

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858-3000

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ March 12, 2013 @ 6:00 p.m. CDT**
at the Menominee County Courthouse – Courtroom B
839 10th 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 ~ Feb. 26, 2013 & Feb. 27, 2013
- 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 a hiring freeze for Menominee County Government to allow time for a new retirement division for new hires to be established and added to the current divisions.
2. Moved by _____ seconded by _____ to approve the project proposal for Shakey Lakes Park electrical upgrade from Alger Delta. Menominee County agrees to contribute \$20,000 for the electrical line upgrade to the park. Funds to be disbursed from account #208-000-390.00 (County Parks fund balance).
3. Moved by _____ seconded by _____ to appoint two (2) citizen members to the Northpointe Board of Directors committee assignment for a three (3) year term. Term of appointments 4/1/2013-3/31/2016. Member (1) _____ Member (2) _____
(Interested Candidates: Janet K. Dehn, Marylee DeGrave, Andrea J. Raygo, Mari L. Negro).
4. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on February 14, 2013 in the amount of \$91,229.65.
5. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Doug Krienke John Nelson Chris Plutchak Gerald Piche Jan Hafeman

J. New Business (discussion only)

1. **Personnel Items:**
 - a. **MERS – Discussion of what approach to take with employee retirement**

2. **Building and Grounds/Park Items:**
 - a. **Resolution 2013-04 ~ DNR Grant for Stony Point Boat Launch Improvements**
 - b. **Cleaning Contract for the Courthouse/Health Dept. buildings**
 - c. **Mutual Aid Agreement between the City of Marinette Police Department and the Menominee County Sheriff's Department.**

3. **Miscellaneous Items:**
 - a. **Planning Commission vacancies**
 - b. **Bylaws, Board Rules, County Policies & Charters of Standing Committees**

4. **Finance Items**
 - a. **Commissioner Per Diems and expenses**
 - b. **Miscellaneous bills as paid on February 28, 2013 in the amount of \$89,826.41.**

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Any other items members may wish to present

O. Adjourn

February 26, 2013

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 Menominee County (MSU) Annex Bldg, Stephenson, Michigan.

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

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

Present: Coms. Furlong, Hafeman, Krienke, Lang, Meintz, Nelson, Piche, Plutchak, Schei.

Absent: None

Moved by Com. Hafeman, supported by Com. Furlong to approve agenda. Motion approved 9-0.

Moved by Com. Furlong, supported by Com. Piche to approve the minutes from the February 12, 2013 Regular County Board Meeting. Motion approved 9-0.

Public Comment: None

Presentations: Karen Thekan-Northpointe Annual Report

Department Head/Elected Officials Reports:

County Treasurer Diane Lesperance reported that the number of tax foreclosures is higher this year. Last year there were 50 and this year currently there are 88.

Action Items:

Moved by Com. Hafeman, supported by Com. Plutchak to approve the a bid submitted by Jeff Carlson Jr. in the amount of \$905.00 for the sale of firewood/saw logs at Shakey Lakes Park. Payment is to be deposited into account 208-000-649.00 (firewood sales). Motion approved 9-0.

Moved by Com. Piche, supported by Com. Schei, to table the Mutual Aid Agreement between the City of Marinette Police Department and the Menominee County Sheriff's Department. Motion approved 9-0.

Moved by Com. Furlong, supported by Com. Plutchak to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion approved 9-0.

Moved by Com. Hafeman, supported by Com. Furlong to approve Miscellaneous Bills as paid on January 17, 23, & 31, 2013 in the amount of \$237,505.32. Motion approved 9-0.

Moved by Com. Schei, supported by Com. Furlong to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion approved 9-0.

New Business (discussion only)

Personnel Items:

Com. Meintz initiated discussion regarding the Menominee County Hiring Freeze/MERS liability. Com. Meintz feels it is necessary to freeze hiring in order to get control of the financial liability incurred by the Municipality Employees Retirement. Com. Plutchak stated the deficit needs to be assessed and action taken. Com. Nelson stated that costs have escalated over the years and need correction. There are other plans available. Com. Lang questioned how the hiring freeze will help the underfunding of MERS. Com. Nelson stated allowing new employees into the plan will allow it to continue to incur additional underfunding. Com. Schei asked if this hiring freeze would be for additional employees in the County or if it would mean not replacing current employees (ie:retirement) if they left. Com. Nelson asked if part-time employees moved to full-time status would be eligible for the benefit and

Administrator Bousley indicated that they would. Com. Meintz stated this would not be a long term freeze – 3 to 4 months ; employee contracts would need to be changed. Com. Lang did an office survey of staff cuts in the last 10 years and stated that the workforce is as lean as it can be and that this change would increase overtime and lower moral. This freeze will eliminate employees. Com. Nelson stated that would not happen and that the freeze would only be until the retirement funding was under control. Com. Lang questioned whether this could be accomplished in 3 to 4 months. Administrator Bousley informed the Board that the unions have to be willing to open up their contracts. Com. Furlong summarized by stating that more information is needed and will be gained at the Special Board meeting scheduled for Wednesday, February 27th at 1:00.

Building and Grounds/Park Items:

Alger-Delta Coop. will be doing an electrical upgrade on G-12 due to load growth. There is a one mile stretch that goes off of G-12 and into Shakey Lakes Park. They are asking for the County to pay \$20,000, which is one half of the cost. The money would come out of the park fund balance. This project will be completed before the Menominee County Fair this year.

Miscellaneous Items:

The destruction of the Hermansville Building is still in progress. The grant proposal was denied. After much discussion it was determined that the specs will need to be revised and the project rebid.

Bylaws, Board Rules, County Policies & Charters of Standing Committees revisions were reviewed and additional changes made. They will be moved to the next Board meeting (discussion only)

Finance Items:

Miscellaneous Bills as paid on February 14, 2013 in the amount of \$91,229.65. Consensus of the Board is to move forward to next meeting for approval.

Misc. Boards/Committees/Commissions Reports – Consensus of Board to move forward

Public Comment:	Bob Desjarlais	Committee members are considered volunteers and not to be paid according to by-laws; questioned if the Commissioners appointed should reimburse money paid to them
	Penny Mullins	three member Personnel and Finance Committee previous budgets were not completed timely, not in proper venue
	Diane Lesperance	audit cost clarification

Commissioner Comment:

Com. Hafeman stated PILT payments were fully funded by State
Com. Meintz reminded Commissioners of MERS meeting Wednesday, February 27 at 1:00
He also thanked Bylaw Committee for their efforts
Com. Piche informed the Board that the County withdrawal from counseling services has been resolved through the Sheriff Department

Any other items members may wish to present: None

Moved by Com. Meintz, supported by Com. Pearson to adjourn at 8:32 P.M.. Motion was approved 9-0.

Charlie Meintz, Chairman

Carol Johnson, Deputy County Clerk

February 27, 2013

UNAPPROVED

Proceedings of a Special Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan.

Chairman Meintz called the meeting to order at 1:00 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Furlong, Hafeman, Krienke, Lang, Meintz, Nelson, Piche, and Schei.

Absent: Com. Plutchak was excused.

Public Comment: None.

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

This meeting is for discussion only. Municipal Employees Retirement System (MERS) is here to educate the Menominee County Board of Commissioners on the Menominee County's MERS status. Some of the items that MERS discussed were:
Menominee County currently has two types of retirement programs. The first is a defined benefit plan, and the second is a Hybrid plan combining both the defined benefit with a defined contribution. The only employee who is in the Hybrid plan is County Administrator Brian Bousley. As of December 31, 2011 Menominee County has a liability with MERS of \$18.5 million and assets of \$13.4 million. This means that Menominee County is currently 72.6% funded. The question was asked if there is a requirement of being 100% funded. MERS stated there was not a need to be 100% funded, but the higher funded a municipality was the more efficient their program would be. A municipality must be 50% funded to make any changes. Some options the county would have is to bridge down their benefit multipliers, or change to a Hybrid, or defined contribution plan. In order to do this the unions would have to agree to open their contracts and agree to any changes.

Public Comment:

-Diane Lesperance - commented on other municipalities have been asking to take out bonds to pay for their lack of funding to MERS. She referred to Public Act 329 of 2012.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 2:30 p.m. Motion was approved 8-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Hiring Freeze
DEPARTMENT:	Executive Committee/County Board
ATTACHMENTS:	Yes
SUMMARY:	
<p>On 2/14 the Executive committee met to discuss a possible hiring freeze within the county. All commissioners are to discuss the hiring freeze topic. The General appropriations act in the county budget allows for hiring freezes due to unforeseen financial changes...</p>	
RECOMMENDED MOTION	
<p>To approve a hiring freeze for Menominee County Government to allow time for a new retirement division for new hires to be established and added to the current divisions.</p>	

Submitted by: **Brian Bousley**

 03/06/2013
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):

COUNTY OF MENOMINEE
GENERAL APPROPRIATIONS ACT - 2012/2013

A resolution appropriating monies and adopting the 2012/2013 Menominee County Budget including: The General Fund, Special Revenue, Debt Service and Internal Service Fund Budgets. It is intended that this resolution comply with requirements of Public Act 621 of 1978.

It being the finding and opinion of the Menominee County Board of Commissioners:

The Menominee County Board of Commissioners has had under consideration the taxes for the local units of government and the needs of various County Departments.

The Menominee County Board of Commissioners after considerable deliberation has recommended adoption of the budgets and reports attached and made a part of this appropriations act.

In recognition of the above listed findings and opinion:

The Menominee County Board of Commissioners hereby resolves to adopt the attached 2012/2013 Budget, levy tax rates of the General Fund 7.0612 mills, Senior Citizens .6000 mills, and Road Patrol 1.7950 mills, and appropriate monies from the various County revenues to authorize expenditures in accordance with the various fund expenditures.

The Board further resolves that an appropriation is not a mandate to spend, but shall limit the amount which may be spent for such purposes as are defined by the Board of Commissioners and which shall be limited to the 2012/2013 fiscal year. All Non-General Fund Department Fund Balances at year-end are to be considered the initial allotment under the budgetary appropriation for the new fiscal year. If a department contends that part of the department's unexpended balance is either obligated or otherwise restricted, it will be incumbent upon that department to demonstrate the obligation or restriction to the satisfaction of the Menominee County Board of Commissioners.

The Board further resolves that all County Elected Officials and Department Heads shall abide by all County Board policies, rules and procedures, as adopted and amended by the Board and that these budgeted funds are appropriated contingent upon compliance with these policies, rules and procedures.

Be it further resolved, that the approved Position Allocation List contained in the Budget shall limit the number of employees who can be employed, and no funds are appropriated for any position or employee not on the Approved Position List. Further, there may be a need to increase or decrease various portions of the budget and/or impose a hiring freeze and/or impose layoffs due to unforeseen

financial changes; therefore, the Board of Commissioners may, from time to time, change the approved Position Allocation List and/or impose a hiring freeze. The County's Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Position Allocation List.

Be it further resolved, that in the event the Board imposes a hiring freeze and vacancies occur during the existence of that hiring freeze, the vacancies shall be considered, and hereby declared to be vacated positions and shall not be refilled, except by specific Board authorization. Further, the existence of a hiring freeze that may be imposed by the Board of Commissioners shall be, and is hereby declared to be a contingency on the expenditure of the budgeted funds, as well as on the approved Position Allocation List.

Be it further resolved, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. The Department Head shall immediately notify the Administrator in the event outside funding is not received or the County is notified that it will not be received, and said positions shall be considered not funded and removed from the approved Position Allocation List.

Running a County is similar to running a business. In order to insure that the taxpayer's money is wisely spent and that accountability of allotted funds in each department is used for the purpose they were originally allocated the Board further resolves that there will be no line item transfers in any department budget without approval of the Menominee County Board.

Running this County as a business may require the Board to investigate transferring services or duties to private sources. Should it be deemed to provide substantial savings to the County the Board reserves the right to do so and remove funds and terminate employees from any department effected by such transferring of services or duties.

Should duties now held in one department be deemed by this Board to be better suited within another department this Board will reserve the right to transfer any funds and employees from the Position Allocation List between departments effected.

The County Treasurer shall provide, monthly, a report of actual vs. budgeted revenues and expenditures together with trial balances for all funds held in the name of Menominee County.

The County Administrator shall provide a quarterly projection of year-end revenues and expenditures for the County's General, Park, Road Patrol and Law Library Funds and others as directed by the

Menominee County Board of Commissioners.

Any County Department, agency, board, commission or unit whatsoever and any organization public or private which accepts a county appropriation shall do so subject to inspection and/or audit by the Menominee County Board or its designee. The Board, or its designees, shall have access for the purpose of audit and examination, to any and all books, documents, papers and records of the recipient organization.

The Board further resolves that the budget may be amended as conditions indicate upon the recommendation of the Menominee County Board of Commissioners provided the budget remains in a balanced state, and further authorizes the County Treasurer to make certain budget transfers as required to maintain positive balances in all Funds. Such transfers shall be subject to subsequent approval of the Board of Commissioners.

I, Marc Kleiman, Clerk of the County of Menominee, State of Michigan, do hereby certify that the above stated Appropriations Act was taken under consideration at the Special Meeting of the Menominee County Board of Commissioners, and the following action was taken. It was moved by Commissioner Jasper and seconded by Commissioner Lang, and carried by the following vote that the resolution be passed.

AYES: 5
NAYS: 0
ABSENT: 0

Sworn to me on the 26th day of September, 2012



Marc Kleiman, Clerk
COUNTY OF MENOMINEE

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Project proposal for Shakey Lakes Park Electrical Upgrade
DEPARTMENT:	Parks
ATTACHMENTS:	yes
SUMMARY:	
<p>Alger Delta is rebuilding some of the electrical lines that run up G-12 to the cut off to Shakey Lakes Park. The lines from G-12 to the park are not included in the project but can be added with the help of the County. They are asking the county to cover half of the cost for the one mile stretch from G-12 to the campground at a cost of \$20,000 to the County. (full cost approx. \$40,900). Commissioners are asked to discuss the project and costs associated.</p>	
RECOMMENDED MOTION	
<p>To approve the project proposal for Shakey Lakes Park electrical upgrade from Alger Delta. Menominee County agrees to contribute \$20,000 for the electrical upgrade to the park. Funds to be disbursed from account #208-000-390.00 (County Parks fund balance).</p>	

Submitted by: **Brian Bousley**

 03/06/2013
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):

PROJECT PROPOSAL FOR SHAKEY LAKES UPGRADE

Alger Delta's Investment

An upgrade to the Shakey Lakes G12 line is planned in Alger Delta's Work Plan. The project is proposed to rebuild 3.5 miles of single-phase line and replace it with a two-phase, 1/0 ACSR line. The estimated unit cost to complete this project is \$40,900 per mile; or \$143,000 for the required line rebuild.

There is a single-phase tap that runs along the Shakey Lakes Park Road that is an old deteriorated line. It was not included in the current Work Plan. This one mile section, on the tap North of G12, could also be rebuilt to two-phase, 1/0 ACSR for the same reasons as Code 352. A \$40,900 investment would be required for that new and additional portion of the line rebuild.

Including the additional 1 mile of line to the Shakey Lakes campground brings the total cost of the rebuild to approximately \$184,200.

Requested Contribution in Aid of Construction

The electrical load on the area facilities is high in the summer, and area Voltage regulators operate to the full boost position. Loading on the main line is estimated at 48 Amps. There are numerous issues, and crews and management have had to respond on numerous occasions. Protective devices are difficult to coordinate as load at line end is high and capacity of devices is low. Multi-phasing alleviates that issue.

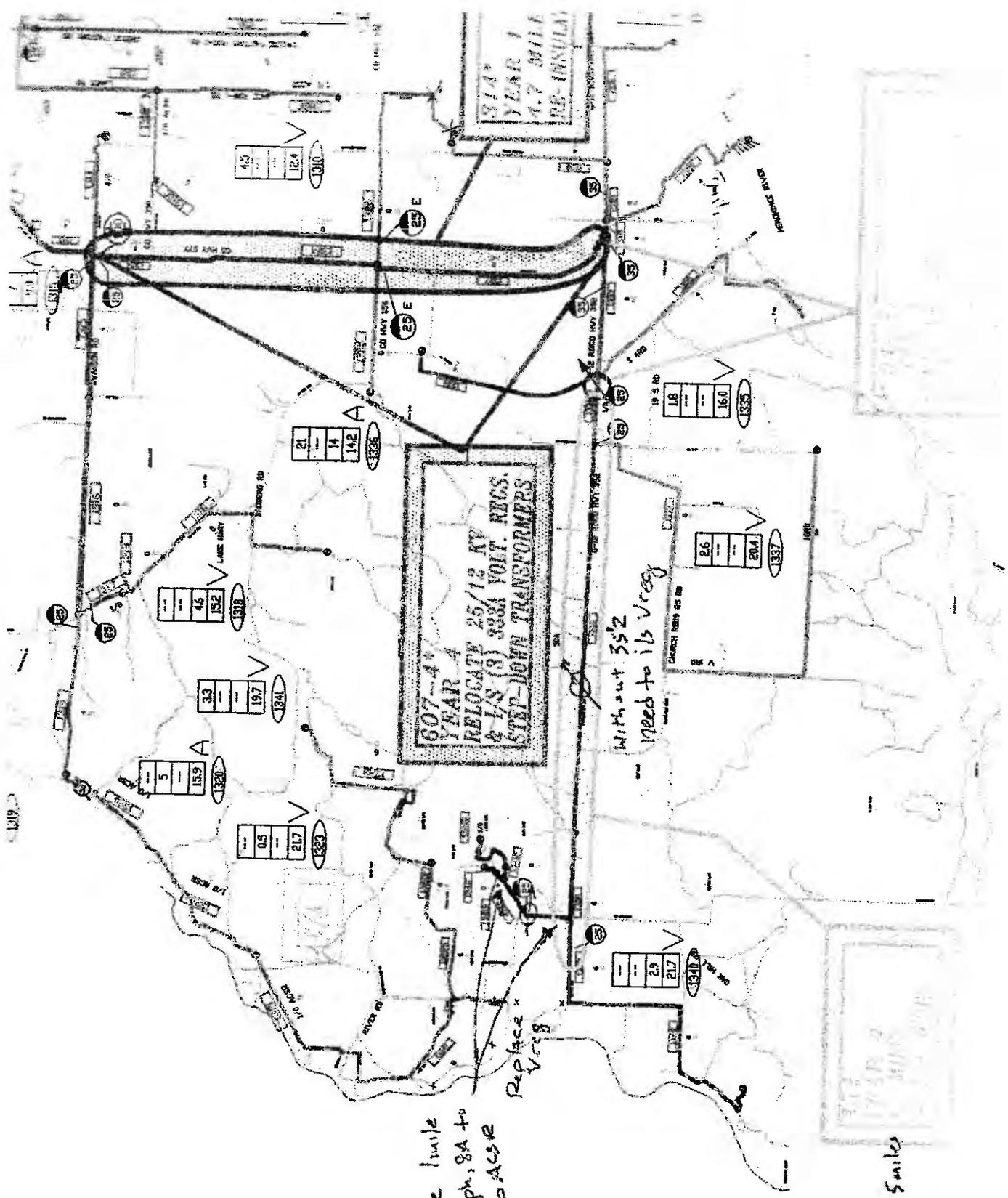
Without the line rebuild, the Voltage regulator on the single-phase line feeding Shakey Lakes needs to be replaced at a cost of \$7,000. An additional regulator needs to be installed at a cost of \$7,000. This would result in 5 regulators in series, which is not RUS acceptable, and will result in reduced operating performance.

In 2012, Alger Delta responded to requests from the campground by providing approximately \$10,000 in transformer upgrades within the park. These upgrades were installed in 2012 prior to the camping season. Reduced trouble calls and overtime helped recoup some of that cost. The transformer upgrades provided higher capacity and a tighter voltage bandwidth for the park during the peak summer season. Alger Delta is not seeking to recover any remaining cost of the transformer upgrades.

For the proposed line rebuild, Alger Delta is requesting a Contribution in Aid of Construction that will cover part of the cost of the additional phase and capacity upgrade. The request contribution is \$20,000 – about half the cost of the additional 1 mile of line rebuild.

Benefits

By extending the second phase to the campground, Shaky Lakes will be able to split the load and provide for approximately 4 times the existing electric capacity. This will provide enough capacity for any reasonable load growth and park expansions including upgrading all sites to 50 amp breakers. If upgrading all sites to 50 amp breakers, additional transformer upgrades may be required in some locations and will be handled separately from this project.



607-4
 YEAR 4
 RELOCATE 25/12 KV
 & 1/8 (3) 33KV VOLT. REGS.
 STEP-DOWN TRANSFORMERS

Without 35'2
 need to 1/2 Vreg

Upgrade 1 mile
 from 1ph, 8A to
 2ph, 1/2 ACSE

Replace
 VEG

Rev 3, Smiles

4.5
12.4
130

21
14
14.2

46
152
1318

3.3
19.7
134

5
13.9
1320

0.5
21.7
1323

1.8
16.0
1335

2.6
20.4
1337

2.9
21.7
1340

MENOMINEE COUNTY
Balance Sheet
March 2013

Account Title	Balance	Account Number
Fund: COUNTY PARKS		
ASSETS		
Current Assets		
CASH	83,111.83	208-000-001.00
IMPREST CASH	300.00	208-000-004.00
ACCOUNTS RECEIVABLE	0.00	208-000-040.00
TOTAL Current Assets	83,411.83	
TOTAL ASSETS	83,411.83	
LIABILITIES		
Current Liabilities		
ACCOUNTS PAYABLE	-0.22	208-000-200.00
Accrued Wages Payable	0.00	208-000-257.00
UNDISTRIBUTED RECEIPTS	2,424.58	208-000-273.00
TOTAL Current Liabilities	2,424.36	
TOTAL LIABILITIES	2,424.36	
FUND EQUITY		
Fund Equity		
FUND BALANCE	37,974.01	208-000-390.00
DESIGNATED FUND BALANCE	724.50	208-000-393.03
CHANGE IN FUND EQUITY	42,288.96	
TOTAL Fund Equity	80,987.47	
TOTAL FUND EQUITY	80,987.47	
TOTAL LIABILITIES & FUND EQUITY	83,411.83	

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Northpointe Board of Directors
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration requested applications for two member vacancies on the Northpointe Board of Directors. Commissioners are asked to appoint qualified members.	
RECOMMENDED MOTION	
To appoint two (2) citizen members to the Northpointe Board of Directors committee assignment. Term of appointments 4/1/2013-3/31/2016. Member (1) _____ Member (2) _____	

Submitted by: **Brian Bousley**

 03/06/2013
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):

NOTICE

Menominee County is seeking applications of appointment from persons wishing to serve on the following Board.

Northpointe Board of Directors

Two ~ 3-year terms (4/1/2013 – 3/31/2016) Persons who have experienced or have a family member who has received mental health or developmental disability services through an agency, either public or private, are encouraged to apply. Northpointe will conduct an excluded party's check on a potential board member per federal and state regulations.

If you are interested and qualify to serve on this board, please submit an application of appointment to: Menominee County Board of Commissioners, 839 Tenth Ave, Menominee, MI 49858.

Applications may be obtained at the County Clerk's office, the County Library, the Administrative office or on the County website at www.menomineecounty.com under "Latest news". Applications are **due by 4:00 pm Friday February 22, 2013.**

Please contact Sherry or Brian at (906) 863-7779 for a brief description of appointment duties and/or responsibilities for this board.

Eagle Herald – Journal - Luft's

**Please publish twice – once the week of Feb. 4, 2013
once the week of Feb. 11, 2013 ~ in the most cost
efficient way to the county**

Bill to: Menominee County Board of Commissioners
Administrator's Office
839 10th Ave.
Menominee, MI 49858

RECEIVED

2/21/13

Menominee County Administrator

Menominee County Board of Commissioners
839 Tenth Ave.
Menominee, MI 49858

February 18th, 2013

Menominee County Board members,

Please consider this letter as application for appointment to the Northpointe Board of Directors. I am enclosing the completed "Application For Appointment". I'll be happy to submit a letter of reference from my supervisor at the University of Wisconsin, Marinette, should you ask.

I am currently a part-time Senior Lecturer at the University of Wisconsin Colleges.

I was a provider of mental health services for twenty years followed by ten years experience developing expert computer programming for the mental health field. I've been teaching part-time for the University of Wisconsin System for the past twelve years, where I taught the Sociology of Mental Health for several semesters. I also taught a course in Abnormal Psychology. I was an advocate for mental health services for many years. These experiences would be valuable assets to a Board member.

I'm particularly interested in exploring the accessibility of mental health services for citizens in Menominee County. My experience in mental health has acquainted me with a variety of systems of mental health care and I could bring that experience to the Board.

I'm familiar with the basics of mental health funding. Northpointe has a rather large budget, receiving funds from taxpayers of the counties, state, and federal government and I am interested in how it expends those taxpayer funds.

I have been a primary consumer of mental health services and have family members who were consumers of mental health services.

If you have questions, please feel free to direct them to me.

Sincerely,



Janet K. Dehn

**APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Janet Dehn, hereby submit an application for appointment to
NAME
Northpointe Board for 3 from 4/1/13
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 3/31/16

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at N.3484 M-35 Menominee 49858
Street City Zip
Menominee and have since 1985
County

Mailing address if different than above: _____

Telephone: 963-8217 Cell Phone: _____

Email Address: janetdehn@cybrzn.com

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: University of Wisconsin-Marquette Telephone: 735-4323

a. Indicate nature of your work: Teach

b. Title: Senior Lecturer

5. Educational Level and degrees received:

B.A. Western Michigan University, 1964
Ph.D. Washington University, St. Louis, Mo. 1970

6. I presently hold the following appointments and elected positions:

7. Previously held appointments and/or elected positions:

Not per directions (verbal, via phone) of Sherry DuPiet

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

11. Is this an application for reappointment? Yes _____ No X _____

If yes, how many years have you served on this board? _____

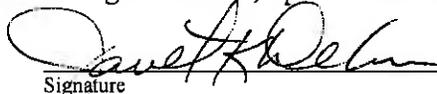
Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.

Worked in mental health field. Familiarity with treatment options and service delivery options. See attached letter of intent.

