

BENZIE COUNTY BOARD OF COMMISSIONERS

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

MEETING AGENDA December 19, 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 – 12/5/2017 (open & closed)
PUBLIC INPUT
ELECTED OFFICIALS & DEPT HEAD COMMENTS
COMMISSIONER REPORTS – Bldg & Grnds Consent Calendar
COUNTY ADMINISTRATOR'S REPORT
FINANCE – Approval of Bills; Consent Calendar
HR and PERSONNEL –
COMMITTEE APPOINTMENTS – Veterans (correct terms); EDC/BRA
ACTION ITEMS –
1) Recycling Storage Lease 2) FY 2018 Snowmobile Grant Agreement
3) Res 2017-036 Opioid Litigation 4) Retainer Agreement
PRESENTATION OF CORRESPONDENCE
UNFINISHED BUSINESS
NEW BUSINESS
5:00 Thelma Novak – OMA Violation
5:15
5:30 Public Hearing – Venture North for Xpert Fulfillment
6:00 AES – Lisa Leedy
Closed session to continue County Administrator's evaluation & discuss terms and
conditions of employment agreement pursuant to OMA Section X, MCL 15.268(a)
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
December 5, 2017

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, December 5, 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 Roelofs, seconded by Griner, to approve the agenda as amended, removing AES and adding 2% VA Grant Application under Action items. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Minutes:

Motion by Walterhouse, seconded by Warsecke, to approve the regular session minutes of November 14, 2017 as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Warsecke, to approve the closed session minutes of November 14, 2017 as presented. Ayes: Carland, Griner, Roelofs, Sauer, Walterhouse and Warsecke Nays: Jeannot Motion carried.

Motion by Sauer, seconded by Jeannot, to rescind the motion to approve the closed session minutes. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Closed session will be held later in the meeting for correction of the minutes of November 14, 2017.

9:07 a.m. Public Input

Thelma Rider Novak spoke regarding a potential OMA violation by the BA.

9:12 a.m. Public Input Closed

9:13 a.m. Motion by Carland, seconded by Roelofs, to recess the regular meeting of the Board of Commissioners to hold the Commission on Aging Annual Meeting. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Doug Durand, Executive Director of the Benzie Senior Resources, provided a written report; over 50,000 meals served; highest number of bus passes to seniors; personal care increased 52% in 2017; snow removal services are up 16%; lawn chore up by 50%; each month we seem to double the number of individuals coming in for foot care; collaborate with BACN for the food box program; grant received totaled over \$85,000, including the new Subaru; millage rate was increased from .66 to .85 mills.

Comm Sauer stated he would like to see a presentation regarding the Sears Estate funds to see those funds are not depleted and the history of those funds. Doug will set up a meeting.

Comm Jeannot asks if the Sears funds are limited to capital improvements. Chairman Carland says it is for senior services. He also says you do a great job and your needs are growing; the growth

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Ant might be attributed to the merger with BHHHC – Doug agrees and says with publicity and marketing; he would like to see a 3-year budget to understand what the growing financial need is going to be. Comm Griner says thank you for the job you do. There is no one better at the state level; he would like to see senior housing where 3 or 4 can live together.

9:25 a.m. Public Input – None

Motion by Sauer, seconded by Roelofs, to adjourn the Commission on Aging Annual Meeting. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

9:26 a.m. Reconvene Regular Board of Commissioner Meeting

Comm Walterhouse requests that Mr. Figura be present for closed session and for discussion regarding OMA violations.

Motion by Griner, seconded by Walterhouse, to have the attorney be present for closed session. Comm Warsecke asks if it is for closed session or the BOC reports as well.

Comm Sauer says he has no problem with him being here.

Roll call. Ayes: Walterhouse Nays: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Motion denied.

ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Amy Bissell, Register of Deeds, presented a Fiscal Year Annual Report for 2016-17 of services performed in her office.

