

# **BENZIE COUNTY BOARD OF COMMISSIONERS**

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448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671

[www.benzieco.net](http://www.benzieco.net)

## **MEETING AGENDA**

**June 28, 2016**

Commissioners Room, Governmental Center, Beulah, Michigan

### **PLEASE TURN OFF ALL ELECTRONIC DEVICES**

9:00 a.m.      CALL TO ORDER  
ROLL CALL  
INVOCATION AND PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES – 6/14/2016  
PUBLIC INPUT  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
COMMISSIONER REPORTS  
COUNTY ADMINISTRATOR'S REPORT  
FINANCE – Approval of Bills; Consent Calendar; Land Sale Proceeds  
HR and PERSONNEL –  
COMMITTEE APPOINTMENTS – Airport Authority; Betsie Valley Trail; Policy  
ACTION ITEMS – 2018-019 Truth & Taxation Resolution; COA Computer Purchase  
PRESENTATION OF CORRESPONDENCE  
NEW BUSINESS –  
10:00          Jennifer Berkey – MSUE Annual Report  
10:15          Bob Schlueter – Area Agency on Aging Annual Report  
10:30          Elaine Wood – Networks Northwest Annual Report  
10:45          Peg Minster – Planning Commission Annual Report  
County Administrator Evaluation – Closed Session  
PUBLIC COMMENT  
ADJOURNMENT

### **Times Subject to Change**

THE COUNTY OF BENZIE WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING OR HEARING UPON THIRTY (30) DAYS NOTICE TO THE COUNTY OF BENZIE. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING THE FOLLOWING:

BENZIE COUNTY CLERK  
448 COURT PLACE  
BEULAH MI 49617  
(231) 882-9671

This notice was posted by Dawn Olney, Benzie County Clerk, on the bulletin board in the main entrance of the Benzie County Governmental Center, Beulah, Michigan, at least 18 hours prior to the start of the meeting. This notice is to comply with Sections 4 and 5 of the Michigan Open Meetings Act (PA 267 of 1976).

## PUBLIC INPUT

**Purpose:** The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of "Benzie County Board Rules (section 7.3)" which provides for public input during their meetings. It continually strives to receive input from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

**Speaking Time:** Agenda items may be added or removed by the board but initially at least two times are devoted to Public Input. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame.

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

**Board Response:** Generally, as this is an "Input" option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a more lengthy understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Input is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

### Commissioner Contacts:

District I --	Lisa Tucker (Almira East of Reynolds Road).....	
District II --	Vance Bates (Almira Twp West of Reynolds Road, Platte and Lake Townships).....	
District III -	Roger Griner (Crystal Lake, Frankfort).....	651-0757
District IV -	Coury Carland (Benzonia).....	231-930-7560
District V -	Frank Walterhouse (Homestead).....	325-2964
District VI -	Evan Warsecke (Colfax, Inland).....	640-2319
District VII --	Gary Sauer (Blaine, Gilmore, Joyfield, Weldon).....	651-0647

# THE BENZIE COUNTY BOARD OF COMMISSIONERS

June 14, 2016

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, June 14, 2016, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chairman Roger Griner at 9:00 a.m.

Present were: Commissioners Bates, Carland, Griner, Sauer, Walterhouse and Warsecke  
Absent: Excused: Tucker

The invocation was given by Commissioner Griner followed by the pledge of allegiance.

## Agenda:

Motion by Walterhouse, seconded by Carland, to approve the agenda as amended, adding one additional 2% grant for Veterans to the Action Items. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

## Minutes:

Motion by Bates, seconded by Sauer, to approve the regular session minutes of May 24, 2016 as amended on page 2 adding last name to Dr. Lois Goslinoski and page 4 line 3 correcting to County Planning Commission. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Carland, to approve the closed session minutes of May 24, 2016 as presented. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

9:03 a.m. Public Input

Mary Lee Orr is here in support of the resolution to shut down the Enbridge Pipeline; Blaine Township has passed the resolution; article on editorial page of the Record Eagle to shut down the pipeline; what is needed is admission by Enbridge that the pipeline is outdated.

Harry Bannister, Frankfort businessman, member of DDA of Frankfort; also founding member of the Advocates for Benzie County running for County Commissioner for District 3 – Frankfort and Crystal Lake Township.

J. Douglas Holmes, spoke regarding taxes – rather than hike our taxes, ask each department to cut a tiny bit; Rails to Trails; AES – people in Manistee are really ticked off; they will take tax money.

9:08 a.m. Public Input Closed

## **PUBLIC HEARING – Summer Tax Rate – L-4029**

Tom Longanbach, Equalization Director, stated that the summer tax levy only effects the General Fund not the Maples, Jail, EMS, etc. The operating millage that the county levied last year will be the same or less this year, due to Headlee millage reduction; the state limits each taxing authority to the revenue that was generated in the prior year, without a public hearing; for the County, convention and cigarette tax revenue must be deducted from the tax revenue collected the year before; that adjusted revenue is the maximum allowable without a tax hearing; the purpose of this meeting is to notify the public of the County's intent to levy the maximum allowable under Headlee.

9:12 a.m. Public Hearing Opened

## COMMISSIONERS

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June 14, 2016

Harry Bannister asked if the Convention and Facilities tax is county. How does it work? Do we have large conventions in Benzie County? Where does it come from? Is it the same amount every year? No other public requested to speak.

9:15 a.m. Public Hearing Closed

L-4029: Motion by Bates, seconded by Walterhouse, to adopt the L-4029 to levy the maximum allowable of 3.4919, authorizing the chairman and clerk to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

### ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Bob Roelofs & Camp Bailey, Veterans Affairs, Bob stated that he has provided today a 2% grant application for the Veterans Affairs to be handled later in the meeting; Thank you for your support; all is well with Veterans Affairs.

Frank Post, Emergency Management, provided the April and May 2016 monthly activity reports; reported that he has some 2% grants application to be handled under Action Items; reported that sand bags are now being stored at the Sleeping Bear Dunes National Lakeshore in Empire – which is closer than other available sites; gave a report following the Active Shooter exercise and he reviewed how the exercise went. Frank requests authorization to attend the FEMA National Emergency Management Advanced Academy in Emmitsburg, Maryland; the only cost to the county would be meals – other expenses are reimbursed by the Emergency Management Institute.

Motion by Walterhouse, seconded by Carland, to authorize food expense to Frank Post while attending the National Emergency Management Academy with that expense to come from his budget. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Animal Control report for May, 2016 received.

### COMMISSIONER REPORTS

Comm Carland reported that he attended the Villages and Township meetings; Airport Authority meeting stating that the airport has been downgraded from a basic to general utility airport so they cannot receive MDOT funds; the Planning Commission met last Thursday and he stated that the Master Plan is to be done by June 30; they have also solicited a quote from Networks Northwest for support; COG met last night in Traverse City.

Comm Bates reported that he attended the Lake and Almira Township meetings and Lake Township is seeing some building going on – six or eight new home construction; Lake Twp is working with one of the homeowner associations on fixing roads in that area; Almira Twp discussed the Dune Fest Concert that they host; they are working on a cemetery ordinance updates; surplus property getting rid of; Rolling Thunder veterans' motorcycle ride will go on North Shore then on to Frankfort – to be held June 18 (this weekend).

Comm Walterhouse reported on the BVT – map; he had two other meetings that were cancelled; June 6 he attended the Homestead Township meeting.



## COMMISSIONERS

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June 14, 2016

Comm Sauer says thank you for the showing at the Veterans Memorial it was nice to see everyone; he attended the Joyfield, Blaine and Village of Thompsonville meetings; the Village has to upgrade their water system – they will try to do it in the fall. Then will upgrade two old water mains next year. The DEQ is forcing a lot of this. They have the financing set up locally.

Comm Warsecke stated that the Conservation District meeting was cancelled; he was at Inland Township last night and they are putting in a high-output water well to fill the fire trucks; the Memorial Day ceremony was great.

Comm Griner stated that he had an open heart procedure so the first meeting he attended was the Maples – the process is unacceptable that we started the process in 2010 and we are now 2016 and it still isn't open.

Mitch Deisch reviews a financial sheet that has been provided dated May 23, 2016.

Tom Longanbach stated that the spray/sprinkle is done; Option 3 encapsulation was dropped; extended smoke detectors are being installed now; after Ed Hale inspects and reports, then we will decide which way to go depending on what the report says.

Roger stated that we haven't talked about recovering the funds – I am really concerned about the drop dead date of whether we are going to do a roof or not.

10:15 a.m. Recess

10:23 a.m. Reconvene

### COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- His 6-month evaluation needs to be completed, will be scheduled for June 28 closed session; we need one additional HR committee member to assist in gathering information.
- We also need to get the list of AES membership for June 28 approval.

### FINANCE

Bills: Motion by Walterhouse, seconded by Carland, to approve payment of the bills from May 19, 2016 to June 9, 2016 in the amount of \$567,899.10, as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

### HR AND PERSONNEL

Consent Calendar: Motion by Bates, seconded by Warsecke, to approve the May 24, 2016 HR Committee Consent Calendar item 1 as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

### COMMITTEE APPOINTMENTS

EMS: Motion by Walterhouse, seconded by Bates, to appoint Mike Mead to the EMS Committee to fill a vacancy with an expiration date of December 31, 2017. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

### ACTION ITEMS

Resolution 2016-017: Motion by Walterhouse, seconded by Bates, to adopt Resolution 2016-017 to Support the Closing of Enbridge Line 5 under the Straits of Mackinac as presented. Roll call. Ayes: Carland and Walterhouse Nays: Bates, Griner, Sauer and Warsecke Exc: Tucker Motion denied.

## COMMISSIONERS

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June 14, 2016

Chairman Griner has asked that the County Administrator send a letter to the Attorney General and ask him to shed some light on this and to request a response.

Resolution 2016-018: Motion by Walterhouse, seconded by Griner, to adopt Resolution 2016-018 for the Area Agency on Aging of Northwest Michigan Multi-Year Plan for FY 2017-2019 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Amended Child Care Fund Budget: Motion by Walterhouse, seconded by Carland, to adopt the Amended Child Care Budget for FY 2015-2016 as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

NMCAA Housing Contract for Services: Motion by Walterhouse, seconded by Bates, to enter in contract with Northwest Michigan Community Action Agency for administration of Homeowner Rehabilitation purposes, as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

### 2% Grant Applications - 9:

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Emergency Medical Services in the amount of \$29,660.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Emergency Management in the amount of \$37,112.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Emergency Management in the amount of \$10,050.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Emergency Management in the amount of \$102,129.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Emergency Management in the amount of \$9,900.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for the Maples – Benzie County Medical Care Facility in the amount of \$12,768.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

## COMMISSIONERS

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June 14, 2016

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Benzie County Council on Aging in the amount of \$16,140.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Walterhouse, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Benzie Area Christian Neighbors in the amount of \$18,096.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

Motion by Sauer, seconded by Bates, to approve the Tribal Council Allocation of 2% Fund Application Form for Benzie County Veterans Affairs in the amount of \$20,000.00 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Motion carried.

FOIA Appeal: Mitch Deisch, County Administrator, stated that this FOIA appeal is a request from Phil Hoyt for the waiver of the fees as being excess; this has been discussed with Mr. Figura and he agrees with Mitch that the fee should not be waived; but it is the right of the individual to request an appeal.

Mr. Hoyt stated that he is turning this over to his Attorney Lisa Vogler to discuss this matter; they feel this FOIA is of public interest and the fees should be waived.

Chairman Griner stated that the request is to waive fees for the Hoyts.

Motion by Bates, seconded by Griner, that with regard to the Hoyt Appeal, that the county waive all additional fees in excess of the \$98.00 that has been paid. Roll call. Ayes: Bates, Griner, Sauer and Walterhouse Nays: Carland and Warsecke Exc: Tucker Motion carried.

## CORRESPONDENCE

- Cheboygan County Resolution 16-09 regarding Clean Water Act received.
- Cheboygan County Resolution 16-10 regarding Urging State Transparency received.
- Frankfort City County Airport Authority minutes of March 3, 2016 received.
- Parks & Recreation minutes of April 25, 2016 received.
- Benzie-Leelanau Health Dept Board minutes of May 26, 2016 received.
- Veterans Affairs minutes of May 2, 2016 received.

## NEW BUSINESS None

11:35 a.m. Public Input

Sara Swanson, Prosecuting Attorney, stated that on Friday, June 17 at 9:00 a.m. she will be hosting and gathering information regarding a K-9 Advocacy Program here in the Commissioners Room and invites all board members to attend.

11:36 a.m. Public Input Closed

Motion by Bates, seconded by Warsecke, to adjourn until the June 28, 2016 Regular meeting or the call of the chair. Ayes: Bates, Carland, Griner, Sauer, Walterhouse and Warsecke Nays: None Exc: Tucker Nays: None Motion carried

## COMMISSIONERS

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June 14, 2016

Roger L. Griner – Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as amended.
2. Approved the regular session minutes of May 24, 2016 as amended.
3. Approved the closed session minutes of May 24, 2016 as presented.
4. Adopted the L-4029 to levy the max allowable of 3.4919, auth the chair and clerk to sign.
5. Authorized food expense to Frank Post while attending the National Emergency Management Academy with that expense to come from his budget.
6. Approved payment of the bills from May 19, 2016 to June 9, 2016 in the amount of \$567,899.10, as presented.
7. Approved the May 24, 2016 HR Committee Consent Calendar item 1 as presented.
8. Appointed Mike Mead to the EMS Committee to fill a vacancy with an expiration date of December 31, 2017.
9. Adopted Resolution 2016-017 to Support the Closing of Enbridge Line 5 under the Straits of Mackinac as presented.
10. Adopted Resolution 2016-018 for the Area Agency on Aging of Northwest Michigan Multi-Year Plan for FY 2017-2019 as presented, authorizing the chairman to sign.
11. Adopted the Amended Child Care Budget for FY 2015-2016 as presented.
12. Entered into contract with Northwest Michigan Community Action Agency for administration of Homeowner Rehabilitation purposes, as presented.
13. Approved the Tribal Council Allocation of 2% Fund App for Emergency Medical Services in the amount of \$29,660.00 as presented, authorizing the chairman to sign.
14. Approved the Tribal Council Allocation of 2% Fund App for Emergency Management in the amount of \$37,112.00 as presented, authorizing the chairman to sign.
15. Approved the Tribal Council Allocation of 2% Fund App for Emergency Management in the amount of \$10,050.00 as presented, authorizing the chairman to sign.
16. Approved the Tribal Council Allocation of 2% Fund App for Emergency Management in the amount of \$102,129.00 as presented, authorizing the chairman to sign.
17. Approved the Tribal Council Allocation of 2% Fund App for Emergency Management in the amount of \$9,900.00 as presented, authorizing the chairman to sign.
18. Approved the Tribal Council Allocation of 2% Fund App for the Maples – Benzie County Medical Care Facility in the amount of \$12,768.00 as presented, auth the chairman to sign.
19. Approved the Tribal Council Allocation of 2% Fund App for Benzie County Council on Aging in the amount of \$16,140.00 as presented, authorizing the chairman to sign.
20. Approved the Tribal Council Allocation of 2% Fund App for Benzie Area Christian Neighbors in the amount of \$18,096.00 as presented, authorizing the chairman to sign.
21. Approved the Tribal Council Allocation of 2% Fund App for Benzie County Veterans Affairs in the amount of \$20,000.00 as presented, authorizing the chairman to sign.
22. Approved Hoyt FOIA Appeal as requested.

HR COMMITTEE

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May 24, 2016

Motion by Bates, seconded by Warsecke, to adopt the HR Consent Calendar are follows:

1. To appoint Coury Carland to sit in with the union negotiations.

# Elected Officials and Department Head Comments

**Benzie Home Health Care**  
**Monthly Service Statistics YTD 2016**  
**May 2016**

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Beginning Caseload	44	44	41	38	38								
New Admissions	4	5	1	2	4								16
Discharges	5	8	4	2	5								24
Present Caseload	44	41	38	38	37								198
# Home Visits RN	23	22	19	20	32								116
# Home Visits Aide	412	290	354	284	331								1,671
	435	312	373	304	363	0	0	0	0	0	0	0	1,787
Hours Aide PC *	481	367	454	361	447								2,110
Hours Aide Respite*	435	288	214	153	189								1,279
	916	655	668	514	636	0	0	0	0	0	0	0	3,389

**RECEIVED**  
JUN 13 2016  
DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**BENZIE COUNTY COUNCIL ON AGING, INC.**  
**BOARD OF DIRECTORS MEETING**  
**JUNE 15, 2016**  
**THE GATHERING PLACE SENIOR CENTER, HONOR**  
**4:30 p.m. – 6:00 p.m.**

Please turn off your cell phones and any other electronic devices

**Call to Order**  
**Prayer of Invocation**  
**Pledge of Allegiance**  
**Roll Call**

**Approval of Agenda**

**Approval of Minutes of Previous Meeting - 5/18/2016**

**Finance Committee Report - Approval of Financial Statements for June 2016**

**Suggestion Box Contents**

**Public Input** (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)

**Information Items**

- A. Directors Report – May 2016/June 2016
- B. Program/Services Report – May 2016
- C. Senior Center Update – May 2016/June 2016
- D. Board of Commissioners Update

**Action Items**

- A. Board Members participation in the Benzie Area Community Services Showcase-Saturday, Aug. 6<sup>th</sup>
- B. Selection of two Board Members for the Board Development Committee
- C. Approval of the new Mission & Vision Statements

**New Business**

- A. 2017 Budget Meeting with Mitch Deisch and Maridee Cutler

**Old Business**

- A. Update on Meeting with Maridee Cutler re: 2017 BSR Budget
- B. Area Agency on Aging Provider Assessment Findings Report
- C. Merger Updates

**Public Comment**

(Limit of 3 minutes for individual presentation and 15 minutes for group presentation)

**Board Round Table Discussion/Evaluation of Meeting**

- A.

**Adjourn**

BCCOA Mission Statement - To provide programs for Senior Citizens 60 years of age and older of Benzie County that promote and encourage opportunities for socialization, education, health, safety, welfare, and independent living with dignity while enabling seniors to remain in their own homes.

**NEXT MEETING**

Wednesday, July 20, 2016 at 4:30 p.m.  
The Gathering Place Senior Center  
Honor, MI 49640

**RECEIVED**

**JUN 22 2016**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



BENZIE COUNTY COUNCIL ON AGING, INC.  
BOARD OF DIRECTORS MEETING  
May 18, 2016

Chair Beverly Holbrook called the meeting to order at 4:34 pm. Prayer of invocation was given by Bob, and the Pledge of Allegiance was said by all.

Roll Call: Present: Beverly Holbrook, Rosemary Russell, Jane Elzerman, Ann Dawe, Bob McQuilken, Denise Favreau, Ron Dykstra, and Niel Haugen, Donna Malecki and Sylvia Bennett. Also present are Sabra Boyle and Douglas Durand, Frank Walterhouse, Scott Harrison, and Carl, Bob's friend.

### Agenda

- Add under action items: A1 Scott Harrison from BHHC
- Add under New business C Art fair, D MERS, and E. Draft MI envision statement.
- Motion to approve the agenda with additions was made by Rosemary and Seconded by Denise. All ayes being heard, the motion to approve the agenda was made.

### Minutes

- A motion to approve the minutes of the previous meeting, with no corrections was made by Denise and Supported by Sylvia. All ayes being heard, the motion was carried to approve the previous minutes.

### Finance Committee:

Doug reviewed the financial report. We are at 58% of our budget. Revenues were up by less than 1%. Expenses were up by 4% this was mostly due to Dues, subscriptions, computer expenses, food and travel expenses, equipment repair and the sewer bill. There were some increases in contractual services such as lawn chore. Overall we ended April with a surplus of \$5,104; however this is less than the projected surplus. Looking ahead the spring clean up and lawn mowing will start to impact our budget. Volunteer recognition events, a brake job that was necessary from MDOT on the 15 passenger van and Jeff will need a new computer as his went blue screen.

### Public Input:

- There was a comment from our public in attendance, he reported that he had no idea of the level of passion for the seniors the board has and that the county of Benzie should be proud of the work being done. The comment box was empty except for two of the meal surveys that praised the food, especially the Prime Rib dinner. Kudos to the staff.

### Information Items

#### A. Directors Report: April/ May 2016

**A copy was submitted to the board and Doug reviewed the highlights.**

- Our annual area on agency on aging compliance survey was done on April 28th. We were in 100% substantial compliance. This was a very hard assessment process and all areas of the agency including employee files and all of our services including a ride along occurred. Kudos to the staff for all of their hard work.

- Benzie Business expo was a success and many kind words and praises were heard from our local businesses and chamber of commerce.
- New kitchen assistant has been hired.
- Volunteer recognition event was a success with many local businesses supporting us to make such a special occasion for our 135 volunteers.
- Senior project fresh is moving along, our retractable awning was purchased and we are getting some new plant containers for the gathering place.
- Older Michiganian's day was a success. 6 of us went to Lansing to support our seniors and programming. Presentation was given from Senator Boohar, house of representative regarding Meals on wheels of North West Michigan and the need for an additional \$5,000,000 in nutritional funding for our fiscal year 2017. This presentation was well received.

#### **B. Program Report April**

- Nutritional Programs
  - Home Delivered Meals are up 29% from 2014 and 17% from 2015.
  - Congregate Meals up 3% from 2014 and 3.7% when compared to 2015.
  - Dining out is up 63% from 2014 and 59% from 2015.
- Homemaker Program increased by 13% from last month. 290 service units were provided
- MMAPS 23 persons were seen
- Guardian Medical 25 clients are on this service at no charge. 12 are on a waiting list.
- Benzie Bus-119 passes were given
- 692 calls were handled this month for information related to services and information for older adults.
- Foot Clinic 22 persons received foot care at no cost.
- Hearing Clinic 6 people had hearing evaluations at no charge.
- The Gathering Place has had an 18% increase over the same time as last year.

#### **C. Senior Center Coordinator's Report for May 2016**

- WE ARE BUSY!!
- All of our regular happenings continue, we also had a Mother's Day Luncheon complete with cupcakes, from Integrity home care, a fabulous meal and all ladies got a flower.
- Josh Stoltz from Grow Benzie was here to inform us of the happenings at Grow Benzie.
- We were chosen to be the judge in a drawing contest for the Coho Festival. The art works were hung and our seniors voted for their favorites.
- We won 1<sup>st</sup> placed at Wii bowling, The Older Michiganian's day in Lansing along with a tour of the capital was a hit. We went to the matinee to see James Dean, Dining out continues, and we are gearing up for another Matter of Balance Class.

**D. County Commissioner, Frank Walterhouse**

- His update included an upcoming program to begin in Benzie County. This program will be a collaborative effort between the prosecuting attorney and the Sheriff office. The prosecuting attorney will have the use of a service dog to go to court with kids. This will assist in helping the children to relax and be calm during their court appearances. Benzie will also include the assistance and possibility in using our own K-9 unit.
- The Maples is looking into replacing the roof on the new building and getting the building open as soon as possible. The sprinkler was already put in place but to no avail. That did not pass the inspections and a waiver will not be awarded year after year, so it looks like the replacement of the roof is a must.

**Action Items**

- A. Resolution of the Potential Merger of Benzie Council on Aging and Benzie Home Health Care.  
A motion was made by Donna and Seconded by Rosemary to vote on the board resolution of the proposed BHHC and BCCOA merger. Roll call of the board members was taken. All yes being heard. The board approved unanimously to approve the resolution as written. Benzie Home care has also approved the merger unanimously per Scott Harrison.  
Congratulations to BHHC and BCCOA.

- A1. Scott Harrison from BHHC wished to congratulate BCCOA and provide information related to the merger from the steering committee. He also would like to invite one BCCOA board member to join their next board meeting at POMH June 21 at 4:00pm.  
Donna volunteered

**New Business**

- A. Square Dance Fund Raiser. June 10, 7-9

- B. 2017 Budget  
A meeting was held on 6/6/2016 and a preliminary budget was drafted with input from Mary Dykstra, Doug, and Sabra. More details will be coming..

- C. New Contract August 1.  
The first draft was given to Kate Redman, attorney, and is being reviewed.

- D. Draft of a vision statement for the new combined organization. Scott and the two boards will work together to draft this for the steering committee. A joint application and vision statement will be necessary.

**E. MERS:**

This retirement plan is not affordable for the agency long term. Doug is looking into ways to revamp the retirement plan and keep the long standing employees with MERS so that there will not be a change in retirement for them.

## Old Business

### A. Fund Development

- Square Dance at PRA hall.
- Sip and Dab will be in June

### B. Update on HDM clients discharged

- We scored 9.44  
0-10 scale 0=worst 10=best
- Many positive comments. Overall appreciation from those clients.

### C. Art Fair is coming up July 9<sup>th</sup> Signup sheet was passed around and filled out by board members.

## ROUND TABLE DISCUSSION

There was no round table discussion.

## ADJOURNMENT

A Motion to adjourn the meeting made by Ron and seconded by Rosemary. The meeting was adjourned at 6:04pm.

Respectfully Submitted,

Rosemary Russell, RNC  
Secretary BCCOA

Next Meeting  
Wednesday, June 15, 2016 at 4:30pm  
The Gathering Place  
Honor, Michigan 49640

Benzie County Council on Aging, Inc.

Executive Directors Report  
May 2016 – June 2016

- Phil Gagilano is retiring from BCCOA after 16 plus years. Phil has been a tremendous asset to the agency and especially as a cook. Over his 16 years of service, Phil has plated 703,707 meals!
- A grant for a HDM vehicle has been submitted to the Grand Traverse Band of Offawa & Chippewa Indians 2% Funds.
- The Press Release has generated articles in the Record Patriot and Record Eagle. TV interviews with both 9&10 and 7&4.
- The Diamond Tours to Mackinac Island left on Monday, 6/6 and they will return on 6/8. A total of 28 participants went on this trip.
- Attended my first meeting with BHHC Volunteer Committee regarding the Annual Local Motion Event that will be held on Saturday, August 6<sup>th</sup>. The Kitchen will participate by making egg casseroles and provide insulated warmer totes. The Gathering Place Senior Center will also help sell the sneaker cut outs for a \$1. The goal is for increase participation with pledges and walkers.
- So far we have interviewed and processed Senior Project Fresh applications and given out 158 \$20 Coupon Booklets to be used at local Farmer's Markets in Benzie County.
- David and I will be attending the Annual Nutrition Summit at the Kellogg Center in East Lansing on June 16<sup>th</sup>.
- I have completed the first draft of the Fiscal Year 2017 Budget that combines both agencies. I will know more in July regarding our current Health Insurance premiums and plans. I am also working with MERS regarding the retirement plan in an attempt to lower the costs associated with the current plan.
- Twenty folks came to the Antique Appraisal Clinic on Saturday, May 14<sup>th</sup>. Everyone who had their items appraised left with smiles on their faces!

