

**FINANCE COMMITTEE  
NOVEMBER 10, 2015**

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A meeting of the Finance Committee was held Tuesday, November 10, 2015 at 8:30 a.m. in the Municipal Complex Council Chambers.

**PRESENT:** Mayor Stegeman; Council Members Pohlmann, Plemel, and Vary  
**ABSENT:** None  
**ALSO PRESENT:** Council Members Erickson, Felch, and Robinson; Ted Andrzejewski, Kathy Brofka, Val Mellon, Brett Bothyl, Nancy Douglas, Debbie Jones, Susan Johnson, Ken Conners and Lisa Reed

**Agenda.**

A motion was made by Council Member Plemel and seconded by Council Member Vary to add an assessor update and the policy for public inspection of assessment records and remove the final Waterfront Festival report from the agenda and approve the amended agenda for the meeting. This motion was carried unanimously.

**Minutes.**

A motion was made by Council Member Plemel and seconded by Council Member Vary to approve the minutes of the meeting of October 15, 2015. This motion was carried unanimously.

**Audit Update.**

The preliminary audit for the fiscal year end June 30, 2015 should be distributed by month end. There does not appear to be any findings, and the numbers remain basically the same as reported earlier. Additional work was required due to pension reporting requirements.

**Assessor Update.**

Mr. Andrzejewski said Ms. Negro was working out well – she was thorough and provides good communication. 75% of the work is done for the AMAR report, and a 30-day extension for completion was granted. Permits for 2014 and 2015 are being entered into the system. Progress is being made to have the tax roll returned.

**Policy for Public Inspection of Assessment Rolls and Appraisal Cards.**

A motion was made by Council Member Vary and seconded by Council Member Plemel to recommend to City Council that they adopt the following policy:

**CITY OF MENOMINEE, MICHIGAN  
POLICY FOR PUBLIC INSPECTION  
PROPERTY ASSESSMENT ROLLS AND APPRAISAL CARDS**

It is the policy of the City of Menominee, Michigan, that public inspection of Property Assessment Rolls and Appraisal Cards shall be available at the Menominee City Assessor's Office, 2511 Tenth Street, during the following hours:

Monday: 12 Noon to 5:00 p.m.  
Thursday: 9:00 a.m. to 2:00 p.m.  
Friday: 9:00 a.m. to 2:00 p.m.

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Public inspection may also be obtained by scheduling an appointment with the Assessor. Assessment information is also available at no charge on the City's website: <http://menominee.mi/index.php>

The above information shall be posted at City Hall and on the City's website.

This motion was carried unanimously.

The October bills and financials were reviewed.

Adjourn.

A motion was made by Council Member Plemel and seconded by Council Member Vary to adjourn the meeting. This motion was carried unanimously.

/skj