

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Brian Bousley – County Administrator  
Sherry DuPont – Administrative Assistant  
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The Menominee County Board of Commissioners  
will meet on **Tuesday ~ November 10, 2015 @ 6:00 p.m. CST**  
At the Menominee County Courthouse ~ Courtroom B  
839 10<sup>th</sup> Ave. Menominee, MI 49858

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes  
October 27, 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*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the changes made within the County Bylaws.
    - a. Article VI, Section 1 – Add NorthCare Network; SUD Committee
    - b. P91-4 - #3.2 Professional Services: Add (see attachment G) Menominee County Contractor Checklist
    - c. P91-4, #5.1 – Petty Cash Fund – Added Administration office - \$50 and Building Code - \$100
    - d. P98-4 – Fax Policy – Rescinded
    - e. P2003-01 – Public Record Fees – replace Resolution 2011-07 with Resolution 2015-10
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve commissioner per diems as recently submitted.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on Oct. 12, 20 & 21, 2015 in the combined amount of \$99,662.16.
  - 4. 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.
  - 2. Building and Grounds/Park Items:
    - a. 2016 County Parks Price list – Add River Park rustic sites \$10.00/night

Charlie Meintz – Chairperson    Bernie Lang    James Furlong    Larry Schei – Vice Chairperson

John Nelson    Jan Hafeman    Gerald Piche    Raymond Williams    William Cech

b. Fox Park – land sale and development

3. Miscellaneous Items:

- a. County Annex/MSU extension – office hours of operation
- b. Menominee County Apportionment report “as revised”

4. Finance Items:

- a. Commissioner Per Diems and expenses
- b. Miscellaneous bills as paid on November 4 & 5, 2015 in the combined amount of \$264,167.30

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Adjourn

October 27, 2015

UNAPPROVED

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

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

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

**Present:** Com. Cech, Furlong, Hafeman, Lang, Meintz, Nelson, Schei and Williams.

**Absent:** Com. Piche (excused).

Chairman Meintz stated that the agenda will need to be amended under Action Item #8. Instead of stating "the amount of \$49,078.83 be paid to the Menominee County Road Commission" it should state "the amount of \$49,078.83 be paid to Menominee Township"

Moved by Com. Hafeman, seconded by Com. Williams to amend the agenda under Action Item #8. The motion should read: "invoice #3 WFP – 008 in the amount of \$49,078.83 be paid to Menominee Township for work done within the 3-way road project for Menominee Township. Motion was approved 8-0.

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

Moved by Com. Hafeman, seconded by Com. Cech to approve the minutes from the October 13, 2015 Regular County Board Meeting. Motion was approved 8-0.

**Public Comment:**

- Gary Eichhorn – Commented on the wage increase of 3.25% to the elected officials. He does not agree with this and doesn't think it should be approved.

**Presentations:** None.

**Department Head/Elected Officials Reports:**

- Diane Lesperance – Menominee County Treasurer – Commented that the commissioners have her Financial Report in their packet. If they have any questions she is here to answer them.
- Brian Bousley – Menominee County Administrator – Updated the board on a few items. The county is receiving 7 new AEDs from the EMS grant. There were no bids received for the Stoney Point project. Brian is going to extend the bidding a week. A second vendor came in to give us a price on replacing the courthouse windows. The bids will also be going out this week for the Vestibule Project. Also, the Dog Ordinance is completed but it is being looked at by the legal department.

**Action Items:**

Moved by Com. Schei, seconded by Com. Williams to approve the Twin County Airport Manager position description as recommended by the Airport Committee. Motion was approved 8-0.

Moved by Com. Williams, seconded by Com. Schei to approve Twin County Airport Maintenance/Lineman position description as recommended by the Airport Committee. Discussion ensued. Com. Lang noted that there is a typo on page 11 and the word “gut” should be “but”. The typo was noted and will be corrected. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Cech to approve the DMG recommendation as approved by the Personnel Committee for the Accounting & Finance Administrator/Office Coordinator position in the office of the County Treasurer as a pay grade 9. Discussion ensued. Com. Nelson asked what the added cost of this increase would be and why this did not go to the Finance Committee for approval. The cost would be \$1,700.32. Com. Meintz commented about the union contract stating that this needs to take place in the next FY budget and can't take place now. It was also stated that the motion did not contain a start date of the pay increase.

Moved by Com. Furlong, seconded by Com. Lang to amend the original motion to add that the “effective October 28, 2015”. Motion was approved by a roll call vote 5-3. Com. Hafeman, Meintz & Nelson voted nay.

The amended motion to approve the DMG recommendation as approved by the Personnel Committee for the Accounting & Finance Administrator/Office Coordinator position in the office of the County Treasurer as a pay grade 9 effective October 28, 2015 was approved by a roll call vote 5-3. Com. Hafeman, Meintz & Nelson voted nay.

Moved by Com. Furlong, seconded by Com. Cech to approve the DMG recommendation as approved by the Personnel Committee for the Tax/Foreclosure and Principal Residence Exemption Specialist/Office Manager position in the office of the County Treasurer as a pay grade 9. Discussion ensued.

Moved by Com. Furlong, seconded by Com. Cech to amend the original motion to add that the "effective October 28, 2015". Motion was approved by a roll call vote 5-3. Com. Hafeman, Meintz & Nelson voted nay.

The amended motion to approve the DMG recommendation as approved by the Personnel Committee for the Tax/Foreclosure and Principal Residence Exemption Specialist/Office Manager position in the office of the County Treasurer as a pay grade 9 effective October 28, 2015 was approved by a roll call vote 5-3. Com. Hafeman, Meintz & Nelson voted nay.

Moved by Com. Furlong, seconded by Com. Cech to approve the elected official salaries as recommended by the Personnel Committee, with a 3.25% increase beginning 1/1/2016.

Clerk/ROD - \$57,762; Treasurer - \$54,876; Sheriff - \$65,000; Prosecuting Attorney - \$96,752; Board Chairman - \$4,646; Board Members - \$4,130; Drain Commissioner - \$516

Discussion ensued. Com. Hafeman commented that the other employees only received a 2% raise. Com. Nelson commented about the social security cost of living did not increase for those people receiving social security. Com. Furlong discussed what happened at the Personnel Committee Meeting and the need to increase the Sheriff's salary so that it was higher than the Undersheriff's salary. That is why they chose to go with the 3.25% increase instead of the 2% increase. Motion was approved by a roll call vote 5-3. Com. Hafeman, Meintz & Nelson voted nay.

Moved by Com. Nelson, seconded by Com. Hafeman, to approve a quote from BS&A Software in the amount of \$86,445 for software applications within the courthouse and a quote from UES Computers in the amount of \$18,090 for a new server to be used for the addition of the BS&A software change over. (Total \$104,535). With a possibility of additional funds needed for cash receipting hardware. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Hafeman to approve the Menominee County General Appropriations Act – 2015/16 as amended. Motion was approved 8-0. (Attachment A)

Moved by Com. Nelson, seconded by Com. Hafeman to approve invoice #3WFP – 008 in the amount of \$49,078.83 be paid to Menominee Township for work done within the 3-way road project for Menominee Township. Motion was approved 8-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve invoice #3WFP – 009 in the amount of \$14,802.54 be paid to the M.C. Road Commission for work done within the 3-way road project for Gourley Township. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Cech to approve invoice #3WFP – 010 in the amount of \$19,667.10 be paid to the M.C. Road Commission for work done within the 3-way road project for Daggett Township. Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Furlong to rescind the Twin County Airport work rules/policies as approved on 7.17.2012. Airport employees will now fall under the Menominee County Personnel Manual. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve the 2015 Menominee County Apportionment report as submitted by Equalization Director Peggy Schroud. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Cech to approve commissioner per diems as recently submitted. Motion was approved 8-0.

Moved by Com. Nelson, seconded by Com. Furlong to approve miscellaneous bills as paid on September 23, 24, 28, 30 & October 8, 2015 in the combined amount of \$347,838.92. Motion was approved 8-0.

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

### **New Business (discussion only)**

#### **Personnel Items:**

- a. Building Code Services Contract. – Brian explained that our building code inspector is contracted through Delta County. We are expecting to share another three years with Delta County. A contract for this is enclosed in the board packet. Delta County would also like us to share in the cost of a new vehicle for the building code department. The fund balance allows for this. Brian further explained that the three year contract calls for quarterly payments to Delta County in the amount of \$4,250. Plus, Menominee County agrees to reimburse Delta County for one-half of the purchase price of a truck (up to \$15,000) to be selected and purchased by Delta County. Delta County will provide the insurance and maintenance of the truck. Menominee County will share in the fuel cost. Discussion ensued regarding how the fuel cost will be determined. Brian said that Dan Menacher, the building inspector, will track his miles worked for Delta County and Menominee County. Dan Menacher will not only be driving this vehicle for work, but also to and from work. The consensus of the board is that they do not want to pay for the fuel cost incurred while Dan drives to and from work, only while working. Brian would like to take the truck that Dan currently uses for working while in Menominee County and move that out to the parks if we agree to this contract. The consensus of the board is to move this item forward to the next meeting for approval.

**Building and Grounds/Parks Items:**

- a. None.

**Miscellaneous Items:**

- a. Menominee County Bylaw changes. – Brian explained that the Executive Committee met on October 21, 2015 to discuss some changes within the County Bylaws. The committee agreed on the revisions enclosed in the board packet. The consensus of the board is to move this item forward to the next meeting for approval.

**Finance Items:**

- a. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills as paid on October 12, 20 & 21, 2015 in the combined amount of \$99,662.16. – Com. Hafeman asked about the Voice Logger for 911. Brian explained that it was previously approved and part of it was paid for from a Hannahville Grant.

**Misc. Boards/Committees/Commissions Reports:**

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

**Public Comment:** None.

**Commissioner Comment:**

- Com. Hafeman – Thanked Diane Lesperance for the quarterly reports.
- Com. Meintz – Commented that it was a good meeting tonight, and that the commissioners don't always agree.
- Com. Cech – Commented that the board made good progress tonight.
- Com. Furlong – Commented that there were good debates tonight.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 7:17 p.m.  
Motion was approved 8-0.

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Menominee County Bylaw changes</b>
<b>DEPARTMENT:</b>	<b>Executive Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
The Executive Committee met on 10.21.15 to discuss some changes within the County bylaws. All agreed on the revisions enclosed.	
<b>RECOMMENDED MOTION</b>	
To approve the changes made within the County Bylaws.	
a. Article VI, Section 1 – Add NorthCare Network; SUD Committee	
b. P91-4 - #3.2 Professional Services: Add (see attachment G) Menominee County Contractor Checklist	
c. P91-4: #5.1 – Petty Cash Fund – Added Administration office - \$50 and Building Code - \$100	
d. P98-4 – Fax Policy – Rescinded	
e. P2003-01 – Public Record Fees – replace Resolution 2011-07 with Resolution 2015-10	

Submitted by:     **Brian Bousley**    

    **11/06/2015**    

Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

the members present if the question or motion is before the Board, or 1/3 of the members present if the question or motion is before a Committee of the Board. A record which is made pursuant to this section shall be available for public inspection.

Section 4. Closed Session:

No commissioner or other attendees shall disclose information, comments, etc. from a closed session unless ordered by a court of law. County Board shall approve minutes of a closed session at their next regularly scheduled closed session meeting.

Adopted: April 8, 1997  
Amended: May 22, 2000  
Amended: August 24, 2010

**ARTICLE VI: Committees.**

All non County Board committee members appointed by the Menominee County Board may receive a meeting fee. The meeting fee will be determined by each committee, the meeting fee will not exceed fifty dollars per meeting. Mileage allowance shall be provided at the IRS rate per mile. (Refers to: Committees under the direct supervision of the County Board.)

Adopted: July 26, 2011  
Amended: April 9, 2013  
Amended: August 27, 2013

Section 1. Standing Committees.

The Standing Committees of this Board shall be as follows:  
E-911 Governing Board; Road Commission; Board of Health; Inter-Government Relations; Pinecrest; Department of Human Services; NorthPointe Behavioral Healthcare; UPCAP; CAA; Airport; County Planning Commission; Corrections Advisory Board; Six County Alliance/MI-Works; Re-monumentation; LEPC; Parks and Recreation Committee; Fair Board; UPRC&D; Financial Hardship; Finance; Personnel; Executive; Negotiation Committee; Menominee Business Development Corporation & Building and Grounds Committee, NorthCare Network; SUD Committee

Amended: September 22, 1997  
Amended; March 25, 2002  
Amended: November 21, 2005  
Amended: August 24, 2010  
Amended: April 9, 2013

Section 2. Other:

Other standing, ad hoc, or special committees as deemed necessary by the Board to carry on its work may be appointed.

Section 3. Refer to Article IV Sec. 5, relative to the appointment procedure.

Section 4. The Charters defining the duties and responsibilities of the Standing Committees shall be appended to these Bylaws.

Section 5. Selection of Boards and Commissions External to the Board.

Amended: March 25, 2002  
Amended August 24, 2010

#### 4.4 Standing Payment Approval

Certain types of purchases may be approved by the Board of Commissioners with a standing order. Below is a list of those types of purchases:

- Payroll
- Payroll Related Payments
- Insurance Coverage
- Utilities (all dept)
- All Court Related Fees
- All Trust and Agency Account Payments
- Sheriffs Dept Food Purchases
- PettyCash Reimbursements
- Mental Health Vouchers
- Library Board Vouchers
- Dept. of Social Services Vouchers
- Purchases Approved By Chief Fiscal Officer
- Appropriation Payouts
- Operating Transfers

These expenditures will be reviewed and approved by the Chief Fiscal Officer on a biweekly or as needed basis.

Amended: September 22, 1997  
Amended: May 22, 2000  
Amended: August 22, 2005  
Amended: August 24, 2010  
Amended: July 26, 2011

#### 5.1 PETTY CASH FUND

##### 5.2 Establishment of Petty Cash Fund

Menominee County Board of Commissioners shall establish a petty cash fund in the County Clerk, District Court, Friend of Court, Treasurer, Parks, Child Care Fund, County Library and Register of Deeds offices in the amount not to exceed \$100.

Menominee County Board of Commissioners shall establish a petty cash fund in the Sheriff's department in the amount not to exceed \$1,000; At the Road Commission in the amount not to exceed \$150; and at the Parks in the amount not to exceed \$200

The Treasurers Office shall maintain two \$500 cash drawers for daily transactions; The Sheriff's office will maintain one \$1,000 cash drawer for daily transactions; The Parks office will maintain one \$100 cash drawer for daily transactions; The Administration office will maintain one \$50 cash drawer for daily transactions; The Building Code Department will maintain one \$100 cash drawer for daily transactions.

Amended: September 22, 1997

**P97 RETIRING ELECTED OFFICIAL HEALTH INSURANCE**

It shall be the Policy of the Board to terminate the health insurance coverage for retiring elected officials immediately upon the end of elected officials' term of office.

Adopted: February 24, 1997

**P98-1 COMPUTER USAGE POLICY**

See policy approved by the County Board on May 25, 2010. (Attachment B)

Adopted: February 23, 1998 (Not Found)

Amended: May 25, 2010

**P98 INVESTMENT POLICY**

Resolutions authorizing investment of County Funds and Approving the County Investment Policy are approved by the County Board on a yearly basis at the re-organizational meeting.

Adopted: August 24, 1998

Amended: July 28, 2009 (Resolution 09-16)

Amended: August 24, 2010

**P98-3 CREDIT CARD POLICY**

See Resolution 98-13 Menominee County Credit Card Policy approved by the County Board on August 24, 1998. (Attachment C)

Adopted: August 24, 1998

**P98-4 FAX POLICY**

~~Anyone using any county fax machine for non-county business will be charged \$1.00 for incoming and outgoing faxes. These rates are all-inclusive of cost.~~

Amended: August 24, 2010

**P98-5 NON-SUFFICIENT FUNDS (NSF) CHECKS**

There will be a \$35 charge for all NSF checks issued to Menominee County. The Menominee County Treasurers Office will be responsible for the collection of all NSF checks and the NSF charges. NSF collection activity will accrue to the County Treasurers budget. If a NSF check is not collectible, the County Treasurers office will notify the applicable department so they correct their records accordingly. The statement, "A \$35 fee will be charged for all NSF checks issued to Menominee County" shall be posted in County offices which receive payment by check.

Adopted: October 26, 1998

Amended: August 24, 2010

**P2000-1 EMPLOYEE AGREEMENTS/CONTRACTS**

Agreements or contracts with employees or bargaining units will be strictly followed by Department Heads, Elected Officials, and the Administrator. All

**P2002-01 DEDUCTIBLE REIMBURSEMENT PROGRAM**

Adopted: August 26, 2002  
Rescinded: April 3, 2012

**P2003-01 PUBLIC RECORDS FEES**

It shall be the policy of Menominee County that any individual or citizen who requires a copy of public records will be charged by the fee schedule on Menominee County Resolution ~~2011-07~~ 2015-10, unless supervised by State Law. (Attachment D)

Adopted: June 23, 2003  
Amended: August 24, 2010  
Amended: July 26, 2011

**P2006-01: MAINTAINING PRIVACY WHEN DISCLOSING PUBLIC RECORDS**

Michigan's Social Security Number Privacy Act ("SSNPA") prohibits a local governmental agency or department from publicly displaying all or more than 4 sequential digits of an individual's social security number. "Publicly display" means to exhibit, hold up, post, make visible and set out for open view, including, but not limited to, open view on a computer device, computer network, website, or other electronic medium or device, to members of the public or in a public manner. This prohibition does not apply to a use of all or more than 4 sequential digits of an individual's social security number that is authorized or required by state or federal statute, rule, or regulation, by court order or rule, or pursuant to legal discovery or process.

The SSNPA, as well as the Disclosure of Personal Information on Documents Act, also prohibits a state agency or local governmental unit from delivering an envelope or package on the outside of which personal information is placed or on the inside of which personal information is placed that is visible from the outside of the envelope or package.

The Freedom of Information Act (FOIA) allows a public entity to exempt from disclosure information or records that would disclose the social security number of an individual.

Therefore, Menominee County may post or make available electronic copies of public records, in compliance with the SSPA and the FOIA. Menominee County shall not post on its website, or otherwise publicly display, an individual's social security number in connection with the public record unless such display is specifically authorized or required by state or federal statute, rule, or regulation, by court order or rule, or pursuant to legal discovery or process. It is also the policy of Menominee County to exempt from disclosure information or records that would disclose the social security number of an individual in response to a FOIA request.