## Program Report for May 2016

### **Nutritional Programs**

#### ***Home Delivered Meals***

Home Delivered Meals – 3,682 meals were provided to 131 clients in May 2016. **This represents an increase of 19% as compared to May 2014 and a 30% increase as compared to May 2015.**

#### ***Congregate Meals***

The Gathering Place and Thompsonville served a total of 2,314 in May 2016. **This represents an increase of 8% as compared to May 2014 and a 15% increase as compared to May 2015.**

*Through the first 8 months we have served 6,569 additional meals than last year at this time.*

### **Other Programs/Services**

**Dining Out Program** – A total of 193 customers purchased 676 vouchers in May 2016. **This represents an increase of 50% as compared to May 2014 and a 41% increase as compared to May 2015.**

**Homemaker Program** – 322 service units were provided 91 clients in May. **This is an increase of 28% as compared to May 2014 and no change as compared to May 2015.**

**MMAPS** – The counselors saw 19 clients for 30 hours of assistance in May 2016.

**Guardian Medical Monitoring** – 25 Clients receive this no charge service in May 2016 and currently we have 7 on the waiting lists for this free service. This is a reduction of 5 off the waiting list.

**Benzie Bus Punch Cards** – 115 bus passes were given to clients in May 2016. For the past two months, the number of passes has increased by 18 additional punch cards.

**Lawn Chore** – We provided 80 mowings in May. So far we have 57 clients receiving Lawn Chore Services.

**Information & Assistance** - The agency handled 767 calls in May 2016 regarding Information and Assistance for services and questions related to older adults. **This is an increase of 8% as compared to May 2015.**

**Foot Care Clinic** – 23 individuals came in for foot care at no cost to them in May 2016.

**Hearing Clinic** – 6 individuals had a hearing evaluation completed in May 2016 at no cost to the client.

**Estate Planning** – 5 individuals received estate consultation service in May 2016 at no cost.

**Benzie COA Senior Dental Program** – Two clients were signed up in May 2016.

**Emergency Senior Essential Needs Fund** – Three individuals were provided funds through a collaboration with BACN to meet their medical needs.

**The Gathering Place Senior Center** – In May 2016, The Gathering Place Senior Center offered a total of thirteen core activities that 663 folks participated in. The top 5 attended activities for May 2016 were Music Programs, Card Games, Exercise, Day Trips and Bingo. **This is a 29% increase over May 2015.**

Respectfully submitted,

*Douglas Durand*

**BENZIE COUNTY COUNCIL ON AGING, INC.**  
**Statement of Financial Position**  
As of May 31, 2016

	<u>May 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	162,832.14
003 · CENTRAL STATE BANK HRA	947.13
005 · CSB - FUNDRAISING	2,223.35
006 · CENTRAL STATE BANK CD	<u>13,189.35</u>
Total Checking/Savings	179,191.97
Accounts Receivable	337.50
Other Current Assets	
109 · INVENTORY	<u>7,985.65</u>
Total Other Current Assets	<u>7,985.65</u>
<b>Total Current Assets</b>	187,515.12
<b>Fixed Assets</b>	
150 · BUILDING	330,375.70
151 · VEHICLES	79,789.00
152 · EQUIPMENT	79,787.12
157 · LAND IMPROVEMENTS	1,800.00
159 · LAND	150,000.00
160 · ACCUMULATED DEPRECIATION	<u>(179,726.66)</u>
Total Fixed Assets	<u>462,005.16</u>
<b>TOTAL ASSETS</b>	<u><b>649,520.28</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	23,122.48
Long Term Liabilities	
250 · MORTGAGE PAYABLE	<u>150,015.68</u>
Total Long Term Liabilities	<u>150,015.68</u>
Total Liabilities	173,138.16
<b>Equity</b>	
380 · CONTINGENCY	0.00
390 · FUND BALANCE - PROGRAMS	570,978.00
3900 · Retained Earnings	(138,579.64)
401 · MEALS ON WHEELS	4,641.06
Net Income	<u>39,342.70</u>
Total Equity	<u>476,382.12</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>649,520.28</b></u>

**BENZIE COUNTY COUNCIL ON AGING, INC.**  
**Statement of Financial Income and Expense - Monthly**

May 2016

06/08/2016

Accrual Basis

	May 2016	Budget	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
519.03 · TITLE III C2 INCOME	5,631.66	5,627.00	4.66
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	100.00	(100.00)
540 · GRANTS	0.00	1,533.00	(1,533.00)
561 · STATE ALTERNATIVE CARE	0.00	894.00	(894.00)
642 · CHARGES FOR SERVICES/CONT	3,182.00	3,056.00	126.00
642.01 · FEE FOR SERVICE/CHORE	2,345.00	2,750.00	(405.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	2,394.00	2,066.00	328.00
642.03 · FEE FOR SERVICE/SNOW REMOVAL	(884.00)	(500.00)	(384.00)
673 · NEWSLETTER SUB	220.00	0.00	220.00
675 · DONATIONS	7,751.16	8,583.00	(831.84)
676 · MILLAGE	58,706.66	58,707.00	(0.34)
677 · FUNDRAISING INCOME	1,059.02	1,062.00	(2.98)
680 · VOLUNTEER WAGES (IN-KIND).	12,912.50	11,226.00	1,686.50
681 · DONATIONS-INKIND	425.29	0.00	425.29
690 · TRIPS	448.00	0.00	448.00
691 · MISC INCOME	0.00	0.00	0.00
<b>Total Income</b>	<b>94,191.29</b>	<b>95,104.00</b>	<b>(912.71)</b>
<b>Gross Profit</b>	<b>94,191.29</b>	<b>95,104.00</b>	<b>(912.71)</b>
<b>Expense</b>			
700 · ACCOUNTING FEES	0.00	0.00	0.00
705 · SALARY AND WAGES	26,892.51	28,085.00	(1,192.49)
708 · PAYROLL TAX EXPENSE	2,190.39	2,332.00	(141.61)
709 · EDUCATION/TRAINING	0.00	63.00	(63.00)
710 · EVENTS	699.40	241.00	458.40
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	33.75	0.00	33.75
720 · BAD DEBT	(19.00)	0.00	(19.00)
721 · COMPUTER EXPENSES	1,676.49	180.00	1,496.49
725 · FRINGE BENEFITS	9,249.32	12,110.00	(2,860.68)
726 · FUNDRAISING EXPENSE	0.00	400.00	(400.00)
727 · SUPPLIES	2,495.26	1,937.00	558.26
727.2 · OFFICE EXP	472.00	653.00	(181.00)
727.3 · POSTAGE	109.23	290.00	(180.77)
727.4 · ADVERTISING	435.15	300.00	135.15
740 · FOOD	12,334.75	11,900.00	434.75
819 · CONTRACTUAL	15,437.76	15,667.00	(229.24)
820 · VOLUNTEER WAGES (IN-KIND)	12,912.50	11,226.00	1,686.50



	May 2016	Budget	\$ Change
825 · VOLUNTEER EXPENSES	2,162.62	287.00	1,875.62
850 · TELEPHONE	349.26	220.00	129.26
861 · TRAVEL/MILEAGE/GAS	1,817.56	610.00	1,207.56
900 · INTEREST EXPENSE	489.32	464.00	25.32
910 · INSURANCE	1,682.00	1,437.00	245.00
915 · PROJECTS	1,500.00	1,500.00	0.00
920 · UTILITIES	1,527.29	1,919.00	(391.71)
930 · TGP LOAN	0.00	0.00	0.00
940 · DEPRECIATION EXPENSE	1,804.26	1,804.00	0.26
980 · EQUIPMENT/REPAIRS	1,467.11	1,550.00	(82.89)
980.1 - OUTDOOR MAINTENANCE	(33.35)	157.00	(190.35)
981 · HDM VEHICLE MAINT/GAS	504.07	1,185.00	(680.93)
991 · TRIP EXPENSE	0.00		0.00
Total Expense	98,189.65	96,517.00	1,672.65
Net Ordinary Income	(3,998.36)	(1,413.00)	(2,585.36)
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	10.32	10.00	0.32
999 - Other Income	0.00	831.00	(831.00)
Total Other Income	10.32	841.00	(830.68)
Other Expense			
999.1 · Other Expense		583.00	(583.00)
Total Other Expense	0.00	583.00	(583.00)
Net Other Income	10.32	258.00	(247.68)
Net Income	(3,988.04)	(1,155.00)	(2,833.04)

**BENZIE COUNTY COUNCIL ON AGING, INC.**  
**Statement of Financial Income and Expense - YTD**

October 1, 2015 - May 31, 2016

06/08/2016

Accrual Basis

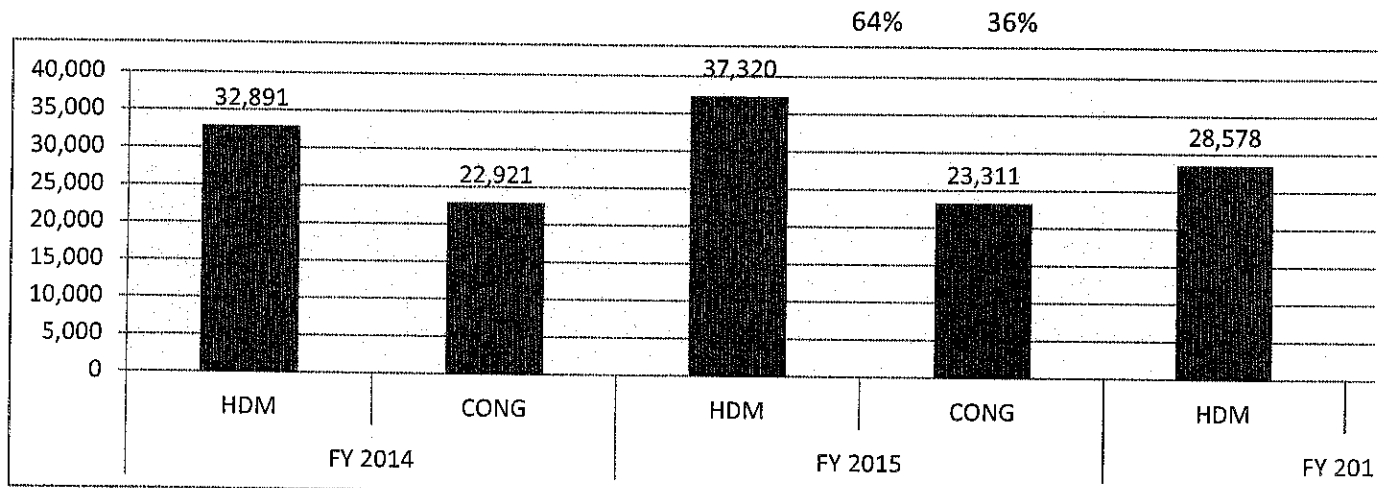
	Oct-May 2016	Budget	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
519.03 · TITLE III C2 INCOME	45,053.82	45,015.00	38.82
519.04 · FEDERAL USDA	29,722.64	29,360.00	362.64
519.05 MIPPA (MMAF)	1,500.00	1,300.00	200.00
540 · GRANTS	12,800.00	10,566.00	2,234.00
561 · STATE ALTERNATIVE CARE	6,114.00	6,412.00	(298.00)
642 · CHARGES FOR SERVICES/CONT	19,406.50	17,390.00	2,016.50
642.01 · FEE FOR SERVICE/CHORE	3,352.00	3,410.00	(58.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	13,608.00	15,101.00	(1,493.00)
642.03 · FEE FOR SERVICE/SNOW REMOVAL	8,976.00	16,085.00	(7,109.00)
673 · NEWSLETTER SUB	460.00	0.00	460.00
675 · DONATIONS	62,628.99	61,565.00	1,063.99
676 · MILLAGE	469,653.28	469,653.00	0.28
677 · FUNDRAISING INCOME	9,965.11	11,123.00	(1,157.89)
680 · VOLUNTEER WAGES (IN-KIND).	86,002.50	63,153.00	22,849.50
681 · DONATIONS-IN-KIND	1,129.70	0.00	1,129.70
690 · TRIPS	9,819.00	0.00	9,819.00
691 · MISC INCOME	0.00	0.00	0.00
<b>Total Income</b>	<b>780,191.54</b>	<b>750,133.00</b>	<b>30,058.54</b>
<b>Gross Profit</b>	<b>780,191.54</b>	<b>750,133.00</b>	<b>30,058.54</b>
<b>Expense</b>			
700 · ACCOUNTING FEES	3,710.00	3,800.00	(90.00)
705 · SALARY AND WAGES	212,096.94	235,517.00	(23,420.06)
708 · PAYROLL TAX EXPENSE	19,964.33	18,417.00	1,547.33
709 · EDUCATION/TRAINING	0.00	500.00	(500.00)
710 · EVENTS	2,365.26	1,932.00	433.26
715 · CLOTHING ALLOWANCE	156.75	90.00	66.75
717 · DUES/SUBSCRIPTIONS	2,145.97	1,770.00	375.97
720 · BAD DEBT	(19.00)	0.00	(19.00)
721 · COMPUTER EXPENSES	11,683.61	4,789.00	6,894.61
725 · FRINGE BENEFITS	71,830.54	89,219.00	(17,388.46)
726 · FUNDRAISING EXPENSE	887.09	800.00	87.09
727 · SUPPLIES	15,019.70	13,863.00	1,156.70
727.2 · OFFICE EXP	5,116.37	5,272.00	(155.63)
727.3 · POSTAGE	1,168.60	2,005.00	(836.40)
727.4 · ADVERTISING	946.95	1,465.00	(518.05)
740 · FOOD	92,834.79	89,600.00	3,234.79
819 · CONTRACTUAL	117,651.87	145,072.00	(27,420.13)
820 · VOLUNTEER WAGES (IN-KIND)	86,002.50	63,153.00	22,849.50

	Oct-May 2016	Budget	\$ Change
825 · VOLUNTEER EXPENSES	6,176.53	4,581.00	1,595.53
850 · TELEPHONE	2,047.48	2,020.00	27.48
861 · TRAVEL/MILEAGE/GAS	3,589.71	2,110.00	1,479.71
900 · INTEREST EXPENSE	4,012.07	4,012.00	0.07
910 · INSURANCE	14,741.50	12,474.00	2,267.50
915 · PROJECTS	7,206.32	1,500.00	5,706.32
920 · UTILITIES	15,527.22	15,992.00	(464.78)
930 · TGP LOAN	0.00	0.00	0.00
940 · DEPRECIATION EXPENSE	14,434.08	14,858.00	(423.92)
980 · EQUIPMENT/REPAIRS	17,595.02	8,854.00	8,741.02
980.1 - OUTDOOR MAINTENANCE	4,797.40	5,051.00	(253.60)
981 · HDM VEHICLE MAINT/GAS	8,834.38	9,486.00	(651.62)
991 · TRIP EXPENSE	8,276.00	0.00	8,276.00
<b>Total Expense</b>	<b>750,799.98</b>	<b>758,202.00</b>	<b>(7,402.02)</b>
<b>Net Ordinary Income</b>	<b>29,391.56</b>	<b>(8,069.00)</b>	<b>37,460.56</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
990 · INTEREST/DIVIDEND INCOME	91.58	73.00	18.58
999 - Other Income	10,145.67	5,335.00	4,810.67
<b>Total Other Income</b>	<b>10,237.25</b>	<b>5,408.00</b>	<b>4,829.25</b>
<b>Other Expense</b>			
999.1-Other Expense	11.70	0.00	
99999-LEGAL EXPENSE	274.39	1,167.00	(892.61)
<b>Total Other Expense</b>	<b>286.09</b>	<b>1,167.00</b>	<b>(880.91)</b>
<b>Net Other Income</b>	<b>9,951.16</b>	<b>4,241.00</b>	<b>5,710.16</b>
<b>Net Income</b>	<b>39,342.72</b>	<b>(3,828.00)</b>	<b>43,170.72</b>

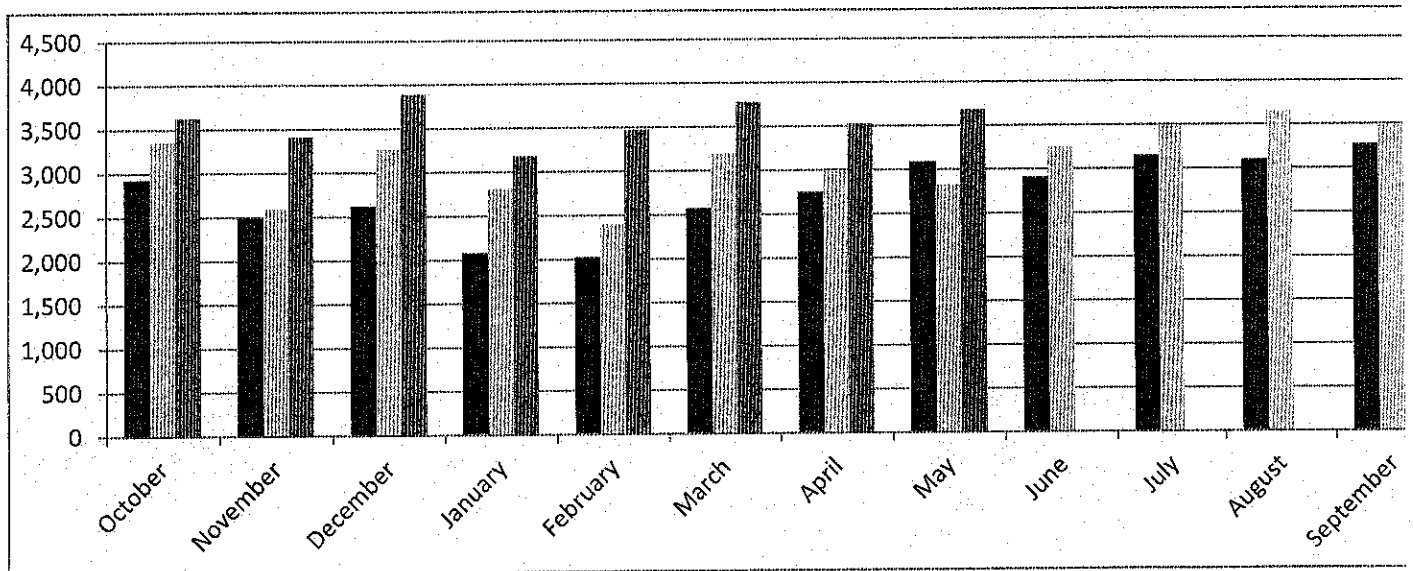
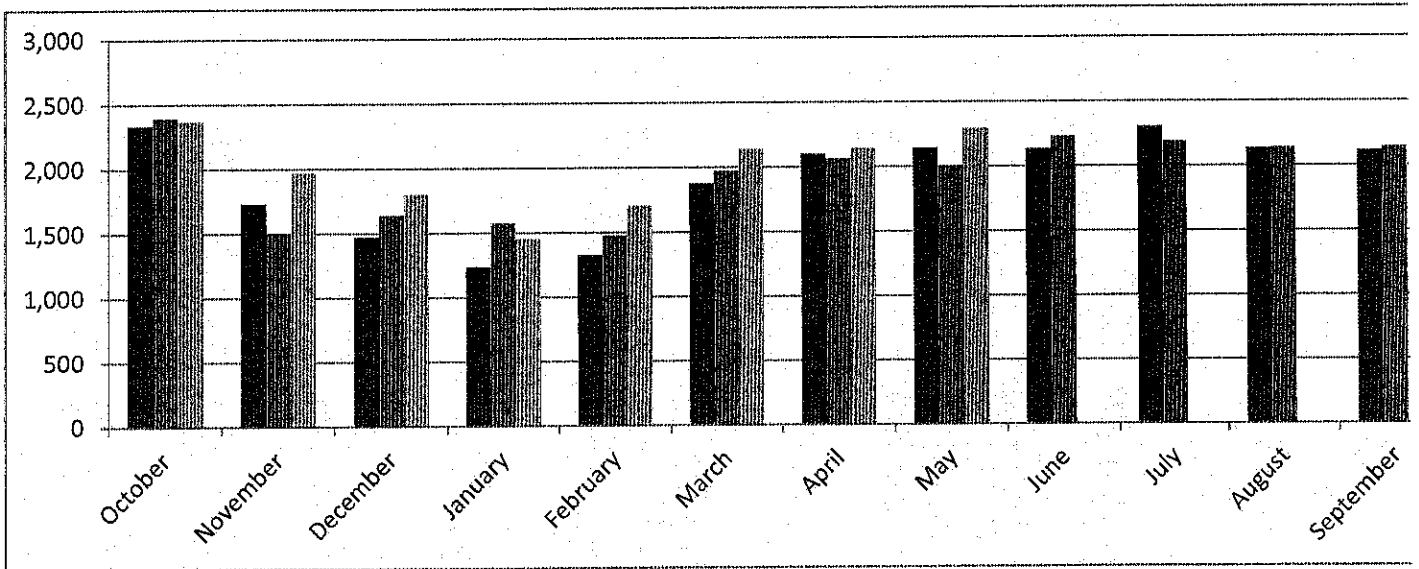
Benzie County Council on Aging  
HDM/Cong comparison

Benzie County Council on Aging  
Units Served 2014-2015-2016

	FY 2014		FY 2015		FY 2016	
	HDM	CONG	HDM	CONG	HDM	CONG
October	2,919	2,335	3,356	2,394	3,627	2,370
November	2,478	1,732	2,590	1,491	3,410	1,972
December	2,609	1,471	3,265	1,640	3,891	1,800
January	2,073	1,237	2,816	1,576	3,186	1,452
February	2,018	1,328	2,405	1,476	3,473	1,706
March	2,567	1,876	3,196	1,971	3,781	2,140
April	2,746	2,102	3,001	2,065	3,528	2,144
May	3,083	2,144	2,824	1,996	3,682	2,295
June	2,902	2,137	3,250	2,231		
July	3,141	2,306	3,478	2,188		
August	3,091	2,137	3,644	2,140		
September	3,264	2,116	3,495	2,143		
total meals	32,891	22,921	37,320	23,311	28,578	15,879



Benzie County Council on Aging  
HDM/Cong comparison



# Senior Center Coordinator's Report

## June 15, 2016 meeting

### Regular Happenings:

Tuesday Music and Dancing  
Blood Pressure Clinics  
Bingo  
Zumba  
Bible Study  
Dining Out Day  
Tech Support

Ol' Time Gathering  
Chair Yoga  
Stay Fit with Doris  
Bunco  
Little River Casino  
Cards  
Essential Estate Planning

Spinning  
Thompsonville Meal  
Wii Bowling  
Yoga  
Birthday celebrations  
Hearing Clinic

### Recent Events

Wednesday, June 1<sup>st</sup> brought our first Garden Club meeting of the season. Take a look out front and on the patio to appreciate how hard they are working!

Thursday, June 2<sup>nd</sup> Jessica Carland, Mobility Manager with Benzie Bus was here during lunch with the newest Benzie Bus for folks to tour. She also had plenty of literature to explain the various route options. She will be spending every 4<sup>th</sup> Thursday during lunch here to check in with our seniors.

Friday, June 3<sup>rd</sup> was National Donut Day! In case you didn't already know this, Wesco in Benzonia makes DELICIOUS donuts. We had plenty here for everyone to enjoy!

June is National Men's Health Month and Marcus Matthews, Spa/Wellness Manager at Crystal Mountain was here during lunch on Monday, June 6<sup>th</sup> with information on their many programs.

**SQUARE DANCE!** Sponsored by Integrity Home Health & Skilled Care. Carter Creek String Band with caller Pat Heokje will help us kick up our heels on Friday, June 10th at The Platte River Association Hall from 7:00 p.m.—9:00 p.m. This dance is a fundraiser for The Gathering Place. All ages are welcome! Cost is \$10 per person or \$15 per couple. (This report was completed before square dance).

Phil's Retirement Party is June 13<sup>th</sup> during lunch. We'll wish him well as we thank him for his 16 years of service to the Seniors of Benzie County.

Thursday, June 16<sup>th</sup> at 1:00 p.m. Container Garden Class. Nancy Dillingham will be here conducting a Container Garden Demonstration. If you'd like, bring your own container and we can get yours rolling. Sign-up required by June 13.

Monday, June 20<sup>th</sup> Dining Out Day! We are heading to Mayfair Tavern in Elberta for lunch. Grab your dining out certificates from our office for only \$3. They are worth \$6 at participating restaurants. Leaving at 11:15 a.m. Sign up required. Call (231) 525-0601.

Monday, June 27<sup>th</sup> Mystery Trip! Leave at 9:00 a.m. Return by 3:00 p.m. Get your adventure pants on and join me for a fun-filled day trip. Trip fee is \$5 plus your lunch. This trip does not require a lot of walking. Come on! Trust me! ☺

# Commissioner Report

# County Administrator's Report



# FINANCE REPORT

**Finance Committee  
Meeting Notes  
June 14, 2016**

A regular meeting of the Finance Committee was called to order by Frank Walterhouse at 12:00 p.m.

Present: Coury Carland, Gary Sauer and Frank Walterhouse

Staff Present: Dawn Olney, Mitch Deisch, Maridee Cutler, Frank Post, Craig Johnson, Ron Berns

Pledge of allegiance given.

Agenda: Motion by Sauer, seconded by Carland, to approve the agenda as amended, adding Sheriff Department Motor Pool to 10. Other. Ayes: All Nays: None Motion carried.

Minutes: Motion by Carland, seconded by Sauer, to approve the minutes of May 10, 2016 as presented. Ayes: All Nays: None Motion carried.

12:01 p.m. Public Input:

Mitch Deisch stated that he appreciates the minutes that Dawn takes, for as many as she has to be responsible for, it is very helpful, if you've never done minutes before, it is not an easy task and she does a very nice job for as many as she has to do. Thank you.

12:02 p.m. Public Input closed

David Schaffer – Recycling Truck: David stated that the current vehicle is a 2001 with over 246,000 miles on it and it has broken down a couple of times since he has been here – it is time for a new truck; to purchase a truck he would suggest \$24,225 from the fund balance from the Solid Waste Department to purchase a vehicle in the ballpark range of \$26,000; that should get us what we want; the solid waste committee has narrowed down what type of truck is needed; they would perhaps put a plow on it next year; this committee recommends purchasing outright if the funds are there.

**Motion by Sauer, seconded by Carland, to recommend to the Board of Commissioners to approve the purchase of a new Pick Up for the Solid Waste Recycling Department and use Solid Waste fund balance to purchase it. Ayes: Carland, Sauer and Walterhouse Nays: None Motion carried.**

Frank Post – Security Improvements: Prior approval has been made to do security improvements; concern is the lower level with probation & parole; electric door locks for the lower level and three cameras outside; MMRMA have changed the way they approve RAP grants, but at this point our projects are not affected; Maridee stated there were no funds budgeted for this; Mitch stated that if you choose to approve this, you can task Maridee and he to look at the budget as to where the funds would come from since it was not budgeted.

