

*"Menominee – Where the best of Michigan Begins"*

## 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  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### MENOMINEE COUNTY BOARD REORGANIZATIONAL MEETING

5:30 P.M. Tuesday, January 5, 2016

Menominee County Courthouse – Courtroom B  
Menominee, Michigan

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Adoption of Agenda
- E. Public Comment
- F. Discussion/Adoption of:
  - Board Rules/By-Laws/Policies/Charters of Standing Committees
  - Election Procedures for Chairman and Vice-Chairman
- G. Elections
  - a. Chairman
  - b. Vice-Chairman
- H. Setting of Date, Time, Location of Board meetings
- I. Establish Committee Assignments
  - a. Appoint Commissioners to Standing Committees
- J. Fiscal Resolutions
  - a. Depository Resolution ~ 2016-01
  - b. Deferred Payment Resolution ~ 2016-02
  - c. Investment Policy Resolution ~ 2016-03
- K. Informational Items
- L. Public Comment
- M. Adjourn

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

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
2016  
MENOMINEE COUNTY, MICHIGAN**

**Raymond Williams ~ District 1 (D)**

952 First Street ~ Apt. B  
P.O. Box 533  
Menominee, MI 49858  
Cell: 715-923-9769  
rwilliams@menomineeco.com

**Bernie Lang ~ District 2 (D)**

1204 23<sup>rd</sup> St.  
Menominee MI 49858  
Hm: 906-863-6702  
Blang@menomineeco.com

**James Furlong ~ District 3 (R)**

4208 N. Shore Drive  
Menominee, MI 49858  
Cell: 715-587-7288  
jfurlong@menomineeco.com

**Larry Schei ~ District 4 (R)**

W5125 Birch Creek Rd. #6  
Menominee, MI 49858  
Cell: 715-938-7850  
lschei@menomineeco.com

**William Cech ~ District 5 (I)**

N2504 US 41  
Menominee, MI 49858  
Cell: 906-290-0211  
wcech@menomineeco.com

**Charlie Meintz ~ District 6 (R)**

W4060 Wery Rd.  
Stephenson, MI 49887  
Hm: 906-753-6987  
cmeintz@menomineeco.com

**Gerald L. Piche ~ District 7 (R)**

N14129 Ekberg Rd.  
Nadeau, MI 49863  
Hm: 906-639-2657  
gpiche@menomineeco.com

**Jan Hafeman ~ District 8 (R)**

N13996 J-1 Rd.  
Carney, MI 49812  
Hm: 906-639-2254  
jhafeman@menomineeco.com

**John R. Nelson ~ District 9 (D)**

N16566 Linden Street  
Hermansville, MI 49847  
Cell: 906-250-9551  
jnelson@menomineeco.com

**Administration**

**Brian R. Bousley, County Administrator ~**

bbousley@menomineeco.com  
Cell: 906-250-0311

**Sherry DuPont, Administrative Assistant ~**

Sdupont@menomineeco.com  
Wk: 906-863-7779

**Other County Officials**

**Honorable Mary B. Barglind, Circuit Court Judge**  
**Honorable Richard J. Ceello, Circuit Court Judge**  
**Honorable Jeffrey G. Barstow, District Court Judge**  
**Honorable Daniel Hass, Probate Court Judge**  
**Marc Kleiman, County Clerk/Register of Deeds**  
**Diane Lesperance, County Treasurer**  
**Kenny Marks, Sheriff**  
**William Merkel, Prosecuting Attorney**  
**Keith Kovar, Drain Commissioner**

