr. Snyder thanked the BOH for moving the meeting up to an earlier time.
- Mr. Snyder and Ms. Woelffer met with Ryan Bergman, the new Delta County Administrator, to inform him more about PHDM and what it has to offer.

- The four new trucks have arrived and the new cars should arrive by the end of July.
- Ms. Woelffer is working on the FY2016 budget and plans on submitting it to the BOH for approval at the September meeting. She is also working on the amended FY2015 budget that will be brought before the Finance Committee prior to the August BOH meeting.
- Mr. Snyder mentioned a couple legislative items that are upcoming at the state level and could result in possible changes to the food service program in the EH department at PHDM.
- The August BOH meeting will be held in the Menominee Office.

9. Public Comment (three minutes maximum)

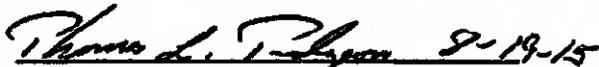
No public comment.

10. Board Member Comments

- Chairman Trudgeon acknowledged the student nurse that was in attendance at the BOH meeting.
- Chairman Trudgeon announced there has been no recent news regarding the Garden Peninsula wind turbines.
- Chairman Trudgeon would like to thank everyone on the BOH for their service and for doing an outstanding job.

11. Adjournment

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 4:14 p.m. EDT. Motion was supported by Ms. Harrington and carried.


Chairperson

:kg



MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES

Date: Thursday, July 23, 2015	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lols Ball, Executive Secretary	

Call to Order: The meeting was called to order by Chairperson Naser at 2:00 p.m. CST

Roll Call:
 Trustees present: Gerald Smith, Elaine Boyne, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, Jeff Naser, Gary Eichhorn and Darlene Smith, Administrator.
 Trustees absent: Debbi Springinsguth, John Hafemaer, Jan Hafeman, and David Prestin.
 Leadership Team present: Candace Meintz CFO and Susan Williamson, DON
 Guests: Gerald McCole, Terry Grondine, Jessica Boucher and Amy Lantagne.

TOPIC	DISCUSSION	OUTCOME
Approval of the July 2015 Agenda	Administrator Smith stated that she would like to discuss the September Board Meeting date during her Report.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver to approve the Agenda with the addition of discussion of September Board Meeting. Motion carried.
Board action on Minutes of the June 2015 meeting.	Board Minutes had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the minutes as presented. Motion carried.
Review and request for approval of Financial Statement for June 2015.	The Financial Statement was reviewed with the Board by CFO Meintz. There	A motion was made by Trustee Smith, supported by Trustee VanGasse, to

	were no questions or comments from the Board.	approve the Financial Statement as presented. Motion carried.
Board action on the June Manifest of Invoices	The Manifest of Invoices had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Smith, supported by Trustee Eichhorn, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Committee Reports	Trustee Driscoll reported that the Whispering Pines Board had met at 8:15 this morning and toured 6 facilities in Escanaba and Gladstone. She noted how beautiful these homes were, how friendly the residents and staff were. They had lunch and their meeting at the Whispering Pines Gladstone home. All homes are doing well. Chairperson Naser stated that they got to meet all the patients and the homes are in great shape. He also stated that the Willow Creek problem is resolved.	A motion was made by Trustee Boyne, supported by Trustee Smith, to approve the report as presented. Motion carried.
Board Action Items/Resolutions	Request for approval of Bad Debt Write Offs in the amount of \$11,108.13 was made to the Board. Administrator Smith and CFO Meintz reviewed and discussed the Write offs with the Board Members.	A motion was made by Trustee Smith, supported by Trustee Eichhorn, to approve the Write Off Request in the amount of \$11, 108.13. Motion carried.
Unfinished and New Business Report of Quality Assurance and Resident Council Committees:	Susan Williamson, DON, report on the Resident Council Committee Meetings at each of the 3 homes. Each home reviewed Resident Rights, the activity calendar and resident requests. Mrs. Williamson also reviewed the results of the QA Meeting from this month. She noted that we are continuing with the survey process, all cites are in line and we have had no other issues, or complaints.	A motion was made by Trustee Oliver, supported by Trustee Boyne, to approve the reports as presented. Motion carried.