Motion by Walterhouse, seconded by Roelofs, to accept and place on file the Register of Deeds annual report comparison for 2013, 2015 and 2017 as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

enter David Schaffer, Recycling Coordinator, stated that the first 10 yard bins will be placed today in Inland Township; have come to an agreement with Xpert Fulfillment to store the 30 yard bins – we will have a month to month agreement and pay rent per bin; he will be in Novi next week at a DEQ materials and waste management conference.

Comm Griner stated that the motion sensor lighting at Homestead Township needs to be better; the lighting did not come on until he was done recycling.

Comm Roelofs asked if American Waste is going to charge us to move the binds to storage. David reported no, in fact they are willing to relocate them on the site if needed.

Comm Sauer asked if the contract will be extended for a year for three years.

Frank Post, Emergency Management, presented the October and November 2017 reports; and stated they deployed CERT & the com van to the Manistee Sleigh Bell Parade; he also stated thank you to Dawn Olney for notifying him of the change in date for the deadline with the 2% tribal grants. I really appreciate that information.

Dawn Olney, County Clerk, reported that the Organizational meeting will be held on January 2, 2018 at 9:00 a.m. She will have DRAFT information to them on December 19 of the board rules.

Comm Jeannot inquired regarding counsel review of the board rules.

own cont for BOC etc

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10:07 a.m. Recess

10:18 a.m. Reconvene

10:18 a.m. Sean Duperron, Parks & Recreation Commission

Improving access to the Point Betsie Lighthouse and beach area through application to a Coastal Zone Management Grant, ideally the Parks & Recreation and the Friends of Point Betsie would ask the County to be the grant applicant. This will be \$769,000 in total grant funds which is \$269,000 from the Friends; \$50,000 from Lake Township; \$50,000 from Road Commission; \$100,000 Coastal Zone Management Grant; \$300,000 from the MDNR Trust Fund. Benzie County Role would be cash flow/ depository of matching funds; pays for project costs; manage reporting requirements and close out of the grant.

Motion by Walterhouse, seconded by Sauer, to approve resolution 2017-035 Application for Coastal Zone Management Grant as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

10:41 a.m. Matt Skeels, Benzie County Road Commission

Gave a report regarding road millage projects; there is one more year left on the millage; they have received \$3,898,210 in millage funds and have spent \$3,987,118 so far. Will meet December 19 to determine which project will be completed next year; they will seek renewal of the millage in the Spring 2018 and will not ask for an increase. They will submit the ballot wording to this board in the next couple of months. *met*

Comm Griner says he would be interested in a policy on how the millage will be spent. Mr. Skeels stated that he assumes it will be the same as it has been; he also stated that they are considering repairs on gravel roads as well, there are people that live on gravel roads and they pay taxes too. Chairman Carland asked if there is a portfolio or a visual of all projects repaired with millage, so you can show the voters. Yes.

Comm Jeannot asked about gasoline tax money; how those monies will help potentially reduce the millage request. We have seen an increase in our state funding, and have replaced four plow trucks. Comm Jeannot also asked to see how much revenue you had for 16/17 as to what you expect for 17/18. I always see more money coming in, but never a reduction in millage rate, may be better to ask for a two year millage than a five year millage and see where it goes.

Chairman Carland lets Mr. Skeels know that the MERS representative will be coming in January 2018 to discuss pension issues and the Road Commission is invited to participate.

COMMISSIONER REPORTS

Comm Roelofs reported on the VA and an organization called Project Cherry Tree that works hand in hand with veterans and the creation of a new VA ID cards.

Comm Walterhouse reported on the Homestead Twp meeting.

Comm Griner reported that he attended the MAC Ag & Tourism meeting in Lansing and they discussed the plume of algae on Lake Erie which is caused by high levels of phosphorus; he attended Northern Michigan Counties and there was discussion regarding wind farms.

11:03 a.m. Tim Smith & Mark Bernstein, Opioid Litigation

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Mr. Smith reported that there are three tiers to this project: 1) Local – Smith Johnson Firm in Traverse City; 2) Regional – The Bernstein Firm; and 3) National Experience – Weitz & Luxenberg firm. The first lawsuit was filed August 2016 in Suffolk County, New York; why is this the third tier, we have 90 states, cities and counties have filed since 2016; we want one judge to hear these cases; at the end of the week we hope to hear about a singular court to hear all cases; the suit is against the manufacturers and distributors of opioids. McKesson, the fifth largest company, a drug distributor, plead guilty two times to federal offenses and paid a fine, then did it again.