In addition, pursuant to the Privacy Act of 1974, whenever the Menominee

## Menominee County Contractor Checklist

County Project/Service: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

\_\_\_ Proof of Liability Insurance (provide copy)

\_\_\_ Proof of Workers' Comp Insurance (provide copy)

\_\_\_ What State Licenses does your company hold (please provide below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ List any subcontractors that will be utilized on project/services (please provide below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ Timeframe for project/service (please provide scope of work)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Received by: \_\_\_\_\_

Name of Menominee County Employee and Title

Date: \_\_\_\_\_

Attachment  
G

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>





# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on October 12, 20, & 21, 2015 in the combined amount of \$99,662.16.	
<b>RECOMMENDED MOTION</b>	
To approve Miscellaneous Bills as paid on October 12, 20, & 21, 2015 in the combined amount of \$99,662.16.	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

### 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	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WISCONSIN PUBLIC SERVICE CORP								\$840.27
	43916	9/24/2015	0403823200-00002	Airport - Main Terminal	216-585-920.03	379.85		
	43916	9/24/2015	0403823200-00002	Airport - Main Terminal	216-585-920.00	15.13		
	43916	9/24/2015	0403823200-00002	Airport - Main Terminal	216-585-920.03	322.61		
	43916	9/24/2015	0403823200-00002	Airport - Main Terminal	216-585-920.00	15.06		
	43917	9/24/2015	0403823200-00003	Airport	216-585-920.03	43.04		
	43917	9/24/2015	0403823200-00003	Airport	216-585-920.00	9.79		
	43917	9/24/2015	0403823200-00003	Airport	216-585-920.00	9.79		
	43917	9/24/2015	0403823200-00003	Airport	216-585-920.03	45.00		
Total Amount for Bank Account: General								\$840.27

APPROVED  
OCT 12 2015  
GENERAL OFFICER  
MENOMINEE COUNTY MICHIGAN  
*BRB*

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Robert Palmer	44069	10/20/2015	Hay Bales (x30)	Parks - Grounds Maintenance	208-751-930.04	105.00		\$105.00
Total Amount for Bank Account: General								<u>\$105.00</u>

APPROVED

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MENOMINEE COUNTY

APPROVED

MENOMINEE COUNTY  
Claims Audit Report

BAB

Vendor Name	Vcher#	Youcher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ABC Supply Company	44041	10/8/2015	43920300	PO# 03161 - Boiler Room Roof Materia	101-265-970.04	6,071.44		\$6,071.44
ARAMARK UNIFORM SERVICES INC - 25259 Network PL	44017	10/7/2015	1677237748	Airport	216-585-755.01	21.01		\$41.12
	44017	10/7/2015	1677237748	Airport	216-585-745.00	20.11		
Automated Confirmations, LLC	44024	10/12/2015	20111212	Automated Certified Transactions (x350	517-252-727.00	332.50		\$332.50
AUTOMOTIVE SUPPLY COMPANY	44020	10/8/2015	080370224	Oil Filters (Airport)	216-585-981.00	89.48		\$89.48
Cenex Fleetcard	44046	9/30/2015	109926	Gasoline Sales	249-371-742.00	160.02		\$169.80
	44046	9/30/2015	109926	Gasoline Sales	101-426-860.00	9.86		
COHL STOKER & TOSKEY P C	44036	9/30/2015	45840	Legal Services	101-211-807.00	214.40		\$214.40
Dellisse, Mike	43988	10/9/2015	Reimbursement	Mileage	101-682-860.00	134.07		\$218.36
	44052	10/19/2015	Reimbursement	Mileage	101-682-860.00	84.29		
DTE Energy	44051	10/12/2015	462245200011	Annex	101-261-920.04	46.07		\$46.07
Elcom Systems	44012	10/13/2015	50001	710383, 710384, 710385 - Radio Maint	266-325-934.01	270.00		\$270.00
GRAYBAR	44049	9/29/2015	981270586	Light Bulbs for Fuel Sign (Airport)	216-585-755.02	35.05		\$35.05
GREAT AMERICAN DISPOSAL CO THE	44045	9/30/2015	5A101029	Shakey & Kleinke (Summer of 2015)	208-751-801.00	273.66		\$273.66
HOTFLAME GAS COMPANY	44019	10/8/2015	U0020336	Kleinke Park Bath House	208-751-744.00	439.01		\$439.01
Johnson Builders	44038	10/8/2015	25864	PO# 03181 Wheel Chair Ramp (Grinste	294-683-835.00	1,500.00		\$1,500.00
Manpower	44032	10/4/2015	29221087	Week Ending 10/4/15 (Molly McRae)	215-141-705.00	288.70		\$603.70
	44033	10/4/2015	29212889	Week Ending 10/4/15 (Molly McRae)	101-267-704.00	315.00		
MATHIEU MARYE	44030	10/13/2015	Reimbursement	Miteage - Jury Commission	101-150-860.00	0.86		\$50.86
	44031	10/13/2015	Per Diem	Jury Commission	101-150-710.00	50.00		
Mechanical Technologies, Inc.	44015	10/8/2015	25672	PO # 3185 - Chiller Replacement	101-103-998.08	15,690.00		\$15,690.00
Mekash, James	44048	10/20/2015	Reimbursement	Fall Protection System (Amazon)	101-265-931.00	275.60		\$275.60
Menards - Marinette	44007	10/13/2015	93834	10' Dormer Flashing	101-265-970.04	46.36		\$46.36
MILLERS ACTION OFFICE SUPPLY I	44025	10/13/2015	0112995-001	Toner Cartridge	101-253-727.00	57.89		\$57.89
Neopost USA, Inc.	44006	10/9/2015	53332588	Meter Rental (Nov 8 - Feb 7, 16)	101-253-729.01	216.00		\$216.00

APPROVED

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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								
Office Depot, Inc.								
44034	10/2/2015	797667773001	Admin Office Supplies	101-172-727.00	12.99			\$154.92
44035	10/2/2015	797667572001	Admin Office Supplies	101-172-727.00	141.93			
Plutchak Fab, LLC								
44039	10/8/2015	25863	Move House Trailer for Veteran (Kulka)	294-683-835.00	1,500.00			\$1,500.00
Polasky, Nancy								
44028	10/13/2015	Per Diem	Jury Commission	101-150-710.00	50.00			\$55.55
44029	10/13/2015	Reimbursement	Mileage - Jury Commission	101-150-860.00	5.55			
Sage Checks & Forms								
44016	10/5/2015	A00090760	1099's (x125) and W2's (x200)	101-103-755.00	199.87			\$199.87
Schraub, Darlene								
44026	10/13/2015	Per Diem	Jury Commission	101-150-710.00	50.00			\$51.67
44027	10/13/2015	Reimbursement	Mileage - Jury Commission	101-150-860.00	1.67			
Schroed, Margaret								
44018	10/14/2015	Reimbursement	Mileage	101-257-860.00	52.32			\$52.32
Sexton, Richard								
44050	10/14/2015	Reimbursement	Mileage, Meals, Hotel, Conference Fee	101-428-860.00	804.71			\$804.71
Sherwin Williams Company								
44021	9/18/2015	5580-8	Probate Office Paint	101-265-930.01	68.08			\$68.08
Sieg, III, Michael J.								
44010	10/10/2015	Reimbursement	Uniform Allowance	101-265-745.00	57.72			\$57.72
State of Michigan - MI Dept. of Environmental Qua								
44042	10/8/2015	934677	Campground License Fee (Kleinke Parl	208-751-755.08	119.00		*	\$387.00
44043	10/8/2015	934679	Campground License Fee (Shakey Lak	208-751-755.08	268.00		*	
STEPHENSON MARKETING COOPERATI - P O BOX 399								
44044	9/30/2015	462643	Parks - Gasoline Sales	208-751-742.00	21.09			\$232.89
44044	9/30/2015	462643	Parks - Gasoline Sales	208-751-981.00	26.60			
44044	9/30/2015	462643	Parks - Gasoline Sales	208-751-981.00	28.00			
44044	9/30/2015	462643	Parks - Gasoline Sales	208-751-930.03	106.20			
44044	9/30/2015	462643	Parks - Gasoline Sales	208-751-930.03	51.00			
U.E.S. COMPUTERS, INC.								
44011	10/8/2015	72564	PC# 03189 - Workstation for 911	266-325-728.00	884.00			\$3,413.05
44040	9/1/2015	43751	Weekly Computer Maintenance	205-315-755.00	1,085.00			
44040	9/1/2015	43751	Weekly Computer Maintenance	266-325-934.00	124.05			
44040	9/1/2015	43751	Weekly Computer Maintenance	101-103-857.00	1,320.00			
U.P. ASSN. OF COUNTY COMMISSIO								
44047	10/20/2015	Registration	J. Hafeman, B. Lang, J. Nelson (Nov 5	101-101-860.10	55.00			\$165.00
44047	10/20/2015	Registration	J. Hafeman, B. Lang, J. Nelson (Nov 5	101-101-860.02	55.00			
44047	10/20/2015	Registration	J. Hafeman, B. Lang, J. Nelson (Nov 5	101-101-860.11	55.00			
Valenti, Susan F.								
44013	10/14/2015	Legal Transcription	M15-015076 & M15-015080-PP (Birtz/I	101-131-806.00	199.50			\$461.00
44053	9/30/2015	Reimbursement	September 2015 - Meais & Mileage	101-131-860.00	261.50			
White Water Associates, Inc.								
44014	10/9/2015	144857	Water Analysis	208-751-920.00	85.00			\$85.00

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Wil-Kil Pest Control								
	44008	10/12/2015	2786292	Annex	101-265-801.00	31.25		\$156.75
	44009	10/12/2015	2786291	Library	101-265-801.00	31.25		
	44022	9/29/2015	2760743	Health Department	101-265-801.00	32.00		
	44023	9/29/2015	2758820	Jail	101-265-801.00	62.25		
Total Amount for Bank Account: General								\$34,486.91

APPROVED

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CITY CLERK OFFICER  
MENOMINEE COUNTY MICHIGAN

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MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ARAMARK UNIFORM SERVICES INC - 25259 Network PL								
	43933	10/14/2015	1677242405	Airport Supplies	216-585-755.01	100.21		\$120.32
	43933	10/14/2015	1677242405	Airport Supplies	216-585-745.00	20.11		
AT&T - Carol Stream, IL								
	44070	10/09/2015	287252234966	October 10 - November 9, 2015 (906-7)	101-132-850.00	31.46		\$31.46
Big O's Lube and Service, Inc.								
	43977	10/12/2015	17990	2013 Chevy Impala - Vehicle Maintenance	205-315-934.02	27.95		\$27.95
BP								
	43962	09/06/2015	45600079	Road Patrol - September 2015	205-315-742.00	179.14		\$179.14
Carquest Auto Parts								
	44078	09/03/2015	2825-305681	Power Steering Fluid for Jeep	101-265-981.00	12.46		\$15.35
	44079	09/16/2015	2825-306582	Wheel Nut for 2010 Chevy Impala	101-261-920.01	2.89		
CBM Managed Services								
	43964	09/30/2015	STDINV90007	Inmate Meals	101-301-770.00	2,106.98		\$4,119.19
	43968	10/07/2015	STDINV90270	Inmate Meals	101-301-770.00	2,012.21		
Cellcom - P.O. Box 7555								
	43962	10/05/2015	016986	Airport - Cellular Services	216-585-850.00	54.53	*	\$258.03
	44076	10/05/2015	015889	Medical Examiner - Cellular Services	101-648-850.00	37.06	*	
	44062	10/05/2015	014615	Cellular Services	296-663-850.00	55.48	*	
	44062	10/05/2015	014615	Cellular Services	296-664-850.00	55.48	*	
	44062	10/05/2015	014615	Cellular Services	296-665-850.00	55.48	*	
CITY OF MENOMINEE - 2511 10TH ST.								
	43963	08/31/2015	4079	Road Patrol - August 2015	205-315-742.00	2,010.51		\$2,010.51
CLOVERLAND PAPER CO								
	43969	10/02/2015	109589	Jail - Inmate Supplies	101-301-770.00	78.21		\$373.04
	43970	10/02/2015	109647	Jail - Inmate Supplies	101-301-770.00	146.57		
	43971	10/09/2015	109703	Jail - Inmate Supplies	101-301-770.00	91.77		
	43961	10/09/2015	109702	Courthouse - Toilet Tissue	101-265-755.01	56.49		
Coast to Coast Computer Prod.								
	44064	09/30/2015	A1386550	Toner - Treasurer's Office	101-253-727.00	149.98		\$149.98
Country Mile Document Destruct								
	43966	10/13/2015	22472	Shredding Documents (10/8/15)	101-265-801.00	152.53		\$152.53
CVS Pharmacy Inc.								
	43955	09/16/2015	6005432044049416	Inmate Medical	101-301-770.01	17.15		\$17.15
Dougovito, Greg								
	44092	10/20/2015	6017	Transport of Juvenile (D.R.)	101-132-801.01	21.25		\$72.25
	44092	10/20/2015	6017	Transport of Juvenile (D.R.)	101-132-801.00	51.00		
EAGLEHERALD PUBLISHING, LLC								
	44063	09/30/2015	4114	September 2015 Advertising	517-252-900.00	68.00		\$68.00
GREAT AMERICAN DISPOSAL CO THE								
	43963	09/30/2015	5A101032	Annex (2014/2015)	101-261-930.04	55.15		\$110.30
	43999	10/01/2015	5A101032	Annex (2015/2016)	101-261-930.04	55.15		
Greg Peterson								
	43975	10/02/2015	Reimbursement	Uniform Allowance	205-315-745.00	104.62		\$104.62
HASS DANIEL								
	44109	10/20/2015	Reimbursement	Mileage	101-132-860.00	134.55		\$134.55

APPROVED

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MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
Bank Account: General									
Heigl Technologies	43981	10/13/2015	L41926	PO# 03182 CPL Card Printer	263-215-728.00	1,490.00		\$1,490.00	
J S ELECTRONICS, INC.	43976	10/08/2015	19002	Remove Demo Camera System & Rein	205-315-934.01	60.00		\$60.00	
Joel Hensley, RN	43972	10/18/2015	Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00		\$1,365.00	
Koehne	43967	09/14/2015	10812	2013 Chevy Tahoe - Vehicle Maintenan	205-315-934.02	282.73		\$571.40	
	43992	10/13/2015	11942	2008 Chevy Impala - Vehicle Maintenan	101-265-981.00	257.85			
	43993	10/09/2015	11811	2008 Chevy Impala - Vehicle Maintenan	101-265-981.00	30.82			
Larry L.D. King, DVM	43973	10/16/2015	29550	K9 Care (Vesta)	101-301-881.01	61.16		\$61.16	
LENCA SURVEYING	43987	10/15/2015	15170	Remon Yr 2015 (10/10 - 10/17/15)	243-245-801.07	2,641.70		\$5,443.95	
	44072	10/08/2015	15168	Remon Yr 2015 (10/4 - 10/8/15)	243-245-801.07	2,802.25			
LexisNexis	44071	09/30/2015	1509445848	September 2015	269-145-801.00	350.00		\$350.00	
Manpower	43985	10/11/2015	29244602	Week Ending 10/11/15 (Molly McRae)	101-267-705.00	315.00		\$315.00	
Marinette Farm & Garden	43974	10/12/2015	336936	K9 Supplies	101-301-881.01	49.99		\$49.99	
Mastercard								\$2,184.62	
	44103	09/30/2015	Credit Card	Amazon	101-301-727.00	237.99			
	44103	09/30/2015	Credit Card	Moder Office	101-301-727.00	498.00			
	44103	09/30/2015	Credit Card	WM Supercenter	101-301-727.00	21.67			
	44103	09/30/2015	Credit Card	Island Oasis	205-315-742.00	9.00			
	44103	09/30/2015	Credit Card	Krist Oil	205-315-742.00	25.00			
	44103	09/30/2015	Credit Card	Amazon	205-315-745.00	59.72			
	44103	09/30/2015	Credit Card	Amazon	205-315-745.00	43.98			
	44103	09/30/2015	Credit Card	Image Works	205-315-745.00	186.00			
	44103	09/30/2015	Credit Card	Sirchie Finger Print	205-315-755.00	226.93			
	44103	09/30/2015	Credit Card	Big Boy	205-315-860.00	10.59			
	44103	09/30/2015	Credit Card	Border Grill Express	205-315-860.00	11.45			
	44103	09/30/2015	Credit Card	Hudsons Classic Grill	205-315-860.00	11.64			
	44103	09/30/2015	Credit Card	Ramada inn	205-315-860.00	238.50			
	44103	09/30/2015	Credit Card	Ramada Inn	205-315-860.00	159.00			
	44103	09/30/2015	Credit Card	Ramada inn	205-315-860.00	17.23			
	44103	09/30/2015	Credit Card	Holiday	264-363-881.00	23.89			
	44103	09/30/2015	Credit Card	Holiday	264-363-881.00	16.98			
	44103	09/30/2015	Credit Card	Springhill Suites	264-363-881.00	238.50			
	44103	09/30/2015	Credit Card	St. Ignace Big Boy	264-363-881.00	16.12			
	44104	10/12/2015	Credit Card	Shell Oil	101-301-860.01	20.50			
	44104	10/12/2015	Credit Card	Island Oasis	205-315-742.00	9.00			
	44104	10/12/2015	Credit Card	Hampton inns	205-315-860.00	102.93			
MEIERS SIGNS INC	43978	10/14/2015	32008	Vinyl Lettering for Side x Side	205-315-934.02	310.07			\$791.57
	43979	10/14/2015	32010	Vinyl Lettering for Van # 5519	205-315-934.02	481.50			

APPROVED

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MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Menards - Marinette								
44080	10/08/2015	93527	Buildings & Ground Supplies	101-265-755.00	39.47			\$220.96
44081	10/07/2015	93425	Building & Ground Supplies	101-265-755.00	181.49			
MENOMINEE COUNTY JOURNAL								
44087	09/17/2015	114	Public Land Auction	517-252-900.00	59.50			\$59.50
MENOMINEE COUNTY ROAD COMMISSI								
43960	09/30/2015	10934	Power to Radio (September 2015)	101-301-934.01	13.50			\$13.50
Nutt, Michael								
44099	10/20/2015	Reimbursement	Mileage	296-664-860.00	180.55			\$180.55
Office Depot, Inc.								
44088	09/16/2015	794104364001	ROD Office Supplies	101-268-727.00	45.99			\$585.74
44089	09/16/2015	794104875001	ROD Office Supplies	101-268-727.00	20.18			
44090	09/16/2015	794104874001	ROD Office Supplies	101-268-727.00	241.50			
44091	09/30/2015	797411645001	Clerk - Projector	101-215-970.00	278.07			
Omnicare, Inc.								
43957	09/30/2015	4856138	Inmate Medical Supplies	101-301-770.01	794.42			\$794.42
Poupore Collision & Towing								
43966	09/30/2015	55018	2009 Chevy Tahoe - Vehicle Maintenar	205-315-934.02	251.24			\$251.24
ProMark								
44085	09/30/2015	05497	Office Supplies	517-252-727.00	194.67			\$194.67
Quality Recording Solutions								
44083	10/05/2015	15173	PO# 03144 Voice Logger (911)	266-325-728.02	14,960.00			\$21,584.00
44083	10/05/2015	15173	PO# 03144 Voice Logger (911)	266-325-970.01	6,624.00			
REDWOOD TOXICOLOGY LABORATORY								
43986	09/30/2015	00718420159	Drug Testing	101-136-727.00	8.75			\$18.75
44101	09/30/2015	00719820159	Drug Testing Supplies	296-667-730.00	10.00			
STATE BAR OF MICHIGAN								
44075	10/12/2015	Dues	William G. Merkel (2015-2016)	101-267-802.00	285.00			\$285.00
State of Michigan - MI Dept. of Human Services								
44098	09/30/2015	6023	August 2015 Offset	292-662-843.01	9,214.88			\$11,052.76
44102	09/30/2015	6028	September 2015 Offset	292-662-843.01	1,837.88			
State of Michigan POB 30266								
43959	08/11/2015	551-450018	Registration Fee - M. Holmes	101-301-881.00	65.00			\$65.00
STEPHENSON MARKETING COOPERATI - P O BOX 399								
43964	09/30/2015	015579	Road Patrol - September 2015	205-315-742.00	2,286.00			\$2,286.00
Stromgren, Peggy								
44097	10/20/2015	6022	Transport of Juvenile	101-132-801.01	30.00			\$102.00
44097	10/20/2015	6022	Transport of Juvenile	101-132-801.00	72.00			
The Advertiser								
43958	09/30/2015	090273	Sheriff Department - Advertising	101-301-802.00	22.00			\$22.00
U.E.S. COMPUTERS, INC.								
43994	09/30/2015	10559	Hardware, Software and All Related Pr	101-301-728.00	789.00			\$1,708.99
43995	09/30/2015	10558	Software for Sheriff Department	101-301-728.00	919.99			
U.S. Bank Equipment Finance								
44074	10/16/2015	289687303	Bizhub 423 Copier	101-172-942.00	133.07			\$133.07

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
UP Health System - Marquette	44077	10/02/2015	55553080-0001	Jolene Eichorn - Autopsy & Toxicology	101-648-836.00	995.00		\$995.00
UPCAP SERVICES INC	43861	09/30/2015	1176	Work Crew Services (9/22/15)	101-301-935.00	16.00		\$26.00
	43884	09/30/2015	1172	Work Crew Services	517-252-931.00	10.00		
Verizon Wireless	43980	09/30/2015	9753182144	Cellular Services (September 2015)	101-265-850.01	106.86		\$1,190.64
	43980	09/30/2015	9753182144	Cellular Services (September 2015)	101-301-850.00	456.37		
	43980	09/30/2015	9753182144	Cellular Services (September 2015)	101-682-850.00	32.46		
	43980	09/30/2015	9753182144	Cellular Services (September 2015)	205-315-850.00	594.50		
	43980	09/30/2015	9753182144	Cellular Services (September 2015)	266-325-850.00	0.45		
Vinyl Products Mfg., Inc.	43955	09/23/2015	058613	PO# 03160 - Mattress w/ Pillow (x5)	101-301-770.00	1,033.84		\$1,033.84
W.S. Darley & Company	43965	09/30/2015	17212221	Cone 28" Traffic (x13)	205-315-755.00	199.00		\$199.00
Warner, Fredrick	44093	10/20/2015	6018	Holdover Attendant & Transport of Juve	101-132-801.01	20.00		\$301.10
	44093	10/20/2015	6018	Holdover Attendant & Transport of Juve	101-132-801.00	48.00		
	44094	10/20/2015	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	65.55		
	44095	10/20/2015	6020	Transport of Juvenile	101-132-801.01	30.00		
	44095	10/20/2015	6020	Transport of Juvenile	101-132-801.00	72.00		
	44096	10/20/2015	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	65.55		
Xerox Corporation - 26152 Network Place	43953	09/30/2015	081673997	September 2015 - Sheriff Dept.	101-301-727.00	299.19		\$299.19
Total Amount for Bank Account: General								\$64,229.98