**COUNTY BOARD OF COMMISSIONERS  
COUNTY BOARD MEETINGS**

*Current  
2015*

**2015 Schedule**

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 5, 2015	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 27, 2015	6:00 PM	COURTROOM B
<u>FEBRUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	February 10, 2015	6:00 PM	Annex-Stephenson
COUNTY BOARD	February 24, 2015	6:00 PM	Annex-Stephenson
<u>MARCH</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	March 10, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	March 24, 2015	6:00 PM	COURTROOM B
<u>APRIL</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD - Equalization Session	April 14, 2015	5.45 PM	Nadeau Twp.
COUNTY BOARD	April 14, 2015	6.00 PM	Nadeau Twp.
COUNTY BOARD	April 28, 2015	6:00 PM	Nadeau Twp.
<u>MAY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	May 12, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	May 26, 2015	6:00 PM	COURTROOM B
<u>JUNE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	June 9, 2015	6:00 PM	Meyer Twp.
COUNTY BOARD	June 23, 2015	6:00 PM	Meyer Twp.
<u>JULY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	July 14, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	July 28, 2015	6:00 PM	COURTROOM B
<u>AUGUST</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	August 11, 2015	6:00 PM	Cedarville Twp.
COUNTY BOARD	August 25, 2015	6:00 PM	Cedarville Twp.
<u>SEPTEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	September 8, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	September 22, 2015	6:00 PM	COURTROOM B
<u>OCTOBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	October 13, 2015	6:00 PM	Harris Twp.
COUNTY BOARD	October 27, 2015	6:00 PM	Harris Twp.
<u>NOVEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	November 10, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	November 24, 2015	6:00 PM	COURTROOM B
<u>DECEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	December 8, 2015	6:00 PM	Annex-Stephenson
COUNTY BOARD	December 22, 2015	6:00 PM	Annex-Stephenson

**COUNTY BOARD OF COMMISSIONERS  
COUNTY BOARD MEETINGS**

*Proposal #1*

**PROPOSED-1 ~ 2016 Schedule**

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 5, 2016	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 26, 2016	6:00 PM	COURTROOM B
<u>FEBRUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
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<u>JUNE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
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COUNTY BOARD	June 28, 2016	6:00 PM	COURTROOM B
<u>JULY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
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COUNTY BOARD	December 27, 2016	6:00 PM	COURTROOM B

**COUNTY BOARD OF COMMISSIONERS  
COUNTY BOARD MEETINGS**

*Proposal #2*

**PROPOSED-2 ~ 2016 Schedule**

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 5, 2016	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 26, 2016	6:00 PM	COURTROOM B
 <u>FEBRUARY</u>	 <u>DATE</u>	 <u>TIME</u>	 <u>LOCATION</u>
COUNTY BOARD	February 9, 2016	6:00 PM	Annex-Stephenson
COUNTY BOARD	February 23, 2016	6:00 PM	Annex-Stephenson
 <u>MARCH</u>	 <u>DATE</u>	 <u>TIME</u>	 <u>LOCATION</u>
COUNTY BOARD	March 8, 2016	6:00 PM	COURTROOM B
COUNTY BOARD	March 22, 2016	6:00 PM	COURTROOM B
 <u>APRIL</u>	 <u>DATE</u>	 <u>TIME</u>	 <u>LOCATION</u>
COUNTY BOARD - Equalization Session	April 12, 2016	5.45 PM	Annex - Stephenso
COUNTY BOARD	April 12, 2016	6.00 PM	Annex - Stephenso
COUNTY BOARD	April 26, 2016	6.00 PM	Annex - Stephenso
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COUNTY BOARD	May 10, 2016	6:00 PM	COURTROOM B
COUNTY BOARD	May 24, 2016	6:00 PM	COURTROOM B
 <u>JUNE</u>	 <u>DATE</u>	 <u>TIME</u>	 <u>LOCATION</u>
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COUNTY BOARD	June 28, 2016	6:00 PM	Annex-Stephenson
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 <u>DECEMBER</u>	 <u>DATE</u>	 <u>TIME</u>	 <u>LOCATION</u>
COUNTY BOARD	December 13, 2016	6:00 PM	Annex-Stephenson
COUNTY BOARD	December 27, 2016	6:00 PM	Annex-Stephenson

2015 COMMITTEE ASSIGNMENTS - as approved 7.28.15

*Current  
2015*

Road Commission

Gerald Piche

Delta-Men. Health Department

Jan Hafeman  
Larry Schei

Intergovernmental Relations (MTA)

Charlie Meintz

Department of Human Services (DHS)

Bernie Lang

Northpointe Behavior Health

John Nelson

UP Resource Conservation & Develop.

Bernie Lang

Fair Board

Gerald Piche

Park & Rec Committee

James Furlong  
William Cech

Financial Hardship

Bernie Lang

Remonumentation

Raymond Williams

Six County Alliance/MI Works!

