

BENZIE COUNTY BOARD OF COMMISSIONERS

448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671
www.benzieco.net

MEETING AGENDA

August 22, 2017

Commissioners Room, Government Center, 448 Court Place, Beulah, Michigan

- 4:00 p.m. CALL TO ORDER
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – August 8, 2017; Special August 15, 2017
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 COMMISSIONER REPORTS – B/G Consent; Technology Minutes
 COUNTY ADMINISTRATOR’S REPORT
 FINANCE – Approval of Bills
 HR and PERSONNEL –
 COMMITTEE APPOINTMENTS -
 ACTION ITEMS – Sheriff’s replacement patrol car
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS
- 5:00 Closed Session – Benzie County vs Cole – the purpose is to consult with legal
 Counsel regarding trial and settlement strategy. This will be a joint executive
 Session with Benzie County Parks & Recreation Commission
 Closed Session- David Tucker v Benzie County – the purpose is to consult with legal
 Counsel regarding trial and settlement strategy.
 Each closed session shall be conducted separate from the other and a separate set of
 minutes shall be kept for each 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 – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II -- Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships).....	231-920-5028
District III - Roger Griner (Crystal Lake, Frankfort).....	231-651-0757
District IV - Coury Carland (Benzonia).....	231-930-7560
District V - Frank Walterhouse (Homestead).....	231-325-2964
District VI - Evan Warsecke (Colfax, Inland).....	231-275-3375
District VII – Gary Sauer (Blaine, Gilmore, Joyfield, Weldon).....	231-651-0647

THE BENZIE COUNTY BOARD OF COMMISSIONERS

August 8, 2017

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, August 8, 2017, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chairman Coury Carland at 9:00 a.m.

Present were: Commissioners Carland, Griner, Jeannot, Roelofs, Sauer and Walterhouse

Excused: Commissioner Warsecke

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

Agenda:

Motion by Roelofs, seconded by Walterhouse, to approve the agenda as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Walterhouse Nays: None Exc: Warsecke Motion carried.

Minutes:

Motion by Sauer, seconded by Griner, to approve the regular session minutes of July 25, 2017 as corrected on page 3 Commissioner Carland comments. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Walterhouse Nays: None Exc: Warsecke Motion carried.

9:03 a.m. Public Input – None

ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Sheriff Schendel reported on the Up North Music Festival which was scheduled for the Twisted Trails in Copemish, Manistee County. This event has been cancelled at that venue. They now want to hold it in Benzie County where the Dunes Festival event was held in Almira Township; the Sheriff indicated that he will not sign off on it at this point. They do not have the staff to be able to handle this event on such short notice. Now rather than Almira Township they are contemplating a campground in Weldon Township.

Ron Hitesman, Weldon Township Supervisor, stated that the township has not been approached regarding this, however he understands that it is on facebook. Sheriff stated that he will keep Mitch posted regarding this.

Craig Johnson, EMS Director, stated that the event the Sheriff spoke of is scheduled for August 18, 19 and 20 – he also stated that they do not have the staff for this event. He also reported that all of their trucks are up and running. July was a record month for them with runs.

Frank Post, Emergency Management, provided his July 2017 report; he would like to expand the scope of planning for the After Action Review Meeting following the Frankfort Independence Day Activities, and make it county-wide; LEPC has approved the off-site Emergency Response Plan. He is starting to meet with the jurisdictions regarding the Mass Notification System. He will be in Emmetsburg, Maryland for a week for the final class of National Emergency Management Advanced Academy starting August 20.

Comm Jeannot asked, regarding the Mass Notification, if he will get around to all of the jurisdictions; Frank stated not initially. He will focus on those with a water system that may need to get notice out. Comm Griner stated that he would support the efforts to stop candy throwing at parades.

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David Schaffer, Recycling, stated that they held the final special collection of the summer with over 100 participants. The number was low and he feels it was the location. A tire collection was also held at the same time and at the end of the event, there were still 1-1/2 semis to fill so he and some volunteers cleaned a piece of property near Frankfort of 1500 tires and he feels that moving forward, we won't have as many trailers to fill. He was at the Homestead Township meeting last night and is still working on a site to move the recycling containers. The Village of Honor has stated that would be no problem extending the permit to stay where they are a little longer. There looks to be a strong possibility to use the property next to the Homestead Township Hall. He made a correction to a statement last month, regarding tonnage – there were 30 more tons over the last year, with 60 more pulls.

COMMISSIONER REPORTS

Comm Roelofs said it has been quiet for him the past couple of weeks; HSCB didn't meet in July; Domestic Violence Task Force is dealing with not having a rescue place for women in the evening and he is working with them to find a place; Grand Traverse Veterans Affairs is still struggling; Village of Lake Ann meets tonight; Sunday, August 13 @ 2 p.m. is the Open House/Picnic at the Veterans Memorial in Benzonia.

Comm Walterhouse reported that the finance/budget committee met on August 4 and will meet again this Friday.

Comm Griner attended the Merit Network session regarding high-speed internet – it was very enlightening; they are working with Graceland in Frankfort to connect with their facility on the hill on Grace Road.

Comm Jeannot reported on two of the five committee meetings he attended: housing committee had two additional applications, they were tabled for additional information; Friends of Point Betsie celebrated their 15th anniversary on August 1.

Comm Sauer attended the Health Dept meeting on August 4 and they will hold an open house tomorrow from 4 – 6 p.m. He stated that we have a lot of commissions and authorities and committees that don't post minutes in our packet – they need to. It will be helpful to the public and our commission. We are \$458,000 over budget. We do have a restricted fund balance policy of 25% that was adopted in 2014. Road Commission held a public hearing regarding the possibility of closing Henry Road – due to only two members being present they couldn't come to a consensus; Road commission talked about the DAS = Distribute Antenna System; be sure and vote today.

Comm Carland reported on the Merit meeting – they had two reps there. MDOT will not allow a private facility to cross state highway, MERIS is a utility provider so they can cross a major roadway. Met with Planning Commission chair Rocky von Roschburg, have a draft memo that will be sent out, and he went to West Benzie Planning meeting provided them a copy of the proposed planning ordinance; Rocky's term expire in September and he is not sure if he wants to reapply; September 12 is the next meeting; perhaps add a section regarding members from each township.

Comm Sauer says don't want to rush it, we need to do it right.

Comm Jeannot echoes Comm Sauer's comments to move as quickly as possible but we need the appropriate amount of buy-in.

Comm Carland feels we can get the bulk of it done in the next month.

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Comm Carland continues his report – regarding the Village of Benzonia, they are possibly ready to start pursuing MEDC status. You need a fairly robust Master Plan and Zoning Ordinance in place and they are not sure if they have them. Village of Beulah Streetscape project will be starting soon – doing streets, sidewalks and lighting.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Tucker complaint – Plaintiff appealed to the 6th Circuit; mediation was held last week; it is currently in the Plaintiff's court to decide.
- IT Vendor RFQ – currently there are five vendors that have expressed interest. There is a walk-through this afternoon; August 31 is the deadline for the RFQ and has been placed on the web site.
- Special Finance meeting is scheduled for Friday at 1 p.m. to continue budget discussions.
- AES – Tim Ervin has submitted his letter of resignation; will meet with the AES team to see where they are going and to discuss Benzie County projects.
- Mr. VanDussen's OMA Complaint case is complete.
- Comm Jeannot's question regarding the Building Authority – Mr. Roy's responses on your desk.
- Provides note cards to Comm Griner.

10:01 a.m. Lisa Vogler, Taxpayers for the Maples

Ms. Vogler speaks regarding the passing of Mr. Olson and all that he has done for the community and the trail and the Maples. Ask you to think and pray for the recovery of Phil Hoyt as well.

We were waiting for a response from CMS regarding the existing or new code provisions; Mitch said, OK, if we get in the building, what is next – deal with recovering lost funds from the culpable parties. The self-pay residents cost has gone up almost \$1,000 per month in the new building.

So what happened to mediation – does anyone know, did it go to mediation, what did you pay Mr. Roy and Stu Pettitt for – did it even go to mediation, was there an offer and it was decided not to go to mediation.

She handed out copies of the BA Articles of Incorporation – refers to Article V. Section 1 and 4, regarding members of the board and vacancies, the chairman of the board of commissioners shall appoint.

She also hands out information regarding Removal of Building Authority Members – you have had cause to remove the two members for the past two years.

She also hands out information regarding the Construction Arbitration Rules Demand for Arbitration – how did we get to arbitration without mediation. Binding arbitration is binding. How do we know we are being adequately represented? She feels this is a \$4 million loss – not just \$1 million. You should be concerned about what is happening here.

She also hands out construction law information.

She says you need to remove the two Building Authority members and fire Mr. Roy – in her opinion.

Comm Jeannot to Ms. Vogler – is an injunction a tool that can be used to slow this process down?

Yes, it is one avenue, but the best is to remove for cause the BA members.

The damage claim is at \$969,000.

She stated, you are being stonewalled by Mr. Roy and feels Mr. Roy has a conflict of interest; she stated that she told Mr. Roy to take a deep breath and step back.

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August 8, 2017

FINANCE

Bills: Motion by Walterhouse, seconded by Sauer, to approve payment of the bills in the amount of \$382,876.10, as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Walterhouse Nays: None Exc: Warsecke Motion carried.

ACTION ITEMS

2017-024 – Asian Carp: Comm Griner to work with Mr. Deisch to work on further changes to his proposed resolution.

10:50 a.m. Tim Ervin, AES

Mr. Ervin updated the board regarding the AES projects in Benzie County – the opportunity at this time is Xpert Fulfillment. They are considering the purchase of the vacant Antolin property. The project is closing at the end of the month and will create 20 – 30 new jobs. They are working to convert the site to an Industrial Park; funding is through CDBG and for new employee training. By the end of September they will have a walk-through and talk about the project. They are a small version of Amazon.

Mr. Deisch stated that it fits into the Strategic Plan.

Mr. Ervin says this is exactly what we need in Benzie County. Tomorrow he will meet with a development team regarding a housing analysis for affordable housing – 48 rental unit complex; and will talk soon about affordable senior housing. They are hosting a housing workshop in September to bring together governments, developers and investors to better understand what developers and investors need to educate communities about housing.

Strategic Plan – will do 1 news release per month; National Resources Trust Fund – Hanley Property acquisition; Village of Elberta – kayak/canoe launch, restrooms, connecting walkways; Frankfort – enhancements of the Lake Michigan Beach, new facilities and amenities. Between now and end of September, will identify 8 or 10 high-quality projects for Explore the Shore.

AES will be hiring an Executive Director to replace him. He will continue relationship with some key projects.

Comm Jeannot acknowledges the professional contribution to the community and you will be missed.

Comm Carland asks regarding the Hanley property, how is the fund raising taking place? Through HARP – there is a fundraising event on September 15.

\$120,000 needs to be raised by HARP to complete the acquisition.

11:00 a.m. Comm Griner excused.

11:12 a.m. Break

11:20 a.m. Reconvene

Mr. Deisch reported on the AES Plan Update and stated his goal is to provide an update to the board every 4 – 6 months.

HR AND PERSONNEL

Consent Calendar: Motion by Sauer, seconded by Jeannot, to approve the July 25, 2017 HR Consent Calendar item 1 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Walterhouse Nays: None Exc: Griner and Warsecke Motion carried.

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COMMITTEE APPOINTMENTS

Motion by Jeannot, seconded by Sauer, to suspend the board rules for consideration of Building Authority appointment. Ayes: Jeannot, Roelofs and Sauer Nays: Carland and Walterhouse Exc: Griner and Warsecke Motion carried.

Comm Jeannot stated that he has received a letter of interest for appointment to the Building Authority from Lisa Vogler.

Motion by Jeannot, seconded by Sauer, to appoint Lisa Vogler to the vacant term on the Building Authority. Roll call. Ayes: Jeannot, Roelofs and Sauer Nays: Carland and Walterhouse Exc: Griner and Warsecke Motion carried.

Motion by Sauer, seconded by Jeannot, to reinstate the board rules. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner and Warsecke Motion carried.

CORRESPONDENCE

- MMRMA letter regarding RAP grant funding dated July 19, 2017 received.
- Bay County resolution 2017-149 opposing slashing federal funding for the Great Lakes Restoration Initiative received.
- Bay County resolution 2017-150 supporting SB 400 and HB 4651 to amend the Emergency Telephone Services Enabling Act received.
- Road Commission minutes of July 13, 2017 received.
- Betsie Valley Trailway Management Council minutes of July 11, 2017 received.
- Little Platte Lake elevation report for July received.
- Crystal Lake elevation report for July received.
- Email communications from BACN.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

11:34 a.m. Public Input

Jerry Brace, Beulah, says congratulations for taking the first step in the right direction in the Maples situation; I respect every one of you and everything you do effects the lives of every citizen of Benzie County.

Deb Lindgren, Joyfield Township, says thank you for sending me the minutes in the mail; the suspension and reinstatement I keep seeing in the minutes, it seems like you need to look at rules on committee appointment without suspending the rules all the time. Also, regarding Magna, Joyfield Township adopted their zoning ordinance, but it is going to a vote of the people in November.

11:40 a.m. Public Input Closed

COMMISSIONERS

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August 8, 2017

All items on the agenda having been taken care of, the chairman declared this meeting adjourned.

Custer C. Carland – Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as presented.
2. Approved the regular session minutes of July 25, 2017 as corrected.
3. Approved payment of the bills in the amount of \$382,876.10, as presented.
4. Approved the July 25, 2017 HR Consent Calendar item as presented.
5. Suspended the board rules for consideration of Building Authority appointment.
6. Appointed Lisa Vogler to the vacant term on the Building Authority.
7. Reinstated the board rules.

Motion by Sauer, seconded by Jeannot, to adopt the HR Consent Calendar as follows:

1. To have the County Administrator handle the Coykendall grievance.

THE BENZIE COUNTY BOARD OF COMMISSIONERS

August 15, 2017

The Benzie County Board of Commissioners met in a special meeting on Tuesday, August 15, 2017, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chairman Coury Carland at 9:00 a.m.