APPROVED  
  
 Director of Finance  
 Menominee County

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 10.27.2015 County Board meeting	
<b>RECOMMENDED MOTION</b>	
To approve the miscellaneous reports discussed at the 10.27.2015 County Board meeting	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

# MONTH END BALANCE SHEET

9/30/2015

IMPREST CASH GENERAL FUND	\$ 3,300.00
IMPREST CASH OTHER FUNDS	\$ 560.00
	\$ 3,860.00

<b>GENERAL FUND INVESTMENTS</b>	
Stephenson National	\$ 5,334,279.43
Stephenson National	\$ 849,208.09
First National Bank & Trust	\$ 656,310.38
Menominee Co Federal CU	\$ 8.53
Menominee Co Federal CU	\$ 215,745.77
Tri-County Credit Union	\$ 115.39
Mbank	\$ 352,092.74
Peninsula Federal Credit Union	\$ 5.00
MBS	\$ 6,891.93
	\$ 7,414,657.26

<b>GENERAL FUND CD'S &amp; BONDS</b>	
SNBT	\$ 513,614.92
Tri County Credit Union	\$ 136,734.89
MCFCU	\$ 213,708.64
Peninsula Federal Credit Union	\$ 109,606.29
Mbank	\$ 100,000.00
Mbank	\$ 114,729.99
Nicolet	\$ 518,167.35
	\$ 1,706,562.08

<b>MBS CD'S GENERAL FUND</b>	
Mason St Bank	\$ 200,000.00
Bank Northern MI Petoskey	\$ 200,000.00
First Nat Bank of Mich Kalamazoo	\$ 250,000.00
Bank Holland Mich	\$ 250,000.00
First Nat Bank America East	\$ 50,000.00
JP Morgan Chase Bank	\$ 200,000.00
Federal Home Loan	\$ 100,000.00
Privatebank & TC Chicago IL	\$ 250,000.00
Federal Home Loan	\$ 200,000.00
Traverse City St Bk	\$ 202,000.00
Mercantile Bank	\$ 100,000.00
Federal Home Loan	\$ 320,000.00
First Nat Bk Amer East Lansing	\$ 200,000.00
Federal Home Ln Mtg	\$ 100,000.00
Wells Fargo Bk Sioux Falls	\$ 250,000.00
Federal Home Loan	\$ 200,000.00
Federal Home Loan	\$ 230,000.00
Federal Home Loan	\$ 109,090.91
Federal Home Loan	\$ 325,000.00
	\$ 3,736,090.91

**TOTAL CO-MINGLED CASH** \$ 12,857,310.25

<b>SECTION 125</b>	
Stephenson National Bank	\$ 14,412.87

<b>LILJA BEQUEST</b>	
Stephenson National Bank	\$ 2,000.00

<b>COUNTY ROAD INVESTMENTS</b>	
Stephenson National	\$ 474,917.72
Stephenson National	\$ 581,184.71
Menominee County Fed CU	\$ 111,512.98
Tri-County Credit Union	\$ 5.00
Tri-County Credit Union	\$ 30,189.81
Mbank	\$ 369,902.71
Mbank Payroll Acct	\$ 111.89
	\$ 1,567,824.82

<b>COUNTY ROAD CD'S</b>	
Stephenson National	\$ 105,537.21
<b>TOTAL COUNTY ROAD</b>	<b>\$ 1,673,362.03</b>

<b>DTRF INVESTMENTS</b>	
Nicolet National	\$ 164,732.11
Stephenson National	\$ 246,762.79
MBS	\$ 6,376.97
	\$ 417,871.87

<b>DTRF CD'S</b>	
Mbank	\$ 114,729.99
Nicolet National	\$ -
Morgan Stanley	\$ 200,000.00
Peninsula Fed CU	\$ 103,706.34

<b>DTRF MBS CD'S</b>	
Federal Home Loan	\$ 140,000.00
	\$ 558,436.33

**TOTAL DTRF** \$ 976,308.20

<b>AIRPORT</b>	
Stephenson National	\$ -
Stephenson National	\$ -
	\$ -

<b>TOTAL</b>	<b>\$ 15,527,253.35</b>
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**MINUTES**  
**AIRPORT COMMITTEE**

**AUGUST 18, 2015**  
**AIRPORT CONFERENCE ROOM**

*Approved  
9/15/15*

**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: Ray Williams and Charlie Meintz. Others present: County Administrator Bousley, Assistant Airport Manager LaFleur and Lineman Schultz

**4. Approve/Amend agenda.**

MOTION by Williams seconded by Meintz to approve the agenda as presented.  
Motion carried.

**5. Approve of Previous Minutes June 11, 2015 Executive/Finance and June 17, 2015 Regular Session Meeting.**

MOTION by Williams seconded by Meintz to approve the June 11, 2015 Executive/Finance meeting and the June 17, 2015 regular session meeting minutes.  
Motion carried.

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

Dale Axtell, Menominee Township- landing fees, how much and who has to pay.

**7. Presentations - None**

**8. Business**

**a. New Organizational Structure** – Chairman Schei stated the commission has now been replaced by the Airport Committee. The Committee is an advisory committee who reports to the Menominee County Board of Commissioners. The County Board has the final authority over the airport as they are the County Board is

the sole sponsor of the airport. The County Board has appointed 3 county commissioners to serve on the committee, Chairman Schei, Secretary Williams and Commissioner Meintz. The County Board has passed a set of bylaws and charter for the committee to follow. The committee only makes recommendations and does not have the authority to act on the recommendations unless the county board votes to approve the recommendations. Commissioner Meintz added that the airport is now a standard department of the county as all the liability of the airport falls on Menominee County. The committee is comparable to the Parks and Recreation Committee as it is an advisory committee making recommendations to the full County Board to make the final decisions. Menominee County will now bear all the financial obligations of the airport.

**b. Future of the Airport** – Chairman Schei stated there have been two proposals received regarding the development of the airport. One proposal was offered by the Pilot Association and the other was from Explorer Solutions. Nancy Douglas added that Explorer Solutions would like to have development of the flight school and maintenance company reaffirmed as the route to be taken for the proposed development of the airport. There is an out of state university talking with Explorer Solutions who would like to locate a flight school at the airport and form an agreement with a local college to handle the core curriculum. The university would like to start looking at the cost of hanger lease, landing fees, fuel sales and other cost measures to start up the flight school. The university has been in discussions with Enstrom Helicopter to purchase two helicopters. The university will provide a degree path for the students. Christian Perrault from Explorer Solutions would like the Menominee County Board to reaffirm the commitment to this development plan. Administrator Bousley stated he has set up Mr. Perrault to address the county board at the first meeting of the September. Motion made by Commissioner Meintz and supported by Commissioner Williams to recommend to the County Board to support the ongoing efforts of the Explorer Solutions to continue to work for the development of a flight school and maintenance facility at the airport. Motion passed.

**c. Meeting Schedule** – Chairman Schei stated the committee meetings will remain the third Tuesday of the month at 5pm except for the November meeting will be held on the 12<sup>th</sup> of November.

**d. Financial Update** – Administrator Bousley stated the Clerk, Treasurer and the Administration staffs will be working to transfer the financial data which Marinette County has maintained will be retrieved and input into the

Menominee County system over the next couple of weeks. Marinette County had been using different software than Menominee County so all the financial information has to be manually entered. Once the information is manually entered all the financials will be ran through the county's budget and payroll system like all other departments. Ray LaMarche, our auditor from Anderson & Tackman, will be done within the next two weeks to work with our office to make sure all information input has been entered correctly. Chairman Schei stated financials are positive and not in the negative making the current budget a strong positive.

**e. Buildings and Grounds**

**aa.** terminal building roof – Administrator Bousley stated the insurance company is currently dealing with a contractor for the replacement of the entire terminal roof as well as the replacement of two air conditioning units. Chairman Schei asked what the insurance deductible was, it was stated the deductible is fifteen thousand dollars. Commission Meintz and Williams both agreed fifteen thousand dollars paid out for a sixty to seventy thousand dollar project was a very good trade.

**bb.** M-Dot Aero 5 Year Capital Plan – Chairman Schei discussed the five year capital plan. Chairman Schei and Administrator Bousley will meet with Daniel Kehoe of Mead and Hunt to review the plan. The plan can be modified each year to rearrange projects within the plan. Once a meeting is held with Mead and Hunt a report will be made to the committee.

**f. Personnel**

**aa.** Airport Manager – Chairman Schei provide a brief description the history of the position and interviews that were conducted in March and April of this year. Jeff LaFleur is the current licensed Assistant Airport Manager. Jeff LaFleur stated by have a licensed Assistant Manager the airport is covered in the eyes of M-Dot Aero and the FAA. Commissioner Meintz asked how it would work if an FBO was to assume the management duties at the airport. Chairman Schei responded that according to M-Dot Aero the airport can be ran anyway the county sees fit, as long as a licensed airport manager was point of contact. Chairman Schei stated LaFleur is the lone ranger at the present time and is doing a good job but moving forward the committee has to determine what route will be taken. Any recommendations from the committee would be directed to the Personnel Committee which in turn

would provide recommendations to the County Board. The Airport Manager position will be discussed at the next meeting.

**bb. part- time lineman (emergency basis) –** currently Mr. Schultz is on leave due to a medical procedure leaving Mr. LaFleur as the only airport employee. Commissioner Meintz asked if the Parks or Buildings and Grounds personnel could help out at the airport. Bousley replied that it is the end of the season and a majority of the seasonal park employees have been let go for the season, but will discuss options with the Buildings and Grounds department. Commissioner Williams asked if a portion of the duties Mr. Schultz performed could be farmed out to a manpower position. Mr. LaFleur said he will just do what needs to be done. Mr. LaFleur also brought up the issue of losing five weeks of vacation due to not having the personnel to cover his time off. Several different options were discussed to address the potential loss of vacation time. Commissioner Meintz asked Mr. LaFleur if he had tried to schedule any days off during the year. Commissioner Williams made a motion to refer the issue to the Personnel Committee to address the issues, Chairman Schei seconded the motion. Administrator Bousley will set up the Personnel Committee meeting to address the issue.

**g. Twin County Pilots Association Letter –** Chairman Schei reviewed the letter that was submitted to the County Board and the proposal has good merit and it is on file. Commissioner Meintz had a few questions for the Pilot Association, regarding the FBO proposal. Response from Pilot Association, was the proposal was just that a proposal to look at different avenues and situation at the airport. Nancy Douglas asked for a copy of the letter to forward to Explorer Solutions. Commissioner Meintz is in agreement with any type of business moving to the airport and stated the airport is a beneficial asset to the county that may need financial investments from time to time from the county to promote additional businesses and maintain businesses. Commissioner Williams feels that with the sole ownership of the airport will help promote the rich area of assets Menominee County has to offer.

**h. Airport Manager Report –** Mr. LaFleur reported over eight thousand gallons of fuel sales over the last month. Mr. LaFleur is also in need of taking a test to become licensed as a class A operator to oversee the fuel distribution, tabulation and testing. Currently Mr. LaFleur has the class B license. Mr. LaFleur and Mr. Schultz will take the test to become licensed. All three commissioners agree to move forward and have both obtain the appropriate

license. Mr. LaFleur also reported he checks fuel prices within a hundred mile radius and adjusts the rates accordingly to remain competitive.

**9. Correspondence - None**

**10. Any Other Items Members May Wish to Present** – Commissioner Meintz would like to see the availability of access to the airport expanded to be more open and friendly. Commissioner Schei stated security is an issue that is a concern by some hanger owners and not others. Commissioners agree to think about how to address the security issue after investigating the security issue more, proposals need to be brought to the committee before the issue can be resolved.

**11. Public Comment (Limited to 5 Minutes)**

Wayne Beyer – gate access had not been a problem in the past and would like to see it reinstated, also grass has been in certain areas of the blacktop around the airport and it needs to be addressed.

North Shetter – making the airport friendlier while maintaining a certain level of appropriate security is essential and the Pilot Association should be involved in the discussion as well.

**12. Commissioner Comment**

Commissioner Williams willing to work hard on the betterment of the airport to make it productive, profitable and friendly.

Commissioner Meintz thanked Commissioner Schei for all his hard work and is excited about Menominee County's opportunity with the airport.

Commissioner Schei thanked the commissioners, County Board and Pilot Association for all the support and is very optimistic about the future of the airport.

**13 Adjourn**

Motion made by Commissioner Williams and seconded by Commissioner Meintz to adjourn at 6:11pm.

**MINUTES**  
**AIRPORT COMMITTEE**

**September 15, 2015**  
**AIRPORT CONFERENCE ROOM**

**1. Call to order**

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

*Approved  
10/20/15*

**2. Pledge of Allegiance**

Pledge of Allegiance recited.

**3. Roll call**

**Members present:** Chairman Schei, Commissioners: Ray Williams and Charlie Meintz. **Others present:** Assistant Airport Manager LaFleur and Lineman Schultz. **Excused County Administrator Bousley**

**4. Approve/Amend agenda.**

Motion by Williams seconded by Meintz to amend the agenda to include Airport Minimum Standards and meeting time change as brought by Commissioner Schei. Motioned passed to amend agenda.

MOTION by Williams seconded by Meintz to approve the amended agenda. Motioned passed to amend agenda.

**5. Approve of Previous Minutes August 19, 2015 Regular Session Meeting.**

MOTION by Williams seconded by Meintz to approve the August 19, 2015 regular session meeting minutes. Motion passed.

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

None

**7. Presentations**

None

**8. Business**

**a. Financial**

**aa. Monthly budget review.**

A monthly breakdown of the account activities of revenue and expenditures was discussed. A 2014/2015 Budget of revenue and expenses was discussed and present

to the committee. Commissioner Schei also discussed the Delta County budget, which he received from the administration office, to compare budgets.

## **b. Buildings and Grounds**

### **aa. Terminal building roof**

Commissioner Schei stated the insurance company is working with a contractor to replace the roof. The insurance company will take care of procuring the contractor and work with the contractor on the price of the replacement. The work should commence by the middle of October.

### **bb. Additional Hangars**

Commissioner Schei discussed the need for the construction of additional hanger or hangars at the airport. The current maintenance hangar could be occupied by the college as soon as next fall and the need for an additional hanger to house the maintenance equipment would be needed. The area between the current maintenance hangar and the terminal building could be an area for a new hanger with two sixteen foot doors to accommodate the airport's equipment. There has been a previous plan submitted to the airport's engineering firm, Mead and Hunt, to erect a new maintenance hangar at an estimated cost to the county of \$21,000 which represents a 5% match of the cost of construction. Commissioner Meintz would like to see the specifications for the hanger, see different cost estimates for the project.

Commissioner Schei stated Jeff LaFleur provide a grounds tour of the airport for him and Brian Bousley to get a better look at the infrastructure and grounds of the airport. During this tour several areas were pointed out as possible sites for additional hangars. The additional hangars could be used as revenue sources such as a distribution hub for the delivery industry, space for an FBO to lease, additional space to be utilized by transient pilots. All Commissioners agreed to further explore the construction of at least one additional hangar. Commissioner Meintz did profess the airport's maintenance and infrastructure has to first and foremost before any additional buildings can be constructed.

### **cc. M-Dot Aero 5 Year Capital Plan**

Commissioner Schei stated the maintenance of the airport is under control and several capital projects have been pushed back due reorganization of the airport. One capital project is the shorting of one of the runways. This project has been looked at due to funding levels, maintenance and up keep and another factor is the height of the trees surrounding the approach of the runway. Commissioner Meintz state the airport has easements to cut the trees but the majority of the trees are on private residential property. Commissioner Meintz and Williams will receive a copy of the plan from Jeff after the meeting to review.

## **c. Personnel**

### **aa. Airport Manager/Lineman Positions**

The Airport Manager and Lineman job descriptions were reviewed and update language to remove commission and to add the County Administrator as the direct supervisor of the Air Port Manager. Other changes were that were mentioned included the ability of the Airport Manager to use heavy equipment. Commissioner Meintz stated the ability to operate heavy equipment should remain in the job description at present time as Jeff is in the Manger role right now and he needs to be allowed to continue to operate equipment. Commissioner Schei stated it was questioned due to refining the job description to be more of an administrative position dealing with office work, grants, accounting, invoicing, public relations and administrative skills. Commissioner Williams stated the changes in the Manger job description can be made at a later date once we advertise for the position.

**bb. Job Descriptions – Lineman, Airport Manager**

The only changes to the Lineman job description were to change commission to committee and remove Marinette County.

**cc. Airport Work Rules/Policies**

Commissioner Schei stated Administrator Bousley had made mention of the work rules being the same as the Menominee County Personnel Manual and thus the work rules could be replaced by the personnel manual.

Motion made by Commissioner Meintz and seconded by Commissioner Williams to move the proposed revamped job descriptions and Work Rules to the Personnel Committee. Motion passed.

**d. Airport Manager Report-**

Jeff LaFleur, Airport Manger, wanted to schedule the class A certification testing for the fuel farm at a cost of \$75. The committee agreed it would be important for Jeff to take the test. Fuel prices and sales were reported on, fuel prices are right in line with Dickinson and Delta County Airports. There some privately own airport that have lower fuel prices but the Twin County Airport is on par with the other county airports in the area. Another tank of Jet fuel will need to be order within the next couple of weeks as it is selling steadily while the 100LL is not selling as fast. Commissioner Schei stated the fuel prices are based on the purchase price; it is an addition \$.10 per gallon for full service. Enstrom and Freight Runners are invoiced for their fuel purchases and discounts are given for volume sales.

**e. Airport Name Change-**

Commissioner Schei state he is looking for name change considerations, Menominee County Airport would seem to be the first choice. Once the title search and the Quit Claim deed are signed FAA and MDot will be approached about the name change. Commissioner Williams moves and Commissioner Meintz seconds to have

Administrator Bousley to pursue channels to change the name of the airport. Motion passed.

**f. Meeting Schedule**

Commissioner Schei proposed a new time for the Airport Committee meetings to be moved from 5pm to 8am. Commissioner Meintz would have difficulty attending the meetings at that time. Commissioner Williams said any time would work for him. The commissioners agreed to begin the committee meetings at 4pm for the remainder of the year.

**g. Minimum Standards**

Commissioner Schei wants to the Minimum Standards to reflect the change from the commission to committee and then reviewed at a later date. Commissioner Meintz moved and seconded by Commissioner Williams to forward the Minimum Standards document to the County Board for approval with the name changes. Motion passed.

**9. Correspondence - None**

**10. Public Comment (Limited to 5 Minutes)**

Greg Paulson – Daggett Township- brought forth the issue of the dialog between to the airport committee and the pilots association. Mr. Paulson believes it should be placed as a permanent agenda item.

Wayne Beyer – Menominee Township – discussed the request from the Twin County Airport to the Pilot Association to bring forth options/ways to lessen the burden of cost to operate the airport. Mr. Beyer went on to explain he had several ideas he wanted to pass on to the County Chairman and County Administrator that the Pilot Association would be able to perform some duties around the airport to help out when short of staff. Mr. Beyer went on to state he had a verbal confrontation with Commissioner Schei in the County Administration Office and felt Commissioner Schei should resign.

**11. Commissioner Comment**

Commissioner Meintz stated he was very happy with moving forward with Explorer Solutions as the County Board had given the green light to continue negotiations with the interest college for a rotator wing flight school. Commissioner Meintz went on to say the interested college had tremendous growth over a ten year period in their flight school at their current location.

Commissioner Williams echoed Commissioner Meintz’s comments and added that with the change in the airport governing structure, situations will occur and they may take time and adjustments to get moving in the right direction.

Commissioner Schei commented on the continued progress of Explorer Solutions and feels the school and college are a great opportunity to grow and develop the airport. Commissioner Schei also state he has received positive comments from transient pilots who have utilized the Twin County Airport.

### **13 Adjourn**

Motion made by Commissioner Williams and seconded by Commissioner Meintz to adjourn at 6:12pm.