Charlie Meintz  
John Nelson

Pinecrest Board of Directors

Jan Hafeman

West Central UP Community Corrections Ad. Brd.

James Furlong

E911 Governing Board - 2 year

William Cech

Airport Committee - Approved 7.28.15

Larry Schei - Chair  
Ray Williams - Secretary  
Charlie Meintz

NorthCare Substance Abuse Disorder Policy Brd.

John Nelson

Community Action Agency

Bernie Lang

UPCAP - (2 year appt.)

Jan Hafeman

Men. Business Dev. Corp

County Administrator  
Larry Schei

Local Emergency Planning Comm.

Charlie Meintz (chairman of the board)

Library Liaison (no vote)

Larry Schei

3 Way Road - Ad Hoc Committee

John Nelson  
Gerald Piche

Planning Commission - 2 year

Ray Williams

Buildings & Grounds Committee

Larry Schei  
William Cech  
2 at large members  
1 building code member  
1 building & grounds member

Personnel Committee

James Furlong-Chair  
Raymond Williams  
Bernie Lang  
Gerald Piche

Finance Committee

John Nelson - Chair  
Jan Hafeman  
Larry Schei  
William Cech

Executive Committee

Charlie Meintz  
James Furlong  
John Nelson

Negotiating Committee

John Nelson  
Gerald Piche  
James Furlong (Alternate)

*Current  
2015*

William Cech

E-911 Gov. Brd.  
Finance Com.  
B&G Com.  
Parks

Bernie Lang

DHS  
UPRC&D  
Financial Hardship  
Personnel Com.  
Community Action A.

James Furlong

Parks  
Personnel com.  
Negotiating (ALT.)

Larry Schei

MBDC  
Airport Com.  
Library Board  
Health Dept.  
B&G Com.

Raymond Williams

Planning Com.  
Remonumentation  
Personnel Com.  
Airport Com.

Charlie Meintz

MTA  
Six County Alliance  
Airport Com.  
Executive Com.  
LEPC (chairman only)

Gerald Piche

Road Commission  
Personnel com.  
3 Way Road Ad. Hoc.  
Fair Board  
Negotiating Com.

Jan Hafeman

Health Dept.  
Pinecrest  
UPCAP  
Finance com.

John Nelson

Northpointe  
Six County Alliance  
NorthCare SUD Brd.  
Finance Com.  
Executive Com.  
3 Way Rd. Ad. Hoc.  
Negotiation Com.

*As approved 7.28.2015*

## 2016 COMMITTEE ASSIGNMENTS

2016

### Road Commission

1

### Delta-Men. Health Department

1

2

### Intergovernmental Relations (MTA)

1

### Department of Human Services (DHS)

1

### Northpointe Behavior Health

1

### UP Resource Conservation & Develop.

1

### Fair Board

1

### Park & Rec Committee

1

2

### Financial Hardship

1

### Remonumentation

1

### Six County Alliance/MI Works!

1

2

### Pinecrest Liaison (no vote)

1

### E911 Governing Board

1

### Airport Committee

1

2

### NorthCare Substance Abuse Disorder Policy Brd.

1

### Community Action Agency

1

### UPCAP (2 yr. appt.)

1

### Men. Business Dev. Corp

County Administrator

2

### Local Emergency Planning Comm.

(chairman of the board)

### Library Liaison (no vote)

1

### 3 Way Road - Ad Hoc Committee

1

2

### Planning Commission

1

### Buildings & Grounds Committee

1

2

2 at large members

1 building code member

1 building & grounds member

### Negotiating Committee

1 member from finance com.

2 member from personnel com.

### Personnel Committee

1

2

3

4

### Finance Committee

1

2

3

4

### Executive Committee

1

2

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## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### RESOLUTION 2016-01

#### FOR THE COUNTY OF MENOMINEE DEPOSITORIES

**WHEREAS**, under the laws of the State of Michigan, Act No. 40 of the Michigan Public Acts of Michigan, 1st Extra Session, as amended (MCL 129-12), this Board is required to provide, by resolution, for the deposit of all public monies, including tax monies, belong to, or held for, the State, County or other political units coming into the hands of the County Treasurer, in one or more banks within the State.