Present were: Commissioners Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke

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

Agenda:

Motion by Sauer, seconded by Griner, to approve the agenda as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

9:01 a.m. Public Input –

Thelma Ryder Novak – spoke in support of Lisa Vogler.

Steve Stevens – spoke regarding how disappointed he is with the actions of the Board of Commissioners.

Ann Loveless – spoke in support of Lisa Vogler

Jerry Brace – spoke in support of Lisa Vogler

Ed Andrews – spoke regarding the mis-management of the Maples issues.

Thor Goff – stated that his opinion is the issue with Lisa Vogler is personal. You need to see if she has the qualifications needed for the job.

9:24 a.m. – Public Input – Closed

Motion by Sauer, seconded by Roelofs to waive the attorney-client privilege and consider in open session the written opinion of legal counsel dated August 14, 2017, regarding the board's recent appointment to fill a vacancy on the Building Authority. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke

Richard Figura – reviewed Attorney Opinion regarding Building Authority Appointment; discussion held.

Motion by Sauer, seconded by Jeannot, to move to amend the Articles of Incorporation to state each member of the commission shall be appointed by the Board of Commissioners of Benzie County, and approved by the majority of the Board of Commissioners that is present at a lawfully held meeting. Roll Call. Ayes; Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: Carland and Waterhouse Motion carried

Motion by Sauer, seconded by Jeannot to recommend Lisa Vogler be appointed to the Building Authority for the remainder of Norman Campbell term. Roll Call Ayes: Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: Carland and Walterhouse Motion carried.

9:57 p.m. Public Input

Steve Stevens – remarked on a couple of the Attorneys' comments.

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August 15, 2017

Thelma Ryder Novak – questioned if the motion was by vote of the majority or full Board of Commissioners?

10:00 a.m. Public Input – Closed

Motion by Griner, seconded by Carland, to adjourn until the August 22, 2017, Regular meeting or the call of the chair. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried

Coury Carland – Chair

Tammy Bowers, Benzie County Chief Deputy Clerk

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1. Approved the agenda as amended.
2. To amend the Articles of Incorporation to state each member of the commission shall be appointed by the Board of Commissioners of Benzie County, and approved by the majority of the Board of Commissioners that is present at a lawfully held meeting.
3. Lisa Vogler be appointed to the Building Authority for the remainder of Norman Campbell term.

Elected Officials and Department Head Comments

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
AUGUST 16, 2017
THE GATHERING PLACE SENIOR CENTER, HONOR
4:30 P.M.**

Agenda

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 from the previous meeting – July 19, 2017
Suggestion Box Contents
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)
Finance Committee Report - Approval of BSR Financial Statements for July 2017

Information Items

- A. Directors Report – July 2017/August 2017
- B. Program/Services Report – July 2017
- C. Senior Center Update – July/August 2017
- D. Board of Commissioners Update

Action Items

- A.

New Business

- A. Holiday Christmas Bag Program
 - 1. Church Participation

Old Business

- 1. Fundraising/Marketing Committee Update
- 2. Walk-A-Thon Update
- 3. Senior Empower Day

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

Adjourn

Benzie Senior Resources Mission Statement – To provide exceptional services, resources and trusted care to support Benzie senior

NEXT MEETING

Wednesday, September 20, 2017 at 4:30 p.m.
The Gathering Place Senior Center
Honor, MI 49640

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
July 19, 2017**

Chair Beverly Holbrook called the meeting to order at 4:35pm. Prayer of invocation was given by Ned, and the Pledge of Allegiance was said by all.

Roll Call: Ned Edwards, Beverly Holbrook, Rosemary Russell, Denise Favreau, Ron Dykstra, Jane Elzerman, Donna Malecki, Barbara Johnson, Scott Harrison, Kate Withington-Edwards, Nancy Mullen Call. Ann Dawe is absent and excused.

Also present are: Douglas Durand, Sabra Boyle, Bob Roeloffs County commissioner, Thomas Edwards and Caleb Russell

Agenda

Motion to approve the agenda with one addition under new business to add A. Senior Empower Day was made by Denise and seconded by Kate. All Ayes. Motion carried.

Minutes

A correction was made to the June 21 minutes from Barbara Under information B point 4 it should say congressional leaders not congregational leaders.

Closed minutes were handed out and reviewed by the board, no questions or comments were made and minutes were handed back to Bev from the board.

A motion to approve the Minutes from June 2017 meeting with the above correction and the minutes from the closed session was made by Ned, and seconded by Scott. All ayes being heard the minutes were accepted and approved. Closed session minutes will be kept for one year and one day.

Public Input

- No public input
- The suggestion box was empty.

Finance Committee

Jane gave highlights of the finance meeting from today. A motion to approve the BSR financial report was given by Donna and seconded by Rosemary. All Ayes being heard the motion was carried.

Information Items

A. Directors Report

- A Report was given to the board for review no questions.
- Highlights included
 - Presentation to the Benzie County Chamber of Commerce and two of their board members were singing praises.

- Benzie County Chamber of Commerce has voted unanimously to support the millage
- Doug spoke about two clients that received financial assistance through the Senior Essential Needs Fund. The funds used will significantly improve their quality of life.

B. Program/ Services report

- Report was provided to the board and there were no questions.
- It was noted that Home Delivered meals provided 4,853 meals last month.

C. Senior Center Update

- Report was given no questions or comments were made.

**D. Board of Commissioner Report presented by
Bob Roeloffs**

- Bob stated that the budget is still in process
- Veteran Community Park is continuing to sell paving bricks.
- Veterans park will hold an open house with a picnic on August 13, 2017

Action Items: No new action items

New Business:

- A. Senior Empower Day will be held at Little River on September 21, 2017 cost is \$10.00

Fliers are available Topics this year include:

- a. Medicare/ Medicaid
- b. Scams
- c. Volunteer work

Lunch will be provided.

According to Bev it is well worth the money and she is going as is Doug..

Old Business

1. Presentations: Board members did a great job with the presentations. Sabra updated the board and said that all places that had a presentation have been added to the email list and mailing list. Doug and the Board would like for these presentations to become an annual event.
2. Fundraising/Marketing Committee
 - Reviewed by Nancy, Barbara and Ned. Kudos given to the entire fundraising committee for working so hard on the Walkathon. According to Ned, money continues to roll in and supporters continue to send in pledges. Mary Dykstra is on vacation for now so please send any supporter information to Dawn B. in the office. They need to be added to our contributor list.
 - Barbara will follow up with Randy Gilbert's list.
 - August 5th (walkathon) is gearing up and it is going good; however, Barbara states that getting teams together is a challenge due to summer. She says that we will have walkers and it should be a good day.
 - Most yard signs are already out, there are a few of them left so anyone who needs them please get them prior to leaving today, but remember where you put them so

- we can return them and reuse them for next year.
- The paper is juggling our 5 millage articles written to promote BSR. We are hoping to get them all in prior to the vote but we are running out of time.

Public Comment

No public comment at this time

Round Table

Kate stated that Jim Ryan was trying to get 2 bikes that will allow seniors in wheelchairs to ride on the trail. She is excited about it and would like everyone to be supportive with this process.

Ron D stated he has written letters to both members of congress addressing the adverse effects related to Medicaid cuts for our seniors and our local community. He has yet to get a response.

Adjournment

A motion to adjourn was made by Bev and Seconded by Denise. Meeting was adjourned at 5:10pm

Respectfully Submitted,

Rosemary Russell, RNC, CDONA, LTC
BSR Secretary

Next BSR Board of Directors Meeting
Wednesday, August 16th, 2017 @ 4:30 pm
The Gathering Place
Honor, Michigan 49640

Benzie Senior Resources
Executive Directors Report
July 2017 – August 2017

➤ I am so please to see an overwhelming community support for the passage of Benzie County Commission on Aging Senior Millage. Over 75% of those who voted supported the millage and gave their approval of the work that Benzie Senior Resources is doing for the seniors in Benzie County. I am proud of the Staff, Board of Directors and Volunteers with their compassion in making a difference for so many seniors in Benzie County!

➤ I am very pleased to report that the grant for a donated Subaru Outback was successful. Benzie Senior Resources was the only agency in Michigan chosen to receive a donated 2018 Subaru Outback. This is related to the celebration of Subaru's 50th Anniversary, and in keeping with its commitment to support local communities nationwide, Subaru of America, Inc. has donated a Meals on Wheels delivery vehicle to us in partnership with Meals on Wheels America.

➤ The Walk-A-Thon was a resounding success. We had an additional 20 walkers/bikers for this year's event with new participants. The Walk-A-Thon Team worked very hard to bring in new folks through increased awareness. Part of this success also resulted in an increase in local area business sponsorships. Our wrap-up meeting is scheduled for August 23rd. Once we know the delivery date of the vehicle, we will be honoring Subaru and Meals on Wheels America with a celebration event.

➤ Staffing News – We have a new Home Health Aide starting August 14th.

➤ The youth group from First Christian Church in Georgetown Kentucky was here on July 25th and 26th to assist with 3 clients' homes for outdoor cleanup and minor repairs. This group did an outstanding service and all 3 clients were just thrilled with the outcome of the work they did. This project has opened a collaboration with First Congregational UCC of Benzonia for future projects and the incentive to work with local groups.

Legislative Updates

I will be resuming my visits in Lansing in September.

Program Report for July 2017

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 4,528 meals were provided to 161 clients in July 2017. **This represents an increase of 29% as compared to July 2015 and a 23% increase as compared to June 2016.**

Congregate Meals

The Gathering Place and Thompsonville served a total of 2,162 meals in July 2017. **This represents a 1% decrease as compared to July 2015 and a 5% decrease as compared to July 2016. The Gathering Place was closed on July 7th due to the power outage.**

For year to date, we have served 4,712 additional meals than last year at this time.

Other Programs/Services

Dining Out Program – A total of 217 customers purchased 716 vouchers in July 2017. **This represents an increase of 21% as compared to July 2015 and an 11% increase as compared to July 2016.**

Homemaker Program – 386 service units were provided to 115 clients in July 2017. **This represents an increase of 22% as compared to July 2015 and a 27% increase as compared to July 2016.**

Guardian Medical Monitoring – 30 customers now receive this service at no cost to them. Budget is set to pay for 30 clients. The waiting list is at 6 individuals waiting to be transferred into the program.

Benzie Bus Punch Cards – 100 bus passes were given to customers in July 2017. **Compared to 2016, riders requesting bus passes is up by 9%. For year to date (10 months) a total of 13,932 rides have been provided.**

Information & Assistance - The agency handled 960 calls in July 2017 regarding Information and Assistance for services and questions related to older adults. **This is an increase of 73% as compared to July 2015 and a 51% increase as compared to July 2016.**

MMAPS – 3 individuals were provided 16 hours of service to assist them in their Medicare and Medicaid questions for July 2017.

Hearing Clinic – There was no hearing clinic in July 2017.

Foot Care – 55 clients were seen at the Administration Office and 6 seen in-home for a total of 61 clients. **This is the second month in a row that over 60 clients were seen.**

Lawn Chore – So far 99 clients have signed up for Lawn Chore Services. This is highest total ever recorded at the end of July. A total of 225 mowings were provided in July. **This is an increase of 79% as compared to July 2015 and a increase of 62% increase as compared to July 2016.**

Estate Planning – 3 individuals received estate consultation service in July 2017 at no cost.

Benzie COA Senior Dental Program – 2 individuals signed up for the Dental Voucher in July 2017.

Emergency Senior Essential Needs Fund – Three individuals received assistance in July 2017.

The Gathering Place Senior Center – In July 2017, The Gathering Place Senior Center offered a total of nineteen core activities that 672 cumulative number of individuals participated in. The top 5 attended activities for July 2017 were Music Programs, Exercise groups, Card Games, Health Services (Blood Pressure Clinics, Foot and Hearing Clinics) and Bingo. **As compared to July 2015 the attendance was up 51% and an increase of 8% as compared to July 2016. For the year to date, the activity attendance is up 53% as compared to 2015 and up 19% as compared to 2016.**

In-Home Services – We have increased the number of clients served from October 2016 through July 2017 by 52%. Total number of service hours increased by 61%. Total in home care visits have increased 61% during the same period.

Number of Home Health Care Clients

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long Term Care Insurance	Total Clients
October 2016	20	19	7	46
November 2016	20	20	5	45
December 2016	18	25	5	48
January 2017	18	30	3	51
February 2017	20	30	3	53
March 2017	20	32	5	57
April 2017	21	32	6	59

May 2017	21	34	7	62
June 2017	22	40	8	70
July 2017	23	39	8	70
August 2017				
September 2017				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long Term Care Insurance	Total Hours
October 2016	377.5	129.25	257.25	764
November 2016	377.75	160	211.75	749.5
December 2016	443	234	194.25	871.25
January 2017	389.75	276.75	195.25	861.75
February 2017	481.25	267.75	172.5	921.5
March 2017	512.5	385.75	208.5	1106.75
April 2017	455.5	321	217.5	994
May 2017	489.5	410.25	326.75	1226.5
June 2017	519	389.5	280.5	1189
July 2017	487.75	403.25	337.75	1228.75
August 2017				
September 2017				

For the year to date, 1,612 unduplicated clients/customers have received at least 1 service from Benzie Senior Resources!