**Menominee-Delta-Schoolcraft  
Community Action Agency**

**GOVERNING BOARD MEETING  
Thursday, September 10, 2015  
511 First Avenue North, Escanaba MI  
12:30 p.m.**

**MINUTES**

Chair Wigand called the meeting to order at 12:31 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Tom Lippens, Delta  
Myra Croasdell, Delta  
John Stapleton, Schoolcraft  
Lee Robbert, Schoolcraft  
Clyde Thoune, Menominee  
Bernie Lang, Menominee  
Susan Kleikamp, Menominee  
Geri Nelson, Delta  
Karen Wigand, Delta  
Dave Moyle, Delta  
Mari Negro, Menominee  
Ken Penokie, Delta  
Craig Reiter, Schoolcraft

**OTHERS PRESENT**

Bill Dubord, Executive Director  
Julie Moberg, Executive Director Trainee  
Myra Heslip, ECP Director  
Kris Thibeault, Finance Director  
Connie Maule, SCP Director  
Theresa Nelson, RSVP Director  
Angela Gardner, ECP Family Partnership Mgr.  
Cathy Pearson, Executive Assistant  
Peggy Ramsden, FGP Director  
Lannie Berg, Welcome Newborns Coordinator  
Joe Dehlin, Weatherization Director  
Elsie Stafford, Bishop Noa Home Director  
Sister Rosalie, Bishop Noa Home  
Randy Daigneault, Perspectives Director

**MEMBERS ABSENT**

Susan Phillips, excused  
Omer Doran, excused  
Dave Anthony  
Kristi Wood

**ACCEPTANCE OF JULY 23, 2015 GOVERNING BOARD MINUTES**

Members received a draft of the July 23, 2015 Governing Board minutes for their review. **THERE WERE NO QUESTIONS OR COMMENTS AND THEY WERE APPROVED WITH A MOTION FROM DAVE MOYLE, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer, Susan Kleikamp, for the report. Ms. Kleikamp reported that the Finance Committee met today and reviewed the CAA June and July credit card charges. They also reviewed and recommend approval of the July Accounts Payable Schedule which was done **WITH A MOTION FROM MR. MOYLE, SECONDED BY BERNIE LANG; MOTION CARRIED. (see attachment "A")**

**PERSONNEL COMMITTEE REPORT**

The Chair called on Geri Nelson who reported that the Personnel Committee met on 8/18/15 to continue work on revising the personnel policies. She noted they will be having another meeting next week to finalize the revised policies revision for review and approval by the full board in October or November. Additionally, the committee will be reviewing Julie Moberg's three month evaluation. **THE PERSONNEL COMMITTEE**

**REPORT WAS ACCEPTED WITH A MOTION FROM MR. STAPLETON, SECONDED BY MARI NEGRO; MOTION CARRIED.**

**DISCUSSION ON WEBINAR TRAINING ON ELIGIBILITY**

The Governing Board received the ERSEA training webinar link and hardcopy information for their review. The members of the Governing Board signed a statement to reflect this. There were no questions and Susan Kleikamp noted that the webinar was very interesting.

**ACCEPTANCE OF EARLY CHILDHOOD PROGRAM MONTHLY REPORT 8/27/15**

Members received a copy of the ECP monthly report dated 8/27/15 for their review. **IT WAS ACCEPTED WITH A MOTION FROM DAVE MOYLE, SECONDED BY GERI NELSON; MOTION CARRIED.**

**AUTHORIZATION FOR JULIE MOBERG TO SIGN ALL CONTRACTS AND REQUIRED DOCUMENTS EFFECTIVE 10/1/2015**

**MR. LIPPENS MOVED TO AUTHORIZE JULIE MOBERG TO SIGN ALL CONTRACTS AND REQUIRED DOCUMENTS IN PLACE OF BILL DUBORD EFFECTIVE 10/1/2015, SUPPORTED BY SUSAN KLEIKAMP; MOTION CARRIED.**

**RESOLUTION TO REPLACE BILL DUBORD WITH JULIE MOBERG ON ALL AGENCY BANKING ACCOUNTS**

**MR. LIPPENS MOVED TO REPLACE BILL DUBORD WITH JULIE MOBERG ON ALL AGENCY BANKING ACCOUNTS, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

**RESOLUTION NAMING SUSAN KLEIKAMP AS TREASURER ON ALL BANK DOCUMENTS AND CHECK MICR**

**DAVE MOYLE MOVED TO PASS A RESOLUTION NAMING SUSAN KLEIKAMP AS TREASURER ON ALL BANK DOCUMENTS AND CHECK MICR, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED.**

**EXECUTIVE DIRECTOR'S REPORT**

Chair Wigand called on the Bill Dubord who reminded the members that last year we were looking into the feasibility of purchasing the Menominee Catholic School for our Early Childhood Program and possibly other agency programs. The homeless shelter ended up buying it which turned out to be a good thing as there was a great deal of remodeling required. He noted that instead we did some minor remodeling in the classrooms at the Evergreen School where we are currently housed and will be doing some minor upgrades to the office space.

The Executive Director noted that the Early Childhood Program staff are back to work and it was a relatively smooth year of staffing. Classes start 10/14 and we are fully enrolled. Bill informed the board that Myra has been doing a great job as the Early Childhood Program Director. **THE EXECUTIVE DIRECTOR'S REPORT WAS ACCEPTED WITH A MOTION FROM MYRA CROASELL, SECONDED BY GERI NELSON; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

The Chair called on Bill Dubord who reported that the Nominating Committee was scheduled to meet today but the meeting was cancelled because no one could attend. He reported that the board will be asked to approve moving Mari Negro from the Public Sector to the Consumer Sector, representing the media and Ken Penokie from the Private Sector to the Consumer Sector now that we've changed the board size from 21 to 18.

**ADJOURNMENT**

There being no further business ***THE MEETING ADJOURNED AT 12:50 WITH A MOTION FROM MR. THOUNE, SECONDED BY MR. STAPLETON; MOTION CARRIED.***

***THE NEXT MEETING IS THURSDAY, OCTOBER 8, 2015 – FOLLOWED BY AN OPEN HOUSE FOR BILL DUBORD'S RETIREMENT***

**FINANCE COMMITTEE MEETING**  
**Thursday, September 10, 2015**  
**11:00 a.m.**

**MINUTES**

The meeting began at 11:02 a.m. with the following in attendance: Susan Kleikamp, Tom Lippens, John Stapleton, Bernie Lang, Karen Wigand, Bill Dubord, Julie Moberg, Kris Thibeault and Cathy Pearson. Omer Doran, excused.

The committee reviewed the CAA credit card charges for June in the amount of \$889.04 and July for \$4,230.44.

The committee reviewed the HRA credit card charges for June in the amount of \$269.83 and July for \$1323.

Members were given a copy of the June and July Budget vs. Expenditure reports and Kris reviewed them. It was suggested that this be added to the Finance Committee agenda and that a copy be sent out with the board agenda.

The committee reviewed the CAA July Accounts Payable Schedule and **it was approved with a motion from Tom Lippens, seconded by John Stapleton; motion carried.**

The committee reviewed the HRA July Accounts Payable Schedules and **they were approved with a motion from Bernie Lang, supported by John Stapleton; motion carried.**

Bill indicated that it is the time of year to discuss wages and fringes. He noted that we have been told there will be a slight increase in health insurance premiums for HRA and a slight reduction for CAA, but the maximum out-of-pocket may be changed because BC/BS has discontinued our current plan. We are doing some further checking into options and clarification in this regard.

Bill also noted that the Finance Committee will probably be asked to recommend to the board a 2% or \$.25/hour increase (whichever is greater) for HRA staff not on the senior citizen chart. Additionally, staff are looking into changing the timeframe for wage increases for the in-home staff as we have an extremely difficult time retaining them. There is also one exception that may be requested. There was discussion on the fact the minimum wage is increasing again and it is becoming more difficult to remain competitive with fast food places, etc.

The committee was reminded that the CAA employees' raises are handled through the cost of living adjustments that come from the Dept. Health & Human Services usually in the spring of the year. The increase is made retroactive to the start of the ECP fiscal year (Nov. 1<sup>st</sup>) and the funding increase is made a permanent part of the grant award.

At the next meeting the committee will also be asked to recommend to the board to continue offering up to a 5% match for our 403 b retirement plan.

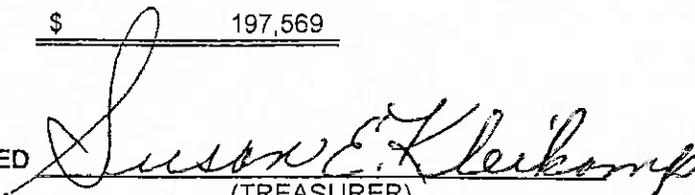
It was noted that the next Finance Committee meeting will be held on Tuesday, October 6<sup>th</sup> at 11:00 a.m.

There being no other business the meeting adjourned at noon **with a motion from Tom Lippens, seconded by John Stapleton; motion carried.**

THE FINANCE COMMITTEE HAS REVIEWED THE JULY 2015 ACCOUNTS PAYABLE SCHEDULES FOR MDS COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	88,616
EARLY HEAD START		50,869
EARLY-ON CHILDHOOD		452
GSRP		2,108
ASSET & LIABILITY ACCOUNTS		55,523
TOTAL	\$	197,569

SIGNED

  
(TREASURER)

DATE

9-10-2015

THE FINANCE COMMITTEE HAS REVIEWED THE JULY 2015 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

<u>SENIOR CITIZENS</u>	<u>\$</u>	<u>119,788</u>
<u>VOLUNTEER PROGRAMS</u>		<u>32,341</u>
<u>NUTRITION</u>		<u>83,751</u>
<u>STATE &amp; LOCAL PROGRAMS</u>		<u>89,895</u>
<u>ENERGY AND HOUSING</u>		<u>15,125</u>
<u>ASSET &amp; LIABILITY ACCOUNTS</u>		<u>51,450</u>

TOTAL

\$ 392,350

SIGNED

*Susan E. Kleibamp*  
(TREASURER)

DATE

9-10-2015

*Menominee-Delta-Schoolcraft  
Human Resources Authority*

**GOVERNING BOARD MEETING**  
*Thursday, September 10, 2015*  
**511 First Avenue North, Escanaba MI**  
**12:45 p.m.**

**MINUTES**

Chair Wigand called the meeting to order at 12:51 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Tom Lippens, Delta  
Myra Croasdell, Delta  
John Stapleton, Schoolcraft  
Lee Robbert, Schoolcraft  
Clyde Thoune, Menominee  
Bernie Lang, Menominee  
Susan Kleikamp, Menominee  
Geri Nelson, Delta  
Karen Wigand, Delta  
Dave Moyle, Delta  
Mari Negro, Menominee  
Ken Penokie, Delta

**OTHERS PRESENT**

Bill Dubord, Executive Director  
Julie Moberg, Executive Director Trainee  
Myra Heslip, ECP Director  
Kris Thibeault, Finance Director  
Connie Maule, SCP Director  
Theresa Nelson, RSVP Director  
Angela Gardner, ECP Family Partnership Mgr.  
Cathy Pearson, Executive Assistant  
Peggy Ramsden, FGP Director  
Lannie Berg, Welcome Newborns Coordinator  
Joe Dehlin, Weatherization Director  
Elsie Stafford, Bishop Noa Home Director  
Sister Rosalie, Bishop Noa Home  
Randy Daigneault, Perspectives Director  
Craig Reiter, Schoolcraft Co. Commissioner

**MEMBERS ABSENT**

Susan Phillips, excused  
Omer Doran, excused  
Dave Anthony  
Kristi Wood

**ACCEPTANCE OF JULY 23, 2015 GOVERNING BOARD MINUTES**

Members received a draft of the July 23, 2015 Governing Board minutes for their review. ***THERE WERE NO QUESTIONS OR COMMENTS AND THEY WERE APPROVED WITH A MOTION FROM LEE ROBBERT, SECONDED BY GERI NELSON; MOTION CARRIED.***

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer, Susan Kleikamp, for the report. Ms. Kleikamp reported that the Finance Committee met today and reviewed the HRA June and July credit card charges. They also reviewed and recommend approval of the July Accounts Payable Schedules, which was done ***WITH A MOTION FROM MR. PENOKIE, SECONDED BY JOHN STAPLETON; MOTION CARRIED. (see attachment "A")*** Ms. Wigand thanked Susan Kleikamp and noted that she has done a good job serving as Treasurer.

**PERSONNEL COMMITTEE REPORT**

The Chair called on Geri Nelson who reported that the Personnel Committee met on 8/18/15 to continue work on revising the personnel policies. She noted they will be having another meeting next week to finalize the

revised policies revision for review and approval by the full board in October or November. Additionally, the committee will be reviewing Julie Moberg's three month evaluation. **THE PERSONNEL COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

#### **UPDATE ON BISHOP NOA HOME MEMORY CLINIC**

Karen Wigand called on Sally Kidd, Senior Services Director, who introduced Elsie Stafford and Sister Rosalie from the Bishop Noa Home and Randy Daigneault who runs our Perspectives Adult Day Care Program. Ms. Stafford told the board that she is very grateful for this collaboration between Community Action Agency, the Sisters of St. Paul DeChartes and Pat Abrahamson-Besse, who donated over \$500,000 to build and help furnish the Memory Clinic (that will be named the Gary Abrahamson Memory Clinic after her son). It is a separate private non-profit entity that will be staffed by our employees from Perspectives Adult Day Care. There will be another fundraiser next April 7<sup>th</sup>. It was noted that the plan is to have the facility completed by this November 15<sup>th</sup>. It is hoped to have a grand opening sometime in December. It was noted that there is no religious affiliation required to receive services. Randy and his staff were commended for the good work that they do.

#### **ACCEPTANCE OF MONITORING REPORTS**

Members received copies of the following monitoring reports for their review:

- DHS Monitoring of Weatherization Program dated 8/10/15
- DHS Monitoring of Organizational Standards dated 8/20/15
- DHS Monitoring of DOE/WX, DOE/LIHEAP, CSBG-D, LCA, LCA/LIHEAP & LCA-S dated 8/19/15

There were no questions **AND THEY WERE ACCEPTED WITH A MOTION FROM MR. STAPLETON, SUPPORTED BY MR. MOYLE; MOTION CARRIED.**

#### **ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES**

Members received copies of the PAC minutes for their review:

- 7/14/15 (Mid-Co.) Foster Grandparent Program PAC minutes
- 8/7 (Men) & 8/27/15 (School) Senior Companion Program PAC minutes
- 4/30 (Escanaba), 8/19 (Menominee) & 9/1/15 (Mid-Co.) Senior Center PAC minutes

There were no question **AND THE WERE ACCEPTED WITH A MOTION FROM GERI NELSON, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

#### **ACCEPTANCE OF PROGRAM MONTHLY REPORTS**

Members received copies of the various program monthly reports for their review **AND THEY WERE ACCEPTED WITH A MOTION FROM MR. STAPLETON, SECONDED BY DAVE MOYLE; MOTION CARRIED.**

#### **AUTHORIZATION FOR JULIE MOBERG TO SIGN ALL CONTRACTS AND REQUIRED DOCUMENTS EFFECTIVE 10/1/2015**

**MR. LIPPENS MOVED TO AUTHORIZE JULIE MOBERG TO SIGN ALL CONTRACTS AND REQUIRED DOCUMENTS IN PLACE OF BILL DUBORD EFFECTIVE 10/1/2015, SUPPORTED BY DAVE MOYLE; MOTION CARRIED.**

**RESOLUTION TO REPLACE BILL DUBORD WITH JULIE MOBERG ON ALL AGENCY BANKING ACCOUNTS**

***MR. PENOKIE MOVED TO REPLACE BILL DUBORD WITH JULIE MOBERG ON ALL AGENCY BANKING ACCOUNTS, SECONDED BY JOHN STAPLETON; MOTION CARRIED.***

**RESOLUTION NAMING SUSAN KLEIKAMP AS TREASURER ON ALL BANK DOCUMENTS AND CHECK MICR**

***KEN PENOKIE MOVED TO PASS A RESOLUTION NAMING SUSAN KLEIKAMP AS TREASURER, REPLACING DAN LAFOILLE, ON ALL BANK DOCUMENTS AND CHECK MICR, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.***

**EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on the Executive Director who indicated that we have revised our travel vouchers and they require a signature at the bottom of the voucher, which is different than what members previously received.

Mr. Dubord noted that we have had a vacancy in the Menominee County Consumer Sector for quite some time. If anyone has any thoughts on an organization/person that would be appropriate to fill this vacancy, please let us know.

Bill called on Julie Moberg who introduced Lannie Berg, Coordinator for the Welcome Newborns Program that the agency recently agreed to house. Ms. Berg thanked the members and indicated she had a really good feeling coming into our office.

Julie reported that she has sent surveys to all of our staff as part of the Strategic Planning process. The next step will be a face-to-face meeting with the board and program directors. Information will be mailed to all directors and board members prior to the Strategic Planning session to be held on **Thursday, October 15<sup>th</sup> from 8:30-2:30** in the conference room at 511 First Ave. No. Lunch will be served and participation greatly appreciated.

The Executive Director called on Cathy Pearson who announced that we will be having an open house following the board meeting on October 8<sup>th</sup> to celebrate Bill's upcoming retirement and we hope members can stay a bit after the meeting to extend their well wishes to Bill.

***MR. MOYLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY MS. NELSON; MOTION CARRIED.***

**PUBLIC COMMENT/OTHER BUSINESS**

The Chair called on Bill Dubord who reported that the Nominating Committee was scheduled to meet today but the meeting was cancelled because no one could attend. He reported that the board will be asked to approve moving Mari Negro from the Public Sector to the Consumer Sector, representing the media and Ken Penokie from the Private Sector to the Consumer Sector now that we've changed the board size from 21 to 18. They will also be asked to approve Mr. Reiter to fill the Schoolcraft Elected Sector vacancy.

Ms. Wigand called on Clyde Thoun who asked where he could direct comments about the "Matter of Balance" classes being offered at the senior centers. Sally Kidd indicated he could let her know and then she can determine if it should be directed to UPCAP or our senior center staff.

**ADJOURNMENT**

There being no further business **THE MEETING ADJOURNED AT 1:38 WITH A MOTION FROM MR. MOYLE, SECONDED BY MR. STAPLETON; MOTION CARRIED.**

**THE NEXT MEETING IS THURSDAY, OCTOBER 8, 2015 – FOLLOWED BY AN OPEN HOUSE FOR BILL DUBORD'S RETIREMENT**

Menominee County Executive Committee  
Minutes of Meeting  
April 1, 2015

\*\*\*\*\*APPROVED 9.18.15\*\*\*\*\*

The Executive Committee met on April 1, 2015 at 10:00 AM at the Menominee County Annex Building, Stephenson, MI.

Others present at the meeting were Sherry DuPont & Dale Anderson

**Call Meeting to order:** Com. Meintz called the meeting to order at 10:00 A.M.

**Pledge of allegiance:** was recited by all

**Roll Call:** Coms. Meintz & Nelson & Furlong were present.

**Agenda:** was approved by Com. Nelson and supported by Com. Furlong to approve the agenda as written. Motion approved 3/0

**Previous Meeting minutes:** October 16, 2014 – moved by Com. Nelson and supported by Com. Furlong to approve the minutes of the October 16, 2014 Executive Committee meeting. Motion approved 3/0.

**Public Comment:** Dale Anderson, Menominee County Conservation District Board ~ I came to see if there is anything that they can help the County and/or MSU with. We're making progress in the area of tourism. And a possibility of more staff, depending on income. In favor of the County having a full time 4-H Agent. The "other" half time can be used to work with the Conservation District to promote Agri-tourism, or any needs that the County sees fit.

**Business Items:**

- A. **UP State Fair Authority Governing Board:** - Meintz: Our appointment on the board was up, and the UP State Fair Authority sent us a letter stating the term ending date was incorrect. Was that a state statute? DuPont: No. They run on a "calendar" year. When we set the initial appointment 8/1/109 – to 7/31/2012, we set it to the 3 year term. The second appt. we changed the term to 5/1/12 to 4/30/15 due to the late dates on the first term expiring during the fair activities going on. They were sent a letter to let them know of the date change. Now we get the letter saying the appt. doesn't expire until Dec. 2015. I've checked their bylaws and it doesn't say anything about the appointments running on a calendar year... nor have we received anything from them prior to this telling us that the term of appointment is incorrect. We did what we were supposed to do by appointing for a three year term. Nelson: I don't recall having anything in our bylaws for the "fair board". We have every appointment that we make, within our bylaws. I don't remember it being in there. DuPont: it should be in there.

Meintz: We don't support anything financially to the UP State Fair, and there is a person appointed from every county in the UP. They operate under their own mission. DuPont: When I spoke to Jonathan Mead, "he said the board can break an appt. and put someone else on the board if they have a problem with the person appointed by the previous board." But then we're breaking a term that the person was sent a letter of confirmation to. We've been down this road once before. Furlong: No board can break a term of someone's appointment. In 2009 we went through a two year lawsuit over what we're talking about now. Eichhorn and Anderson felt it wasn't right for a previous board to set appointments to terms served to another board. We changed all appointments to expire after Jan. 1<sup>st</sup> to stop this from happening. DuPont: There are some that, by law, expire in December. We don't have an option there. The Bylaws of the UP State Fair Board are discussed. Meintz: My personal recommendation is to allow them to set their terms. Furlong: One of the things that the fair board isn't taking into account is, what if everyone associated with the UP State Fair authority were making appointments in Dec. All of a sudden in Jan. all new members show up and no one knows what's going on. Wouldn't it be better to have staggered appointments rather than all expiring at the same time? We should keep ours the same. Nelson: James is right. Meintz: Yes, they don't have anything spelled out. DuPont: Janice was in here to talk about how the board feels about this. They've already had their first meeting prior to the appointment date (April), so that person is already appointed their duties for the fall Fair. Nelson: I think we set the date earlier in the year and explain to Jonathan Mead that it provides continuity. Meintz: I say we change the ending date. DuPont: How about setting the term Feb. 1 through Jan. 31? All commissioners agree to set the terms for three years Feb. 1 through Jan. 31... making the current term extended.