13. I hereby apply for appointment to Northpointe Board of Directors and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.



Signature

Janet K. Dehn

Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

COPY

Feb. 10, 2013

Dear Mr. Bousley & Men. County Board
of Commissioners,

I have additional information pertain-
ing to my request for re-nomin-
ation to the northpointe Board of Dir.

For 22 yrs. I have been a Volunteer
for Men. County Dept. of Human Services.
In those 22 yrs. I have volunteered
over 20,000 hrs.

I have driven consumers to medical
& mental Health appts. for northpointe,
to Marquette, Menominee, Escanaba,
Kingsford, Iron Mt., & Wisconsin.

I have assisted consumers filing
nec. paperwork and have accompanied
them to appts. at their request.

I feel that I have been a very
good ambassador for Menominee
County, serving on the northpointe
Board of Dir.

And I will continue to serve to
the best of my ability if re-appointed
to the northpointe Board of Dir.

Sincerely,
Marylee Davis DeGrave

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION
(Please note only legible applications can be considered)

RECEIVED

2/11/13

Menominee County Administrator

I, Marylee D. DeGrave, hereby submit an application for appointment to
NAME

Northpointe Board of Dir. for 3 yrs. from 4/1/2013
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 3/31/2016

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at N14440 C.R. 551 Wilson, MI 49896
Street City Zip

Menominee and have since 1972
County

Mailing address if different than above: _____

Telephone: (906) 639-2697 Cell Phone: _____

Email Address: _____

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: Retired R.N. Telephone: _____

a. Indicate nature of your work: Nursing

b. Title: _____

5. Educational Level and degrees received:

Sinai Hospital of Detroit, MSN & RNW
advanced Nursing Management.

6. I presently hold the following appointments and elected positions:

Northpointe Board of Dir. & Parish Council
sec. for St. John Neumann Parish of Spalding.
Pleasant Acres Board Sec. of Powers.

7. Previously held appointments and/or elected positions:

CAA Board of Dir., Northpointe Board of Dir.,
Board Member on the Marquette Diocesan Council.

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

11. Is this an application for reappointment? Yes X No _____

If yes, how many years have you served on this board? *Since Oct. 2007 'til now.*

Please indicate your attendance record for the term(s) served 60 / 64
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

I served out the remaining term of Lloyd Benson following his death in 2007.

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.

My nursing experience & a primary consumer & secondary consumer (family) qualifies me to be an excellent advocate for menominee County consumers. I currently serve on the Recipient Rights Board.

13. I hereby apply for appointment to the Northpointe Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Marylee Doris DeGrave
Signature

Marylee Doris DeGrave
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

Menominee County Administrator

1/30/2013 BRB

RECEIVED

January 30, 2013

Brian Bousley
County Administrator
839 10th Avenue
Menominee MI 49858

Dear Mr. Bousley,

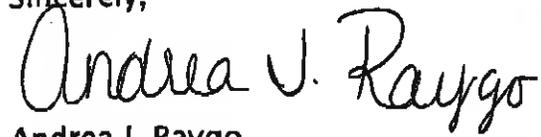
Recently, I became aware of an opening within the Northpointe Behavioral Healthcare board. This opening is of great interest to me.

In my current employment I am exposed to mentally ill members of this community often. I see a great need for change and improvement in services for the mentally ill in our community as well as across the United States.

I also have a mentally ill family member so I can see mental health from both sides, the provider trying to help as well as the family trying to cope.

If you would like to contact me to further discuss this opportunity, please feel free to call anytime at 906-290-2497.

Sincerely,


Andrea J. Raygo

Community Action Agency Menominee Office

February 20, 2013

Sherry DuPont
Menominee County Administrative Assistant
839 10th Ave.
Menominee, MI 49858

RE: Andrea Raygo

Andrea Raygo has worked for the Medical Access Coalition for the past 4 years. She is an enrollment coordinator with this organization.

In her position she is dealing with people that are struggling to get medicine that they need on a monthly basis. She deals with each of these individuals with complete confidentiality and respect.

Andrea is a very loyal, dependable, hardworking, extremely organized, efficient, trustworthy, and responsible individual. She completes her work in a timely fashion. She had volunteered her time to for the past several years to help me out with Brats for Breakfast and Walk for Warmth. During this time I have seen her organizational skills, perseverance, and ability to work closely with others. She has gotten up early in the morning to attend these fundraisers and help out. She took it upon herself recently to step into my shoes, when I had a death in the family, and went in at 4 am to help out with Brats For Breakfast. She is always willing to help out the next person or do a little extra work to help out her clients. She is very flexible and adaptable to many situations.

Andrea would be an asset to the Northpointe Board of Directors. Andrea will bring an expertise, organization and joy to wherever she goes.

Respectfully,

Lori LaCasse
Client Service Worker

Mission statement: Providing opportunities for people of all ages and means to improve their quality of life through advocacy, education, housing, nutrition, volunteerism and support services.

N1329 U.S. 41 P.O. Box 213 Menominee, MI 49858 Phone: 906-863-3042
Fax: 906-863-6884

None.

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

None

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

None

11. Is this an application for reappointment? Yes _____ No

If yes, how many years have you served on this board? NA

Please indicate your attendance record for the term(s) served
No. of meetings attended / No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.

Daily thru my employment I see the great need of mental health services in this community. I also have a mentally ill

13. I hereby apply for appointment to Northpoint and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Andrea J. Raygo
Signature
Andrea J. Raygo
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

family member so I see both sides of mental health, the caregiver of a family member as well as the roadblocks of a health...

RECEIVED

1/28/13

BBB

Menominee County Administrator

Dear Menominee County Board of Commissioners

I am writing this letter to you, to inform you that I am interested in being reappointed to the Northpointe Board. I have served on this board for the last 2 + years. My term will expire at the end of March, making my term a 3 year term.

Since being appointed to serve, I have been elected by my peers of the U.P. Region to serve on the Executive Board of MACMB. I have held this position for the last two years. In addition, I was appointed to serve on the Northcare Advisory Committee. This board has been formed to bring together all of the Upper Peninsula's Community Mental Health Agency boards. Representation from all U.P. boards meet on a regular basis to try to determine the best possible way to serve our region.

In addition to my above service, I also have experience as a family member and guardian of a developmentally disabled brother who receives services through this agency.

I believe the experience I have gained while serving on this board and the first hand knowledge of services is vital to my appointment.

I appreciate your consideration for my re-appointment and look forward to continuing to serve our County in this capacity.

Sincerely,

Mari L. Negro
W5131 No. 41 Rd
Hermansville, MI 49848
906-498-7639

**APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Mari Negro, hereby submit an application for appointment to
NAME
North Pointe for 3 years from 4/1/13
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 3/31/16.

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 105731 No. 41 Rd. Heronansville, MN 54947
Street City Zip
Menominee and have since 2003
County

Mailing address if different than above: _____

Telephone: (906) 498-7639 Cell Phone: _____

Email Address: negsmk@charter.net

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES N/A NO _____

4. Employer: N/A Telephone: _____

a. Indicate nature of your work: N/A

b. Title: N/A

5. Educational Level and degrees received:
N/A

6. I presently hold the following appointments and elected positions:
See Letter

7. Previously held appointments and/or elected positions:
N/A

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

N/A

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

N/A

11. Is this an application for reappointment? Yes y No

If yes, how many years have you served on this board? 3

Please indicate your attendance record for the term(s) served / 1
No. of meetings attended / No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.

See Letter

13. I hereby apply for appointment to North Pointy Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Mari L. Negro
Signature

Mari L. Negro
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on February 14, 2013 in the amount of \$91,229.65.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on February 14, 2013 in the amount of \$91,229.65.	

Submitted by: **Brian Bousley**

 03/06/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

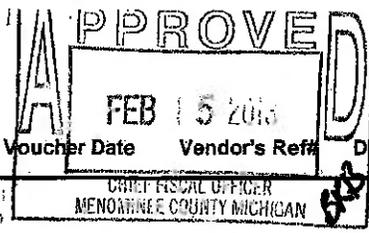
General Fund Expenditures

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

Special Revenue Funds

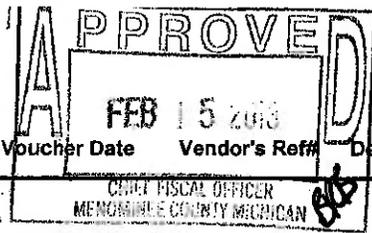
205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
284 Revenue Sharing
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



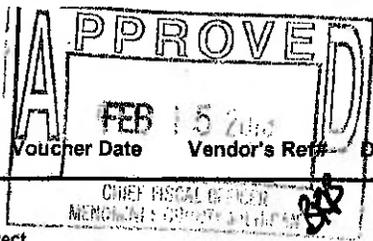
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS 28634	1/24/2013	95474	Cash Receipts in Triplicate (FOC)	101-141-727.00	234.12		\$234.12
AIRGAS NORTH CENTRAL 28597	2/1/2013	1993968	Oxygen	205-315-755.00	56.36		\$56.36
ALGER-DELTA COOPERATIVE ASSOCI							\$678.43
28681	1/29/2013	370500	Shakey Lakes Office/Shop	208-751-920.01	158.51		
28682	1/29/2013	379700	Storage Shed	208-751-920.01	44.53		
28683	1/29/2013	380300	Shower Building	208-751-920.01	47.47		
28684	1/29/2013	367100	N8390 Beach House	208-751-920.01	27.48		
28685	1/29/2013	367200	Northwest Campsites	208-751-920.01	27.48		
28686	1/29/2013	369802	W8449 Co Rd G12 Campsties	208-751-920.01	34.83		
28687	1/29/2013	383001	Shakey Lakes Pk/Horse Ara	208-751-920.01	35.71		
28688	1/29/2013	383200	N8380 Co Park Rd 20.5	208-751-920.01	27.48		
28689	1/29/2013	383301	Shakey Lakes Park/Cattle Ara	208-751-920.01	27.48		
28690	1/29/2013	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	27.48		
28691	1/29/2013	1814900	Bath House	208-751-920.01	219.98		
ANDERSON, TACKMAN & CO PLC 28604	1/31/2013	55687	Final Billing for Yr Ending September 30	101-103-801.01	7,000.00		\$7,000.00
Anderson-Diehm Funeral Home							\$600.00
28718	1/17/2013	Burial	Einar Alvin Johnson	101-681-833.00	300.00		
28719	1/17/2013	Burial	Lois Doyal	101-681-833.00	300.00		
ANGELIS MENOMINEE INC							\$321.62
28581	1/2/2013	0171821-IN	Inmate Groceries	101-301-770.00	19.44		
28582	1/5/2013	0213521-IN	Inmate Groceries	101-301-770.00	92.07		
28583	1/12/2013	0084728-IN	Inmate Groceries	101-301-770.00	63.65		
28584	1/18/2013	0947218-IN	Inmate Groceries	101-301-770.00	66.70		
28585	1/26/2013	1227105-IN	Inmate Groceries	101-301-770.00	79.76		
Apex Software 28692	1/26/2013	27442	Maintenance Renewal - 4/1/13 to 4/1/14	101-103-857.00	215.00		\$215.00
AT&T - Carol Stream, IL							\$1,211.99
28606	2/1/2013	906R41083902	February 1 - February 28, 2013	101-103-850.00	688.77		
28640	2/1/2013	906753220902	February 1 - February 28, 2013	101-103-850.00	277.42		
28641	2/1/2013	906753458202	February 1 - February 28, 2013	101-103-850.00	29.12		
28663	1/19/2013	906863661401	January 19 - February 18, 2013	266-325-850.00	216.68		
BABBITT DAVID B PS 21558 28746	11/9/2012	Peer Group	November 9, 2012 Meeting	243-246-710.00	70.00		\$70.00
BELSON CO. 28574	1/28/2013	0000082724	Maintenance on Washer Tub	101-301-770.00	262.50		\$262.50
Body Works Plus 28599	2/7/2013	1969518855	2012 Chevy Impala - Deductable	205-315-934.02	250.00		\$250.00
BP							\$1,138.51
28571	2/6/2013	37134723	Sheriff Department - Gasoline Sales (1/	101-301-742.00	930.73	x	
28740	2/2/2013	37081825	Gasoline Sales	249-371-742.00	205.78	x	
Bradley, Mary 28741	1/29/2013	Per Diem	DHS Board Meeting	101-801-837.00	50.00		\$50.00
Brunelle, Jennifer 28619	2/8/2013	Reimbursement	Mileage	296-668-860.00	80.80		\$80.80



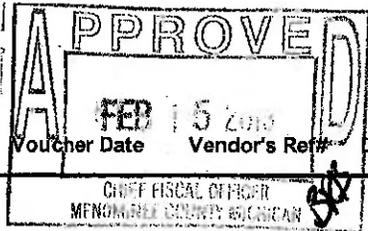
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vchert#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CADIEU FUNERAL HOME								
	28714	1/17/2013	Burial	William Arnold Benchley	101-681-833.00	300.00		\$1,200.00
	28715	1/17/2013	Burial	Robert Walter Chernetski	101-681-833.00	300.00		
	28720	1/17/2013	Burial	Roger Edward DuPuis	101-681-833.00	300.00		
	28721	1/17/2013	Burial	Beverly M. DuPuis	101-681-833.00	300.00		
Cellcom Wisconsin RSA 04								
	28628	2/5/2013	819691	Cellular Services	101-132-850.00	20.09		\$157.96
	28628	2/5/2013	819691	Cellular Services	298-864-850.00	51.12		
	28628	2/5/2013	819691	Cellular Services	298-865-850.00	13.98		
	28751	2/5/2013	826380	Medical Examiner - Cellular Services	101-848-727.00	72.77	x	
CITY OF MENOMINEE - 2511 10TH ST.								
	28603	6/30/2010	2458	Gasoline Sales	101-103-755.00	127.80		\$478.47
	28711	2/14/2013	March 2013	Rent	268-326-942.00	351.67		
City of Stephenson - P.O. Box 467								
	28676	1/17/2013	709	Annex - Water, Electric, Sewer	101-261-920.01	17.00		\$211.53
	28676	1/17/2013	709	Annex - Water, Electric, Sewer	101-261-920.02	30.00		
	28676	1/17/2013	709	Annex - Water, Electric, Sewer	101-261-920.03	164.53		
CLOVERLAND PAPER CO								
	28578	2/1/2013	100985	Styrofoam Cups	101-301-770.00	25.80		\$140.34
	28710	2/1/2013	100984	Towels & Liners	101-265-755.01	164.89		
	28742	11/30/2012	100483	Credit Memo	101-265-755.01	-50.15		
COHL STOKER & TOSKEY P C								
	28731	2/7/2013	43104	Legal Council	101-211-807.00	2,181.58		\$2,181.58
Cooper Office Equipment								
	28594	2/8/2013	96537	Contract # 1408-01	205-315-727.00	152.27		\$1,002.15
	28630	2/6/2013	96451	Contract 1413-01 (District Court)	101-136-931.00	239.94		
	28638	2/6/2013	96449	Contract 1406-01 (2nd Floor Copier)	101-172-931.01	180.00		
	28639	2/6/2013	96452	Contract 1849-01 (1st Floor Copier)	101-172-931.01	239.94		
	28737	2/6/2013	96450	Contract # 1410-01 (2/20/13 - 5/19/13)	101-267-931.00	190.00		
Dale Axtell								
	28716	1/17/2013	Burial	Elaine Mae Axtell	101-681-833.00	300.00		\$300.00
Davis, Mel								
	28745	11/9/2012	Peer Group	November 9, 2012 Meeting	243-246-710.00	70.00		\$70.00
DEKETO, LLC								
	28657	2/1/2013	DK 1-13	January 2013 Documents (x460)	256-277-857.00	920.00		\$920.00
Dougovito, Greg								
	28617	2/8/2013	Reimbursement	Meals (Transport of Juvenile)	101-132-801.00	15.31		\$286.03
	28618	2/8/2013	5057	Transport of Juvenile	101-132-801.01	55.00		
	28618	2/8/2013	5057	Transport of Juvenile	101-132-801.00	88.00		
	28624	2/11/2013	Reimbursement	Meal (Transport of Juvenile)	101-132-801.00	4.22		
	28625	2/11/2013	5064	Holdover Attendant (Transport of Juven	101-132-801.01	47.50		
	28625	2/11/2013	5064	Holdover Attendant (Transport of Juven	101-132-801.00	78.00		
Dreamscape Communications								
	28665	1/20/2013	w3038	Wireless Internet	101-261-850.00	69.99		\$69.99
DTE Energy								
	28666	2/1/2013	4622 452 0001 1	Annex	101-261-920.04	201.57		\$201.57



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Friends Ofc Prod Whse Direct								
	28667	1/31/2013	017963	Wireless Keyboard	101-265-755.00	59.99		\$61.96
	28679	1/31/2013	017931	Building & Ground	101-265-755.00	1.97		
Garcia Linda								
	28648	2/1/2013	5048	Holdover Attendant	101-132-801.01	15.00		\$103.41
	28648	2/1/2013	5048	Holdover Attendant	101-132-801.00	24.00		
	28649	2/1/2013	Reimbursement	Mileage (Transport of Juvenile)	101-132-801.00	64.41		
Grainger								
	28646	2/4/2013	9057567670	HVAC Motor (x2)	101-265-930.01	120.10		\$120.10
GREAT AMERICAN DISPOSAL CO THE								
	28753	2/1/2013	32104541	Anenx - Garbage Removal	101-261-930.04	53.36		\$53.36
Hafeman, Jan								
	28749	1/31/2013	Reimbursement	Mileage for January 2013	101-101-860.10	128.82		\$128.82
Hashimoto Sewer Service, Inc.								
	28672	2/4/2013	10333	Jail Laundry Line & Grease Pits in Kitch	101-265-930.01	340.00		\$340.00
J S ELECTRONICS, INC.								
	28592	2/5/2013	17579	Headlight Check on Squad 5500	101-301-981.00	31.03		\$688.48
	28593	1/25/2013	17564	Mobile Charger for Portable Radio	101-301-981.00	89.00		
	28600	2/6/2013	17683	Siren Maintenance in 5517	205-315-934.02	143.45		
	28712	2/1/2013	17574	Tower Lease - February 2013	266-326-942.00	425.00		
Joel Hensley, RN								
	28588	2/11/2013	Nursing Services	February 15 - February 28, 2013	101-301-770.01	1,365.00		\$1,565.00
	28601	2/11/2013	Blood Draws	B.B. (2/3) A.M. (2/9)	101-267-801.01	200.00		
Johnson, Gary								
	28650	2/7/2013	5050	Foster Care Costs (E.J. & L.J.)	292-662-843.02	241.36		\$482.72
	28650	2/7/2013	5050	Foster Care Costs (E.J. & L.J.)	292-662-843.02	241.36		
Johnston Furnace Service Corp								
	28730	2/8/2013	John Kozikowski	Replace Furnace	294-683-835.00	2,000.00		\$2,000.00
Kakuk, Tammany								
	28626	2/12/2013	5065	Foster Care (A.M.L.)	292-662-843.02	353.36		\$353.36
Kaufman, Michael								
	28750	1/29/2013	Reimbursement	Per Diem & Mileage/Meals	101-801-837.00	268.50		\$268.50
Kleiman, Marc								
	28752	2/12/2013	Reimbursement	Mileage - County Board Meeting	101-215-860.00	25.99		\$25.99
Krienke, Doug								
	28661	2/1/2013	Reimbursement	Mileage for January 2013	101-101-860.01	158.20		\$158.20
Lang, Bernard								
	28705	2/2/2013	Reimbursement	Mileage for January 2013	101-101-860.02	32.21		\$32.21
Larry L.D. King, DVM								
	28590	1/28/2013	23754	K9 Care	101-301-881.01	248.00		\$248.00
LENCA SURVEYING								
	28706	2/2/2013	13030	Remon Yr 2013 (January 28 - February	243-245-801.07	2,580.00		\$3,860.00
	28707	1/31/2013	13029	Remon Yr 2012 (CSS 11/18/12 - 12/21/	243-246-801.07	1,280.00		
Lesperance, Diane								
	28727	2/6/2013	Reimbursement	Mileage - Treasurers' Meeting at Annex	101-253-860.00	24.35		\$24.35



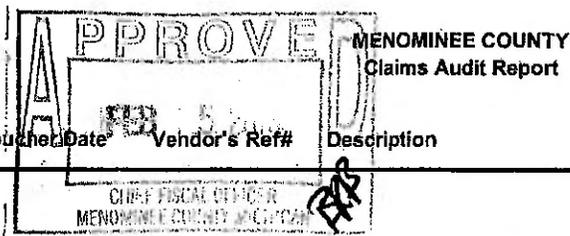
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Lilla Ross	28717	1/17/2013	Burial	Richard B. Ross	101-881-833.00	300.00		\$300.00
Linder Implement Co., Inc.	28660	1/4/2013	98132	Ball Joints (x2)	208-751-930.02	53.00		\$53.00
Lynn Hammil	28713	1/17/2013	Burial	William Hammil	101-881-833.00	300.00		\$300.00
Marinette Farm & Garden	28589	2/5/2013	230630	Dog Food	101-301-881.01	15.99		\$15.99
Meintz, Charlie	28708	2/3/2013	Reimbursement	Mileage for January 2013	101-101-860.06	111.87		\$111.87
Menards - Marinette	28631	2/8/2013	16133	Building & Ground Supplies	101-265-930.01	11.06		\$272.40
	28645	2/5/2013	16090	Building & Grounds Supplies	101-265-930.01	27.85		
	28677	2/1/2013	15774	Building & Ground Supplies	101-265-930.01	107.49		
	28733	2/4/2013	15895	Building & Ground Supplies	101-265-930.01	126.00		
MENOMINEE ANIMAL SHELTER	28642	2/7/2013	1301	January 2013	101-801-958.00	119.05		\$119.05
MENOMINEE COUNTY JOURNAL	28635	2/1/2013	106	Display Ads	101-101-901.00	340.00		\$340.00
MENOMINEE COUNTY ROAD COMMISSI	28569	2/7/2013	10655	Power to Radio's (January 2013)	101-301-727.00	76.59		\$76.59
MGT of America, Inc.	28607	2/8/2013	23378	FY 2011 Cost Allocation Plan	101-103-801.08	4,167.89		\$4,167.89
MICH ASSN OF REGISTER OF DEEDS	28647	2/13/2013	2013 Dues	Marc Kleiman / Cindy Payne	101-268-802.00	187.00		\$187.00
Michael Peterson	28722	1/17/2013	Burial	Theodore Peterson	101-881-833.00	300.00		\$300.00
MICHIGAN STATE INDUSTRIES	28575	1/14/2013	1229 10236	Inmate Supplies	101-301-770.00	214.40		\$214.40
Michigan Stormwater Floodplain	28632	2/11/2013	Registration	2013 Conference - Daniel J. Menacher	249-371-802.00	85.00		\$85.00
MID-COUNTY SMALL ENGINES, LLC	28709	1/3/2013	784	Park Supplies	208-751-930.02	53.50		\$53.50
MILLERS ACTION OFFICE SUPPLY I	28570	2/5/2013	091519	Office Supplies - Sheriff Department	101-301-727.00	3.99		\$122.08
	28810	2/11/2013	091628	Clerk - Office Supplies	101-215-727.00	118.07		
Nelson, John R.	28673	2/1/2013	Reimbursement	Mileage - January 2013	101-101-860.11	284.76		\$284.76
NKS Tire & Service, Inc.	28591	2/6/2013	92763	2000 Chevy Impala - Maintenance	101-301-981.00	166.19		\$166.19
NORTHERN MICHIGAN UNIVERSITY - FINANCIAL SERVICES	28662	1/21/2012	FY13-03 MENCTY	PO# 02742 - Rental on LaBranche Tow	266-326-942.00	560.61		\$560.61
Office Depot, Inc.	28680	1/18/2013	641544171001	District Office Supplies & Toner for Cou	101-136-727.00	33.52		\$97.46
	28680	1/18/2013	641544171001	District Office Supplies & Toner for Cou	101-131-727.00	63.94		



**MENOMINEE COUNTY
Claims Audit Report**

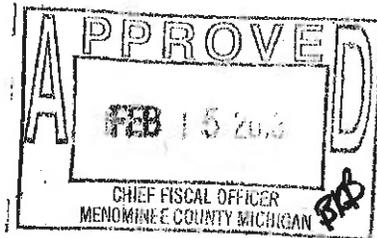
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
OTIS ELEVATOR COMPANY								\$596.79
28644	11/20/2012	CVE05003	C-12 REV Service From 12/1/12 to 2/28/13		101-265-801.00	596.79		
Pacific Bulletproof Co.								\$1,145.00
28633	10/22/2012	20732	PO# 02754 - BulletProof Fiberglass		215-141-934.00	1,145.00		
PAIDL'S TRUE VALUE HARDWARE								\$248.71
28693	1/9/2013	A51266	Parks Supplies		208-751-755.02	17.83		
28694	1/14/2013	B55203	Parks Supplies		208-751-755.02	2.89		
28695	1/16/2013	B55290	Parks Supplies		208-751-755.02	12.28		
28696	1/21/2013	A51692	Parks Supplies		208-751-755.02	20.99		
28697	1/22/2013	A51720	Parks Supplies		208-751-755.02	62.35		
28698	1/22/2013	A51755	Parks Supplies		208-751-755.02	38.99		
28699	1/29/2013	A52007	Parks Supplies		208-751-755.02	24.98		
28700	1/30/2013	B55886	Parks Supplies		208-751-755.02	63.78		
28701	1/30/2013	B55894	Parks Supplies		208-751-755.02	14.82		
Pan-O-Gold Baking Co.								\$89.60
28578	1/29/2013	40683302906	Inmate Groceries		101-301-770.00	44.80		
28579	1/22/2013	40683302205	Inmate Groceries		101-301-770.00	44.80		
Pathways Substance Abuse Serv.								\$8,857.00
28659	2/1/2013	Tax	Convention & Tourism Tax		101-801-835.01	8,857.00		
Piche, Gerald L.								\$54.81
28704	2/4/2013	Reimbursement	Mileage for January 2013		101-101-860.07	54.81		
PrintersPlus!								\$125.00
28651	2/6/2013	12208	Judge Certificates (Jury Certificates)		101-131-727.00	125.00		
Randall Phillipps								\$237.50
28609	2/12/2013	2003-10463-DS	Court Appointed Legal - Compo		101-131-807.00	25.00		
28611	2/11/2013	96-7921-DP	Court Appointed Legal - Bebo		101-132-807.00	37.50		
28629	2/11/2013	2001-9660-DS	Court Appointed Legal - Parrett		101-132-807.00	75.00		
28668	2/13/2013	1996-7944-DP	Court Appointed Legal - Ledger		101-131-807.00	25.00		
28669	2/13/2013	1992-6407-DP	Court Appointed Legal - Larson		101-131-807.00	25.00		
28670	2/13/2013	2010-13282-DP	Court Appointed Legal - Baumler		101-131-807.00	25.00		
28671	2/13/2013	2003-10402-DP	Court Appointed Legal - Barstow		101-131-807.00	25.00		
RCOM								\$223.36
28608	2/8/2013	11364	Expense Reduction Plan through Janua		101-103-860.00	223.36		
REDWOOD TOXICOLOGY LABORATORY								\$32.30
28658	12/31/2012	007198201212	Drug Testing Supplies		296-667-730.00	32.30		
Rehmann, Patricia A.								\$168.00
28675	12/11/2012	2012-057-MI	Court Appointed Legal - Scott		101-148-807.00	168.00		
Reinhart Foodservice								\$1,126.47
28586	1/29/2013	163169	Inmate Groceries		101-301-770.00	631.79		
28587	2/5/2013	164286	Inmate Groceries		101-301-770.00	494.68		
Richardson, Peggy Ann								\$311.36
28627	2/12/2013	5066	Foster Care (C.J.C.)		292-662-843.02	311.36		
Schel, Larry								\$77.41
28664	2/1/2013	Reimbursement	Mileage - January 2013		101-101-860.04	77.41		
SCHMELING ROBERT E								\$70.00
28744	11/9/2012	Peer Group	November 9, 2012 Meeting		243-246-710.00	70.00		