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Postion
As of July 31, 2017

	<u>Jul 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	182,528.84
003 · CENTRAL STATE BANK HRA	4,524.77
005 · CSB - FUNDRAISING	2,418.58
006 · CENTRAL STATE BANK CD	13,238.75
007 · CSB - Checking	140,703.56
008 · SAVINGS - A. HOLLENBECK	6,368.30
Total Checking/Savings	<u>349,782.80</u>
Accounts Receivable	
1200 · Accounts Receivable	1,642.50
Total Accounts Receivable	<u>1,642.50</u>
Other Current Assets	
109 · INVENTORY	7,628.47
Total Other Current Assets	<u>7,628.47</u>
Total Current Assets	<u>359,053.77</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	97,769.00
152 · EQUIPMENT	79,787.12
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(262,751.20)
Total Fixed Assets	<u>396,980.62</u>
TOTAL ASSETS	<u><u>756,034.39</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	25,101.56
Total Accounts Payable	<u>25,101.56</u>
Other Current Liabilities	
2100 · Payroll Liabilities	3,551.86
Total Other Current Liabilities	<u>3,551.86</u>
Total Current Liabilities	<u>28,653.42</u>
Long Term Liabilities	
260 · NET PENSION LIABILITY	410,473.00
250 · MORTGAGE PAYABLE	142,285.75
Total Long Term Liabilities	<u>552,758.75</u>
Total Liabilities	<u>581,412.17</u>

BENZIE SENIOR RESOURCES
Statement of Financial Postion
As of July 31, 2017

	<u>Jul 31, 17</u>
Equity	
301 · PRIOR PERIOD ADJUSTMENT	(48,750.00)
3000 · Opening Bal Equity	157,279.63
390 · FUND BALANCE - PROGRAMS	575,619.06
3900 · Retained Earnings	(524,982.49)
Net Income	<u>15,456.02</u>
Total Equity	<u>174,622.22</u>
TOTAL LIABILITIES & EQUITY	<u>756,034.39</u>

BENZIE SENIOR RESOURCES
Statement of Financial Income Expense - Monthly
July 2017

	<u>July 2017</u>	<u>Budget</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	6,723.69	6,724.00	(0.31)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	166.00	(166.00)
540 · GRANTS	0.00	6,500.00	(6,500.00)
561 - HDM WAIVER	696.00	792.00	(96.00)
642 · CHARGES FOR SERVICES/CONT	3,041.50	3,380.00	(338.50)
642.01 · FEE FOR SERVICE/CHORE	1,062.00	800.00	262.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,946.00	1,727.00	1,219.00
642.03 - FEE FOR SERVICE/SNOW REMOVAL	(40.00)	0.00	(40.00)
642.04 - FEE FOR SERVICE-IN-HOME	9,158.25	5,583.00	3,575.25
670 - CLIENT INCOME-AAA & NHC/WAIVER &	9,150.90	10,167.00	(1,016.10)
673 · NEWSLETTER SUB	40.00	0.00	40.00
675 · DONATIONS	8,078.34	7,334.00	744.34
676 · MILLAGE	64,285.83	64,286.00	(0.17)
680 · VOLUNTEER WAGES (IN-KIND).	5,484.50	11,250.00	(5,765.50)
677 - FUNDRAISING	9,035.10	4,849.00	4,186.10
679 - SPONSORSHIP INCOME	2,150.00	0.00	2,150.00
681 - In-Kind (non-volunteer)	1,386.74	0.00	1,386.74
690 - TRIP INCOME	0.00	2,843.00	(2,843.00)
691 - MISC INCOME	0.00	210.00	(210.00)
Total Income	123,198.85	126,611.00	(3,412.15)
Gross Profit	123,198.85	126,611.00	(3,412.15)
Expense			
700 - ACCOUNTING FEES	0.00	0.00	0.00
705 · SALARY AND WAGES	51,157.78	46,444.00	4,713.78
708 · PAYROLL TAX EXPENSE	4,432.56	4,154.00	278.56
709 · EDUCATION/TRAINING	0.00	310.00	(310.00)
710 · EVENTS	100.00	245.00	(145.00)
715 · CLOTHING ALLOWANCE	1,198.71	0.00	1,198.71
717 · DUES/SUBSCRIPTIONS	75.00	225.00	(150.00)
721 · COMPUTER EXPENSES	726.37	620.00	106.37
725 · FRINGE BENEFITS	5,795.35	11,222.00	(5,426.65)
726 - FUNDRAISING/MARKETING EXP	2,684.95	834.00	1,850.95
727 · SUPPLIES	1,865.11	2,135.00	(269.89)
727.2 · OFFICE EXP	691.85	750.00	(58.15)
727.3 - POSTAGE	38.27	175.00	(136.73)
727.4 - ADVERTISING	433.00	330.00	103.00

BENZIE SENIOR RESOURCES
Statement of Financial Income Expense - Monthly
July 2017

	<u>July 2017</u>	<u>Budget</u>	<u>\$ Change</u>
740 · FOOD	14,383.62	13,000.00	1,383.62
819 · CONTRACTUAL	21,735.31	18,213.00	3,522.31
820 · VOLUNTEER WAGES (IN-KIND)	5,484.50	11,250.00	(5,765.50)
825 · VOLUNTEER EXPENSES	338.00	480.00	(142.00)
850 · TELEPHONE	626.44	325.00	301.44
861 · TRAVEL/MILEAGE/GAS	2,436.54	1,630.00	806.54
900 · INTEREST EXPENSE	464.28	460.00	4.28
910 · INSURANCE	2,312.00	2,212.00	100.00
915 · PROJECTS	0.00	0.00	0.00
920 · UTILITIES	1,728.54	1,670.00	58.54
940 · DEPRECIATION EXPENSE	2,705.75	1,804.00	901.75
980 · EQUIPMENT/REPAIRS	1,364.45	1,167.00	197.45
980.1 - OUTDOOR MAINTENANCE	50.00	220.00	(170.00)
980.2 - INDOOR MAINTENANCE	115.00	0.00	115.00
981 · HDM VEHICLE MAINT/GAS	1,255.48	1,005.00	250.48
957 - OTHER	0.00	0.00	0.00
991 - TRIP EXPENSE	0.00	0.00	0.00
Total Expense	<u>124,198.86</u>	<u>120,880.00</u>	<u>3,318.86</u>
Net Ordinary Income	(1,000.01)	5,731.00	(6,731.01)
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	11.24	25.00	(13.76)
999 - Other Income	0.00	0.00	0.00
Total Other Income	<u>11.24</u>	<u>25.00</u>	<u>(13.76)</u>
Other Expense			
999.1 · Other Expense	0.00	0.00	0.00
99999 - LEGAL EXPENSE	0.00	0.00	0.00
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Other Income	<u>11.24</u>	<u>25.00</u>	<u>(13.76)</u>
Net Income	<u>(988.77)</u>	<u>5,756.00</u>	<u>(6,744.77)</u>

BENZIE SENIOR RESOURCES
Statement of Financial Income Expense -YTD
Oct 2016 - July 2017

	<u>Oct-July 17</u>	<u>Budget</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	67,236.64	67,247.00	(10.36)
519.04 · FEDERAL USDA	48,224.45	28,500.00	19,724.45
519.05 MIPPA (MMAF)	2,125.00	1,665.00	460.00
540 · GRANTS	85,220.00	65,000.00	20,220.00
561 - HDM Waiver	6,840.00	7,916.00	(1,076.00)
642 · CHARGES FOR SERVICES/CONT	27,150.07	25,836.00	1,314.07
642.01 · FEE FOR SERVICE/CHORE	7,840.00	6,400.00	1,440.00
642.02 · FEE FOR SERVICE/HOMEMAKER	21,752.00	17,266.00	4,486.00
642.03 - FEE FOR SERVICE/SNOW REMOVAL	9,710.00	16,524.00	(6,814.00)
642.04 - FEE FOR SERVICE-SS & Private Pay	66,293.75	55,832.00	10,461.75
670 - Client Income-AAA & NHC/Waiver & CM	81,078.08	101,667.00	(20,588.92)
673 · NEWSLETTER SUB	590.00	0.00	590.00
675 · DONATIONS	88,662.07	73,334.00	15,328.07
676 · MILLAGE	642,858.29	642,860.00	(1.71)
680 · VOLUNTEER WAGES (IN-KIND).	61,177.30	112,500.00	(51,322.70)
677 - Fundraising	55,498.67	48,100.00	7,398.67
679 - SPONSORSHIP INCOME	4,275.00	0.00	4,275.00
681 - In-Kind (non-volunteer)	5,435.24	0.00	5,435.24
690 - Trip Income	18,282.00	28,439.00	(10,157.00)
691 - MISC INCOME	0.00	2,055.00	(2,055.00)
Total Income	<u>1,300,248.56</u>	<u>1,301,141.00</u>	<u>(892.44)</u>
Gross Profit	1,300,248.56	1,301,141.00	(892.44)
Expense			
700 - ACCOUNTING FEES	5,925.00	5,000.00	925.00
705 · SALARY AND WAGES	476,392.31	487,670.00	(11,277.69)
708 · PAYROLL TAX EXPENSE	51,160.97	43,617.00	7,543.97
709 · EDUCATION/TRAINING	6,458.00	6,870.00	(412.00)
710 · EVENTS	2,345.53	2,450.00	(104.47)
715 · CLOTHING ALLOWANCE	2,189.27	1,715.00	474.27
717 · DUES/SUBSCRIPTIONS	2,617.48	2,620.00	(2.52)
721 · COMPUTER EXPENSES	18,167.56	9,120.00	9,047.56
725 · FRINGE BENEFITS	93,432.19	117,248.00	(23,815.81)
726 - FUNDRAISING/MARKETING EXP	34,300.89	10,510.00	23,790.89
727 · SUPPLIES	20,589.27	21,332.00	(742.73)
727.2 · OFFICE EXP	6,581.23	7,500.00	(918.77)
727.3 - POSTAGE	2,175.16	2,858.00	(682.84)
727.4 - ADVERTISING	3,980.72	3,320.00	660.72
740 · FOOD	130,729.62	120,286.00	10,443.62
819 · CONTRACTUAL	185,399.35	194,814.00	(9,414.65)
820 · VOLUNTEER WAGES (IN-KIND)	61,177.30	112,500.00	(51,322.70)

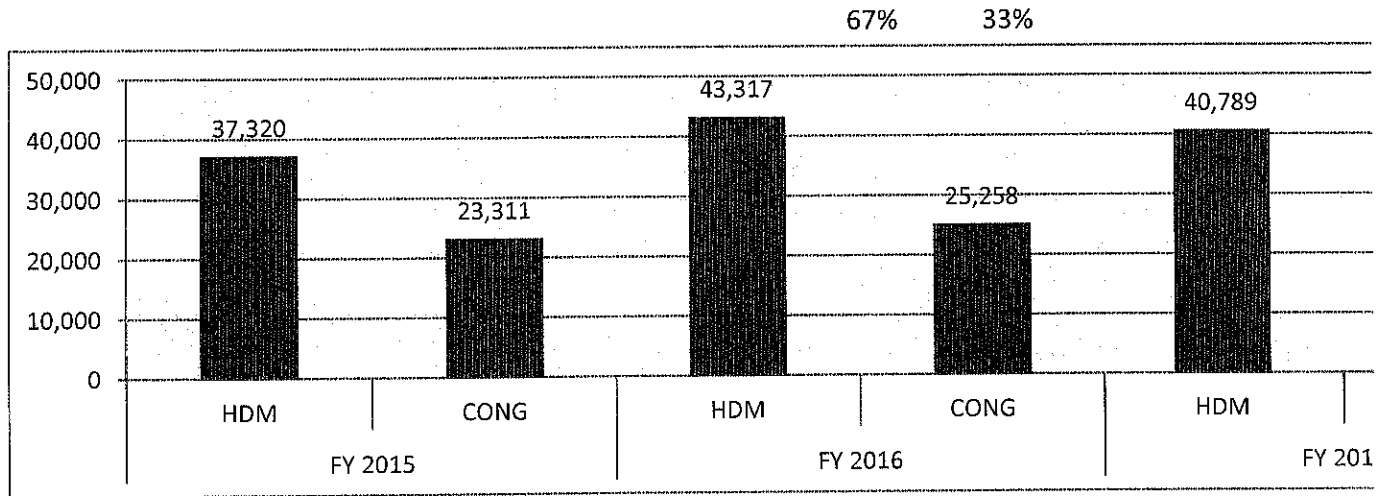
BENZIE SENIOR RESOURCES
Statement of Financial Income Expense -YTD
Oct 2016 - July 2017

	<u>Oct-July 17</u>	<u>Budget</u>	<u>\$ Change</u>
825 · VOLUNTEER EXPENSES	8,475.36	8,890.00	(414.64)
850 · TELEPHONE	3,528.79	3,250.00	278.79
861 · TRAVEL/MILEAGE/GAS	23,858.04	17,525.00	6,333.04
900 · INTEREST EXPENSE	4,806.99	4,805.00	1.99
910 · INSURANCE	26,773.00	22,084.00	4,689.00
915 · PROJECTS	2,478.75	2,725.00	(246.25)
920 · UTILITIES	20,826.72	20,152.00	674.72
940 · DEPRECIATION EXPENSE	27,057.50	18,040.00	9,017.50
957- OTHER	47.50	0.00	47.50
980 · EQUIPMENT/REPAIRS	33,856.05	11,665.00	22,191.05
980.1 - OUTDOOR MAINTENANCE	3,909.41	5,625.00	(1,715.59)
980.2 - INDOOR MAINTENANCE	1,300.00	0.00	1,300.00
981 · HDM VEHICLE MAINT/GAS	10,620.16	10,045.00	575.16
991 - TRIP EXPENSE	17,726.00	16,188.00	1,538.00
			0.00
Total Expense	<u>1,288,886.12</u>	<u>1,290,424.00</u>	<u>(1,537.88)</u>
Net Ordinary Income	11,362.44	10,717.00	645.44
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	216.84	248.00	(31.16)
999 - Other Income	6,924.70	0.00	6,924.70
Total Other Income	<u>7,141.54</u>	<u>248.00</u>	<u>6,893.54</u>
Other Expense			
999.1 · Other Expense	924.14	0.00	924.14
99999 - LEGAL EXPENSE	2,123.82	500.00	1,623.82
Total Other Expense	<u>3,047.96</u>	<u>0.00</u>	<u>3,047.96</u>
Net Other Income	<u>4,093.58</u>	<u>248.00</u>	<u>3,845.58</u>
Net Income	<u>15,456.02</u>	<u>10,965.00</u>	<u>4,491.02</u>