- B. **MSUE – 4H Agent** - Meintz: We're talking about a possibility of a full time person in that position. Dale Anderson is allowed to speak. Putnam: What we did in Gogebic County when the expressed interest on taking a half time 4-H position to fulltime, was I worked with the campus to set up a similar format for a multiyear plan. A full time person usually ranges between \$32,000 and \$35,000/year with a bachelor's degree. That's ballpark. These are pretty good estimates. The cost may be less. Operating expenses are printing, commuting etc. Estimate budget costs to carry a full time 4-H person is (in addition to the already budgeted \$30,000) in 2015-\$20,000 (because they probably won't start until June sometime); in 2016 - \$33,000; and in 2017 - \$34,000. Campus is committed to all of the cost increases. Normally there is a 3% increase projected. This year we're scheduled for a 2% increase. Furlong: What are we paying MSU right now? Putnam: Just short of \$40,000 Furlong: and that includes Kaitlyn? Putnam: Technically Yes Furlong: So we have a full time educator (Kaitlyn) and we have a half time 4-H person Putnam: yes, and a full time instructor in Nutrition/SNAP education, but she's Multi County. Meintz: My initial understanding was that we won't pay for benefits. But MSU is only holding the liability on it. I know in the past, since we lost our 4-H person, this has been a struggle for us. The county has been struggling for the last 3 years without any leadership within 4-H. To me it's a concern for the youth in the area to have a structured leadership in the program. How do you put a dollar value on the youth of our county? They're the future. Dale Anderson: Within the Conservation District, we're going to reach a point if we continue the way

we're going, we're going to need help. Yes we're looking at more help. Donna is not always able to stay at the office, and that hurts us. She's only part time. We're concerned about our resources, our most valuable resources is our youth. What we lack is "vision" to look a little farther in the future. I think Paul has something... you really need a full time position. Generate a little more income from the programs you run. People are willing to help, for support. Putnam: We have to be very careful. We can only bill what is spent out. Nelson: It's a much higher sticker price than I originally thought. Meintz: I agree with that. Nelson: If Marquette is sharing with Alger, why can't we share? Furlong: We all know part time people don't work out. We train and then they leave us hanging (going to a full time position). Looking at this and these numbers. 4-H is important to us in the county. I think it's extremely beneficial to our youth. Our purpose is to provide a service. I don't think \$73,000 is an astronomically amount for the service we provide to the county. Nelson: I didn't say I was opposed to it, if we can expand duties; the benefit package is very sweet, there is no question about that. Is there enough to do to fill full time? Furlong: We talked about if we go to a full time 4-H person, some of the duties will be focused on other things. If we pay for a full time person, then we want them "here" within our county. Putnam: One of the things I would encourage you to do is a ¾ time 4-H person and 25% tourism, community development etc. We can add the extra duties later when the person is hired. Nelson: I think we're on the same page to move forward with this to the full board. Putnam: I expect these numbers to go down. I commit to you and the full board as we move forward that I'm not going to have campus bill you for more than what the costs are. We have some flexibility for determining needs within the county. Meintz: I think it's an excellent idea for the Conservation District to work together with the 4-H person... in a co-operative effort. We'll recommend to the full board for a full time 4-H person for another \$20,000 in addition to the current MOA.

**Public Comment:** Jerry Piche – I think this was a good meeting. You explained things to John about what was discussed at a meeting that he was not in attendance at.

**Adjournment:** Moved by Com. Nelson supported by Com. Furlong to adjourn the meeting at 10:51 AM. Motion approved 3/0.

Menominee County Executive Committee  
Minutes of Meeting  
September 18, 2015

\*\*\*\*\*Approved 10.21.15\*\*\*\*\*

The Executive Committee met on September 18, 2015 at 8:00 AM at the Menominee County Annex Building, Stephenson, MI.

Others present at the meeting were Brian Bousley, Charlene Peterson

**Call Meeting to order:** Com. Meintz called the meeting to order at 8:00 A.M.

**Pledge of allegiance:** was recited by all

**Roll Call:** Coms. Meintz & Nelson & Furlong were present.

**Agenda** was approved by Com. Furlong and supported by Com. Nelson to approve the agenda as written. Motion approved 3/0.

**Previous Meeting minutes:** April 1, 2015 – moved by Com. Nelson and supported by Com. Furlong to approve the minutes of the April 1, 2015 Executive Committee meeting. Motion approved 3/0.

**Public Comment:** None

**Business Items:**

- A. Discussion of Employee Drug Testing:** - Bousley: We don't have a drug testing policy the only thing we do have a drug free workplace. I did want to try to do something a few years ago, but a couple of commissioners didn't want to do that. Meintz: I brought this up to Brian. With all the workplaces that do drug testing and liability issues. Also if there'll be differences in our insurance if there was drug testing in place because of liability issues. My concern is if something happens, and someone is tested they have drugs in their system, even if there is no connection to what happened, I know how that operation can work, you can get sued for that situation. Furlong: Would we get a break on our worker's comp if we have a drug testing policy? Bousley: They said we might, they'd have to see our policy. He said he'd send me a sample of a policy that we can model one after. Furlong: I'm a firm believer that we don't have to reinvent the wheel. If we're going to have a policy, it should be one that's been time tested and court approved rather than one we invent ourselves. Nelson: We had one for years. We had a drug policy, we didn't have a testing policy. Do we have to go through the union to look at that? I would like to see a random test unless the supervisor has a suspicion that is justified. I think it would be the right thing to do. Furlong: I don't think it would apply to the unions because that would be part of

negotiations. But we have a lot of non-union employees, we can come up with a drug testing policy for the county and as the contracts are negotiated, add the policy in. Nelson: Cost. It was pricy. We have a policy for testing "new" employees already. As long as it's not abused, the cost can be minimal. I think we're all in agreement. Furlong: I don't have a problem with it being a drug free workplace. Nelson: This current policy, we don't have a testing policy. It does allow for testing. In a way they already have to sign this. What's our next step? Bousley: Let's see what the workers' comp guy gets, a couple policies there. We'll read through them and come up with something. Meintz: I know you can sometimes get discounts by having record keeping of a drug free work place. If we can't get any savings then we're going to have to look at this. We're going to have expenses. My biggest concern is a lawsuit. Consensus is to gather information and bring it back to the Exec. Committee for discussion. Furlong: I think we should mention at the board meeting in case some other commissioners may have more information or problems. Meintz: we can bring this up at the next board meeting to have some discussion on it. All commissioners concur.

**B. Discussion of Employee Training Policy:** - Nelson: I asked for this. There's a couple of issues there, especially in light of what came up at the Cedar River board meeting. Brian you can approve expenditures up to \$5,000 including training? Bousley: Yes. We have two different policies on training. One we have in the bylaws that says the County will pay the cost of seminars, educational classes, computer training or other employee training to perform the duties of the employee's job description... Personnel Manual says, Conferences, Conventions, or seminars: Attendance at a meeting, convention, conference or seminar shall have the prior approval of the County Administrator. So basically department heads can approve training. I can only approve meetings, conventions, conferences or seminars. That's training isn't it? Nelson: Yes, the question that comes up on this is when equalization wanted to send someone to training that was directly related to their job, the board had to approve that. All the other ones whether it's an issue that just came up was getting the assessor license or keeping their 16 hours which is not required in their job, and there's others. I'm wondering with the expenditures we have going out, if trainings unless required by law should be approved by the board. If not required, the approval appears routine. Do we pay for someone to keep their private license? I have difficulty with this if we're paying for someone, and it's not part of their job and they wish to go because they can do whatever they want, but should we pay for it? Meintz: over the past years, we've had multiple questions from time to time when going over the bills. We've had questions about large food bills for employees going to training. I agree with John a little bit. By the time we see them from the board standpoint they've already been to the conference and the bills have been paid. If we don't approve them, it doesn't matter because they've already been paid. I don't know how we'd get our money back. Nothing against Brian, but the administrator gets in a tough position has to work with the individuals within the offices at the county. They bring him information and it puts him in the hot seat, that's what his job should be, to say yes or no. I think the information on travel can be brought to the board for approval or disapproval. So we understand what our individuals are going to where, why, what's the reason? There is a fair amount of money that gets spent monthly on travel. If it's state mandated... Nelson: if it's directly

related where it enhances the county...In looking at the budget, we just talked about putting in courthouse windows, \$500,000, we're doing the vestibule, we're putting a chiller in, but the problem is the building. We're at \$100,000 surplus this year, if we're lucky. Next year with the raises and insurances and that, that's gone. Anyone we've put on this year I don't see how, with our current budget, we can go forward with it. So to reduce our costs now, it might help us in the future to maintain a position. Unless we get a windfall somewhere, I don't know where it's going to come from. We have to serve the customers in our county first. If the money is available for fringe things, then fine, but if it's not available...I think the board has to look at this. Furlong: I would hate to see the board micromanage the daily operations of the county. I do understand the concern of people just going off to frivolous training. To go back and have the County board approve all training I think is going to be counterproductive to basically micromanage the administrator. I do think during the budget process, I'm a firm believer the budget is not a blueprint, the budget is basically a document that says here's how we're going to spend the county's money. When you look at a training budget for individual departments, they have to stay within that budget. It should be up to the finance committee, if someone's going to training and it's not budgeted, then it has to go to the finance committee to get money. We just can't move money around from this account to that account and say the budget's balanced for that department, that's counterproductive to the budget process. If we have \$1,000 for training and the department goes over that, then the department head has to answer for that. Or if they need additional training money, then they have to go to the finance committee to find out where that money is coming from so we can do the budget adjustment. But just to move money around and say "we didn't budget enough for training this year so we're just going to take some from office supplies and put into the training" to me that's not how we told the public that we're spending their money. As far as training goes, during the budget meetings, we should sit down with the department heads and say, how much money do you plan on spending for training...and they have to live within that budget. If they can't, then it falls on the administrator to explain the need for additional training to the finance committee. Nelson: There are training conferences, \$500-800 it's not required, the person wants to go. The training is lumped in one area. I don't want the County Board to approve every training...mandated or required training anything over and above that...example the only one we've ever done is Kandace. That was actually for a level three training process in equalization which is a direct benefit to us, if Peggy's out, we have to hire someone to come in to sign everything at a level three. That was, and it could "not" be a benefit, because she could take that license and move forward. I do think when we go to conferences/trainings, do we say, do you have to go to that, is it required, even though it's in the budget. When it's lumped in, we don't know where they go. I do think we should restrict our expenditures non-essential for the county or for personal gain. Furlong: I'm not disagreeing with you, we look at job descriptions, we didn't hire Kandace to be a level three assessor we hired Kandace to be the map person and the help in the office because the help went someplace else. Now we're sending her off to school to be a level three assessor the same as the equalization director. That came on the county's dime, which could benefit the county later on. The county paid for her schooling and she can use it to benefit the county or benefit herself someplace else. It's up to the department head to say how much training

do we need and how much is it going to cost? I'm afraid it could be political. This office, in the majority of the County Boards opinion is more important than that office so they can go to the seminar, but you guys you're not as important, so you don't get to go. It should be left up to the administrator falling within the budget. Nelson: But we did and the budget provided for it in equalization yet came to the county board, and no one said, why is it at the county board? Furlong: I don't remember her being at the county board. Nelson: Yes she came up to the count board. What we ended up doing was if she didn't pass the course, she'd have to refund the full money. Furlong: I don't remember that at all, I must have missed a meeting. Meintz: It was up in Hermansville. Nelson: That is the only one that has come to us, ever. I don't understand if it was under \$5,000 why it wasn't approved at the county level. Unless like he said, we don't want politics involved in this. My question is, that came up and no one had a problem with it coming up there. So now we end up with other people on. Why is it one and no one else? Our policy is inconsistent. If you're going to have someone in an office, the more they know the better they can serve the county. So any training required by law or show a direct benefit to the position the person has, its fine, but if it's outside of those parameters', what do we do then? Because once they've gone, it's paid for. We don't know where they're going beforehand. Furlong: But let's hope that our Administrator knows where our employees are going. Bousley: Yah, I usually do. Nelson: But are they required or do they go just because they want to go? Because we don't reject. Bousley: The big ones are the conferences, treasurers have their conference, the clerk has their conference, the sheriff dept. is different, they have some for road and some for corrections those are paid for, and they are special revenues they have their own funding for those. The majority of the time I know where everyone is going. They have to ask prior because they have to get reservations, county vehicle, things like that. Furlong: John let me ask you about training in the budget process. The sheriff dept. has the 301 & 302 funds for training that comes from the state which can only be used for certain things. Nelson: We never get a breakdown of how the traveling will be spent. If we ask for a breakdown from each dept. for their training, where they're going, how they're going to spend that. I will ask Brian for a breakdown of the training part of the budget. Furlong: If it's not required for the job, then we shouldn't have people going to the training. Somewhere down the line there has to be some trust, we have to work together. Instead of having the whole county board waiting to have a meeting, I think the finance chair can make a decision on whether we have the money for employees to go to a seminar. Nelson: I'm sure with the new Prosecutor and Asst. prosecutor there will be some training that will need to be done, that wasn't budgeted for. (to Brian) would you ask them to give us an estimate on what will be needed for their training?

- C. Review of Menominee County Board of Commissioners Bylaws: - Bousley:** There are a few adjustments that need to be made. We need to add the Northcare Network negotiating team in there. Nelson: Do we need to add SUD too?? That's different than Northcare. Bousley: Page 4, Northcare Network, SUD and Negotiating committee. Meintz: What about the airport, we need to change that now that it's a committee, right? Bousley: That one needs to be cleaned up. Page 14, Department heads, we used to have the extension director. That is no longer the case. We need to change that to regional director. Meintz: I think he's worked very hard to try to get

things back on track. Bousley: Page 17, Petty cash – we need to add \$50 for petty cash in the Admin office because we have to sell park passes and boat passes. And \$50 at the annex that's not in there. Page 23, Fax policy needs to be rescinded because that's within the FOIA law now. Furlong: what about for faxing for the public? Bousley, we don't do it. Furlong: Then we should put that in our fax policy...that we don't do it. Meintz: Yes, we should have something that says we don't do it. Bousley: Pg. 27 public records fee. Resolution 2011-07 needs to be changed to 2015-10. That's the FOIA thing. Fee structure needs to be changed again to 2015-10. Just housekeeping issues that need to be taken care of. Furlong makes a motion to make those changes and bring it to the county board, Nelson seconds it.

**Public Comment:** Charlene Peterson, Lake Township. Brian brought this up. I suggest video conferencing as much as possible, that saves expenses and travel. I know the library does almost everything via video. She has to go to one conference a year. Equalization, Kandace has told me when you do those assessing classes you have to go take a test. Some of the classes you have to go in person, so in that particular department the video won't work. She gets grants, maybe that's a way to help subsidize the costs. I recommend the department heads should be the first POC. I think you should have some kind of follow up on why the class or conference was necessary. FOC has an awful lot of seminars to go to. What are those seminars for? Re drug testing: There are employees that are not fulltime. Seasonal employees, I understand are tested each year they come back. If you have people transporting juveniles, those people should be drug tested too. I think the idea of random testing is great.

**Commissioner Comments:** I apologize for my lack of judgement in one of the words I used in the meeting. Nelson: We all do it.

**Adjournment:** Moved by Com. Nelson supported by Com. Furlong to adjourn the meeting at 9:09 AM. Motion approved 3/0.

MENOMINEE COUNTY FAIR BOARD

September 15, 2015

The meeting was called to order by President Larry Roetzer at 6:35. With four members and three guests present.

Public Comment: Chris Havelka and her daughters commented on the Queen and Princess contest and how it was handled this year.

Secretary's minutes: Minutes of the July meeting were read by those present Carol made a motion to accept them as written, motion was seconded by Glenn and passed.

Treasurer's report: Treasurer's report was given by Carol and approved. Glenn made a motion that we donate \$50 to the Mellon Township Fire Department for their help with our fair this year. Motion seconded by Carol and approved.

Fair Manager's report: Sandra thanked Chris Havelka for her help with the Queen and Princess ribbons for this year and told the board that she had talked to Chris with regard to next year's contest. As her daughters were selected this year she will be helping to put on next year's contest. Sandra suggested that we have a Superintendent of the Queen and Princess Contest so that the young women elected would have an advisor to help run the contest each year as well as keep them on track for the year's activities. A motion was made by Carol, to have Chris Havelka be that Superintendent. Motion seconded by Glenn and passed.

Sandra discussed the need to have the Superintendents checking on their departments and any changes that may be necessary so that the Fair Book would be ready for publication earlier next year. Also that judges could be contacted and vendors would know what was being planned.

Sandra indicated that in order to save some money on individual ribbons for the different departments the rosettes could be reserve champion and not indicate what department it was from. An inventory of the ribbons that are on hand will have to be done before an order will be placed.

New Business: Next year's fair was discussed. Ideas are being sought to have more attractions for Saturday so more people would attend and also so more vendors would want to be there.

It was decided that the 2016 Fair will be on the Fourth weekend of July. That would be July 22, 23<sup>rd</sup> and 24<sup>th</sup> of 2016.

Saturday the 7<sup>th</sup> of November is set for the Fall Festival.

It was felt that since the 2015 fair had been wrapped up we would not have a meeting until after the Festival, therefore the next meeting will be November 11 at 6:30.

Motion made to adjourn meeting. Meeting adjourned at 7:30.

Respectfully submitted,

*Sandra Paschke*

Sandra Paschke, Fair Manager

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, September 15, 2015.

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

C. Peterson moved to approve the agenda. Seconded by M. Fagan, motion carried.

Public Participation: No public participation at this time.

C. Peterson moved to approve the minutes from the August 18, 2015 meeting. Seconded by J. Bejgrowicz, motion carried.

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

C. Peterson moved to pay the September bills and authorize P. Cheski to pay any remaining bills for the fiscal year ending on September 30, 2015. Seconded by J. Bejgrowicz, motion carried.

#### Director's Report:

- A. The monthly circulation stat comparisons for August were in the board packets.
- B. The Friends Garden Committee will be working on Thursday, September 24 at 10:30 AM. The Friends Fall Gathering is at the Belgiumtown Restaurant on Sunday, October 4 at 1:00 PM. Their next regular meeting will be on Thursday, October 22.
- C. The Sheriff Deputies continue to do property checks on our library building and grounds.

#### Old Business:

- A. FY 2015-2016 Draft Budget – Update – The changes approved at our August 18 meeting were included in the latest draft of the County budget.
- B. FY 2014-2015 Budget Amendments – The budget amendments were approved at the September 8, 2015 County Board meeting.

#### New Business:

- A. Superiorland Library Cooperative Board – Appoint Representative – After discussion, J. Bejgrowicz moved to appoint P. Cheski as our library representative on the Superiorland Library Cooperative Board. This appointment will become effective on December 1, 2015. Until that date, Joan Brown will continue to represent the library. Seconded by C. Peterson, motion carried.
- B. Longevity – After discussion, J. Freis moved to make an exception to the library longevity policy and approve payment of P. Cheski's longevity in December when the other library and county employees are paid longevity. Seconded by J. Bejgrowicz, motion carried.

- C. E-Rate 486 Receipt of Service Form and 472 Bear Form – The 486 form was filed electronically and the 472 bear form will be filed this week.
- D. Hermansville Branch Library – Personnel – L. Cooley has been branch manager for one year. P. Cheski processed the Step Increase paperwork with the Administrator's Office.
- E. Hartzell-Mika Consulting, LLC – After a lengthy discussion of the personal interviews held the week of August 31, the term of agreement, beginning salary step, vacation days and moving allowance, C. Peterson moved to offer the library director position to Candidate #1. If this candidate declines the offer, the position will be offered to Candidate #2 with a slight alteration to the agreement. Seconded by J. Bejgrowicz. Roll call vote was taken, and the motion passed unanimously.

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

Public Participation: Commissioner Schei praised the board for their diligence in selecting a new library director. K. McNeely thanked C. Peterson and J. Freis for their hard work and extra effort on the Ad Hoc Search Committee.

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 11:55 AM.

# PINECREST BY CARING COMMUNITY

Date: Wednesday, September 23, 2015	Place: Board Room
Presiding: Elaine Boyne, Vice-Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order by Vice-Chairperson Elaine Boyne at 2:00 p.m. CST

Roll Call:  
 Trustees present: Gerald Smith, Elaine Boyne, Debbi Springinguth, Barbara Oliver, Catherine Driscoll, John Degenaer, Jr., Jan Hafeman, Darlene Smith; Administrator.  
 Trustees absent: Mary Harrington, Randall VanGasse, Jeff Naser, Gary Eichhorn, David Prestin.  
 Leadership Team members present: Candace Meintz, CFO and Susan Williamson, Director of Nursing.  
 Guests: Gerald McCole, David Vandermissen, Jr.