Mark Bernstein stated that Michigan is in the top 10 of opioid use. Counties need to take it into their own hands to recover – in 2016 there were 11.5 million scripts written in the state of Michigan. The plaintiffs are states, counties, cities; they already have been retained by several clients; that is just the beginning of the process of holding them accountable. First category is law enforcement and 2 is community health; this is not a class-action lawsuit, but is Multi-District Litigation. The biggest liability is Michigan FDA Immunity Law; provide immunity to drug manufactures for law suits; applies to personal injuries; this is not that. There will be injunctive relief, not just to impose a change, track these medicines differently; transparency. The goal is not to take this medication off the market, only to be reimbursement for expenses.

Comm Warsecke asked when figuring the costs, is it for just opioids or heroin too? Both

Comm Walterhouse wants this to go to HR.

Comm Griner feels this should go to a committee.

Comm Roelofs asked about the cost to Benzie County? 30% retainer to attorney and 70% to the county – only if there is a recovery and will be deducted after reimbursement of litigation expenses.

Ad hoc committee appointed regarding Opioid use: Coury Carland; Art Jeannot; Evan Warsecke

Comm Jeannot asked why you have chosen to go after the pharmacy company and distributor – why those 2 groups? We are looking at larger companies, like CVS and Walgreens, but not the local smaller operations in this county because it is these larger corporations that should know better. But you cannot ignore the personal responsibility and accountability that became addicted, but it is not, nor should it be, the concern of the county.

You look at an investment – what percentage of the award will you spend on expenses that you have to throw at it to make a case? The larger the MDL, the more the expense of this case; the expenses will be divided by all plaintiffs; how long it lasts; we will spend every dollar it takes to get you the best result.

Comm Warsecke asks what we are out if we lose. The Federal Courts have embedded in their rules the ability to sanction plaintiff for frivolous lawsuits. There are 41 of 50 states have already been engaged in the lawsuit; we have never been sanctioned in this type of case.

11:53 a.m. Tad Peacock, Conservation District

Mr. Peacock presents the Conservation District 2017 Annual Report; he stated that they will be asking in March for the millage to go back to the voters in August 2018 on the Primary ballot.

Motion by Walterhouse, seconded by Jeannot, to accept the Conservation District 2017 Annual Report as presented and place on file. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

COMMISSIONER REPORTS continued

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✓ Comm Jeannot commented regarding the correspondence regarding the BA and yields his time to the BA members that are present at today's meeting.

Comm Sauer commented regarding the Gilmore Township meeting and they are being approached regarding medical marijuana; there has been a Hepatitis A outbreak downstate; he reported that a vote at the health department to increase fees was voted down; attended the Health Dept in-service day which had a speaker, Jane White, who is an ex-police officer and she spoke regarding human trafficking; it would be good to have her speak to EMS, Sheriff. They have reviewed the EMS applications and will interview next week; Venture North at Xpert Fulfillment regarding opportunities.

✓ Comm Warsecke spoke regarding awards being given out to people in Benzie County – thank you to all; inquired regarding the school liaison that was discussed a couple of months ago – Evan was appointed to Benzie Center and Roger was appointed to Frankfort.

Comm Carland stated that things have been quiet – he was at the Village of Benzonia last night and they voted to appoint him as the new zoning administrator; Michigan Airport Planning (MAP) meeting in Lansing; talked with Venture North regarding loan committee with reference to Xpert Fulfillment loan request.

Comm Sauer stated that he requested a legal opinion from Mr. Figura regarding OMA violations that covers what has happened.

Motion by Sauer, seconded by Jeannot, to waive the attorney/client privilege on the Opinion dated November 29, 2017 from Timothy J. Figura and make the opinion available to the public. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Comm Jeannot stated that we did have a response from Ed Roy regarding the communication from Mary Hoyt and Thelma Rider, when one member of the Building Authority said they didn't see the email; it seems that he took it upon himself to respond without direction, he often acts as the Building Authority.