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Short, Mary Kay	28678	2/4/2013		Reimbursement Mileage	101-131-860.00	77.70		\$77.70
Silver & Van Essen, P.C.	28738	1/31/2013	18797	MPSC Appeal - Attorney Fee & Cost All	101-211-807.00	95.24		\$95.24
Squires-Stepniak, Rebecca	28620	2/8/2013		Reimbursement Mileage	296-665-860.00	174.59		\$174.59
State of Michigan - MI Dept. of Human Services	28734	2/6/2013	5048	Monthly Offset Billing - December 2012	292-662-843.01	12,046.03	x	\$12,046.03
Stellar Pizza, LLC	28621	2/8/2013	43	Pizza for Teen Court	296-667-801.02	25.00		\$25.00
Stephen Van Eyck	28612	2/8/2013	5051	Transport of Juvenile to Bay Pines (T.M	101-132-801.01	15.00		\$39.00
	28612	2/8/2013	5051	Transport of Juvenile to Bay Pines (T.M	101-132-801.00	24.00		
STEPHENSON MARKETING COOPERATI	28596	1/31/2013	015579	Sheriff Department - Gasoline Sales (Ja	205-315-742.00	871.86		\$964.13
	28643	1/31/2013	462643	January 2013 Charges for Parks	208-751-755.02	92.27		
TC Cleaning	28747	12/12/2012	1924	Jail Floors	101-285-755.01	797.00		\$1,157.00
	28748	1/24/2013	1932	Jail Floors	101-285-755.01	360.00		
THE JANITOR'S CLOSET	28654	1/31/2013	33466	Toilet Tissue & Centerpull Towels	101-285-755.01	70.00		\$70.00
Time Warner Cable	28577	2/6/2013	10404 620475202 800	February 6 - March 5, 2013	101-301-770.00	124.16		\$124.16
TWIN CITY ELECTRIC, Inc.	28653	1/16/2013	78243	Repair Receptacle in Magistrate Office	101-285-930.01	68.00		\$68.00
U.E.S. COMPUTERS, INC.	28605	1/3/2013	37449	January 2013 - Weekly Computer Maint	101-103-857.00	330.00		\$12,716.96
	28636	9/25/2012	62101	PO# 02752 Computer for Clerk's Office	101-215-970.00	697.00		
	28637	9/27/2012	62116	PO# 02753 Computer for ROD	101-288-970.00	724.00		
	28702	1/24/2013	37599	Routers for Commissioners	101-103-970.09	109.99		
	28703	1/30/2013	37308	Installation & Configuration of PA System	101-103-970.08	551.97		
	28728	8/6/2012	61556	PO# 02759 - Ethernet Switch, Service,	101-103-857.00	6,735.00		
	28729	11/12/2012	62608	PO# 02758 - Probate - Workstations (x2	101-132-970.00	2,058.00		
	28729	11/12/2012	62608	PO# 02758 - Probate - Workstations (x2	101-148-970.00	1,029.00		
	28735	10/19/2012	62347	Microsoft PKC Office - ROD	101-288-970.00	185.00		
	28736	9/28/2012	62128	HP Printer (Payroll)	101-215-970.00	197.00		
	28739	2/1/2013	63528	Monthly DVD Backup (January 2013)	101-103-857.00	100.00		
UNIFORM SHOPPE	28595	1/31/2013	217610	PO# 02756 - Bullet Proof Vest for Don M	101-301-745.00	685.00		\$1,010.80
	28598	1/31/2013	217684	Equipment for M. Holmes	205-315-755.00	325.80		
UP RC&D Council	28602	2/11/2013	Dues	2013 Dues - Bernie Lang / Brian Bousle	101-103-802.00	300.00		\$300.00
Wallace Building & Supply, Inc	28723	1/29/2013	174638	Park Supplies	208-751-756.01	88.00		\$349.50
	28724	1/22/2013	174625	Park Supplies	208-751-756.01	80.00		
	28725	1/21/2013	174622	Park Supplies	208-751-756.01	160.00		
	28726	1/14/2013	174607	Park Supplies	208-751-756.01	21.50		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WALTER BROTHERS INC								\$27.47
	28572	1/25/2013	C12472	Battery (9v)	101-301-755.00	16.98		
	28573	1/31/2013	C12705	Padlock	101-301-755.00	10.49		
Warner, Fredrick								\$1,004.20
	28613	2/8/2013	Reimbursement	Mileage & Supplies	296-667-801.01	12.64		
	28613	2/8/2013	Reimbursement	Mileage & Supplies	296-668-801.00	117.52		
	28614	2/8/2013	5053	Can Zone	296-668-801.00	141.00		
	28615	2/8/2013	5054	Transport of Juvenile to Sault Tribe You	101-132-801.01	52.50		
	28615	2/8/2013	5054	Transport of Juvenile to Sault Tribe You	101-132-801.00	84.00		
	28616	2/8/2013	Reimbursement	Meals & Mileage (Transport of Juvenile)	101-132-801.00	239.22		
	28622	2/11/2013	5061	Transport of Juvenile (T.C.)	101-132-801.01	47.50		
	28622	2/11/2013	5061	Transport of Juvenile (T.C.)	101-132-801.00	76.00		
	28623	2/11/2013	Reimbursement	Meals & Mileage	101-132-801.00	233.82		
Wii-Kil Pest Control								\$62.25
	28732	1/29/2013	2184198	Courthouse	101-265-801.00	62.25		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$9,302.18
	28652	1/28/2013	0402191663-00001	Health Care Center	101-265-920.03	299.26		
	28652	1/28/2013	0402191663-00001	Health Care Center	101-265-920.04	414.66		
	28655	1/28/2013	0402055840-00001	Jail - Electrical Service	101-265-920.03	4,467.53		
	28656	1/28/2013	0402047856-00004	Courthouse - Gas Charges	101-265-920.04	4,120.73		
Xerox Corporation - 28162 Network Place								\$521.95
	28567	2/1/2013	066215503	Contract # 719017337 (Sheriff Departm	101-301-727.00	396.29		
	28568	2/1/2013	066215502	Customer # 719017337 (Sheriff Departr	101-301-727.00	33.31		
	28674	2/1/2013	066215504	Customer # 719017360 (12/20/12 to 1/2	101-131-942.00	92.35		
Total Amount for Bank Account: General								\$91,229.65



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous reports discussed at the 2/26/13 County Board meeting	
RECOMMENDED MOTION To approve the miscellaneous reports discussed at the 2/26/2013 County Board meeting	

Submitted by: **Brian Bousley**

 03/06/2013
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 Executive Committee
Meeting Minutes

January 18, 2013

Approved 2/14/13

The Executive Committee of the Menominee County Board met on Jan. 18, 2013 at 3:00 PM at the Menominee County Courthouse, Administrative Office. Present at the meeting were Com. Charlie Meintz, Com. John Nelson, Com. Chris Plutchak and Administrative Asst. Sherry DuPont.

Also Present: Com. Jerry Piche, Com. Larry Schei, Dan Hass, Diane Lesperance, Penny Mullins, & Tom Cheski

Agenda: the agenda was approved by Com. Plutchak and supported by Com. Nelson 3/0

Previous Meeting Minutes: Meeting Minutes from April 3, 2012 were approved by Com. Meintz supported by Com. Plutchak 3/0

Public Comment: P. Mullins, reminds the commissioners to speak up so everyone can hear.

Department Head Reports/comments: None

Business: Review of the Menominee County By-laws, Board Rules, County Policies and Charters of standing committees: **Meintz:** We came here today to look over the bylaws and make changes due to a new nine member board vs a five member board. I spoke to Dan Hass about the fractions throughout the bylaws. I'm concerned about the way the fractions will affect the bylaws. Jan Hafeman contacted me and felt there should be something in the bylaws about back to back meetings and coms. getting paid for them. Page 8 ~ R91-10. Past practice was to pay for only one meeting. **Add:** A commissioner shall not receive payment for two meetings when the 2nd meeting is consecutive, unless the combined meeting time exceeds 4 hours. **Nelson:** Article 5, (Page 3) specifically states that the county board can not schedule a meeting at a place that serves alcohol. **Dan Hass:** OK, **add:** Alcoholic beverages at any County Board meeting are strictly prohibited. No county board meetings will be held at any establishment which serves alcoholic beverages. Article 5 Section 2 (1&2) **Nelson,** questions whether two members will still be acceptable now that we have a nine member board. All concur that two members is acceptable to call a special meeting. Also, 3a...one fifth and one third...what is the intent? **Hass:** This is in the statute (MCL 46.3a) so it has to stay as it is in the bylaws. **Nelson:** Article VI: Questions whether all committee members receive meeting fees and/or mileage. Since Commissioners receive meeting fees and other members don't, we should clear this up. **Meintz:** When this policy went into place, I was not in favor of it at that time. The volunteers do a lot of work in the county. Dan Hass suggested that we could satisfy both ends and pay the volunteers at a different rate than the county

board. **Nelson:** we should look at this so we're consistent throughout the county. Dan Hass suggests the board look at every committee and see how their funded, and if they reimburse for members attending. **Nelson:** I just want to clear up that the board is included in this paragraph. With the exception of the county board members, members are not paid. **Change to:** All non county board members, appointed by the Menominee county board of commissioners are considered "volunteers" and will not be compensated for meeting fees. Mileage allowance shall be provided at the IRS rate per mile. **Nelson:** Article VII, again we have 4/5 fraction in there. Does that make a difference? **Meintz:** Maybe we should clarify the fractional use. Under Voting, page 1 of the bylaws. "Fractions divided unevenly will be rounded, .5 or greater is rounded up, below .5 is rounded down. **DuPont:** Clerical errors, this was at first supposed to be approved on April 3, 2012. But it was actually approved on April 24, 2012, so anything dated April 3, 2012 will be changed. All Coms. concur. **Meintz:** Committee Assignments, I brought this up last year that the commissioners NOT be paid for all "Regular" county board meetings and would only be paid for committee and special meetings. Because of the salary received already. It would have saved the county about \$9,000. We should present this to the board. With nine members, the duties are spread out more. **Nelson:** page 10, R91-16 – that makes no sense. If there's a family emergency, we may be gone. I don't see any reasoning behind it. I understand that it is not 100% followed. If I come down, I'll bring my report, but I won't come down just to drop it off. **Plutchak:** Isn't there some software on the ipads that will allow us to send the reports via email? **DuPont:** No, there is no software on the ipads to allow this. But I could send a fillable electronic copy to coms. and they could fill it in and send it back via email. You could take a picture of your filled out paper and email the picture. **Meintz:** The initial intent of this was to keep things on a timeline. **Nelson:** I understand the timeline. But what if a situation arises and someone's gone...**DuPont:** then that's where R91-14 will come into play. **Plutchak:** I would think 30 days after the meeting will be alright. **Nelson:** the "Last" day of the following month...will work. All commissioners concur. **Nelson:** Disposal of property: (page 25) "what's considered property?" **DuPont:** Anything purchased with County money. **Nelson:** Is it anything purchased with county funds or anything held by a county dept. What do you mean by being held by a county dept. **Nelson:** We have three dogs purchased by the sheriff dept.; one goes into retirement, like Gracie. Is that considered county property? The disposal process is not correct. We can't just say here, it's your dog, you keep her, it's the right thing to do, but it's not spelled out here. I think maybe the disposal could be at some discretion of the board. (Page 13) The chief fiscal officer is authorized to dispose of any county asset less than \$500 in value by soliciting bids for purchase of the asset. **Nelson:** Should we show a human side to this and enter in an exemption? The dogs were purchased with donated funds. Yes, but their under sheriff dept. control. **DuPont:** The dogs are considered an employee of the county. How can we tell an employee at retirement where they should go? **Nelson:** Is the dog considered an employee? If it is, then I guess we don't have an issue. If it gets hurt, does it fall under the liability insurance? **Dan Hass:** We can add an exception for the dogs. **Meintz:** That dog is a companion not just a working tool. **ADD:** Exception: in the case of working dogs; upon decommission, the dog handler has first right to the dog. Page 24, is the 2/3 vote also ok there? Emergent action items...**Hass,** it should be emergency actions, not emergent. If there is an emergency action that needs to be added to the Com. of the Whole agenda, a 2/3 vote (of present commissioners) is needed to add it to the agenda. It would still have to be added to an agenda at a regular county board meeting for approval. **Meintz:** Committee of the Whole meetings,

now that we have nine members, we should look at whether we still have the finance and personnel meetings as a committee of the whole. It's going to cost more money.

Dan Hass: My advice to the board is, when you have a committee meeting where there are three members, my recommendation is other board members not show up. What will happen is people forget about the rules and start talking, it doesn't look good.

Nelson: Ipads, we don't have bylaws on these. Information can be sent on these that is not open to the public. Is this potential for a violation of the open meetings act? **Hass:** Could be. If you're sending emails back and forth, what do you think about this? What do you think about that? Then yes, we could have an open meetings violation. **John:** Well we got an email from Brian, not discussed and he is supporting something. **Hass:** He's a non-voting member. **DuPont:** Brian is your County Administrator. He is the person who you all should be coming to for questions. He is simply stating his recommendation to you. You vote on it how you want. A lot of time Brian is asked "in meetings" his opinion. **Nelson:** Yes, that's in public, but this is not in public. We'll have to come up with something to add into the bylaws in reference to the ipads. Check with other counties and research how they are handling bylaws for their ipads.

Public Comment: Tom Cheski – I agree with you on the dogs, it's the handler's dog, he should have first right to the dog.

Adjournment: Move by Com. Nelson, supported by Com. Plutchak to adjourn the meeting at 4:55 PM

MINUTES

TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408

Reorganizational Meeting, 1/15/2013 – 4:00 p.m.

MEMBERS PRESENT: Jason Lauzer, Nick Lakari, Charlie Meintz, Chris Plutchak, and Ted Sauve
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Bay Cities Radio, Eagle Herald, Menominee County News, Peshtigo Times, Airport Users, Public Citizens

1. Call to order

Menominee County Administrator Brian Bousley called the meeting to order at 4:00 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Sauve/Lauzer) to approve the agenda. Vote – unanimous. Motion carried.

5. Public comment

None

6. Discuss/consider the adoption of:

- Board Rules/Policies and by-laws, action if any
- Election procedures for officers, action if any

Motion (Lauzer/Meintz) to adopt the Board Rules/Policies and by-laws. Vote – unanimous. Motion carried.

Motion (Lauzer/Plutchak) to adopt *Roberts Rules of Order* for election of officers. Vote – unanimous. Motion carried.

7. Discuss/consider the nomination and election of the following officers, action if any

- Chairperson
- Vice Chairperson
- Secretary/Treasurer

Commissioner Sauve nominated Jason Lauzer for Chairperson of the TCAC.

Motion (Meintz/Plutchak) to close nominations and cast a unanimous ballot. Roll call vote: Plutchak – yes, Lakari – yes, Meintz – yes, Sauve – yes, Lauzer – yes. Motion carried.

Commissioner Sauve nominated Nick Lakari for Vice Chairperson of the TCAC.

Motion (Plutchak/Meintz) to close nominations and cast a unanimous ballot. Vote – unanimous. Motion carried.

Commissioner Meintz nominated Ted Sauve for Secretary/Treasurer of the TCAC.

Motion (Lakari/Plutchak) to close nominations and cast a unanimous ballot. Vote – unanimous. Motion carried.

8. Discuss/consider the selection/appointment of the following standing committees, action if any

- Executive/Finance Committee (3 members)
- By-laws Committee (3 members)
- Planning Committee (3 members)
- Buildings/Grounds Committee (3 members)
- Personnel Committee (3 members)

The Executive/Finance Committee will be comprised of the three elected officers, Jason Lauzer, Nick Lakari, and Ted Sauve.

Chair Lauzer recommended the following committee assignments:

Bylaws	Buildings & Grounds
Chris Plutchak	Ted Sauve
Nick Lakari	Marinette County Commissioner
Charlie Meintz	Jason Lauzer
Personnel	Planning
Nick Lakari	Charlie Meintz
Ted Sauve	Jason Lauzer
Chris Plutchak	Marinette County Commissioner

Motion (Lakari/Meintz) to approve the Chair's recommendation for committee assignments. Vote – unanimous. Motion carried.

9. Discuss/consider dates, times, and location of Commission meetings

Motion (Sauve/Plutchak) to tentatively hold TCAC meetings on the 3rd Tuesday of every month at 4:30 p.m. in the airport conference room.

Commissioner Sauve withdrew his motion and Commissioner Plutchak withdrew his second.

Motion (Sauve/Plutchak) to tentatively hold TCAC meetings on the 3rd Tuesday of every month at 5:00 p.m. in the airport conference room. Vote – unanimous. Motion carried.

10. Communications/correspondence

None

11. Dialog between airport users and the TCAC

None

12. Public comment – speakers will be limited to 5 minutes

Nancy Douglas reminded Commissioners serving on the Task Force that Christian Perreault of Explorer Solutions will be in town on January 30th. Ms. Douglas will set up a time for Mr. Perreault to meet separately with the new Commissioners.

13. Future agenda items

None

14. Schedule next meeting

15. Adjourn

Motion (Sauve/Plutchak) to adjourn at 4:11 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

MINUTES

TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408

Regular Session Meeting, 1/15/2013 – 4:15 p.m.

MEMBERS PRESENT: Jason Lauzer, Nick Lakari, Charlie Meintz, Chris Plutchak, Ted Sauve
MEMBERS EXCUSED:
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Bay Cities Radio, Eagle Herald, Menominee County News, Peshtigo Times, Airport Users, Public Citizens

1. Call to order

Chair Lauzer called the meeting to order at 4:15 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Sauve/Lakari) to approve the agenda. Vote – unanimous. Motion carried.

5. Approve/amend minutes of 12/18/2012

Motion (Lakari/Sauve) to approve the minutes of December 18, 2012. Vote – unanimous. Motion carried.

6. Public comment

None

11. Recognition of Dale Berman, Jim Pearson, and James Furlong for their service to the Twin County Airport Commission, action if any

On behalf of the Airport Commission, Commissioner Sauve expressed appreciation and presented certificates to outgoing airport Commissioners Dale Berman and Jim Pearson.

7. Discuss/consider composition responsibilities of committee agendas and minutes, action if any

Chair Lauzer explained that the preparation of agendas and minutes was removed from the Airport Manager's job description when it was made a part-time position. Marinette County is able to continue preparing agendas and minutes for the Commission's regular sessions.

As it is no longer possible for Marinette or Menominee County to help with the preparation of agendas and minutes for committee meetings, Chair Lauzer suggested each committee designate one individual to handle these duties.

It was the consensus of the Commission to have each committee designate an individual to prepare the agendas and minutes for that committee. Once prepared, the agendas and minutes will be forwarded to Menominee County for distribution and posting.

8. Discuss/consider 2013 insurance bids and status, action if any

Airport Manager Tony Krysiak reported to the Commission that bids will need to be decided on in February, as insurance carriers will not provide a quote for liability insurance more than 30 days out. The current policy expires on February 15, 2013.

It was the consensus of the Commission to have Mr. Krysiak confirm whether or not a grace period will be available past February 15th in order for the Commission to make a determination at their February 19th meeting. If necessary, Chair Lauzer will call a special meeting to select an insurance carrier prior to February 15th.

9. Update on open house task force, discussion only

Commissioner Sauve reported that he has contacted WDNR, Budweiser regarding their Clydesdales, the automotive club, and the model airplane club to see if any or all of these organizations would be available and willing to participate in the open house.

The next open house task force meeting is scheduled for January 22nd at 4:00 p.m.

Commissioner Meintz asked if this open house will be similar to what has been done in the past, and how past events were funded.

Mr. Krysiak reported that the price of gas was discounted for groups that participated in past airport events.

10. Update on Minimum Standards/Menominee County Airport Ordinance, discussion only

Chair Lauzer explained that the Commission is in the process of updating and possibly consolidating the previous minimum standards document with the Menominee County Ordinance.

Menominee County Prosecuting Attorney Dan Hass reviewed the documents, and is recommending the Menominee County Board rescind the ordinance, and the Twin County Airport Commission create new minimum standards.

Mr. Krysiak clarified that the minimum standards apply to commercial operators at the airport, not private tenants.

12. Executive/Finance Committee report

Chair Lauzer reported that the Executive Committee did not meet to review the December Financial Reports, as the Commission had not yet reorganized.

Commissioner Meintz asked for clarification on whether or not a bid process was used to purchase the tug. Chair Lauzer explained that a bid process was used, and that the Commission received four bids – one of which was dismissed.

Motion (Sauve/Lakari) to approve the December Financial Reports, including payment of checks 12650 – 12670 for a total amount of \$78,779.39. Vote – unanimous. Motion carried.

14. Communications/correspondence

Mr. Krysiak distributed a letter he received from Menominee County Administrator Brian Bousley regarding the assignment of Menominee County Commissioners Charlie Meintz and Chris Plutchak to the Twin County Airport Commission. The letter also noted that as a committee of the Menominee County Board, the TCAC is required to report at least once a year to the full Menominee County Board.

15. Dialog between Airport Manager and the TCAC

Mr. Krysiak reported that he has been in communication with Enstrom Helicopter, which was recently acquired by a new owner.

Mr. Krysiak also reported that the third underground tank will be used for diesel fuel, which will allow the airport to stop leasing the current above ground tank.

16. Dialog between airport users and the TCAC

None

17. Public comment – speakers will be limited to 5 minutes

Jim Pearson of Wallace addressed the Commission regarding the underground storage tanks.

18. Future agenda items

Insurance
Minimum Standards
Airport User Survey

19. Schedule next meeting

The next meeting is scheduled for Tuesday, February 19th at 5:00 p.m.

20. Adjourn

Meeting adjourned at 5:14 p.m.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, January 8, 2013.

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

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Chuck Behrend, Joe Linder, Jerry Piche, Larry Barker, Darlene Nerat, John Nerat, and Ken Goffin.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 12/11/12 and 01/02/13 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, December 10, 2012				\$1,231,196.37
Receipts thru 12/31/12	101,235.98			
Expenditures thru 12/31/12		233,793.26		
Balance, December 31, 2012				1,098,639.09
Michigan Transportation Funds	267,560.38			
Receipts thru 01/07/13	18,528.56			
Expenditures thru 01/07/13		56,385.78		
State Maint. & Equip. Advances			141,478.00	
Balance, January 07, 2013	387,324.92	290,179.04	141,478.00	1,186,864.25
<u>Payables & Reserves</u>				
Payroll 01/17, 01/31 and 02/14 (Est.)			190,500.00	
Soc. Sec. 01/17, 01/31 and 02/14 (Est.)			14,573.25	
Reserve for workers compensation insurance			13,461.37	
Reserve for liability insurance			106,191.00	
Reserve for rental grader lease (Dec 2009)			36,798.06	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve for 2011/12 bridge inspections & load ratings			2,120.00	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for design of River Drive			9,960.00	
Reserve for Forest Funds			161,015.11	
Reserve for 2012 Federal Aid match			69,145.00	(797,411.00)
				\$ 389,453.25

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

Vouchers # 13-0014, 13-0015 and 13-1231 – Moved by Anderson, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Sign Assignment of Contract form for mowing contract – Moved by Kakuk, seconded by Betzinger to have the chair sign the document allowing the transfer of the roadside mowing contract from T&S Contracting, Inc., to S&S Mowing, Inc. Carried unanimously.

Permission to bid the following items: Ganga Park Maintenance, Emulsion & chips for patch truck, 2013 bridge inspections, Dust control brine, Culverts, and pickup & removal of scrap iron – Moved by Anderson, seconded by Betzinger to grant Moilanen permission to solicit the appropriate bids, quotes or RFP's as necessary for each of these items. Carried unanimously.

Vote on amendment to the CRAM Constitution and Bylaws – Moilanen explained that CRAM would like each member county to vote on whether the following proposed amendment to the Constitution and Bylaws should be adopted:

INSERT A NEW SUBDIVISION VIII IN ARTICLE VIII, AS FOLLOWS:

SECTION 1, VIII. FOR THE FISCAL YEAR ENDING MARCH 31, 2013, THERE SHALL BE A ONE-TIME SPECIAL ASSESMENT OF \$1,000 TO EACH MEMBER TO BE USED BY THE ASSOCIATION TO PROVIDE NECESSARY ADVOCACY RESOURCES TO BE STRATEGICALLY POISED FOR ADDRESSING TRANSPORTATION FUNDING ISSUES IN A PROACTIVE MANNER. THE AMOUNT SHALL BE BILLED TO THE MEMBERSHIP IMMEDIATELY UPON ADOPTION OF THIS AMENDMENT.