<p>Report of Safety Committee</p>	<p>Lois Ball reported that the Safety Committee did not meet in July.</p>	
<p>Administrator's Report</p>	<p>Administrator Smith reported that she and Shar Corrigan had met with Senator Casperson on July 6th regarding how we will be paid and coding issues with UPHP and Medicaid. The Senator is trying to help us.</p> <p>Administrator Smith, Susan Williamson and Candy Meintz met with Pat Anderson from HCAM regarding the coding issues. HCAM is working hard on this issue as well.</p> <p>On the 6th the Leadership Team had a conference call with the EDEN representative and we continue to work on that.</p> <p>On the 14th she attended an Alzheimer's Meeting.</p> <p>We have been having conference calls and webinars regarding the ECS computer program and ICD-10's as they are upgrading the program for billing. October 1st will be the start of that.</p> <p>We are upgrading to Medispan electronic charting.</p> <p>She attended the OSF Home Health and Hospice meeting on the 22nd.</p> <p>Our IT issues are coming along, we are staying on budget with this.</p> <p>The wall project is almost complete, they have to redo the black top as we are having some issues.</p>	

We have issues with our wood chip building roof. The current roof was to last 10 years and it has lasted much longer. We can no longer patch it, so we need to redo it. Also, we have no door on our chip bin at this time. She noted that with the money in our capital budget and maintenance budget we feel we can do this project.

David Vandermissen Jr. reviewed the 3 bids that he had gotten, noting that he had tried to get bids from each county, but the contractor from Menominee County wanted us to wait until winter, which is not feasible for us. He stated that this would be a welded rubber roof. He also stated that we have 40 year old fans down there that must be replaced. We must fix an area at the chip bin which was never finished completely, and the chip door fell apart. The door, would be an insulated door. The total of the bids to repair all above mentioned items would be \$21,000. When this is all done, we have the lip in front of the chip bin that TCR has to finish. Trustee Eichhorn recommended to the Board that the Building Committee or Finance Committee should review this. Trustee Eichhorn will look over the estimates with Davey following this meeting.

Administrator Smith stated that in September, the MCF is having a special conference on the Thursday that would

	<p>be our Board Meeting. She requested that the September Board Meeting be changed to Wednesday, September 23th. The Board Members present agreed to change the date of the meeting.</p>	
<p>Comments from the Public Adjournment</p>	<p>There were no comments from the Public The meeting adjourned at 2:33 p.m.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.</p>

CATHERINE DRISCOLL
Catherine-Boyme, Secretary

Catherine Driscoll

Darlene Smith, Administrator

Darlene Smith Adm 8/23/15

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

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN
DAVID C. PRESTIN

DIRECTOR
RUSSELL K. SEXTON

Date: July 28, 2015

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

Present: Jeff Naser, Board Chair; David Prestin, Board Member; and Russell Sexton, Board Secretary.

Absent: Gary Eichhorn, Board Member

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

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mr. Prestin and supported by Mr. Naser. Motion carried.

APPROVAL OF JUNE 30, 2015 MINUTES:

Minutes of the June 30, 2015 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Prestin. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for June 2015 was reviewed. There were \$278.80 in expenditures for the DHS Board meeting; leaving a balance of \$4,889.71.

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

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

DIRECTOR'S REPORT:

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

supervisor. There is also a tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 2 children's protective services specialists and 1 CPS vacancy. There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

Statewide Director's Meeting Information: No meeting occurred this month.

Collaborative Issues: No new information was provided.

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

- FY 2015 Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$18,297.48, which constitutes 45.6% of the allocation expended with 75% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: \$14,839.16, which constitutes 45.6% of the allocation expended with 75% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 97.33%. Business Services Center 1 average is 95.20% and State average is 94.07%.

Family Independence Program Work Participation Rate: 33.33%. Goal is 50%.

Miscellaneous:

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

June 2015 data:

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

- Family Independence Program: 26 cases; 55 recipients; \$7,681.00 in benefits.
- Food Assistance Program: 1,570 cases; 2,974 recipients; \$338,712.00 in benefits.
- State Disability Assistance: 18 cases; 18 recipients; \$3,371.00 in benefits.
- Child Development and Care: 28 cases; 40 recipients; \$5,983.00 in benefits.
- State Emergency Relief: 35 cases; \$19,374.00 in benefits.
- Unduplicated total: 1,598 cases; 3,025 recipients; \$375,122.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 547 cases; 1,237 recipients
- Other Children < Age 21: 82 cases; 88 recipients
- Pregnant Women & Children Under 19: 814 cases; 1,486 recipients
- Non-SSI Aged, Blind & Disabled: 684 cases; 717 recipients
- SSI Aged, Blind & Disabled: 512 cases; 512 recipients
- Medicaid Eligible Total: 2,458 cases; 4,031 recipients

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

Total Healthy Michigan Enrollments: 1039

Board Member Input/Suggestions: None

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

UNIT REPORT: None

BOARD BUSINESS:

1. Approval of Vouchers:

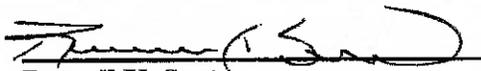
Vouchers for June 2015 were reviewed and a motion to approve all vouchers was made by Mr. Prestin and supported by Mr. Naser. Motion passed without opposition.

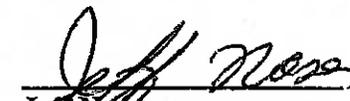
NEW BUSINESS: None

PUBLIC COMMENT: None.