Comm Warsecke stated that it is not fair to call them out regarding this.

Mr. Deisch will handle copying and providing the opinion letter to Mr. Rider and the Prosecutor.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Provided a written update report dated November 30, 2017.
- Provided a December calendar of meetings.
- County Incentive Program.
- IT Right conversion is in the works.

FINANCE

Bills: Motion by Carland, seconded by Warsecke, to approve payment of the bills from November 14, 2017 to December 5, 2017 in the amount of \$524,296.67, as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

COMMISSIONERS

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Finance Consent:

Comm Jeannot removed item 1.

Motion by Carland, seconded by Jeannot, to adopt item 2 of the November 14, 2017 Finance Consent Calendar as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

HR AND PERSONNEL

Comm Sauer removes item 1.

Comm Carland removes item 2.

#1: Comm Sauer stated that he is having a difficult time with this, Comm Jeannot make some good points; causing rift within the Government Center; looked at what we are paying all the deputies, and between the highest and the lowest is about \$6,000 but with this \$3.00 per hour increase it will wipe out the OT budget; its temporary; it is adding more work to her job, but not expertise, this is work she issued to do and that is what OT is for. Concerned about the precedence we are setting; we are projected to look at all non-union positions in January to figure some way of bring everyone up to speed; when looking at the position roster, there is a discrepancy, there is only \$1,000 budgeted in OT, looks like there would be budget adjustments to do this. We made a decision with EMS to do this, but there was a lot of responsibility with that job; we have started a process. We need to table and bring back in a different format.

Mitch says we need to do a compensation and classification study.

Comm Warsecke say we have to pay people to do their jobs.

#2: Request to create a new position in the Sheriff Office; Sheriff explains that whenever the Sheriff or U/S are gone he covers, this individual also does the IT because he has the knowledge; the sheriff chooses to do this because he does this work.

Chairman Carland says we need to have his name corrected on the documents and attorney to review – Sheriff stated that the attorney has review it.

Comm Warsecke said when you are 3rd in command, but the same rank as the other – makes it difficult to make things happen when you do not have the rank structure.

There are 3 Road Sergeants at this time and if this is approved, will take it to 2.

Comm Jeannot feels that during union negotiations, the \$1,000 increase will go away and there will be a large amount associated with it.

12:46 p.m. Comm Walterhouse excused.

Motion by Jeannot, seconded by Warsecke, to accept the recommendation of HR and approve entering into a Letter of Understanding between Benzie County and Benzie county Sheriff and Command Officers Association of Michigan Road Command Unit regarding Lieutenant Position, contingent upon legal review and to remove one Sergeant Position from the Employee Roster. Roll call. Ayes: Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: Carland Exc: Walterhouse Motion carried.

COMMITTEE APPOINTMENTS

EMS: Motion by Jeannot, seconded by Warsecke, to accept the resignation of Catrina Stachnik from the EMS Advisory Board with regrets. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

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Recognizes the appointment of Jim Franke to the EMS Advisory Board as the Village of Thompsonville representative.

Veterans: Motion by Roelofs, seconded by Sauer, to reappoint Philip Hoyt to the Veterans Affairs committee for a three-year term. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke
Nays: None Exc: Walterhouse Motion carried.

Motion by Sauer, seconded by Roelofs, to reappoint Kirt Giddis to the Veterans Affairs Committee for a three-year term. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None
Exc: Walterhouse Motion carried.

ACTION ITEMS

CodeRED: Motion by Jeannot, seconded by Warsecke, to enter into an agreement with ONSOLVE, LLC in the amount of \$6,000, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

Mass Notification: Motion by Jeannot, seconded by Warsecke, to enter into Mass Notification System Contracts with City of Frankfort, Village of Beulah, Crystal Mountain Resort, Paul Oliver Memorial Hospital and Benzie-Leelanau Health Department for \$500.00 each for access to CodeRED operations, authorizing the Chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

MMRMA Grant: Motion by Carland, seconded by Griner, to approve the application to MMRMA for RAP Grant to purchase a powered Stair Chair for EMS, authorizing the County Clerk to sign as member representative. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke
Nays: None Exc: Walterhouse Motion carried.