Moved by Betzinger, seconded by Anderson to vote "yes" for the proposed amendment. Carried unanimously.

Permission for road commission employees to attend various seminars and conferences in the upcoming year – Moilanen requested permission from the board for office personnel to attend various meetings/conferences throughout the upcoming year. Moved by Anderson, seconded by Betzinger to grant permission. Carried unanimously.

Discuss request from Gourley Township board to install solar powered light on Hannahville Road – Moilanen explained that the Gourley Township board had been awarded a Hannahville 2% Grant for the purchase of a solar powered flasher for Hannahville Road to replace the current electric powered light. Gourley Township is requesting that the road commission install the new light for them. Moved by Anderson, seconded by Betzinger to install the light for Gourley Township. Carried unanimously.

Discuss correspondence from MDOT regarding the proposed closing of a railroad crossing on 35.5 Mile Road – Moilanen stated that he had received a letter from MDOT showing the amount of funding available if the township agrees to close the railroad crossing on 35.5 Mile Road. A copy of the letter was presented to Nadeau Township Supervisor Joe Linder for discussion at an upcoming township meeting. Once the township decides whether or not they support the closing, Moilanen will send a response to MDOT.

Discuss future Federal Aid projects – Moilanen explained that the county task force will be meeting on January 15th and that the road commission would need to be prepared to present their proposed project listing at that time. Moved by Betzinger, seconded by Anderson to hold a Special Meeting on Thursday, January 10, 2013 at 9:00 a.m. for the purpose of reviewing all projects and preparing a for federal aid project list for 2013 – 2017. Carried unanimously.

Discuss annual meetings with township officials – Moved by Betzinger, seconded by Anderson to approve the tentative schedule as presented. Carried unanimously.

Any other business – Moilanen requested permission to hire UP Engineering & Architects to review the files on the prior three federal aid projects to be sure they are complete prior to submitting them to MDOT. The cost would be approximately \$500 per project. Moved by Betzinger, seconded by Kakuk to grant permission. Carried unanimously.

Moilanen stated that a petition had been received for the abandonment of No. 36 Road in Meyer Township. A petition to abandon the same road in Nadeau Township had also been received, but had to be returned to the petitioner due to the legal description of the road not being recorded on the petition. A special meeting would need to be held no later than January 22, 2013 on the Meyer Township petition. It was hoped that the Nadeau Township petition would be resubmitted with the proper legal description prior to the special meeting so that both petitions could be addressed at the same time. Betzinger noted he would be available to meet on either January 15th or 22nd if needed.

Public Comment – Joe Linder asked if should the railroad crossing be closed, where the money that was received would be spent. Moilanen stated that both the township and road commission boards could meet to discuss this. Mr. Linder asked if No. 34 Road was a federal aid route. Moilanen responded that it was. Mr. Linder then asked if the railroad crossing closing funds could be used as matching funds for federal aid. Moilanen stated that it would be up to the road commission board if the project would be added to the federal aid project list.

Ken Goffin asked if the area between 14th and 15th Streets could be blocked off. Moilanen stated he will research the idea for discussion at the annual township meeting.

Mr. Goffin stated that he felt that the road commission should consider adding River Drive to the federal aid project list as the road has a high traffic volume and is a safety concern. He would also like the road commission to advise the township of what their share in the cost would be so that they could determine if they would be able to commit the necessary funds.

Mr. Goffin noted that he had received cost estimates from Moilanen for CR338 and Bay de Noc Drive, which he felt were quite high. He asked if the level of work on Bay de Noc Drive could be reduced to make the project more affordable, such as eliminating the geogrid and doing a chipseal instead of paving. Betzinger asked how the base of the road was at the present time. Moilanen stated that the road is only 18 – 21 feet wide with no shoulders in most areas. He also noted that there would likely be drainage work that would need to be done as well. Moilanen also stated that if there is heavy truck or farm implement traffic, that a chipseal would not hold up to those vehicles turning on and off of the road.

Mr. Goffin asked what the road commission would be contributing as their cost share this year. Moilanen stated that this would be decided after the annual township meetings, based upon the amount of work requested by the townships.

Mr. Goffin said that he had heard Moilanen state that the road commission would likely discontinue doing construction projects in the near future. He stated that he is opposed to this idea and that he hoped the road commission would explore ways to be able to continue to perform construction work. Moilanen responded that the reason the road commission may not perform construction would be due to the reduction in the number of personnel and the age & poor condition of the road commission's equipment. Moilanen also noted that should the legislature approve additional revenue for road funding that this could change.

Joe Linder asked what the cost was to pulverize a mile of road. Moilanen stated that it would be approximately \$4,700 if a contractor did the pulverizing and our crew did the shaping & rolling, or approximately \$13,000 if a contractor was hired to do all the work. It was also noted that the cost to double chipseal a mile of road is now approximately \$50,000.

Jerry Piche introduced himself as the new County Board liaison to the road commission

There being no further business, Kakuk declared the meeting adjourned at 9:54 a.m.

Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Thursday, January 10, 2013. Chair Kakuk called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Gerald Piche, Larry Barker and Ken Goffin.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Discuss Federal Aid projects for 2013 - 2017 – Moilanen presented the board with a list of proposed federal aid eligible projects for each year from 2013-2017. Moilanen stated that he had received information that federal aid dollars could be spent to pulverize and chip seal federal aid routes that are currently paved as long as the road base was improved. Anderson stated that he would then like to see LaBelle Road and 400 Road added to the project list to be pulverized, shaped and double chip sealed. Moilanen stated that the 2013 projects had already been submitted to MDOT, but the 2014-2017 plans could be changed.

Betzinger asked if township population was a factor when the state determined the amount of federal aid that the county would receive each year. Moilanen replied that the county population may be a factor, but not the population of each individual township.

After a lengthy discussion, the following motions were presented:

Moved by Anderson, seconded by Betzinger to add the pulverize, shape & double chip seal of LaBelle Road from US41 to CR566 to the 2014 plan year in place of chip sealing CR338 from CR577 to R-1 Drive. Carried unanimously.

Moved by Betzinger, seconded by Anderson that the CR360 and 400 Road projects be completed as soon as funds are available. Carried unanimously.

Moved by Anderson, seconded by Betzinger to adopt the 2013-2017 Federal Aid Proposed Project list with the above motioned changes incorporated. Carried unanimously.

Other business – None.

Public Comments – Ken Goffin stated that Menominee Township is willing to commit funds to road projects and he encourages other townships to do so as well. Kakuk remarked that more townships could try to get a road millage passed similar to the one in Daggett Township.

Jerry Piche asked if the road commission sent any report of their meetings to the county board. Savord replied that the approved minutes were sent to Sherry Dupont. It was agreed that a copy of the unapproved minutes would be emailed to Mr. Piche after each meeting.

Mr. Piche asked what happened if roads were damaged by trucks or farm equipment. Moilanen stated that farmers are exempt from the weight laws. If damage is done by others, the only recourse would be to pursue civil action against them but those cases are hard to prove. Ken Goffin stated that others living on the road could pressure those with heavy vehicles to be more responsible with their loading during spring breakup so as not to damage the road.

Larry Barker asked if the right of way was the same on all county roads. Moilanen stated it was 66 feet on most roads, but that there are some exceptions.

There being no further business, Kakuk declared the meeting adjourned at 9:51 a.m.

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, January 22, 2013. Chair Kakuk called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Set date for Public Hearing for proposed abandonment of No. 36 Lane – Moilanen stated that valid petitions had been received for both Meyer and Nadeau Townships. Moved by Anderson, seconded by Betzinger to hold a Public Hearing on the proposed abandonment of No. 36 Lane on Tuesday, April 9, 2013 at 8:45 a.m. Carried unanimously.

Other business – Moilanen informed the board that the county MTA meeting was scheduled for Tuesday, January 29, 2013 at 7:00 p.m. at the Nadeau Township hall.

Moilanen stated that correspondence had been received from Peter Kleiman, Harris Township supervisor requesting that the annual meeting between the road commission and the township take place at the Harris Township hall at one of their upcoming monthly meetings. It was noted that the road commission would be able to attend the March 13, 2013 township meeting at 7:00 p.m. at the Harris Township hall. Moilanen will advise Supervisor Kleiman.

Moilanen presented the board with a handout of the proposed projects for the 2013 construction season.

Kakuk stated that Randy Marana, Village of Daggett President, asked what their cost would be for the design for the portion of CR358 that lies within the village. He advised Mr. Marana that the Village would have to provide the road commission with a written commitment in order for their portion of the road to be included in the project. Betzinger asked if a bridge would be necessary on that portion of the road. Moilanen stated that currently there were 2 large culverts at the stream crossing in the Village of Daggett.

Mr. Marana had also advised Kakuk that the Village was concerned for safety on Frenchtown Road in the Village of Daggett and asked if the hill by the Lloyd Rivard farm on CR358 could be cut for better vision. Moilanen stated that due to the location of some of the residences in the area, the hill could probably only be cut by a limited amount.

Public Comments – None.

There being no further business, Kakuk declared the meeting adjourned at 9:18 a.m.

Road Commission Finance Director-Clerk

Road Commission Chair

The Menominee County Board of Road Commissioners began their annual meetings with township officials in the Road Commission offices north of Stephenson on Monday, January 28, 2013.

Chair Kakuk called the meeting to order at 6:00 p.m. with the following persons present or absent.

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Robert Hanson-MCRC Stephenson District Foreman and Raymond Betters-MCRC Powers District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

FAITHORN TOWNSHIP

(6:00 p.m.) Present for Faithorn Township were Treasurer Renee Augustine, Clerk Kathy Branz, and Trustee Bill DeVoe.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township.

Moilanen stated that North Lake Road West had been brushed the prior year and would be monitored in the spring.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. In Faithorn Township CR577 & CR388 will be shouldered after spring breakup, and CR577, from the Dickinson County line to 36 Road is scheduled to be chip sealed by mid-August.

Clerk Branz talked about the grading she had observed on Bird Road. Moilanen explained that there was some turnover in the personnel that operated the graders at that time, and also the new graders are operated with joy sticks, rather than a steering wheel, which took a little time for the operators to get used to.

Trustee DeVoe asked if a Stop sign should be erected on State Road at the railroad crossing. Moilanen replied people were required by law to yield at the railroad crossings and that usually a Stop sign did not improve safety.

Clerk Branz asked about the mess that had been left on the road side on South Lake Drive. Moilanen stated that it wasn't the road commission's crew that had cut in that area. A private contractor had done the cutting without permission of the landowner and due to the dispute the area had not been cleaned up.

Faithorn Township officials and Robert Hanson left the meeting at 6:24 p.m.

MEYER TOWNSHIP

(6:30 p.m.) Present for Meyer Township were Supervisor Robert Gurgall, Clerk Beth Bertolini and Trustee Pat Dani. Also present were township residents Lois Hall and Gwen Salmi.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. Supervisor Gurgall stated that the township would like to have the centerline painted on First Street in Hermansville and they were also considering parallel parking stripes.

Supervisor Gurgall asked if the Handicap sign could be removed on Vega Road as it was no longer needed, and also if the road could be ditched and have gravel added in the area past the new chip seal to the intersection of 44 Lane. Moilanen will have the sign removed.

A discussion was held regarding the drainage on West 3rd Street. It was noted that the driveways have no culverts and that the shoulder is higher than the road. Supervisor Gurgall also stated that he had received complaints that the curves on the end of West 3rd Street by US 2 were slippery and that there is a steep drop off if you were to slide into the ditch there, possibly needing guardrail. Moilanen will check on this area. Mr. Gurgall also asked for a cost estimate to chip seal West 3rd Street from Park Avenue to US 2, and also M3 Road.

Supervisor Gurgall asked about stump removal on Kluba Lane where the brush had been removed and also if fill could be added to the road at the second swamp. Moilanen stated that a stump grinder would be rented in the spring to remove the stumps there and elsewhere in the county as needed. In regards to adding fill to the road it was noted that the road is only about 12 feet wide in this area, with swamp on both sides, so it would be too narrow to fill. A better option may be to add geogrid to the area. The two residents attending the meeting, Lois Hall and Gwen Salmi, stated that they both lived on Kluba Lane and were not satisfied with the services provided there.

Supervisor Gurgall presented the board with a list of other items that the township would like the road commission to address, including rough areas on Park Avenue, South Main Street and Anderson Street; a need for gravel on Snuff Box Road; and areas of CR579. The township would also like to have fill put in the swamp area of 40 Mile Road. It was also noted that there was no street name sign for 40 Mile Road. Moilanen replied that once the township purchased the sign, the road commission would install it.

It was noted that the road into the Hermansville Lake Park used to be plowed past the Sportsman's Club by the road commission years ago, and could we start plowing it again. Moilanen stated that he would check into what could be done to clear access to the Sportsman's Club without going into the park area.

Mr. Gurgall also asked if the intersections at the highway could be sanded heavier.

Meyer Township officials and residents left the meeting at 7:00 p.m.

GOURLEY TOWNSHIP

(7:05 p.m.) Supervisor Stephen Wery, Clerk Cindy Berger, Treasurer Stephanie Walechka and Trustee Joe Bellmore were present for Gourley Township.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. It was also noted that CR374, from H3 to CR551, in Gourley Township would be chip sealed this year. The bridge north of the Seventh Day Adventist Church will have rip-rap added this summer also, and a public notice would be given by the DEQ prior to authorizing the permit for the work.

A discussion was held regarding road commission funding and the possible increase in the gas tax or registration fees. Moilanen noted that although the governor was for the increased funding, he also may change the way the money is distributed which could mean a decrease in funding for road commissions in order to increase the funding for MDOT. Supervisor Wery asked if the county 3-way program would be repeated in the future. Moilanen stated that it was being considered, with the possibility of running the program every third year to allow the entities involved the opportunity to allocate the necessary funds.

Moilanen state that CR380, from Twin Hills to CR551, is on the 5 year plan to be chip sealed.

Supervisor Wery asked what will happen to the existing caution light on Hannahville Road once the new solar powered light is installed. Moilanen replied that it would be brought back to the road commission for future use elsewhere.

Clerk Berger asked if anything could be done to the culvert in the parking lot at the Gourley Township Hall. Moilanen will have the foreman check to see if it is within the road commission right of way.

Trustee Bellmore noted that there is a bus stop in the middle of the hill near Kellogg Lane and that you cannot see the buses flashing lights until you come over the hill. When the roads are slippery is it hard to stop. He asked if a sign could be placed before the hill warning motorists of the bus stop. Moilanen and Supervisor Wery will look at the issue.

Gourley Township officials left the meeting at 7:31 p.m.

There being no further business, Kakuk declared the meeting adjourned. 7:31 p.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Tuesday, January 29, 2013.

Nadeau Township and Holmes Township did not attend their scheduled meetings.

Chair Kakuk called the meeting to order at 10:00 a.m. with the following persons present or absent.

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Robert Hanson-MCRC Stephenson District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

DAGGETT TOWNSHIP

(10:00 a.m.) Present for Daggett Township were Clerk Edith Vincent and Supervisor Jim Revall.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed.

Upcoming projects in Daggett Township include shouldering CR358, west of the Village of Daggett. CR 358 East is tentatively scheduled to be reconstructed and paved from US 41 to Badish Road in 2015 and Badish Road to K1 in 2016.

Township road priorities include to crush, shape & pave the section of 25 Road from the Village of Daggett to M-2 Lane and improve M-1 Road.

Supervisor Revall asked if there were plans to fix the dip in CR358 by Plutchak's. Moilanen advised that it was on the list of maintenance projects for this year. Mr. Revall also asked if the road commission had any paving projects scheduled for this year. Moilanen replied that currently only chip seals were planned.

A discussion was held regarding road commission funding and the possible increase in the gas tax or registration fees. Moilanen noted that although the governor was for the increased funding, he also may change the way the money is distributed which could mean a decrease in funding for road commissions in order to increase the funding for MDOT. If the road commission did receive additional funding, updating equipment would be one of the priorities.

Daggett Township officials left the meeting at 10:35 a.m.

STEPHENSON TOWNSHIP

(10:38 a.m.) Present for Stephenson Township was Supervisor Mark Marklein.

Moilanen welcomed Supervisor Marklein and told him to please call the road commission anytime there was a question about the roads in Stephenson Township. Moilanen stated that a copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of March, 2013.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. G-12 in Stephenson Township, from Phillips Road to M35, may be chip sealed in 2014.

Wangerin Road continues to be a priority for the township, but it was noted that Mellen Township shares the road and they are not interested in improving it at this time. The township would like to see CR348 rebuilt in the future also.

Supervisor Marklein asked if River Road just north of the City of Stephenson could be chip sealed. Moilanen stated that it would be a good candidate for this in the future.

Supervisor Marklein left the meeting at 10:56 a.m.

There being no further business, Kakuk declared the meeting adjourned at 10:56 a.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials on Wednesday, January 30, 2013 at the Spalding Township Hall.

PRESENT: William Anderson, Anthony Kakuk, Darrell Moilanen and Lisa Savord.

ABSENT: Roger Betzinger.

SPALDING TOWNSHIP

Supervisor Jim Moraska called the meeting to order at 6:07 p.m.

Present for Spalding Township were Supervisor Jim Moraska, Clerk Cheryl Mencinger, Treasurer Jerry Bartnicki, and Trustees David LeBoeuf and Kevin LaBonte. Spalding Township Fire Chief Dan Hammerberg was also present.

Introductions of new board members were made and Moilanen told the township officials to please call the road commission anytime they had a question about the roads in their township. It was also noted that the road commission's ACT 51 report would be sent to the townships by March 31.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed.

Upcoming projects in Spalding Township include pulverizing and double chip sealing East LaBelle Road from US 41 to CR566 in 2014. Moilanen suggested that Arkens Road would be a candidate for chip sealing, and that the township could apply for Hannahville 2% grant funds to cover part of the cost.

It was noted that the County 3-Way Road funding program may be run again, possibly every third year.

Supervisor Moraska provided the following list of items that the township would like to see completed in the upcoming year:

- Shouldering on all paved roads within the township.
- Crack sealing on River Road near the cemetery and Tower Road near Benson's farm.
- Pavement markings on township roads.

Supervisor Moraska asked why Moilanen would recommend chip sealing Arkens Road. Moilanen replied that since the road is in good condition, the chip seal would help preserve and extend the life of the road. Mr. Moraska also asked what roads within the township were beyond the point where they should be chip sealed. Moilanen responded that the majority of them were. Mr. Moraska asked if Moilanen could provide a list of the roads in the township showing what the rating of each one was. Moilanen will prepare the list and forward it to the supervisor.

Mr. Moraska asked what the cost was to pulverize a mile of road and if a double chip seal on gravel would hold up. Moilanen replied that the pulverizing cost was approximately \$4,500 to \$6,000 per mile and that the double chip seal would hold up well under regular traffic conditions, but was not as good for roads with a lot of truck or farm traffic turning off and onto the road. An option would be to post weight limit signs on these roads during spring breakup. Kakuk also noted that if the pavement is thin a layer of gravel can be added prior to pulverizing.

Mr. Moraska noted that the township has many signs that need to be put up or be straightened. He asked if there were any other options for dust control. Moilanen stated that they could go back to using calcium chloride instead of the mineral well brine, at about twice the cost, or chip seal the gravel roads.

Mr. Moraska asked which roads within Spalding Township were federal aid eligible. Moilanen responded that 400 Road, CR388 and CR 563 were major collectors and that LaBelle Road East was a minor collector.

The minutes from the road commission meetings were requested. It was noted that the approved minutes are posted on the Menominee County website. Clerk Mencinger will print them.

Mr. Moraska stated that the township had found a new vendor for street signs from the Baraga area and that their prices were much more reasonable than their old vendor.

Supervisor Moraska had read the January 10, 2013 road commission meeting minutes and noted that LaBelle Road East improvements were listed for 2014 and 400 Road was on the list to be done when funds were available. He asked if 400 Road could be moved to 2014 also. Moilanen replied that the Hannahville Indian Community was in the process of possibly improving a portion of 400 Road in Harris Township. Moilanen also stated that if the township was not interested in applying for a 2% grant for Arkens Road they may want to consider applying for funds for the portion of LaBelle Road east of CR566.

Dan Hammerberg asked if there were still Critical Bridge Funds available. Moilanen replied that the Pach Road Bridge had been approved for funding in 2015. Mr. Hammerberg also noted that the culvert on 400 Road was in poor condition.

Trustee LeBoeuf asked about the roadside mowing in the upcoming year. Moilanen stated that it would be done by the contractor like last year.

Supervisor Moraska asked that the ditches behind Fazer's Store and the Post Office in Spalding be brushed and the drainage area cleaned up. He stated that there is sometimes 18 inches or more of sanding water in the area and that there was a concern for the safety of the children living in the area. Moilanen will assess the area to see what can be done.

The meeting concluded at 6:56 p.m.

Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners continued their annual meetings with township officials in the Road Commission offices north of Stephenson on Thursday, January 31, 2013.

Chair Kakuk called the meeting to order at 8:30 a.m. with the following persons present or absent.

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Robert Hanson-MCRC Stephenson District Foreman.

ABSENT: None.

The Pledge of Allegiance was recited.

LAKE TOWNSHIP

(8:30 a.m.) Present for Lake Township were Supervisor Ronald Johnson and Trustee Alan Majkrzak.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township. It was noted that the road commission's ACT 51 report would be mailed to the townships no later than March 31, 2013.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed.

Upcoming projects in Lake Township include chip sealing G-12 from US 41 to O-3 Lane.

A discussion was held regarding road commission funding and the possible increase in the gas tax or registration fees. Moilanen noted that although the governor was for the increased funding, he also may change the way the money is distributed which could mean a decrease in funding for road commissions in order to increase the funding for MDOT. If the road commission did receive additional funding, updating equipment would be one of the priorities.

Trustee Majkrzak asked if the law had passed that would allow the county board to take over the road commission. Moilanen responded that the Act was already in place and would expire in 2015. Kakuk added that since the Menominee County road commissioners are elected officials, the county board would have to hold public hearings and then bring the idea of taking the road commission over to a vote of the people. To date, there has been no indication from the county board that they were interested in doing this.

Kakuk stated that he had a resident ask what could be done about water that builds up on Z-1 Road. Moilanen will check on this.

Trustee Majkrzak asked if the steep hill on S-4 Road could be cut as some of the residents have a hard time getting up it when it's slippery. Moilanen will check on this. Mr. Majkrzak also stated that CR356, from CR577 to Linderoth Road, is in bad shape and needs to be reconstructed. Moilanen replied that he was hoping for federal funding in the future for this project. Mr. Majkrzak asked if anything was being done to CR356 in Holmes Township. Moilanen stated that it would be double chip sealed this year from where the pavement ends to Chalk Hills Road.

Supervisor Johnson asked how often Rosebush gets graded each summer. Moilanen stated that the graders have specific routes that they run which are repeated as many times as possible each summer.

Trustee Majkrzak asked if any temporary workers had been hired this winter. Moilanen answered that three temporary plow drivers had been hired.

Supervisor Johnson asked how long the double chip seal on CR356 was expected to last. Moilanen replied that usually a double chip seal will last for seven to ten years but may last longer if there is primarily residential traffic only. Trustee Majkrzak asked what the life would be if the road were paved. Moilanen stated about 20 years.

Supervisor Johnson asked if the new mining law would generate more money for the roads. Moilanen responded that the townships or the county would likely receive the money and they would be the ones to decide where to spend it.

Lake Township officials and Robert Hanson left the meeting at 9:02 a.m.

MELLEN TOWNSHIP

(9:05 a.m.) Present for Mellen Township was Supervisor Jerry Newlin. Denny Kosewski – MCRC Menominee District foreman also joined the meeting.

Moilanen welcomed Supervisor Newlin and told him to please call the road commission anytime there was a question about the roads in Mellen Township. Moilanen stated that a copy of the Road Commission's ACT 51 report would be mailed to the townships by the end of March, 2013.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. Rangeline Road, from CR338 East to Bethel Mission, would be chip sealed in 2013. Moilanen will also continue to monitor Wildwood Road.

Supervisor Newlin stated that the township would likely do more graveling this year. Kosewski asked how much graveling they would be requesting. Mr. Newlin will discuss this with the other township officials at their February 14, 2013 meeting and advise the road commission.

Supervisor Newlin advised that the township was in the process of selling additional property by the old Meilen Elementary School and that there was a hill of gravel on the property that the buyer would likely level out to make room for an addition to the building. The possibility of the road commission purchasing the gravel was discussed.

Supervisor Newlin left the meeting at 9:28 a.m.

INGALLSTON TOWNSHIP

(9:33 a.m.) Present for Ingallston Township were Supervisor Paul Anderson, Clerk Kay Keefer-Bronkhorst and Trustee Carl Johnson.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township. The three-way funding program was discussed and it was noted that the program may be run again in 2-3 years.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. Other projects for Ingallston Township include chip sealing Rangeline Road from M35 to Birch Creek and from CR338 East to Bethel Mission. The culvert replacement on CR338 may need a DEQ permit.

Clerk Keefer-Bronkhorst asked if CR348 and Wildwood Road were federal aid eligible. Moilanen responded that CR348 was and that it was already designed, but Wildwood Road is not a federal aid route. Ms. Keefer-Bronkhorst added that the east end of CR348 was in poor condition.

Trustee Johnson asked if Jimtown Road would need to be totally rebuilt. Moilanen stated that it would, and that the cost to pulverize and pave it would be approximately \$180,000 per mile.

Supervisor Anderson asked about the cost to pave S. Pinewoods Loop, which is the township's top priority. Moilanen estimated it to be \$234,000. He also asked what could be done to control the dust during the summers until the road could be paved. Moilanen stated that the township could request dust control brine to be spread heavier if needed.

Clerk Keefer-Bronkhorst stated that Dale's Lane needed to be brushed out. Moilanen asked how wide the township would like the brushing to go. The township officials will discuss this and call

Moilanen to advise if they want to have the full right of way brushed.