**THEREFORE BE IT RESOLVED THAT:** (1) the Board of Commissioners of the County of Menominee hereby directs the Menominee County Treasurer to deposit all public monies, including monies and funds held for the State Board of Escheats or missing heirs, which is a legal depository as defined by State and/or Federal execute on behalf of the County any contracts with any bank or trust company or any corporation for the investment safekeeping or third party custodial ship, in any investment permitted by State Statute which is Act No. 20 of the Michigan Public Acts of 1943, as amended (MCL 129.91) or Federal law or regulation within the limits set therein.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the resolution be adopted. Date: \_\_\_\_\_

Action:

Ayes:

Nays:

Absent:

I, Marc Kleiman, the duly qualified and acting Clerk of Menominee County, do hereby certify that the following resolution was adopted at a meeting of the County Board of Commissioners held on January 05, 2016; is on file; has not been amended, altered or revoked; and is in full force and effect.

\_\_\_\_\_  
Marc Kleiman, County Clerk

*Ray Williams    Bernie Lang    James Furlong    Larry Schei    William Cech*

*Charlie Meintz    Gerald Piche    Jan Hafeman    John Nelson*

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
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**RESOLUTION 2016-02**

**DEFERRED PAYMENT RESOLUTION**

**WHEREAS**, Public Act 206 of 1893, allows for an eligible taxpayer, as defined in *PA 281 of 1967, chapter 9, subsections 206.501 through 206.532 of Michigan Compiled Laws*, to have interest, fee and penalty waived up to May 1 of the first year of delinquent tax if the taxpayer:

- Qualifies for the homestead property tax credit
- Has applied for homestead credit by February 15
- Has filed a copy of the tax credit form with the County Treasurer
- AND has not received the credit before March 1.

**THEREFORE BE IT RESOLVED:** That the Menominee County Board of Commissioners require the County Treasurer to waive the interest, fee, and penalty to all people who qualify and comply with the said Act.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the resolution be adopted. Date: \_\_\_\_\_

Action:

Ayes:

Nays:

Absent:

I, Marc Kleiman, the duly qualified and acting Clerk of Menominee County, do hereby certify that the following resolution was adopted at a meeting of the county Board of Commissioners held on January 05, 2016; is on file; has not been amended, altered or revoked; and is in full force and effect.

\_\_\_\_\_  
Marc Kleiman, County Clerk

*Ray Williams    Bernie Lang    James Furlong    Larry Schei    William Cech*

*Charlie Meintz    Gerald Piche    Jan Hafeman    John Nelson*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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### **COUNTY OF MENOMINEE RESOLUTION 2016-03 AUTHORIZING INVESTMENT OF COUNTY FUNDS AND APPROVING COUNTY INVESTMENT POLICY**

**WHEREAS**, pursuant to the provisions of Act No. 20 of the Public Acts of Michigan of 1943, as amended, ("Act 20") the Board of Commissioners of Menominee County may authorize the County Treasurer to invest County funds in certain investments; and

**WHEREAS**, This Board wishes to authorize such investments as are permitted by Act 20; and

**WHEREAS**, section 5 of Act 20 requires this Board of Commissioners in conjunction with the County Treasurer to adopt an investment policy which complies with the provisions of Act 20; and

**WHEREAS**, the County Treasurer has submitted a proposed Investment Policy which complies with the provision of Act 20.

**NOW, THEREFORE BE IT RESOLVED** that the Menominee County Board of Commissioners hereby authorizes that:

1. The investment policy attached hereto is approved.
2. The Menominee County Treasurer is authorized to invest funds of Menominee County pursuant to the Investment Policy.
3. Before executing an order to purchase or trade funds of Menominee County, the financial intermediary, broker, or dealer shall be provided with a copy of the Investment Policy and shall acknowledge receipt of the Policy and agree to comply with the terms of the Policy regarding buying or selling of securities by signing the attached form.
4. The Menominee County Treasurer shall provide **quarterly** a written report to the Menominee County Board of Commissioners concerning the investment of the funds.
5. The Menominee County Treasurer is authorized to rely on the continuing effect of this resolution until and unless it is specifically amended or rescinded by future resolution of the Menominee County Board of Commissioners.
6. This resolution supersedes all previous resolutions, parts of resolutions, and Menominee County Board Policy inconsistent with this resolution or with State law, and this resolution shall take effect immediately.