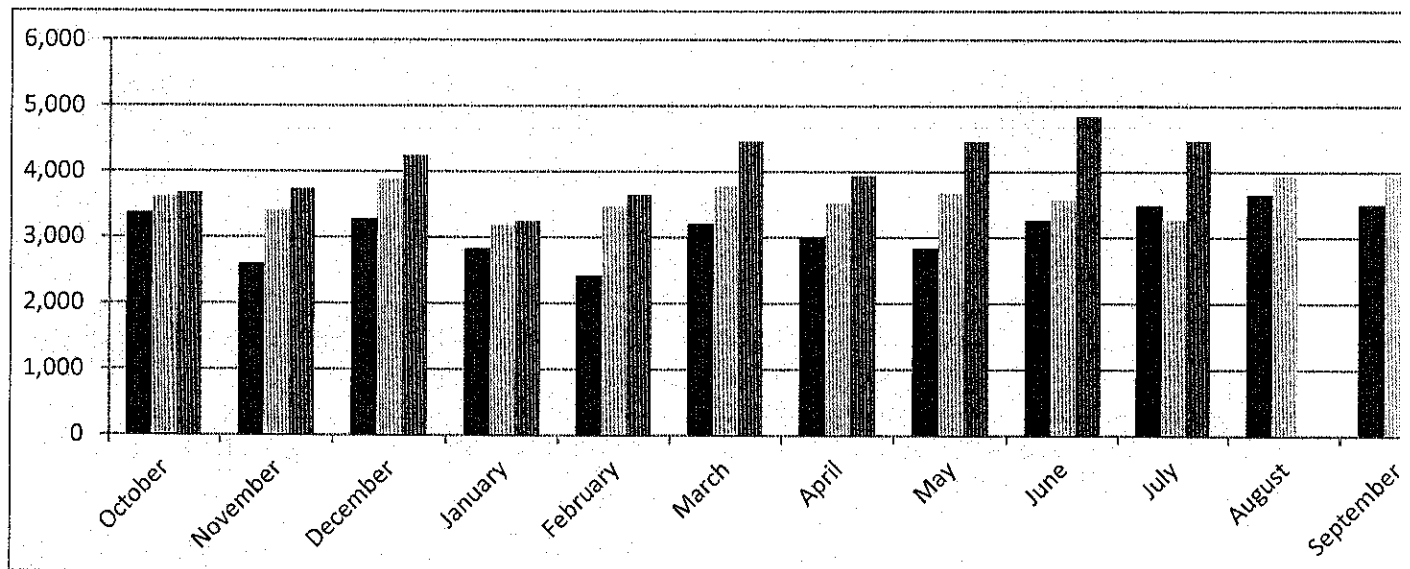
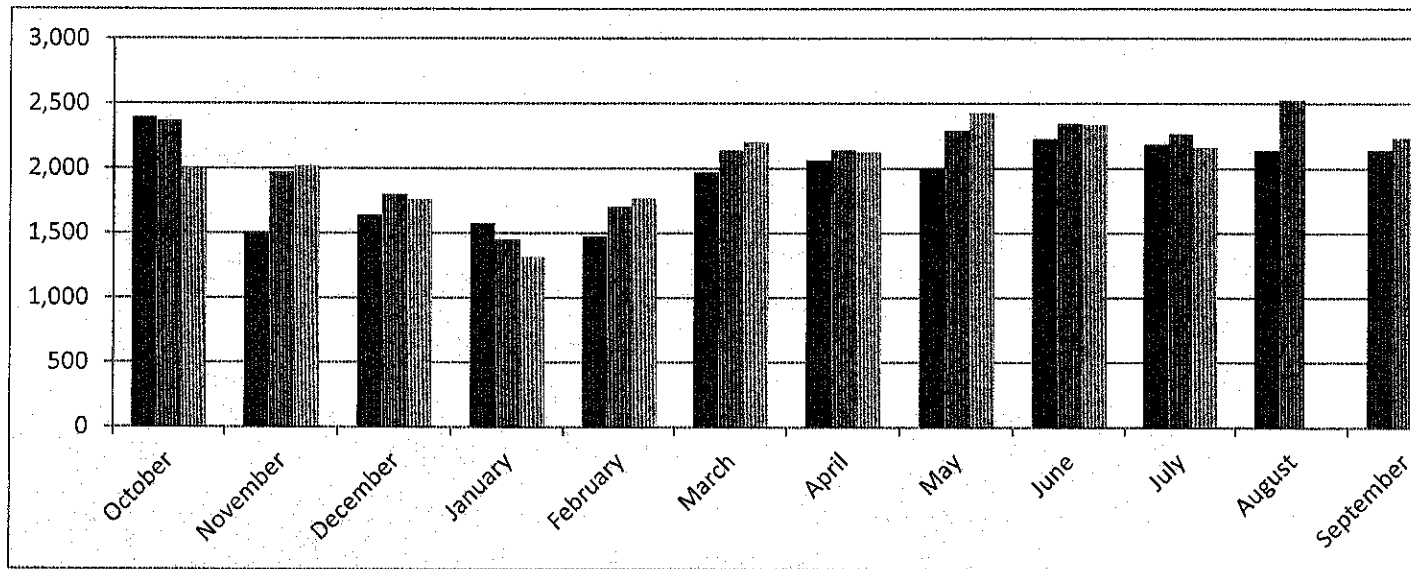
Benzie Senior Resources
HDM/Cong comparison

Benzie Senior Resources
Units Served 2015-2016-2017

	FY 2015		FY 2016		FY 2017	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,356	2,394	3,627	2,370	3,684	2,000
November	2,590	1,491	3,410	1,972	3,744	2,018
December	3,265	1,640	3,891	1,800	4,252	1,764
January	2,816	1,576	3,186	1,452	3,248	1,318
February	2,405	1,476	3,473	1,706	3,653	1,769
March	3,196	1,971	3,781	2,140	4,470	2,203
April	3,001	2,065	3,528	2,144	3,941	2,129
May	2,824	1,996	3,682	2,295	4,463	2,430
June	3,250	2,231	3,575	2,347	4,853	2,337
July	3,478	2,188	3,272	2,267	4,481	2,162
August	3,644	2,140	3,949	2,528		
September	3,495	2,143	3,943	2,237		
total meals	37,320	23,311	43,317	25,258	40,789	20,130



Benzie Senior Resources
HDM/Cong comparison



Senior Center Coordinator's Report August 9, 2017

Regular Happenings:

Tuesday Music and Dancing	Ol' Time Gathering	Spinning
Blood Pressure Clinics	Chair Yoga	Thompsonville Meal
Bingo	Stay Fit with Doris	Wii Bowling
Zumba	Bunco	Yoga
Bible Study	Little River Casino	Birthday celebrations
Cards	Hearing Clinic	Tech Support
Essential Estate Planning	Plarn	

Events:

Do you love to crochet? Join us at **1:15 p.m. on Wednesdays** crocheting plastic mats to donate to the homeless. These mats are created from plastic bag yarn also known as PLARN.

Foot Clinics are now on every Wednesday at the Benzie Senior Resources Administration Building. Emily Rice, R.N. will take care of those tootsies! Call 231-525-0600 for your appointment. Donations toward this service are always appreciated.

Feeling frustrated with your "smart" phone or tablet? Just want to get on Facebook so you can see pictures of your darling grandchildren? Want to learn how to Facetime or use Skype so you can video chat with your loved ones? Every Friday at 1:00 p.m., we have Tech Support at The Gathering Place to help you navigate the tech world.

Friday, August 4th we said good-bye to Nicole Neihardt (again) and we wish her well as she prepares for the birth of her son!

Friday, August 11—1:00 p.m. USDA Rural Development has home improvement loans and grants available for very low income and elderly who qualify. This is to make existing homes safe and sanitary and to make homes handicap accessible. Val Brickner-Stewart with USDA Rural Development will be here on Friday, August 11th during lunch and then afterwards to give a presentation on this topic at 1:00 p.m.

Tuesday, August 22—Essential Estate Planning from 9:00 a.m. to 4:00 p.m. at the Administration Office. Appointments are approximately one hour. This is an opportunity to speak with an experienced estate-planning attorney for free to review, update and/or create an estate plan.

It's time to choose our Coho Festival Senior King & Queen for 2017! Please help us by nominating someone. The nomination forms are at the front desk and our King & Queen do NOT have to be a couple. We'll crown our Senior King & Queen on **Friday, August 25th at 12:45 p.m.** Please keep in mind we need our King & Queen to ride in a cushy convertible (on loan from Watson Benzie) in the Coho Festival Parade on August 26th AND to represent our seniors at Empty Bowls Soup Nite in October.

Friday August 25—1:00 p.m. Phil Gates, The Sing-Along Man will be here for a concert! Phil is an accomplished musician who has sung in numerous choral groups for more than 20 years. He'll sing old-time favorites from the 20's to the 50's. Don't miss this opportunity to hear a great talent. There is no charge for this event, but donations are always appreciated.

We have an Antique Appraisal scheduled for Saturday, September 30th at The Gathering Place. Call 231-525-0600 to schedule your appointment! 9 a.m.—4 p.m. \$10 per item with NO limit!

Dawn Olney

From: Sherry Taylor
Sent: Tuesday, August 15, 2017 9:25 AM
To: Dawn Olney
Subject: Revised Vehicle Quote for Action items Comm Meeting
Attachments: Revised Vehicle Quote 2018 Charger.pdf

Dawn,

Could you please replace the Quote you have for the replacement patrol car with the one attached?

Thanks,

Sherry

CUSTOMER

BENZIE COUNTY SHERIFFS DEPT

PHONE:

VEHICLE

2018 CHARGER POLICE AWD

VIN

STOCK #

FLEET ORDER

MSRP:

\$38,385

Sale Price

\$25,001

Accessories:

5yr 100k ADDED CARE PLUS WARRANTY

\$1,380

Selling Price plus Accessories

\$26,381

Documentation Fee:

\$210.00

CVR:

\$24.00

TOTAL TAXABLE PRICE

\$26,615.00

TAX (6%):

NA

Title:

\$15.00

Plate:

NA

TRANSFER

Subtotal:

\$26,630.00

Vehicle Trade In

Incentives

FLEET INCENTIVES APPLIED

INCENTIVES TOTAL

\$0.00

Total Delivered Price Per Unit:

\$26,630.00

Commissioner Report

BUILDINGS & GROUNDS COMMITTEE

August 09, 2017

9:00 a.m.

Members present: Roger Griner, Gary Sauer and Bob Roelofs
Others Present: Rick Morris, Maridee Cutler, Kim Nowak, Walter Armstrong, Bob Hawkins, Mark Holmes, Kyle Maurer and Tammy Bowers

Meeting called to order by Commissioner Roger Griner at 9:00 a.m.

Pledge of allegiance was given.

Motion by Roelofs, seconded by Sauer to approve the agenda as amended, adding 12A - Kyle Maurer, regarding Animal Control flooring. Ayes: All Nays: None Motion carried.

Motion by Sauer, seconded by Roelofs to approve the minutes of July 12, 2017 as presented. Ayes: All Nays: None Motion carried.

Public Input – None

Bob Hawkins – Icon Systems valves: Bob talked about the cost saving that we could have by replacing the water valves. Last year we used 1,712,000 gallons of water. He introduced Mark Holmes, representative from Icon Systems. This is the company he would like to go with for replacing the valves. Discussion was held.

Comm Sauer wanted to have a couple of references from other Counties that use Icon Systems for at the minimum of four to five years.

Comm Griner would like to see the cost sheet (proposal) and agrees we need a couple of references that we can contact. Also would like to see the valve itself.

Mitch stated that we will have to go out for bids. Mr. Holmes is to provide a proposal and at least two references from area counties; to Bob Hawkins. Then he will pass them along to the Buildings and Grounds Committee.

Kim Nowak & Walter Armstrong – District Court Updates: Kim stated that she has been attempting to solicit three bids for the window and security door. As of this date only Tag Construction has met with her and is working on a proposal. Working with Frank Post for a MMRMA RAP grant for 50% of the cost for the window and security door, with the remaining 50% coming out of the General Fund. Carpet and painting funding will be coming out of Buildings & Ground fund. Next phase is to physically move the Probate Court down to the District Court/Juvenile Area, and move the Juvenile Department down to the current Probate area.

Rick Morris – Electrical Outlet/Marking generator plug update: Rick stated that the red plug face plates marking generator plugs are three quarters of the way complete on the upper level. Need to replace these on a Saturday when no one is here.

Mitch stated that an Electrical Study needs to be done regarding a generator to support the DHHS, Prosecutor's office, Board of Commissioners room and the remainder of the Government Center.

Update Project List/Needs pricing and priority: Mitch stated that we need to push this item to the next Building & Grounds meeting.

BUILDINGS & GROUNDS COMMITTEE

August 09, 2017

Page 2

Frank Post – Safety Committee updated: Frank Post was not present.

Mitch stated that no Safety meeting was held since the last Building & Grounds meeting. The next Safety meeting will be held tomorrow.

Mitch Deisch – Government Center Building Use Discussion: Mitch handed out a matrix of the lower level of the Government Center identifying the various departments that are housed within the Government Center. Not sure that District Court Probation should be on the matrix.

Pat Cote has been looking at the items in Rooms 138 to identify what is there. Need to see what can be done with these items to address the cleanup of this room.

Rick stated that a new generator, twice the size we have now, is approximately \$40,000.00. The generator we have now was \$32,000.00 when it was purchased 9 to 10 years ago. \$1,200.00 to \$2,000.00 for engineering (study the Government Center as to our needs). Total package with labor and everything is approximately \$60,000.00.