Kosewski asked if the township had any plans for graveling this year. Supervisor Anderson replied that they did not at this time but would monitor the roads and let him know if additional gravel was needed.

Supervisor Anderson asked how to go about getting a street light installed at the end of Rangeline Road. Moilanen advised him to call the electric utility company servicing the area.

Supervisor Anderson stated that a resident on Harbor Point, between Jimtown Road and M35, had asked for more gravel by his driveway to make it easier to turn in. Moilanen replied that the resident should probably widen his driveway and they would need to get a permit from the road commission, at no charge, to do so. If the existing pipe is bad the road commission will replace it, if it is still in good shape then the resident can add extensions to it.

Supervisor Anderson noted that the township was currently setting aside funds for the paving of S. Pinewoods Loop, but it would be 2 – 3 years before they had enough money for the project.

Moilanen advised that Beattie Creek Lane would likely be ditched this year also.

Ingallston Township officials left the meeting at 10:04 a.m.

MENOMINEE TOWNSHIP

(10:33 A.M.) Attending for Menominee Township were Supervisor Ken Goffin, Treasurer David Wesoloski, and trustees Darlene Nerat and Larry Barker.

Moilanen welcomed the township officials and told them to please call the road commission anytime they had a question about the roads in their township. The three-way funding program was discussed and it was noted that the program may be run again in 3 years.

Moilanen reported that countywide work in the upcoming year would include stump removal in areas that were brushed out in the past, pavement markings on local roads and at railroad crossings, and replacement of signs on primary roads and at railroad crossings, along with crack filling where needed. Supervisor Goffin stated there is a need for shouldering on R-1 Drive. Other upcoming projects noted for Menominee Township include chip sealing Rangeline, from M35 to the Birch Creek transfer station, and River Drive, from CR338 to just south of 6.25 Road. Linsmeier Road, from US41 to N2 may be chip sealed in 2014.

The River Drive construction project will be bid in 2014, DEQ permits need to be applied for and it is possible that the DEQ will require some of the existing culverts to be replaced with con-spans and/or a concrete box culvert.

Moilanen stated that there are no plans in the near future to work on CR577, north of 18th Avenue.

Treasurer Wesoloski asked if the township had to share in the cost of the Rangeline project. Moilanen replied that the project would be completed using federal aid funds. Supervisor Goffin asked what the cost share will be for construction projects this year. Moilanen stated that the amount would be set once all township meetings were complete.

Supervisor Goffin stated that the township would like the road commission to prepare CR338 so they can have it paved in 2013. He also has received a petition from residents on Bay de Noc Road regarding cutting of trees along the right of way. Kakuk replied that some trees may need to be cut to provide proper drainage for the road. Moilanen stated that Bay de Noc Road would probably not get done this year, but possibly in 2014.

Treasurer Wesoloski asked for an estimate of the township's share for the River Drive project. Moilanen stated it may be about \$285,000. The chip seal on Bay de Noc Road may be approximately \$50,000 and would possibly be a good project for the 3-Way funding program, if it is run again.

Supervisor Goffin stated that due to the high cost, a bike path on River Drive, from G08 to the Menominee city limits would not be feasible. He asked if paving wider shoulders would be a better option. Moilanen stated that paving the shoulders out to five feet would add approximately \$265,000 to just the River Drive, from 18th Ave. to 38th Ave., portion of project, and the cost would be higher if wetlands mitigation was needed.

Supervisor Goffin stated that the township is currently in the process of replacing the fire number signs in the township and it was noted that there are a few roads off of M35 that are not named. He asked if these roads should be given a name and road signs purchased for them. Moilanen advised that he should first contact Debra Wormwood to see how the emergency responders in the county identify those roads.

Trustee Barker noted that there are some trees that need to be cut on CR551 in Cedarville Township.

Menominee Township officials left the meeting at 11:14 a.m.

There being no further business, Kakuk declared the meeting adjourned at 11:14 a.m.

Finance Director/Clerk

Chair

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, January 15, 2013.

Roll call was taken and present were K. Bates, J. Freis, K. McNeely, and C. Peterson.

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

Public Participation: There was no public participation at this time.

C. Peterson moved to approve the minutes from the December 18, 2012 meeting. Seconded by K. Bates, motion carried.

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

C. Peterson moved to pay the January bills. Seconded by J. Freis, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons are in the board packets.
- B. The Friends will hold their next regular meeting on Thursday, January 24, 2013 at 3:00 PM. They will be planning events for the year including the March Pajama story-time program.
- C. On Tuesday, February 12, Congressman Dan Benishek will hold his mobile office at the library from 4:00 to 5:00 PM.
- D. The library employees have received their Blue Cross/Blue Shield cards and are all set with the new insurance effective December 30, 2012.
- E. The new I.R.S. mileage rate for 2013 is 56.5 cents, up one cent from last year.
- F. Library staff will be participating in a webinar explaining the Overdrive program for downloadable E-books and audiobooks this month. We should be able to offer Overdrive sometime in February
- G. We have been disinfecting all the computers and other equipment in the library to hopefully deter the flu from spreading.
- H. P. Cheski is continuing to weed the Adult Fiction collection and is approximately half-way through the books.

Old Business:

- A. Jerry Bejgrowicz – Library Board Term – Update – As of the Friday deadline, Jerry Bejgrowicz is the only applicant for the open library board term.
- B. State Aid Report – Update – The report was filed electronically on January 10 and the signature page was mailed the same day.

- C. USF Form 470 – Update – The 470 form was filed and we received one response from AT&T. We will be working with them on a new contract and then file the USF 471 form.

New Business:

- A. 2013 Investment Policy – After discussion, C. Peterson moved to approve the 2013 Investment Policy. Seconded by J. Freis, motion carried.
- B. Library Board Liaison – James Furlong – The County Board appointed Commissioner James Furlong as the Library Board Liaison for this year.

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

Public Participation: There was no public participation at this time.

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by K. Bates, motion carried. The meeting adjourned at 11:21 AM.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MERS – New Division
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>Commissioners are asked to discuss what they would like administration to do with the retirement for the county. Do we begin the process of asking union reps. to open contracts, do we add a new division for new hires, do we create a Defined Contribution division for new hires?</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Resolution 2013-4 ~ Support of DNR Grant for Stony Point Boat Launch
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Brian Bousley has applied for a DNR Grant in the amount of \$25,000 to implement improvements to the Stony Point Boat Launch. Commissioners are to discuss and agree to match 25% (\$6,250) of the funding for this grant, if awarded to Menominee County.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
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 -- Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

MENOMINEE COUNTY RESOLUTION 2013 – 4 Support of DNR Grant for Stoney Point Boat Launch Improvements

WHEREAS, the County of Menominee supports the grant application made to the Michigan Department of Natural Resources for the Federal Recreational Trust Fund Grant in the amount of \$25,000. The application is to implement improvements to the boat launch site at Stoney Point Boat Launch, a Menominee County Park, and

WHEREAS, the County of Menominee recognizes the twenty five (25%) percent match requirement for the Federal Recreational Trust Fund Grant, and will secure the matching funds.

NOW, THEREFORE, BE IT RESOLVED, if the county of Menominee is awarded a grant by the Michigan Department of Natural Resources, the County of Menominee agrees to accept the grant award, and may enter into an agreement with the State of Michigan for the above referenced project. The County of Menominee will comply with all applicable laws, environmental requirements and regulation as stated in the grant agreement, and

BE IT FURTHER RESOLVED, the County board of Commissioners of the County of Menominee, State of Michigan, names the fiscal agent for the County of Menominee for this project as:

Brian R. Bousley
County Administrator
839 10th Ave.
Menominee, Michigan 49858

Passed and adopted by the Menominee County Board of Commissioners on this _____ Day of March 2013.

Charlie Meintz, Chairman

Date

Brian R. Bousley, Administrator

Date

Marc Kleiman, County Clerk

Date

Charlie Meintz – Chairperson

Larry Schei – Vice Chairperson

Doug Krienke James Furlong Chris Plutchak Bernie Lang Gerald Piche Jan Hafeman John Nelson

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Courthouse/Health Dept. Cleaning Contract
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County cleaning contract for the courthouse and Health Dept. expires on April 26, 2013. Request permission to request bids for another two year contract (4/27/2013-4/26/2015)</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
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):	

March 7, 2013

NOTICE for SEALED BIDS

Menominee County is accepting sealed bids for a two year contract (4/29/13-4/28/15) for cleaning services at the Courthouse/Health Department Complex. The bid should be designated in an "annual" amount (for each year) for the cost of the service contract (labor only, no supplies). A mandatory on-site walk through is scheduled for March 28th @ 3:00 PM (C.D.T.) Interested parties must be bonded and a certificate of Liability & Workers Compensation Ins. is required.

Sealed bids are to be labeled "Contract Cleaning" on the outside of the envelope and submitted by Wednesday, April 3, 2013 at 12:00 Noon (C.D.T.) to:

Menominee County Administrator, 839 10th Ave., Menominee, MI 49858.
More information and specifications can be found online at www.menomineecounty.com or by calling 906-863-7779.

Menominee County reserves the right to accept or reject any and all bids

Please advertise in the most cost efficient way to the County

Please Publish Twice: Eagle Herald, Men. Co. Journal, Luft's Advertiser:

once the week of March 18, 2013
and again the week of March 25, 2013

Bill to: Menominee County Administrator
839 Tenth Ave
Menominee, MI 49858

Janitorial Service for Menominee County
Courthouse/Health Department

This agreement is made this 27nd day of April 2011 by and between **Hi-Tec Building Services**, (hereafter the "Contractor") and the Menominee County Board of Commissioners (hereafter the "County") as follows:

1. Work to be performed:

The contractor shall have all of the duties, functions, and perform such work as described on the attached specifications, as incorporated herein and made a part of this agreement. This work shall be done in a good and workmanlike manner, subject to the standards and satisfaction of the County as to insure the proper maintenance of the Courthouse and Health Department. Should any areas currently opted out of the cleaning service (District Court Judge, Clerk, and Probation, Prosecutor, Friend of the Court) choose to be included, the payment provisions shall be subject to adjustment through negotiations.

2. Terms:

This agreement shall be in effect for the period commencing on **April 27, 2011** and ending on **April 26, 2013**. It is the intent of this agreement that the Contractor will provide daily cleaning services for the Courthouse and Health Department, Monday through Friday excluding any federal holidays recognized by the County.

3. Termination of Agreement:

The parties agree that a good faith effort must be made by the parties to give the contractor a reasonable time to correct any deficiencies in the work performed. This agreement may be terminated by either party upon 30 days written notice to the other party.

4. Payment:

The County shall pay the Contractor for those services set forth in the specifications at an annual rate of **\$17940.00** to be invoiced by the contractor on a monthly basis, in the amount of **\$1495.00**, the first and final month of the contract shall be pro-rated and adjusted to account for the partial months. The County will be invoiced for services performed on the first of each month, for the month prior, all accounts are a net 30 days.

In the event that any part of the County's premises are partially destroyed or damaged, or in the event that the County elects to close any facility or any part thereof, the amount due the Contractor and the responsibilities of the Contractor with respect to such property shall be reduced proportionately.

The Contractor assumes full responsibility and liability for compliance with any and all local, state, and federal laws and regulations applicable to the Contractor and its employees, including but not limited to compliance with the Occupational Safety and Health Act, and all Civil Rights and Employment Rights Acts.

5. Insurance:

The Contractor shall keep and maintain in force and affect the following insurance coverage:

- A. Workman's compensation and unemployment compensation insurance coverage as required by applicable Statutes.
- B. Product liability and comprehensive general liability insurance coverage providing minimum coverage for bodily injury or not less than \$300,000.00 for each occurrence and not less than \$100,000 property damage.
- C. Umbrella general liability coverage of \$1,000,000.00

6. Interruption of Service:

In the event that the Contractor is prevented from performing its obligations under this agreement for any reason beyond its control, such as strike by County employees, riot, civil disorder, legislative act, or other such reason, the obligation of the parties hereunder shall be suspended and the County shall have no obligation for payments.

7. Indemnification by Contractor:

The Contractor agrees and assumes full responsibility and risk for and holds the County harmless against any loss, cost, damage, expense, injury, or claim of damage to person or property.

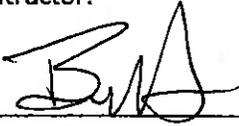
8. General Conditions:

The Contractor shall comply with the following additional terms:

- A. The Contractor and its employees shall comply with all rules and regulations established by the county regarding security, privacy, and building use.
 - B. The Contractor's personnel shall report all fires, hazardous conditions, all items in need of repair or maintenance including but not limited to leaking faucets, toilets, urinals, and drain stoppages.
 - C. In the event that activities are scheduled within the county facility at such a time so as to interfere with the Contractor's normal cleaning schedule, the County shall so advise the Contractor in advance and the Contractor shall arrange such schedule so that the work may be performed before and/or after the activity in question.
9. The Contractor may not subcontract nor otherwise delegate their duties there under without prior written approval of the County.

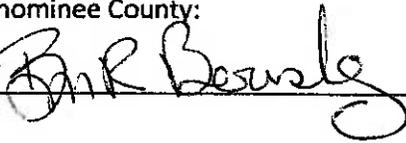
10. The contractor is, and shall be deemed for all purposes to be an independent contractor and all persons performing services hereunder are and shall be deemed to be employees of the Contractor.

Contractor:

By: 

Date: 5-2-2011

Menominee County:

By: 

Date: 5/5/2011

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Mutual Aid Agreement
DEPARTMENT:	Sheriff
ATTACHMENTS:	Yes
SUMMARY: The mutual aid agreement allows the City of Marinette Police Dept. to work together with the Menominee County Sheriff Dept. in MI or WI. The City of Marinette Police Dept. has already approved the enclosed agreement. Menominee County Commissioners are asked to discuss and approve the mutual aid agreement.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
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):

MUTUAL AID AGREEMENT

This Mutual Aid Agreement is entered into between the **City of Marinette Police Department** at 1905 Hall Avenue, Marinette, Wisconsin and the **Menominee County Sheriff's Department** at 831 10th Avenue, Menominee, Michigan for the purpose of providing law enforcement mutual aid services. The parties agree to the following terms and conditions:

- 1. City of Marinette.** The City of Marinette is a municipal corporation located at 1905 Hall Avenue, Marinette, Wisconsin. It is a political subdivision of the State of Wisconsin and operates its own Police Department. Chapters 62 and 66, Wis. Stat., and Marinette Municipal Code § 2.0312 vest the City of Marinette and its Chief of Police with the authority, power, and jurisdiction for matters relating to the prevention and detection of crime, the enforcement of state law and local ordinances, and preservation of peace within the City of Marinette.
- 2. County of Menominee.** The County of Menominee, Michigan is a Governmental entity located at 831 10th Avenue, Menominee, Michigan. It is a political subdivision of the State of Michigan and operates its own Sheriff's Department. The Menominee County Sheriff and his deputies are vested with the authority, power, and jurisdiction for matters relating to the prevention and detection of crime, the enforcement of state law and local ordinances, and preservation of peace within the County of Menominee.
- 3. Wisconsin Authority.** The State of Wisconsin permits interstate corporation and mutual aid between political subdivisions and law enforcement agencies of physically adjacent states pursuant to Wis. Stat. §§ 66.0303(2) and 175.46(2).
- 4. Michigan Authority.** The State of Michigan permits interstate cooperation and mutual aid between law enforcement agencies of physically adjacent states pursuant to Michigan Compiled Laws (MCL) 3.732.
- 5. Physically Adjacent.** That the State of Wisconsin and Michigan are physically adjacent states as defined in Wis. Stat. § 175.46(1)(e) and MCL 764.2b(2)(a).
- 6. Scope.** This agreement shall operate on a case-by-case basis in an emergency situation as determined by the requesting party, commencing with a specific request for mutual aid and ending when the need for mutual aid is declared by the requester to no longer be necessary. This agreement shall also include day-to-day criminal and drug investigations.
- 7. Mutual Aid Requests.** Written or oral mutual aid requests may be made by:

<u>City of Marinette:</u>	<u>County of Menominee:</u>
Chief of Police	Sheriff and his/her
Captain	authorized designees
Lieutenants	
Sergeants	
Officer in Charge	

8. **Authority to Act.** In the event a mutual aid request as authorized above, responding law enforcement officers are authorized to act with all of the arrest and other policy authority of a law enforcement officer of the requesting agency while within the jurisdiction of the requesting agency, limited to the enforcement of the laws and arrests for violations of the types of laws or arrests that officer is authorized to enforce in the officer's home state.

9. **Chain of Command.** Any law enforcement officer responding to a mutual aid request is at all times under the command and direction of the ranking law enforcement officer in the jurisdiction requesting mutual aid. Any law enforcement officer employed by either party to this agreement shall, upon entering the jurisdiction of the other agency for purpose of mutual aid, notify the in-charge officer in that jurisdiction that the law enforcement officer is present and the reason said officer is present in the jurisdiction of the other agency.

10. **Immunity.** Any law enforcement officer responding to a mutual aid request shall enjoy the same immunity in the requesting jurisdiction as those law enforcement officers regularly employed by the requesting jurisdiction.

11. **Compensation and Benefits.** All compensation and benefits due law enforcement officers employed by the City of Marinette and County of Menominee, including, but not limited to, wages, other employee benefits, workers compensation, unemployment compensation and statutory benefits, shall continue to be covered by the officer's employing jurisdiction for such benefits. The jurisdiction requesting mutual aid has no responsibility or obligation to pay compensation or benefits to any responding law enforcement officer not regularly employed by that jurisdiction.

12. **Employee Liability.** Any law enforcement officer responding to a mutual aid request shall for purposes of civil liability be considered to be a continuous employee of the officer's employing agency in the officer's home state. Under no circumstances shall a Wisconsin law enforcement officer acting in Michigan, or a Michigan law enforcement officer acting in Wisconsin, be considered an employee or agent of the non-employing state, political subdivision or agency.

13. **Discipline.** All enforcement officers employed by the City of Marinette and County of Menominee shall, at all times, be subject to disciplinary action only by their respective employer. In the event a disciplinary situation arises in a non-employing jurisdiction, the matter shall be reported to the employing jurisdiction for such disciplinary action as may be appropriate under the circumstances.

14. **Coordination and Training.** The City of Marinette and County of Menominee agree that each will properly train its respective law enforcement officers in the content of this agreement and each will develop written policies and procedures relating to this agreement.

15. **Nondiscrimination.** The City of Marinette and County of Menominee agree that in the course of requesting or rendering mutual aid in accordance with this agreement, neither will discriminate against any employee based on age, race, sex, religion, color, handicap, disability, physical condition, sexual orientation, or national origin.

16. **Termination.** The term of this agreement shall be indefinite unless terminated by written notice from one party to the other.

17. **Modification.** This agreement may be modified at any time in writing and upon agreement of both parties.

18. **Authority to Sign.** The signatories for the Cities of Marinette, Wisconsin and Menominee County, Michigan represent that each has authority and support of their respective governmental entities to sign this agreement.

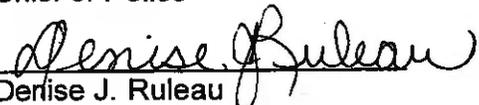
Dated this _____ day of _____, 2013

City of Marinette, Wisconsin

Dated this _____ day of _____, 2013

County of Menominee, Michigan

John Mabry
Chief of Police


Derise J. Ruleau
Mayor

Kenny Marks
Sheriff

Brian Bousley
Menominee County Administrator

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Planning Commission Vacancies
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Planning Commission has two members expiring at the end of March. The administrative office has mailed letters to county entities requesting letters of nomination for the vacant appointments (per the Planning Commission Ordinance).</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
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):

PLANNING COMMISSION

Members

Appointed

Term Expiration

<p>3 year term (after initial term)</p> <p>Restructure of Commission following ordinance Adopted 5.25.10 to begin October 2010. Must consist of 7 members. Shall be a qualified elector of Menominee county. Shall not hold any elected office or employment with the local unit of government (unless County board member). Shall meet conditions provided for each individual member of Ordinance.</p>	<p>Citizen-environmental interests (county advertise)</p> <p>Citizen-Menominee County interests OR recreational & tourist interests (county advertise)</p> <p>Citizen- Educational interests/school board (nominations)</p> <p>Citizen-Agricultural, forestry, land use interests OR Citizen-governmental municipal interests (nominations)</p> <p>Citizen-Industrial & economic interests OR Citizen-sanitation, environmental health, housing, & human services interests (nominations)</p> <p>Citizen-transportation & communication interests (nomination)</p>	<p>Charlene Peterson - N8650 #21.75 Rd. Stephenson, MI 49887 906-753-6988</p> <p>Donna Buechler - W2244 #29 Rd. Desgatz, MI 49821 906-753-4146 or cell 906-424-0698</p> <p>Erik Bergin - 1230 13th St. Menominee, MI 906-906-914-9063 eakw@yehco.com</p> <p>Warren Suchevesky - N9877 Co. Rd. 577, Stephenson, MI 906-753-6886 Lillian Schultz - W4521 Klamen Rd., Powers, MI 49874 906-487-5141</p> <p>William Anderson - W4116 US 2 & 41 Powers, MI 49874</p>	<p>Dec. 28.2010</p> <p>Appointed 5.1.12</p> <p>June 14, 2011</p> <p>re-appointed 5.1.12</p> <p>Dec. 28.2010</p> <p>Commission term</p>	<p>Initial three year</p> <p>appointed 4.10.12 initial two year (trust) Roger Cole resigned 5/2011</p> <p>Warren- 3 year term Lillian-4.10.12</p> <p>initial two year</p> <p>two year term</p>
<p>PLAT BOARD</p>	<p>Members</p> <p>County Clerk</p> <p>County Treasurer</p> <p>County Board Chair</p>	<p>James Furlong</p>	<p>April 30, 2014</p> <p>4.30.15</p> <p>April 30, 2013</p> <p>Warren- 4/30/2014 Lillian-4/30/2015</p> <p>April 30.2013</p> <p>Statutory</p> <p>Marc Kleiman</p> <p>Diane Lesperance</p> <p>Charlie Meintz</p>	<p>initial two year</p> <p>two year term</p>

Menominee County Planning Commission Ordinance

MENOMINEE COUNTY PLANNING COMMISSION ORDINANCE OF AUGUST 11, 1975

WHEREAS: The People of Menominee County did establish the Menominee County Planning Commission Ordinance of August 11, 1975 and it is now desired to repeal the existing ordinance and adopt this ordinance to insure proper record of the action is created, NOW THEREFORE, THE PEOPLE OF MENOMINEE COUNTY DO ORDAIN THAT SAID ORDINANCE SHALL READ AS FOLLOWS:

MENOMINEE COUNTY PLANNING COMMISSION ORDINANCE

ADOPTION DATE: May 25, 2010

AN ORDINANCE to create a Planning Commission for the Menominee County as authorized by P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3801 et seq. for the purpose of having planning and zoning in Menominee County, to create, organize, enumerate powers and duties, and to provide for the regulation and subdivision of land, coordinated and harmonious development of Menominee County; and to function in cooperation with other constituted authorities of incorporated and unincorporated areas within the state where Menominee County exists.

THE PEOPLE OF MENOMINEE COUNTY DO ORDAIN:

101. Creation:

There shall be a Menominee County Planning Commission pursuant to P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3801 et seq., hereinafter referred to as the Commission with the powers and duties as therein set forth and as hereinafter provided and staffed Planning Department. This ordinance shall be officially known and described as the "Menominee County Planning Commission Ordinance."

102. Membership:

A. The Commission shall consist of 7 members appointed by the Menominee County Board of Commissioners. To be qualified to be a member and remain a member of the Planning Commission, the individual shall meet the following qualifications:

1. shall be a qualified elector of Menominee County.
2. shall not hold any elected office or employment with the local unit of government unless individual is a current Menominee County Board Commissioner (see Section 102.D.10).
3. shall meet the conditions provided for each individual member in sections 102.B, 102.C, 102.D, and 102.E of this Ordinance, except the geographical location of the individual's residency may be considered optional.

B. Members shall be appointed for three-year terms. However when first appointed a number of members shall be appointed to one-year, two-year, or three-year terms such that, as nearly as possible, the terms of 1/3 of all commission members will expire each year. If a vacancy occurs, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment such that, as nearly as possible, the terms of 1/3 of all commission members continue to expire each year.

C. Every reasonable effort shall be made to insure that the membership of the county planning commission includes a member of a public school board, or an administrative employee of a school district included, in whole or in part, within the county's boundaries.

D. The membership shall be representative of the important geographic and interest segments of Menominee County and may be chosen from the following 9 categories. One Commissioner shall be appointed from category 10.

1. One citizen at-large member representing interests of Menominee County may be appointed for a three year term of office, or remainder of an unexpired term of office who meet the following conditions: a. shall be appointed from names submitted in response to advertisements in a newspaper with paid circulation in Menominee County, and; b. shall be a resident of Menominee County.

2. One citizen member representing the environmental interests of Menominee County may be appointed for a three year term of office, or remainder of an unexpired term of office, who meet the following conditions: a. shall be a resident of Menominee County.

3. One citizen member representing the agricultural, forestry, land use interests of Menominee County may be appointed for a three year term of office, or remainder of an unexpired term of office, who meet the following conditions:

1. a. shall be (1) a member of the County Conservation District Board, or (2) a member of the board of the County Chapter of Farm Bureau, or (3) a professional forester with his or her business office in the county, or
- (4) an employee of the United States Forest Service, or Michigan Department of Natural Resources; and

b. shall be appointed by the Menominee County Board of Commissioners from names nominated by the County Conservation District Board, County Chapter of Farm Bureau, the United States Forest Service, Michigan Department of Natural Resources, professional foresters in the county; and

c. shall be a resident of Menominee County.

4. One citizen member representing the governmental municipal interests of the county may be appointed for a three year term of office, or remainder of an unexpired term of office, who meets the following conditions:

a. shall be appointed by the County Board from names nominated by the Menominee County Chapter of the Michigan Townships Association; and

b. shall be a resident of a township (not a village or city).