**Motion by Walterhouse, seconded by Carland, to recommend to the Board of Commissioners to approve the purchase of services and equipment from TKS Security for a price “not to exceed” \$9,383.50 and that reimbursement from the MMRMA for half of the amount specified based on the approved grant. Ayes: Carland, Sauer and Walterhouse Nays: None Motion carried.**

Mitch Deisch:

- a. Server: Maridee reported: Put server at Government Center and Sheriff Dept to allow us to back each other up; the cost from Wyant is \$25,585; we do not have the funds to cover this; Mitch will talk with Shelley about using the excess DTRF funds for special projects. Mitch would like to get another estimate.
- b. Budget Update: Mitch stated that all department budgets are in; Treasurer increased property tax by \$23,000 but is holding back enough funds that she believes necessary to cover Board of Review and MTT appeals; about \$110,000 less in revenue than last year; Prosecutor thought they would get increased revenue from grants to cover salary increase but won't be able to get those funds in the future; about \$180,000 less in expenditures this year; the departments have really helped in tightening their belt; Coury asks if those grants are the ones tied to her salary – Yes; that salary increase was contingent on her getting those grants – we need to look at the salaries; the increase in MERS fees won't be until next year; he has met with 44 North and the health insurance will increase by 33% due to the way BC/BS assesses rates and this will put us above the hard cap; if we go above the hard cap, the commission has three choices: 1) override the hard cap; 2) have employees pay difference between hard cap and the new rate; or 3) go to the 80/20; 44 North is looking for other options for us; this is about an \$86,000 hit to the general fund and \$161,000 to all departments.
- c. Longevity: Mitch stated it is not important to discuss now.
- d. Uncompensated positions: There are several positions which are 25-30% below the median; he asked if this board is in support of making an attempt to make those adjustments; Gary stated it is worth looking into but while you are at it, we need to factor in the new law regarding salaried employees; Mitch will bring information back to the committee.
- e. Raises: No funds.
- f. Increase Revenue to GF: Mitch stated he and Shelley will look at it.
- g. End of Telephone: Maridee stated that our AT&T contract is up this month and our fee is increasing from \$7.00 to \$22.00 per line; Abilita is looking to get the contract with AT&T extended for 3 – 6 months we may have to pay up front and get a refund later.

Coury stated that he heard the Rotary Charities grant was not approved for AES – Mitch stated yes, they will meet with Rotary Charities and have asked to reapply.

Other:

Sheriff Dept Motor Pool: Troy Lamerson stated the when the TNT millage passed in 2014, a new vehicle was purchased and it is now 2 years old; the plan is to purchase a new vehicle in the next budget; the TNT officer is trained by the DEA as a meth responder as well and with that there is a trailer to go to the sites; they want to transfer the TNT vehicle to the administrative fleet at no general fund cost and purchase a new TNT vehicle with the millage money; the 2015 tax collection will bring in about \$115,000 and a new vehicle would be \$38,000.

Mitch asks if the millage allows the vehicle to go back to the Sheriff Dept.

Troy says the language is pretty broad and feels it could be transferred to the Sheriff Dept.

Public Input:

Craig Johnson stated that they have received a check from the insurance company for the water damage at Station 2 and it covered all of the repairs.

Motion by Sauer, seconded by Carland, to adjourn at 1:27 p.m. Ayes: All Nays: None Motion carried.

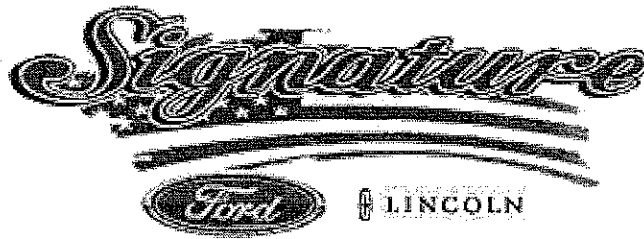
Dawn Olney  
Benzie County Clerk

DRAFT

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Finance Consent Calendar items as follows:

1. To approve the purchase of a new Pick Up for the Solid Waste Recycling Department and use Solid Waste fund balance to purchase it.
2. To approve the purchase of services and equipment from TKS Security for a price "not to exceed" \$9,383.50 and that reimbursement from the MMRMA for half of the amount specified based on the approved grant.

DRAFT



June 3, 2016

Benzie County  
Attn: David Schaffer, Recycling Coordinator  
448 Court Place  
Beulah, MI 49617

Dear David Schaffer:

Price on 2016 Vehicle State of Michigan Contract# 071B1300009  
and Macomb County Contract# 71-15 Bid:

**2016 Ford F150 Super Cab 4x4 Pickup 6 1/2' Box in White** **\$24,628.00 ea**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

## **Order Cutoff Date: July 1<sup>st</sup>, 2016.**

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

**Payment requirements:** All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

*Bill Campbell*

Bill Campbell  
Government & Fleet Sales

 Print window sticker


Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

## Vehicle Description

**F-150**

2016 F150 4X4 S/C  
5.0L V8 FFV ENGINE  
ELEC 6-SPEED AUTO W/TOW MODE

VIN 1FTFX1EF2GF B69484

**Exterior**

OXFORD WHITE

**Interior**

MEDIUM EARTH GRAY

INTERIOR CLOTH 40/20/40 FRONT SEAT

**Standard Equipment INCLUDED AT NO EXTRA CHARGE****EXTERIOR**

- . EASY FUEL CAPLESS FILLER
- . HALOGEN HEADLAMPS
- . PICKUP BOX TIE DOWN HOOKS
- . SPARE TIRE & WHEEL LOCK

**INTERIOR**

- . CONTROL, SINGLE ZONE
- . DAY/NIGHT REARVIEW MIRROR

**FUNCTIONAL**

- . 12V AUXILIARY POWER POINT
- . FADE-TO-OFF INTERIOR LIGHT
- . HILL START ASSIST
- . MANUAL FOLD MIRRORS
- . PWR RACK AND PINION STEER

**SAFETY/SECURITY**

- . AIRBAGS - FRONT SEAT
- . AIRBAGS - SAFETY CANOPY
- . CTR HIGH MOUNT STOP LAMP
- . TIRE PRESSURE MONITOR SYS

**WARRANTY**

- . 5YR/60,000 POWERTRAIN

- . DAYTIME RUNNING LIGHTS
- . FULLY BOXED STEEL FRAME
- . LOCKING REMOVABLE TAILGATE
- . REAR SOLAR TINTED GLASS
- . TOW HOOKS
- . A/C W/MANUAL CLIMATE
- . BLACK VINYL FLOOR COVERING
- . TILT/TELESCOPE STR COLUMN
- . 4-WHEEL DISC BRAKES W/ABS
- . ELECT 4X4 SHIFT-ON-FLY
- . FAIL-SAFE COOLING SYSTEM
- . INTERMITTENT SPEED WIPERS
- . OUTBOARD MNTD REAR SHOCKS
- . TRAILER SWAY CONTROL
- . ADVANCETRAC WITH RSC
- . MOUNTED SIDE IMPACT
- . SIDE CURTAIN
- . SOS POST CRASH ALERT SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

**Price Information**

**STANDARD VEHICLE  
PRICE**

**MSRP****\$33,915****Included on this Vehicle**

EQUIPMENT GROUP 101A 2,255  
XL SERIES  
XL POWER EQUIPMENT GROUP  
SYNC  
CRUISE CONTROL  
BOXLINK

**Optional Equipment**

2016 MODEL YEAR  
OXFORD WHITE  
DARK GRAY CLOTH 40/20/40  
5.0L V8 FFV ENGINE 1,595  
ELEC 6-SPEED AUTO W/TOW  
MODE  
.265/70R 17 OWL ALL-TERRAIN  
3.31 ELECTRONIC LOCK RR AXLE 420  
7050# GVWR PACKAGE  
FRONT LICENSE PLATE BRACKET  
COLOR-COORDINATED CARPET 145  
SELECTSHIFT TRANSMISSION  
CLASS IV TRAILER HITCH 95  
AM/FM SINGLE CD  
23 GALLON FUEL TANK  
XL CHROME APPEARANCE 775  
PACKAGE  
.CHROME FRONT/REAR BUMPERS  
.FOG LAMPS  
.17" SILVER PAINTED ALUMINUM  
FLEX FUEL VEHICLE

TOTAL VEHICLE & OPTIONS 39,200  
DESTINATION & DELIVERY 1,195

TOTAL BEFORE DISCOUNTS 40,395  
XL MID DISCOUNT -750  
XL DISCT CHRMR OR SPORT -500  
**TOTAL SAVINGS -1,250**

**TOTAL MSRP \$39,145**

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

**CITY MPG****15****HIGHWAY****MPG****21****Vehicle Engine Information**

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between \_ and \_ mpg in the city and between \_ and \_ mpg on the highway. For Comparison Shopping all vehicles classified as have been issued mileage ratings from \_ to \_ mpg city and \_ to \_ mpg highway.

\$  
27200  
or  
25,500 ordered

## CUSTOMER

## BENZIE COUNTY

PHONE: DAVID 231-342-3070

VEHICLE 20016 RAM 1500 QUAD CAB 4X4  
VIN ORDER

MSRP: \$37,585  
Sale Price \$27,014  
Accessories: TBT

Selling Price plus Accessories

\$27,014

Documentation Fee: \$210.00  
CVR: \$24.00  
TOTAL TAXABLE PRICE \$27,248.00  
TAX (6%): NA  
Title: \$15.00  
Plate: NA

Subtotal: \$27,263.00  
Vehicle Trade In

Incentives BID INCENTIVES APPLIED

INCENTIVES TOTAL

Total Delivered Price Per Unit: \$27,263.00



# 2010 Ford F-150



**A & A Auto Repair and Sales Inc.**  
**9512 Honor Hwy**  
**Beulah, MI 49617**  
**Ph. 2316510681**  
**www.goodusedauto.com**

QR URL Link



Price:	\$16,995	Exterior:	Burgundy
Year:	2010	Interior:	Tan
Make:	Ford	Trim/Package:	4x4 XLT 4dr SuperCab Styleside
Model:	F-150	Engine:	4.6L V8
Mileage:	85490	Transmission:	Automatic 6-Speed
Stock#		Fuel Type:	Gasoline

## VEHICLE OPTIONS

Pickup Bed Light, Pickup Bed Type - Styleside, Tailgate - Removable, Tow Hooks - Front, Door Handle Color - Black, Front Bumper Color - Chrome, Grille Color - Chrome Surround, Mirror Color - Black, Rear Bumper Color - Chrome, Tailgate Step, Armrests - Front Center, Door Sill Trim - Scuff Plate, Floor Mat Material - Carpet, Floor Material - Carpet, Floor Mats - Front, Floor Mats - Rear, Front Air Conditioning, Front Air Conditioning Zones - Single, Ashtray, Capless Fuel Filler System, Cruise Control, Cupholders - Front, Lighter Element, Multi-Function Remote - Illuminated Entry, Multi-Function Remote - Keyless Entry, Multi-Function Remote - Panic Alarm, One-Touch Windows - 1, Overhead Console - Front, Power Outlet(S) - Front, Power Outlet(S) - Rear, Power Steering, Reading Lights - Front, Retained Accessory Power, Steering Wheel - Tilt, Steering Wheel Mounted Controls - Cruise Control, Storage - Cargo Tie-Down Anchors And Hooks, Storage - Door Pockets, Storage - Front Seatback, Vanity Mirrors - Dual, 4wd Selector - Electronic Hi-Lo, Front Brake Type - Ventilated Disc, Front Shock Type - Gas, Front Spring Type - Coil, Front Struts, Front Suspension Type - Short And Long Arm, Rear Brake Type - Ventilated Disc, Rear Shock Type - Gas, Rear Spring Type - Leaf, 4wd Type - Part Time, Abs - 4-Wheel, Axle Ratio - 3.55, Electronic Brakeforce Distribution, Front Brake Diameter - 13.0, Front Brake Width - 1.2, Front Suspension Classification - Independent, Rear Brake Diameter - 13.7, Rear Brake Width - 0.8, Rear Suspension Classification - Solid Live Axle, Rear Suspension Type - Multi-Leaf, Roll Stability Control, Stability Control, Traction Control - With Trailer Stability Control, Trailer Tow Package, Alternator - 155 Amps, Battery - Maintenance-Free, Battery Rating - 540 Cca, Gauge - Oil Pressure, Gauge - Tachometer, In-Dash Cd - Mp3 Playback, Warnings And Reminders - Tire Fill Alert, Antenna Type - Mast, Auxiliary Audio Input - Jack, Compass, External Temperature Display, In-Dash Cd - Single Disc, Multi-Function Display, Radio - Am/Fm, Sirius Satellite Radio, Speed Sensitive Volume Control, Warnings And Reminders - Low Fuel Level, Headlights - Auto Off, Headlights - Dusk Sensing, Daytime Running Lights, Spare

## VEHICLE NOTES

2010 Ford F150 SuperCab XLT XTR 4x4. This Truck Only Has 85490 Miles On It. This Truck Drives Smooth, Quiet And Comfortable. Clean Car Fax, Clean Interior And Exterior. This Truck Has Many Options Which Include: Power Locks, Power Windows, Sirius Satellite Radio. This Truck Is Priced Thousands Under Market Value And Worth Every Penny!!

Turn Key Systems | TKS Security  
19771 23 Mile Rd.  
Harsey, MI 49639  
(231)598-0603  
Info@gotks.com  
www.gotks.com

TKS || SECURITY

# ESTIMATE

ESTIMATE # 1612  
DATE 10/18/2016

## ADDRESS

Frank Post  
Benzie County (10-2033)  
448 Court Place  
Boula, MI 49617

Please detach top portion and return with your payment.

ACTIVITY	QTY	RATE	AMOUNT
V.3			
- Install Access Control to the West Stairwell Door and the E Stairwell Door.			
- Protect the Upper Level as a Secured Partition			
- Install an audible alarm at the West stairwell on both side of the door- double swipe action on either side of the door will reset the alarm (if access level allows).			
- Install necessary Locking Hardware			
- *West stairwell must have free egress from lower to the upper level per ADA requirements- required panic hardware (lever set) with an alarm.			
- Install an indoor and outdoor alarm on the East Employee entrance. Double swipe action will reset the alarm if access level allows.			
- Install a Video Door Station Intercom for the E Employee Entrance, to be controlled from either of 2 Master Video stations to be located in the Probation Office.			
- Intercom will release the E Employee Door Via Kantech System			
- 2 Buttons Installed near Intercom master stations in the Probation Office will activate the shunt delay for people to exit via the lower Employee Exit for a user defined amount of time .			
- Both Master Stations Mounted on wall above each desk in the Probation Office.			
- Install a DSC Alarm panel and Wireless Receivers throughout building, Integrate Into Kantech System- to be monitored by Kantech Workstations			
- Install 3 IP cameras in Main Lobby			
- Move Existing Panoramic to the Side Entrance, Above Stairwell- use Existing Cat5E that runs to Basement			
Access control			
HES 5000	2	350.00	700.00
E and W Stairwell Electronic Door Strikes			

Turn Key Systems thanks you for the opportunity to work with you. If you have any questions, please contact us anytime, thank you.

ACTIVITY	QTY	RATE	AMOUNT
Store room function door handle	2	125.00	250.00
E and W Stairwell Door Handles/ Store Room Function	3	115.00	345.00
HID MiniProx 6005	1	95.00	95.00
HID MiniProx 6005 125KHz Proximity Reader	2	10.50	21.00
AC KAN:KAN TREXLT <SE>	1	640.00	640.00
1078N			
1" RECESSED CONTACT			
Labor			Subtotal: 2,051.00
Intercom	1	600.00	600.00
Alphone JKS-1ADF Pan/Tilt/Zoom Hands-Free Color			
Video Intercom Set - Flush-Mount Door Station			
Alphone JKS-1DVF Pan/Tilt/Zoom Hands-Free Color	1	350.00	350.00
Video Intercom Set - with Flush-Mount Door Station			
JK-1HD	2	18.00	36.00
JK-1HD Sub Monitor for JK Series			
POT HUBM			
POT HUBM SINGLE BUTTON HOLD-UP SWITCH	1	480.00	480.00
MOM. OR LATCH.			
Labor			Subtotal: 1,466.00
Alarm Buzzer - E and West Stairwell (both sides each)	4	15.00	60.00
PA100	1	12.50	12.50
PIEZO 12 VOLT			
MISC HDWARE	4	16.00	64.00
Outdoor Box for East outer Piezo			
RELAY 12-24VDC @5A DPDT	1	640.00	640.00
Model #: RB1224 AD1 #: AX-RB1224			
Labor			Subtotal: 776.50
Hold-up BA System, Includes Wireless Panic Buttons, Integrated into the Existing Kantech Security System	1	140.00	140.00
HS2064NK			
Security System Control Panel 64 Zone	30	45.00	1,350.00
BA:PG9938 PANIC			
PG9938 PANIC DSC Wireless (NEO)	4	140.00	560.00
BA DSC:DSC HSM2HOST9 <SE>			
POWERG 915mhz HO TRANSCEIVER MODULE	6	50.00	300.00
CAB HON:22/4 SOL YELLOW (500') 11035802 <AD>			
22/4 SOL YELLOW (500') 11035802	2	180.00	360.00
DSC LCD4501			
DSC LCD4501 Q12 LCD KEYPAD FOR MAXSYS	1	1,280.00	1,280.00
Labor			Subtotal: 3,990.00
Lobby Cameras	3	260.00	780.00
OCTV TSP:IES02CFBCWIY <SE>			
1080P IR mini dome IP camera	1	320.00	320.00
Labor			Subtotal: 1,100.00

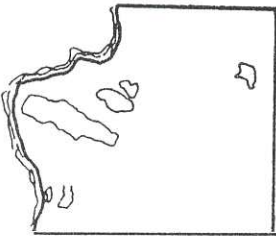
TOTAL

**\$9,383.50**

Accepted By

Accepted Date

Turn Key Systems thanks you for the opportunity to work with you. If you have any questions, please contact us anytime, thank you.



**BENZIE COUNTY  
OFFICE OF THE TREASURER**

**MICHELLE L. THOMPSON, TREASURER**

Government Center

• 448 Court Place •

Beulah, Michigan 49617 •

(231) 882-0011

June 15, 2016

Benzie County Board of Commissioners  
448 Court Place  
Beulah MI 49617

RE: Land Sale Proceeds

Dear Board Members:

Attached please find the Benzie County Land Sale Proceeds Report to the Board of Commissioners, as per MCL 211.78 m (8). It includes the parcels sold at the 2014 Tax Foreclosure Auction for delinquent taxes from 2011 and prior years, as well as the disposition and sales amounts.

This report shows that the proceeds of the 2014 Land Auction, less attorney fees, publication and postage, any shortfall from previous years and maintenance costs, results in the ability of the Tax Foreclosure Fund (532) to share excess proceeds in the amount of \$55,800.48 with the General fund (101).

In anticipation of this amount, \$50,000 of this has been budgeted in the General Fund Contingency line.

If you have further questions, please feel free to contact me.

Sincerely,

Michelle Thompson  
Treasurer

**RECEIVED**

JUN 20 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# LAND SALE PROCEEDS ACCOUNTS: NET PROCEEDS CALCULATIONS:

Categories of claims against Land Sale Proceeds and Contingent Liabilities are specified in MCL 211.78m(8). To simplify, those categories are:

- (a) Pay all taxes, interest and fees to the Delinquent Tax Revolving Fund.
- (b) Pay all costs of advertising and running the auction.
- (c) Pay all costs of the forfeiture and/or foreclosure proceedings for the year, such as, costs of mailing, publication, personal service, and outside contractors, etc.
- (d) Reimburse any shortfalls from previous years.
- (e) Reimburse any maintenance costs including clean up, demolition, and/or environmental remediation.
- (f) If the foreclosing governmental unit is not the State, any of the following apply:
  - Proceeds from subsequent years can be used to reimburse shortfalls from current year.
  - Pay any cost for the defense of title actions.
  - Pay any other administrative costs of forfeiture, foreclosure and/or property sale and/or management.

## Land Sale Proceeds from the 2014 auction for delinquent 2011 taxes.

Parcel #	Delinquent taxes	Sale Amount
10-02-514-002-00	3,981.87	3,981.87 to Village of Beulah
10-04-033-009-00	4,142.66	5,000.00
10-04-050-001-00	1,061.03	18,000.00
10-04-060-012-00	4,401.51	5,000.00
10-04-503-004-03	1,566.37	100.00
10-04-503-005-00	951.05	10,000.00
10-07-032-007-20	1,118.95	1,118.95 to LBA
10-07-501-037-00	2,000.08	2,000.08 to Village of Honor
10-07-501-065-00	6,488.32	6,488.32 to LBA
10-07-508-035-00	47,546.18	47,546.18 to LBA
10-07-508-035-10	15,111.73	15,111.73 to LBA
10-08-022-008-00	14,731.56	14,500.00 (included 1,000 sales forfeiture)
10-09-011-006-06	1,226.87	3,800.00
10-09-024-008-20	1,642.77	7,000.00
10-10-050-026-22	2,968.00	550.00
10-12-040-003-00	580.54	600.00 sold to DNR at auction
10-12-501-086-00	723.03	100.00
10-12-501-092-00	656.71	750.00
10-12-502-021-00	3,132.27	200.00
10-51-010-209-00	5,277.36	44,500.00
Totals	\$ 119,308.86	\$ 186,347.13

Less Delinquent Taxes	119,308.86
Less Attorney Fees	4,926.50
Less Publication & Postage	-
Shortfall from previous years	-
Less maintenance costs	6,311.29
Available for transfer to General Fund:	\$ 55,800.48

RECEIVED

JUN 20 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# Human Resources (HR) Report

# Committee Appointments

Committee Name	Date Appointed	Date term Expires
----------------	----------------	-------------------

**1-Airport Authority 4yr term -- 1st Thursday @ 9:30 a.m.**

Coury Carland	(Commissioner)	01/26/16	12/31/16
Pat Storrer	(Frankfort Appointee)	06/17/14	06/17/17
Kenneth J. Laurence		02/18/15	03/01/19

**1-Benzie-Leelanau Health Department -- Last Thursday of Odd Months @ 3:30**

Gary Sauer	(Commissioner)	01/27/15	12/31/16
<b>Dr. George Ryckman</b>	<b>2/18/14</b>	<b>02/18/14</b>	<b>12/31/16</b>
Roger Griner	(Commissioner)	01/27/15	12/31/16

**1-Benzie-Leelanau Health Dept Bd of Appeals - 2year terms; 1 BOC & 2 Citizens**

Gary Sauer	Commissioner	01/26/16	12/31/16
<b>Donna Clarke</b>		<b>05/26/15</b>	<b>12/31/16</b>
<b>Mary Pitcher</b>	<b>02/01/11</b>	<b>05/26/15</b>	<b>12/31/16</b>

**1-Benzie Transportation Authority -- formed 4/18/2006 -- 1st Thursday @ Noon**

Eugene Allen	06/17/14	05/10/16	04/30/19
Amy Herczak	02/18/14	04/15/14	04/30/17
Nicholas Olson	5/10/16	05/10/16	04/30/19
John Nuske	9/7/2010	04/15/14	04/30/17
		<b>04/16/13</b>	<b>04/30/15 Vacant</b>
Irene Nugent	4/15/2014	04/15/14	04/30/17
Susan Kirkpatrick		04/28/15	04/30/18
Eric VanDussen	04/15/2014	04/15/14	04/30/17
Joshua Stoltz	4/17/12	04/14/15	04/30/18
Lisa Tucker -- Liaison		01/27/15	12/31/16

**1-BVTMC Board 3yr terms 6 member -- 1st Monday @ 4 p.m.**

<b>Gary Pallin</b>	<b>(Beulah)</b>	<b>01/21/14</b>	<b>04/15/16</b>
<b>Robert Bishop</b>	<b>Alt (CLPRA)</b>	<b>12/16/97</b>	<b>04/15/11</b>
			<b>04/15/14 ***</b>
Paul Bare	(CLPRA)	3/18/14	03/18/14
Dan Schoonmaker	(CLPRA)	4/15/11	03/18/14
Janet (Jen) Whiting	Elberta	05/24/16	08/01/19
Frank Walterhouse	(Comm/P& R Rep)	01/21/14	12/31/16
Charles Kehr	(Alt for Co Reps)	06/19/07	deceased
<b>Ed Butt</b>	<b>(FBVT Rep)</b>	<b>01/21/14</b>	<b>04/15/16</b>
<b>Michael Foust</b>	<b>(Thompsonville)</b>	<b>6/19/07</b>	<b>04/02/13</b>
			<b>04/20/16</b>
William R. Olsen		02/09/16	04/15/19

**2-Board of Canvassers 4yr terms -- Day After Each Election @ 1:00 p.m.**

Donna Clarke	(REP)	10/01/15	11/01/17
Jane Purkis	(DEM)	11/01/12	11/01/17
Janice Mick	(REP)	10/13/15	11/01/19
Ronald Dykstra	(DEM)	10/20/15	11/01/19

**2-Brownfield Authority - Est 6/19/2012 - 7 members - 3 years; No BOC appointment**

<b>Ron Evitts</b>		<b>04/02/13</b>	<b>04/01/16</b>
<b>Michelle Thompson</b>		<b>04/02/13</b>	<b>04/01/16 Resigned</b>
Bill Merry		07/14/15	12/31/18
Art Jeannot		02/18/15	04/01/18



Marcia Stobie		04/01/14	04/01/17
Don Tanner		04/15/14	04/01/17
Edward Kowalski	11/18/14	02/18/15	04/01/18
Nina Bonderenko, Alt if Statute Allows		04/02/13	

**1-Building Authority 3yr Term 4 member -- As Needed**

Marcia Stobie	08/20/13	02/18/15	12/31/17
Norm Campbell	11/19/02	02/18/15	12/31/17
Tom Longanbach	6/5/2012	02/18/15	12/31/17
Michelle Thompson - by statute	06/01/12	01/17/12	
Dawn Olney - by statute	01/01/00	01/17/12	

**1-CDBG/Community Development Block Grant 5yr Term -- 4th Thursday @ 10:30 a.m.**

Jean Bowers	01/18/00	02/18/15	12/31/19
Carol Dye		08/12/14	02/01/19
Dawn Olney	01/18/00	02/18/15	12/31/19
Frank Walterhouse (Commissioner)		01/26/16	12/31/16
Amy Bissell	8/18/09	02/18/15	12/31/19

**1-Construction Board of Appeals 2 yr term**

Roger Papineau	5/26/15	05/26/15	12/31/16
Randy Olsen	1/16/07	04/14/15	12/31/16
Rodney Moore	1/16/07	04/14/15	12/31/16
Caleb Luibrand	1/16/07	04/14/15	12/31/16
Richard Krupp	1/16/07	04/14/15	12/31/16

**County Library Board 5yr term -- Dissolved 8/21/2007**

**1-Economic Development Corp 6yr term -- Alt Mondays @ 10:30 a.m.**

Karen Roberts	2/15/11	02/07/12	01/31/18
Roger Griner (Commissioner)		01/26/16	12/31/16
Coury Carland (Commissioner)		01/26/16	12/31/16
Courtney Gillison		03/08/16	12/31/22
William Merry	9/8/2015	02/09/16	01/31/22
Mike Worden	03/17/09	06/18/13	01/31/19
Mary Carroll	11/1/11	03/04/14	01/31/20
Ed Kowalski		03/08/16	01/31/22
Blake Brooks	12/21/10	01/22/11	01/31/17
Ron Harrison	9/8/2015	02/09/16	01/31/22

Alt for Special Projects

**2-EMS -- renamed from ALS 7/2006 -- Monthly; 3/19/08 Reduced to 7 members**

8/21/2012 -- Increased to 9 members -- 3 Years

Gaylord Jowett - At Large	09/24/13	01/21/14	12/31/16
Martha Bates - Almira		11/18/14	12/31/16
Jim Franke - Tville		12/16/14	12/31/17
Vance Bates -- voting member	11/14/05	01/27/15	12/31/16
Charlie Thompson -- Fire Chief Rep		03/24/15	12/31/16
Neal Nye - At Large	01/04/05	05/26/15	12/31/17
Mike Mead - At Large		06/10/16	12/31/17
- ALS - Non Voting		08/21/12	12/31/15
Sam Miller - Paramedic - Non Voting		04/14/15	12/31/18 Resigned 4/

