

**Menominee County Executive Committee
Minutes of Meeting**

June 10, 2010

The Executive committee of the Menominee County Board met on June 10, 2010 at 12:00 p.m. at the Twin County Airport. Present at the meeting were Com. Eichhorn, Com. Anderson, Com. Furlong & Administrator Bousley.

Also present: No one

Agenda was approved by Com. Furlong and supported by Com. Anderson

Previous Meeting minutes: There are no previous minutes available

Public Comment: None

Business: Draft/Fourth reading of the Menominee County Bylaws, Board rules, county policies, and Charters of standing committees.

Page numbering is an absolute. Charters of standing committees: Bousley: from W to the end, some don't have a description...somebody brought this up. Furlong, we'll need to add the wording for each committee. Plat board? Anyone know what that is? Investigate what the TASK force is. Corrections Advisory Board, I don't think anyone is on there. Furlong: I'm on the Community Corrections Board...is that the same thing? Eichhorn: some of these we should just put "Will meet as needed per statute". Menominee Business Development Corporation –EDC (Economic Development Committee). MSA's are not used anymore. These are now MCL's. Eichhorn: Do we even need a number on them? Bousley: I'll ask Dan if we need it. Furlong: The act and the law should be specified in the by-laws. Bernie questioned the COW structure we have, but I think he's ok with it now. Article 6 – Committees, these are the ones that we appoint, but then we have all of those other committees. Charter of Standing Committees, Are these just the ones we appoint board members to? Eichhorn: Yes I believe they are. COW will meet at the discretion of the county board or county administrator as needed. R91-1 – when received instead of within ten days. R98-2 – order a call of the board to attend a meeting. Used to be when members decided to NOT attend meetings...and there is no Quorum of the board to meet; a sheriff could be sent to get a member to make a quorum. It is decided that this be removed from the by-laws. R91-8 – remove 2/3 and replace with 4/5. R91-3 – we changed approval of the agenda to fall before public comment...yes. P91-1 – We no longer have a Buildings and Grounds superintendent just change this to the Administrator shall notify the Buildings and Grounds Department. Chief Fiscal officer, change the \$3,000 to \$5,000. Department Heads...B&G we no longer have. Remove that. Above 3.3 purchase orders. Contractors checklist? The intent of that was to make sure the contractors are bonded and insured. Has anyone seen this checklist? No, Maybe this is something we need to develop? Maybe this is something that can still be found. Anderson, are all the bills approved by the county board before you pay them? No. Petty

Cash had to be changed because of the different amounts. We removed Extension and PA. Why does the Sheriff Dept. have \$1,000 for petty cash? They have the credit card system now for the inmates to use. Should this amount be lowered, is this what they really Need?? P91-8 – Chief Fiscal Officer, was removed...should be added back in. P91-18 – The county administrator records this in the calendar. There is no form to request the vehicle. Employees should use the county car if available. If the car is available and the employee chooses to use their own car, mileage will not be paid. Gas to and from the conference will be paid. Personnel Manual, there are two different dates of adoption. I just need to research this. P98-2 investment policy. This is done yearly at the reorganizational meeting. What do we want to do with the COW? Do we leave it in there? Eichhorn: Yes, if we want to call a meeting. Furlong: In the new agenda, instead of “New Business, discussion only”, call it the COW instead. Eichhorn: OK, let’s call it new business/COW. Anderson: I want to make sure we can act on items without getting into complete board approval. It should be clear that if it’s discussed at one meeting then the next meeting it will become an action item, so it doesn’t get suck at the COW. We’re not changing anything but the name of that section. Discussion ensued. A unanimous roll call vote can move a discussion item to an action item at the same meeting. The county board chair should run the meeting. Any section can be turned over to someone else if need be. P2001-1, reviewed by the county attorney at the discretion of the County administrator. Eichhorn: I’d like to meet next week. What’s the timeframe Brian? Wed. next week? There’s a meeting at the airport...June 15, 2011 Finance meeting at the annex. Airport meeting is Tuesday the 15th. OK, Wednesday morning 8:00 AM...Airport.

Any Other Items: None

Public Comment: None

Adjournment was at 1:30 PM