2% Tribal Grants – Emergency Management: Motion by Jeannot, seconded by Warsecke, to acknowledge and accept application of four 2% grants to the Grand Traverse Band. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

2% Tribal Grant – Veterans: Motion by Roelofs, seconded by Sauer, to approve application to the Grand Traverse Band in the amount of \$77,063.57 for Veterans Affairs, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

1:08 p.m. Motion by Carland, seconded by Jeannot, to enter closed session in accordance with the Open Meetings Act MCL 15.267, the Benzie County Board of Commissioners will go into closed session to discuss the draft closed session minutes dated November 14, 2017, as permitted by MCL 15.268(h) to consider material exempt from discussion or disclosure by state or federal statute. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Walterhouse Motion carried.

1:13 p.m. Re-enter Open Session

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Motion by Jeannot, seconded by Warsecke, to approve the closed session minutes of November 14, 2017 as corrected. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None
Exc: Walterhouse Motion carried.

CORRESPONDENCE

- Letter from MMRMA regarding receipt of RAP funds in the amount of \$3,779.45 for the Jail Security Project.
- Health Dept minutes of November 16, 2017 received.
- Road Commission minutes of October 26, 2017 received.
- Veterans Affairs minutes of October 2, 2017 received.
- Gratiot County resolution regarding Great Lakes Restoration Initiative received.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

1:14 p.m. Public Input – None

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

INDEX

1. Approved the regular session minutes of November 14, 2017 as presented.
2. Approved the closed session minutes of November 14, 2017 as presented.
3. Rescinded the motion to approve the closed session minutes. Closed session will be held later in the meeting for correction of the minutes of November 14, 2017.
4. Recessed the regular meeting of the Board of Commissioners to hold the Commission on Aging Annual Meeting.
5. Denied motion to have the attorney be present for closed session.
6. Approved resolution 2017-035 Application for Coastal Zone Management Grant as presented, authorizing the chairman to sign.
7. Presentation from Matt Skeels with the Road Commission on road projects completed with millage funds.
8. Presentation from Tim Smith & Mark Bernstein, regarding Opioid Litigation.
9. Ad hoc committee appointed to further discuss Opioid use issues: Coury Carland; Art Jeannot; Evan Warsecke
10. Presentation from Tad Peacock, Conservation District, 2017 Annual Report.
11. Accepted the Conservation District 2017 Annual Report as presented and place on file.
12. Approved to waive the attorney/client privilege on the Opinion dated November 29, 2017 from Timothy J. Figura and make the opinion available to the public.
13. Approved payment of the bills from November 14, 2017 to December 5, 2017 in the amount of \$524,296.67, as presented.

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14. Adopted item 2 of the November 14, 2017 Finance Consent Calendar as presented.
15. Accepted the recommendation of HR and approve entering into a Letter of Understanding between Benzie County and Benzie county Sheriff and Command Officers Association of Michigan Road Command Unit regarding Lieutenant Position, contingent upon legal review and to remove one Sergeant Position from the Employee Roster.
16. Accepted the resignation of Catrina Stachnik from the EMS Advisory Board with regrets.
17. Recognizes the appointment of Jim Franke to the EMS Advisory Board as the Village of Thompsonville representative.
18. Reappointed Philip Hoyt to the Veterans Affairs committee for a three-year term.
19. Reappointed Kirt Giddis to the Veterans Affairs Committee for a three-year term.
20. Approved to enter into an agreement with ONSOLVE, LLC in the amount of \$6,000, authorizing the chairman to sign.
21. Approved to enter into Mass Notification System Contracts with City of Frankfort, Village of Beulah, Crystal Mountain Resort, Paul Oliver Memorial Hospital and Benzie-Leelanau Health Department for \$500.00 each for access to CodeRED operations, authorizing the chairman to sign.
22. Approved the application to MMRMA for RAP Grant to purchase a powered Stair Chair for EMS, authorizing the County Clerk to sign as member representative.
23. Acknowledged and accepted application of four 2% grants to the Grand Traverse Band.
24. Approved application to the Grand Traverse Band in the amount of \$77,063.57 for Veterans Affairs.
25. Entered closed session in accordance with the OMA to discuss the draft closed session minutes dated November 14, 2017.
26. Approved the closed session minutes of November 14, 2017 as corrected.