5. One citizen member representing the educational interests of the County may be appointed for a three year term of office, or remainder of an unexpired term of office, or an initial two year term of office, who meets the following conditions:

a. shall be appointed by the County Board from names nominated by school district board(s) of education included, in whole or in part, within the county's boundaries; and

b. shall be a member of a public school board or an administrative employee of a school district included, in whole or in part, within the county's boundaries; and

c. shall be a resident of Menominee County.

6. One member representing recreational and tourist interests of the County may be appointed for a three year term of office, or remainder of an unexpired term of office, who meets the following conditions:

a. shall be a resident of Menominee County.

7. One citizen member representing the industrial and economic interests of the county may be appointed for a three year term of office, or remainder of an unexpired term of office, who meets the following conditions:

a. shall be a member in good standing of one of the county-wide non-profit corporations with its corporate office in the county, or a Menominee County funded agency, whose bonafide purpose is to promote business, commerce, and industry in Menominee County; and

b. shall be appointed from names nominated by county-wide non-profit corporations with their corporate office in Menominee County whose bonafide purpose is to promote business, commerce and industry in the county; and

c. shall be a resident of Menominee County.

8. One member representing the transportation and communication interests of the county may be appointed for a three year term of office, or remainder of an unexpired term of office, who meets the following conditions:

a. shall be a member of the Menominee County Board of Road Commissioners or the Manager of the Menominee County Road Commission; and

b. shall be a resident of Menominee County.

9. One member representing sanitation, environmental health, housing, and human services interests of the county may be appointed for a three year term of office, or remainder of an unexpired term of office, who meets the following conditions:

a. shall be an employee of the environmental health division of the public health department, or district, which has jurisdiction in Menominee County, or a member of a county housing commission or county-wide housing organization, or a member in good standing of a county-wide human services coordination organization; and

b. who shall be appointed from names nominated by the environmental health division of the public health department, or district, which has jurisdiction in the County, the housing commission, a housing organization, and a human services coordination organization.

c. shall be a resident of Menominee County.

10. One member shall be a member of the Menominee County Board of Commissioners.

a. shall be appointed for a term of office which is concurrent with the elected position on the Menominee County Board.

E. A member of the County Board/Chief Administrative Officer/and person appointed by the Chief Administrative Official, or the chief elected official of the County shall not be chair of the Commission.

103. Liaisons:

A. The Commission, in its Bylaws, may name "liaisons" to the Commission. The purpose of liaisons is to provide certain Menominee County and quasi-Menominee County officials ability to participate in discussion with the Commission in addition to speaking in public participation, and nothing else. At a minimum liaisons shall include:

1. Planning Department staff, and their agents and consultants.
2. Menominee County Administrator.
3. Menominee County Attorney.

104. Training:

A. Training is desirable if available and financially supported.

105. Members, Appointment and Terms:

A. In February of each year the Menominee County Administrator shall determine which members' terms of office expire, shall determine what organizations qualify to nominate members and shall contact, by first class mail, those organizations to solicit nominations.

B. In March of each year if the Administrator has not received at least two nominations for each office, then the Administrator shall discard those applications and shall place an advertisement(s) in a newspaper with paid circulation in Menominee County to seek different applications.

C. In April of each year Menominee County shall consider the applications and nominations received, and appoint members to the Commission by a majority vote for a three year term of office which shall end April 30, at 9:00 a.m. of the respective year.

106. Removal from Office:

A. The Menominee County Board of Commissioners may remove a member of the Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. Failure to disclose a potential conflict of interest shall be considered malfeasance in office. Failure to repeatedly attend Commission meetings shall be considered nonfeasance in office.

B. The secretary of the Planning Commission shall report any member who has missed three regular meetings in a row to the Menominee County Board of Commissioners.

107. Membership; Vacancies:

A. Menominee County Board of Commissioners shall fill any vacancy in the membership of the Commission for the unexpired terms in the same manner as the initial appointment.

108. Membership; Transition:

A. Three months after adoption of this ordinance the current commission members' terms of office will end. Upon adoption of this ordinance the Menominee County Board of Commissioners shall start the process of appointing new members to the commission. Three months after adoption of this ordinance the County Board shall appoint new members with 1/3 of the appointees to one year terms, 1/3 of the appointees to two year terms, and 1/3 of the appointees to three year terms. Nothing herein shall prevent the County Board from appointing current members of the Commission if the individual was nominated pursuant to section 102.D of this ordinance. All other aspects of this ordinance shall have immediate effect.

109. Membership; Compensation:

A. All members of the Planning Commission shall serve as such with compensation equal to, or less than, the per diem of the Menominee County Board of Commissioners per meeting plus mileage.

110. Meetings:

A. The Commission shall hold not less than 4 regular meetings each year (Michigan Planning Enabling Act of 2008, M.C.L. 125.3821 section 21) and a majority of the Commission shall constitute a quorum for the transaction of the ordinary business of said Commission and all questions which shall arise at their meetings shall be determined by a vote of the majority of the members of the Planning Commission.

B. The affirmative vote of 2/3 of the total number of seats for members of the Commission, regardless if vacancies or absences exist or not, shall be necessary for the adoption, or recommendation for adoption, of any plan or amendment to a plan.

111. Powers and Duties:

A. The Commission shall have their powers and duties as set forth in P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3801 et seq.; and P.A. 110 of the Public Acts of 2006, as amended, being the Michigan Zoning Enabling Act, (M.C.L. 125.3101 et seq.).

B. The Commission shall be designated as a rural county planning commission, pursuant to section 37(1) of P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3837(1); and the Planning Commission shall serve as a coordinating agency for all planning committees or commissions that are now or may be within the County of Menominee.

C. The Commission shall have authority to apply for and receive grants from any government agency or the federal government and to receive gifts with concurrence of a majority of the Menominee County Board.

112. Meetings; Records:

A. The Commission shall adopt Bylaws for the transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations, which records shall be a public record.

113. Approval, Ratification, and Reconfirmation.

A. All official actions taken by all Menominee County Planning Commissions preceding the Commission created by this ordinance are hereby approved, ratified and reconfirmed. Any project, review, or process taking place at the effective date of this Ordinance shall continue with the Commission created by this ordinance, subject to the requirements of this Ordinance, and shall be deemed a continuation of any previous Menominee County Planning Commission. This Ordinance shall be in full force and effect from and after its adoption and publication.

I hereby certify that the foregoing was duly adopted by the Planning Commission of Menominee County, Michigan, at its regular meeting on April 8, 2010, that of 7 members of the Menominee County Planning Commission 5 were in attendance and 5 voted for the adoption of the Ordinance.

Mike Erdman, Planning Commission Secretary Date 6-10-2010

Adopted by the Menominee County Board of Commissioners for the Menominee County Planning Commission on May 25, 2010, at its regular meeting with 2 commissioners in attendance, 5 voting aye, 0 nay.

Gary Eichhorn
Menominee County Chairperson
Date 6-10-2010
Marc Kleiman, County Clerk
Date 6-10-2010

MENOMINEE COUNTY JOURNAL
PUBLISHING & PRINTING SINCE 1893
STEPHENSON, MI 906-753-2296 OR TOLL FREE 1-800-682-2112



COPY

Order P.L.H. 6.1 @ T.m.a.v

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Bylaws, Board Rules, County Policies & Charters of Standing Committees
DEPARTMENT:	Executive Committee – Admin.
ATTACHMENTS:	No – Commissioners are emailed changes
SUMMARY:	
<p>On January 18 & February 14, 2013 the Executive Committee met to discuss changes in the County Bylaws, Board Rules, County Policies & Charters of Standing Committees. Changes will be sent to all commissioners for review prior to discussion at the County board meeting.</p> <p>Discussion at 2/26/13 County Board meeting ended in making a few changes. Those changes are highlighted in yellow. (Other markings were from previous meetings)</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/07/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 03/06/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
3/6/13
Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 January 2013
.565

*Meals Maximum of \$40 per day.

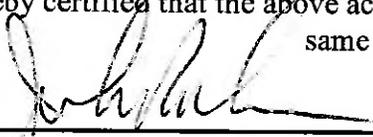
*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X <u>.555/mile</u> <u>.565</u>	Total Cost	Account Number
2/7/13	2950 College Ave, ESCANABA	56	.565	31.64	101-101-860.11
2/12/13	STEPHENSON mi - MI	52	.565	29.38	101-101-860.11
2/14/13	MENOMINEE mi	94	.565	53.11	101-101-860.11 (53.11)
2/26/13	STEPHENSON - Co. BO MEETING	52	.565	29.38	101-101-860.11
2/27/13	SPECIAL BO MEETING MIFWD.	94	.565	53.11	101-101-860.11
2/28/13	NORTH POINT, 2 Rm - MI	74	.565	41.81	101-101-860.11
					101-101-860.11
					101-101-860.11
					101-101-860.11
422			Total Mileage	238.43	
Total Mileage Fee					238.43

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



Signed

3/4/13

Date

Commissioner Meeting Fee Expense Form

RECEIVED
3/6/13
Menominee County Administrator

Name of Commissioner John 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
2/7/13	Six County Alliance/MIWorks - Escanaba	50.00
2/12/13	County Board – Stephenson	50.00
2/14/13	Executive Committee - Menominee	50.00
2/26/13	County Board – Stephenson	50.00
2/27/13	Special County Board – MERS – Menominee	50.00
2/28/13	Northpointe – Iron Mt.	50.00
Total Per Diem		300.00

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

Commissioner Signature: John Nelson/via email

Date: March 6, 2013

Commissioner Meeting Fee Expense Form

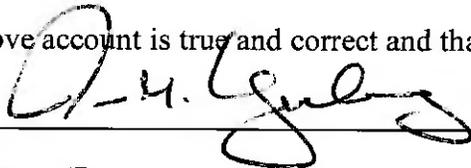
RECEIVED
2/27/13
Menominee County Administrator

Name of Commissioner James Furlong

\$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
2-4-2013	Park + Rec meeting	50. ⁰⁰
2-12-2013	County Board	50. ⁰⁰
2-20-2013	Library Board	50. ⁰⁰
2-25-2013	Planning Commission	50. ⁰⁰
2-26-2013	County Board	50. ⁰⁰
2-27-2013	COW - MBR	50. ⁰⁰
Total Per Diem		300.⁰⁰

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

Commissioner Signature: 

Date: 2-27-13

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
2/27/13
Menominee County Administrator

Mileage: \$~~.555~~^{.565}/mile ~ effective 01 January 2013

*Meals Maximum of \$40 per day.

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	\$.555 \$.565/mile	Total Cost	Account Number
2-4-2013	STEPHENSON	40			101-101-860.03
2-12-2013	STEPHENSON	40			101-101-860.03
2-20-2013	STEPHENSON	40			101-101-860.03
2-25-2013	STEPHENSON	40			101-101-860.03
2-26-13	STEPHENSON	40			101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage	200	
				Total Mileage Fee	111.00

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

J. H. Guly

Signed

2-27-13

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

RECEIVED
3/11/13
Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 January 2013
.565

*Meals Maximum of \$40 per day.

*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 .555/mile .565	Total Cost	Account Number
2/12/13	County Annex Stephenson	30		16.95	101-101-860.07
2/19/13	Recd Commission Office	25		14.13	101-101-860.07
2/14/13	Exec Meeting at Wedlo	No Charge			101-101-860.07
2/26/13	MEN. Co. Board - Annex	30		16.95	101-101-860.07
2/27/13	MERS Meeting - Court House	72		40.68	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		157	Total Mileage		
				Total Mileage Fee	88.71

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

3/11/13

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY
RECEIVED
3/1/13
Menominee County Administrator

Mileage: ~~\$.555/mile~~ ~ effective 01 January 2013
 .565

*Meals Maximum of \$40 per day.

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

Name: Bernie Lang ~ District 2

Date 2013	Meeting Place	# of miles	X .555/mile .565	Total Cost	Account Number
02-12	CO. BD	42			101-101-860.02
02-26	CO. BD	42			101-101-860.02
02-27	CO. BD	3			101-101-860.02
		87	X .565 =	49.16	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	49.16

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

03-01-13

Date

Commissioner Meeting Fee Expense Form

*Rec. SA.
3/7/13*

Name of Commissioner Jan Hafeman

\$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
2/7/13	Bd of Health Finance 2:00-4:00	\$50.00
2/12/13	Co. Bd. Mtg 6:00	50.00
2/20/13	Bd. Of Health 4:30-6:30	50.00
2/26/13	Co. Bd. Mtg 6:00-8:30	50.00
2/27/13	Special Co. Bd Mtg 1:00-2:30	50.00
2/28/13	Pinecrest Bd. Mtg 2:00-3:00	50.00
Total Per Diem		\$300.00

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

Commissioner Signature: *Jan Hafeman*

Date: 3/6/13

Rec. *AD*
3/7/13

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: \$.565/mile ~ effective 01 January 2013

*Meals: Maximum of \$40 per day.

*must attach receipt for reimbursement

*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
2/7/13	Bd of Health, Escanaba	56		31.64	101-101-860.10
2/12/13	County Bd. Mtg- Stephenson	34		19.21	101-101-860.10
2/20/13	Bd. Of Health-Powers	14		7.91	101-101-860.10
2/26/13	County Bd. Mtg-Stephenson	34		19.21	101-101-860.10
2/27/13	Special Bd Mtg- Menominee	76		42.94	101-101-860.10
2/28/13	Pinecrest Bd-Powers	14		7.91	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		228			
			Total Mileage		
				Total Mileage Fee	\$128.82

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

Jan Hafeman
Signed

3/6/13

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
<p>Board to review recently submitted Miscellaneous Bills as paid on February 28, 2013 in the amount of \$89,826.41.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 03/06/2013
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

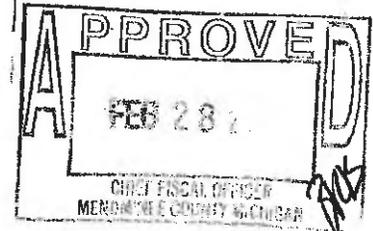
Special Revenue Funds

205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
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
284 Revenue Sharing
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

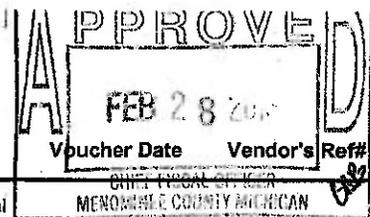
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Michigan Municipal Risk	28927	2/13/2013	R0001135	Retention Fund Contribution	101-103-831.00	5,250.00		\$5,250.00
Total Amount for Bank Account: General								\$5,250.00





**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS							\$62.89
28833	2/12/2013	95511	Letterhead - Board of Commissioners	101-101-727.00	62.89		
ANDERSON AUTO & RV SALES INC							\$478.35
28863	1/2/2013	1221	Vehicle Maintenance	205-315-934.02	79.95		
28884	1/4/2013	1222	Vehicle Maintenance	205-315-934.02	52.00		
28885	1/11/2013	1224	Vehicle Maintenance	205-315-934.02	79.95		
28886	1/18/2013	1225	Vehicle Maintenance	205-315-934.02	8.50		
28887	1/22/2013	1226	Vehicle Maintenance	205-315-934.02	207.95		
28888	1/23/2013	1227	Vehicle Maintenance	205-315-934.02	50.00		
Anderson, Bill							\$24.86
28908	2/25/2013	Reimbursement	Mileage - Planning Commission Meeting	101-401-710.00	24.86		
Big O's Lube and Service, Inc.							\$34.95
28889	2/5/2013	10663	2007 Chevy Silverado - Oil Change & F	205-315-934.02	34.95		
CLOVERLAND PAPER CO							\$728.22
28801	2/15/2013	101103	Ice Melt	101-265-930.00	235.00		
28802	2/15/2013	101121	Toilet Tissue, Towels, Mop Cleaner	101-265-755.01	127.02		
28824	2/8/2013	101047	Toilet Tissue & Ice Melt	101-265-755.01	115.24		
28873	2/8/2013	101048	Degreaser	101-301-770.00	127.16		
28896	2/22/2013	101177	Facial Tissue & Bowl Cleaner	101-265-755.01	67.31		
28897	2/22/2013	101176	Toilet Tissue, Ice Melt	101-265-755.01	56.49		
Cooper Office Equipment							\$885.20
28808	2/6/2013	96448	Contract # 1411-01 (2/20/13 - 5/19/13)	101-172-931.01	534.00		
28814	2/11/2013	96590	Contract # 1407-01 (Treasurer's Office)	101-263-931.00	140.00		
28921	2/26/2013	97085	Contract # 2146-01, Bizhub 423 (Admin C	101-172-931.01	211.20		
CORE TECHNOLOGY CORPORATION							\$4,922.00
28878	2/11/2013	64216	PO# 02782 (Support for 10/1/12 - 9/30/1	101-301-976.00	4,922.00		
Corey's Auto Salvage							\$100.00
28917	2/12/2013	37664	Steel Rims (x2)	208-751-981.00	100.00		
Country Mile Document Destruct							\$69.64
28823	2/13/2013	14889	Shredding Documents (2/7/13)	101-265-801.00	69.64		
Craig D. Childs, PhD, S.C.							\$4,090.00
28926	2/7/2013	727	PO# 02755 Firtness for Duty Evaluation	266-325-755.00	4,090.00		
David F. Oeming, Jr.							\$160.00
28898	2/26/2013	2012-057-MI	Court Appointed Legal - Scott	101-148-807.00	160.00		
Dennis-Ruleau, Dawn							\$600.00
28900	2/26/2013	5068	Crisis Intervention - February 2013	286-668-801.00	600.00		
DICKINSON COUNTY CLERK							\$3,500.54
28810	2/14/2013	West Law 2013	1st Quarter (Westlaw Charges)	269-145-801.00	3,500.54		
Dickinson County Treasurer							\$19,446.95
28811	2/6/2013	Circuit Court 2012	Qtr 4 (Expenses, Benefits, Health Care)	101-131-702.00	18,463.66		
28812	2/14/2013	Circuit Court 2012	1st Qtr (Telephone, Hardware & Softwa	101-131-702.00	983.29		
Donna Buechler							\$20.34
28909	2/25/2013	Reimbursement	Mileage - Planning Commission Meeting	101-401-710.00	20.34		
Dougovito, Greg							\$169.75
28906	2/27/2013	Reimbursement	Meals - Transport of Juvenile (T.Z.)	101-132-801.00	20.25		
28907	2/27/2013	5074	Transport of Juvenile	101-132-801.01	57.50		
28907	2/27/2013	5074	Transport of Juvenile	101-132-801.00	92.00		

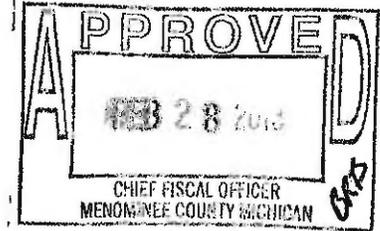


**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Employee Benefits Agency, Inc. 28915	2/1/2013	3256	ABS Monthly Admin Fee - February 201	101-103-712.02	96.00		\$86.00
Friends Ofc Prod Whse Direct 28820	2/14/2013	0180411	ROD - Office Supplies	101-268-727.00	143.39		\$143.39
Furlong, James 28902	2/27/2013	Reimbursement	February 2013 Mileage	101-101-860.03	113.00		\$113.00
GREAT AMERICAN DISPOSAL CO THE 28916	2/1/2013	32104539	Shakey & Kleinke Parks - Garbage Ren	208-751-942.00	125.66		\$125.66
Hashimoto Sewer Service, Inc. 28825	2/12/2013	10389	Jail - Flushed Line	101-265-930.01	155.00		\$155.00
Hasse, Jean 28925	2/12/2013	Reimbursement	Mileage	266-325-860.00	216.45		\$216.45
HERRILD, RENEE 28850	2/25/2013	Reimbursement	Bridge Fare, Meals, Mileage	101-141-860.00	351.78		\$351.78
Hi Tec Building Services 28918	2/28/2013	004816	Cleaning Services - February 2013	101-265-801.00	1,495.00		\$1,495.00
Ivens, Ruby E. 28919	2/28/2013	Reimbursement	Mileage - Parks Committee (2/4/13)	208-751-860.00	27.12		\$27.12
J S ELECTRONICS, INC. 28882	2/13/2013	17591	Removed Spotlights From Unmarked Vi	101-301-981.00	69.38		\$69.38
Jeff Nasér 28920	2/28/2013	Reimbursement	DHS Board Mllege	101-601-837.00	48.40		\$48.40
Joel Hensley, RN 28826	2/18/2013	Blood Draw	J.P. (2/15/13)	101-267-801.01	100.00		\$1,465.00
28867	2/24/2013	Nursing Services	March 1 - March 15, 2013	101-301-770.01	1,365.00		
Johnson, Gary 28899	2/19/2013	5067	Foster Care Cost (E.J. & L.J.)	292-662-843.02	482.72		\$482.72
K MART 7031 28819	2/11/2013	070310211130106612	ysol Wlpe	266-325-755.00	18.00		\$18.00
Kakuk, Tammany 28903	2/27/2013	5070	Foster Care (A.M.L.)	292-662-843.02	353.30		\$353.30
Kim's Kennel 28869	11/14/2012	23769	Boarding & Grooming	101-301-835.00	135.00		\$135.00
Kirby of Marinette 28800	2/20/2013	1694	Brushroll & Belts	101-265-755.01	40.98		\$40.98
LENCA SURVEYING 28804	2/16/2013	13045	Remon Yr 2013 (2/2 - 2/17/13)	243-245-801.07	2,283.70		\$2,283.70
Lesperance, Diane 28815	2/18/2013	Reimbursement	Meal for Board of Review Training (King	517-252-860.00	10.05		\$509.75
28816	2/18/2013	Reimbursement	Meals, Bridge Tolls, Mileage (2/9 - 2/13/	517-252-860.00	26.50		
28816	2/18/2013	Reimbursement	Meals, Bridge Tolls, Mileage (2/9 - 2/13/	517-252-860.00	473.20		
Linderoth, Janis 28834	2/20/2013	Reimbursement	UP Fair Authority Mileage - (1/31/13 Ml	101-101-860.09	49.72		\$49.72

MENOMINEE COUNTY
Claims Audit Report

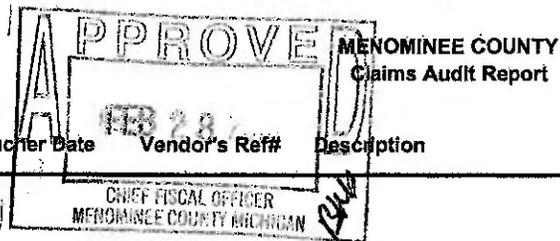
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
M & M Business Machines	28827	2/11/2013	10069	Calculator Ribbon & Ink Roller	101-253-727.00	14.94		\$14.94



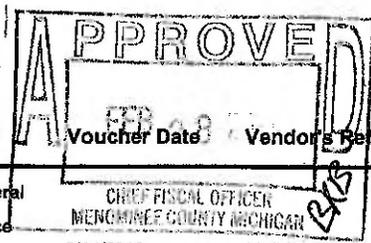


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General Mastercard							\$2,726.84
28829	2/10/2013	Credit Card	Amazon	101-215-729.00	53.63	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	MI Assn of Counties	101-172-860.00	25.00	x	
28829	2/10/2013	Credit Card	MI Assn of Counties	101-215-860.00	25.00	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	4.90	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	5.05	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	5.05	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	5.05	x	
28829	2/10/2013	Credit Card	MI Assn of Counties	101-101-859.00	25.00	x	
28829	2/10/2013	Credit Card	USPS	101-268-729.00	5.05	x	
28829	2/10/2013	Credit Card	1/12/13 to 2/8/13	101-103-765.00	10.47	x	
28892	2/10/2013	Credit Card 4308	Walmart	101-301-770.00	159.00	x	
28892	2/10/2013	Credit Card 4308	American Screening Cor	101-301-770.00	110.00	x	
28892	2/10/2013	Credit Card 4308	Team Wireless	101-301-850.00	60.08	x	
28892	2/10/2013	Credit Card 4308	Superior Carwash	101-301-981.00	8.00	x	
28892	2/10/2013	Credit Card 4308	Bright Guy	101-301-934.01	121.95	x	
28892	2/10/2013	Credit Card 4308	Walmart	101-301-934.01	451.54	x	
28892	2/10/2013	Credit Card 4308	Michigan State University	101-301-881.00	70.00	x	
28892	2/10/2013	Credit Card 4308	Michigan State University	101-301-881.00	71.96	x	
28892	2/10/2013	Credit Card 4308	Superior Carwash	101-301-981.00	8.00	x	
28892	2/10/2013	Credit Card 4308	CPD Industries	281-345-881.00	387.78	x	
28892	2/10/2013	Credit Card 4308	Superior Carwash	101-301-981.00	8.00	x	
28892	2/10/2013	Credit Card 4308	Ray Allen Website	281-345-881.00	489.93	x	
28892	2/10/2013	Credit Card 4308	Walmart	281-345-881.00	23.08	x	
28892	2/10/2013	Credit Card 4308	St. Ignace EZ Mart	101-301-860.00	42.38	x	
28892	2/10/2013	Credit Card 4308	Auto City Service	101-301-860.00	47.00	x	
28892	2/10/2013	Credit Card 4308	Clarkston Royal Diner	101-301-860.00	18.00	x	
28892	2/10/2013	Credit Card 4308	Hardee's	101-301-860.00	12.66	x	
28892	2/10/2013	Credit Card 4308	TLO	101-301-727.00	10.25	x	
28892	2/10/2013	Credit Card 4308	Taco Bell	101-301-860.00	19.10	x	
28892	2/10/2013	Credit Card 4308	Shell Oil	101-301-860.00	41.40	x	
28892	2/10/2013	Credit Card 4308	The Store	101-301-860.00	21.50	x	
28892	2/10/2013	Credit Card 4308	Intelius	101-301-727.00	19.95	x	
28892	2/10/2013	Credit Card 4308	Superior Carwash	101-301-981.00	8.00	x	
28892	2/10/2013	Credit Card 4308	Shell Oil	264-363-881.00	40.00	x	
28892	2/10/2013	Credit Card 4308	The Vierling Restaurant	264-363-881.00	16.19	x	
28892	2/10/2013	Credit Card 4308	The Vierling Restaurant	264-363-881.00	28.60	x	
28892	2/10/2013	Credit Card 4308	Hardee's	264-363-881.00	7.83	x	
28892	2/10/2013	Credit Card 4308	Hardee's	264-363-881.00	6.67	x	
28892	2/10/2013	Credit Card 4308	Culver's	264-363-881.00	7.83	x	
28892	2/10/2013	Credit Card 4308	Culver's	264-363-881.00	7.94	x	
28892	2/10/2013	Credit Card 4308	Applebees	264-363-881.00	29.13	x	
28892	2/10/2013	Credit Card 4308	Applebees	264-363-881.00	28.06	x	
28892	2/10/2013	Credit Card 4308	Superior Carwash	101-301-981.00	8.00	x	
28892	2/10/2013	Credit Card 4308	McDonalds	264-363-881.00	8.05	x	
28892	2/10/2013	Credit Card 4308	McDonalds	264-363-881.00	8.36	x	
28892	2/10/2013	Credit Card 4308	Casa Calabria	264-363-881.00	27.01	x	
28892	2/10/2013	Credit Card 4308	Casa Calabria	264-363-881.00	20.02	x	