Mitch requested that Rick contact Glen Lake Electric to see if they can attend the next Building & Grounds committee for discussion of what would be needed for a new generator.

Kyle Maurer – Animal Control Building: Kyle presented three quotes for sealing the kennel floors. He would like to go with Concrete Resurfacing Specialties Inc. They are the only company that came out and looked at the floors. They will not be able to do the work until October 2017. The State Inspector stated that it needs to be done by September 2017, but if it is scheduled he can extend the time out. The dogs that are still in the kennel when the sealing is done will have to be placed somewhere else. Already working on a plan for that. This application will take about a week.

Motion by Sauer, seconded by Roelofs, to recommend this matter go to the Finance Committee, to adopt the recommendation to use Concrete Resurfacing Specialties Inc., to seal the kennel floors of the Animal Control Building, not to exceed \$9,000.00, with funds coming out of Animal Control Fund Balance. Ayes: All Nays: None Motion Carried.

Mitch stated that we do have a ventilation issue at the Animal Control Building. Kyle is to check with the Animal Welfare League to see if they will be willing to take on the ventilation issue. Need to research the state law and what we need to do with the air ventilation system in the Animal Control building, to help with the odor.

Public Input:

Mark Holmes – Icon Systems brought in a water valve for the committee to see.

Public Input – Closed

Motion by Sauer, seconded by Griner to adjourn at 10:31 a.m. Ayes: All Nays: None
Motion carried.

Tammy Bowers
Chief Deputy County Clerk

BUILDINGS & GROUNDS COMMITTEE

August 09, 2017

Page 3

Motion by _____, seconded by _____ to approve the Buildings & Grounds Committee Consent Calendar as follows:

1. **Recommend this matter go to the Finance Committee, to adopt the recommendation to use Concrete Resurfacing Specialties Inc., to seal the kennel floors of the Animal Control Building, not to exceed \$9,000.00, with funds coming out of Animal Control Fund Balance.**

DRAFT

TECHNOLOGY COMMITTEE

July 14, 2017

9:00 a.m.

Members present: Coury Carland Art Jeannot and Bob Roelofs
Others Present: Dawn Olney, Mitch Deisch, Maridee Cutler, Michelle Thompson, Ted Schendel, Troy Lamerson

Meeting called to order by Commissioner Coury Carland at 9:00 a.m.

The Pledge of Allegiance was given.

Motion by Roelofs, seconded by Jeannot, to approve the agenda as amended, by adding Proposed FY 17-18 Technology Budget under Other. Ayes: All Nays: None Motion carried.

Motion by Jeannot, seconded by Roelofs, to approve the minutes of July 14, 2017 as presented. Ayes: All Nays: None Motion carried.

9:02 a.m. Public Input – None

Managed IT – RFP Update: Mitch updated the committee that three vendors showed up for the walk-thru; 5 have expressed interest; when we choose who will be interviewed, this committee will interview; they must be lien certified. Of the 5 that are interested, 4 are lien compliant; Abilita would put together a score sheet for our use.

Comm Jeannot asked how important is the walk thru, or not? Mitch says there is some validity to that; one of the vendors that did not show, went through the building about 9 months ago.

Comm Jeannot: Is it important to have an outside independent person sit in on the interviews, we should see if that can still happen.

Mitch stated that Troy Lamerson will contact Paul Anker regarding the state recommendation for who is lien compliant.

Fax Update: Maridee stated that she has talked with ShorTel and they have the Telnet line ordered; we are just waiting for Telnet to set a date for installation.

Commissioner Room Projector Update: Project is complete.

Other:

FY 17-18 Technology Budget: Mitch stated that we will be having a significant finance meeting to make challenging decisions. \$3,500 is budgeted for the commissioners to move to paperless.

Comm Jeannot: Need to consider: 1) cost/efficiency; and 2) how user friendly.

Mitch says it should be a tablet with a keyboard and come with training.

Comm Carland: server -- are we going to budget for one?

Mitch stated that the decision was made to wait until we had a vendor on board.

Public Input – None

9:34 a.m. All items on the agenda having been taken care of, the chairman adjourns the meeting.

Dawn Olney
Benzie County Clerk

County Administrator's Report



448 Court Place • Beulah, MI 49617

Memo To: Benzie County Board of Commission
From: Mitchell D. Deisch, County Administrator
Date: August 15, 2017
Subject: August 22, 2017 Administrator Update

1. **Asian Carp Resolution** – I discussed with Commissioner Roger Griner his intent on adopting the Asian Carp Resolution that would be acceptable to the full Board of Commission. Attached is a revised version of the resolution for the full BOC to discuss.
2. **Planning Commission Ordinance Memo** – As discussed at a previous BOC meeting, I am going to send out the attached memo that describes the proposed changes to the PC ordinance. Attached to the memo will be a copy of the draft ordinance and a volunteer form. More to follow.
3. **September 2017 BOC Calendar** – Attached is the draft September 2017 calendar. Please let me know if there are any changes to the calendar.
4. **David Tucker Complaint** – There will be a closed session discussion on the August 22, 2017 BOC meeting with Attorney Allan Vander Laan to discuss the David Tucker lawsuit that is currently being appealed at the US Federal Courts.
5. **POLC Collective Bargaining Agreement** - I am currently working on obtaining signatures for the POLC Collective Bargaining Agreement that was previously approved by the Union, Benzie County and Sherriff Schendel. Once all parties agreed to the revised language, the CBA was placed into a final format that can be executed by all parties. Once the CBA is fully executed, the County Administrator's office will process the various payroll and retirement changes.
6. **Finance Committee / Budget meetings** – The Commission Finance Committee will be holding another budget meeting on Friday August 19, 2017 to continue to work on the draft 17/18 FY budget. The Finance Committee is working diligently to eliminate all expense that are not absolutely necessary, based upon the financial forecast once again a sizable contribution from the general fund balance will be required to close the budget gap. **Once again, I emphasize that there is a fundamental problem in the Benzie County financial picture, whereas there is simply not enough revenue to provide essential services to the residents of Benzie County. Cutting ourselves to prosperity simply never works. More to follow.**

RECEIVED

AUG 16 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

7. **Building Authority Articles of Incorporation and BA Appointment** - Later this week I will be working with County Clerk Dawn Olney to identify when Ms. Lisa Vogler will be sworn in as a member of the Building Authority, which I will be relayed to the full BOC as soon as the date is set. In addition, I will be working with the County Clerk to identify if we have a word version of the BA Articles of Incorporation, so that the BOC approved changes can be made. Based upon the date of the Articles of Incorporation (1989), the entire document may have to be recreated. More to follow.
8. **Public Comment Thank You Notes** – Six residents made public comments during the Special BOC meeting on August 15, 2017. I have obtained the names and addresses for each person and have provide this information to the BOC. A new shipment of note cards has been received. If you would like additional note cards, just let me know. One request, if we could ask the residents when they are giving their public comments to provide their name and address, this would greatly simplify the process. In my experience, this is a typical procedure.
9. **AES** – I meet with AES representatives on Wednesday August 16, 2017 to discuss how we continue to move Benzie County forward with the understanding that Tim Ervin will be pulling back from his primary role with the AES. The meeting was very productive. Attached is the press release from the AES about the organizational changes that include hiring of an Executive Director. One specific area that was discussed was the need to have AES representation present at all Benzie County EDC meetings. More to follow.
10. **IT Vendor RFQ** – Currently we are answering specific questions asked by vendors during the Governmental Complex walk through held on Thursday August 9, 2017. RFQ's are to be received by Thursday August 31, 2017 at 5:00 pm in the County Administrator's office. Subsequently Administration and Abilita will be reviewing the RFQ's and recommending vendors to be interviewed by the Commission Technology Committee during their September 2017 meeting. More to follow.
11. **Fax Update** – The ATT loop (PRI) will be installed in the Government Center Thursday August 17, 2017. Shortly after, Telenet (PRI service provider) will test all the lines to ensure they are working.
12. **Attorney Opinions** – As previously discussed the County Administrator's office has been compiling attorney opinions. Attached is the cover sheet identifying the various attorney opinions. I believe there may be other opinions out there that I am unaware of, thus if everyone would review the list and identify other opinions that should be included.

2017-____
Benzie County
Asian Carp

Whereas Benzie County has 60 miles of Lake Michigan coastline and 57 inland lakes; and

Whereas sport fishing, fishing charters, and pleasure boating are major economic contributors to our local economy and over 17,500 permanent residents; and

Whereas we have already experienced the devastating effects of invasive species of lamprey eels, zebra mussels, quagga mussels, round goby and others; and

Whereas Michigan is still recovering from the 2008 recession, particularly in Northwest Michigan where the economy is largely dependent on discretionary tourist income; and

Whereas the Asian Carp poses an immediate and potentially grave biological concern to the fisheries community in our area; and

Whereas the Asian Carp poses a physical risk to boaters, anglers and water skiers; and

Whereas the Asian Carp is predicted to pose a significant threat to disrupt the food chain that supports the native fish of the Great Lakes, such as walleye, yellow perch and lake whitefish; and

Whereas electric barriers have already proven ineffective in preventing the invasion of Asian Carp, with recent evidence of Asian Carp DNA above the electrical barriers; and

Whereas, the Benzie County Board of Commission recommend the Federal Government **consider all options, including the possibility of placing a bounty on all wild caught Asian Carp that will keep them out** place a \$5.00 bounty on all wild caught Asian Carp on all streams, rivers and water bodies that ultimately have access to the Great Lakes.

Now, Therefore Be It Resolved that we call upon the State of Michigan, our Congressional delegation, the Army Corps of Engineers and the President of the United States to implement a permanent solution to the Asian Carp threat by immediately closing the Chicago Sanitary and Ship Canal; and

Be It Further Resolved, in addition, we call for the filling in the cavities previously excavated for the Chicago Sanitary and Ship Canal to provide a permanent and physical isolation barrier for Lake Michigan; and

Be It Further Resolved that the Board of Commissioners of Benzie County requests copies of this Resolution be sent to President Donald Trump, Michigan Governor Rick Snyder, all Michigan representatives to the U.S. House and Senate, Michigan Department of Natural Resources, and Army Corps of Engineers.

Dated: July 25, 2017

Custer C. Carland, Chairman

I, Dawn Olney, Clerk of the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 25thth day of July 2017.

Proposal to keep Asian carp from Lake Michigan would cost \$275M

BY TODD SPANGLER
Tribune News Service

A plan tentatively recommended by the Army Corps of Engineers to help keep Asian carp from reaching Lake Michigan would cost \$275 million, with no guarantee the invasive species of fish still wouldn't populate the Great Lakes.

As the Free Press first reported Friday, the Army Corps released a study today recommending a proposal for blocking the advance of Asian carp toward the Great Lakes at a key choke point along the Des Plaines River in Illinois with underwater sound, electric barriers and other measures.

But it wasn't until the report was made public this morning that the cost of such a proposal became clear -- \$275.3 million plus annual costs for maintaining and operating it of nearly \$20 million a year.

Of all the options considered by the Army Corps for blocking the advance of Asian carp at the Brandon Road Lock and Dam in Joliet, Ill., the tentatively selected plan was the most expensive. It would use noise to block the fish, along with an electric dispersal barrier, water jets, a flushing navigation lock and more.

Related:

How predator beetle can protect hemlock trees from invasive Asian bug

The plan, however, doesn't guarantee success: The Army Corps estimated the species known as Asian carp would still have a 10%-17% probability of becoming established in the Great Lakes -- down from 22%-36% if no action was taken.

The Corps estimated that closing the navigation lock altogether would have the greatest likelihood of stopping bighead carp and silver carp -- the two invasive species that are known as Asian carp -- from reaching Lake Michigan, bringing the probability down to 1%-3%. But the cost to inland shippers and the companies they serve would be in the hundreds of millions of dollars with some shippers going out of business.

Environmentalists, who had been agitating for the report's release along with legislators from across the Upper Midwest since late February, said they would pore over its proposals to determine what should happen next.

SEE ASIAN CARP PAGE 2B

ASIAN CARP

CONTINUED FROM PAGE 1B

"The U.S. Army Corps of Engineers must listen carefully to public input on the study and then move quickly from study to implementation of additional protection measures at the Brandon Road Lock and Dam, a logical choke point in the system," said a joint statement from the Alliance for the Great Lakes, Natural Resources Defense Council, Prairie Rivers Network and the Illinois chapter of the Sierra Club.

Even though there is still a chance Asian carp could reach Lake Michigan with the tentative proposal, some environmentalists said they believe the series of obstacles being considered could potentially work together to greatly lower that risk.

"It looks like the Corps is planning to make Asian carp run the gauntlet before they could even get to the Brandon Road lock," said Marc Smith, Great Lakes conservation director for the National Wildlife Federation. "While we are still evaluating the draft report, our initial reaction is that a combination of these options could possibly reduce the chance that an Asian carp gets through at each stage."

The report comes less than two months after a live Asian carp was caught beyond electric barriers near Chicago. Additional fishing and sampling found no other carp, however. It was only the second Asian carp found beyond the electric barriers in the last seven years.

Environmentalists, legislators and others are concerned that if the voracious species of fish reach Lake Michigan and establish themselves in the Great Lakes, they will destroy habitat for local fish.

Gov. Rick Snyder called the report's release "a critically important step forward in the fight to protect our Great Lakes from invasive carp."

"These harmful invaders are advancing toward the Great Lakes at an alarming rate and we cannot wait any longer to take immediate, decisive action," Snyder said.

Several members of Michigan's congressional delegation weighed in as well.

"Asian carp have the potential to decimate the waters we all love and depend upon, as well as our region's \$7 billion fishing and \$16 billion boating industries," said U.S. Rep. Debbie Dingell, D-Dearborn. "We cannot afford to wait to combat this threat. This long-overdue study is critical to getting a full understanding of our options to stop this destructive force."