From Art

Notes to minutes of December 5, 2017

- Page 2, first paragraph, line 2 – change “he” to “Art”
- Page 2, David Schaffer report, line 3 – should read “will enter a month to month agreement”
- Page 2, Dawn Onley, line 3 – should read “Comm Jeannot inquired regarding the review of our contract for BOC legal services during the organizational meeting”
- Page 3, Matt Skeels report, line 3 – should read “they will seek renewal of the millage”
- Page 5, first paragraph, line 1 – substitute “present” for “presented”
- Page 5, paragraph 3, line 3 – should read “Benzie Centrâl” not Benzie Center
- Page 6, paragraph 2, line 2 – should read “all deputy clerks”. **This will eliminate confusion with any interpretation regarding deputies in law enforcement.**
- Page 6, paragraph 3, line 10 – should read “be a larger amount”

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

1. Removed from Consent Calendar.
2. Removed from Consent Calendar.

Motion by Carland, seconded by Jeannot, to approve the Finance Consent Calendar items as follows:

1. Removed from Consent Calendar.
2. To approve entering into 11 Copier Maintenance Agreements with NetLink Business Solutions for the period October 3, 2017 to October 2, 2018, as presented, authorizing the chairman to sign.

DAWN OLNEY
BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MICHIGAN 49617

Destroy Date: _____

Closed Session
December 5, 2017
Correct Minutes of 11/14/17
Closed Session

Elected Officials and Department Head Comments

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
DECEMBER 13, 2017
THE GATHERING PLACE SENIOR CENTER, HONOR
4:30 P.M.**

Annual Meeting 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 December 13, 2017 Agenda
Approval of Minutes from the previous meeting – November 15, 2017
Suggestion Box Contents
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)

Annual Meeting Action Items

- A. Set Board of Director Meeting Dates for 2018
- B. Set Finance Committee Meeting Dates for 2018
- C. By-laws review
- D. RFP for Financial Audit, Insurance Liability Package & Medical Health Plans & other Benefits

Return to regular Board of Directors Meeting

Information Items

- A. Finance Committee Report – Approval of BSR Financials for November 2017
- B. Directors Report – November 2017/December 2017
- C. Program/Services Report – November 2017
- D. Senior Center Update – November/December 2017
- E. Board of Commissioners Update

Action Items

A.

New Business

- A. 2017 Annual Report
- B. Updated Employee Handbook Review – Personal Committee to review
- C. Future needs of the 15 Passenger Bus, Raising suggested donation at TGP & TGP Accessibility

Old Business

- 1. Fundraising/Marketing Committee Update
- 2. MERS Update
- 3. Holiday Christmas Bag Program Update

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

Potluck Holiday Meal Celebration

Adjourn

RECEIVED

DEC 14 2017

**DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617**

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

NEXT MEETING

Wednesday, January TBD 2018 at 4:30 p.m.

The Gathering Place Senior Center

Honor, MI 49640

DRAFT

Benzie Senior Resources
Board of Directors Meeting
November 15, 2017

Called to order by Beverly 4:35pm

Prayer of invocation was given by Ron

Pledge of Allegiance was said by all.

Roll Call

Present: Beverly Holbrook, Anne Dawe, Jane Elzerman, Donna Malecki, Denise Favreau, Rosemary Russell, Scott Harrison, Ron Dykstra, Nancy Mullen Call.

Absent and Excused: Ned Edwards and Barbara Johnson. Also present is Douglas Durand, Sabra Boyle, and Frank Walterhouse.