NEXT MEETING: August 25, 2015 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 9:26 a.m.


Russell K. Sexton
Board Secretary


Jeff Naser
Board Chairperson

Pc: DHS Board Members; Menominee County BOC

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

August 13, 2015 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

John Nelson, Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, 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>
DeDie, William		X		Negro, Mari	X		
Dehn, Janet	*X			Nelson, John	X		
Freeman, Peggy	X			Peretto, Patti	X		
Hofer, Millie	*X			Phillips, Patricia	X		
Luhtanen, Joan	X			Spence, Christine		X	
Martin, Ann		X		Zevitz, Michael, Dr.	X(4:35 pm)		

*(video television conference from the Northpointe Menominee office)

REPRESENTING ADMINISTRATION: J. McCarty, B. Adrian, M. Wendt

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

Chair Nelson welcomed Jennifer McCarty to her new position as Northpointe CEO.

PUBLIC COMMENTS - No public comments

APPROVAL OR AMEND AGENDA

There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: M. Negro, supported by P. Freeman to approve the agenda.

Chair Nelson asked if there were any additions to the agenda. Jennifer McCarty asked that the agenda be amended to add the Michigan Department of Health & Human Services Fiscal Year 2015-16 Contract and a verbal CEO report.

Chair Nelson stated these items would be added under New Business.

ACTION: Moved to approve the amended agenda.

Motion by: M. Negro, supported by P. Freeman to approve the amended agenda. **Motion carried unanimously**

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

There were no additions to the July 23, 2015 Board meeting minutes.

ACTION: Moved to approve the July 23, 2015 Board meeting minutes as presented.

Motion by: M. Hofer, supported by J. Luhtanen. **Motion carried unanimously**

PRESENTATION - No presentation

ACTION ITEMS

• **Finance**

a) Check Disbursement Report-Period ending July 15, 2015

Bill Adrian asked if there were any questions regarding the check disbursement report. No discussion.

ACTION: A motion was made by M. Negro, supported by J. Luhtanen to approve the July 15, 2015 check disbursement report. **Motion carried unanimously.**

b) Contracts July 23, 2015

Bill Adrian asked if there were any questions regarding contracts. Miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by M. Negro, supported by M. Hofer to approve the July 23, 2015 contracts. **Motion carried unanimously.**

c) Financial Statement-June 2015

Bill Adrian asked if there were any questions regarding the June 2015 financial statement. No discussion.

ACTION: A motion was made by M. Negro, supported by P. Phillips to approve the June 2015 financial statement. **Motion carried unanimously.**

Bill Adrian conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

a) Check Disbursement Report ending August 5, 2015

Bill Adrian asked if there were any questions regarding the check disbursement report. Mr. Adrian reviewed the following: #74905-\$5,471.83-credit card charges and #74970-\$32,665.00-inpatient hospitalization. Mr. Adrian stated at the July 23 Board meeting Janet Dehn had asked a question for indicator#5 in the State report regarding individuals that were denied Northpointe services. Mr. Adrian further stated Lisa Dionne reviewed this indicator and has now provided information regarding this question to the Board: 11 of the individuals had no further contact with Northpointe and 1 individual had several crisis/calls and was from Marinette County. Mari Negro stated that perhaps the CEO should review credit card charges so there is a double check being done. Miscellaneous question were addressed by Mr. Adrian. Consensus of the Board is that this item will move forward to the next meeting for approval.

• **General Fund Fiscal Year 2014-15 Contract Amendment**

Bill Adrian reviewed the General Fund (GF) Fiscal Year (FY) 2014-15 contract amendment. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by J. Luhtanen, supported by M. Negro to move the GF FY2014-15 contract amendment to an action item.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine		
Martin, Ann			Zevitz, Michael, Dr.		

Motion carried unanimously.

ACTION: A motion was made by M. Negro, supported by P. Freeman to approve the GF FY2014-15 contract amendment.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine		
Martin, Ann			Zevitz, Michael, Dr.		

Motion carried unanimously.

• **Michigan Department of Health & Human Services FY2015-16 Contract**

Bill Adrian stated the Michigan Department of Health & Human Services (MDHHS) FY2015-16 Contract was just received, needs to be returned by September 6, is 309 pages long, and if anyone would like a copy of it to contact him. Mr. Adrian highlighted a few major changes in the contract: a standardized consent form will now be used by everyone, there is a change in categorically funding (which Northpointe does not have), GF calculations will need to be figured out, and there are a few reporting requirement changes. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by J. Luhtanen, supported by P. Phillips to move the MDHHS FY2015-16 Contract to an action item.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine		
Martin, Ann			Zevitz, Michael, Dr.		

Motion carried unanimously.