TOPIC	DISCUSSION	OUTCOME
Approval of September 23, 2015 Agenda	There were no additions or deletions to the Agenda.	A motion was made by Trustee Springinguth, supported by Trustee

<p>Board action on Minutes of the August 2015 meeting</p>	<p>The minutes of the August 27, 2015 meeting had been sent to Trustees for their review prior to this meeting.</p>	<p>Smith, to approve the agenda as presented. Motion carried. A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the August Minutes. Motion carried.</p>
<p>Review and request for approval of Financial Statements for August 2015</p>	<p>CFO Meintz discussed with the Board 5 letters received from the State of Michigan in regards to the State taking back reimbursement that had been paid to us. She noted that we have been working with our auditors and the Medicaid people to determine why this is happening. We will probably take this to a formal appeal. Trustee Springinsguth stated that she feels we need to contact our Representatives and make them aware of what is happening. CFO Meintz then reviewed the Financial Statement for the month of August.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the Financial Statement as presented. Motion carried.</p>
<p>Board action on the August Manifest of Invoices</p>	<p>The Manifest of Invoices had been sent to Trustees prior to this meeting for their review.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Board Committee Reports</p>	<p>Whispering Pines/Powers Activity Center Committee Report: Trustee Driscoll reported that the Committee had met prior to this meeting. Along with discussions the Committee reviewed the 2015 staff Survey Report, Tech Plan for</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Smith, to approve the report as presented. Motion carried.</p>

<p>Board Action Items/Resolutions</p> <ul style="list-style-type: none"> <li>a. Request permission for Director of Nursing and 2 MDS Coordinators to attend the Fall D.O.N. Training in Thompsonville MI October 15 and 16</li> <li>b. Bad Debt Write Off</li> </ul>	<p>2015 and any changes to the organizational charts.</p> <p>Administrator Smith requested \$350.00 for food and lodging for the 3 staff members to attend this training.</p> <p>Administrator Smith requested that the Board approve a Bad Debt Write Off in the amount of \$12,547.06</p> <p>Write Offs were reviewed with the Board.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Smith, to approve the request for \$350.00 for expenses. Motion carried.</p> <p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the write off amount of \$12,457.06. Motion carried.</p> <p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the reports as presented. Motion carried.</p>
<p>Unfinished and New Business:</p> <ul style="list-style-type: none"> <li>a. Report of Quality Assurance and Resident Council Committees</li> </ul>	<p>Director of Nursing Susan Williamson reviewed the reports of Resident Council. She reported on the Committee Meetings at each of the homes and noted that F223 regarding resident rights had been reviewed at each of the meetings.</p> <p>She then reported on the Quality Assurance Meeting for September, noting that over the past 3 months all staff have worked really hard on the citations from the State surveys and we have cleared most everything from it. She also noted that for F251, the dignity issue, we continue to observe but have found no problems. Our completed Plan of Correction was submitted to the State with a request for a desk audit in lieu of</p>	

	<p>revisit and we had been approved for that, and the State has accepted all of our documentation so we have been cleared. The Board congratulated everyone on their hard work.</p>	
<p>b. Report of Safety Committee</p>	<p>Lois Ball, Safety Committee Secretary reported that the Committee met September 8<sup>th</sup> to review all incidents and accidents. Staff were reminded not to put items in front of the night lights in residents' rooms. Also, when the air conditioning is running all windows should be kept closed to keep the humidity out of the building. She noted that these can be considered minor items.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Safety Committee Meeting. Motion carried.</p>
<p>c. Appoint replacement on Ellen K. Russell/Michael Micketinac and Pinecrest Charitable Trusts.</p>	<p>Administrator Smith noted that she received a letter of resignation from Dr. Boydston for this Committee. She will have council review the proceedings.</p>	
<p>d. State Surveyor visit</p>	<p>Administrator Smith reported that the State surveyor had come September 1<sup>st</sup> and 2<sup>nd</sup> to review an anonymous complaint, none of it was substantiated and we were given a clean slate.</p>	

e. Administrator's report

1. Roof/boiler/garage report to be given by Dave Vandermissen: Dave reported that the chip building is almost completed, the garage door opener should be here on Friday. The roof for the chip building should be completed by Friday. The big roof repairs have been completed and the membranes and seams look good so we are hoping to try to hold off until 2017 when we will start to put the roof on a rotation cycle for repair/replacement.  
  
Maintenance will start on boiler shut down and hope to be back up before November 1<sup>st</sup>.  
  
Whispering Pines: some windows have been wrapped, roofs have been checked.  
  
The generator we received through a grant from Hannahville is running and we are working with someone to get information on what to do to meet new Life Safety Codes.

A motion was made by Trustee Springinsguth, supported by Trustee Smith, to approve the Administrator's report. Motion carried.

Administrator Smith reported that she had heard from Rory Mattson regarding the timber cut. He should have the bids ready soon and would like to meet with the Committee (Trustees Naser, Smith and Eichhorn) next week. Copies of his map were distributed. The lighter colored areas are hard woods that are not ready to be cut yet. He said that the bids would be set up so they would bid by species. Once the bids go out they would give 3-4 weeks before they would award bids.

Administrator Smith stated that the ATC project is going well.

f. Meetings and Conferences Attended

Administrator Smith stated that she, Candy and Lois had met with the Worker's Compensation Insurance agent and the Liability Insurance agent this month.

On September 8<sup>th</sup> she attended the Alzheimer's Support Group and on September 16<sup>th</sup> she met with the Job Force Board.

	Susan Williamson stated that she had gone to the College to speak with the CNA class. We are trying to hire members of the class for staff.	
Comments from the Public	Gerald McCole read a letter he had written regarding the resignation and his suggestions of a replacement of Dr. Boydston from the Ellen K. Russell and Michael Miketinac Trusts.	
Adjournment	The meeting adjourned at 2:30 p.m.	A motion was made by Trustee Degenauer, supported by Trustee Smith, to adjourn the meeting.

Catherine Driscoll, Secretary

*Catherine Driscoll*

Darlene Smith, Acting Secretary

*Darlene Smith 10/22/15*

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	2016 County Parks price list
<b>DEPARTMENT:</b>	Administration /Parks
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	The parks committee met to discuss the price list for the 2016 parks camping season. All remain the same as in 2015 but River Park sites have been added. All sites there are rustic sites and cost will be \$10.00/night.
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
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 PARKS AND RECREATION COMMITTEE  
2016 Parks Price List**

Menominee County Parks are now accepting reservations for 5-month and 6-month lease sites for the 2016 camping season. Lease site must be paid in full by March 1<sup>st</sup>, 2016. Lease site applications for Shakey Lakes or Kleinke Park can be picked up at the Menominee County Administrator's Office or by calling the County Administrator (906) 863-7779. Reservations for the 2016 camping season at Shakey Lakes will be starting April 25<sup>th</sup> at 7:00 am C.S.T. at the Shakey Lakes Park Office, Stephenson, MI or phone 906-753-4582. On April 25<sup>th</sup>, reservations will be limited to five (5) reservations per person. From February 15<sup>th</sup> thru March 15<sup>th</sup> - 1, 2, 3, or 4 month leases will be available at **KLEINKE PARK ONLY**. These leases will be awarded to the longest term lease requested down to the shortest term lease. The maximum number of leases per month will be limited to a total of 15. For more information, please call Brian at 906-863-7779.

**Gate Fee's**

Annual (Menominee County Resident w/vehicle registration)--	\$ 10
Annual (Non-Resident)-----	\$ 12
Annual Senior Citizen (Menominee County Resident 65 yrs & older)	\$ 8
Annual Senior Citizen (Non-Resident)-----	\$ 10
Daily (Menominee County Resident w/vehicle registration)---	\$ 2.00
Daily (Non-Resident)-----	\$ 3.00
Daily Senior Citizen (Menominee County Residents 70 yrs & older)	FREE

(In order to receive the County Resident Rate, the leasee must maintain permanent residency within Menominee County)

**Camping Shakey Lakes**

Reservations-----	\$10.00
Electric Campsites (50 amp electric, when available)-----	\$24.00
Electric Campsites (20 amp electric, when available)-----	\$22.00
Non-Electric Campsites-----	\$15.00
Senior Citizen Discount Per Night-----	N/A

**General**

Pavilion Rental-----	\$ 50.00
Storage -----	\$.85 sq/ft
Boat Launch (Mason, Shakey, Stoney)-----	\$ 2.00/day
Boat Launch Annual-----	\$ 20.00
Boat Launch Senior-65-70 years old-----	\$ 10.00
Boat Launch – Seniors Over 70 Menominee County Resident	Free

**Camping Kleinke**

Reservations-----	N/A
Electric Campsites (50 amp electric, when available)-----	\$24.00
Non-Electric Campsites-----	\$15.00

**Electrical Surcharge**

Daily Rate-----	\$1.00
Weekly Rate (5 or more days)-----	\$5.00
Monthly Rate-----	\$15.00
2 Month Rate-----	\$30.00
3 Month Rate-----	\$45.00
4 Month Rate-----	\$60.00
5 Month Rate-----	\$75.00
6 Month Rate-----	\$90.00

Free entrance and boat launch into Park on Michigan	
Free Fishing Weekend (Friday, Saturday, Sunday)	Yes

(In order to receive the County Resident Rate, the leasee must maintain permanent residency within Menominee County)

**Shakey Lakes Lease Site Rates\***

	Menominee County Resident	Non County Resident
Seasonal Rates for Electric Site (6 Months) May 1 <sup>st</sup> to November 1 <sup>st</sup>	\$1500.00	\$1680.00
Seasonal Rates for "Non-electric" Site (6 Months) May 1 <sup>st</sup> to November 1 <sup>st</sup>	\$960.00	\$1140.00
Seasonal Rates for Electric Site (5 Months) May 1 <sup>st</sup> to October 1 <sup>st</sup>	\$1350.00	\$1500.00
Seasonal Rates for "Non-electric" Site (5 Months) May 1 <sup>st</sup> to October 1 <sup>st</sup>	\$840.00	\$990.00

**\*Plus Electrical Surcharge Rates**

**Kleinke Park Lease Site Rates\***

Seasonal Rates (6 Months) for Electrical Site May 1 <sup>st</sup> to November 1 <sup>st</sup> or May 15 <sup>th</sup> to November 15 <sup>th</sup>	\$1,500.00	\$1680.00
Seasonal Rates (5 Months) for Electric Site May 1 <sup>st</sup> to October 1 <sup>st</sup> or May 15 <sup>th</sup> to October 15 <sup>th</sup>	\$1350.00	\$1500.00
Four (4) Month Rate for Electric Site Commence on 1 <sup>st</sup> or 15 <sup>th</sup> of the month	\$1260.00	\$1380.00
Three (3) Month Rate for Electric Site Commence on 1 <sup>st</sup> or 15 <sup>th</sup> of the month	\$1080.00	\$1170.00
Two (2) Month (back to back) Rate for Electric Site Commence on 1 <sup>st</sup> or 15 <sup>th</sup> of the month	\$870.00	\$930.00
One Month Rate for Electric Site	\$480.00	\$510.00

**\*Plus Electrical Surcharge Rates**

**River Park Camping Rates**

All sites at River Park will be set at \$10.00 per night. All sites are rustic sites.

For More Lease Site Information, Please Call Brian at (906) 863-7779

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Fox Park – Land Sale and Development</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Cedarville Township would like to develop Fox Park. The upgrades include installing electrical sites, improving the restrooms and the construction of a bathhouse. In order to fund the development project Cedarville Township would like to sell three parcels located on the southernmost portion of the park. The project started a few years ago and Dan Hass recommend to the township that each of parcels have a perk test, be surveyed and a plan drawn up to have the land split. Cedarville Township has completed this portion of the project. The township would now like to move forward with placing the three parcels for sale and is looking for consent from County Board.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## Brian Bousley

---

**From:** Lin Peterson <insideoutsideadventures@gmail.com>  
**Sent:** Monday, May 21, 2012 5:21 PM  
**To:** Brian Bousley  
**Subject:** Menominee County Contact Us - Administration

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Email Address: insideoutsideadventures@gmail.com

First Name: Lin

Last Name: Peterson

Address: N10675 County Rd 551

City: Cedar River

State/Province: Michigan

Zip Code: 49887

Phone Number: 9062802443

Fax Number:

Comments/Questions: Brian

I am the Cedarville Supervisor. We are working on a plan for Fox Park which requires more money than we have...there's a shocker.

The county deeded the park to the township in the 90's to reduce its long distance maintenance. The property has nearly 8,000 feet of lake frontage. The deed states that the property can be used only for the park or it reverts back to the county.

We would like to have you and attorney take a look at the deed to determine if we might sell a few lots off the south end of the property for the sole purpose of upgrading and maintaining the park. The benefit, to both parties, is putting some land back onto the tax roll and, of course, providing dollars for reinvestment into the park.

We would like to upgrade to 600amp service to serve RV rigs, add a shower house and septic and perhaps some small rental cabins. Sale of some land will in no way interfere with nor be visible from the current campsites. Most local campsites are overflowing for the season.

The deed is Page #834-835 (L323P834)

Thank you for any help you may be.

## Brian Bousley

---

**From:** Brian Bousley  
**Sent:** Tuesday, July 10, 2012 12:54 PM  
**To:** Linda Peterson  
**Subject:** RE: Fox Park

Good afternoon Lin,

I just talked with Dan Hass and he believes the development could be done. There was a few things he did want you and your board to do. The first is to see if the property in question is able to "perk". Also have a plan drawn up to approve the land split and have the land split plan and the development plan approved by your township board and then present the plans to the county board. The county board is going to have to approve the plan as well. Your township board will assume the costs of the project including transfer fees, survey, etc. Also include projected costs for the project and projected sale prices for the land being developed.

If you have any questions please let me know. If we need to sit down with Dan together please let me know and we can do so.

Best regards,

Brian

FOX PARK

NE CORNER  
SECTION 31  
T36N-R24W  
Ex. Co. Mon.

# CERTIFIED SURVEY No. 1313

PART OF GOVERNMENT LOT 2 OF SECTION 31,  
TOWNSHIP 36 NORTH - RANGE 24 WEST,  
CEDARVILLE TOWNSHIP, MENOMINEE  
COUNTY, MICHIGAN

### SURVEYOR'S CERTIFICATE:

I hereby certify that I have surveyed, divided and mapped the property shown and described herein by the direction of CEDARVILLE TOWNSHIP, owner. That the plat is a correct representation of the exterior boundaries of the land surveyed. That the relative error of closure of the unadjusted field measurements of the survey is less than the ratio of 1 part in 5,000. That I have complied with the requirements of Act 132 of P.A. of 1970, as amended. That the bearings are referenced to GRID NORTH of the Michigan State Plane Coordinate System of 1983 (MCS 83), North Zone.

DATED this 17<sup>th</sup> day of July, 2015

*Jeffrey W. Lenca*  
Jeffrey W. Lenca, Mich. Professional Surveyor No. 58114

DATE OF SURVEY: June 19, 2015  
CADD FILE: "FOX PARK REVISED CS B"  
OWNER: Cedarville Township

### LEGEND:

- - 5/8" x 24" Steel Rebar/ident. cap set (PS 58114)
- ⊙ - 3/4" x 36" Steel Rebar/ident. cap set (PS 58114)
- - 5/8" dia. Steel Rebar/ID cap found.
- ∅ - 1/2" dia. Steel Rebar/ID cap found.
- ⊕ - Corner recorded under Act 74, P.A. of 1970, as amended.



MEANDER COR.  
BTWN SEC. 31/32  
T36N-R24W  
Ex. Co. Mon.

GOV. LOT 1  
SEC. 31

HWY M-35

LANDS OF  
WARREN ZETTEL

NW CORNER  
GOV. LOT 2  
SECTION 31

LINE BETWEEN  
GOV'T LOTS 2 & 3  
OF SECTION 31  
T36N - R24W

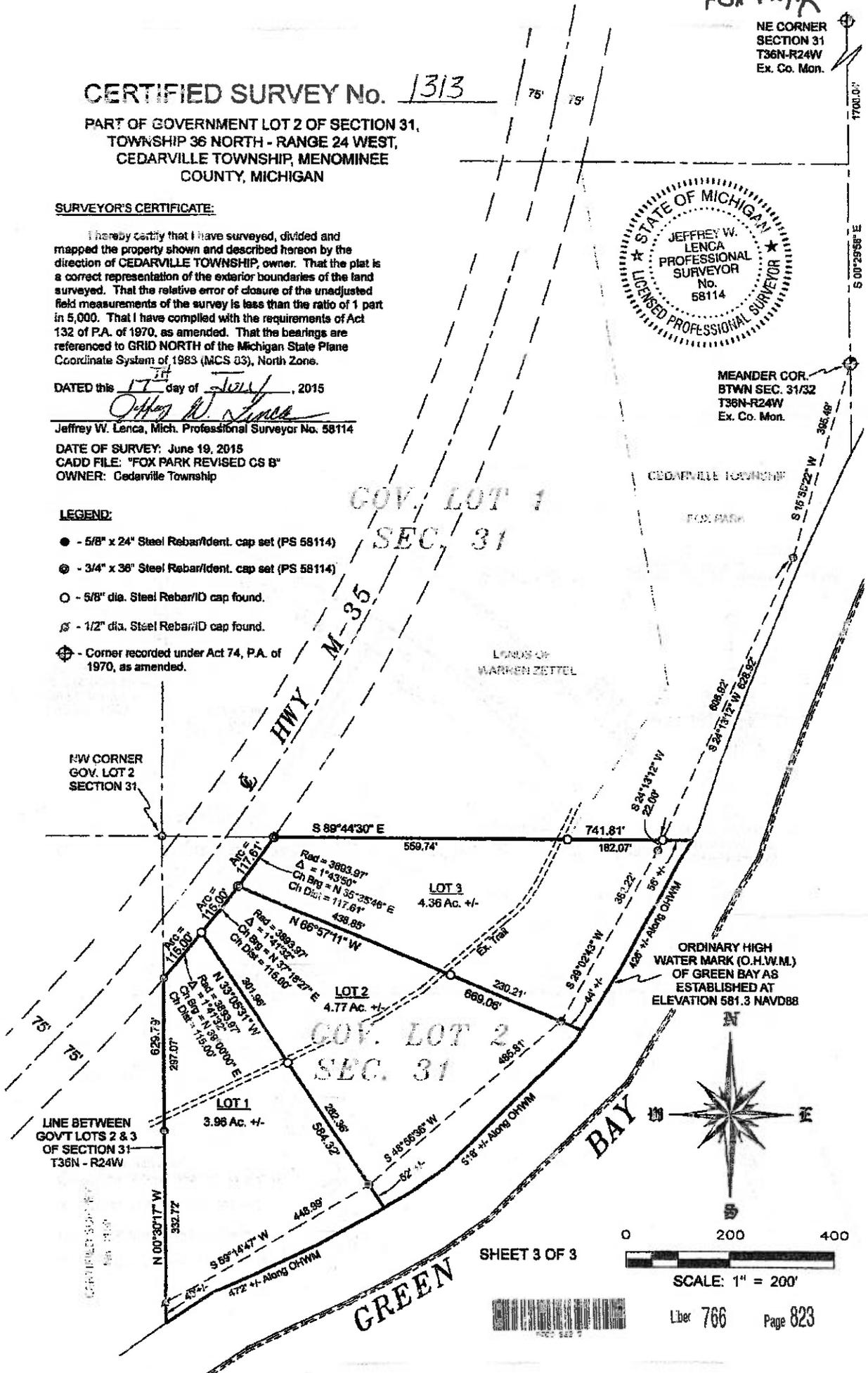
ORDINARY HIGH  
WATER MARK (O.H.W.M.)  
OF GREEN BAY AS  
ESTABLISHED AT  
ELEVATION 581.3 NAVD88



SHEET 3 OF 3

SCALE: 1" = 200'