Approval of Agenda

A motion to approve the agenda with additions was made by Denise and seconded by Rosemary. All eyes being heard the motion was carried and the agenda with additions was approved.

Approval of Minutes

Approval of minutes a motion to approve the previous minutes was made by Scott and seconded by Denise. All eyes being heard the minutes were accepted and approved.

Suggestion Box: The box was checked by Rosemary and was empty.

Public Input: No public present.

Finance Committee Report: Jane and Doug gave an update from the finance committee meeting.

- Revenues are down 26%, this is due to our October check from the county not being sent secondary to budgetary not being final. The county budget is now final and this will be resolved and finances will be forthcoming. Billings are also down due to having the system billing for the entire month instead of partial payments.
- Expenses are also down by 27%. The decrease in expenses was mostly related to ETO and fringe benefits.

A motion to approve the BSR financial statements for October was made by Scott and seconded by Donna.

Information Items

- A. Directors report. The October/ November 2017 executive director's report was submitted to the board and highlights were reviewed by Douglas Durand. Other highlights not listed include: 110 people are signed up as of today for snow removal. This number will increase as the season gets closer. We have 9 contractors for snow removal.
- B. Programs Report. The Report of October was submitted to the board and Doug outlined highlights including Congregate meals are up 20%, Homemaker programs are up 17%, In home services up 46%, Dining out increased by 39%, Benzie bus punch cards are up 13%, Information assistance is up 10%, and all other services are seeing increases as well.
- C. Senior Center Update. A report was submitted to the board and some highlights include: Gathering place senior center has a 70% increase in participation when compared to the same time as last year.
- D. Board of Commissioner's report: Report given by Frank Walterhouse, County Commissioner.
 - a. Homestead Township, Black top project continues
 - b. Honor Village The buds car wash and gas station has been put off until April. Honor will also be having a Christmas/ Holiday Tree December 2nd with a program.
 - c. County budget on track, meetings are going good.

Action Items

- A. A motion for Board Resolution for Doug to work on community chest grant that is due December 31 this is for 10,000. Roll call Ron Yes, Jane Yes, Donna Yes, Rosemary Yes, Beverly Yes, Nancy Yes, Ann Yes, Denise Yes, Scott Yes. Motion was approved.
- B. A motion was requested by Donna and seconded by Scott with response to the recommendation from the finance committee to move the complete funds from Account number 007 CSB Checking (the old Benzie Home Health Checking Account) and placed it into to an Interest Bearing Money Market Account. Roll Call: Ron Yes; Jane Yes; Donna Yes; Rosemary Yes; Beverly Yes; Nancy Yes; Ann Yes; Denise Yes; Scott Yes, The motion was approved by roll call.
- C. A motion was requested by Nancy and seconded by Denise in response to the recommendation from the finance committee to take the 008 Savings Account-Alice Hollenbeck and move that into the new Interest Bearing Money Market Checking Account. Roll call Ron Yes; Jane Yes; Donna Yes; Rosemary Yes; Beverly Yes; Nancy Yes; Ann Yes; Denise Yes; Scott Yes. The motion was approved by roll call.

New Business

- A. BSR contract with Benzie County Commission on Aging. The contract has been extended.
- B. Annual Meeting Date is changed to December 13, 2017.
- C. Board of Directors Potluck Christmas party to follow the annual meeting. Doug has a list of Board Members and what they are bringing.

Old Business

- A. Fundraising Marketing committee.
 - Appeal letter went out
 - Christmas Card is being finalized.
- B. MERS
 - Meeting on November 30th still looking at options available.
- C. Holiday Bag Program. Board of Directors and Staff will be asking for donations on November 29th at Shop and save and Honor Markets. Nancy has a list going of shifts two hour blocks for these events. There are several area churches involved again this year to assist with this program..
- D. West Shore Christmas Open house
 - Cookies are needed. Board Members signed up to donate cookies.

Public Comment: No public in attendance.

Round Table

1. Ron wanted to have everyone look at Platte river school for consideration for a senior center.
2. Community centers There was discussion as to what the future holds for BSR to do outreach programming at our local existing and or planned centers.