Michelle Thompson -- Ex Officio	09/21/12
Ted Schendel -- Ex Officio	01/15/13
Undersheriff (?) -- Ex Officio	01/15/13

**2-Fee Committe 3 yr term -- As Needed**

Frank Walterhouse (Commissioner)	01/12/16	12/31/16
Tom Longanbach, Equalization Director	01/12/16	
All Commissioners		

**1-Human Services (was FIA) 3yr term -- Monthly**

Tom Hart	State Appointment	11/01/12	10/31/18
<b>Darleen Hoffert</b>	<b>10/21/14</b>	<b>10/21/14</b>	<b>10/31/17</b> Resigned
<b>Jean Bowers</b>	<b>12/2013</b>	<b>11/08/13</b>	<b>10/31/16</b>
Roger Griner (Commissioner)	01/27/15	12/31/16	

**FOC Citizens Advisory Committee 3yr term -- Dissolved 10/18/05**

**2-Jury Board 6yr term -- quarterly**

Nancy J. VanderLinde	5/17/2011	05/01/11	05/01/17
Jean Bowers	05/01/01	04/02/13	05/01/19
Gail Nugent	02/18/03	04/28/15	05/01/21

**1-Land Bank Authority - 3 year term**

County Treasurer	04/05/11	No Expiration	
Frank Walterhouse - Co Comm Liaison	01/21/14	12/31/16	
Mark E. Roper	4/5/11	03/24/15	04/05/18
Terry Money	4/5/11	03/24/15	04/05/18
Amy Bissell	4/5/11	03/26/13	04/05/18
Tom Longanbach	4/5/11	05/10/16	04/05/19

**Medical Examiner 5yr Term**

Dr. Nicole Fliss	10/21/14	10/21/14	None
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**1-Manistee-Benzie CMH - 3yr term -- 2nd Thursday @ 10:00**

Donald C. Smeltzer (B)	1/2007	04/26/16	03/31/19
Donald R. Tanner (B)	5/12/2016	05/12/16	03/31/18
Coury Carland (B) (Commissioner)		01/26/16	12/31/16
Frank Walterhouse (B) (Commissioner)		01/26/16	12/31/16
Mary O'Connor Heitjan (B)		05/26/15	03/31/18

**1-Parks and Recreation Commission 3yr term -- Alt Months As Needed**

<b>Tad Peacock</b>	<b>02/18/14</b>	<b>02/18/14</b>	<b>12/31/16</b>
<b>Sean Duperron</b>	<b>01/2011</b>	<b>02/18/13</b>	<b>12/31/16</b>
<b>Barbara K. Skurdall</b>	<b>4/17/07</b>	<b>03/04/14</b>	<b>12/31/16</b>
Marjorie Pearsall-Groenwald		12/22/15	12/31/18
Ann E. Bourne		12/22/15	12/31/18
Cathy Demitroff	02/20/07	12/22/15	12/31/18
Walter Roch von Rochsburg (Planning Rep)		01/01/15	09/15/17
Christy Anderson (Drain Commissioner)		01/01/13	No Expiration Date
Frank Walterhouse (Commissioner)		01/27/15	No Expiration Date
Ted Mick (Road Commission Rep)		01/01/13	No Expiration Date

**1-Planning Commission 3yr term -- 1st Wed** 10th person reduced to 9 -- 5/17/05; back to 11 mem  
5/20/08 back to 9 members; 11 with new ordinance 5/2009; 7 new ord 2/2011

<b>Nina Bondarenko</b>	<b>Busi/Econ Dev</b>	<b>12/21/10</b>	<b>11/05/13</b>	<b>09/30/16</b>
Coury Carland	Ex Officio -- BOC		01/27/15	12/31/16
Evan Warsecke	Exc Officio -- BOC			12/13/16
<b>Lori Cota</b>	<b>Educ</b>	<b>(School Rep)</b>	<b>02/05/13</b>	<b>09/15/15</b>
<b>Margaret (Peg) Minster</b>	<b>9/15/09</b>		<b>01/15/13</b>	<b>09/15/15</b>
Walter Roch von Rochsburg	- Citizen @ Large		09/16/14	09/15/17
<b>Susan Zenker - Ag &amp; Land Use</b>	<b>2/7/12</b>		<b>09/18/12</b>	<b>09/15/15</b>

**Public Safety Committee 3yr term -- Dissolved 7/18/2006**

**Remonumentation Peer Group -- Appted by BOC 9/2/2014**

Christy Andersen	09/02/14
John Korr, Jr.	09/02/14
Craig McVean	09/02/14
Pat Bentley	09/02/14
Wendy Papineau	09/02/14

**Road Commission 6yr term -- 2 Times per Month - Elected Positions beginning 2010**

**2 -Technology Committee -- 2 years -- meet quarterly**

Evan Warsecke	01/27/15	12/31/16
Coury Carland	01/26/16	12/31/16
Lisa Tucker	01/26/16	12/31/16

**2-Veterans Affairs Committee (8/21/12) 5 members; 3yr term -- Appted by BOC  
formerly Soldiers & Sailors Relief**

Dale Ginzel		12/22/15	12/31/18
<b>Lawrence "Camp" Bailey</b>	<b>01/21/14</b>	<b>01/21/14</b>	<b>12/31/16</b>
Arthur Melendez	9/4/2012	12/16/14	12/31/17
Robert Roelofs	9/4/2012	12/01/15	12/31/18
Kirt A. Giddis	2/19/2013	12/16/14	12/31/17

**2-Solid Waste Advisory 3yr term -- increased to 11 members 12/19/06 -- Qtrly 1st Wed @ 5 p.m.  
2009 reduced to 10 members; 2015 reduced to 7 members 2 year terms**

Todd Warren	3/21/06	04/14/15	12/31/18
Dennis Fischgrabe	2/19/13	12/16/14	12/31/17
Evan Warsecke	Commissioner	01/27/15	12/31/16
Brianne L. Lindsay	11/18/14	11/18/14	12/31/17
<b>Jane Schultz</b>	<b>12/21/2004</b>	<b>02/18/14</b>	<b>12/31/16</b>
<b>Lindsay Withrow</b>		<b>02/19/13</b>	<b>12/31/15</b>
Marlene Wood		05/24/16	12/31/17

**2-Veterans Trust Fund 3yr term -- State appointed**

<b>Robert Roelofs, DAV</b>	<b>2/4/14</b>	<b>02/04/14</b>	<b>12/31/16</b>
William J. Huhnke, Sr. Unaff	4/6/2010	03/03/15	12/31/17
Art Melendez -	8/1/2012	08/01/12	
Chuck Lerchen	(Agent)	No Expiration Date	

**2-Workforce Development Board 2yr term -- COG POB 506, TC 49685-0506**

Art Jeannot	01/20/09	01/26/16	12/31/17
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Betty Workman

12/18/2012

02/01/15

12/31/16

**Zoning Board of Appeals; Dissolved 5/4/2010**  
**Zoning Terminated 3/31/2010**

Updated 6/14/2016

# *Kenneth J. Laurence Sr.*

3154 Bancroft Road  
Honor, MI 49640-9717  
[kjlaurence@aol.com](mailto:kjlaurence@aol.com)  
Phone: 248-310-0871

June 15, 2016

Roger Griner, Chairman  
Mitch Deisch, Administrator  
Dawn Olney, Clerk  
Benzie County  
Room 205  
Government Center  
448 Court Place  
Beulah, MI 49617

Re: Benzie County Representative on Airport Authority Board

It has been a privilege and challenge serving as a Benzie County Representative and Chairman of the Operations Committee on the Frankfort City-County Airport Authority (FCCAA) the past few years. The FCCAA has accomplished many positive things for the entire community in establishing the airport facility as a more valuable asset for the county in the areas of aviation usage, future needs, and adequate airspace requirements for effective and safe airport operations.

The next annual meeting of the FCCAA is July 14, 2016 at which time the new term of a county representative on the Authority begins for the next fiscal year. This provides the County the opportunity to appoint a replacement Benzie County representative to the Authority to serve, as the time has come to pass the baton to another interested individual at the FCCAA annual meeting.

This decision was not an easy one to make, but due to some personal family health issues and the vast time requirements of the position, along with the three owners entities refusal to hire an Airport Administrator to assist in the growing federal, state, and operational demands, it is no longer possible to give the FCCAA the commitment necessary to perform the job effectively on a volunteer basis.

I very much appreciated the opportunity, confidence and support given to me by you, the county officials, and its residents during my term. The FCCAA has some important issues and concerns ahead of it, including some major future financing and management/operational issues due to the FAA and MDOT/AERO requirements; volunteers/leadership; airport licensure status; securing aviation easements and making the necessary future improvements required by the FAA, which will need to be addressed in the near future.

**RECEIVED**

JUN 15 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Again, thank you for the opportunity to serve the county and hope my contributions have been some help and benefit to county, community and the FCCAA.

Sincerely,

A handwritten signature in blue ink, appearing to read "KJ Laurence".

Kenneth J. Laurence Sr.

CC: Les Poggemeyer, Bruce Harwood, Doug Kirk, Paul Strack, Consultant, Charles Judson, Attorney, Michelle Thompson, FCCAA Board.

**PAUL BARE**

6847 Crystal Ave., PO Box 371  
Beulah, MI 49617

June 9, 2016

County Clerk Benzie County  
Attn: Dawn Olney  
Government Center  
448 Court Place  
Beulah, MI 49617

***RE: Betsie Valley Trailway Management***

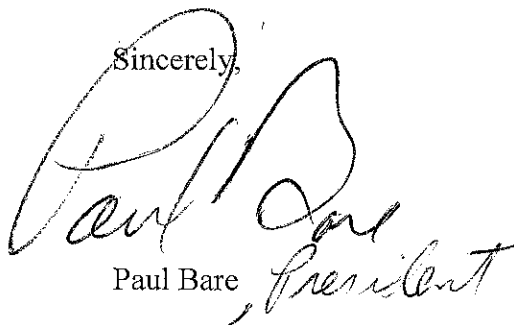
Dear Ms. Olney:

The letter is to advise you that the Crystal Lake Property Rights Association has appointed the following individuals as members of the Betsie Valley Trailway Management Council for 2016.

- 1) Paul Bare;
- 2) Dan Schoonmaker; and alternates,
  - a) John Wheeler
  - b) Gregory Nowell

If you have any questions please call. Thank you.

Sincerely,

  
Paul Bare, President

**RECEIVED**

JUN 13 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Village of Beulah  
7228 Commercial St.  
Beulah, MI 49617

The Village of Beulah is an Equal Opportunity Provider and Employer

At the Regular Beulah Village Council Meeting on June 9, 2016, Gary Pallin was nominated as Beulah Village Council Representative to Betsie Valley Trail Management Council – Motion by Downs, support by Laslo – All Ayes – MOTION CARRIED

*Laura Spencer*  
Laura Spencer  
Beulah Village Clerk

**RECEIVED**

JUN 23 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



## **BENZIE COUNTY BOARD OF COMMISSIONERS**

### **Policy & Procedures for County Committee Appointments**

Preamble: The Benzie County Board of Commissioners strives to encourage broad citizen representation on all County committees or commissions. In an effort to reach this goal, the following policy and procedures are adopted by the Board of Commissioners on Tuesday, July 17, 2007.

Benzie County Board of Commissioners appoints citizen committees and commissions to facilitate a broad range of activities. Certain committees or commissions are mandated by statute and others are not.

Citizens committees or commissions are broken down into the following two categories:

**Category 1:** Those committees or commissions that expend resources, create or recommend policy, or whose actions may create liability to Benzie County.

**Category 2:** Advisory committees or commissions with little or no spending authority.

#### **Procedures for appointments:**

The Personnel Committee will submit a letter to the citizen committee or commission with the vacancy to be filled. The letter will inform the citizen committee or commission of the process that will be followed to fill the vacancy by including this document. The Chair of the citizen committee or commission, or the Chair's designee, will be requested to sit on the full committee interviewing prospective candidates. It is recognized that the citizen Chair is speaking on his/her own behalf and does not represent the citizen committee or commission as a whole. The Interview Committee will also include the County Administrator.

If two or more candidates applying for an appointment are equally qualified, priority will be given to the candidate that would increase the range of geographic representation on the citizen committee or commission. All individuals appointed to county committees or commissions are obligated to represent the best interest of Benzie County as a whole.

#### **Category 1 Appointments:**

- Both members of the public and a member currently serving may request appointment/reappointment for the position(s) to be filled.
- Available positions shall be advertised in the Record Patriot for a minimum of two weeks and the interview committee will establish the interview procedure/schedule.
- Interviews of candidates will be conducted by an Interview Committee of: Three members of the County Board, the Chair (or Chair's designee) of the citizen committee or commission, and the County Administrator. All will have reviewed applicant resumes and ascertained qualified candidates. Following the candidate interviews, the committee of five will discuss and the three members of the Board of Commissioners will vote for a recommendation to the full board.
- After voting, the Interview Committee will disband.
- This recommendation and the record of the vote will be presented at the next regular or special meeting of the County Board of Commissioners, where the final vote will be taken.

- Where the number of applicants for appointment to a given position (s) equal the number of position(s) available on the Board, or all of the Applicants are sitting Board members in good standing, and upon request by the Interview Committee to the Board of Commissioners, the Board of Commissioners may vote at a regularly scheduled meeting to waive or modify the interview process.

## **Category 2 Appointments:**

- If the present citizen committee or commission member wishes to be reappointed, and the Chair of the citizens committee or commission is in agreement, it will not be necessary to advertise for these appointments.
- If there is a vacancy without an existing member wishing reappointment, the Personnel Committee will advertise and fill the position, in the same manner as a Category 1 appointment.

If two or more candidates applying for an appointment are equally qualified, priority will be given to the candidate what would increase the range of geographic representation on the committee. All individuals appointed to County Committees are obligated to represent the best interests of Benzie County as a whole.

## History:

05/21/2002	Adopted
12/21/2004	Amended
07/17/2007	Amended
04/01/2014	Amended

# ACTION ITEMS

**2016 – 019**  
**TRUTH IN TAXATION**  
**RESOLUTION TO ADOPT MILLAGE RATE**

A meeting of the Benzie County Board of Commissioners was held in the Commissioners Room, Government Center, in said Benzie County on the 28<sup>th</sup> day of June, 2016, at 9:00 a.m.

The meeting was called to order by Chairman Roger L. Griner.

Present: Commissioners \_\_\_\_\_

Absent: \_\_\_\_\_

The following preamble and resolution were offered by \_\_\_\_\_, supported by \_\_\_\_\_.

**WHEREAS**, The Benzie County Board of Commissioners, by resolution of June 14, 2016, propose a total authorized levy of 3.4919 mills within Benzie County for operating purposes for fiscal year 2016, which included an additional rate of 0.0932 mills; and

**WHEREAS**, the Benzie County Board of Commissioners has carefully examined the financial circumstances of Benzie County for the 2016 fiscal year, including estimated expenditures, estimated revenues, and state equalized valuation of property located within the County, and determined that the levy of an additional millage rate will be necessary for the sound management and operation of Benzie County; and

**WHEREAS**, the Benzie County Board of Commissioners has complete authority to establish that a maximum of 3.3987 mills be levied for operating purposes in fiscal year 2016 from within its authorized millage rate; and

**WHEREAS**, a public hearing has been held, and, under said Act 5, the Benzie County Board of Commissioners may now authorize a maximum total levy of 3.4919 mills for operating purposes for fiscal year 2016, within its present authorized millage rate.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. For Fiscal Year 2016 the total millage rate of 3.4919 mills, which includes an additional rate of 0.0932 mills, shall be levied upon property located within Benzie County.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Roll Call.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Dated: June \_\_\_, 2016

\_\_\_\_\_  
Roger L. Griner, Chairman

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 28<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Dawn Olney, Benzie County Clerk

DRAFT



*Supporting Seniors Today, Tomorrow & the Future*

*Benzie County Council on Aging, Inc.*

May 23, 2016

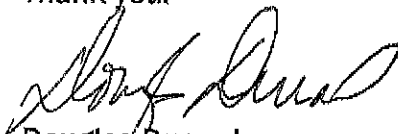
Mitch Deisch  
Benzie County Administrator  
448 Court Place  
Beulah, MI 49617

Dear Mitch,

Enclosed is the bill showing proof of payment for the purchase of 1 new computer and 1 refurbished computer. I am submitting the following bill for your review and authorization for reimbursement to Benzie County Council on Aging.

• North Harbor Solutions	\$721.00
--------------------------	----------

Thank you.

  
Douglas Durand  
Executive Director

RECEIVED

MAY 26 2016

ADMINISTRATOR  
OFFICE

RECEIVED

JUN 20 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

10542 Main Street • Honor, MI 49640

Telephone: 231.525.0600 • Toll Free: 888.893.1102 • Fax: 231.325.4855

[www.benziecoa.org](http://www.benziecoa.org)



North Harbor Solutions  
17209 Viaduct Rd  
Copemish, MI 49625

# Invoice

Date	Invoice #
5/17/2016	1523

**Bill To**

Benzie Council on Aging  
Sabra Boyle  
10542 Main Street  
Honor, MI

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Purchase refurbished computer to be used as a general purpose/walk-up computer	122.00	122.00
1	Purchase Dell laptop for Doug	599.00	599.00
	Non-taxable service	0.00%	0.00
	payment - ck #10720 - 2/18/16		-599.00
	payment - ck #10943 - 5/5/16		-122.00
Please include invoice number on your payment.		<b>Total</b>	<b>\$721.00</b>

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JUN 20 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# CORRESPONDENCE





The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at their offices in Honor, Michigan on Thursday, May 26, 2016 at 9:30 AM.

Present: Chairman Rosa  
Vice Chairman Nuske  
Comm Mick  
Manager Skeels  
Superintendent Schaub  
Clerk Jordan

Motion by Comm Nuske and supported by Comm Mick to accept the agenda as amended adding a letter from Lake Twp regarding Highland Dr and Spring Valley Rd estimates. Ayes: Rosa, Nuske and Mick. Motion carried.

The minutes of 5/12/16 were accepted as presented.

Motion by Comm Mick and supported by Comm Nuske to pay bills # 42989 to # 43022 for the amount of \$ 369,607.16 and Payroll # 10-16 for \$ 44,532.21. Ayes: Rosa, Nuske and Mick. Motion carried.

**Superintendent's report:** Lots of paving is going on...Primary roads, Local roads in Crystal Lake Twp and Almira Twp; Dust complaints.

**Public Input:** Bill Robinson thanked Brad and Matt for meeting with him and the residents of Crystal Highlands. Irene Dunham Thayer-Miller Rd would like work done on Miller Rd.

**Standing Guest:** Gary Sauer - County Commissioner Liaison-Brought the Commissioners up to date on the county business. There will be a flag dedication and ceremony on Memorial Day at the new Veterans Memorial in the Benzonia Twp park at noon.

**New Business:**

**Lake Twp** - Motion by Comm Nuske and supported by Comm Mick to develop an agreement with Lake Twp for the paving of Spring Valley Rd and Highland Dr in the Crystal Highlands. Ayes: Rosa, Nuske and Mick. Motion carried.

**Power across Mollineaux/Crystal Lake property for Cole**-No action was taken.

**Snowbirds request to use Cinder Rd** - A motion was made by Commissioner Mick and supported by Commissioner Nuske to allow the Snowbirds and the DNR to utilize Cinder Rd between Bendon Rd and the county line and a portion of Bendon Rd as part of the snowmobile trail to link Thompsonville to Interlochen. If an alternate route is not found by June of 2017, the Snowbirds will need to reapply for permission for the winter of 2017-2018. Ayes: Rosa, Nuske and Mick. Motion carried.

**CRASIF - Call for Trustees** - No action taken.

**Recycling-Tire collection** - Motion by Comm Nuske and supported by Comm Mick to allow County Recycling to hold a tire collection on either July 16th or August 20th. Ayes: Rosa, Nuske and Mick. Motion carried.

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JUN 09 2016

**Loader axle replacement** - Motion by Comm Mick and supported by Comm Nuske to go through AIS for the remanufactured axle for \$24,683 with a one year warranty. Ayes: Rosa, Nuske and Mick. Motion carried.

**Correspondence:**

USW 14557 Grievance #2016-01 has been withdrawn by the union.

**Miss Dig** - We have been told by Miss Dig that we cannot withdraw. The County Road Association is getting a legal opinion.

**Nostwick Rd bridge repair** - Repair has been delayed. The latest start date is Jun 6, 2016.

**Weldon Rd traffic counts** - Traffic counts for Weldon Rd south of Brownell Rd were 41 vehicles/day. For Weldon Rd just north of Cinder the traffic count was 90 vehicles/day.

**Public Input:** Ron Evitts - Both shoulders on Wallin Rd near the gravel pit need work.

Meeting was adjourned at 10:55 AM.

**Minutes approved 06/09/16**

---

Robert Rosa, Chairman

---

Kathleen A, Jordan, Clerk

**EATON COUNTY BOARD OF COMMISSIONERS****JUNE 15, 2016****RESOLUTION SUPPORTING LEGISLATION TO ADDRESS THE ASSESSMENT  
METHODOLOGY UTILIZED BY THE MICHIGAN TAX TRIBUNAL – “DARK  
STORES”****Introduced by the Ways and Means Committee**

Commissioner Eakin moved for the approval of the following resolution. Seconded by  
Commissioner Freeman.

**WHEREAS**, the Michigan Tax Tribunal (MTT) has interpreted the law for tax assessments in a way that dramatically reduces the property tax liabilities of major “big box” retailers by assessing currently used buildings as though they are empty and dark; and

**WHEREAS**, under the “dark store” theory, big box stores are appealing their property tax assessments to the MTT, arguing that the fair market value of their operating store should be based on comparisons to sales of similar properties that are vacant and abandoned, or are now used for a different, less valuable purpose; and

**WHEREAS**, the MTT has upheld this theory and cut property tax assessments by as much as 50% and, as a result, townships and local units are losing millions of dollars, impacting services to their residents; and

**WHEREAS**, additionally, big box stores are putting deed restrictions on their properties that severely limit how the building can be used once it’s vacant resulting in buildings being kept empty and adding to the blight problem in Michigan townships; and

**WHEREAS**, the issue is already spreading to restaurants, apartment complexes, auto part stores, and many other businesses, and without action, the problem will only get worse; and

**WHEREAS**, the reduction of property tax liabilities creates huge cuts in the funding to State and local units of government like cities, counties, townships, and school districts; and

**WHEREAS**, the decisions of the MTT are a catastrophic departure from the tax assessment process required by law and all precedents in the matter, once again reducing the rightful tax to businesses and the wealthy, thus, once again, placing the tax burden on the poor and middle class; now

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JUN 22 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**NOW, THEREFORE, BE IT RESOLVED,** that the Eaton County Board of Commissioners strongly supports a legislative fix that addresses three (3) issues:

1). All properties, including big box stores, must be assessed at their highest and best use;

2). Deed restrictions should NOT be a factor in determining a property's true cash value; and

3). The Michigan Tax Tribunal should be required to consider all three (3) methods of assessing – 'cost minus depreciation,' 'sales comparison,' and 'income' – when determining a property's true cash value; and

**BE IT FURTHER RESOLVED,** that a copy of this resolution be forwarded to all Michigan Counties, Representatives Tom Barrett and Brett Roberts, Senator Rick Jones, Governor Snyder, and the Michigan Association of Counties. Carried.



3

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
SPECIAL BOARD OF HEALTH MEETING**

June 17, 2016  
10:00 a.m.

**Tentative** minutes to be acted upon at the July 28, 2016 meeting.  
Meeting called to order at 10:00 a.m. by Chair Griner

A Quorum Was Present With the Following Members in Attendance:

Gary Sauer, Benzie County Board of Commissioners  
Roger Griner, Benzie County Board of Commissioners  
Carolyn Rentenbach, Leelanau County Board of Commissioners  
Melinda Lautner, Leelanau County Board of Commissioners

Excused:

Marge McCulloch, Leelanau County Member at Large  
Dr. George Ryckman, Benzie County Member at Large

Pledge of Allegiance

Administration Present:

Lisa Peacock, Health Officer  
Dodie Putney, Director of Administrative Services  
Tom Fountain, Environmental Health Director

Approval of the Agenda:

**Motion:** by Lautner, seconded by Rentenbach to approve the agenda as presented.

**Voice vote: 4 ayes                      Motion carried**

Public Comment:

None

Guests:

Gerry Chase, Northern Health Foundation – participated by speaker phone

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JUN 23 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

1. Benzie Community Resource Center –

Peacock stated the reason for the special meeting is to approve the final amount of financing for the refinance and renovation project. The total amount of financing has not changed since last presented however there were small changes that balanced out a payoff amount was less than anticipated and construction costs came in slightly higher than anticipated due to some additional work that made sense in the scope of this project, including some updates at the front desk and reception area and improvements to the lower level restrooms which will see increased traffic. A parking capacity assessment was completed and it was determined that increased client flow through the building will require 7-8 additional parking spaces therefore this work is included in the financing. Total amount of

financing is \$685,000, which includes the payoff of the existing loan (\$171,000) and \$514,000 for the building remodel/rehab costs including administrative and legal costs associated with the project. Discussion followed.

**Motion:** by Rentenbach, seconded by Sauer to approve the total amount of the financing in the amount of \$685,000.00 which includes the payoff of the existing loan of approximately \$171,000.00 and the balance of the financed amount of \$514,000.00 will be used for the building remodel/rehab costs including the administrative and legal costs associated with the loan.

**Ayes:** Griner, Sauer, Rentenbach and Lautner

**Motion carried**

**Motion:** by Rentenbach, seconded by Sauer to authorize the Health Officer and the Board of Health Chair (acting alone) to sign the Restated Lease Agreement.

**Ayes:** Griner, Sauer, Rentenbach and Lautner

**Motion carried**

**Public Comment:**

None

**Board Comments:**

None

**Motion:** by Sauer, seconded by Griner to adjourn the meeting.

**Voice vote: 4 ayes**

**Motion carried**

Chair Griner adjourned the meeting at 10:25 a.m.

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Roger Griner, Chair

---

Heidi Roper, Recording Secretary



10:00



# Benzie County

## 2015-2016 ANNUAL REPORT



[msue.msu.edu](http://msue.msu.edu)



## FROM THE DISTRICT COORDINATOR:

This past year, MSU Extension conducted focus groups and online surveys to solicit feedback from the public on what are the most vital needs and priorities for Michigan residents. These results will shape our educational programming for Benzie County residents now and into the future. MSU Extension is committed to providing relevant, responsive and timely outreach to families and communities.



Your MSU Extension staff have linked the knowledge resources of the University directly to individuals, communities and businesses. It is my distinct privilege to present these accomplishments in our annual report. This report summarizes some of the important work done by MSU Extension staff in Benzie County. It has captured most of the significant highlights of our work in 2015 and provides a sense of the direction of our work into the future.

As always, I thank you for your continued support. Without you, we would not be here doing this important work with your constituents.