U.S. Rep. Bill Huizenga, R-Zeeland, said the while the release of the report is important, "now is when the hard work begins. Republicans and Democrats must work in a bipartisan manner to craft policy solutions that preserve the Great Lakes ecosystem as well as the Great Lakes economy. I encourage west Michigan residents to engage in this process by participating in the public comment period."

U.S. Rep. Tim Walberg, R-Tipton, said, "Now that this report and its recommendations are public, it's time to take this positive momentum and push forward

long-term solutions to stop Asian carp from damaging the Great Lakes."

Electric barriers in the Chicago area have been largely effective in stopping the spread of Asian carp but have come under fire recently because of indications that smaller fish can be swept through them by passing barges. As the Free Press reported Friday, some studies have shown that "complex" sound -- such as white noise -- can deter the fish as well.

The leading edge of the Asian carp population is about six miles downstream from the Brandon Road Lock -- and about 47 miles from Lake Michigan.

With the report made public, the Corps will take comments for 45 days -- go to <http://on.freep.com/2uB5qF2> to make a comment online -- and schedule public meetings to discuss it before finalizing its decision. Ultimately, however, if the recommended proposal is to be put in place at the Brandon Road Lock and Dam, it will come down to the Trump administration and Congress deciding to fund it.

To see the report, go to: <http://on.freep.com/2fn3YnQ>

Even though the report did not recommend closing the lock altogether, inland shippers still voiced concerns that the Corps had not adequately estimated the impact the tentatively selected plan would have on their businesses, the report said.

The report said shippers expressed concerns over the risks to safety involved by operating an electric barrier in the approach channel and complained that the project could hurt the reliability of the lock's operation.

MEMO

August 14th, 2017

To: Benzie County Township/Village/City Planning Commissioners and Zoning Administrators

From: Mitch Deisch, Benzie County Administrator

Re: Proposed amendments to the Benzie County Planning Commission Ordinance

Please be advised that the Benzie County Board of Commissioners is considering proposed changes to the Benzie County Planning Commission ordinance. A copy of the proposed ordinance is attached for your reference. The County Board of Commissioners will review and take action on the proposed changes, and begin appointing new County Planning Commission members, at their regular meeting scheduled for **September 12**. In the meantime, your County Board representative will work to attend your next board or council meeting to discuss the proposed changes to the ordinance and answer any questions you may have.

A committee of the Benzie County Board of Commissioners reviewed the ordinance. The committee proposed changes to the ordinance based on review of other county planning commission ordinances, Benzie County Master Plan recommendations, and community input. Proposed changes are highlighted in the attachment, and are summarized as follows:

- The number of Planning Commissioners will be increased to 11 members (previously 7).
- Language regarding educational and local government representation will be clarified.
- Language regarding removal of Planning Commission members is proposed to identify instances of malfeasance and nonfeasance of office; and to include procedures for reporting nonfeasance.

Discussion on these changes began in the Benzie County Master Plan update process, with input received from local governments and other stakeholders at focus groups and at regular meetings of the Benzie County Master Plan Update Committee, which included extensive local government representation. The Master Plan (adopted February 2017) includes the following language regarding coordinated planning in the context of County Planning Commission makeup (page 95):

*Another approach that arose from a focus group held as part of the Master Plan update process with a potentially large impact on coordinated planning would be to ensure greater representation from local planning commissions on the County Planning Commission. While a maximum of 11 seats on the County Planning Commission doesn't allow for all townships to be represented, **the County Board might consider seeking Planning Commission representatives that fill seats dedicated to diverse community interests, such as agriculture, natural resources, and education; while also serving on and representing a local planning commission.** Because local planning commissions are composed of individuals who represent locally-identified community interests, there may be opportunity to find County Planning Commission*

representatives who “wear two hats” in order to build a more “intergovernmental” Planning Commission. Such an approach would work within the requirements of the Michigan Planning Enabling Act and the County Planning Commission Ordinance to create an intergovernmental County Planning Commission that represents diverse community interests and geographies within the County. With representation from multiple local planning commissions, the County Planning Commission could serve as an important venue for building wider awareness of local planning practices, ultimately resulting in greater coordination and consistency between jurisdictions.

If you are interested in serving on the Benzie County Planning Commission, please fill out an application located on the Benzie County website for appointment to board, commission and agencies under the resident/visitor section Forms in the County Clerks documents or contact the County Clerk's office at 231-882-9671 option 2.

BENZIE COUNTY, MICHIGAN ORDINANCE NUMBER ##**BENZIE COUNTY PLANNING COMMISSION ORDINANCE**

AN ORDINANCE TO AMEND ORDINANCE NUMBER 2012-001, THE BENZIE COUNTY PLANNING COMMISSION ORDINANCE, TO INCREASE THE NUMBER OF COUNTY BOARD OF COMMISSIONER MEMBERS WHO MAY BE APPOINTED, AND TO ADD LANGUAGE REGARDING LOCAL UNIT OF GOVERNMENT MEMBERSHIP.

The County of Benzie hereby ordains:

Section 1. Repeal of Ordinance No. 2009-002; Continuation Planning Commission.

Ordinance No. 2009-002 which established a planning commission for the County of Benzie under 2008 PA 33, the Michigan Planning Enabling Act (MPEA), is hereby repealed, but the planning commission for the County of Benzie established thereby shall be continued as provided for in this ordinance. The planning commission shall be and remain constituted in accordance with and shall have all of the powers and duties set forth in the MPEA and in this ordinance. No matter pending before the planning commission as of the effective date of this ordinance shall be affected in any way by the fact that the planning commission is being reconstituted by this Ordinance. All such pending matters shall be carried forward under the planning commission at the same status as existed prior to the effective date of this ordinance.

Section 2. Membership.

A. Number of Members: The Planning Commission shall consist of ~~7~~ **11** members appointed by the Benzie County Board of Commissioners. To be qualified to be a member and remain a member of the Planning Commission, the individual shall meet the qualification set out below.

B. Conditions of Membership:

1. Members of the Planning Commission shall be qualified electors of the county.
2. Appointed members of the Planning Commission shall attend educational programs designed for training members of Michigan planning commissions if the adopted Benzie County budget for that fiscal year includes funds to pay for tuition, registration, and travel expenses for such training. Nothing in this paragraph shall prevent a member who has not had training from finishing his or her term of office unless the member resigns or is otherwise removed by action of the County Board of Commissioners as provided by law. Unless the County Board of Commissioners finds that such member has special skills desired for service on the Planning Commission, a member who fails to attend any training made available shall be ineligible for reappointment at the conclusion of his or her term.
3. Training programs which qualify to meet this requirement shall be designed to maintain or increase the skill level of Planning Commission members in the area of planning, zoning and/or the law relative thereto and shall include:

- a. educational programs presented by established educational institutions such as universities, colleges or community colleges;
- b. educational programs presented by an established association of governmental units or governmental officials, such as the Michigan Association of Counties, the Michigan Townships Association, the Michigan Municipal League or the Michigan Association of Municipal Attorneys;
- c. educational programs presented by experienced planning and/or legal consultants, or associations thereof, such as the Michigan Association of Planners or the Michigan Bar Association.

C. Ex Officio Member: The County Board of Commissioners may, but is not obligated to, appoint up to two of its members to serve as an ex officio member of the Planning Commission with full voting rights.

D. Terms of Members: Members of the Planning Commission, other than the ex officio member, shall be appointed to 3-year terms as specified in section 15 of the MPEA. However, of the members of the Planning Commission, other than ex officio members, first appointed, a number shall be appointed to 1-year or 2-year terms such that, as nearly as possible, the terms of 1/3 of all members shall expire each year. Each member, including ex officio members, shall hold office until his or her successor is appointed. Ex officio members qualify as members as long as they hold membership in the organization that authorizes their ex officio membership on the Planning Commission. Qualified members may hold successive terms.

The term of an ex officio member of a planning commission shall be as specified in the Michigan Planning Enabling Act which currently provides as follows:

- (1) The term of a chief elected official shall correspond to his or her term as chief elected official.
- (2) The term of a member of the legislative body shall expire with his or her term on the legislative body.

E. Planning Commissioner Appointments to Other Boards and Commissions. As provided in Section 1 of the County and Regional Parks and Recreation Commissions Act, Public Act 261 of 1965 [MCL 46.351], the chairperson of the Planning Commission shall serve on the county Parks and Recreation Commission. At the request of the chairperson, the Planning Commission may designate one of its members to serve on the Parks and Recreation Commission in place of the chairperson.

F. Vacancy: If a vacancy occurs on the Planning Commission, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment.

G. Removal: Pursuant to section 15, paragraph 9 of the MPEA, The Benzie County Board of Commissioners may remove a member of the Planning Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges prepared by or directed to be

prepared by the board of commissioners and after a public hearing. ***Failure to disclose a potential conflict of interest shall be considered malfeasance in office. Repeated failure to attend Commission meetings shall be considered nonfeasance of office. The secretary of the Planning Commission shall report any member who has missed three regular meetings in a row to the Benzie County Board of Commissioners.***

H. Compensation: All members of the Planning Commission may be compensated at such rate as may be determined from time to time by resolution of the county board of commissioners. Members of the Planning Commission may be reimbursed for actual, reasonable and necessary expenses incurred in the discharge of their duties to the extent provided for by actual appropriation of money for said purposes.

I. Appointment of Members: The Chairman of the Benzie County Board of Commissioners shall, with the approval of the Board, appoint the members of the planning commission. Members shall be representative of important segments of the community such as the economic, governmental, educational, and social development of the county, in accordance with the major interests as they exist from time to time in the county such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. Members shall also, to the extent possible, be representative of the entire geography of the county.

J. Education Member: The Benzie County Board of Commissioners shall make every effort to appoint a ***an elected*** representative of a ~~townships, villages, or city planning commissions or elected boards,~~ or an administrative employee of ~~a~~ the school district included, in whole or in part within Benzie County.

K. Local Unit of Government Members: The Benzie County Board of Commissioners shall make every effort to appoint a member of a township, village, city planning commission or elected board, or a member of a joint planning commission located within Benzie County.

~~K.~~ ***L. Transition from Previous Ordinance:*** If necessary to reduce the number of members of the planning commission from that number of persons appointed under 4 prior Ordinance No. 2009-002 to the number required by this ordinance, the board of commissioners, in its sole discretion, but mindful of the representation guidelines set forth in the MPEA and section 2 of this ordinance, may remove any members necessary to reduce the planning commission membership to the number of members authorized by section 2 of this Ordinance. In doing so, the Board of Commissioners may also re-align the terms of members so that, except for the ex officio member, the terms of no more than one-third of the members will expire in each year.

Section 3. Organization and Procedures.

A. The Planning Commission shall elect a chairperson, vice chairperson, and secretary from its members and fill other offices, as it considers advisable. An ex officio member is not eligible to serve as an officer. The term of each officer shall be 1 year, with opportunity for reelection as specified in the Planning Commission's bylaws.

B. Bylaws. The Planning Commission shall adopt bylaws for the transaction of its business, and shall keep a public record of its resolutions, transactions, findings, and determinations.

C. Advisory Committees. The Planning Commission may appoint advisory committees whose members need not be members of the Planning Commission.

D. Annual Report. No later than the 1st day of June of each year, the Planning Commission shall submit an annual written report, including a work program for the coming year, and a budget request for the commission and planning department to the county board of commissioners concerning its operations and the status of planning activities. The report may also make recommendations to the legislative body regarding planning and development. Once the annual report is done, or concurrently, the planning commission may prepare a detailed budget of its operations for the coming year. This should be accompanied by a work program describing each proposed activity and the budget to go with it. The legislative body may approve or disapprove the budget, but in any event the planning commission must operate within the funds appropriated by the legislative body to cover its operations.

E. Meetings. The Planning Commission shall hold not less than 4 regular meetings each year. The time and place of the meetings shall be established by resolution. Unless the bylaws provide otherwise, a special meeting of the Planning Commission may be called by the chairperson or by 2 other members, upon written request to the secretary. Unless the bylaws provide otherwise, the secretary shall send written notice of a special meeting to Planning Commission members not less than 48 hours before the meeting.

F. Open Meetings Act. The business that the Planning Commission may perform shall be conducted at public meetings held in compliance with the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of a regular or special meeting shall be given in the manner required by that act.

G. Freedom of Information Act. A document prepared, owned, used, in the possession of, or retained by the Planning Commission and staff members in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, 1976 PA442, and MCL 15.231 to 15.246.

Section 4. Conflict of Interest.

A. Conflict of interest shall be defined as a situation in which a planning commissioner has competing professional or personal interests in the outcome of a vote. Such competing interests include but are not limited to financial reward or the involvement of employers or immediate family members. Such competing interests can make it difficult to fulfill his or her impartiality. A conflict of interest exists even if no unethical or improper act results from it. A conflict of interest can create an appearance of impropriety that can undermine confidence in the conduct of Planning Commission business. "Immediate family" shall include a member's spouse, children, other dependents, parents, siblings and a spouse's parents and a spouse's siblings.

B. In accordance with MPEA Section 15. (9), failure of a Planning Commission member to disclose a potential conflict of interest constitutes malfeasance in office.

C. Before joining in deliberation, fact finding, or casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the Planning Commission. Following such disclosure, unless a majority of the remaining members of the Planning Commission excluding the member with the potential conflict, finds that no conflict exists, the member with the conflict is disqualified from fact finding, deliberation, and voting on the matter.

Section 5. Duties and powers.

A. Master Plan. The Planning Commission shall make and approve a master plan as a guide for development within the county and shall adopt same in accordance with the requirements of Sections 31 through 51 of the MPEA.

B. Capital Improvements. No work shall be initiated on any project involving the expenditure of money by a county board, department, or agency for the acquisition of land, the erection of structures, or the extension, construction, or improvement of any physical facility by any county board, department, or agency unless a full description of the project, including, but not limited to, its proposed location and extent, has been submitted to the Planning Commission and the report and advice of the Planning Commission on the proposal has been received by the county board of commissioners, all in the manner provided for in sections 61 and 63 of the MPEA.