Liber 766 Page 823



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>County Annex/MSU Extension – Office hours of operation</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>no</b>
<b>SUMMARY:</b>	
<p>The county hired a part time (25 hr/wk) secretary (MSU/Building Code/Emergency Services) to work at the annex in Stephenson on 4.20.15. We set hours for the secretary as M-W-F 8am to 1pm. &amp; Tu-Th 11am to 4pm. It was our understanding with MSU that they would cover any hours around the secretary's scheduled hours to enable to office to be open from 8:00am to 4:30pm daily to coincide with the Courthouse hours. We have had complaints that the annex is locked after the secretary has left for her scheduled time...more than once per week...most weeks. We need the board to make the final decision on office hours of operation at the annex and publicize the outcome.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>2015 Menominee County Apportionment Report</b>
<b>DEPARTMENT:</b>	<b>Equalization</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Equalization Director has submitted the 2015 Apportionment Report. Law states this has to be approved at a County Board Meeting prior to October 31. This may be revised at a later date due to townships that have millage proposals on their November election ballot.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve the 2015 Menominee County Apportionment report as submitted by Equalization Director, Peggy Schroud. On November 2, 2015 – Millages were passed for Holmes and Meyer Townships, the revised apportionment report is enclosed for discussion.</p>	

Submitted by:       **Brian Bousley**      

      **11/06/2015**        
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>













**Statement Showing Mills Apportioned by the County Board of Commissioners  
of the County of MENOMINEE for the Year 2015**

Township / City	Village	School Code	Local School District	Total Homestead		Total		Total	
				Property Tax Rate					
CEDARVILLE TWP.		55120	STEPHENSON AREA PUBLIC SCHS	19.8249	37.8249	19.8249	37.8249	19.8249	37.8249
DAGGETT TWP.		55120	STEPHENSON AREA PUBLIC SCHS	22.9181	40.9181	22.9181	40.9181	22.9181	40.9181
	DAGGETT	55120	STEPHENSON AREA PUBLIC SCHS	25.4181	43.4181	25.4181	43.4181	25.4181	43.4181
FAITHORN TWP.		22025	NORWAY VULCAN AREA SCHOOLS	24.4040	42.3662	24.4040	42.3662	24.4040	42.3662
GOURLEY TWP.		55010	CARNEY NADEAU PUBLIC SCHOOLS	24.8459	42.1135	24.8459	42.1135	24.8459	42.1135
		55115	NORTH CENTRAL AREA SCHOOLS	23.9659	41.9659	23.9659	41.9659	23.9659	41.9659
HARRIS TWP.		21090	BARK RIVER HARRIS SCH DIST	22.5761	39.6135	22.5761	39.6135	22.5761	39.6135
		55115	NORTH CENTRAL AREA SCHOOLS	22.6347	40.6347	22.6347	40.6347	22.6347	40.6347
HOLMES TWP.		55120	STEPHENSON AREA PUBLIC SCHS	21.1199	39.1199	21.1199	39.1199	21.1199	39.1199
INGALLSTON TWP.		55100	MENOMINEE AREA PUBLIC SCHS	22.3467	40.3467	22.3467	40.3467	22.3467	40.3467
		55120	STEPHENSON AREA PUBLIC SCHS	19.7967	37.7967	19.7967	37.7967	19.7967	37.7967
LAKE TWP.		55120	STEPHENSON AREA PUBLIC SCHS	20.7976	38.7976	20.7976	38.7976	20.7976	38.7976
MELLEN TWP.		55120	STEPHENSON AREA PUBLIC SCHS	20.0133	38.0133	20.0133	38.0133	20.0133	38.0133
MENOMINEE TWP.		55100	MENOMINEE AREA PUBLIC SCHS	21.1699	39.1699	21.1699	39.1699	21.1699	39.1699
		55120	STEPHENSON AREA PUBLIC SCHS	18.6199	36.6199	18.6199	36.6199	18.6199	36.6199
MEYER TWP.		55115	NORTH CENTRAL AREA SCHOOLS	22.6724	40.6724	22.6724	40.6724	22.6724	40.6724
NADEAU TWP.		55010	CARNEY NADEAU PUBLIC SCHOOLS	23.5243	40.7919	23.5243	40.7919	23.5243	40.7919
	CARNEY	55010	CARNEY NADEAU PUBLIC SCHOOLS	23.5243	40.7919	23.5243	40.7919	23.5243	40.7919
SPALDING TWP.		55115	NORTH CENTRAL AREA SCHOOLS	24.1233	42.1233	24.1233	42.1233	24.1233	42.1233
	POWERS	55115	NORTH CENTRAL AREA SCHOOLS	26.9933	44.9933	26.9933	44.9933	26.9933	44.9933
STEPHENSON TWP.		55120	STEPHENSON AREA PUBLIC SCHS	21.0265	39.0265	21.0265	39.0265	21.0265	39.0265
MENOMINEE CITY		55100	MENOMINEE AREA PUBLIC SCHS	45.6371	63.6371	45.6371	63.6371	45.6371	63.6371
STEPHENSON CITY		55120	STEPHENSON AREA PUBLIC SCHS	28.1199	46.1199	28.1199	46.1199	28.1199	46.1199

**Statement Showing Mills Apportioned by the County Board of Commissioners  
of the County of MENOMINEE for the Year 2015**

Local Municipality (Twp/City/Vlg)	ALL Purpose(s) of Qualifying Special Assessment Millage Rates for the Local Municipality Listed	Total of All Special Assessment Rates Levied UNITWIDE	Total of All Special Assessment Rates Levied TWP-WIDE - Excluding the Village(s)
CEDARVILLE TWP.	-	-	-
DAGGETT TWP.	-	-	-
FAITHORN TWP.	-	-	-
GOURLEY TWP.	-	-	-
HARRIS TWP.	-	-	-
HOLMES TWP.	-	-	-
INGALLSTON TWP.	-	-	-
LAKE TWP.	-	-	-
MELLEN TWP.	-	-	-
MENOMINEE TWP.	-	-	-
MEYER TWP.	-	-	-
NADEAU TWP.	-	-	-
SPALDING TWP.	-	-	-
STEPHENSON TWP.	-	-	-
MENOMINEE CITY	-	-	-
STEPHENSON CITY	-	-	-
CARNEY VLG	-	-	-
DAGGETT VLG	-	-	-
POWERS VLG	-	-	-

**Certification Statement**

***I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the***

***County of \_\_\_\_\_ for the year \_\_\_\_\_***

\_\_\_\_\_  
Signature of County Equalization Director

**NOTARIZATION**

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan

STATE OF MICHIGAN

County of \_\_\_\_\_ } ss

*Subscribed before me this* \_\_\_\_\_

*Day of* \_\_\_\_\_ *year* \_\_\_\_\_

*My commission expires* \_\_\_\_\_, \_\_\_\_\_



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

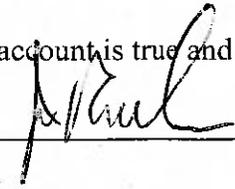
# Commissioner Meeting Fee Expense Form

10-27-15  
BRB

Name of Commissioner JOHN R. NELSON

\$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
10/11/15	MT WORKS, GILMANNA	\$ 50.00
10/18/15	NORTH POINT, KINGSFORD	\$ 10.00
10/13/15	Co. Bd. HARROG	\$ 50.00
10/21/15	EXE Comm, MBRUNSWICK	\$ 50.00
10/22/15	NORTH POINT, KINGSFORD	\$ 10.00
10/27/15	Co. Bd HARROG	\$ 50.00
<b>Total Per Diem</b>		<b>\$220.00</b>

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

Date: 10/27/15

NORTH POINT - 40. REIMBURSED - 10. Co. CHARGE

10-27-15  
BRB

# 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

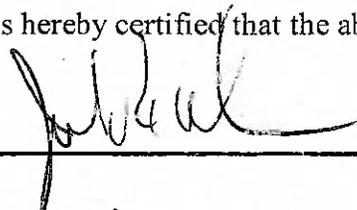
\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
10/11/15	Midwest Escrow	56	.575	32.20	101-101-860.11
10/18/15	N.P. Keweenaw	-		N/A	101-101-860.11
10/15/15	Co. Bd. Harbor, M.	28		16.10	101-101-860.11
10/21/15	EFE Com. Menominee	94		54.05	101-101-860.11
10/23/15	N.P. Keweenaw	-		N/A	101-101-860.11
10/27/15	Harbor, Co. Bd.	28		16.10	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
		206	.575	118.05	
			<b>Total Mileage</b>		
<b>Total Mileage Fee</b>					<b>118.05</b>

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10<sup>th</sup> 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

---

10/27/15

---

Date

10/27/15  
BRD

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
10-27-15	Harris Township	92			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
					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 10<sup>th</sup> 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

10-27-15  
Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
NOV 02 2015  
BY: *JA*

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: William Cech ~ District 5

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
10/13/15	Harris Twpship	88		50.60	101-101-860.05
10/27/15	" "	88		50.60	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>101.20</b>

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

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

*William Cech*  
\_\_\_\_\_  
Signed

11/2/15  
\_\_\_\_\_  
Date





RECEIVED  
NOV 02 2015  
BY: *AA*

### 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: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
10/13/15	Road Commission	25	<del>14.38</del>	14.38	101-101-860.07
					101-101-860.07
10/13/15	County Board - Harrisburg	30		17.25	101-101-860.07
					101-101-860.07
10/14/15	Court House - Pansanell	72		41.40	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		127	Total Mileage		
				Total Milcage Fee	73.03

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

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

*Gerald Piche*

Signed

10/30/15

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: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2015					
10-6	ESCAMBA	110			101-101-860.02
10-8	ESCAMBA	110			101-101-860.02
10-13	HARRIS	100			101-101-860.02
10-14	MENOMINEE	3			101-101-860.02
10-27	MENOMINEE	3			101-101-860.02
10-27	HARRIS	100			101-101-860.02
		426			101-101-860.02
				244.95	101-101-860.02
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	244.95

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

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

*B. Lang*

Signed

Date

10-30-15



**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: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
10/13/15	MENO. CITY HALL	15		8.63	101-101-860.04
10/13/15	HARRIS TWP. HALL	88		50.60	101-101-860.04
10/20/15	STEPHENSON, MI	32		18.40	101-101-860.04
10/24/15	AIRPORT	15		8.63	101-101-860.04
10/27/15	HARRIS TWP. HALL	88		50.60	101-101-860.04
		238		136.86	101-101-860.04
					101-101-860.04
					101-101-860.04
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>\$136.86</b>

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

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

Larry Schei

Signed

10/30/15

Date





## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
<p>Board to review recently submitted Miscellaneous Bills as paid on November 4 &amp; 5, 2015 in the combined amount of \$264,167.30.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
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):

### 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	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$4,825.62
Mastercard								
	44222	09/30/2015	Credit Card	Adobe	101-103-857.02	9.99		
	44222	09/30/2015	Credit Card	Amazon	101-265-934.00	148.98		
	44222	09/30/2015	Credit Card	Amazon	101-265-755.00	47.10		
	44222	09/30/2015	Credit Card	Subway	296-668-801.00	125.00		
	44222	09/30/2015	Credit Card	Subway	296-668-801.00	125.00		
	44222	09/30/2015	Credit Card	CDW Government	101-426-934.02	267.48		
	44222	09/30/2015	Credit Card	USPS	101-268-729.00	5.05		
	44222	09/30/2015	Credit Card	Electric Motor Warehouse	101-265-934.00	422.92		
	44222	09/30/2015	Credit Card	Amazon	101-148-860.00	24.62		
	44222	09/30/2015	Credit Card	Amazon	101-131-931.00	24.62		
	44222	09/30/2015	Credit Card	USPS	101-268-729.00	5.05		
	44222	09/30/2015	Credit Card	Holiday	256-277-860.00	20.20		
	44222	09/30/2015	Credit Card	Kwdn St. Ign	256-277-860.00	11.00		
	44222	09/30/2015	Credit Card	USPS	101-268-729.00	5.05		
	44222	09/30/2015	Credit Card	Millers Action Office	296-663-727.00	29.18		
	44222	09/30/2015	Credit Card	Jozwiaks	296-668-801.00	100.00		
	44222	09/30/2015	Credit Card	K Mart	296-668-801.00	145.20		
	44222	09/30/2015	Credit Card	K Mart	296-663-727.00	42.87		
	44222	09/30/2015	Credit Card	K Mart	101-148-727.00	12.00		
	44222	09/30/2015	Credit Card	K Mart	296-668-801.00	105.99		
	44222	09/30/2015	Credit Card	Amazon	101-131-931.00	352.50		
	44222	09/30/2015	Credit Card	Amazon	101-132-860.00	176.25		
	44222	09/30/2015	Credit Card	Amazon	101-148-860.00	176.25		
	44222	09/30/2015	Credit Card	Harbor Freight Catalog	101-265-931.00	108.08		
	44223	10/12/2015	Credit Card	Office Depot	101-265-931.00	386.67		
	44223	10/12/2015	Credit Card	iTunes	101-132-802.00	10.59		
	44223	10/12/2015	Credit Card	USPS	101-268-729.00	5.05		
	44223	10/12/2015	Credit Card	Grand Travers Resort	296-665-860.00	351.54		
	44223	10/12/2015	Credit Card	Grand Travers Resort	296-664-860.00	351.54		
	44223	10/12/2015	Credit Card	Grand Travers Resort	296-664-860.00	15.19		
	44223	10/12/2015	Credit Card	USPS	101-268-729.00	5.05		
	44223	10/12/2015	Credit Card	USPS	208-751-920.00	15.70		
	44223	10/12/2015	Credit Card	Subway	101-141-860.00	9.54		
	44223	10/12/2015	Credit Card	Holiday	101-141-860.00	15.25		
	44223	10/12/2015	Credit Card	Boyne Highlands Lodging	215-141-860.00	533.52		
	44223	10/12/2015	Credit Card	Boyne Highland Lodging	101-141-860.00	473.04		
	44223	10/12/2015	Credit Card	USPS	101-268-729.00	5.05		
	44223	10/12/2015	Credit Card	Amazon	101-265-931.00	139.99		
	44223	10/12/2015	Credit Card	USPS	101-268-729.00	5.05		
	44223	10/12/2015	Credit Card	USPS	101-268-729.00	5.05		
	44223	10/12/2015	Credit Card	Boyne Highland	101-141-860.00	7.42		

Total Amount for Bank Account: General

\$4,825.62

APPROVED

NOV 03 2015

*BKLB*

CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

APPROVED

NOV 05 2015

BUB

MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	CHIEF VOUCHER DATE	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware								\$461.87
	44228	10/31/2015	281	Building & Ground Supplies	101-265-755.01	14.48		
	44228	10/31/2015	281	Building & Ground Supplies	101-265-930.01	67.84		
	44238	10/26/2015	410	Inmate Medical Supplies	101-301-770.01	379.75	*	
ANDERSON AUTO & RV SALES INC								\$650.00
	44240	08/26/2015	1350	ORV Patrol Supplies	101-334-755.00	32.90		
	44249	09/08/2015	1351	Vehicle Maintenance	205-315-934.02	258.95		
	44250	09/14/2015	1352	Vehicle Maintenance	205-315-934.02	72.20		
	44251	09/18/2015	1353	Vehicle Maintenance	205-315-934.02	55.95		
	44252	09/21/2015	1354	Vehicle Maintenance	205-315-934.02	230.00		
ANDERSON, TACKMAN & CO PLC								\$760.00
	44136	09/30/2015	61473	Meeting to discuss takeover of Airport F	216-585-801.01	760.00		
APCO INTERNATIONAL								\$92.00
	44180	10/23/2015	310603	2015 Membership Dues (ID# 89102)	266-325-802.00	92.00		
ARAMARK UNIFORM SERVICES INC								\$227.76
	44134	10/28/2015	1677251723	Airport Supplies	216-585-755.01	20.51		
	44134	10/28/2015	1677251723	Airport Supplies	216-585-745.00	20.61		
	44197	10/21/2015	1677247120	Airport Supplies	216-585-755.01	21.01		
	44197	10/21/2015	1677247120	Airport Supplies	216-585-745.00	20.11		
	44292	08/05/2015	001677194811	Airport Supplies	216-585-755.01	18.20		
	44292	08/05/2015	001677194811	Airport Supplies	216-585-745.00	17.93		
	44293	08/12/2015	001677199956	Airport Supplies	216-585-755.01	18.20		
	44293	08/12/2015	001677199956	Airport Supplies	216-585-745.00	18.93		
	44294	08/19/2015	001677204645	Airport Supplies	216-585-755.01	18.20		
	44294	08/19/2015	001677204645	Airport Supplies	216-585-745.00	17.93		
	44295	08/26/2015	001677209439	Airport Supplies	216-585-755.01	18.20		
	44295	08/26/2015	001677209439	Airport Supplies	216-585-745.00	17.93		
AT&T - Carol Stream, IL								\$1,854.81
	44158	10/19/2015	906863202310	October 19 - November 18, 2015	101-103-850.00	614.86		
	44159	10/19/2015	906863444110	October 19 - November 18, 2015	101-103-850.00	906.25		
	44218	10/19/2015	906863661410	October 19 - November 18, 2015	266-325-850.00	333.70		
AT&T Long Distance								\$807.56
	44210	10/19/2015	854528091	Telephone Services	101-103-850.00	807.56		
AT&T Mobility								\$31.46
	44285	10/30/2015	287252150867	October 1 - October 31, 2015	101-132-850.00	31.46		
AUTOMOTIVE SUPPLY COMPANY								\$101.67
	44137	10/26/2015	080371305	De-Icer Battery	216-585-981.00	101.67		
BAY AREA MEDICAL CENTER - Attr: Business Office								\$14.47
	44236	10/15/2015	6312	Inmate Medical	101-301-770.01	14.47		
Bay Area Septic Service								\$2,155.00
	44216	10/08/2015	PO# 03187	Pumping of Pit Toilets @ Shakey & Klei	208-751-801.00	2,155.00		
Big O's Lube and Service, Inc.								\$509.03
	44253	10/20/2015	18059	2013 Chevy Impala - Vehicle Maintenan	205-315-934.02	179.24		
	44254	10/21/2015	18064	2015 Chevy Impala - Vehicle Maintenan	205-315-934.02	149.00		
	44255	10/22/2015	18085	2016 Ford Explorer - Vehicle Maintenan	205-315-934.02	180.79		
Billy Electric, Inc.								\$219.03
	44130	10/21/2015	10361	Pavillian Wall	208-751-930.03	219.03		

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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								
Brian Bousley	44144	11/02/2015	Reimbursement	Mileage	101-172-860.00	213.90		\$213.90
Brunelle, Jennifer	44264	11/02/2015	October 2015	Crisis Intervention	296-668-801.00	665.00		\$665.00
CADIEU FUNERAL HOME	44203	10/30/2015	Burial	Dorothy Marie Paris	101-681-833.00	300.00		\$300.00
CBM Managed Services	44232	10/14/2015	STDINV90596	Inmate Meals	101-301-770.00	2,060.05		\$4,098.79
	44233	10/21/2015	STDINV90924	Inmate Meals	101-301-770.00	2,038.74		
Cech, William	44152	11/02/2015	Reimbursement	Mileage - October 2015	101-101-860.05	101.20		\$101.20
CITY OF MENOMINEE - 2511 10TH ST.	44213	08/31/2015	4076	Gasoline Charges - August 2015	101-265-742.00	261.32		\$425.27
	44213	08/31/2015	4076	Gasoline Charges - August 2015	101-141-860.00	11.60		
	44213	08/31/2015	4076	Gasoline Charges - August 2015	101-257-742.00	117.70		
	44213	08/31/2015	4076	Gasoline Charges - August 2015	266-326-881.00	13.79		
	44213	08/31/2015	4076	Gasoline Charges - August 2015	101-215-860.00	20.86		
City of Stephenson - P.O. Box 467	44138	10/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.01	18.73		\$231.39
	44138	10/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.02	31.91		
	44138	10/20/2015	709	Annex - Water/Electric/Sewer	101-261-920.03	180.75		
CLOVERLAND PAPER CO	44174	10/23/2015	109839	Supplies for Library	101-265-755.01	70.61		\$1,177.55
	44175	10/23/2015	109837	Courthouse Supplies	101-265-755.01	105.16		
	44176	10/23/2015	109826	Courthouse Supplies	101-265-755.01	133.56		
	44177	10/23/2015	109825	Annex Supplies	101-265-755.01	81.99		
	44194	10/16/2015	109768	Annex Supplies	101-265-755.01	86.86		
	44195	10/16/2015	109767	Courthouse Supplies	101-265-755.01	153.90		
	44234	10/23/2015	109838	Jail Supplies	101-301-770.00	413.66		
	44237	10/30/2015	109889	Courthouse Supplies	101-265-755.01	112.98		
	44238	10/30/2015	109894	Courthouse Supplies	101-265-755.01	18.83		
CMP Distributors	44208	09/14/2015	45353	PO# 03063 Glock Weapons (x15)	205-315-755.02	7,035.00		\$8,251.95
	44247	10/21/2015	45835	PO# 03194 Assorted Weapons Equipm	205-315-755.02	857.95		
	44248	10/21/2015	45836	Weapon Supplies	205-315-755.02	359.00		
CORE TECHNOLOGY CORPORATION	44304	10/29/2015	65731	PO# 03193 - Yearly Support	101-301-976.00	5,417.00		\$5,417.00
David Ashby	44242	10/31/2015	Reimbursement	Uniform Allowance	205-315-745.00	111.04		\$111.04
DEKETO, LLC	44196	11/03/2015	DK 10-15	October 2015 Documents (x412)	256-277-857.00	826.00		\$826.00
Dellisse, Mike	44198	11/02/2015	Reimbursement	Mileage	101-682-860.00	81.31		\$81.31
Delta/Menominee Health Dept.	44302	10/15/2015	Appropriation	1st Qtr of 2015/16	101-997-999.03	36,040.00		\$36,040.00