Jennifer Berkey

District 3 Coordinator

## MEASURING IMPACT:

### CONNECTING WITH RESIDENTS

4-H: Developing Youth & Communities .....	705
Keeping People Healthy & Ensuring Safe Food .....	1,283
Supporting Food & Agriculture, Fostering Strong Communities & Businesses, and Enhancing Our Natural Assets .....	665

**TOTAL PARTICIPANTS IN BENZIE COUNTY..... 2,653**

### MSU EXTENSION'S EXPANDED DIGITAL REACH IN DISTRICT 3 AND STATEWIDE:



2.5 million visitors  
viewed more than  
5.3 million pages



751,000 topic  
newsletters  
distributed to  
more than 10,400  
email addresses



Nearly 2,500  
Facebook and  
more than 2,200  
Twitter followers

Statewide 2014-15 Digital Reach

## CONTACT US:

448 Court Place

Beulah, MI 49617

Phone: 231-882-0025

Hours: Tues./Thurs. 9:00 am - 5:00 pm

Email: [msue.benzie@county.msu.edu](mailto:msue.benzie@county.msu.edu)

[msue.anr.msu.edu/county/info/benzie](http://msue.anr.msu.edu/county/info/benzie)

## STAFF HOUSED IN BENZIE COUNTY:

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4-H Program Coordinator

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Nutrition Program Instructor

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Deborah Longo

Secretary

[longdebo@msu.edu](mailto:longdebo@msu.edu)



2013-14



2014-15



28% Increase in District 3 Visitors to MSU Extension Website



# DEVELOPING YOUTH AND COMMUNITIES

## The Benzie County 4-H Leaders Association Council

- This leadership group functions as the main oversight of the Benzie County 4-H program and also acts to support the mission, capacity and priorities for the 4-H clubs and other activities and events.
- The current board consists of 8 members, representing the communities of Benzonia Twp., Beulah, Homestead Twp., Honor, and Joyfield Twp.
- A new sub-committee of this council, called the “4-H Expansion and Review Committee,” was established in 2015 to expand the reach of the Benzie 4-H program. In 2016, some Benzie community members took an interest in an educational event that 4-H Program Coordinator Debra Laws has planned and hosted in Manistee County for over 20 years. The event involves an outdoor nature program with an audience of every 4th grade student and teacher in the county. A similar program for Benzie County is currently in the planning stages.
- The 4-H Leaders Council also works with 4-H staff to support a 4-H ambassador program, county plat book, annual youth trip to Michigan State University, and a volunteer recognition program. 4-H Program Coordinator Laws is currently exploring the possibility of the council seeking donor support to fund an annual college scholarship intended for Benzie County 4-H members.
- 4-H Program Coordinator Laws assists this council by preparing all meeting agendas and materials, reserving meeting space, and in handling a number of clerical tasks required by this group.

## The Benzie County 4-H Ambassador Program

- A maximum of two youths are selected annually through an application and interview process to serve as representatives at public 4-H events and council meetings.
- Ambassadors indicate that this distinction is a highly favorable asset when mentioned in portfolios and resumes, scholarship and college admission applications, and employment interviews.
- This year, Benzie County 4-H is pleased to have Kaitlyn Long, now a Benzie Central High School senior, serving in a second term.

**4-H youth (grades 7-12) are 4 times more likely to make contributions to their communities.**

**4-H youth (grades 8-12) are 2 times more likely to be civically active.**

*~ Comprehensive Findings from the 4-H Study of Positive Youth Development by Lerner and Lerner.*



[4h.msue.msu.edu](http://4h.msue.msu.edu)



## Developing Youth and Communities, continued

### The Benzie County Land Atlas and Plat Book

- A brand new edition of the book was launched on March 1st, 2016.
- Proceeds from all sales go directly to the Benzie 4-H Leaders Association Council. Numerous local 4-H activities, special events, and funding for travel to statewide educational events and 4-H Exploration Days are made possible in part due to the financial support received annually through plat book sales.
- The book is a valuable asset in promoting local tourism and real estate interests. Sales records continue to show that the book is ordered statewide, as well as in states surrounding Michigan.
- 4-H Program Coordinator Debra Laws works with the current plat book publisher, Farm and Home Publishing, to include valuable local content such as government and agency directory pages and a Benzie County landmark or logo for the book's cover. Since October 2011, Laws had been handling all plat book deliveries, but by June of 2016, that duty will gradually be taken over by council volunteers.
- The book is sold at the County Treasurer's office and MSU Extension office, as well as several local businesses including Backcast Fly Shop, Lake Ann Grocery, Nugent Ace Hardware, Stapleton's Market, Tag Limit Outdoors, and Victoria's Floral Design & Gifts.

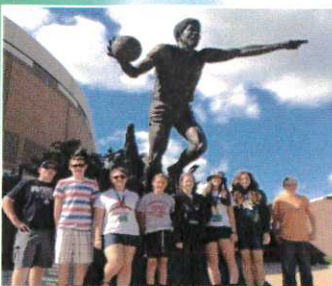
### 4-H Exploration Days at MSU

- This 3 day event, held annually in late June at the Michigan State University campus, simulates college life for over 2,200 4-H youth from all over the state.
- The Benzie 4-H Leaders Association Council pays all enrollment fees for adult chaperones and 50% of the cost for youth attendees, plus additional expenses such as group insurance and chaperone needs.
- The youth and their chaperones live on campus, experience dorm life, and attend a variety of classes and other educational events in subject areas that include human and animal sciences, international culture and languages, career exploration in dozens of fields, music, human services, life skills, hobbies and sports, and personal and business finance.
- For most of these Benzie County youth, this will be their first exposure to a college campus and it will influence most of them towards a college education and a greater career goal than they had originally planned.
- For the June 2016 event, Benzie County 4-H will be sending 16 people.



*"It's an important item to have in our store. We do what we can to attract people to our store and we notice that people definitely come here to buy plat books. They are very important to our business and to increase our foot traffic."*

*~ Desyre Shelton,  
Backcast Fly Shop*



**Members of the 2015 Benzie County 4-H Exploration Days delegation in front of the Breslin Center at MSU and the statue of legendary basketball player Magic Johnson.**



## Developing Youth and Communities, continued

### The Benzie Youth Soccer Program

- In 1997, the need arose for Benzie County youth to participate in and reap the benefits of a well-organized youth soccer program. In most communities, soccer programs typically fall under the authority of a community recreation association. As Benzie County did not have this type of agency, event organizers looked to Benzie MSU Extension to provide that leadership.
- To support the program, the Benzie MSU Extension office, under the direction of 4-H Program Coordinator Debra Laws, handles most of the business aspects of the program.
- The Extension office and Laws work with a volunteer soccer program treasurer, but they are ultimately responsible to oversee a well-organized and transparent financial system that handles membership dues, equipment purchases, and insurance coverage. In 2016, the long-time and dedicated volunteer soccer program treasurer, Barbara Wentzloff, announced her retirement from the position, so Laws is currently seeking a replacement.
- The program also utilizes a careful and confidential member registration process and a “volunteer selection process” to ensure that volunteer coaches have undergone thorough background checks.
- Benzie MSUE is thankful to local volunteer Dr. Dennis Pace, for the countless hours he spends on and off the playing field in support of this valuable youth development program. In 2016, Dr. Pace has announced that he is stepping back from his soccer program involvement, so Laws will also be seeking a replacement for this essential position.
- For the 2015 autumn playing season, a total of 157 Benzie County youth participated in the program.

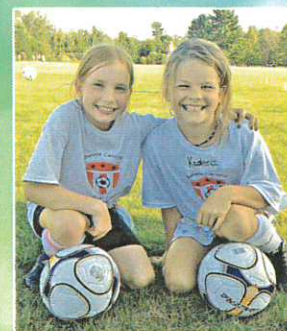
### Benzie Volunteers Are An Essential Part of 2 County Fairs

- The Manistee County Fair is not “officially” known as a district fair, but its successes would not be possible if not for the added contributions made by Benzie County residents.
- Of the 13 member Manistee County 4-H Livestock Council, 4 are Benzie County residents. Approximately the same figures and proportions are true of the Manistee County Fair Board. Currently, that fair board’s president is also a Benzie County resident. There are also a number of Benzie county residents who are actively involved in the Northwestern Michigan District Fair and in other 4-H councils and committees that support both fairs.



**For youth, the benefits of all team sports, including soccer, are widespread. But probably most important, they encourage the formation of social skills and a sense of belonging. For those kids who feel disconnected or directionless, these advantages can often make the difference in whether they will choose the right paths – or the wrong ones – to follow in life.**

**Benzie 4-H Soccer players from the 2015 fall season, Casey Meredith and Kadence Popour. Kadence says, “Forget the glass slipper – this princess wears soccer cleats!”**






## Developing Youth and Communities, continued

- The summer of 2015 posed an unusual challenge for all 4-H youth exhibiting and selling any poultry species in Michigan. In early spring, the USDA began monitoring the spread of a large outbreak of Avian Flu in the Midwestern states. By June 1st in Michigan, the announcement was made that no public exhibitions of poultry would be allowed indefinitely. 4-H programs and county fairs were given the option to handle this news in whatever manner worked for their local programs, including canceling any poultry-related activity. Within the first day of the announcement, 4-H Program Coordinator Debra Laws established a plan for the 2015 Manistee County Fair. 4-H children would continue to raise their market poultry, show an artificial replica at the fair, create a lifelike animal exhibit to take the place of a live one, and then sell their market animals via a full color photo auction program that she produced. Because she made many of her arrangements within the first day of the announcement, she was able to secure some of the last of the lifelike and highly sought after poultry replicas for the kids to use for showmanship. As a result of these efforts, 4-H members sold 70 poultry animals.
- The premier event carried out by this group is the annual 4-H Livestock Auction at the Manistee County Fair. In August of 2015, the auction celebrated its 35th year with a sale featuring 155 animals and 45 donated items. With 109 buyers participating, the event raised nearly \$118,000. Honor State Bank, which is also a 32 year consecutive buyer, has served as auction cashier since 2005.
- A total of 7.5% of auction proceeds go back to the Livestock Council for ongoing support of its programs. A smaller portion goes to other 4-H councils that were designated as recipients of income from certain donated items that were sold.
- The majority of the auction money raised goes back to the 4-H members and is used for back-to-school needs and college funds.
- At the 2015 auction, figures indicate that 24 of the registered buyers represented Benzie County businesses. People want to support businesses that support 4-H. These local businesses report that the exposure and publicity they get by being involved in this event increases their foot traffic and volume.
- The newest effort of this council is an annual day-long educational event to be held every April that will focus on various aspects of the 4-H Market Livestock Program. The 2016 event was just held on April 30th. 4-H Program Coordinator Debra Laws lined up MSU Extension Educators from various parts of the state who presented on topics such as building skills to improve relationships with auction buyers, showing appreciation for businesses and individuals that support the 4-H Market Livestock program, and animal health and well-being. The event was attended by 63 participants.



Although live ducks, chickens, geese and turkeys could not be exhibited at Michigan fairs in 2015, Benzie 4-Hers filled the small animal barn with lifelike displays inside many of the poultry cages or educational posters tacked to the doorframes of poultry pens.



*"Because of 4-H, I get to ride horses – which I love!"*

~ Submitted by the late Melinda Klockziem, for her daughter Alexis, a Benzie 4-H member.

Benzie 4-H members Corbin Lopez and Hannah Long performing at the Youth Live Performance event. Their talent is awesome and both have won significant honors at this event.





# KEEPING PEOPLE HEALTHY & ENSURING SAFE FOOD

## Improving Nutrition and Physical Activity

The Supplemental Nutrition Assistance Program – Education (SNAP-Ed) provides nutrition education to income-eligible adults and children. This program focuses on improving dietary quality, increasing physical activity while stretching food dollars. The ultimate goal of these programs is to promote healthy weight maintenance and obesity prevention. During the past year in Benzie County, 350 adults and 668 youth were reached through nutrition education classes at various venues.

In the Fall of 2015, the SNAP Education staff confirmed 100% participation with three elementary schools. Every student will have the opportunity to engage in age appropriate, interactive, hands-on activities that promote good eating habits, positive body image, physical activity and food safety. Through each interesting and fun nutrition class, students will gain the skills necessary to make healthy lifestyle choices. In addition, SNAP staff has worked with school personnel implement Smarter Lunchrooms. The Smarter Lunchrooms movement applies practical, research-based principles and strategies that have proven effective at creating an environment that encourages kids to make healthy choices. It uses environmental cues to increase student selection of healthy meal options and decrease plate waste. These include simple strategies such as structuring choices in the lunch line so that healthy foods are easiest for students to access, having cafeteria staff dialog with students in such a way that nudges them toward healthy items, and creatively naming foods or meals to make them more appealing to children.



**Students at Betsie Valley formed a Veggie Naming Committee to make healthy cafeteria choices more fun.**



### Impacts with Youth:

- 94% of the teachers reported that the children increased in their awareness of the importance of good nutrition.
- 84% reported that the children were willing to try new foods.
- 73% reported that the children were eating more fruits.
- 67% reported that the children were eating more vegetables.



## Keeping People Healthy, continued

### Impacts with Adults:

- 83% improvement in one or more nutrition practices like planning meals, making healthy food choices or reading food labels.
- 95% of participants in Project FRESH will eat more fresh fruits and vegetables per day.

One of the many adult classes MSU Extension staff teach each year is through a partnership called Project FRESH. In collaboration with the Benzie County Health Department, MSU Extension nutrition staff provide nutrition education to families involved in the Women, Infants and Children program (WIC) on the benefits of including more fruits and vegetables in their diet. Coupons were provided to these participants to purchase locally grown fresh fruit and vegetables from Benzie County farmer's markets through Project FRESH. These coupons were redeemed at the farm market for \$2,400 in funds for produce grown by local farmers.

A participant in Cooking Matters for Adults reported that she is cooking more than ever before!

"I'm planning meals for the week, from breakfast to dinner, including snacks. I've gotten so many helpful hints on how to add more fruits and vegetables without my son, even really noticing it. My change in eating habits has also extended to my family's behavior, as well. We are having so much fun cooking together as a family. This class has helped me develop confidence in the kitchen."

In the first class, this participant was very timid and hesitant to participate in anything hands on. With each class her confidence and enthusiasm noticeably grew and by the last class she successfully cut and prepared a whole chicken. Her transformation will have lasting impact on the health of her entire family.

### Teaching Residents about Food Safety

Supporting MSU Extension food safety education programs helps prevent food borne illnesses and ensures a safer food supply for consumers – whether that is at food retailers, restaurants, farmers' markets or community meals served by organizations. MSU Extension food safety education programs train participants to prevent incidents of foodborne illness associated with unsafe food handling practices, which results in fewer medical expenses, fewer food recalls, and less temporary or permanent closures of food businesses by local health departments. Costs of illness, recalls, and food business closures are more expensive from a public health perspective than taking an inexpensive class to learn how to prepare food safely and preserve food correctly. Residents in Benzie County participated in a variety of food safety classes.

Benzie County residents indicated that as a result of attending food presentation workshops:

- 96% will follow research based/tested recipes when canning food at home.
- 97% will properly use processing techniques to safely can low and high acid foods.
- 98% will use correct processing times to safely can low and high acid foods.



## Keeping People Healthy, continued

### Preventing and managing chronic disease

Chronic diseases are among the most prevalent, costly, and preventable of all health issues. Compared to the national average, Michigan adults suffer from more risk factors (obesity, hypertension, and high cholesterol) that contribute to chronic disease. Michigan State University Extension disease prevention and management programs work to promote health and wellness by reducing and managing the incidence and impacts of chronic diseases among Michigan residents and communities. Health factors such as obesity and physical inactivity significantly influence risk for developing chronic diseases, such as type 2 diabetes and cardiovascular disease.

The County Health Rankings, an annual measure of the overall health of nearly all counties in the nation ranked Benzie County 30th out of all 68 Michigan counties. Rankings are comprised of several national measures that affect the health of communities, such as high school graduation rates, access to healthy food, rates of smoking and obesity.

MSU Extension can support improved health of individuals and communities through delivery of evidence-based programs and engaging in multi-level partnerships with shared goals of reducing the prevalence of chronic disease. Noted activity within Benzie includes the following:

- A partnership between MSUE, the Northern Michigan Diabetes Initiative and Benzie/Leelanau Health Department to provide the National Diabetes Prevention Program to Benzie county residents who are identified by at risk for developing type 2 diabetes.
- Farms, Food, and Health, this sold out conference took place in January at the Grand Traverse Resort and brought health practitioners, employers, hospital and school food service directors, educators and farmers together under one roof to connect the dots between health care and wellness. Participants from Benzie County were among the statewide audience. MSUE served as one of the primary conference organizers and hosts. A 'Farms, Food and Health' Facebook page was created following the conference to promote sharing.

### Enhancing Farm-to-School Programming

FoodCorps is a nation-wide organization working to bring real food to kids and help them grow up healthy. Through this program, we host a FoodCorps service member who actively delivers nutrition education, garden education, and conducts taste tests in order to aid the development of sustainable farm to school programming in two target schools in Benzie County: Frankfort Elementary and Platte River Elementary. From September 1, 2015- May 31, 2016 FoodCorps service members have reached a total of 382 children in Benzie County through 40 lessons in 5 classrooms and 9 cafeteria taste tests.



Farms, Food & Health Conference

Sarah Eichberger's  
MSUE News Articles




## Keeping People Healthy, continued

### Cafeteria Local Food Taste Tests

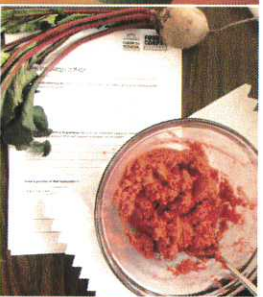
In order to provide support to food service directors as they menu items and encourage increased sourcing of local products, FoodCorps service members engaged students during monthly taste tests that highlighted the respective Harvest of the Month. Nine taste tests were conducted at both Platte River Elementary and Frankfort Elementary since September. Thanks to these taste tests, combined with additional nutrition education, students are realizing they can have a say in designing their own lunch menu and are beginning to request new items (like balsamic dressing for their salad bar) from their kitchen leads. Furthermore, food service director at Frankfort, Jenna Noffsinger, continued to exceed with local procurement, offering healthy, local, meals to all her students daily and menuing items that performed well at taste tests (like Panther Fries, which are fries made from roasted rainbow carrots). One parent at Platte River Elementary commented on how this programming is positively affecting her family:

"We were at the farmer's market the other day and she said 'Mom, I want radishes!' and I was like 'You want what?!'. And it's great, because she is autistic so it can be extra difficult to get her to try things, but every month she comes home and tells me about all the things she tried with you, so thank you!"



**Taste tests of prepared local vegetables and experiments in making "un-BEET-able hummus" enhance classroom learning while building nutritional knowledge.**

### Classroom Education



Another vital aspect of instituting sustainable farm to school programming is teaching lessons on nutrition and gardening. In the five classes FoodCorps members serve in, a variety of lessons were integrated into existing curriculum and taught in collaboration with teachers. These lessons included conducting soil types experiments, increasing knowledge of the metric system while preparing parsnip pancakes, and learning about states of matter while making un-BEET-able hummus.

### Garden-based projects/education

Garden-based lessons are also essential to build a foundation of understanding about the environment needed to grow plants and experience healthy, fulfilling lives. Using a hoop house at Platte River Elementary, students have planted and are growing their own food while they learn about soil and nutrition requirements for the plants and their bodies.

### Presentations to stakeholders and media

Finally, to grow the culture of school health and wellness through community engagement, FoodCorps service members presented on local food purchasing and establishing a fruitful farm to school atmosphere at the Frankfort Board of Education and a Benzie County Central Administration meeting. Interacting with and receiving feedback from those invested at all levels of the school is essential to a sustainable farm to school program in Northwest Michigan.



## Keeping People Healthy, continued

### Reducing anger, bullying and stress

MSU Extension addresses violence and bullying prevention through its focus on social and emotional health, with the overarching goal of helping young people and adults learn to foster safe, affirming and inclusive relationships and settings that are free from violence, abuse, bullying and harassment. By helping people learn safer and healthier ways to interact with others, MSU Extension benefits communities through decreased mental, emotional, social and economic costs associated with violence in communities. After one-time presentations on social and emotional health topics, evaluation surveys documented that:

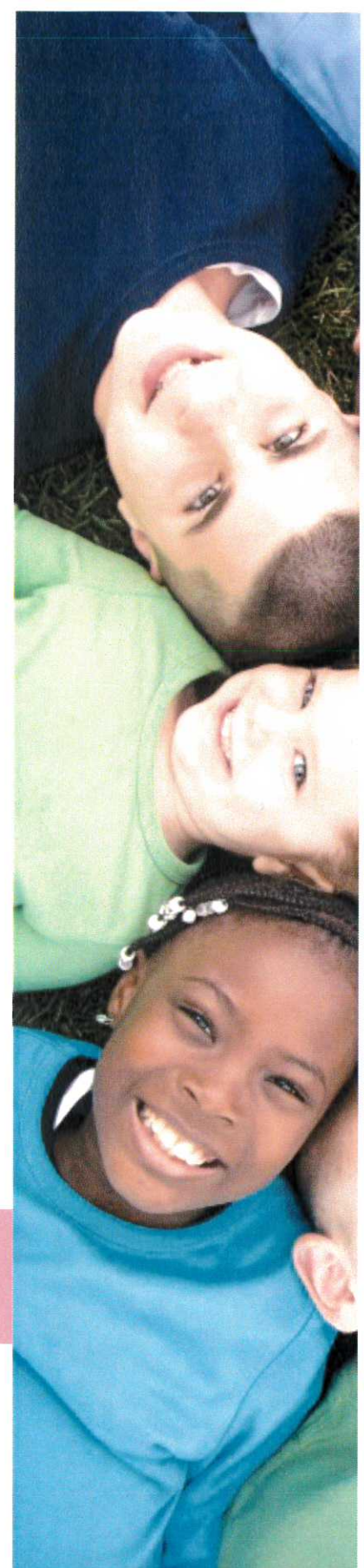
- 82 percent of participants said they knew the skills needed for healthy relationships and ways to promote healthy communication.
- 80 percent of participants said they knew how to keep relationships safe physically, emotionally and socially.

MSU Extension's **RELAX: Alternatives to Anger** program offers techniques for calming down and de-stressing, problem solving, communicating and letting go of the past. As a result of the program:

- 96 percent of RELAX Parent/Caregiver workshop participants learned activities to assist children with self-control.
- 65 percent of RELAX participants reported they increased efforts to talk things through until a solution is reached.

Be SAFE offers a variety of educational resources to help communities reduce and prevent bullying behaviors while promoting healthy social and emotional learning and development. The initiative focuses on helping adults consider ways to do this within all of the settings where young people live, learn, grow and develop – including out-of-school settings. Be SAFE resources include the Be SAFE: Safe, Affirming and Fair Environments curriculum, face-to-face and online workshops for adults and a series of workshops for parents and caregivers.

“As a result of your program, our adults are more open to understanding young people, and the youth seem to better recognize how much concern and care the adults have for their safety.” - Youth group leader, Be SAFE: Safe, Affirming and Fair Environments





# SUPPORTING FOOD AND AGRICULTURE

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## Developing an Industry-Wide Approach for SWD Management in 2016

Spotted wing drosophila (SWD) is an invasive insect pest that poses significant challenges to cherry production in Michigan. The Northwest Michigan Horticultural Research Center host a summit on November 20th to bring researchers and industry leaders together to discuss a strategic plan to mitigate the risk of SWD in cherries. There were 75 in-person participants and 49 remote participants who joined the event through ZOOM technology. Participants were provided with the latest updates on SWD research and observations, and MSU Extension conducted a needs assessment to determine the critical foci for future research and extension programs for SWD. As a result of this needs assessment, MSU researchers submitted five grant proposals geared toward SWD in cherries research, totaling more than \$173,500 in potential project funds.

## 2015 Tree Fruit Integrated Pest Management Updates Series

MSU Extension Educator, E. Pochubay hosted a total of 32 2-hr meetings in Antrim, Benzie, Grand Traverse, and Leelanau from May-early August. Over the course of this program, 537 participants attended the meetings to discuss the current season's tree fruit production and receive diagnostic services. Based on a survey of 44 respondents, 60-100% respondents reported that they adopted a practice that was suggested at an IPM Update, and estimated this program's value at a total of -\$11,177 - \$558,883 for the 5,588 acres of apples and cherries that were reported.

Other educational programs with D3 leadership and participation included:

- 2016 Tree Fruit School, February 18-20, Grand Rapids, MI
- Cider: From Apple to Bottle, March 25, Thompsonville, MI
- Hart Spring Meeting, March 31, Hart, MI
- Orchard Tours and More (formerly Cherry Connection), July 6-10, Traverse City, MI
- Traverse City Cider Week, Cider and Sausage Salon, August 17-23, Traverse City, MI
- Great Lakes Expo, Tart Cherry, Sweet Cherry, and Hard Cider Sessions, December, Grand Rapids, MI

The Northwest Michigan Horticultural Research Center was pleased to host its annual open house in late August this year. This annual event features a day of tree fruit production education through a research station wagon ride farm tour. Tree fruit



**Nikki Rothwell's**  
**Northern Michigan Fruit**  
**Regional Reports**





## Supporting Food and Agriculture, continued

researchers from MSU's campus and the NWMHRC provided attendees with the most current updates of the 2015 season's research projects. The 120 attendees were particularly excited to watch a video from the NWMHRC's demonstration of a new approach for harvesting high-density tart cherries using an over-the-row blueberry harvester. At the evening dinner and banquet, Don Gregory of Cherry Bay Orchards was awarded the Distinguished Service Award.

Through volunteer outreach, Extension Master Gardeners share science-based gardening knowledge and engages citizens and empowers communities in environmentally responsible gardening practices, improving food security, improving community, and developing youth through gardening.

Other Consumer Horticulture programming and services available for residents of Benzie County include:

- Gardening Hot Line
- Gardening in Michigan web site
- Ask an Expert system
- Smart Gardening programming
- Soil tests for home gardens, yards and landscape plants
- Master Gardener Training and Volunteer Program

The Farm Business Management team conducted 2014 Farm Bill educational workshops with the objective of informing producers on the new Farm Bill. This includes the changes in commodity programs and the farm and risk management implications that come along with these changes.

The bill introduced major changes in risk management programs for corn, wheat, soybeans, fruit, vegetables and dairy producers in Michigan. These new programs, combined with an anticipated decrease in commodity prices, created major risk management decisions that will affect the financial success of Michigan producers during 2014-2018 (the life of the 2014 Farm Bill). Because the bill required a 1-time irrevocable decision by producers, programming in this area required the combined farm management, financial analysis, and marketing subject matters of the MSU Extension Farm Business Management Educators. This irrevocable decision, combined with the complexity of these new programs and the uncertainty of the long-term commodity price outlook, created a unique urgency for programming on this topic.



## Supporting Food and Agriculture, continued

Highlights of this educational effort:

- 110 local and regional meetings were held state-wide that reached a total audience of 8,000 persons.
- The Michigan State University Farm Management Team collaborated with local Agricultural Extension Educators and the USDA Farm Service Agency (FSA).
- Curtis Talley, area Farm Business Management Educator conducted regional meetings in Petoskey, Rogers City, Alpena and Traverse City.
- A set of educational publications for Michigan producers was developed.
- Decision making software to analyze the financial consequences of the various program alternatives was demonstrated and made available.

The 2014 Farm Bill brought the most significant change to the **Noninsured Crop Disaster Assistance Program (NAP)** since the program was initiated. NAP provides financial assistance to producers of crops that are not insurable under normal crop insurance. Tart cherry is one of those crops. The NAP policies are administered by county FSA offices and are designed to protect against natural disasters that result in lower yields and / or prevent crop planting.

