

**Menominee County Executive Committee  
Minutes of Meeting**

**April 19, 2011**

\*\*\*\*\*Approved 5/20/11\*\*\*\*\*

The Executive Committee of the Menominee County Board met on April 19, 2011 at 6:15 p.m. at the Menominee County Courthouse, Courtroom B. Present at the meeting were Com. Furlong, Com. Lang, Com. Pearson, County Administrator Bousley & Administrative Asst. Sherry Smith.

**Also present:** Mark Jasper, Other members of the public

**Agenda:** The agenda was approved by Com. Lang and seconded by Com. Pearson. 3/0

**Previous Meeting minutes:** Meeting minutes from Feb. 7, 2011 were approved by Com. Pearson and supported by Com. Lang. 3/0.

**Public Comment:** None

**Business:** A. Review of the Menominee County Bylaws, Board rules, county policies, and Charters of standing committees. Lang: There were plenty of changes at the last meeting. The changes are in color. P91-12 “Public Comment” shall be limited to five minutes, for both public comment areas on the agendas. P91-15 – “Any person requesting to use the recording equipment” (change to this) P2000-5 Change the COW agenda to coincide with bylaws) Note that the LEPC committee MUST have the chairman of the board assigned. Also, the Menominee Business Development Corp. currently has a commissioner on as a Non Voting member. This has changed. The commissioner is now going to be a VOTING member. All other changes were discussed and all committee commissioners were in agreement. Subscription fees are not on the fee scale. Add at a per page cost to the resolution Commissioner Pearson brought up having (a boilerplate) a standard set of by-laws. One of the biggest problems is the amount paid for per diems of volunteers; I propose we include, “Per diems for volunteers will not exist; Mileage will be paid for volunteers. Furlong: I don’t see a problem with this. We do have some committees getting paid and some not. Volunteering is volunteering, when you volunteer for something, you don’t expect anything in return. Lang: I like that idea also. Furlong: Brian, in your spare time can you have Dan look at this to see if it is legal to make a boilerplate set of bylaws? Pearson: Maybe you can look at other counties; maybe they have a standard set of bylaws we can look at. Furlong: There’s a difference between Advisory committees and stand alone committees. Multi county bylaws can not be changed. Furlong: This could be something for discussion for our May 10<sup>th</sup> meeting. Smith: The Appropriation act says that the County board “only” can approve line item or budget transfers. Currently the county administrator (fiscal officer) does approve budget/line item transfers. Can the administrator be given the authority to transfer money (up to \$5,000) within the budget?

Pearson: Can we amend the Appropriations act? Lang: Isn't the appropriations act dictated by the state? Add Resolution 2010-18 (Approval of Acceptance of credit card payments by Men. Co. Offices) to the bylaws, as an attachment. Commissioners agree to incorporate that into the bylaws. Smith: I made changes to the COW agenda for a uniform agenda for both the County Board and Committee of the whole. Smith: Timeline for the Budget. Bernie you brought this up. Lang: I think there should be some kind of timeline for the budget process. Furlong: I think it's necessary that a timeline is established for the budget process. Consensus is to change the bylaws under "finance committee" to say "Prepare and submit at the first County Board Session in July, a preliminary budget of all expenses and revenues." Leave the approval for the last County board meeting in September.

**Any Other Items:** None

**Public Comment:** None

**Adjournment:** Com. Furlong approved, Com. Pearson Supported to adjourn at 7:15 PM  
3/0