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								
	28892	2/10/2013	Credit Card 4308	Red Lobster	264-363-881.00	38.36	x	\$2,726.84
	28892	2/10/2013	Credit Card 4308	Red Lobster	264-363-881.00	38.56	x	
Meade, Brenda								\$183.85
	28904	2/27/2013	Reimbursement	Mileage - Transport of Juvenile (T.Z.)	101-132-801.00	118.65		
	28905	2/27/2013	5072	Transport of a Juvenile (T.Z.)	101-132-801.01	25.00		
	28905	2/27/2013	5072	Transport of a Juvenile (T.Z.)	101-132-801.00	40.00		
Menacher, Dan								\$40.00
	28849	2/25/2013	Reimbursement	Fuel	249-371-742.00	40.00		
Menards - Marinette								\$33.00
	28818	2/13/2013	16875	Building & Gound Supplies	101-265-930.01	78.96		
	28880	2/20/2013	17179	Pledge & Multi Purpose Cleaner	101-265-930.01	13.92		
	28881	2/20/2013	17176	Credit Memo	101-265-930.01	-69.88		
Michigan Chamber Services, Inc								\$210.00
	28914	2/7/2013	445971	2013 Employment Law Handbook & Po	101-172-802.00	210.00		
MICHIGAN DISTRICT JUDGES ASSOC								\$200.00
	28822	2/15/2013	MDJA Dues 2013	Honorable Jeff Barstow	101-136-802.00	200.00		
Michigan Municipal Risk								\$23,372.75
	28832	2/13/2013	M0001135	General Fund Contribution - 10/1/12 - 1	101-103-831.00	23,372.75	x	
MILLERS ACTION OFFICE SUPPLY I								\$136.53
	28803	2/20/2013	91835-001	Notary Seal - Tom Faller	101-215-727.00	38.95		
	28828	2/15/2013	091763	Protector Sheets & Labels	101-253-727.00	24.78		
	28875	2/13/2013	091695	Binders	101-301-727.00	42.33		
	28876	2/18/2013	0091781-001	Data CD	101-301-727.00	13.58		
	28879	2/26/2013	0091944-001	Ink Cartridge & Envelopes	101-426-727.00	15.89		
MOORE MEDICAL CORP								\$437.00
	28870	2/11/2013	97814232 I	Inmate Medical Supplies	101-301-770.01	437.00		
NMU Financial Services								\$1,500.00
	28893	2/13/2013	mecosh 56	PO# 02785 Corrections Academy (Hans	264-363-881.00	1,500.00		
OTIS ELEVATOR COMPANY								\$811.49
	28831	2/20/2013	CVE05003313	Service from 3/1/13 - 5/31/13	101-265-801.00	611.49		
Pan-O-Gold Baking Co.								\$95.48
	28871	2/5/2013	00040683303607	Inmate Groceries	101-301-770.00	46.76		
	28872	2/12/2013	00040683304303	Inmate Groceries	101-301-770.00	48.72		
Peterson, Charlene								\$19.21
	28910	2/25/2013	Reimbursement	Mileage - Planning Commission Meeting	101-401-710.00	19.21		
Quill Corporation								\$235.41
	28842	2/12/2013	9379900	PA's Office - Hand Wipes	101-267-727.00	13.99		
	28843	2/12/2013	9398940	PA's Office - File Folder Labels	101-267-727.00	7.47		
	28844	2/12/2013	9383898	PA - Office Supplies	101-267-727.00	141.98		
	28845	2/14/2013	9458753	PA - Printer Ink	101-267-727.00	61.98		
	28846	2/12/2013	9448828	PA - Air Duster	101-267-727.00	9.99		
Randall Phillipps								\$37.50
	28840	2/21/2013	Various	Court Appointed Legal - Gibbons	101-131-807.00	37.50		
REDWOOD TOXICOLOGY LABORATORY								\$376.95
	28901	2/26/2013	5069	Drug Testing Supplies	296-667-730.00	376.95		

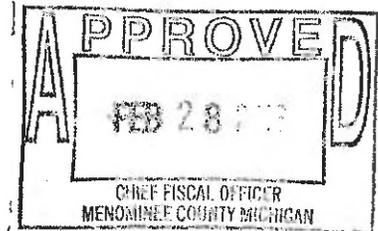


**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Reinhart Foodservice	28874	2/14/2013	165717	Inmate Groceries	101-301-770.00	593.06		\$593.06
Riesterer & Schnell, Inc.	28913	2/26/2013	458702	Building & Ground Supplies	101-265-934.00	495.24		\$495.24
Riverside Chevrolet	28890	1/8/2013	6062183/1	2009 Chevy Tahoe - Oil Change & Filter	205-315-934.02	33.85		\$33.85
Schultz, Lillian R.	28912	2/25/2013	Reimbursement	Mileage - Planning Commission Meeting	101-401-710.00	23.73		\$23.73
Sherwin Williams Company	28817	2/1/2013	6403-29165	Oak Stain	101-265-930.01	15.10		\$15.10
Standard Insurance Company								\$213.80
28805	2/21/2013	March 2013		Life Insurance Premium	101-101-713.00	20.70		
28805	2/21/2013	March 2013		Life Insurance Premium	101-132-713.00	6.32		
28805	2/21/2013	March 2013		Life Insurance Premium	101-136-713.00	11.50		
28805	2/21/2013	March 2013		Life Insurance Premium	101-141-713.00	9.20		
28805	2/21/2013	March 2013		Life Insurance Premium	101-148-713.00	0.58		
28805	2/21/2013	March 2013		Life Insurance Premium	101-215-713.00	13.80		
28805	2/21/2013	March 2013		Life Insurance Premium	101-172-713.00	4.60		
28805	2/21/2013	March 2013		Life Insurance Premium	101-261-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-267-713.00	9.20		
28805	2/21/2013	March 2013		Life Insurance Premium	101-268-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-253-713.00	6.90		
28805	2/21/2013	March 2013		Life Insurance Premium	101-257-713.00	4.60		
28805	2/21/2013	March 2013		Life Insurance Premium	101-265-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-301-713.00	48.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-682-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-103-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	101-426-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	271-790-713.00	9.20		
28805	2/21/2013	March 2013		Life Insurance Premium	266-663-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	296-664-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	296-665-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	208-751-713.00	4.60		
28805	2/21/2013	March 2013		Life Insurance Premium	205-316-713.00	2.30		
28805	2/21/2013	March 2013		Life Insurance Premium	205-315-713.00	23.00		
28805	2/21/2013	March 2013		Life Insurance Premium	266-325-713.00	16.10		
28805	2/21/2013	March 2013		Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - DNRE Cashier's Office ERMD GGL	28848	2/20/2013	3450-55	Campground License - Shakey Lakes	208-751-755.08	348.00		\$348.00
Stephenson National Bank&Trust	28837	2/22/2013	2013-2	Safe Deposit Box (# 143)	101-268-802.00	40.00		\$40.00
Stephenson Township Cemetery	28865	2/22/2013	Military Markers	Thoney, Parrett, Pratt, Hanson	101-681-761.00	100.00		\$100.00
The Ebco Company, LLC	28806	2/18/2013	013051	District - Legal Size Folders x500 (1/2 ci	101-136-727.00	320.00		\$640.00
	28807	2/12/2013	013043	District - Legal Size Folders x500 (1/2 ci	101-136-727.00	320.00		
The First National Bank&Trust	28841	2/18/2013	628840339	FOC - Service Charge	101-141-817.00	32.40		\$32.40

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
THE JANITOR'S CLOSET								
28821	2/15/2013	33569	Tissues & Centerpull Towels	101-285-755.01	98.60			\$98.60
Time Warner Cable								
28847	2/25/2013	10404 700185701 000	February 25 - March 24, 2013	101-103-851.01	329.95			\$329.95
U.E.S. COMPUTERS, INC.								
28835	2/5/2013	63564	PO# 02764 - Workstation - VA	101-682-970.00	882.00			\$1,764.00
28836	2/7/2013	63585	PO# 02763 - Workstation - Equalization	101-257-970.00	882.00			
U.P. ASSN. OF COUNTY COMMISSIO								
28924	2/25/2013	Dues	UPACC Dues -2013	101-103-802.00	150.00			\$150.00
U.S. Bank Equipment Finance								
28813	2/12/2013	222369290	Blizhub 423 Copier	101-172-942.00	133.07			\$133.07
UPCAP SERVICES INC								
28809	1/31/2013	1763	Work Crew Services (Shakey Lakes)	208-751-930.04	80.16			\$138.61
28877	1/31/2013	1764	Work Crew Services (1/22 & 1/30/13)	101-301-935.00	58.45			
Valenti, Susan F.								
28894	1/31/2013	Reimbursement	January 2013 Mileage & Meals	101-131-860.00	438.50			\$789.30
28895	2/27/2013	Reimbursement	February 2013 Mileage & Meals	101-131-860.00	350.80			
Vigilant Canine Services Inter								
28868	2/26/2013	Proposal	KB Services	101-301-881.01	400.00			\$400.00
Warren Suchovsky								
28911	2/25/2013	Reimbursement	Mileage - Planning Commission Meeting	101-401-710.00	10.17			\$10.17
WEB Communications, Inc.								
28891	2/19/2013	PO# 02761	Call Recording System	280-362-755.00	3,894.75			\$3,894.75
WEST GROUP PAYMENT CENTER								
28838	2/1/2013	826553284	Jan 1 - Jan 31, 2013	289-145-801.00	425.18			\$425.18
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
28830	2/18/2013	0402047856-00005	Kleinke Park	208-751-920.01	49.14			\$204.91
28922	2/25/2013	1179863993-00000	Bailey House	208-751-920.01	38.63			
28922	2/25/2013	1179863993-00000	Kleinke Park Street Lighting	208-751-920.01	58.48			
28922	2/25/2013	1179863993-00000	Bailey Park Street Lighting	208-751-920.01	25.44			
28923	2/25/2013	0402047856-00008	Stoney Point Street Lighting	208-751-920.01	33.22			
Total Amount for Bank Account: General								\$84,576.41



MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 03/06/2013
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 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

03/04/2013

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12816-13	02/13/13	FREYDANK JOERN & BETH	N6330 HWY M-35		\$100.00
Work :	6.REPAIR/REMODEL	REPLACE ROOFING ATTIC INSULATION SIDING REPAIRS			007-016-006-20
P12817-13	02/13/13	PLUTCHAK CHRISTOPHER & MICHE	N6075 SHORE DR		\$50.00
Work :	6.REPAIR/REMODEL	REMOVE EXISTING COLUMNS ,INSTALL NEW COLUMNS WITH PROPER TO PROPERLY SUPPORT MAIN GIRDER OF FIRST FLOOR			009-320-056-00
P12818-13	02/25/13	NORTH SHORE GOLF COURSE	N2315 HWY M-35	INGALLSTON TWP.	\$195.00
Work :	10.UTILITY	40X60 POST FRAME CONSTRUCTION STORAGE BUILDING			007-105-016-05

Total Permits 3

Total Fees \$345.00

Menominee County Planning Commission

S904 U.S. Highway 41 Stephenson, MI 49887 906-753-2209

Public Hearing Minutes

September 24, 2012

Call to Order:Menominee County Planning Commission Public Hearing was called to order at 5:30 pm CST on September 24, 2012 by Chair Lillian Schultz at Michigan State University Extension Office in Stephenson, MI. The meeting opened with the Pledge of Allegiance.

Roll Call:Present:Bill Anderson, Donna Buechler, Jim Pearson, Charlene Peterson; Lillian Schultz;Warren Suchovsky. Absent: Erik Bergh. Quorum present to conduct business.

Approval of Agenda:Motion by Pearson to approve Public Hearing Agenda; support by Anderson. Motion carried.

Public Comment: No public was present to testify on the proposed amendments to the old 2003 County Comprehensive Plan now entitled the Menominee County Master Plan (2012).

Written Comment: For the record, enter letter from CUPPADwith recommendations to include Land Use Map. (See attached letter)

Motion by Suchovsky to dispense with reading the Rules for Public Hearing as no public were present to comment on proposed changes to Menominee County Master Plan,enter any written comments received,and close the hearing; support by Anderson. Motion carried unanimously.

Close Public Hearing: Public Hearing was closed at 5:39 pm CST.

Minutes Submitted by:

DonnaBuechler, Secretary

Menominee County Planning Commission

Menominee County Planning Commission

S904 U.S. Highway 41 Stephenson, MI 49887 906-753-2209

Planning Commission Minutes

September 24, 2012

Call to Order: Immediately following the Public Hearing on September 24, 2012 the Menominee County Planning Commission regular meeting was called to order at 5:40 pm CST by Chair Lillian Schultz at the Michigan State University Extension office in Stephenson, MI.

Roll Call: Present: Bill Anderson, Donna Buechler, Jim Pearson, Charlene Peterson, Lillian Schultz, Warren Suchovsky. Absent: Eric Bergh. Quorum was present to conduct business.

Public Comment: (no public present) none

Approval of Agenda: Motion by Anderson, support by Suchovsky to approve agenda. Motion carried.

Approval of Minutes: (Reorganizational and regular – May) Motion by Pearson; support by Anderson. Motion carried.

Old Business: Three PA116 renewals were put on file. Roof rehab for Menominee Opera House was put on file. (time expired to comment on these items) Notices were brought to our attention for Mellen Township's Public Hearing for their proposed Master Plan and Stephenson Township for their future Land Use Plan & Map.

New Business: There were no comments to discuss; Peterson read the letter from CUPPAD. Discussion of Master Plan comments included a corrected typographical error and the addition of a Land Use map as suggested by CUPPAD. The map is of a poor grade to reproduce but will function on the webpage.

Motion by Peterson to grant the proposed amendments to the Menominee County Master Plan be approved and move them forward in the approval process; as well as the recommendation for the Menominee County Board to adopt the amendments as presented for the Menominee County Master Plan 2012, support by Pearson. Motion carried 6-0 - (6 yeas, 0 nays and 1 absent).

Request being made to the Menominee County Board to fill the vacancy on Menominee County Planning Commission with an at large or education representative when appointments are made for 2013.

Peterson thanked Commissioner Jim Pearson for his dedication and support in moving forward with the completion of the task of bringing the Comprehensive Plan up to state requirements for the 2012 Master Plan and requested that if he is successful in his run for Commissioner that he will stay on the MCPC.

Next Meeting Date: The state requirement for 4 meetings annually has been met for 2012. The next meeting is to be determined as needed, most likely in the first quarter of 2013.

Adjournment: Motion to adjourn by Anderson; support by Suchovsky. Motion carried.

The meeting adjourned at 6:20 PM.

Minutes Submitted by:

Donna Buechler, Secretary

Menominee County Planning Commission



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health, Delta & Menominee Counties
Pinecrest, Powers, MI

Meeting Minutes

Wednesday, January 16, 2013

Board Members Present

Bob Burie
Tom Elegeert

Mary Harrington
Jan Hafeman

Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Jennie Miller, Immunization/Communicable Disease Coordinator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on January 16, 2013. The meeting was called to order at 4:30 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary and is recorded above.

2. Approval of Agenda

Mr. Snyder requested the addition of "Tri -City Area United Way Agency Policy and Procedure Manual" as item 7, with the following agenda items renumbered.

Mr. Elegeert moved to approve the changed agenda. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Mr. Burie moved that the minutes of December 19, 2012 be approved. Motion was supported by Mr. Elegeert and carried.

4. Educational Session: Communicable Disease & Flu Updates – Jennie Miller

Jennie distributed a list of reportable disease in Michigan. The Public Health code states that the presence or suspected presence of any of these communicable diseases must be reported to the local health department. The reports are important for numerous reasons. They can:

- ✓ Help monitor the health of the community

- ✓ Control the spread of communicable diseases
- ✓ Allow for treatment of communicable diseases
- ✓ Enable the identification of outbreaks and epidemics
- ✓ Help with education and awareness
- ✓ Help evaluate the success of long term control programs
- ✓ Facilitate epidemiological research and data collection

Reports collect data, such as demographics, date of onset, reporting physician, symptoms, and laboratory test results. Most diseases must be reported by the physician office or the lab that did the testing within 24 hours, once officially diagnosed.

The results are put into an on-line reporting system called the Michigan Disease Surveillance System (MDSS). This system can plot where outbreaks are. The reports are very specific to each disease and tell you what information should be collected. The results need to be entered into the system within 1 business day after receiving report and should ideally be closed out within 30 days.

Reporting a communicable disease can be a large undertaking for the nurses who work the program. Each case can often take several hours. The nurse must ensure that clients are aware of their diagnosis, how it is transmitted, and how to avoid spreading it to others. They can also conduct a contact investigation (if necessary) so close contacts of the case can be notified and advised to seek testing/treatment. In some instances, client phone numbers are disconnected or they are unwilling to answer the phone. PHDM then sends a letter to their address within three weeks. If they still don't receive a response, they send a certified, restricted letter that the client has to sign for.

Chlamydia is the most commonly reported communicable disease in Delta and Menominee Counties. Although they are starting to see a lot more Hepatitis C and Pertussis diagnoses. Animal bites are also largely reported.

Jennie works with Environmental Health on food-borne illnesses so they can help investigate cases. The departments keep in close contact so they can monitor "self-reported" cases of food-borne illnesses and, if possible, trace them back to a cause. During the summer, we see more Lyme disease and food-borne illnesses.

5. Annual Meeting Business

5.1 Election of Chair and Vice-Chair

Mr. Elegeert nominated Mr. Burie for Chairman of the Board. Mr. Schei seconded the nomination. There were no other nominations and Mr. Burie was voted in unanimously. A roll call vote was requested:

Bob Burie	Yes
Tom Elegeert	Yes
Jan Hafeman	Yes
Mary Harrington	Yes
Larry Schei	Yes
Tom Trudgeon	Yes

From this point on, the meeting was chaired by Chairman Burie.

Mr. Elegeert nominated Ms. Harrington for Vice-Chairman of the Board. Ms. Hafeman seconded the nomination. There were no other nominations and Ms. Harrington was voted in unanimously. A roll call vote was requested:

Bob Burie	Yes
Tom Elegeert	Yes
Jan Hafeman	Yes
Mary Harrington	Yes
Larry Schei	Yes
Tom Trudgeon	Yes

5.2 Committee Assignments

Chairman Burie appointed the positions for the committees. A vote was taken and all positions were unanimous. The assignments for 2013 are as follows:

- Finance – Tom Trudgeon and Jan Hafeman
- Personnel – Mary Harrington and Larry Schei
- Building & Grounds – Tom Elegeert and Bob Burie

5.3 Approval of 2013 Meeting Schedule

These meetings can be cancelled or postponed depending on quorum available, but the times will always remain the same. This schedule also includes one meeting at the Escanaba office and one at the Menominee office.

Ms. Hafeman moved Board approve the 2013 Meeting Schedule. Motion was supported by Mr. Trudgeon and carried.

6. Revised Body Art Fee Schedule

State regulations require Public Health to inspect body art establishments. Under the Michigan's Public Health Code, PHDM can charge a fee for these services. In 2010 the Act was revised to say the establishments would pay \$500 for an annual license. PHDM will now get reimbursed from the state, \$250 for each permanent and \$400 for each temporary establishment for the inspections. A quarterly report is required to be submitted to MDCH to show the number of establishments inspected and PHDM will then receive reimbursement. Mr. Snyder is proposing to adjust the inspection fees to \$200 for a permanent body art facility and \$400 for a temporary inspection.

Mr. Elegeert moved the Body Art Fee Schedule be changed to \$200. Motion was supported by Ms. Harrington and carried.

7. Tri-County United Way Agency Policy Manual

The All-Stars program is a community based program where prevention specialists go into the local schools to talk to the kids about drugs/alcohol use and to show students they will have a brighter future without drugs/alcohol. The program started at PHDM in 2004. The program funding is not able to support the incentives in the program. The United Way helped fund the incentives for the program in previous years in Menominee County. This year, they would like PHDM to sign a Tri-County United Way Agency Policy Manual. PHDM does volunteer with certain events for the United Way in return for funding our All-Star Program incentives.

Ms. Hafeman moved the Tri-County United Way Agency Policy Manual be signed by Chairman Burie. Motion was supported by Mr. Elegeert and carried.

8. Medical Director's Report – Dr. Terry Frankovich

Dr. Terry reports on the flu. The Influenza A, H3N2, strain is the primary strain circulating right now. H3N2 is known for causing more significant disease in older individuals. The vaccine that was developed this year, matches about 90% of the strains that are circulating. Vaccination itself reduces risk of flu by about 62%. And is the single best prevention tool available. PHDM has given over 1600 flu vaccinations already this year.

The vaccination will not affect the results of the flu swab in the doctor office. Common secondary infections complicating flu include sinusitis, pneumonia, and ear infections. There have been some serious co-infections with a staph bacterium seen nationally.

On a different note, the Institute of Medicine (IOM) has published the results from a new study about American health and how we compare to 15 other developed countries. The U.S. ranks poorly for most indicators and has the lowest life expectancy. Fire arm homicides are 20 times higher than other countries. We have the second highest rate of cardiovascular disease and lung disease. And, the US has the highest rates of diabetes, infant mortality, STD's in youth, teen pregnancy, youth killed in car crashes, and the number of deaths before the age of 50 because of drugs/alcohol.

Dr. Terry notes that most of the adverse health outcomes seen could be dramatically improved through prevention strategies, which are the focus of public health and provide the best "bang for the buck."

9. Health Officer's Report

- Mr. Snyder officially welcomed Jan Hafeman and Larry Schei to the Board of Health.
- The Maternal Infant Health Program (MIHP) went through a program review from the state on January 8th and 9th. The program is for pregnant women or newborn babies up to one year of age that are on Medicaid. 59 indicators were met out of the 62 possible. The changes have already been implemented. The program all in all did very well and continues to grow.
- American Transmission Company is proposing a new electrical transmission line be put in the Carroll's Corner area. Some community members are worried about the Electric Magnetic Field (EMF) and ground water. Environmental Health has been and will continue to answer questions for public regarding the ground water and EMF. Studies have shown there can be limited or no real health effects of EMF.
- PHDM is currently undergoing the preliminary audit. The full audit will take place in approximately three weeks.
- The new vehicles have arrived. The four vehicles being replaced are currently up for bid in the local papers
- 2013 look ahead:
 - Mr. Snyder really doesn't see anything concerning and would like to look at opportunities such as looking into the feasibility of PHDM starting

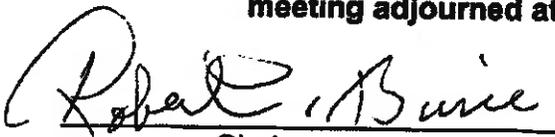
school-based clinics. Marquette and Chippewa are doing well with this program.

- o He would like the programs and services at PHDM be more publically known. He attended a meeting with media where they believe that social networking would be a good start.

10. **Public Comment—None**

11. **Adjournment**

There being no further business, a motion was made by Mr. Elegeert with support by Mr. Schei to adjourn the meeting. Motion was carried and meeting adjourned at 5:53p.m. CDT.



Chairperson

:kg



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health, Delta & Menominee Counties
Pinecrest, Powers, MI

Meeting Minutes

Wednesday, December 19, 2012

Board Members Present

Bob Burie
Tom Elegeert

Mary Harrington
Mark Jasper

Bernie Lang
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on December 19, 2012. The meeting was called to order at 4:31 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary and is recorded above.

2. Approval of Agenda

Mr. Elegeert moved to approve the agenda. Motion was supported by Mr. Lang and carried.

3. Approval of Minutes

Mr. Burie moved that the minutes of October 17, 2012 be approved. Motion was supported by Mr. Jasper and carried.

4. Finance Committee

a. FY 12 Year-End Report – PHDM finished \$29 over budget for FY12. Mr. Burie commends the entire staff for great work. The new cars are on the way. It's looking like they will arrive the first week in January. The van is currently at Riverside in Escanaba and Lynn has a phone call in to see when PHDM will be able to receive it.

b. MERS Actuarial Review – The review looks good. PHDM has two plans; non-union and union. The Union Plan is funded at 113.9% and the Non-union Plan is funded at 111.2%.

Mr. Burie moved to approve the Finance Committee Reports. Motion was supported by Mr. Elegeert and carried.

5. Personnel Committee Report

a. Employee Health Insurance – PHDM received the quotes from Employee Benefits Agency. The premiums have gone down from the previous year. PHDM is currently offering 2 plans: Standard or UP Blue. UP Blue restricts employees to use only Michigan providers, while Standard can go anywhere that accepts BC/BS. Mike suggests going with Aggregated Hard Cap Plan.

Chairman Trudgeon moved to approve the Aggregated Hard Cap Insurance Plans. Motion was supported by Ms. Harrington and carried.

b. Payment in lieu of Health Insurance – PHDM employees that opt out of insurance from the Health Department, currently receive \$100/month. The money is taxable and is not considered wages used for MERS retirement. There are currently five employees that have opted out of the insurance. Four have chosen to receive dental and vision benefits. It is brought before the board to increase the stipend. Out of the higher stipend, employees will then have to pay for their dental and vision insurance coverage if they choose to be covered.