C. Capital Improvements Program. To further the desirable future development of the county under the master plan, the Planning Commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements. All procedures in the preparation and processing of such capital improvements plan shall be in accordance with sections 65 and 67 of the MPEA.

D. Subdivision Regulations and Plat Approval. The Planning Commission may recommend to the County Board of Commissioners provisions of an ordinance or rules governing the subdivision of land authorized under section 105 of the land division act, 1967 PA 288, MCL 560.105, and shall review and make recommendations on plats before action thereon by the County Board of Commissioners under section 112 of the land division act, 1967 PA 288, MCL 560.112, all in accordance with the provisions of section 71 of the MPEA.

E. Education; Consultation. To promote public interest in and understanding of the master plan, the Planning Commission may publish and distribute copies of the master plan or of any report, and employ other means of publicity and education. The Planning Commission shall consult with and advise public officials and agencies, public utility companies, civic, educational, professional, and other organizations, and citizens concerning the promotion or implementation of the master plan pursuant to the MPEA, section 51.

F. Consultants: Upon request by the planning commission or upon its own initiative, the board of commissioners may retain the services of a professional planner or other professional consultant to assist the planning commission in any matter within the planning commission's jurisdiction. Before retaining such consultant, however, the board of commissioners shall consider any consultants recommended by the planning commission.

G. Management:

- a. The County Board of Commissioners may, but is not obligated to, appoint a county planner. If, however, the Board does appoint a county planner, the management of planning staff, if any, shall be supervised by the county planner.
- b. The planning commission shall manage and direct the county planner, if one is appointed, for purposes of prioritization of projects, planning policy, annual work plan, subdivision review, capital improvement program and reviews, other matters of business which come before or are assigned to the planning commission, and evaluation of performance in these areas.
- c. The management of the county planner, if one is appointed, shall be under the general supervision and control of the Board of Commissioners, or its designee, for purposes of being the sole employer, including but not limited to payroll, benefits, department head administrative and managerial duties, budget, other non-planning duties that may be assigned (e.g., EDC, Remonumentation, Recreation/Parks, Brownfield Board, etc.), compliance with Benzie County employee policies and evaluation of performance in these areas.
- d. The management of the county planner, if one is appointed, shall be under the general supervision and control of the Board of Commissioners. Only the Board of Commissioners may hire or fire the county planner.
- e. The Board of Commissioners, and its designee, shall carry out its general supervision of the county planner with full consultation with the Planning Commission which shall be afforded the opportunity to consult on any planning staff management decision.

Section 6. Amendments to the MPEA.

If there is any conflict between this Ordinance and any provision of the MPEA, as amended, the provisions of the MPEA shall control.

Section 7. Repeal of Inconsistent Ordinances or Resolutions.

Any prior ordinances or resolutions addressing the same subject matter as this ordinance and any amendments thereto are hereby repealed. Section 8. Effective Date. This ordinance shall be effective on the day following the day when notice of its adoption is published in a newspaper of general circulation in the county.

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: _____

Name: _____

Address (including PO Box): _____

County District: _____ Home Telephone: _____

Occupation: _____ Business Telephone: _____

Please list the Board, Commission or Agency you are applying for:

1. _____

Please state your interest, experience and/or education that would relate to your serving on the above-named organizations.

PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MI 49617

1/8/14

September 2017

***Please note that all scheduled meeting dates, times and locations are subject to change. Last Updated 8/15/17.**

September 2017

October 2017

Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
					29	30

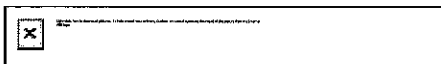
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1	2
3	4 9:00am Veterans Council 10:00am NIMRE SUD 7:00pm Point Betsie	5 9:00am BOC 9:30am Road Comm. 1:00pm Finance 4:30pm BVT	6 9:00am Buildings and Grounds (Commission Room)	7 9:30am Area Agency on Aging	8 9:30am Technology Committee	9
10	11 5:00pm Networks Northwest	12 9:00am BOC 9:30am Road Comm. 1:00pm Finance 4:30pm BVT	13 9:00am Buildings and Grounds (Commission Room)	14 9:00am Centra Wellness 9:30am Road 10:00am MAC WC Fund 3:00pm 911 Advisory 6:00pm Planning Comm.	15 8:15am BRA 11:00am EDC	16
17	18 9:45am Northern MI Counties (Grayling) 2:00pm Local Emerg. Plan. Comm.	19 3:30pm EMS Advisory	20 8:00am Chamber 8:30am Land Bank 1:00pm NW MI Act. 4:00pm Cons. District 4:30pm BSR	21 12:30pm NW MI Comm. Act. Agency (TC) 3:00pm Joint Court 7:00pm FCCAA	22	23
24	25 5:00pm Park and Rec	26 10:00am DHHS 2:00pm HR 4:00pm AES 4:00pm BOC	27 8:30am BA 9:30am HSCB	28 8:00am GT Vet. Affairs (TC) 9:30am Road 4:00pm Health Dept. 7:00pm Local Planning	29	30

Mitch Deisch

From: Alliance for Economic Success <info@allianceforeconomicsuccess.ccsend.com> on behalf of Alliance for Economic Success <info@allianceforeconomicsuccess.com>
Sent: Tuesday, August 15, 2017 3:49 PM
To: Mitch Deisch
Subject: AES Evolves as Services Expand!

For Immediate Release



Media Contact:
Kelly Smith
AES Board Chair
Phone: 231-876-3107

The Alliance for Economic Success (AES) Evolves as Services Expand

Manistee, Michigan -- Increased demand for community and economic development support services has spurred the Alliance for Economic Success (AES) to expand its geographic scope and its capacity to assist.

Since 2008 the Alliance for Economic success, a non-profit 501(c)(3) economic and community development corporation, has worked hand-in-hand with communities across Manistee County to further the county's prosperity. Manistee County and the City of Manistee were among the first to contract with the organization to build their own capacity to provide critical services to their communities.

At the request of Wexford business leaders and the Benzie County Board of Commissioners, the AES is now expanding its geographical service area as well as its human and financial resources. The organization's evolution will help meet the needs of these new partners by providing talented individuals to its pool of professionals who address the identified priorities of the areas AES serves.

AES Board members are excited about the transition toward supporting a wider region in meeting economic and community development needs. To support this initiative, the board will be conducting an extensive search for an executive director who will work with the many entities, governmental and private, that help create economic and community development within the region.

"As we focus on the future of the organization, the AES Board is committed to providing the same quality service with the same philosophy of a bottoms-up approach to community engagement and identification of priorities," said Kelly Smith, President of Baker College Cadillac and Chairperson of the AES Board. "The Board also is committed to providing an even higher level of service with a greater breadth and depth of professional expertise to tackle the priorities identified."

Smith added that the transition of the AES operating model to include an Executive Director will help to create a regional collaborative approach to tackling many of the region's needs. As AES focuses on the future of the organization itself, it is ensuring that its primary priority is to serve in its best capacity the economic and community development needs of Wexford, Benzie, and Manistee Counties.

Smith noted that AES has had a history of success. Over the years, the partnership between AES with Manistee County and City of Manistee officials, staff, residents, and other organizations has been a total win for our community, helping build economic prosperity in the county.

"AES is just one cog in the wheel that has helped to bring exciting resources to wonderful community initiatives over the past nine years," Smith said. "The Board wants to continue to be a collaborator with city and county officials, business liaisons, and statewide funding sources to continue the commitment of getting things done."

The new director will work steadfastly in collaboration with all partners in the region to continue to bring resource dollars and expertise to the table to help accomplish the vision of each community and the greater region.

"Making great things happen doesn't just occur by one individual or organization, but rather in partnership", said Tamara Buswinka of Latitude 44 Consulting LLC, a local community and economic development company. "The AES plays many roles: sometimes the catalyst, neutral convener, fund developer, fiduciary, or technical provider. We all play a role in implementing a successful project, and AES is a strong partner in their part of the process."

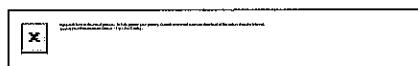
The AES board is committed to continuing this fine tradition.

Alliance for Economic Success | 395 Third Street, Manistee, MI 49660

Unsubscribe_mdeisch@benzieco.net

[Update Profile](#) | [About our service provider](#)

Sent by info@allianceforeconomicsuccess.com in collaboration with



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Benzie County Attorney Opinions

Category	Number	Opinion	Attorney
Board & Committee Structures			
B.O.C. / Organizational			
17-Nov-80	1980-1	BOC Create Admin. Assistant to the board Position	John Engler, St. of MI
8-Jun-09	2009-1	Remove an Appointee from the Airport Auth. Board by BOC	Simen, Figura & Parker
18-Mar-14	2014-3	Removal of Board Member/Director Appointed by BOC	Kuhn, Darling, Boyd, &
26-Mar-14	2014-4	BOC's Authority to Enact a Medical Marijuana Ordinance	Figura
15-May-14	2014-5	Medical Marijuana Ordinance Proposal Re: 26-Mar-14 Opinion	Figura
23-Mar-15	2015-1	BOC Per Diem & Mileage Payments	Figura
19-Aug-15	2015-5	Medical Marijuana Policy	Cohl, Stoker & Toskey
14-Aug-17	2017-5	Appointment to Building Authority Commission	Figura
Collective Bargaining			
11-Oct-77	1977-1	Time Frame for Appointment of Undersheriff	Frank Kelley
29-Aug-07	2007-2	Staffing of a Position Within the Sheriff's Department	Grissom - Arbitrator
12-May-10	2010-2	Frankfort City - County Airport Authority	Simen, Figura & Parker
14-Jan-13	2013-1	Sheriff Appointing Command Officer as Acting Undersheriff	Cohl, Stoker & Toskey
27-Feb-13	2013-4	Pay Undersheriff Overtime	Cohl, Stoker & Toskey
19-Apr-13	2013-8	Undersheriff Overtime	Cohl, Stoker & Toskey
10-Jun-13	2013-10	Undersheriff Appointments Rights/Rules	Cohl, Stoker & Toskey
28-Mar-13	2013-6	Employees Right to Work and NOT Be a Member of the Union	Cohl, Stoker & Toskey
Jun-13	2013-9	Legal Update on Collective Bargaining	Cohl, Stoker & Toskey
Departmental Issues			
Trial Courts:			
24-Jul-09	2009-2	Administrative Order for Trial Courts	Administrative Orders
23-Jan-13	2013-3	Lunch & Mileage Reimbursements for Court Reporters	Cohl, Stoker & Toskey
30-Jun-14	2014-6	Trial Courts Imposing Court Costs on Convicted Defendants	Cohl, Stoker & Toskey
30-Jun-14	2014-7	Q&A Trial Courts Imposing Court Costs on Convicted Defendants	Cohl, Stoker & Toskey
26-May-15	2015-3	Prisoner Charges & Expenses to be Paid by the County	MI Appellate Court
Sheriff's Department:			
29-Mar-13	2013-7	Sheriff Providing Road Patrol Service to Townships	Cohl, Stoker & Toskey
13-Apr-15	2015-2	Contract for County Purchase of 2015 Dodge Journey	Figura
27-Jun-17	2017-1	Sheriff Dept. Eligibility to Apply for and Receive a Grant	Figura
7/27/2017	2017-4	Operation of County Jail, Custodial Provisions	Figura
F.O.I.A.			
25-Feb-14	2014-2	A Municipality's Obligation to Respond to F.O.I.A. Requests	MI Appellate Court
27-Jun-17	2017-3	FOIA for Employee Retirement Information	Figura

[illegible]

FINANCE REPORT

ACTION ITEMS

Human Resources (HR) Report

Committee Appointments

Dawn Olney

From: Elaine Wood <elaine.wood@networksnorthwest.org>
Sent: Friday, July 21, 2017 11:46 AM
To: Mitch Deisch; Dawn Olney
Cc: Coury Carland; Culman, Denise; Vandercook, Terry; Matt McCauley; director@benzie.org
Subject: Workforce board nomination
Attachments: WDB appointment process, 2016.docx; Doug Rath Bio.docx

Hi Mitch & Dawn,

As you know, we have a vacancy for a private business representative on our Workforce Development Board (which conducts all its business now within the larger Networks Northwest Board). This vacancy is due to the resignation of Art Jeannot when he became a commissioner.

You will soon receive a nomination letter from the Benzie Chamber for Doug Rath, HR Director at Graceland Fruit. We are hoping the County Board will then appoint Doug for a term ending 12/31/19. Doug is interested and willing, and we think he will be a great representative of the Benzie County business community. Doug's Bio is attached.

Just to refresh your memory, your county's other business rep is Betty Workman of Vacation Trailer Park & Sales. Betty is an outstanding board member! Her term ends 12/31/18 and at that point we'll most likely be requesting a reappointment.

I have attached a copy of the Workforce Development Board nomination and appointment process, all of which is required by federal law. This might come in handy if any commissioners are new or don't recall the process.