Previously, the producer paid a \$250 fee / crop (up to \$750 / county) to protect against yield shortfalls that exceeded 50% of the producer's historical average production (APH). Now, the producer can purchase coverages up to 65% of Actual Production History with losses paid at 100% of the NAP market price. The producer still pays the administrative fee and there is a premium for buy-up, a structure similar to crop insurance.

Area Farm Business Management educator Curtis Talley, in cooperation with the Farm Service Agency conducted a regional meeting in Traverse City to explain these new developments and demonstrate decision making software designed by the Farm Service Agency.

Michigan State University Extension conducted 10 meetings across Michigan on the **Dairy Margin Protection Program (DMPP)** in September 2015. Seven of the meetings were held live, and 3 were live webinar broadcast. Producers received a current milk production and marketing forecast, discussed risk management, and how the DMPP program can fit into a risk management strategy.

- 81 participants
- 16,044 milking cows impacted (based on 36 survey responses)
- 365,610,272 pounds of annual milk production impacted





## Supporting Food and Agriculture, continued

The Michigan State University Extension Dairy Team delivered the **Optimizing Dairy Farm Profits** program to 7 locations in Michigan. The program highlighted information relevant to staying profitable with today's milk prices including: understanding financial performance indicators, improving labor productivity, and making good financial decisions in the areas of forage harvesting, stocking density, and the heifer enterprise.

- Over 130 attendees from across Michigan
- Resource tools were shared with producers on a usb thumbdrive

Managing employees is a critical function of business management, yet one in which farm business owners may lack skills and confidence. The **Effective Management of Farm Employees** research project continues to deliver educational programs for Michigan's agricultural employers. Phil Durst and Stan Moore taught a 1.5 hr. pre-conference session for the Great Lakes Regional Dairy Conference with highlights from the 2015 Employee Management conference. The project also led to a regular column for Dairy Business – East, a popular dairy magazine with wide circulation.

- Over 60 producers and professional came early to the Great Lakes Regional Dairy Conference for the 9:30 am pre-conference session on employee management. This was a great response to a session offered at a time that required them to leave farms early in order to attend.
- In April 2015, Durst and Moore were asked to provide an in-service for Extension Educators preceding the Tri-State Dairy Nutrition Conference in Ft. Wayne, IN. Educators from Ohio, Indiana and Iowa attended and understood the principles of management taught by Durst and Moore.
- Stan Moore was invited to speak at the Nebraska Beef Summit in mid-November of 2015 on "Recruiting, Hiring, and Retaining Labor". Moore was the lead speaker for the summit. The summit attracted over 120 producers, students, allied industry representatives, and campus specialist.
- In February 2016, Moore and Durst providing a talk at a symposium for dairy producers in Florida, sharing employee management principles with over 50 attendees.



# FOSTERING STRONG COMMUNITIES & BUSINESSES

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## Assistance to support beginning farmers across MI

With the intention of promoting and building a vibrant local agriculture community, the 2015 Northern Michigan Small Farm Conference hosted more than 1,000 attendees at this multi-day event. MSU Extension was part of the annual planning committee for this committee as well as taught educational sessions. Local growers had some significant impacts from attending the conference:

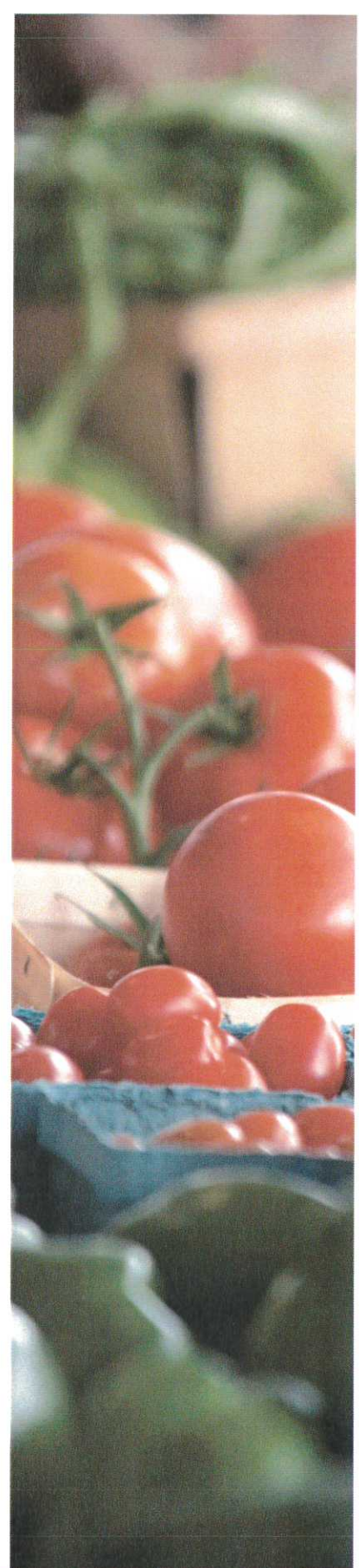
- 90% intended to make positive changes in their farm with their new knowledge
- Local growers indicated a highly significant increase in knowledge of where to find local resources and make connections with others working in the local food system
- Participants indicated a highly significant increase in food production/processing knowledge

The public value of this conference is increased local production and purchasing of local products keep dollars in the regional economy which fundamentally supports rural and regional development.

The MSU Product Center Food-Ag-Bio assists county residents in developing products and businesses in the areas of food, agriculture, natural resources and the bio economy. Extension educators are specially trained as innovation counselors to deliver these services to local residents. Business counseling is conducted on a one-on-one basis and may take place at the MSUE office or the client's home or business location. The assistance provided is tailored to meet the needs of the client and may include things like developing a business plan, navigating the regulatory maze, accessing the supply chain or seeking funding options. The innovation counselor also assists clients in accessing specialized services they may need that are offered through Michigan State University like feasibility studies, nutritional labeling, food science, and packaging assistance.

Northern Michigan Counties Association, organized by MSU Extension, county commissioners from 33 counties in northern lower Michigan meet 8 times per year to share information and learn from the experiences of others.

MAC Annual Conference joint presentation by MSU Extension and Citizen's Research Council on constitutional and statutory requirements that Michigan fund mandated local services, types of mandates, and the use of fiscal notes in Michigan and elsewhere to enhance compliance.







## Fostering Strong Communities & Businesses, continued

Extraordinary Governance and Effective Meetings workshop held in Benzie County with great discussion from Benzie County participants. It also attracted participation from several surrounding counties.

Building Strong Sovereign Nations is a leadership building program developed by MSU Extension in cooperation with leaders of Tribal Nations in Michigan and delivered annually in conjunction with the United Tribes of Michigan fall meeting. The program is open to leaders from all Tribal Nations in Michigan and is also available to leadership and staff of individual tribes.

New County Commissioner Workshops are being planned for late November and early December 2016, following the election of commissioners.

The Stronger Economies Together (SET) program is a national initiative collaborating with USDA and local partners in Manistee, Benzie, Grand Traverse and Kalkaska, to help identify and develop business sectors that hold the highest growth potential in an effort to help create, attract, and retain jobs.

Placemaking workshops, delivered as part of the MIplace Partnership Initiative, help communities create and enhance amenities resulting in a high quality of life for residents, increasing their ability to retain and attract talented workers and therefore making them more competitive in the global economy. Workshops provide training on the MIplace Placemaking curriculum, and MSU Extension facilitators assist communities in developing draft placemaking strategies to move from training to action.

MSU Extension educators also held the following Government & Public Policy trainings in and around Benzie County this year:

- Form Based Zoning
- Zoning Board of Appeals Training
- Freedom of Information Act Training
- Land Division Review Training
- Sidewalk Design, Planning and Liability

In 2015, Michigan Sea Grant Extension worked on key Lake Michigan fishery transition issues and where fishery changes may impact coastal communities. A Regional Sportfishing Workshop allowed fishers from Benzie County ports to understand changes to the prey base and the salmon and trout fishery. The economic impacts of a diverse and healthy sportfishery are quite significant, drawing people to Benzie County from all over the Midwest.



## Additional MSU Extension Staff Serving Benzie County:

Name	Role	Phone	Email
John Amrhein	Government & Public Policy	231-922-4627	amrhein@msu.edu
Mark Breederland	Coastal Communities Development	231-922-4628	breederl@msu.edu
Ann Chastain	Leadership and Community Engagement	231-439-8972	chastain@msu.edu
Julie Crick	Forestry & Natural Resources	989-275-7179	crickjul@msu.edu
Christina Curell	Environmental/Water Quality	231-745-2732	curellc@msu.edu
James DeDecker	Specialty Field Crops	989-734-2168	dedecke5@msu.edu
Thomas Dudek	Greenhouse/Nursery	616-994-4542	dudek@msu.edu
Phillip Durst	Beef	989-345-0692	durstp@msu.edu
Barbara Duvall	Career Exploration/Workforce Prep	231-256-9888	duvall@msu.edu
Sarah Eichberger	Disease Prevention and Management	231-922-4836	eichber2@msu.edu
Erwin Elsner	Small Fruit	231-922-4822	elsner@msu.edu
Elizabeth Ferry	Swine	269-445-4438	franzeli@msu.edu
Merrill Gould	Livestock/Bioenergy	616-994-4547	gouldm@msu.edu
Tom Guthrie	Pork/Equine	517-788-4292	guthri19@msu.edu
Andy Hayes	Community Prosperity	231-582-6482	andy@northernlakes.net
Philip Kaatz	Forage/Commercial Agriculture	810-667-0341	kaatz@msu.edu
Gerald Lindquist	Grazing Management	231-832-6139	lindquis@msu.edu
Erin Lizotte	Integrated Pest Management	231-944-6504	taylo548@msu.edu
Gerald May	Environmental/Air Quality	989-875-5233	mayg@msu.edu
Michael Metzger	Goats & Sheep	517-788-4292	metzgerm@msu.edu
Dee Miller	Children & Youth Institute Supervision	231-258-3320	mille454@msu.edu
Stan Moore	Dairy/Agricultural Human Resources	231-533-8818	moorest@msu.edu
Jill O'Donnell	Christmas Trees/Ornamental/Landscapes	231-779-9480	odonne10@msu.edu
Dennis Pennington	Biomass	269-838-8265	pennin34@msu.edu
Emily Pochubay	Fruit Production	231-946-1510	pochubay@msu.edu
Emily Proctor	Tribal Governance	231-439-8927	proctor8@msu.edu
Bethany Prykucki	Leadership and Community Engagement	231-258-3320	prykucki@msu.edu
Nikki Rothwell	Commercial Fruit	231-946-1510	rothwel3@msu.edu
Kurt Schindler	Government & Public Policy	231-882-0026	schindl9@msu.edu
Jeannine Schwehofer	Meat Quality	810-989-6935	grobbe1j@msu.edu
J Robert Sirrine	Community Food Systems/ Hops	231-256-9888	sirriner@msu.edu
Dean Solomon	Natural Resources	231-582-6232	solomon@msu.edu
Michael Staton	Soybeans	269-673-0370	staton@msu.edu
Curtis Talley, Jr.	Farm Business Management	231-873-2129	talleycu@msu.edu
Marilyn Thelen	Agriculture Systems	989-227-6454	thelen22@msu.edu
Christine Venema	Family Financial Literacy	810-667-0341	venema@msu.edu
Wendy Wieland	Product Center Innovation Counseling	231-348-1770	wieland5@msu.edu
Mary Wilson	Master Gardener	248-347-0269	wilsonm1@msu.edu

Michigan State University Extension helps people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities.



# AREA AGENCY ON AGING

## *of Northwest Michigan*

### 2015 Annual Report

for Fiscal Year October 1, 2014-September 30, 2015

#### A MESSAGE FROM THE EXECUTIVE DIRECTOR...

"Come gather 'round people  
Wherever you roam  
And admit that the waters  
Around you have grown...  
For the times they are a-changin'"

These prophetic lyrics from one of Bob Dylan's songs have never sounded truer than they do today. "The times they are a-changin'" and the waters "have grown" in the long term care world. Currently there are over 85,000 individuals in northwest Michigan 60 years or older, and this number is increasing each year. At the same time, changing healthcare delivery models and advances in research and technology create many new "waters" to be charted. The pace of change feels overwhelming sometimes. And yet, the long term care world has never been more exciting and exhilarating. The incredibly talented staff of the Area Agency on Aging of Northwest Michigan continues to provide high-quality long term care services to area residents. We do this in concert with a large network of organizations that have a passion for their work and a willingness to partner in charting these "waters".

As a network, a new course for long term care services will be charted over the coming years, meeting the needs of the fastest growing population segment in the region. Our focus as we collectively navigate these "waters" will always be the provision of compassionate and quality services to those who rely on us.

Sincerely,



Robert C. Schlueter  
Executive Director

An Area Agency on Aging serving Antrim, Benzie,  
Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau,  
Manistee, Missaukee, and Wexford counties (Region 10).



# AREA AGENCY ON AGING OF NORTHWEST MICHIGAN

(AAANM) is a private, non-profit corporation, designated as an Area Agency on Aging in 1974 by the Michigan Aging and Adult Services Agency (AASA), formerly Michigan Office of Services to the Aging (OSA).

As one of more than 670 area agencies on aging nationwide, AAANM is responsible for developing, managing and funding a comprehensive system of services for older adults in ten counties of northwest lower Michigan.

## DIRECT SERVICES

	Units	Clients
Creating Confident Caregivers Program (hours)	483	47
Elder Abuse Prevention (hours)	100	n/a
Information & Assistance (contacts)	1,830	n/a
Long-Term Care Ombudsman (hours)	641	459
Medicare/Medicaid Assistance Program (contacts)	6,029	n/a
Personal Action Toward Health Program (hours)	1,514	148
Senior Employment Program (clients)	n/a	15
Tailored Caregiver Assessment (T-Care) (hours)	30	6
A Matter of Balance	3,270	319

## CONTRACTED SERVICES

	Units	Clients
Adult Day Health (hours)	4,559	35
Adult Day Transportation (trips)	2,789	31
Kinship Caregiver Supplemental Services	102	24
Congregate Meals (meals)	157,977	5,909
Home Delivered Meals (meals)	309,480	2,152
Legal Assistance (hours)	677	239

**The Mission of  
AAANM is to  
SERVE AND  
ADVOCATE for  
older persons,  
adults with  
disabilities and  
caregivers by  
supporting their  
INDEPENDENCE,  
DIGNITY and  
QUALITY OF LIFE.**

AAANM contracts Federal Older Americans Act and State Older Michiganians Act funding to organizations serving Region 10. The following organizations received contracted funding in FY 2015:

Antrim County Commission on Aging  
Benzie County Council on Aging  
Charlevoix County Commission on Aging  
Child & Family Services of Northwestern Michigan  
Friendship Centers of Emmet County  
Grand Traverse Pavilions Adult Day

Kalkaska County Commission on Aging  
Legal Services of Northern Michigan  
Northwest Michigan Community Action Agency  
VitalCare Adult Day  
Wexford County Council on Aging



# CARE CONNECTIONS

Care Connections is a program that offers individuals the supports they need to remain living in the community. Support Coordinators (nurses and social workers) help individuals understand and access the care options available to them.



Care Management Services	440	people
Caregiver Respite Services	6	people
MI Choice Waiver Services	396	people
Nursing Home Transition Services	70	people
Veterans Services	8	people

## PURCHASED SERVICES

	Care Management	MI Choice Waiver
Adult Day Health (hours)	1,325	2,643
Community Living Supports (hours)	n/a	261,643
Home Delivered Meals (meals)	n/a	14,570
Homemaking (hours)	13,310	n/a
Personal Care (hours)	10,224	n/a
Personal Emergency Response Systems (clients)	121	157
Private Duty Nursing/Training (hours)	1,843	2,232
Respite Care (hours)	18,676	4,915
Transportation (clients)	109	118

**Care Management** - Guides adults 60 years and older who have long term care needs to resources that help support care in the community.

**MI Choice Waiver** - Coordinates a plan that supports adults 18 years and older who are eligible to have Medicaid pay for their long term care in a community setting.

**Nursing Home Transition Services** - Assists Medicaid eligible adults to develop a plan for returning to community living.

To view client testimonial videos for Care Management, MI Choice Waiver, or Nursing Home Transition Services, or to view a video about Creating Confident Caregivers, Personal Action Toward Health (PATH) and Tailored Caregiver Assessment, please visit [www.aaanm.org](http://www.aaanm.org).

**Area Agency on Aging of Northwest Michigan**  
**1609 Park Drive, PO Box 5946, Traverse City, Michigan 49696-5946**  
**231.947.8920 • 1.800.442.1713**

# 2015 Highlights

## DIABETES - PATH AND MATTER OF BALANCE

Through support of the Michigan Health Endowment Fund, AAANM was able to significantly expand its service capacity for these two evidence-based programs, resulting in 9 Diabetes PATH workshops, 23 A Matter of Balance workshops, with 275 program completers in these programs. Programs were held in all 10 counties of Region 10. In addition, AAANM trained 21 Leaders in Diabetes PATH and 16 Coaches for A Matter of Balance.

## MORE PEOPLE SERVED

AAANM received additional funds for the MI Choice Waiver Program as well as increased in-home service dollars for the Care Management Program in FY 2015. This allowed us to serve more people and address waiting lists for services. MI Choice Waiver enrollment increased by 66 people and the Care Management enrollment increased by 70 people. Both of these programs support individuals who want to receive long term care services in a community setting.

## AGING AND DISABILITY RESOURCE COLLABORATIVE OF NORTHWEST MICHIGAN

AAANM continues to take a leadership role in establishing a "no wrong door" system for older adults and those with disabilities who are seeking information on long term care services and supports. Taskforces and work groups have developed out of this collaboration including a taskforce on Hoarding and one focused on Vulnerable Adults. We continue to support Information and Assistance staff through trainings and the sharing of information.

## TRANSITIONING THOSE IN NURSING HOMES BACK TO THE COMMUNITY

Last year AAANM assisted 47 individuals in leaving nursing homes and transitioning back to a community setting. This team effort involves our Housing Coordinator finding a suitable housing option and Supports Coordinators arranging services and supports. We are proud of this program as it allows an individual to live in a setting of their choice and it saves Medicaid dollars.

## FY 2015 Audited Financial Summary

EXPENSES	Dollars
Community Services	\$1,199,309
MI Choice Waiver	\$6,436,628
Home Delivered Meals	\$876,289
Congregate Meals	\$519,418
Care Management Support	\$594,539
Administration/Support/Planning	\$270,384
Other (in house programs)	\$369,061
Senior Employment	\$74,813
Program Development	\$40,849
<b>Total</b>	<b>\$10,381,353</b>

REVENUES	Dollars
MI Choice Waiver	\$6,436,628
Local Cash	\$43,000
Federal Support	\$2,092,373
State Support	\$1,543,906
Care Management	\$72,963
Other	\$192,483
<b>Total</b>	<b>\$10,381,353</b>

AAANM receives federal and state dollars through agreements with the Michigan Department of Health and Human Services/Aging and Adult Services Agency.

AAANM also appreciates funds from each of the ten county government units, as well as contributions/memorial gifts from clients, caregivers and the general public.





# Networks Northwest

Talent / Business / Community



## Annual Report FY 2015



[networksnorthwest.org](http://networksnorthwest.org)





**Networks  
Northwest**

Talent / Business / Community

To the Communities of the Northwest Michigan Region:

We are pleased to present the Fiscal Year 2015 Annual Report of Networks Northwest. It has been an exciting year! This was the first full year of our new public-private partnership Board of Directors and we saw many benefits. The depth of dialog and participation has been so valuable to our work!

As we endeavor every day to enrich the economic diversity, stability, and growth in our communities, we see repeatedly how this region exceeds others in its focus on healthy organizational partnerships, along with government and business working hand-in-hand. We extend big thanks to our countless, highly valued partner organizations in education, business, government, economic development, and human services, upon whose excellence we all depend.

We at Networks Northwest are fortunate to foster and witness these qualities every single day, both on the macro level as well as with individual people, companies and communities. Northwest Michigan remains dedicated to protecting our natural resources while strengthening our economy. And we at Networks Northwest remain committed to providing leadership and services to assist in those important endeavors.

We hope you find the summary information in this report useful and interesting!

Sincerely,

Gary W. Fedus,  
Board Chair

Chris Christensen,  
Chief Elected Official

Elaine Wood,  
Chief Executive Officer



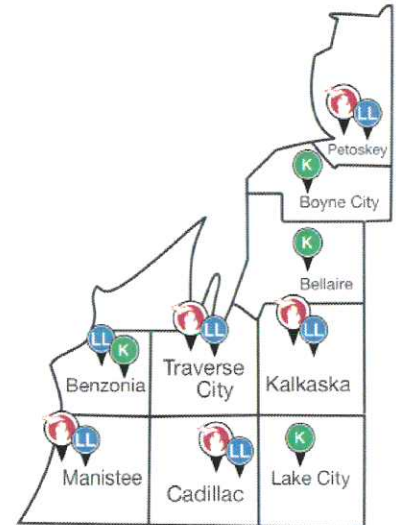
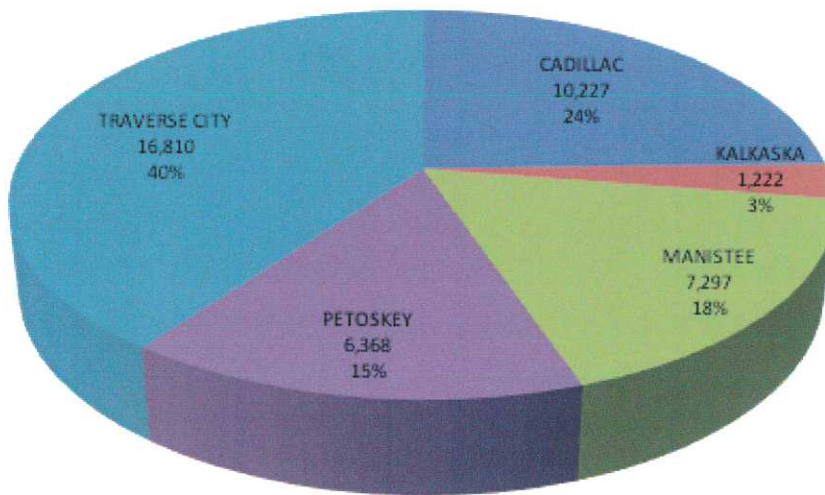




Northwest Michigan Works!, Inc. provides comprehensive services to employers and job seekers of all kinds. By working in partnership with other regional resources that provide education, economic and business development services, Northwest Michigan Works! provides leadership in meeting the needs of local employers and connecting job seekers to opportunities.

**Number of Visits  
by Center**

7/1/2014 - 6/30/2015  
Total: 41,924



MI Works! Centers



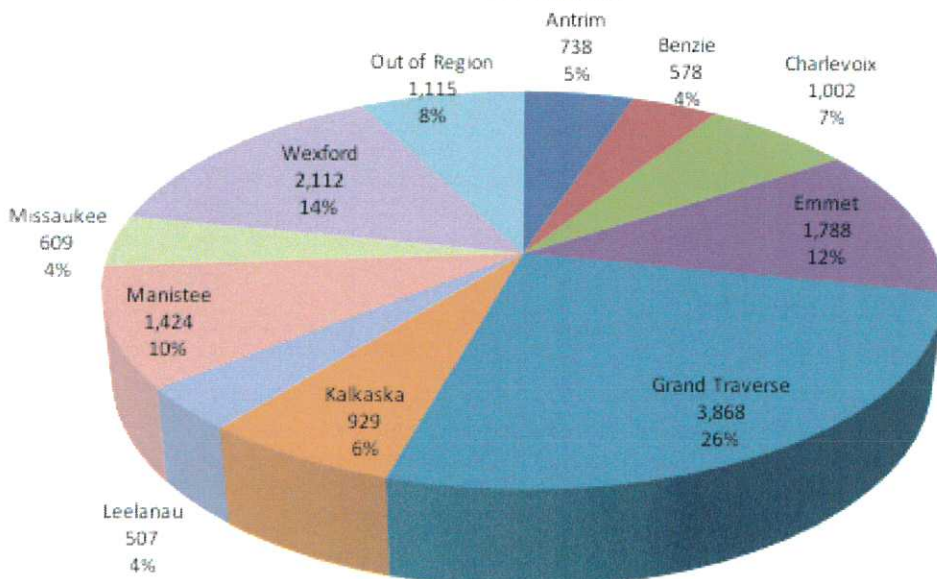
Learning Labs



Kiosks

**Number of Visitors  
by Residence County**

7/1/2014 - 6/30/2015  
Total: 14,670







### Northwest Michigan Works! Employment Services FY'15

INDIVIDUALS SERVED

14,670

1,016

BUSINESSES SERVED

JOBS FILLED WITH ASSISTANCE FROM NMW

2,850

41,924

TOTAL VISITS

TO NORTHWEST MICHIGAN WORKS! CENTERS



### Customer Satisfaction - Job Seekers:

93%

Northwest Michigan Works!  
GOAL

96%

State  
ACHIEVED

99%

Northwest Michigan Works!  
ACHIEVED

### Customer Satisfaction - Employers:

86%

Northwest Michigan Works!  
GOAL

87%

State  
ACHIEVED

89%

Northwest Michigan Works!  
ACHIEVED







## Trade Act

Individual services to dislocated workers who were laid off from their jobs due to foreign competition

INDIVIDUALS SERVED

73

RECEIVED TRAINING FOR CAREER CHANGE

33

OBTAINED NEW EMPLOYMENT

82 %

JOB RETENTION RATE (180 DAYS)

97 %

## PATH Program

Services to individuals who apply for state cash assistance through the Dept. of Human Services, who must participate in the PATH Program in order to have their cash assistance case opened

50% Minimum Required Performance Goal  
Meeting Participation Requirements

70% State Average Performance

79% Northwest Performance

## Workforce Investment Act (WIA)

Group and individual services to adults and youth who are economically disadvantaged

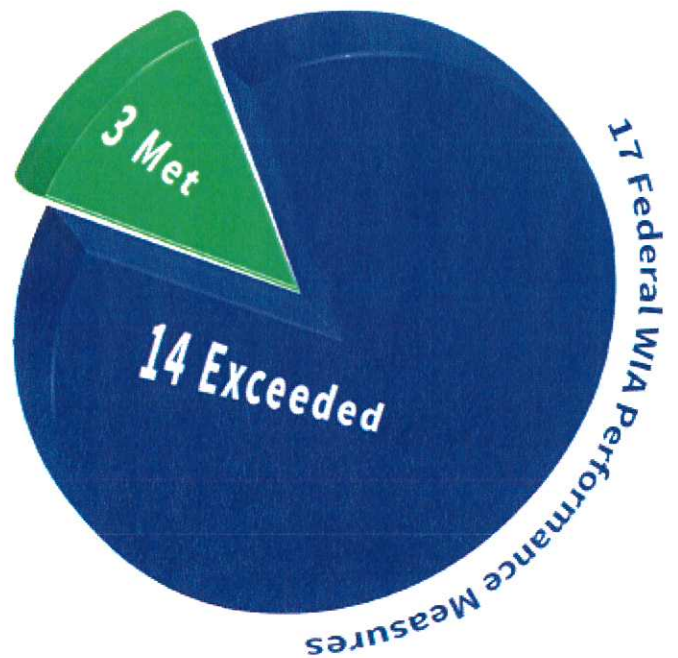
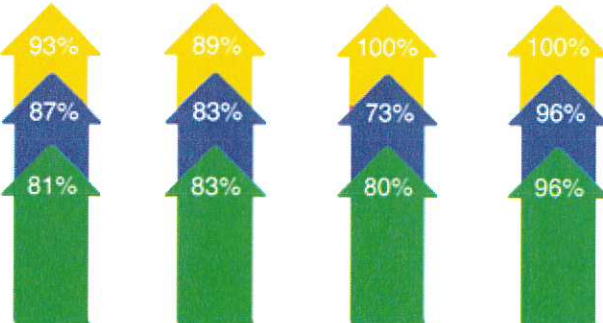
JOB RETENTION RATE



OBTAINED EMPLOYMENT



CREDENTIAL / DIPLOMA RATE







**Events - Northwest Michigan Works! provides a variety of activities to help employers and job seekers connect to each other, and to help youth learn about their future career options and opportunities.**

### Employer of the Day

Northwest Michigan Works! began offering Employer of the Day events in late 2015, holding 19 total across the region. Gene LaFeve from Universal Cleaners says: "We really jumped at the opportunity to be Employer of the Day, to come out and actively recruit people... Northwest Michigan Works! has been a tremendous resource for us over the years."