Mr. Elegeert moved to approve the increase in payment in lieu of health insurance to \$300 month, with the employee paying for the dental and vision coverage out of that stipend if they so choose. Motion was supported by Ms. Harrington and carried. A roll call vote was requested:

Bob Burie	No
Tom Elegeert	Yes
Mary Harrington	Yes
Mark Jasper	Yes
Bernie Lang	Yes
Tom Trudgeon	No

Motion carried (4-2)

c. Non-union wage adjustments – 2013 – Mike presented a 2% wage increase. The 2013 budget was passed by the Board and included an estimated 2% increase.

Ms. Harrington moved to increase the non-union wage increase by 2%. Motion was supported by Mr. Lang and carried. A roll call vote was requested:

2000

Bob Burie	No
Tom Elegeert	Yes
Mary Harrington	Yes
Mark Jasper	Yes
Bernie Lang	Yes
Tom Trudgeon	Yes

Motion carried (5-1)

6. Medical Director's Report

Dr. Frankovich discussed the current status of the flu. The CDC is warning it will hit earlier and harder than in previous years.

She is already receiving phone calls from schools that are closing from flu-like symptoms. Schools do not get paid for a day if they have more than 25% of students absent. Delta and Menominee counties are doing well so far and have had no closings. Hospitals are seeing an increase in positive flu tests locally though. Dr. Frankovich reminded everyone to please get vaccinated. Once vaccinated, it will take up to 2 weeks for protection.

7. Health Officer's Report

- Mike thanked Mark Jasper for supporting PHDM and him while on the board. He wishes him the best of luck.
- Mike looks back at 2012.
 - Health Officer Status – this issue has been resolved. Mike has completed his first class and will continue with his next class in January.
 - MIHP- ran over budget in FY11. The program is currently doing well! It is growing by leaps and bounds and will continue.
 - Accreditation – reviewed 11 programs. 185 indicators looked at. We met 181 of them. We also met 91 of the 93 minimum program requirements.
 - Early On – funding was in jeopardy. The funding has come through and is continuing for FY 13.
 - Retirements
 - Mark Webber
 - Ruth Proehl
 - Resignations
 - Bridget Naser
 - Sharon Engelsjerd
 - The PHDM fleet is being updated with 4 new vehicles.
 - Lynn does a GREAT job at keeping up with the budget and keeping it on track.
 - Remember to read the newspaper articles in the back of the board packets.
- Mike wished everyone Happy Holidays.
- The next meeting will be January 16, 2013.

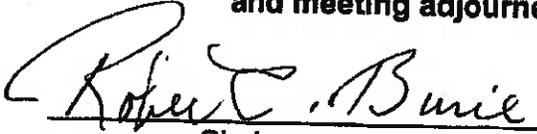
8. Public Comment—None

Mark Jasper commented the new vehicles are coming at a good time. The older vehicles are breaking down and not able to be on the road anymore.

2551

Board of Health Meeting
December 19, 2012
Page 4
9. Adjournment

There being no further business, a motion was made by Ms. Harrington with support by Mr. Elegeert to adjourn the meeting. Motion was carried and meeting adjourned at 5:36 p.m. CDT.



Chairperson

:kg

Menominee County Parks and Recreation Committee

Meeting Minutes

February 4, 2013

The meeting was called to order at 5:00 pm by Bob Desjarlais at the Annex in Stephenson, MI on February 4, 2013.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Gail Jerzyk, Glenn Cody, County Administrator Brian Bousley, and County Commissioners James Furlong and Charlie Meintz. There was a quorum present to conduct the meeting.

Approval of agenda: A motion was made by Ruby and seconded by James. The motion carried.

Minutes: A motion was made by Charlie to approve the minutes from the last meeting that was seconded by Ruby. The motion carried.

Public Comment: Kandace Curran, Menominee County Fair Board President reported that she had contacted eight other storage facilities in the area. The rates charged by the committee for storage at Shakey Lakes Park were lower than most but almost the same as that charged by the Michigan State Fairgrounds in Escanaba. Bob suggested that the current rate be increased to \$1.00 per square foot. No action was taken. Kandace also announced that the 2013 fair would be held on July 19 through July 21.

Business:

- a. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided.
- b. **Camp Host Program:** The committee continued its discussion of the program initiated at the previous meeting. Bob reviewed several of the issues that had occurred in the previous season, and the committee then considered several suggestions to improve the program for the coming season. Brian reminded the committee that the Board of Commissioners would vote on whether or not to approve the continuation of the program later this month. James suggested that we not expect the camp host to be both a welcoming figure and an enforcer of the rules; enforcement should be the responsibility of the park rangers and the police only. Bob suggested that the committee contact the Michigan Department of Resources for a list of available camp hosts. Other suggestions included improving the pre-season training for the camp host, providing an official shirt for the host(s) and clarifying the responsibilities. Ruby made a motion that Brian be authorized to begin placing advertisements for the position that was seconded by James. The motion carried.
- c. **Parks Projects / DNR Grants:** Brian announced that the county would be applying for a DNR grant again this year to improve the boat launching area at Stoney Point. There

will be a public input session following the next meeting of the committee on February 4 at the Annex in Stephenson. Brian also reported that the parks crew is working on the installation of trim for the new bathhouse at Shakey Lakes Park.

- d. **Lease Program:** Brian reported that lease applications were starting to come in. He also referred a question to the committee from a non-resident concerning the increase in camping rates for the coming season. The question concerned whether or not a non-resident could claim resident status and therefore eligibility for resident camping rates, if he/she owns property in the county. The committee ruled that an individual must actually reside in the county in order to take advantage of resident camping rates. Brian also referred an offer from a long-term camper at Shakey Lakes Park to donate money for park improvements from a fund that a group of campers use to organize a party at the end of each season.
- e. **Deputy in the Park Program:** Brian reported that the program is in the process of being updated for the coming season, specifically guidelines for the officer in residence.
- f. **Parks Website/Advertisements:** Brian announced that the website is being updated for the coming season. Copies of the 2011 place mats with advertising from local businesses were distributed to the committee. Last year, the ads were transferred to the new website, and there was no charge to the sponsors for the 2012 season. This year, the committee decided to request \$25 for each ad featured on the website. The list of sponsors was distributed among the members of the committee so that each business could be contacted before the next meeting.

There was no correspondence.

Any Other Items Members Wish to Present: There were no additional items.

Charlie offered a motion to adjourn that was seconded by Ruby. The meeting was adjourned at 6:50 pm.

Respectfully submitted by Glenn D. Cody



PINECREST BOARD OF TRUSTEES

Date: January 24, 2013	Place: Island Resort and Casino / Eagle Room
Presiding: Gerald Smith, Chairperson	Time: 4:03 p.m. CST
Recording Secretary: Lois Ball	

Topic	DISCUSSION	OUTCOME
Roll Call	<p>Board Members Present: Gerald Smith, Debbi Springinsguth, Elaine Boyne (arrived late), Katie Driscoll, Barbara Oliver, Randall Van Gasse, Mary Bradley, Michael Kaufman, Richard Mapes - Administrator</p> <p>Board Members Absent: Jeff Naser</p> <p>Liaison Members Present: John Degenaer, Jr., Jan Hafeman</p> <p>Liaison Members Absent: Mary Harrington</p> <p>Leadership Team Members Present: Darlene Smith, Candace Meintz and Sharline Corrigan and Jessica Boucher.</p>	

Approval of January Agenda	Guests Present: Gerald McCole	The Agenda was approved by motion of Trustee Kaufman, supported by Trustee Oliver. Motion carried.
Board action of Minutes of the November 29, 2012 meeting	The minutes of the November meeting had been mailed to the members prior to this meeting for their review.	A motion was made by Trustee Driscoll, supported by Trustee Oliver, to accept the minutes as presented. Motion carried.
Review of the Financial Statements for November and December.	Candace Meintz, CFO, reviewed the Financial Statements. She announced the auditors will be here the week of February 4 th for the yearly audit.	A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the Financial Statements as presented. Motion carried.
Board Action on November and December Manifest of Invoices	Manifest of Invoices had been mailed to the Board Members prior to this meeting for their review.	A motion was made by Trustee Van Gasse, supported by Trustee Driscoll, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Reports Whispering Pines/Powers Activity Center	Trustee Bradley reported that the Committee had done their annual complaint review and were satisfied with the way the complaints had been handled. She also reported that she had misstated the 2013 budget amount, and gave the correct budget figures to the board. She reported on the activities, of each of the Whispering Pines entities. All are doing well.	A motion was made by Trustee Driscoll, supported Trustee Springsinguth, to accept the report presented. Motion carried.
Board Action Items/Resolutions Pinecrest 2013 Operating Budget	CFO, Candace Meintz, reviewed the 2013 Operating Budget. She noted that the budget, which had been done in October, had been based on a daily census of 139 residents. She noted that when census falls below	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the 2013 Operating Budget as proposed. Motion carried.

	<p>the projected numbers, Department Heads are good at adjusting expenses. She explained that she had kept the revenue payer mix constant to the 2012 figures and all other aspects of the proposed budget. Administrator Mapes discussed possible CPE's reimbursement. He stated that we feel this is a conservative and realistic budget.</p>	
<p>Bad Debt Write Off</p>	<p>Sharline Corrigan, Senior Billing Specialist, reviewed the Bad Debt Write Offs for the month.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Bad Debt Write Off request for January. Motion carried.</p>
<p>Policy and Procedures</p>	<p>Administrator Mapes reviewed the Policies "Work For and Exchange Policy" and the "Annual Salary and Performance Review" Policy. A discussion was held involving Administrator Mapes explaining a wage band schedule he would like to implement for non union personnel. Annual review of the policy, and all others, was also discussed.</p>	<p>A motion to approve the Policies and Procedures was made by Trustee Kaufman, supported by Trustee Driscoll. Motion carried.</p>
<p>Unfinished and New Business Report on Quality Assurance and Resident Council Committees</p>	<p>Darlene Smith, Director of Resident Services, reported on the monthly Quality Assurance Committee Meeting and each of the homes Resident Council Meetings. She noted that during Quality Assurance there is a policy review done. Clinical policies are to be reviewed every 3 years. She discussed the issue we had with a drug diversion and stated that we had called the State and law enforcement regarding this issue. She noted that we were cleared on this yesterday. She discussed moving beds away from registers and windows. She also noted that only 12 of the residents had not agreed to the flu shot. She stated she was happy about this</p>	

<p>Report of Safety Committee Meeting</p>	<p>since the flu seems to be so bad this year. Lois Ball, Safety Committee Secretary, reported on the January meeting. She noted that in conjunction with the beds being moved the Committee had done a study and found that none of the falls were related to the beds being moved. She reviewed the years worth of incidents with the Board and stated that considering the number of residents that we do have, she feels that the staff do a very good job of keeping our resident's safe and well cared for.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Oliver, to accept the Safety Committee report as presented. Motion carried.</p>
<p>Report on Meetings and Conferences Attended.</p>	<p>Administrator Mapes reported that there had been no other meetings than the November District 1 Meeting at which they had recognized Administrator's Nutini and Dunn for their years of service and wished them well in their retirement years.</p> <p>Darlene Smith reported that she has attended the Alzheimer's support meetings and the local DON meetings.</p>	
<p>MIOSHA Complaint Update</p>	<p>Administrator Mapes stated that we have been cleared by MIOSHA for the employee complaint with the exception of one allegation of discrimination which is still being reviewed by the judge.</p>	
<p>Abbreviated Complaint Survey</p>	<p>We had an abbreviated survey regarding drug diversion, for which we have been cleared.</p>	
<p>Organizational Chart</p>	<p>Administrator Mapes reviewed the Organizational Chart for Pinecrest. Jessica Boucher, Assistant Administrator for Whispering Pines reviewed the charts for Whispering Pines and Great Northern Home Care.</p>	
<p>NACo Legislative Conference</p>	<p>March 2-6 will be the spring conference in Washington. Costs to be approximately \$2200 to \$2500 per person.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Boyne,</p>

			to approve the costs for the Administrator and one Board Member to attend the NACo Legislative Conference. Motion carried.
2013 Annual MCSSA/MCSCSET/MCMCFC Conference	March 13-14 will be the Conference dates. Administrator Mapes asked the Board's approval for expenses so that he can attend this meeting. He noted that the average cost is approximately \$900.00	A motion was made by Trustee Bradley, supported by Trustee Oliver, to approve the expenditure. Motion carried.	
High Risk Skin Conference	Darlene Smith requested approval from the Board for Kathy Teal, Infection Control Nurse to attend the High Risk Skin Conference. She noted that registration is paid and she was asking for mileage (200 miles) and meals.	A motion was made by Trustee Bradley, supported by Trustee Driscoll to approve travel, meals and per diem for Mrs. Teal to attend the conference. Motion carried.	
HCAM Maintenance Workshop	Administrator Mapes requested approval from the Board to allow our Maintenance Supervisor to attend this workshop.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the costs of travel and attendance to this workshop. Motion carried.	
Medical Director	Administrator Mapes reported that our current Medical Director, Dr. Linder, will be leaving us as of February 28, 2013. He announced that he has made an offer to two local physicians and has discussed co-medical directorship. We are unsure what OSF is planning to do with the clinic yet.		
Wage and Salary Bands	Administrator Mapes stated that this had been discussed during the Policy and Procedures. He did ask the Board to approve the 2% increase for non union employees to be paid the first full pay period after their annual review.	A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve the increases as requested. Motion carried.	
Comments from Liaison Members	There were no comments from Liaison Members		

Comments from the Public	There were no comments from the public.	
Adjournment	The meeting adjourned at 5:15 p.m. CST	A motion to adjourn was made by Trustee Bradley, supported by Trustee Springinsguth. Motion carried.

Mary Bradley, Secretary



Richard Mapes, Administrator



NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

January 31, 2013 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:05p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy		X		Martin, Ann	X		
DeDie, William	X			Negro, Mari	X		
DeGrave, Marylee	X			Nelson, John	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	*X			Zevitz, Michael, Dr.	X		

*(Video Television Conference from the Northpointe Iron River Office)

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, L. Dionne, J. Pelc, M. Wendt

*G. Takala

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

PUBLIC COMMENTS - No public comments

Bill Adrian stated that some Board members received a 1099 form if they earned over \$600.00 from attending committee and Board meetings in 2012. If anyone has questions regarding their 1099 form they can contact Mr. Adrian. Mr. Adrian also stated that December per diem checks were provided to Board members at the January 3, 2013 Board meeting and January per diem checks will be issued to Board members at the February 28, 2013 Board meeting.

Karen Raether stated that Ann Martin has agreed to replace Bernie Lang as the Parliamentarian until new Board committee appointments are made in April.

APPROVAL OF THE AGENDA:

(Request for additional agenda items or for any items contained in the consent agenda to be removed from the consent agenda and placed on the regular agenda for discussion).

The agenda was amended to remove the Wage Increase Report and Northpointe Benefits Information from the Personnel Committee Meeting Report to the agenda.

ACTION: Moved to approve the amended agenda as presented.

Motion by: M. DeGrave; supported by C. Spence. **Motion carried unanimously**

APPROVAL OF THE CONSENT AGENDA:

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the minutes from the January 3, 2013 regular monthly Board meeting
- b. Finance Committee Meeting Report-1/21/13
- c. Recipient Rights Committee Meeting Report-1/21/13
- d. Personnel Committee Meeting Report-1/21/13

The consent agenda was amended to add the Wage Increase Report and Northpointe Benefits Information from the Personnel Committee Report to the agenda.

ACTION: Moved to approve the amended consent agenda as presented.

Motion by: C. Spence; supported by P. Erickson. **Motion carried unanimously.**

PRESENTATION: Health Integration – Wanda Beauchamp

Wanda Beauchamp stated that she is a R.N. at Northpointe, previously worked in outpatient, and now primarily works in the residential setting. Ms. Beauchamp stated that health integration started out as health navigation at Northpointe and the regional community mental health (CMH) agencies are working under a NorthCare grant to implement health integration. There was a regional summit meeting held in November in Marquette to build teams in local areas to incorporate integrated care with primary care physicians, hospitals, health departments, and substance abuse providers. The local team for this area includes Peggy Erickson, Benji Wood, Steve Markham, Karen Thekan, Theresa Harvey, and Ms. Beauchamp. Ms. Beauchamp stated that individuals need to be treated holistically with mental health and physical health together. Ms. Beauchamp also stated that a Northpointe fitness group for individuals has started at the YMCA and meets two days/week for an hour with 10-15 participants in each session, a smoking cessation group is being held every other Wednesday with good participation in this, and a health/wellness group has been incorporated which primarily focuses on dietary and teaches individuals how to make nutritious meals and meets every other week. Ms. Thekan stated Ms. Beauchamp provides a required training for all direct care staff to learn about the importance of physical health/mental health and the integration of these two. Ms. Thekan also stated that part of the NorthCare grant has an on-line curriculum through the University of Massachusetts that Ms. Beauchamp and Theresa Harvey will participate in to receive a special certification on integrated health. Miscellaneous questions were addressed by Ms. Beauchamp and Ms. Thekan.

CEO REPORT

Karen Thekan stated that her January 2013 CEO Report was in Board packets; she provided the following updates and highlights:

State/Federal Activity:

- The Medicaid autism benefit is targeted to go into effect April 1, 2013. Laurie Whear and Ms. Thekan participated in a WebEx on January 30 regarding the autism benefit. The State is still under negotiations on some items with the Centers for Medicare/Medicaid so there are still some unanswered questions. Northpointe is moving forward with getting staff more applied behavior analysis training. The Dual Eligible project, individuals with Medicare and Medicaid, will be phased into four regions within the State of Michigan instead of implementing it state-wide. The U.P. is one of the four regions and what this means for Northpointe is that individuals with Medicare and Medicaid, starting in January 2014, will come to Northpointe for services, including mild-moderate individuals. The Pre-paid Inpatient Health Plan (PIHP), which is NorthCare, will be managing the dollars for dual eligibles. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.
- Alan Bolter, Associate Director for Michigan Association of Community Mental Health Boards (MACMHB), has offered to present at a Board meeting. Consensus of Board members is to have Mr. Bolter present at a future Board meeting.
- In the past, the State has said that if a region has all of the “Medicaid State Planned Services”, i.e., if a service is available throughout the region, this is good enough. Now the State is saying that each CMH has to have the full range of services, i.e., a Clubhouse program which is psychosocial rehabilitation, etc. Northpointe is in the process of developing a certified Clubhouse program in Menominee as this service has been lacking in Menominee over the last several years. The Clubhouse program serves adults with a serious mental illness and incorporates vocational training, work ordered days, etc. Further information on the program as it develops will be provided to Board members. The other area that Northpointe will have to “beef up” is crisis services which will also be looked in the upcoming year.

Regional Activity:

- There will be a new governance structure for the U.P. regional CMH's as NorthCare has to reorganize to become a new regional entity as defined in the mental health code. This will go into effect in January 2014 and a memo was received from the Department of Community Health (DCH) that all of the legal pieces have to be in place by July 1, 2013. The by-laws for the new entity have to be approved before July 1, 2013 by all the U.P. CMH's and filed with county clerks and the Secretary of State. The U.P. CMH directors met last week to begin working on new by-laws and these will be presented to the U.P. CMH Boards and the NorthCare Advisory Council for final input and approval. The biggest item to discuss is the make-up of the Board at the regional entity and two proposals have come to the forefront as how to comprise the new regional entity Board: 1) one individual from each county, which would be a 15 member board, would be appointed by each U.P. CMH or 2) three individuals from each U.P. CMH Board would be appointed which would also be a 15 member board. If there are other models for the make-up of the new entity Board ideas can be shared with Dr. Zevitz, Mari Negro, or Karen Raether as they will be attending the March NorthCare Advisory meeting. The make-up of the new entity Board

will be also be an agenda item for further discussion at the February 28, 2013 Northpointe Board of Director meeting. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

Local Activity:

- A master level social worker will be added to the Menominee office due to the increase of individuals qualifying for services there.

WAGE INCREASE REPORT AND NORTHPOINTE BENEFITS INFORMATION

Millie Hofer asked if the employees, who do not receive a pay increase due to being at the top of the pay scale, are included in calculations on the Wage Increase Report. Terri Wendt stated that these employees are pulled out and not included in the calculations as she was asked to change this information to not include them in the calculations. Ms. Hofer stated that longevity is approved for employees and she would consider this a benefit and did not see where that is listed on the Northpointe benefits information. It was clarified that longevity is listed in the benefits information. Ms. Hofer stated that in regards to the top of the pay scale bonus that she would consider this a benefit because it is not reflected under salaries and should be added to the benefits information. Ms. T. Wendt stated that she will add this to benefits information.

NEW BUSINESS

- NorthCare Advisory Committee Meeting Report-1/21/13
Karen Raether stated that the NorthCare Advisory Committee meeting was held on January 21, 2013 and attended by Dr. Zevitz, Mari Negro, Karen Thekan and herself. Ms. Raether highlighted information from the meeting minutes and miscellaneous questions were addressed by Ms. Raether and Karen Thekan.

UNFINISHED BUSINESS

- Approve Northpointe Annual Report Calendar
Karen Raether stated that the Northpointe Annual Report Calendar was provided to Board members in January to review and approve at this Board meeting. Karen Thekan stated that she will be attending all three county commissioner meetings to present and distribute the annual report. Ms. Raether stated that Lisa Dionne does a great job in putting together the annual report calendar.
ACTION: A motion was made by M. Negro, supported by P. Connors to approve the Northpointe Annual Report Calendar. **Motion carried unanimously.**

CHAIRPERSONS REPORT - K. Raether

- The MACMHB winter conference is scheduled for February 11-13 in Lansing. The early bird registration for the conference is February 2 and Board members should let Mary Wendt know by tomorrow if they will be attending the conference.
- A Great Lakes Executive Committee meeting will be held on February 7.
- Annual CMH PAC campaign information from MACMHB was provided to Board members. Karen Raether stated the donations from this campaign are used by lobbyists to get the word out about mental health and is a wonderful cause. Ms. Raether asked Board members to consider making a donation to the PAC campaign.
- Nominations and election of MACMHB officers will be done at the spring conference and are open for nominations. Ms. Raether reviewed the individuals received thus far for officers. The deadline to provide nominations is March 5, 2013 and if anyone has an individual they would like to nominate from the region contact Karen Thekan or send an e-mail directly to Mike Vizena at MACMHB.

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Ann Martin stated that she very much appreciated the tour of the Lighthouse that was provided before the January 3, 2013 Board meeting as it meant a great deal to her and her understanding on what Northpointe is about. Ms. Martin also stated that she has received very positive comments regarding the integration of Lane Street Home in the neighborhood and for the manager of this home. Karen Thekan stated that Ken Fayas is the manager of Lane Street Home and this is a culture of gentleness home that Northpointe developed.
- Ms. Martin stated that the Dickinson County Board approved advertising for Bill DeDie's term which is expiring on March 31, 2013 from the Northpointe Board. Other terms expiring on the Northpointe Board from Menominee County are Mari Negro and Marylee DeGrave. Letters of application should be sent to the county commissioners' office in Dickinson and Menominee Counties.

- Ms. Martin stated that Peggy Connors sent an e-mail regarding taking up a matter at a Personnel Committee meeting. Karen Thekan stated that Ms. Connors sent out her e-mail today and she was not sure if all Board members had a chance to read this e-mail before today's Board meeting. Ms. Thekan stated that Ms. Connors is asking the Personnel Committee to clarify Board role and responsibilities.

PUBLIC COMMENTS- No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:12 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, February 28, 2013** in Kingsford, Michigan at 4:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

**Menominee County
Department of Human Services Board
2612 Tenth Street
Menominee, MI 49858**

BOARD MEMBERS

**MICHAEL KAUFMAN, CHAIR
MARY BRADLEY, VICE-CHAIR
JEFF NASER, MEMBER**

DIRECTOR

RUSSELL K. SEXTON

Date: January 29, 2013

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

Present: Michael Kaufman, Board Chair; Mary Bradley, Board Vice-Chair and Russell Sexton, Board Secretary.

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

APPROVAL OF AGENDA:

A motion to add an agenda item – Board of Commissioner Letter – to New Business and to approve the agenda with that addition was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

APPROVAL OF December 18, 2012 MINUTES:

Minutes of the December 18, 2012 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for December 2012 was reviewed. There was \$150.00 in expenditures for DHS Board meeting attendance; leaving a balance of \$8,181.50. There were no expenditures from the Child Care Allocation, leaving a balance of \$3,500.00.

A motion to accept the financial reports was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

Mr. Sexton notified the board that due to the many changes made in DHS related to the Business Services Centers and the consolidation of fiscal activities, all counties were asked to take control of their DHS Board Funds and handle all transactions in county instead of sending the funds to the State. Menominee County Administrator agreed to

accede to that request and as a result, all future board member travel vouchers and other expenditures will be sent to the county for payment.

DIRECTOR'S REPORT:

Staffing Information: Mr. Sexton reviewed the current staffing situation with the board.

Statewide Director's Meeting Information: Mr. Sexton reviewed his notes from the January meeting.

Collaborative Issues: No update.

Business Plan Update: Mr. Sexton reviewed the overall performance of each unit with the board.

Miscellaneous: None.

Board Member Input/Suggestions: The board members provided a variety of suggestions, which were greatly appreciated by Mr. Sexton.

Motion to accept the Director's Report as submitted made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition.

UNIT REPORTS: None.

BOARD BUSINESS:

Approval of Vouchers: December 2012 vouchers were reviewed by board members.

A motion to approve all vouchers was made by Mike Kaufman and supported by Mary Bradley. Motion passed unanimously.

MCSSA Information: There was a general discussion of current MCSSA issues and a MCSSA District One update.

NEW BUSINESS:

There was a discussion regarding a letter received from the Menominee County Board of Commissioners regarding DHS Board committee assignment and regarding county board rules.

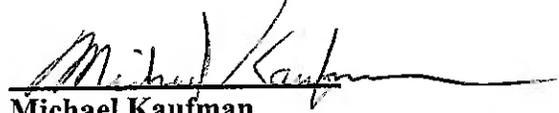
PUBLIC COMMENT: None.

NEXT MEETING: February 26, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition. Meeting adjourned at 9:34 a.m. Central Time.



Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

Pc: DHS Board Members
Dickinson County BOC
Dickinson County DHS Office File