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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								
Dickinson County Treasurer								\$32,654.07
44185	09/30/2015	Circuit Court 2015-3	July, August, September 2015	101-131-702.00	32,446.07			
44186	09/30/2015	Circuit Court 2015-3	July, August, September 2015	101-131-702.00	208.00			
Eichhorn, Jayne Marie								\$96.58
44279	11/04/2015	Per Diem	Board of Canvassers	101-192-705.00	50.00			
44280	11/04/2015	Reimbursement	Board of Canvassers - Mileage	101-192-860.00	46.58			
Election Systems & Software								\$1,785.25
44211	10/12/2015	941392	PO# 03186 Programming November El	101-262-727.00	1,785.25			
Furlong, James								\$52.90
44201	10/27/2015	Reimbursement	Mileage - October 2015	101-101-860.03	52.90			
Hafeman, William								\$94.85
44273	11/04/2015	Per Diem	Board of Canvassers	101-192-705.00	50.00			
44274	11/04/2015	Reimbursement	Board of Canvassers - Mileage	101-192-860.00	44.85			
Hanson, Judl								\$436.46
44206	11/02/2015	Reimbursement	Uniform Allowance	205-315-745.00	106.98			
44207	11/02/2015	Reimbursement	Uniform Allowance	205-315-745.00	131.98			
44244	10/30/2015	Reimbursement	Uniform Allowance	205-315-745.00	197.50			
HASS DANIEL								\$556.44
44286	11/04/2015	Reimbursement	Mileage & Meals	101-132-860.00	278.22			
44286	11/04/2015	Reimbursement	Mileage & Meals	101-148-860.00	278.22			
Hi Tec Building Services								\$1,400.00
44168	10/30/2015	010500	Cleaning Services - October 2015	101-265-801.00	1,400.00			
Holmes Sealcoat								\$4,350.00
44214	10/01/2015	Jail Parking Lot	PO# 03188 - Clean, Seal Coat & Stripe	101-265-755.00	2,400.00			
44215	10/01/2015	Annex	PO# 03189 - Clean, Seal Coat, and Cre	101-265-755.00	1,950.00			
J S ELECTRONICS, INC.								\$237.88
44179	10/20/2015	19015	Replacement Batteries for Portable Rac	286-325-976.00	133.88			
44231	10/27/2015	19019	Replace Screen & Speaker (Nast/Holm	101-301-755.00	104.00			
Jennings, Patrick L.								\$200.00
44270	10/29/2015	2015-128-MI	Court Appointed Legal (Crean)	101-148-807.00	90.00			
44271	10/29/2015	2015-060-MI	Court Appointed Legal (Kleikamp)	101-148-807.00	110.00			
Joel Hensley, RN								\$4,520.00
44147	11/02/2015	Blood Draws	K.K. (10/2) J.M. (10/2) R.S. (10/26)	101-267-801.01	300.00			
44153	10/26/2015	Medical Examiner	October 2015	101-648-709.00	1,065.00			
44153	10/26/2015	Medical Examiner	October 2015	101-648-835.00	1,790.00			
44237	10/31/2015	Nursing Services	Inmate Medical Care	101-301-770.01	1,365.00			
Judith Mjelde								\$300.00
44205	10/30/2015	Burial	Jerry Mjelde	101-681-833.00	300.00			
K & M Rentals - W4772 Million Dollar Road								\$215.00
44145	10/27/2015	5968	Portable Toilet at Park & at Jail (Water	208-751-801.00	85.00			
44145	10/27/2015	5968	Portable Toilet at Park & at Jail (Water	101-265-801.00	130.00			
Kleiman, Marc								\$143.75
44178	10/28/2015	Reimbursement	Mileage	101-215-860.00	59.80			
44178	10/28/2015	Reimbursement	Mileage	101-262-860.00	24.15			
44178	10/28/2015	Reimbursement	Mileage	101-215-860.00	59.80			

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Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Koehne							\$44.31
44193	10/14/2015	11976	2008 Chevy Impala - Vehicle Maintenance	101-265-981.00	163.52		
44301	10/23/2015	Credit	Double Pay on Invoice # 10812	205-315-934.02	-119.21		
Lang, Bernard							\$244.95
44142	10/30/2015	Reimbursement	Mileage - October 2015	101-101-860.02	244.95		
LENCA SURVEYING							\$2,643.35
44163	10/28/2015	15186	Remon Yr 2015 (10/18 - 10/27/15)	243-245-801.07	2,643.35		
Lesperance, Diane							\$151.06
44217	10/27/2015	Reimbursement	Mileage & Meals	101-253-860.00	151.06		
LexisNexis Matthew Bender							\$109.53
44241	10/27/2015	76730182	MI Penal & Veh. Handbook	205-315-727.00	109.53		
Lithocrafters Printing, Inc.							\$500.00
44268	10/21/2015	86865	Letterhead (Judge Hass) x1500	101-132-727.00	78.50		
44268	10/21/2015	86865	Letterhead (Judge Hass) x1500	101-148-727.00	78.50		
44269	10/21/2015	86866	Envelopes	101-132-727.00	258.00		
44269	10/21/2015	86866	Envelopes	101-148-727.00	85.00		
MaComb Community College							\$800.00
44256	10/19/2015	004791657	PO # 03192 Basica Tactical Training (S	282-302-881.00	800.00		
Manpower							\$1,038.63
44170	10/25/2015	29296704	Week Ending 10/25/15 (Molly McRae)	101-267-705.00	630.00		
44171	10/18/2015	29273182	Week Ending 10/18/15 (Molly McRae)	101-267-705.00	378.00		
44173	10/22/2015	94473	Ladder Hook W/Wheel, Roof Flash	101-265-970.04	30.63		
Mastercard							\$120.32
44220	09/30/2015	Credit Card	September 22 - October 2, 2015 (Airpoi	216-585-742.00	32.05		
44221	10/02/2015	Credit Card	September 22 - October 2, 2015 (Airpoi	216-585-755.02	88.27		
Menards - Marinette							\$306.70
44182	10/19/2015	94244	Remon Supplies (x30)	243-245-765.00	89.70		
44212	10/17/2015	94122	Supplies - Boiler Room Roof Replacem	101-265-970.04	77.72		
44225	10/30/2015	95070	Probate/Family Court Security Supplies	101-132-970.00	99.32		
44296	11/02/2015	95231	Bulbs	101-265-930.01	39.96		
MENOMINEE COUNTY ROAD COMMISSI							\$34,469.64
44148	09/23/2015	3WFP-010	Daggett Township Project	401-446-970.00	19,667.10		
44149	09/23/2015	3WFP-009	Gourley Township Project	401-446-970.00	14,802.54		
Menominee Industrial Supply							\$24.23
44139	10/27/2015	10170008	Airport Supplies	216-585-981.00	24.23		
MENOMINEE MARINA							\$145.14
44209	07/18/2015	666346	Gasoline - Marine	101-331-755.00	145.14		
Menominee Township							\$49,078.83
44150	09/23/2015	3WFP-008	2 Projects in Menominee Township	401-446-970.00	49,078.83		
Michelle Larson							\$81.85
44262	11/02/2015	Can Zone	October 2015	296-668-801.00	60.00		
44263	11/02/2015	Reimbursement	Mileage	296-668-801.00	21.85		
Miller Bradford & Risberg, Inc							\$195.52
44133	10/26/2015	IL72774	Hydraulic Oil for Grader	216-585-742.00	195.52		

*Menards - chg made*



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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MILLERS ACTION OFFICE SUPPLY I								\$92.60
44131	10/29/2015	0113353-001		Rubberbands (Clerk's Office)	101-215-727.00	6.99		
44132	10/29/2015	0113354-001		Labels (Clerk's Office)	101-215-727.00	27.49		
44146	10/19/2015	0113118-001		Desk Calendar & Paper (Airport)	216-585-727.00	58.12		
Morning Dove Productions								\$2,600.00
44288	10/20/2015	202		PO# 03197 - 26 Weeks of Ads (Parks)	208-751-942.00	2,600.00		
MSU/Highway Traffic Safety								\$600.00
44257	11/02/2015	AI-2-1115-6		PO# 03191 - Follow Up Investigation (x TRAINING OF 2 OFFICERS	282-302-881.00	600.00		
Nelson, John R.								\$118.05
44200	10/27/2015	Reimbursement		Mileage - October 2015	101-101-860.11	118.05		
Northcare Network								\$9,417.00
44172	10/30/2015	Tax		Convention & Tourism Tax	101-601-835.01	9,417.00		
NORTHERN MICHIGAN UNIVERSITY - FINANCIAL SERVICES								\$694.58
44155	10/26/2015	FY16 03		PO #03190 LaBranch Tower Space Re	266-326-942.00	694.58		
NORTHPOINTE BEHAVIORAL								\$24,902.00
44303	10/15/2015	Appropriation		1st Quarter 2015/16	101-997-999.26	24,902.00		
Nutt, Michael								\$109.59
44265	11/02/2015	Reimbursement		Mileage - October 2015	296-664-860.00	109.59		
Olsen, Julie								\$1,051.64
44266	09/30/2015	September 2015		Foster Care	292-662-843.02	517.20		
44267	10/31/2015	October 2015		Foster Care	292-662-843.02	534.44		
PAIDL'S TRUE VALUE HARDWARE								\$453.46
44164	10/31/2015	150008		Park Supplies	208-751-930.03	405.52		
44185	10/31/2015	150012		Remon Supplies	243-245-765.00	47.94		
Peterson, Richard								\$90.25
44277	11/04/2015	Reimbursement		Board of Canvassers - Mileage	101-192-860.00	40.25		
44278	11/04/2015	Per Diem		Board of Canvassers	101-192-705.00	50.00		
Piche, Gerald L.								\$197.23
44143	10/30/2015	Reimbursment		Mileage - October 2015	101-101-860.07	73.03		
44202	10/23/2015	Reimbursement		Mileage - September 2015	101-101-860.07	124.20		
PLASTOCON, INC								\$405.68
44235	10/29/2015	86495		Disposable Tray Liner	101-301-770.00	405.68		
PrintersPlus!								\$190.00
44169	10/17/2015	14208		Ticket Envelopes (x1000)	101-136-727.00	190.00		
REGISTER OF DEEDS								\$10.00
44272	11/04/2015	Copies		Remon - Grant Year 2015	243-245-765.00	10.00		
Robert Triest								\$300.00
44204	10/30/2015	Burial		Perry J. Triest	101-681-833.00	300.00		
Schei, Larry								\$136.86
44140	10/30/2015	Reimbursement		Mileage - October 2015	101-101-860.04	136.86		
Sexton, Richard								\$125.77
44219	10/28/2015	Reimbursement		Batteries & Cellular Service Invoice	101-426-963.00	15.96		
44219	10/28/2015	Reimbursement		Batteries & Cellular Service Invoice	101-426-963.00	13.83		
44219	10/28/2015	Reimbursement		Batteries & Cellular Service Invoice	101-426-850.00	95.98		

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MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Vendor Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Smith, Greg	44243	10/22/2015	Reimbursement	Uniform Allowance	205-315-745.00	121.98		\$121.98
Standard Insurance Company								\$211.60
	44184	10/22/2015	November 2015	Life Insurance Premium	101-101-713.00	20.70		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-132-713.00	6.32		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-136-713.00	11.50		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-141-713.00	9.20		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-148-713.00	0.58		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-215-713.00	11.50		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-172-713.00	4.60		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-267-713.00	6.90		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-268-713.00	4.60		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-253-713.00	6.90		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-257-713.00	4.60		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-265-713.00	4.60		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-301-713.00	50.60		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-682-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	101-426-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	216-585-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	271-790-713.00	9.20		
	44184	10/22/2015	November 2015	Life Insurance Premium	296-663-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	296-664-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	296-665-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	208-751-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	205-316-713.00	2.30		
	44184	10/22/2015	November 2015	Life Insurance Premium	205-315-713.00	23.00		
	44184	10/22/2015	November 2015	Life Insurance Premium	266-325-713.00	16.10		
	44184	10/22/2015	November 2015	Life Insurance Premium	266-326-713.00	2.30		
STATE BAR OF MICHIGAN								\$285.00
	44305	11/05/2015	Dues	Judge Daniel E. Hass (2015/2016)	101-148-802.00	142.50		
	44305	11/05/2015	Dues	Judge Daniel E. Hass (2015/2016)	101-132-802.00	142.50		
State of Michigan - MI Dept. of Environmental Qua								\$508.84
	44281	10/30/2015	934217	Shakey Lakes Campground (WSSN: 2008-751-755.08)	208-751-755.08	127.21	*	
	44282	10/30/2015	934212	Shakey Lakes Campground (WSSN: 2008-751-755.08)	208-751-755.08	127.21	*	
	44283	10/30/2015	934211	Kleinke Park (WSSN: 2014855)	208-751-755.08	127.21	*	
	44284	10/30/2015	934218	Shakey Lakes Beach Well (WSSN: 2008-751-755.08)	208-751-755.08	127.21	*	
State of Michigan - LARA								\$300.00
	44151	11/01/2015	Facility # 00006041	Underground Storage Tanks - Annual F	216-585-755.03	300.00		
Stericycle, Inc.								\$31.41
	44239	11/01/2015	4005905485	Inmate Medical Supplies	101-301-770.01	31.41		
Studer, Vincent								\$700.00
	44246	11/02/2015	Reimbursement	PO #03195 - Uniform Allowance	205-315-745.00	700.00		
THE JANITOR'S CLOSET								\$4.89
	44181	10/23/2015	39650	Disinfectant Cleaner	101-265-755.01	4.89		
Time Warner Cable								\$869.82
	44160	10/24/2015	10404-710008401-10	November 2 - December 1, 2015	101-103-850.00	532.34		
	44166	10/24/2015	10404-621199203-90	November 2 - December 1, 2015	216-585-850.00	337.48		

APPROVED

NOV 05 2015

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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								
U.E.S. COMPUTERS, INC.								\$2,288.99
	44135	10/28/2015	72698	Workstation for Brian Bousley	101-172-970.00	1,190.00		
	44230	10/20/2015	72642	Printer (Sheriff Dept)	101-301-728.00	199.99		
	44267	10/19/2015	72625	PO# 03196 - 1 Year Cisco Maintenance	101-103-857.02	899.00		
UWC								\$17.64
	44269	10/01/2015	9067534582	Shakey Lakes Park - Telephone Service	101-103-850.00	2.45		
	44280	10/01/2015	9067536923	Library - Telephone Services	101-103-850.00	4.27		
	44281	10/01/2015	9067532209	Annex - Telephone Services	101-103-850.00	10.92		
Valenti, Susan F.								\$827.30
	44289	10/27/2015		Transcripts	Bintz/Bintz (M15-015076 & M15-015080)	101-131-806.00	15.75	
	44300	10/31/2015		Reimbursement	October 2015 - Mileage & Meals	101-131-860.00	811.55	
Waste Management								\$602.23
	44224	11/01/2015	1510413-1856-0	November 2015	101-265-801.00	500.73		
	44260	11/01/2015	1510419-1856-7	November 2015 (Airport)	216-585-801.00	101.50		
Wennergren, Mary Jo								\$52.88
	44275	11/04/2015		Reimbursement	Board of Canvassers - Mileage	101-192-860.00	2.88	
	44276	11/04/2015		Per Diem	Board of Canvassers	101-192-705.00	50.00	
Wert, Luke								\$79.89
	44245	10/20/2015		Reimbursement	Uniform Allowance	205-315-745.00	79.89	
Wil-Kil Pest Control								\$94.25
	44226	10/28/2015	2786271	Jail	101-265-801.00	62.25		
	44227	10/28/2015	2787324	Health Department	101-265-801.00	32.00		
Williams, Raymond								\$117.30
	44141	10/28/2015		Reimbursement	Mileage - October 2015	101-101-860.01	117.30	
WISCONSIN PUBLIC SERVICE CORP								\$5,865.65
	44156	10/28/2015	0402047856-00004	Courthouse	101-265-920.04	1,084.86		
	44157	10/28/2015	0402191663-00001	Health Center	101-265-920.03	197.42		
	44157	10/28/2015	0402191663-00001	Health Center	101-265-920.04	88.89		
	44161	10/26/2015	1440265288-00000	Bailey House	208-751-920.01	28.41		
	44161	10/26/2015	1440265288-00000	Street Lighting - Kleinke Park	208-751-920.01	31.84		
	44161	10/26/2015	1440265288-00000	Kleinke	208-751-920.01	59.23		
	44161	10/26/2015	1440265288-00000	Street Lighting - Bailey Park	208-751-920.01	13.88		
	44162	10/26/2015	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	36.16		
	44167	10/27/2015	0403823200-00005	Airport (Gate Cntr)	216-585-920.03	30.09		
	44183	10/19/2015	0402047856-00005	Kleinke Park	208-751-920.01	113.88		
	44192	10/19/2015	0402047856-00008	Kleinke Park	208-751-920.01	306.34		
	44229	10/30/2015	0402055840-00001	Jail	101-265-920.03	3,238.20		
	44258	10/26/2015	0403823200-00002	Main Terminal (Airport)	216-585-920.03	492.94		
	44258	10/26/2015	0403823200-00002	Main Terminal (Airport)	216-585-920.00	29.41		
	44259	10/26/2015	0403823200-00003	Twin County Airport	216-585-920.03	71.47		
	44259	10/26/2015	0403823200-00003	Twin County Airport	216-585-920.00	12.35		
	44261	10/26/2015	0403823200-00006	HNGR Gate Cntr (Airport)	216-585-920.03	30.28		
Zevitz, Dr. Michael E.								\$2,045.00
	44154	10/26/2015		Medical Examiner	October 2015	101-648-709.00	2,045.00	
Total Amount for Bank Account: General								\$259,341.68

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by:     **Brian Bousley**    

    **11/06/2015**      
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

11/04/2015

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P13277-15</b>	10/06/15	GRIG VLADIMIR & NELLA	N5561 RIVER RD	MELLEN TWP.	\$317.23
Work :	4.MANUFACTURED	1393 SQ FT HOME DEMOLITION			009-129-007-00
<b>P13278-15</b>	10/02/15	HASSE RICHARD	W7306 CO RD G-12	LAKE TWP.	\$428.60
Work :	11.COMMERCIAL	96 X 32 MINI STORAGE UNITS (19)			008-224-011-00
<b>P13279-15</b>	10/07/15	TANGUAY PAUL & CYNTHIA	N1916 US HWY 41	MENOMINEE TWP.	\$256.44
Work :	4.MANUFACTURED	56 X 27 H OME			010-011-006-00
<b>P13280-15</b>	10/09/15	BRODZINSKI JESSICA & BLOM ERIC	N3209 HWY M-35	INGALLSTON TWP.	\$397.16
Work :	1.NEW DWELLING	NEW HOME GARAGE DECK			007-327-007-00
<b>P13281-15</b>	10/29/15	VERHAAGH DANIEL L & DIANE M	CO RD 577	LAKE TWP.	\$156.92
Work :	3.GARAGE	32 X 32 POLE BUILDING			008-224-011-50
<b>P13282-15</b>	10/13/15	PURIGROSKI MARY ELLEN & DONAL	N11950 29.60 LN	CEDARVILLE TWP.	\$222.69
Work :	4.MANUFACTURED	38 X 31 MANUFACTURED HOME 26 X 6 DECK 5 X 5 PORCH			001-003-022-50
<b>P13283-15</b>	10/09/15	MURRAY THOMAS	W5978 US HWY 2	MEYER TWP.	\$303.48
Work :	3.GARAGE	84 X 34 POLE BARN			011-084-012-50
<b>P13284-15</b>	10/13/15	LINDEROTH SHANNON S	N9128 LINDEROTH RD P	LAKE TWP.	\$240.66
Work :	2.ADDITION	28 X 32 GARAGE ADDITION			008-009-003-00
<b>P13285-15</b>	10/28/15	BALDWIN RICHARD	N3498 HWY M-35	INGALLSTON TWP.	\$139.00
Work :	3.GARAGE	20 X 40 GARAGE			007-322-017-00
<b>P13286-15</b>	10/16/15	COSTELLO REVOCABLE TRUST	N12092 STATE RD W-2	HOLMES TWP.	\$261.88
Work :	2.ADDITION	ADDITION TO CABIN			006-332-013-00