### Hiring Events

Northwest Michigan Works! coordinates large and small scale hiring events for multiple employers. In 2015, we offered 39 hiring events across the region. One of the largest was for the opening of the new Meijer store in Acme. Almost 400 job seekers attended the event, which stretched over four days at the Traverse City Service Center. Store Manager John Spaulding says, "It is a very challenging hiring environment... Partnering with an organization like Michigan Works! is critical. They have a lot of resources and are willing to help you and let you use their facilities. It just wouldn't happen without them, so I can't thank them enough." Due to the great success of the event, Meijer was recognized as the Michigan Works! Employer of the Year in Mt. Pleasant in October.



### Veterans Appreciation

Northwest Michigan Works! has coordinated several Veterans Appreciation events, in an effort to reach out to the veteran population and thank them for their service. In 2015, an appreciation event was held in Manistee, in partnership with veteran-owned business FitUSA. Rolling Thunder, the local VFW, the Coast Guard, Michigan Veterans Alliance, and Veterans Services of the Workforce Development Agency also contributed to the event. Veterans and their families were welcomed to the day-long picnic and were encouraged to access the free job search services offered by Northwest Michigan Works!.



### Talent Tours

Northwest Michigan Works! collaborates with multiple partners to coordinate Talent Tours at local companies. Students from area middle and high schools go on tours of local companies, learning about career opportunities in their own back yard. One such event was Manufacturing Day, coordinated by the Grand Traverse Manufacturing Council and held annually in early October. More than 450 students visited 21 companies to see first-hand that manufacturing is thriving in the region.







## Northwest Michigan Works! – Adult Education

Adult Education services are delivered through a partnership between Traverse Bay Area Intermediate School district (TBAISD) and Northwest Michigan Works!. Adult Education Learning Labs are located in conjunction with all five Michigan Works! Service Centers as well as the Benzie Area Christian Neighbors. Students receive individualized Learning Plans and work at their own pace. Teacher-managed Distance Learning is also available to students if they wish to use that approach. Most learning plans are correlated to occupational goals. In addition, a high school completion class is delivered at the TBAISD Career Tech Center.

### Northwest Michigan Works! Adult Education

Entering Educational Functioning Level	Total Number Registered	Total Attendance Hours	Percentage Completing Level*
Beginning Literacy	2	369.00	100.00%
Beginning Basic Education	19	4,118.50	42.11%
Low Intermediate Basic Ed.	25	2,472.75	40.00%
High Intermediate Basic Ed.	62	5,380.24	24.19%
Low Adult Secondary Education	37	3,660.25	37.84%
High Adult Secondary Education	26	2,239.25	0.00%
Beginning ESL <sup>1</sup> Literacy	0	.00	0.00%
Low Beginning ESL	0	.00	0.00%
High Beginning ESL	1	78.00	100.00%
Low Intermediate ESL	2	107.00	50.00%
High Intermediate ESL	4	654.00	75.00%
Advanced ESL	2	81.00	0.00%
<b>Total</b>	<b>180</b>	<b>19,159.00</b>	<b>30.00%</b>

\*Students who did not yet complete during this year were carried forward to the next year.

<sup>1</sup> ESL = English as a Second Language







### Northwest Michigan Works! Occupational Training Provided

This chart shows the general occupational categories of training that was provided during FY'15 in response to employers' needs. In all cases the training was tied to employment, with the companies playing a large part in developing the curriculum. Nearly all training provided through Northwest Michigan Works! involves a combination of classroom and on-the-job learning.



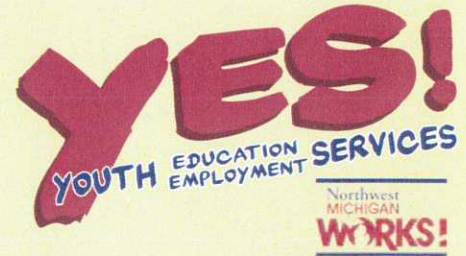
Occupational Category	Total Trained
Agriculture	6
Automotive	4
Business/Administrative	21
Construction	86
Cosmetology	1
Customer Service	7
Engineering	9
Healthcare	142
Information Technology	18
Manufacturing	476
Remedial Academics	5
Sales/Management	15
Security/Law Enforcement	1
Social Services	1
Truck Driving	9
<b>Total</b>	<b>801</b>





## Northwest Michigan Works! Youth Services

Each Youth receives an individual plan to improve his/her employability, and each plan contains one or more specific goals. The total number of goals achieved this year was 209. Of the 166 youth served, 14 youth received paid Work Experience.



**166**

**Total Youth Served**

**Youth Program Summary**

**209**

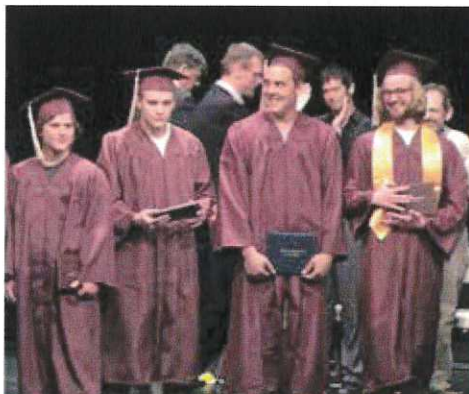
**Goals Completed**

**85%**

**Successful Completion**

**42**

**Earned H.S. Diploma / GED**



The Beaver Island Lighthouse School is a residential alternative high school for youth from the ten-county region. Students earn academic credit and learn new life skills that allow them to succeed when they return home. They also work with a Youth Career Advisor to access work experience opportunities, career planning, support services, and more.



Youth Employment & Education Services (YES) works with area partners to coordinate Career Expos for middle and high school students. One such event occurred in Charlevoix during 2015. Hundreds of high school students from local schools came to the expo, to visit with nearly 50 businesses and learn about career opportunities. Students could explore several different career paths, including Healthcare, Manufacturing, Hospitality, Information Technology, and the armed forces. The event was sponsored and coordinated by Northwest Michigan Works, Career Jumpstart, Char/Em ISD, and North Central Michigan College.



The Jobs for Michigan's Graduates (JMG) program teaches students employability and life skills through a structured curriculum and exposure to experiential learning. Young people who are at risk of dropping out of high school are supported through high school completion and make successful transitions to postsecondary education or employment. Students in the Northwest region's JMG program visited Lansing for a statewide event with legislators, toured the capital, and learned about government in action.





*Hiring | Training | Connecting*

*Connecting Your Business to Opportunities*

"Universal Cleaners, LLC has participated in several Northwest MI Works hiring events. We get the best employees from Mi Works and our retention rate is greater with these employees. We have really enjoyed working with Mi Works and appreciate all their support." Julie Nabozny, Universal Cleaners



**Michigan Works! Business Services**  
**Unique Companies Served by County, by Industry**

Industry (NAICS Code)	Ant.	Ben.	Cha.	Em.	G.T.	Kal.	Lee.	Man.	Mis.	Wex.	Out of Region	Total
11 Agriculture, Forestry, Fishing	1	2			6		4	2	5	4	1	25
21 Mining, Oil and Gas Extraction		1			1	2				1		5
22 Utilities					5	1			1	3		10
23 Construction		2	3	9	22	3	7	4	5	7	3	65
31-33 Manufacturing	15	8	19	17	70	5	7	9	4	26	2	182
42 Wholesale Trade			3	1	11	1			2	3	3	24
44-45 Retail Trade	3	6	5	12	56	4	2	9	9	72	3	181
48-49 Transportation and Warehousing			2	1	11		1	1		9	1	26
51 Information	1	1			11		1			2	1	17
52 Finance and Insurance		2		1	9			2		16		30
53 Real Estate and Rental and Leasing	1	1		1	7					3	1	14
54 Professional, Tech Services		1	2	1	31	3	3	2	2	18	1	64
55 Management of Companies				1	2							3
56 Admin, Support, Waste Management		2	1	2	8	1	1	2		7	1	25
61 Educational Services	1			1	8		7		1	7	1	26
62 Health Care and Social Assistance		3	6	4	36	2	2	8	6	28	5	100
71 Arts, Entertainment, and Recreation	1	1		2	7		2	1	1	6		21
72 Accommodation and Food Services	1	4	4	14	31		7	8	3	24	2	98
81 Other Services	1	8	1	7	32	3	6	7	2	10	4	81
92 Public Administration					5		1	1	1	10	1	19
<b>TOTAL</b>	<b>25</b>	<b>42</b>	<b>46</b>	<b>74</b>	<b>369</b>	<b>25</b>	<b>51</b>	<b>56</b>	<b>42</b>	<b>256</b>	<b>30</b>	<b>1,016</b>





## Small Business Development Center — SBDC

The Small Business Development Center (SBDC) provides a variety of business consulting, training and research services to both start-ups and growth companies.



## Parsons Farm Awarded Northwest Michigan Regional Best Small Business of the Year

Parsons Farm near Charlevoix is a Centennial Farm that has been owned by the Parsons family since 1898. 4th generation owners, Dave and Terri Parsons, are in the process of transitioning the farm to their daughters and son-in-law. They're getting help doing that from the Northwest Michigan Small Business Development Center (SBDC). The work the Parsons family is doing to transition the farm to the next generation and expand the business earned them recognition as the Northwest Michigan 2015 SBDC Regional Best Small Business of the Year.



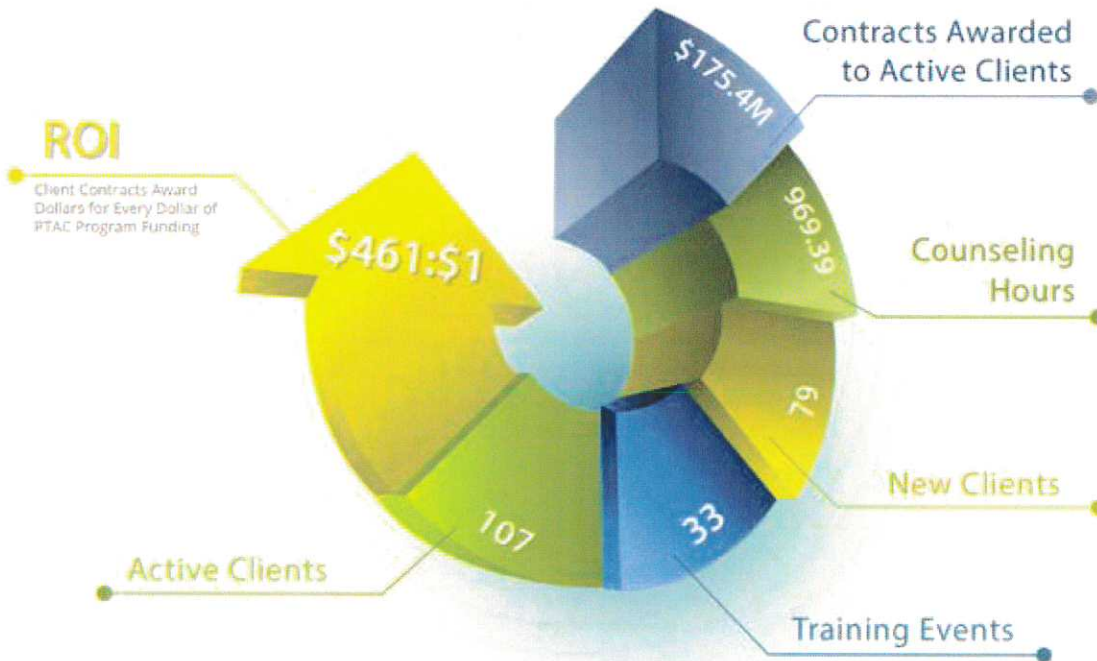




### Procurement Technical Assistance Center — PTAC

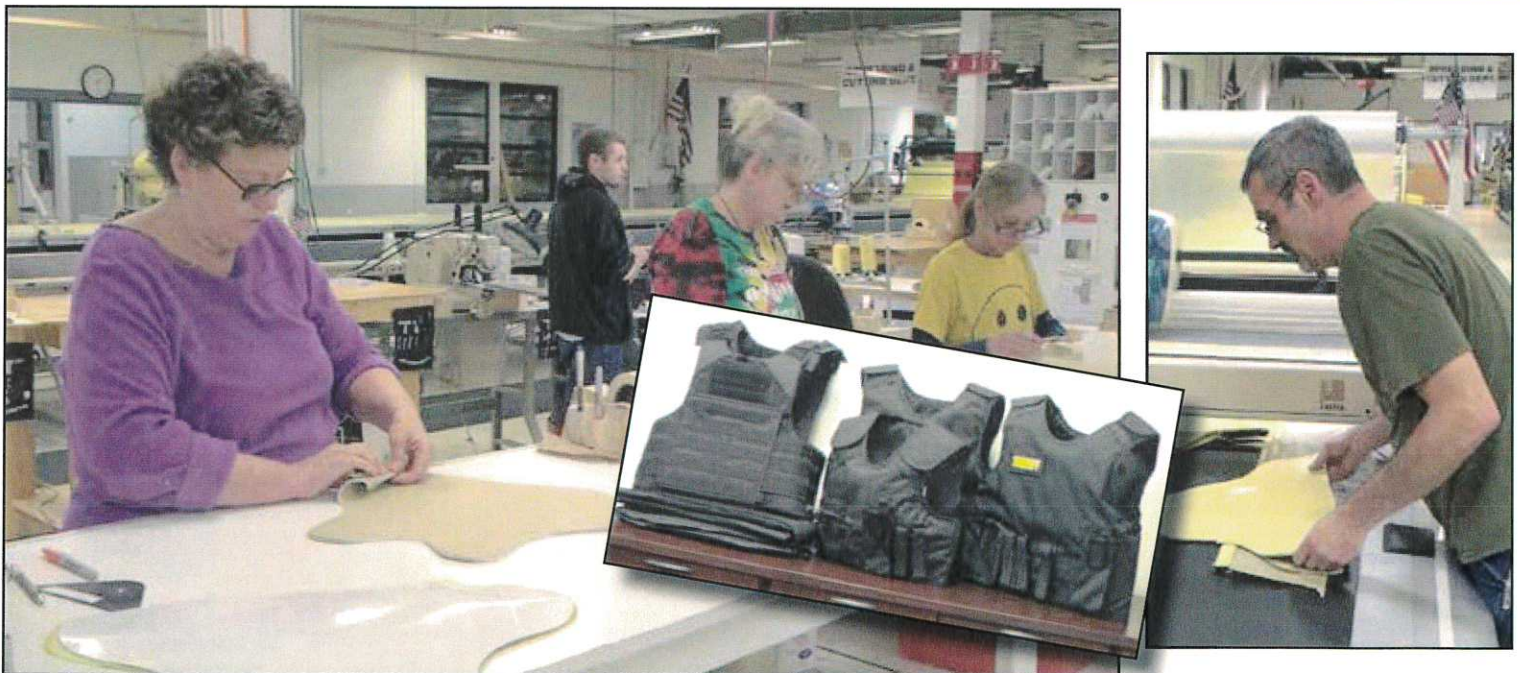
The Procurement Technical Assistance Center (PTAC) helps companies successfully obtain and perform under local, state and federal government contracts. In addition to our ten Northwest counties, the PTAC also covers the entire Upper Peninsula.

NorthwestMichigan  
**PTAC**  
Government Contracting Expertise



### Armor Express Awarded Michigan State Government Contractor of the Year

Armor Express designs, tests, and manufactures body armor in Central Lake. Their customers include federal law enforcement agencies and the U.S. military. To help with their efforts to do business with the government, Armor Express has developed an ongoing relationship with the Northwest Michigan Procurement Technical Assistance Center. Armor Express's success with government contracts and its ongoing work with the PTAC earned the company recognition as Michigan's 2015 Government Contractor of the Year.







## Global Trade Alliance

The Global Trade Alliance of Northern Michigan (GTA) is a business resource center for international trade, connecting businesses to service providers and peers to assist the launch and enhancement of global trade operations. In addition to our ten Northwest counties, the GTA also serves the entire Northeast region and all of the Upper Peninsula.



**GLOBAL TRADE ALLIANCE**  
of Northern Michigan

### Northern Michigan Global Trade Alliance (GTA) 2015 Data (for Northwest region only)

Location of Business	Number of Businesses Counseled
Antrim	5
Benzie	-
Charlevoix	8
Emmet	4
Grand Traverse	35
Kalkaska	-
Leelanau	5
Manistee	3
Missaukee	1
Wexford	4
<b>Total</b>	<b>65</b>

**\$150,000**  
**Direct Exporting Assistance\***

\*The 65 companies in the Northwest region received a total of \$150,000 in direct state financial assistance for their exporting activities, through the MI-STEP.

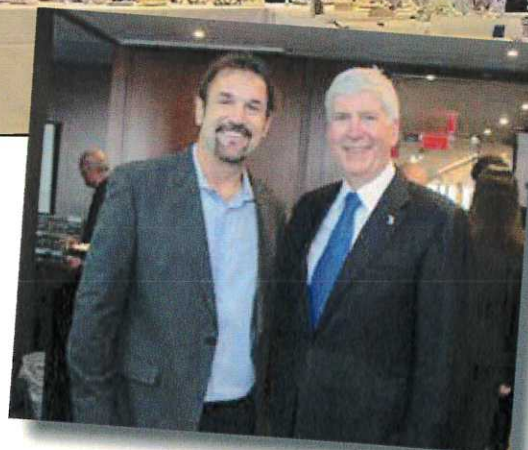
\*\*Resulting export sales in FY15 for Regions 1 (UP), 2 (Northwest) & 3 (Northeast) combined.

**\$38,267,795**

**Export Sales Results\*\***

## GTA Hosts Trade Mission to Montreal, Quebec, Canada

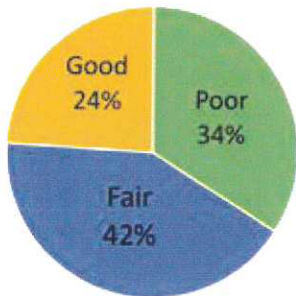
The Global Trade Alliance of Northern Michigan hosted the Trade Mission to Montreal to help Northern Michigan companies create new business in Canada. Fullerton Tool, Herkules Equipment, Independent Machine, Modern Machinery, Pettibone, Sakor Technologies, Servo Innovations, KC Jones Plating participated in the Mission.





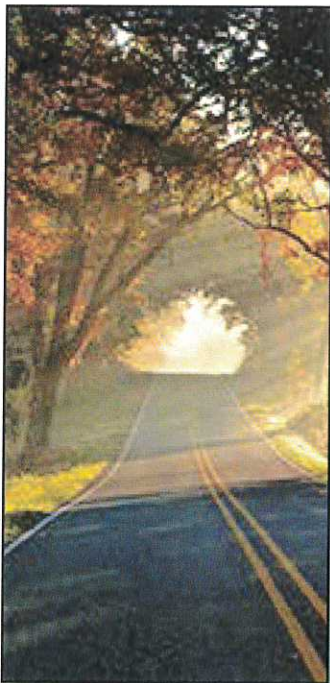


Regional Planning and Community Development take place through a wide variety of activities, as represented in the year's highlights on the next few pages.



Project	Funding Source	Activities	Status
Asset Management	Michigan Department of Transportation Fee for service	Federal/state road rating process completed with all ten county Road Commissions  Value-added, county road rating process for three counties (Missaukee, Benzie, Charlevoix) and two villages (Empire, Kingsley) per local requests	Data collected for each county and submitted to MDOT  Annual report completed

Project	Funding Source	Activities	Status
Rural Task Force (RTF)	Michigan Department of Transportation	Coordinating the agencies that qualify for state and federal-aid dollars that are used toward roads and transit projects	RTF meetings to prioritize transportation projects for FY 2017–2020 were held in the first quarter 2016, in three sub-regions.



Project	Funding Source	Activities	Status
TC-TALUS	Michigan Department of Transportation	Coordinating the agencies that qualify for state and federal-aid dollars that are used toward roads and transit projects	Conducted an in-depth needs assessment of board approved road capacity projects  TALUS was rebranded as Traverse Transportation Coordinating Initiative (TTCI) with 100% participation from communities within the designated region  Developed the work plan for high-impact transportation initiatives  Continued work with MDOT to transition to MPO status

Project	Funding Source	Activities	Status
Scenic Byways	Michigan Department of Transportation	Worked with local committees to coordinate and staff meetings  Updated Byway materials	Final reports submitted  Final payments disbursed





Provided ongoing economic analysis and assistance to multiple communities, public and private organizations.

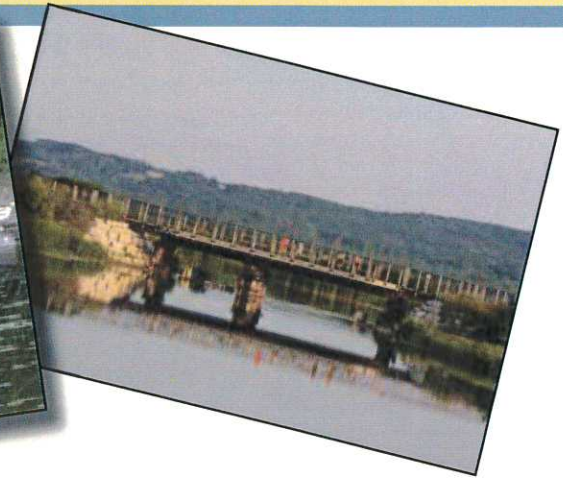
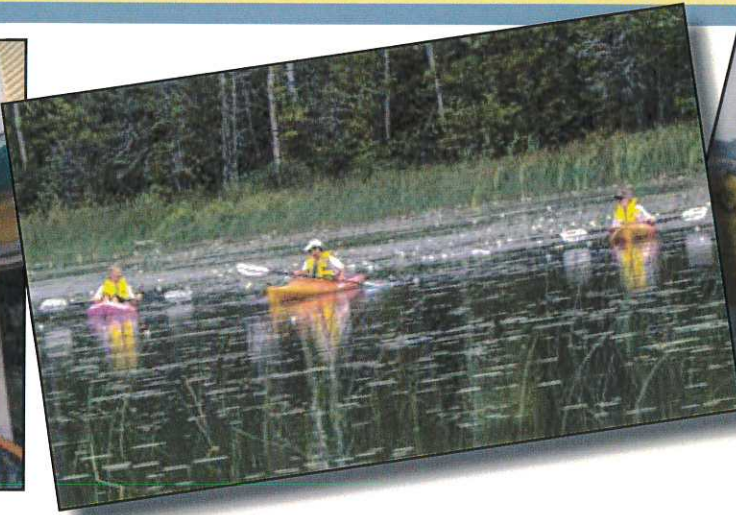
Project	Funding Source	Activities	Status
Michigan Regional Prosperity Initiative	Michigan Department of Technology and Budget	<p>Created an enhanced data website/service (Benchmarks Northwest)</p> <p>Developed local and multi-jurisdictional economic development plans for communities along US-131</p> <p>Provided staff support and resources for the Housing Solutions Network, Growth and Investment Network, Transportation Network, and Arts and Culture Network</p> <p>Develop research and reports on non-emergency medical transportation, employer housing options, and in-demand occupations</p>	<p>Regional US 131 Corridor economic development plan completed</p> <p>Local (Kalkaska and Mancelona) economic development plans completed</p> <p>Research reports (3) published and widely distributed</p>
NW Region Collaborative Development Council (CDC)	Michigan Economic Development Corporation	<p>Coordinated and staffed regional CDC meetings</p> <p>Conducted an assessment and market study of industrial properties in Kalkaska and Mancelona</p> <p>Designed and implemented a pilot Career Tech scholarship program</p>	<p>Assessment/report and market study completed</p> <p>21 post-secondary scholarships awarded to Career Tech students</p>
Comprehensive Economic Development Strategy (CEDS)	US Department of Commerce, Economic Development Administration (EDA)	Developed a regional comprehensive economic development strategy (CEDS)	CEDS completed and accepted by EDA







Sub-regional and community-specific planning projects take place based on market demand or needs.



Project	Funding Source	Activities	Status
Crystal Lake Watershed Management Plan	Michigan Department of Environmental Quality	Conducted mapping and analysis, facilitated public outreach, and developed a watershed management plan	Plan completed and approved by the DEQ
Hazard Mitigation Plan	Federal Emergency Management Administration	Developed hazard mitigation plans for 7 counties	Plans completed and approved by the Michigan State Police Plan development in progress for 1 county and 1 tribal entity
Asset Management Plan	Benzie Road Commission (fee-for-service)	Developed a multi-year roads asset management plan	Currently in progress with completion date expected in 2016
Benzie County Master Plan and Recreation Plan	Benzie County (fee-for-service)	Updated the Benzie County Master Plan Developed a 5-year DNR-consistent recreation plan to create eligibility for DNR recreation grants	Recreation plan completed, adopted by Benzie County Board, and approved by the DNR Plan update/development in progress; completion scheduled for June 2016
Village of Northport Recreation Plan	Village of Northport (fee-for-service)	Developed a 5-year DNR-consistent recreation plan to create eligibility for DNR recreation grants	Plan completed and approved by the DNR
Empire Capital Improvements Plan	Village of Empire (fee-for-service)	Worked with locally-appointed committee to develop the Village's first capital improvements plan	Plan completed and approved by the Village Council





## Prisoner Reentry

We served 235 individuals who were paroled from state prison to their home communities within our region, after serving their sentences. Parolees are assigned to the program by the Parole Board or by the local Parole Supervisor.

The program's goals are:

- Increased community safety
- Increased economic productivity
- Reduced recidivism
- Reduced costs to taxpayers

### Residential Stability

#### 112 received Residential Stability services.

- Temporary housing assistance, in the form of rent subsidies for parolees that would otherwise be homeless.
- 37% of the annual program budget was spent on Residential Stability.
- 57% resulted in a successful outcome, meaning they secured stable, unsubsidized housing.

### Social Support

#### 133 received Social Support services.

- Provides assistance with obtaining basic needs such as identification, clothing, and bus passes.
- 4% of the annual program budget was spent on Social Support.

### Health and Behavioral Health

#### 40 received Health and Behavioral Health services.

- Provides assistance with addressing mental health and/or behavioral health issues impacting successfully re-entry, such as batterer intervention services and individual mental health counseling.
- 4% of the annual program budget was spent on Health and Behavioral Health services.