Thanks so much, and feel free to call if you have any questions.
Elaine

--

Elaine Wood,
Chief Executive Officer
Networks Northwest
231-929-5000 office
231-499-6264 mobile
www.networksnorthwest.org

Workforce Development Board (WDB) - Appointment Process (updated 2016)

- Membership on the WDB includes:
 - two private sector business representatives from each of our ten counties, who are appointed by the County Boards of Commissioners; and
 - several other required, regional representatives of education, labor, community based organizations, economic development and others, who are appointed by the Networks Northwest Board.
- Terms are for two years at a time. There is no limit on the number of term reappointments. In fact, longevity is encouraged because of the specialty knowledge and commitment that is required to be a good board member, and also because consistency is favorable considering the complexity of the system the board members oversee.
- There are strict federal requirements for membership. For example, members must hold certain types of positions in their companies. Membership must be balanced *across the entire ten-county region* with respect to the types and variety of industries represented, the sizes of the businesses, number of employees, gender of members, and other factors. Therefore, when a vacancy occurs, we must consider all these factors when seeking a new member.
- Typical county-level appointment processes are not necessarily consistent with those we are required to use for the WDB. For example, people cannot be considered for appointment by responding to an advertisement by a county.
- When a private sector vacancy occurs, the County Clerk will receive a letter of resignation and/or a phone call from our office. Nominations are then facilitated by Networks Northwest staff in order to comply with all the federal requirements. Private sector business representatives must be nominated by a general purpose business organization, such as a Chamber of Commerce or a Manufacturers Association. We ensure that the appropriate kinds of nomination(s) are sent to the County Board for consideration of appointment.
- Each County Board appoints its two members from the nominations received, and sends notification of the appointment(s) to Networks Northwest.
- WDB members do not receive any payment from Networks Northwest for participation on the board; however, some receive per diem from the appointing County Board depending on local county policy.
- If a WDB member is not participating fully, the Networks Northwest Board has a procedure for asking that the individual either participate appropriately or resign. We keep the County Commissioner who sits on the Networks Northwest Board apprised of any problems.
- Questions at any time may be directed to Elaine Wood, CEO of Networks Northwest, at 231-929-5000.

Doug Rath

Bio

Networks Northwest

Professional Experience

- Graceland Fruit, Inc. Frankfort, MI September 2009 – Present
 - Director of Human Resources January 2014 – Present
 - Human Resources Manager September 2009 – January 2014
- Century 21 Sleeping Bear Realty Frankfort, MI March 2002 - Present
 - Real Estate Agent / Associate Broker (Currently inactive)
- Michigan Works! Benzie County April 2001 – December 2002
 - Career Advisor
- Eaton Corp. (Aeroquip) Jackson, MI April 1998 – April 2001
 - Industrial Relations Manager
- National Mutual Funds Management Melbourne, AU July 1994 – June 1997
 - Human Resources Officer December 1996 – June 1997
 - Accounting Clerk July 1994 – December 1996
- Crystal Enterprises Thompsonville, MI December 1991 – December 1993
 - Reservations / Sales Manager

Community Involvement

- Frankfort-Elberta Area Schools Board of Education (Various Roles) 2004 – 2016
- City of Frankfort – Planning Commission Member / Chairman 2004 – 2008
- MSU Alumni Club – Benzie County Board Member 2005 – 2007

Education

- Michigan State University 1987 - 1991
 - Bachelor of Arts – Personnel Administration



Chamber of Commerce

826 Michigan Ave. PO Box 204, Benzonia MI 49616 • (231) 882-5801 • www.benzie.org

DATE: July 19, 2017

TO: Benzie County Board of Commissioners

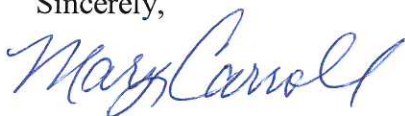
FROM: Mary Carroll, President 

RE: Nominees for the Northwest Michigan Workforce Development Board

On behalf of the Board of Directors of the Benzie County Chamber of Commerce, we would like to nominate Mr. Doug Rath of Graceland Fruit as the business representative from Benzie County to the Northwest Michigan Workforce Development Board.

We believe that Mr. Rath will bring a wealth of experience and knowledge to the Workforce Development Board due to his extensive professional background and current position with one of Benzie County's major employers, Graceland Fruit.

Sincerely,

A handwritten signature in blue ink that reads "Mary Carroll".

Mary Carroll, IOM
President

Cc: Elaine Wood, Networks Northwest

RECEIVED

JUL 24 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

CORRESPONDENCE

①

BENZIE-LEELANAU DISTRICT HEALTH
DEPARTMENT BOARD OF HEALTH MEETING

Thursday, August 3, 2017 4:00 p.m.

Benzie Community Resource Center
Conference Room B
6051 Frankfort Highway
Benzonia, Mi 49616

The meeting was called to order at 4:04 p.m. by Vice Chairperson Roger Griner.

Roll call showed those present as:

Roger Griner, Benzie Board of Commissioners – present
Casey Noonan, Leelanau Board of Commissioners - present
Carolyn Rentenbach, Leelanau County Member at Large - present
Dr. George Ryckman, Benzie County Member at Large - present
Gary Sauer, Benzie County Board of Commissioners - present

Melinda Lautner, Chairperson, Leelanau County Board of Commissioners – arrived at 4:17pm

Visitors in attendance were:

Victoria Kriskywicz, Ty Wessell, William Fuller, Eric Royston, Ruth Griner

Pledge of Allegiance

Approval of Minutes:

Motion by Rentenbach to approve the May 25, 2017, regular Board of Health meeting as presented. Seconded by Sauer.

Voice vote: 5 Yeas 0 Nays 1 absent **Motion carried**

Approval of the Agenda

Motion by Sauer to approve of the agenda as amended- striking 3.C. Seconded by Noonan.

Voice vote: 5 Yeas 0 Nays 1 absent **Motion carried**

Public Comment Period – no comments

RECEIVED

AUG 11 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

1. Build a structure of relationships and processes linked to current institutions, positions, and requirements
2. Identify key metrics and a sustainable system for tracking and reporting.
3. Set and track goals.

The group meets monthly in Kalkaska and is comprised of representation from all of the local health department partners within the Alliance, all hospital systems, OB and Pediatric providers, and many community agencies. The current workplan includes activities that are focused on decreasing risks to maternal and infant morbidity and mortality such as perinatal smoking cessation, universal home visiting, improving breastfeeding and immunization rates and reducing the incidence of pre-eclampsia and postpartum hemorrhage. A significant area of focus is reducing the adverse effects of perinatal substance use including opioids. A white paper was developed after a region wide summit on this issue last summer and serves to guide our current work.

Proposed Leelanau County Septic Ordinance Discussion

Fountain distributed a copy of Senate Bill 5732 of 2016 and correspondence from the Michigan Association of Local Environmental Health Administrators (MALEHA) Forum. Discussion followed regarding the proposed "State-wide Sanitary Code". Governor Snyder would like the MDEQ to launch a State Code Bill again. MALEHA has documented what really needs to be included in any Bill relating to a State-wide Sanitary Code, including "point of sale" (POS) inspections.

Rentenbach is asking the Board of Health draft a resolution encouraging Leelanau Commissioners to adopt a point of sale ordinance. Lautner stated that the Leelanau County Commissioners voted 5-2 not to take action regarding this matter. Lautner stated the Board of Health could not take action at this meeting because the septic ordinance was on the agenda as a discussion item only.

Accounts Payable-

Motion by Rentenbach, seconded by Sauer to pay the bills in the amount of \$199945.26

Voice vote: 6 yeas 0 nays **Motion carried**

June 2017 Financial Statements

Motion by Rentenbach, seconded by Sauer to approve the financial statement.

Voice vote: 6 yeas 0 nays **Motion carried**

Health Department Leased Space at Connie Binsfeld Resource Center

Dodie Putney introduced William Fuller, Architect and Eric Royston, Head of Leelanau Montessori Public School Academy. The Leelanau Montessori School has put in an offer on the Connie Binsfeld Resource Center and are very committed in keeping the Health Department located in the building. Fuller shared preliminary drawings indicating floor plan changes that would impact the Health Department. Royston encouraged the Board members to contact him with questions or concerns.

Motion by Sauer, seconded by Noonan to authorize Administration to negotiate a new lease agreement with the Leelanau Montessori School, including appropriate legal counsel review and input, and bring back to the Board of Health for approval.

Voice vote: 6 yeas 0 nays **Motion carried**

Staff Reports

Administrative — Dodie Putney- nothing else to add

Environmental Health Director — Tom Fountain

Fountain reported the Beach E-coli monitoring is showing elevated levels during rain/wind events. Inland Lake funding became available mid-summer so 11 public beaches are now being sampled weekly. Northport and Beulah Beach both exceeded safe levels last week.

Elberta Village is holding a meeting next week regarding an on-going (decades) problem at the Lake Michigan beach. A wild-out-of-control party occurs there each summer and no potable water or sanitary facilities are available for campers. No temporary campground permits have ever been secured. Party goers left buckets of human waste at the beach during a 4th of July party.

Empire Village continues to research a public sewage system and has asked the Health Department for assistance.

Fountain and Jim Reardon attended the National Environmental Health Association Conference in Grand Rapids in July. The conference was well attended and offered many excellent training opportunities.

The MDEQ has just completed our Type II (Non-Community) public water supply accreditation. The visit determined the Department is in full compliance for the Minimum Program Requirements.

Fountain reported he is updating the job descriptions for Sanitarians. With the upcoming replacement of our Food Service Sanitarian, it was revealed the job description is outdated and references agencies that no longer exist.

Personal Health Director - Michelle Klein

Open house — for the Benzie Community Resource Center, Aug 9, 2017, invitations have been mailed.

Two nurses have been hired since the last meeting. Next week interviewing starts for a new social worker.

Maternal Health Assessment — priorities have been identified. Priorities are perinatal smoking, mental

health and breast feeding.

Parenting Communities – to share social worker – which will increase our home visiting capabilities up to age 8.

There will be a fund raiser for Parenting Communities at Aurora Cellars September 7, 2017, from 7-9 pm with live music.

Medical Director - Dr. Joshua Meyerson- was not in attendance

Public Comment Period –

Ty Wessel, Leelanau County Commissioner explained that the Leelanau Board of Commissioners voted against forming a study group and is requesting the Board of Health send a letter of recommendation to the Leelanau Board of Commissioners explaining the need for an evaluation/septic ordinance.

Board Comments

Sauer requests that we add an action item to the agenda for next meeting to address the “point-of-sale” ordinance for Leelanau County.

Adjournment

Motion by Noonan, seconded by Griner to adjourn.

Voice vote: 6 yeas 0 nays Motion carried

5:37 p.m.

Melinda Lautner, Chair

Kristine Malkowski, Recording Secretary

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Page 2, Benzie CRC mtg 7/27/17

Motion by Comm Rosa that it is in the best interest of the public to deny the request to abandon a portion of Henry Road. Comm Mick did not support the motion. The motion is lost due to lack of support.

When the Road Commission has stumps available in the area, we can take them to Henry Rd. Also, No Dumping signs can be placed and Lee Stone and Rich Brauer agreed to pay for those.

- **MDOT Form 2067 Annual Certification of Employee-related Conditions** - Motion by Comm Rosa and supported by Comm Mick to sign the MDOT Form 2067. Ayes: Rosa, and Mick. Absent: Hoyt. Motion carried.

- **Lake Twp request for Speed Study** - Lake Twp has requested a speed study on Crystal Dr. We will do an informal speed study with the traffic counters before going any further with this request.

- **Policy #128 Fringe and Overhead Charges** - Motion by Comm Rosa and supported by Comm Mick to adopt Policy #128, Fringe and Overhead Charges, effective immediately. Ayes: Rosa, and Mick. Absent: Hoyt. Motion carried.

- **Bankston Rd** - Motion by Comm Rosa and supported by Comm Mick to do two patches on Bankston (approx. 1,075') and split the cost with Gilmore Twp, 50/50. Ayes: Rosa, and Mick. Absent: Hoyt. Motion carried.

Correspondence/Information/Discussion:

- **Deadstream Rd/Health Dept** - Water testing results were reviewed.

- **Cole vs Benzie County** - We are waiting for a response from Dick Figura regarding Cole's request to run electric across the park property. (See minutes from 4/27/17)

- **DAS (Distributive Antenna Systems)** - The discussion continues.

Public Input: None.

Meeting was adjourned at 11:55 AM.

Minutes approved 08/10/17

Robert Rosa, Chairman

Kathleen A, Jordan, Clerk

Dawn Olney

From: Stephen Tobler <stobler@mmrma.org>
Sent: Wednesday, August 16, 2017 5:13 PM
To: Frank Post
Cc: Dawn Olney; Robert Hauch; Cara Kowal; Stephen Tobler
Subject: Benzie Co. Digital Security RAP

Congratulations! The committee has approved the Risk Avoidance Program (RAP) grant application for Digital Security. Within a short time an official letter with further indications will be sent out to you. Thank you for your participation in the RAP program and membership in the MMRMA.

If I may assist you now, or in the future, please contact me.

Thanks,

Stephen J. Tobler
MA, ARM, CPCU, CPP, SHRM-SCP, SPHR
Senior Risk Control Consultant
(734) 245-7758



MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

Dawn Olney

4

From: Stephen Tobler <stobler@mmrma.org>
Sent: Wednesday, August 16, 2017 5:14 PM
To: Dan Smith
Cc: Dawn Olney; Robert Hauch; Cara Kowal; Stephen Tobler
Subject: Benzie Co. Digital Security RAP 2

Congratulations! The committee has approved the Risk Avoidance Program (RAP) grant application for Digital Security. Within a short time an official letter with further indications will be sent out to you. Thank you for your participation in the RAP program and membership in the MMRMA.

If I may assist you now, or in the future, please contact me.

Thanks,

Stephen J. Tobler
MA, ARM, CPCU, CPP, SHRM-SCP, SPHR
Senior Risk Control Consultant
(734) 245-7758



5

Dawn Olney

From: DHenry8913@aol.com
Sent: Tuesday, August 15, 2017 10:06 AM
To: Dawn Olney
Cc: dhenry8913@aol.com
Subject: Benzie County Building Authority

Dear Ms. Olney,

I would like to apply for the position of Board Member with the Benzie County Building Authority. I am an active community member with a background in human services and would love the chance to give back by lending my advisory skills to an organization such as yours.

I am confident you'll find me a good fit for your needs as a Board Member. Please contact me by phone or email at a convenient time for you so that we may set up an in-person meeting. I look forward to hearing from you and thank you so much for your time.

Sincerely,

H. Douglas Henry

(309) 335-2765