\_\_\_\_\_  
Marc Kleiman  
Menominee County Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman  
Menominee County Board of Commissioners

*Ray Williams    Bernie Lang    James Furlong    Larry Schei    William Cech*

*Charlie Meintz    Gerald Piche    Jan Hafeman    John Nelson*

The board approves the following financial institutions as depositories of County funds:

mbank

Stephenson National Bank

Nicolet National Bank

First National Bank & Trust

Menominee County Credit Union

Tri County Credit Union

Peninsula Federal Credit Union

Morgan Stanley

MBS Multi-Bank Securities Inc.

Also any other qualified institutions recommended by the County Treasurer.

Objectives: safety, liquidity, and return on investment

The primary objectives, in priority order, of the County's investment activities shall be:

Safety

The protection of investment principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio by diversifying holdings and maturities to mitigate both credit risk and interest rate risk.

Credit Risk

The County will minimize the credit risk, the risk of loss due to the failure of the security, issuer or backer by:

\_ Limiting investments to the safest types of securities.

\_ Pre-qualifying financial institutions with which the County will do business

\_ Diversifying the portfolio so that potential losses on individual securities would be minimized

\_ Maintaining credit ratings on all holdings

Interest Rate Risk

The County will minimize the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates by structuring the portfolio to meet the cash requirement of ongoing operations, thereby mitigating the need to liquidate securities at a loss prior to maturity. In addition, investments past three years in maturity will be made to coincide as nearly as practicable with the expected use of the funds.

Concentration Risk

The County will minimize the risk in placing a large portion of the portfolio with single security issuer by limiting the exposure to 5% of the total portfolio at time of purchase. This requirement does not apply to investments issued by the U.S. government, investments in mutual funds and external investment pools, and other pooled investments.

Custodial Credit Risk

The County will minimize custodial credit risk by using only financial institutions meeting a pre-qualification evaluation and holding securities in the County's name.

Foreign Currency Risk

The County will only invest in US dollar denominated securities.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring mature concurrent with cash needs to meet anticipated demands.

Return on Investment

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

Safekeeping, Custody, And Prudence

The investment officer shall recommend financial institutions for approval for the safekeeping of County funds based on an evaluation of the performance and solvency of the institution, as well as past performance in exercising due care and prudence in managing the custody of County funds held in trust, if applicable. The investment officer shall periodically evaluate approved and potential financial depositories and shall make recommendations as to appropriate changes in approved depositories when warranted.

In determining safekeeping and custody qualifications, financial institutions document a minimum capital requirement of at least \$10,000,000 and at least five years of operation. All financial institutions and brokers/dealers shall be prequalified by supplying the following:

- \_ Audited financial statements
- \_ Proof of NASD certification or FDIC insurance
- \_ Proof of state registration
- \_ Certification of having read, understood and agreement to comply with the Menominee County investment policy.

“Financial institution” means a state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this state under the laws of this state or the United States.

The investment officer shall annually examine the financial condition and registrations of qualified financial institutions and brokers/dealers by obtaining annual updates of the information listed above.

The investment officer shall make such investments and only such investments as a prudent person would make in dealing with the property of another, having in view the preservation of the principal and the amount and regularity of the income to be derived. The standard of prudence to be used shall be the "fiduciary" standard and shall be applied in context of managing an overall portfolio.

All security transactions shall be held by the Menominee County Treasurer and evidenced by a safekeeping receipt.

The investment officer shall produce quarterly reports for the Board of Commissioners, listing by fund each investment within the fund.

\_ The report should disclose the amount of investment, the institution, maturity date, and interest rate and be prepared in a manner that will allow the Board of Commissioners to ascertain whether investment activities during the reporting period have conformed to the investment policy.

A summary of all investments shall be shown at the end of each report, listed by institution and type of investment. A yearly report for the fiscal year will be provided to the board.

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Chairperson

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Clerk