### Employment Readiness

#### 106 received Employment Readiness services.

- Individual employment-based case management, focused on employability skills and transitioning into the workforce successfully.
  - Provides temporary work experience for some participants by offering incentives for employers in the form of wage subsidies.
  - 85% of temporary work experience contracts resulted in unsubsidized employment for the ex-offender.
  - Average wage for temporary work experience was \$10.20 an hour.
  - Provides assistance with necessary work supplies, such as work tools, specialized clothing, testing fees, etc.
  - 23% of the annual program budget was spent on Employment Readiness.
  - Resulted in a 60% unsubsidized employment rate (compared to 25% statewide employment rate for all former inmates).
- Here is a listing, by sector, of the different types of jobs parolees obtained in FY 14:
- Manufacturing
    - Assemblers
    - Machinists
    - Press machine operators
    - Laborer
  - Energy, Transportation, & Construction
    - Truck drivers
    - Skilled trades (carpentry)
    - Construction laborer
    - HVAC technicians
    - Auto service technicians
  - Hospitality
    - Cooks & food prep workers
    - Servers
    - Restaurant manager
    - Landscaping
    - Housekeeping

### Bottom Line



Statewide recidivism percentage for all parolees is 29% (nearly 1 in 3), down from over 50% before this program was started 10 years ago. Northwest MI tracks its own

recidivism percentage for parolees who are assigned to our program, and had a 18% recidivism rate at year-end FY 2015, reflecting a 64% decrease in recidivism from

the original State average. The Prisoner Reentry Program in Northwest Michigan has a 310% Return on Investment in the first year alone following an ex-offender's parole.





### Northern Michigan Health Coalition (NMHC)

FY15 was the first year that a pilot project from Benzie and Manistee counties was advanced to other parts of the region by Networks Northwest.



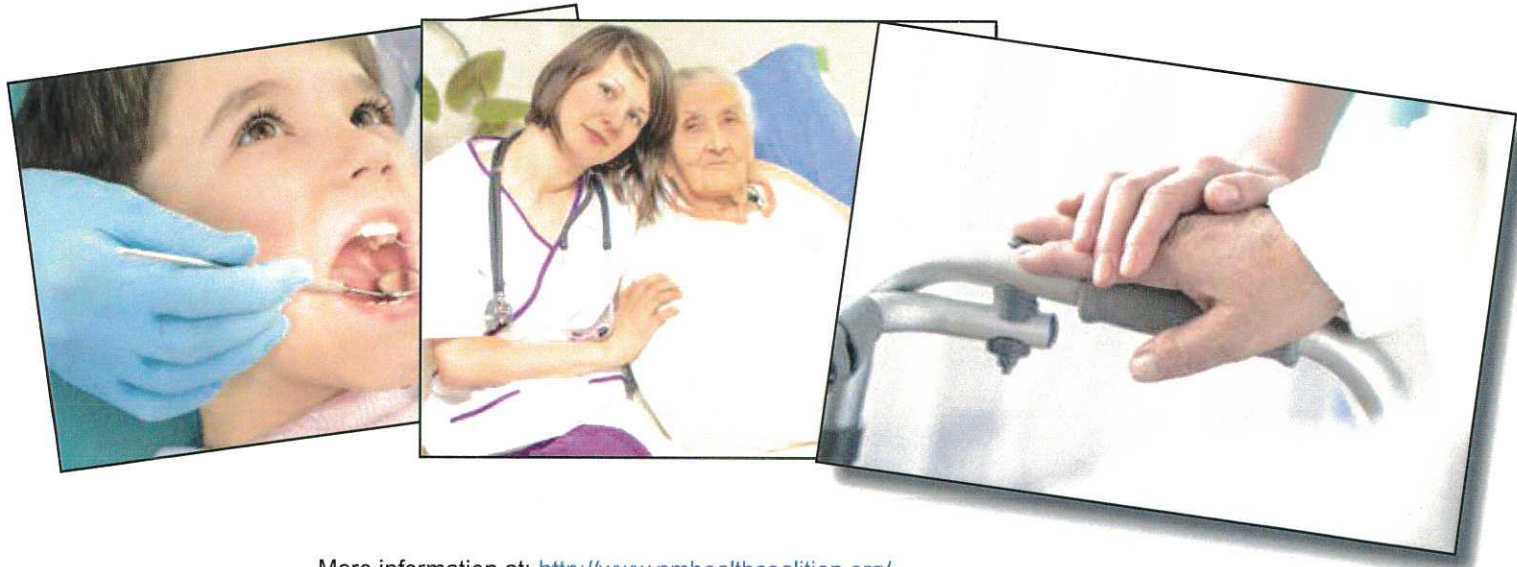
The Northern Michigan Health Coalition (NMHC) is a network of healthcare providers and stakeholders throughout northwest Michigan. Primary membership includes representatives from primary care, behavioral health, dental care, public health, elder care, acute care, social work, and substance abuse care. Additionally, NMHC includes economic development organizations, human services collaborative bodies, philanthropic groups, and other community based agencies.

**Mission:**

The NMHC collaborates to connect community support and services that address direct and indirect health needs in order to improve the cost, quality, and personal experience of care.

**In 2015...**

- NMHC approached Networks Northwest to be its "backbone organization," providing administration and staffing assistance.
- NMHC received over \$100,000 in grant resources (Blue Cross Foundation, DHHS, RPI).
- NMHC saw its membership grow by more than 50%.
- NMHC began an "asset map" of all the healthcare providers and assets in northwest Michigan- first of its kind.
- Northwest Michigan was designated as one of five pilot "Community Health Innovation Regions (CHIR)" by DHHS.



More information at: <http://www.nmhealthcoalition.org/>





**Networks Northwest**

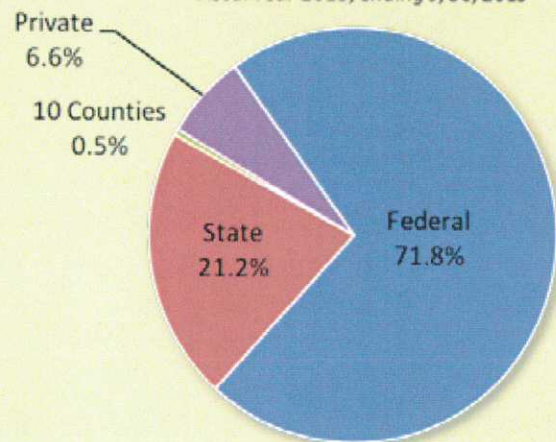
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**Both of our legal entities,  
Networks Northwest  
and  
Northwest Michigan Works!, Inc.  
received FY15 audits  
*that contained no findings  
of any kind.***



## Revenue by Source

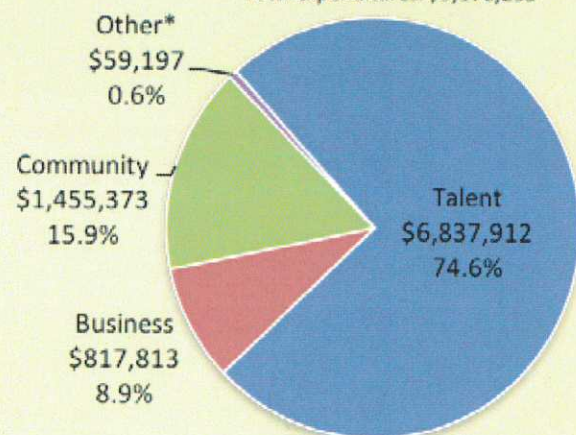
Fiscal Year 2015, ending 9/30/2015



## Expenditures by Service Category

Fiscal Year 2015, ending 9/30/2015

Total expenditures: \$9,170,295

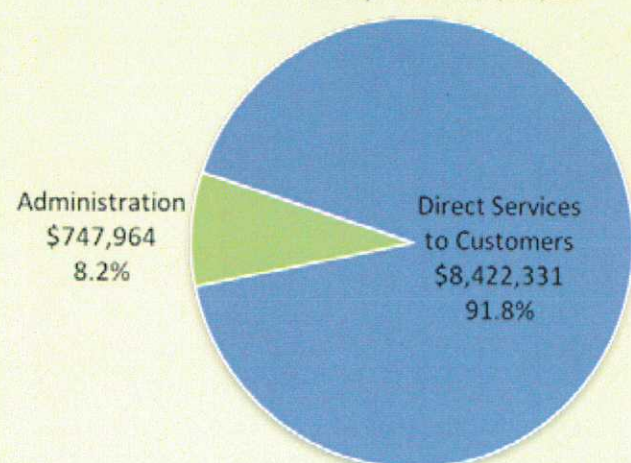


\*Reserve Fund; Leave Fund; Pass-through funds

## Expenditures by Function

Fiscal Year 2015, ending 9/30/2015

Total expenditures: \$9,170,295







# Networks Northwest

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## Public Sector Private Sector Other Sectors

Mike Crawford, Antrim County Commissioner

Coury Carland, Benzie County Commissioner

Chris Christensen, Charlevoix County Commissioner

Jim Tamlyn, Emmet County Commissioner

Stuart McKinnon, Kalkaska County Commissioner

Christine Maxbauer, Gr. Traverse County Commissioner

Ty Wessell, Leelanau County Commissioner

Richard Schmidt, Manistee County Commissioner

Susan Rogers, Missaukee County Commissioner

Les Housler, Wexford County Commissioner

Michael Cain, Mgr., City of Boyne City

Josh Mills, Mgr., City of Frankfort

Jan Bassett, Director, DDA, Elk Rapids

Doug Mansfield, Mi. Township Assoc.

Alan Cooper, Manager, Wexford Co. Road Commission

Jim Cook, Manager, Gr. Traverse Co. Road Commission

Bill Kennis, Executive Director, Benzie Transportation Authority

Jim Barnard, Owner, Barnard Engineering, Bellaire

Paul Hresko, Human Resources Director, Armor Express, Central Lake

Betty Workman, Owner, Vacation Trailer Park & Sales, Benzonia

Art Jeannot, Owner, Jeannot Development Co., Beulah

Joe Moch, CEO, Acat Global, Charlevoix

Amanda Haworth, Human Resources Director, Boyne Resorts, Boyne City

Gene Kaminski, VP for HR, McLaren Northern Michigan Hospital, Petoskey

Gary Fedus, President & CEO, Mitchell Graphics, Petoskey & Traverse City

Sue Peters, VP for HR, Munson Healthcare System, regional

Ken Osborne, Vice President, Boride Engineered Abrasives, Traverse City

Tracey Peal, Vice President, Hague Equipment, Kalkaska

Joe Williams, Owner, President, Williams Pumping Service, Lake Leelanau

Doug Parkes, Co-Owner, Kellie's Hallmark Shop, Manistee

Tom Vine, Plant Manager, Viking Energy, McBain

Ken Bollman, President, Sabre Tool, Cadillac

Leslie Nowlin, Human Resources Director, Rec Board Holdings, Cadillac

Rachel Johnson, Public Affairs, Cherryland Electric, regional

Mike Powers, Energy Solutions Consultant, Keene Technical Solutions, regional

Bill Tencza, President of Cadillac Chamber of Commerce; Northern MI Chamber Alliance

Doug Luciani, CEO Traverse Connect; Northern MI Chamber Alliance

Chris Warren, General Manager, Midwestern Broadcasting Co., regional

Deborah Fellows, Owner, My North Media, regional

Tom Johnson, Partner, Landmark Development, regional

Nicole Sulak, CPA, Munson Healthcare, regional

Mike Ascione, CEO, American Waste, regional

Jamie Al-Shama, Bay Construction, regional

Beth Holmes-Bozung, Co-owner, SafetyNet, Inc., regional

Jeff Jennette, Superintendent, Wexford-Missaukee and Manistee Intermediate School Districts (K-12 education)

Tim Nelson, President, Northwestern Michigan College (post-secondary education)

Mike Hill, superintendent, TBAISD (adult education)

Andy Hayes, President, Northern Lakes Economic Alliance (economic development)

Eric Bachmann, District Manager, Michigan Rehabilitation Services (rehabilitation)

Bob Scheele, Vice President, Central Labor Council (labor)

Clint Steele, Plumbers Pipefitter, UAW Local 85 (labor)

Patricia Simmons, Director, Emmet-Charlevoix-Antrim Dept. of Human Services (human services)

Jane Korthase, HR Director, Grandview Medical Care (community based organizations)

Steve Perdue, President & CEO, Grand Traverse Industries (community based organizations)

John Stephenson, Executive Director, Northwest MI Community Action Agency (community based organizations)

Marsha Smith, Exec. Director, Rotary Charities and NorthSky Non-Profit Network (community based organizations)

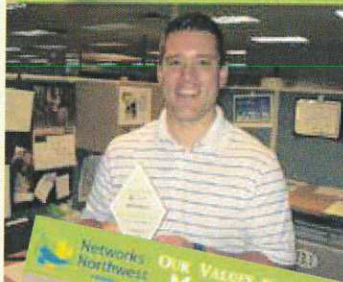
Jim Smith, Controls Designer, Tool North, Inc. (apprenticeships)

Charles Welch, Parole Supervisor, MDOC (corrections)





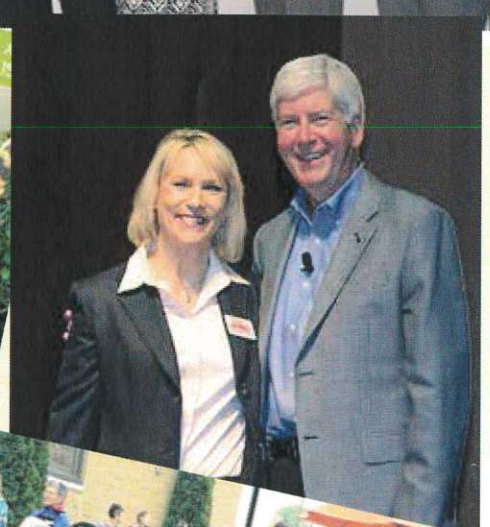
OUR VALUES IN ACTION  
Networks Northwest  
**ROB DICKINSON**



OUR VALUES IN ACTION  
Networks Northwest  
**MARYANN**



OUR VALUES IN ACTION  
Networks Northwest  
**ANNA MOULDER**



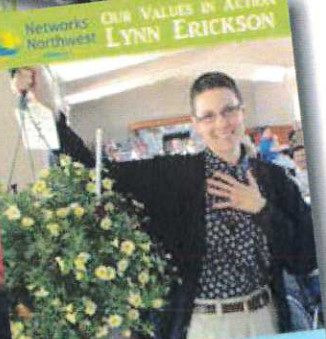
OUR VALUES IN ACTION  
Networks Northwest  
**MARY SZWED**  
**EMPOWERMENT**



OUR VALUES IN ACTION  
Networks Northwest  
**DANA VENHUIZEN**



OUR VALUES IN ACTION  
Networks Northwest  
**LYNN ERICKSON**  
**COLLABORATION**



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Networks Northwest  
**LYNN ERICKSON**  
**INTEGRITY**

networksnorthwest.org  
231-929-5000





# Networks Northwest

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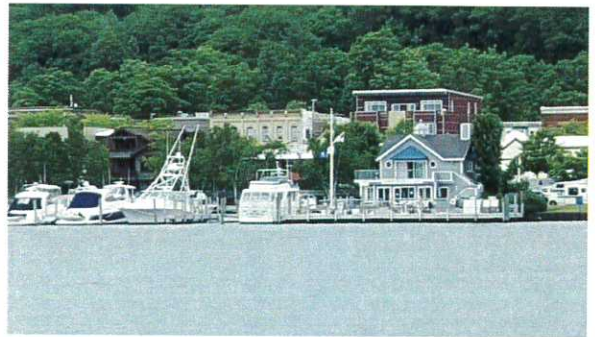
**Annual Report June 2016**

JUN 17 2016

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

10:45

*(Signature)*



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## **1.0 INTRODUCTION**

The Benzie County Planning Commission (BCPC) functions under and has their duties set forth by the Michigan Planning Enabling Act (PA 33 of 2008). The Michigan Planning Enabling Act (MPEA) provides for the creation, organization, powers and duties of Planning Commissions.

Section 19 of the MPEA (MCL 125.3819) requires the Benzie County Planning Commission to make an annual report to the County Board of Commissioners. This report is to provide the Board with a summary and status of the planning activities over the past year.

## **2.0 PLANNING COMMISSION RESPONSIBILITIES**

The Planning Commission's basic duties and responsibilities as prescribed by Michigan state statute include the following:

- Update and maintain the Benzie County Master Plan in accordance with the MPEA.
- Review and comment on any proposed Master Plans or Master Plan amendments for all municipalities within or adjacent to Benzie County as required by the MPEA.
- Review and make recommendations, as required by the Michigan Zoning Enabling Act (MZEAA), PA 110 of 2006 on proposed zoning ordinances or proposed zoning ordinance amendments for any Township in the County.
- Annually prepare a capital improvements program as required by the MPEA.
- Prepare an Annual Report to the Board of Commissioners as required by the MPEA.
- Prepare an Annual Budget Request as required by the MPEA.
- Hold a minimum of four (4) regular meetings annually noticed in accordance with the Michigan Open Meetings Act.
- Prepare or arrange for the preparation of the public record for all meetings and make available to the public in accordance with the Michigan Open Meetings Act.
- The Planning Commission is also considered a reviewing agency for applications into the Farmland and Open Space Preservation Program pursuant to section 361 of Michigan Public Act 451, commonly known as the Natural Resources and Environmental Protection Act of 1994.

## **3.0 PLANNING COMMISSION MISSION AND PURPOSE**

**Benzie County Planning Commission Mission Statement:**

"The Planning Commission is a local nonpolitical unit of the Benzie County government providing services that are directed by the Michigan Planning Enabling Act 33 of 2008 to establish planning for the county; to promote safety, health, and general welfare."

Beyond the statutory duties and mission as outlined above, the County Planning Commission has a unique and important role for Benzie County and the northwest lower Michigan region. In Michigan, the county planning commissions are the main bodies which have a statutory coordination role and specific planning and zoning procedures. (See MPEA Section 41 (2) and MZEA Section 307 (1)). The BCPC recognizes the intent within the state statutes to assign the review and coordination role to county planning commissions and it takes this role very seriously. We further recognize the underlying reasoning for this assigned coordinating function. There are many issues and topics which cannot be dealt with within the context of a village, city or township. To be effective in planning for many issues, it must be done on a larger geographic scale.

Economic development, for example, involves a larger area than a single local municipality. The creation of jobs, and the location of people employed come from a labor market area which is often an entire county or multiple counties. To be as effective as possible, coordinated planning for economic development needs to deal with worker training, housing and new industrial sites in the entire labor market area.

Other topics that demand a multi-government cooperative planning approach include:

- Watersheds: Nearly always include areas in territory of many municipalities
- Groundwater – Our drinking water: Crosses political boundaries
- Natural features (lakes, rivers): Often touch more than one municipality.
- Technology and other infrastructure: Broadband infrastructure, utilities, technology for farming, mining, pipelines, radio transmission, traffic lights etc.: Include multiple municipalities.
- Transportation Networks: Include multiple municipalities
- Brownfield Redevelopment

With many planning issues, it is not responsible or realistic for a single municipality to address the issues without the full cooperation and approval of surrounding municipalities and the county. The Michigan legislature made it clear, coordinated planning is a priority that townships, villages, cities, counties, and regions are responsible for, and in particular, county planning commissions have a major role in making coordinated planning happen. We observe that county planning in general is valued particularly in the ten county northwest lower Michigan region with all ten member counties of Networks Northwest currently maintaining county planning commissions. All ten counties also maintain professional staff dedicated specifically to planning and/or zoning activities with the exception of Benzie County. See table below for a summary of the current status of county planning and zoning in northwest Michigan as of May 2014.

County	Townships with County Zoning	County Planning Department (Staff)	County Planning Commission
Antrim	0	Yes	Yes
Benzie	0	No	Yes
Charlevoix	0	Yes	Yes
Emmet	12 out of 16	Yes	Yes
Grand Traverse	0	Yes	Yes
Kalkaska	7 out of 13	Yes	Yes
Leelanau	0	Yes	Yes
Manistee	0	Yes	Yes
Missaukee	0	Yes	Yes
Wexford	14 out of 16	Yes	Yes

The coordinating function has been worked into the state statutes in specific ways. One way this is accomplished is through the county annual Capital Improvements program with oversight by the county planning commission (See Section 61 (2) of the MPEA). Another very important coordination role of the county planning commission is that of zoning ordinance and master plan review and commentary. A township, village or city is required by statute to submit a new plan or amendment to the county planning commission for review. A township is required by statute to submit a zoning ordinance, or zoning amendment, to the county planning commission for review. (Villages and cities do not have to submit a new zoning ordinance or zoning amendments to a county for review, but the county can choose to still submit comment at the city or village's hearing on the zoning). Review of township zoning is purely advisory. The local municipality can choose to incorporate the county planning commission's comments in their zoning ordinances or master plans as each sees fit.

County planning is at the center, ideally receiving other's comments and responsible for making plans for a relatively large geographic area. The county planning commission's coordination role includes responsibility to initiate coordination opportunities, be proactive, and provide detailed substantiated comments with facts and reasons. The BCPC takes these responsibilities seriously and thanks the Board of Commissioners for their continued support of the ongoing efforts of the PC to increase intergovernmental communication and cooperation as well as coordinated planning.

County Planning provides a regional perspective to community planning by promoting coordination of planning activities between local government entities within the county. Planning is the process of coordinating activities that impact the physical and social environment of out county. The Planning Commission is in the process of and is dedicated to the Master Plan update scheduled for completion by June 2016. The Plan is a blueprint and vision of the county's future addressing trends that affect land use, transportation economic development, housing, agriculture now and in the future. Other planning functions may include:

- Provide a regional scope to the planning work, promoting coordination among the townships and municipalities (19 units in Benzie County).



- Prepare an update to the 2000 County Master Plan
- Fill planning voids between State/Multi-County Planning Agencies and individual municipalities.
- Deal with services and facilities that cross municipal lines (i.e. highways, solid waste, trailways, parks, drains/sewers) and uses of greater than local concern.
- Offer local planning advisory services and staff resources that smaller communities may not have, and be an information center for development and conservation projects (i.e. zoning, land divisions, model ordinance language).
- Promote uniform development standards among several adjacent municipalities. Examples include regulations for towers, resource extraction, outdoor lighting, signs and billboards.
- Assist local units in satisfying grant agency requirements for plans and plan documentation.
- Carry out educational and promotional services for planning in the County and among the local units, including publicizing planning goals and objectives.
- Set area-wide land use goals, encouraging local units and adjacent counties to coordinate good land use practices, including efforts to conserve natural resources, provide open space, establish public recreational facilities (i.e. parks, trails, recreation centers), and otherwise take a leadership role where such is deemed necessary or desirable to prepare for growing future needs

## 4.0 MEMBERSHIP

The MPEA states that the membership of the Planning Commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government, in accordance with the major interests as they exist in the local unit of government, such as agricultural, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall also be representative of the entire geography of the local unit of government to the extent practicable.

In 2015, the Planning Commission's membership was as follows:

Peg Minster, Chairperson

Nena Bondarenko, Vice-Chairperson

Susan Zenker, Secretary

Walter Roch von Rochsburg

Coury Carland, BOC Representative

Evan Warsecke, BOC Representative

Lori Hill

At the Commission's organizational meeting in January, the three officers who served in 2015 were re-elected to serve in the same positions for 2016 (see above).

## 5.0 MEETINGS

Regular meetings of The Planning Commission were scheduled for the Second Thursday of each month at 7:30PM in the Board of Commissions Room of the Benzie County Government Center. The Commission met each month for their regular meeting in 2015. In 2016, the Commission will continue to meet on the Second Thursday of the month. All meetings are held in compliance with the Open Meetings Act (PA 267 of 1976).

- The Planning Commission held twelve (12) regular meetings in 2015, two (2) Special Meetings and one (1) Budget Committee meeting.

For 2016 to date, the Commission has met for their regular meetings each month for a to-date total of six (6), One (1) Special Meeting and two [2] Budget Committee meetings in May.

## **6.0 PLANNING COMMISSION ACTIVITY IN 2015**

The Planning Commission continued to be active this past year meeting their goals for the year. We set the goal of completion within 24 months but planned to complete it sooner if at all possible. Sarah Lucas, Networks Northwest was selected and contracted as the planning consultant for the Master Plan Update in collaboration with the Parks & Recreation Commission for an update of their Plan. The draft plan release is imminent. Scheduling a meeting of the Master Plan Committee is in progress for review of the draft plan. Completion with adoption is expected in July 2016

Capital Improvement Project request letters were sent per the statute in March 2015 and 2016.

Planning Commission Bylaws were reviewed in December 2015 with no changes.

The Planning Commissioners initiated outreach to local units of government by attending local government Planning Commission meetings.

### **6.1 REVIEW OF TOWNSHIP MASTER PLANS:**

No Master Plans were submitted in 2015 and to date in 2016 for review.

### **6.2 REVIEW OF TOWNSHIP ZONING ORDINANCES:**

In 2015 and 2016 (to date) there was [1] one Zoning Ordinance review.

- Greater Thompsonville Area Zoning Ordinance
- Benzie County Planning Commission will review zoning ordinances as they are submitted.

### **6.3 COUNTY MASTER PLAN UPDATE**

- Work continued on the 2000 Benzie County Master Plan Update with Planning Consultant Sarah Lucas, Networks Northwest (formally Northwest Michigan Council of Governments).
- Update work began with the first Master Plan Committee meeting on November 5, 2014 and continued throughout 2015 into 2016. Work consisted of Focus Group meetings to review priority topics from the Public Input Survey of which there were over 300 responses. The survey was available online with a paper copy option. Focus group topics were:
  - \*Role of Planning Commission and Intergovernmental Cooperation
  - \*Economic Development and Jobs
  - \*Housing

\*Transportation

All focus groups were well attended with active participation and engagement to identify problems and list solutions to the identified problems.

## **6.4 FARMLAND AND OPEN SPACE PRESERVATION**

In 2015 and 2016 (to date), the Commission reviewed and commented on zero (0) applications to the Farmland and Open Space Preservation Program.

## **7.0 PLANNING COMMISSION GOALS FOR 2016**

### **❖ Continue with planned updates to the County Master Plan**

- Review Draft of Master Plan Update on or before June 15, 2016
- Completion including adoption of the Master Plan Update on or before July 31, 2016
- Annual Planning Commission Bylaws review in November 2016.
- Planning Commission will design an implementation plan for the Master Plan Update Goals and Strategies including approximate time frames.
- Begin process of Capital Improvement Plan Update.

### **❖ Continue Engagement in Cooperative Planning Efforts with other county entities.**

- Benzie County Economic Development Corporation
- Benzie County Parks and Recreation Commission
- Benzie County Brownfield Redevelopment Authority
- Benzie County Land Bank Authority
- Township and Municipal Planning Commissions in Benzie County.

### **❖ Increase Community Outreach and Intergovernmental Cooperation**

Examples include:

- Local Units of Government
- Other Community Organizations
- Schools
- Surrounding Units of Government
- Quarterly events to offer educational opportunities and address county wide planning concerns.
- Facilitate development of focus groups for key areas of concerns i.e. economic development, jobs, housing, transportation etc
- County Planning Commissioners to attend local government Planning Commission meetings throughout 2016.