ACTION: A motion was made by M. Hofer, supported by M. Negro to approve the MDHHS FY2015-16 Contract.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Peretto, Patti	X	
Hofer, Millie	X		Phillips, Patricia	X	
Luhtanen, Joan	X		Spence, Christine		
Martin, Ann			Zevitz, Michael, Dr.		

Motion carried unanimously.

• **CEO Report**

Chair Nelson stated that he again wanted to welcome Jennifer McCarty as CEO. Chair Nelson also stated that he has asked Ms. McCarty that when there is a critical event to make sure that the Board knows so they do not have to read it first in the newspaper.

Ms. McCarty thanked everyone for the warm welcome as CEO. Ms. McCarty stated that this is her first week as CEO and she is learning a lot. Ms. McCarty thanked Bill Adrian for the good job he did as interim CEO and stated that Mr. Adrian made sure everything was taken care of. Ms. McCarty also thanked the Board for approving her contract and that she has "jumped" right in and attended a lot of meetings during the last week. A new Menominee County Director has been hired for the Menominee office, Maria Domitrovich, and she will start her new position on August 31. Ms. Domitrovich is a home-based clinical care manager at the Menominee office, has done a lot of work with adults and children, is endorsed at the level II for the Infant Mental Health certification, has worked with Trauma Focused Cognitive Behavior Therapy, has a lot of experience with evidence based practices and specialized services, has a very good understanding on how our system works, and has worked with community partners. Ms. McCarty stated that NorthCare recently conducted their site review audit at Northpointe and MDHHS conducted their site review audit for the Northpointe habilitative service waiver programs this week. Informal feedback from the MDHHS site review audit has been very positive. At a State level, MDHHS, has been meeting with the licensing bureau (LARA) to look at clarifying licensing for treatment providers that are providing substance abuse services as it is not clear as what is required of clinicians who are currently doing this work. Also, on a State-wide level there is difficulty in finding inpatient hospital beds for individuals who are in crisis. Ms. McCarty stated that this issue is a state-wide issue and different ways to collect data are being looked at as to what is the supply and demand ratio, i.e., on average what is the number of individuals waiting for beds in any given time versus the amount of beds available. Ms. McCarty asked the Board what their preference was regarding her CEO report: would they like a verbal report or a written report that would be included with the Board mailing with a verbal update provided at the Board meeting if there was anything new to report on. Consensus of the Board is to provide a written CEO report with the Board mailing every two weeks.

M. Zevitz - present at 4:35 p.m.

Millie Hofer stated she thinks it is very important that Ms. McCarty keeps the Board informed about information and that they get a good picture of what is transpiring on pertinent issues at Northpointe. Ms. Hofer stated that if Ms. McCarty identifies a very important issue that she should bring it to the Board even if it is not planned ahead.

GREAT LAKES FALL CONFERENCE ATTENDANCE

John Nelson asked who was interested in attending the Great Lakes Fall conference. Mari Negro, Joan Luhtanen, Millie Hofer, and John Nelson stated they would like to attend. Ms. Luhtanen stated that the workshops for this conference are very good and highlighted a few of them. Ms. Luhtanen also stated that any other Board members that would like to attend the conference should let Mary Wendt know by August 21.

John Nelson, Chairperson, assumed the Chairperson position

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare July 8, 2015 Board Meeting Report
- Stakeholder Committee August 4, 2015 Meeting Report

Janet Dehn stated she noticed that the 2nd quarter Outcomes Report was provided to the Stakeholder Committee and she would like to see that the Outcomes Report also comes to the Board. Bill Adrian stated in June the Outcomes Report for the 1st and 2nd quarter was provided to the Board and will continue to be provided for their information. Consensus of the Board is to place the above reports on file.

PUBLIC COMMENTS - No public comments

BOARD COMMENT

- Peggy Freeman thanked Bill Adrian for his leadership during the interim CEO period and keeping Northpointe on track and informed. Ms. Freeman stated that she had the opportunity to see the Vietnam Moving Wall that was recently in Quinnesec and it was a phenomenal event that was brought to the community.
- Janet Dehn thanked John Nelson for his work with the CEO interviews and negotiations and Bill Adrian as interim CEO.
- John Nelson stated that being in the position of Board Chair he has gotten to work with Bill Adrian, Terri Wendt, and Mary Wendt during the process of hiring a CEO and thanked them. Chair Nelson stated that he has enjoyed the CEO hiring process and looks forward to seeing what Ms. McCarty does for Northpointe and more importantly for the individuals at Northpointe.

ADJOURN

A motion was made by M. Negro, supported by P. Freeman to adjourn the meeting. **Motion carried unanimously.**

Meeting adjourned at 4:49 p.m.

The next regular Board meeting is scheduled for **August 27, 2015 in Kingsford, Michigan at 4:00 p.m.**

John Nelson, Chairperson

Mari Negro, Secretary

Mary Wendt, Board Secretary