Adjourned

Meeting was adjourned at 5:33pm

Next Meeting is scheduled

Board of Directors Annual Meeting Wednesday December 13, 2017 at 4:30pm

Respectfully Submitted,

Rosemary Russell, RNC CDONA, LTC
BSR Secretary

Benzie Senior Resources
Executive Directors Report
November 2017 – December 2017

- The Gathering Place received a new coat of paint and the good news several individuals did the painting as a gift to BSR. New table covers have been ordered to match the new color.
- To date we are rapidly approaching 100 clients for the snow removal program.
- The 5th HDM Route is up and going. All routes are on average getting back about 45 minutes earlier.
- I have joined the repurposing Platte River Elementary School Taskforce.
- I will be submitting a grant to Benzie County Community Chest for the Senior Essential Needs Funds and will be requesting \$10,000.
- I will be working on a plan to establish weekly Mission Moments. This would be quotes/stories from our clients/customers and family members regarding the many services we offer to the community of Benzie County.
- I have initiated a Master Yearly Calendar for the Management Team to place important yearly tasks, events, grants, etc. that need to be established and implemented.
- We still are actively seeking a part time Registered Nurse Position to replace the current part-time RN who is retiring.

Legislative Update

On Thursday, December 07, 2017, the US House of Representatives passed the Continuing Appropriations Act of 2018. This legislation would extend current government funding levels for two more weeks, until December 22. The US Senate quickly followed with their vote.

The US Congress will have until the new December 22, 2017 funding deadline to attempt to reach another bipartisan budget agreement to raise the current spending caps that are squeezing discretionary programs like the Older Americans Act, making it difficult to secure much needed funding increases. Under current negotiations, Republican leaders are holding firm on higher defense spending, while Democratic leaders are calling for equal increases between non-defense and defense spending, which is known as the "parity principle."

With the uncertainty going on at the Federal level, this puts stress at the State level in funding programs dependent on Federal dollars. I would expect some delays in payments related to the continued short term funding and this **could have** a negative cash flow to Benzie Senior Resources in the Home Delivered Meals and the MI Waiver and Care Management funding.

Program Report for November 2017

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 4,531 meals were provided to 149 clients in November 2017. **This represents an increase of 27% as compared to November 2015 and a 23% increase as compared to November 2016.**

Congregate Meals

The Gathering Place and Thompsonville served a total of 2,049 meals in November 2017. **This represents a 3% increase as compared to November 2015 and no change as compared to November 2016.**

For the first two months we have served an additional 2,130 meals as compared to FY'2016.

Other Programs/Services

Homemaker Program – 414 service units were provided to 116 clients in November 2017. **This represents an increase of 18% as compared to November 2015 and a 10% increase as compared to November 2016.**

Dining Out Program – A total of 176 customers purchased 552 vouchers in November 2017. **This represents an increase of 60% as compared to November 2015 and a 15% decrease as compared to November 2016.**

Guardian Medical Monitoring – 32 customers now receive this service at no cost to them. Budget is set to pay for up to 35 clients.

Benzie Bus Punch Cards – 108 bus passes were given to customers in November 2017. **This represents a decrease of 5% as compared to November 2015 and 4% decrease as compared to November 2016. A total of 1,296 rides were provided in November.**

Information & Assistance - The agency handled 839 calls in November 2017 regarding Information and Assistance for services and questions/needs related to older adults. **Compared to November 2015, the number of calls increased 39%. Compared to November 2016 the number of calls decreased 4%.**

MMAPS – 45 individuals were provided 59.25 hours of service to assist them in their Medicare, Part D and Medicaid questions for November 2017.

Hearing Clinic – 2 individuals received services through the hearing clinic in November 2017 at no cost.

Foot Care – 54 clients were seen at the Foot Care Clinic and 8 seen in-home for a total of 62 clients provided this service in November 2017.

Lawn Chore – provided 10 mows in late October/Early November and 86 hours of fall yard clean-up.

Estate Planning – 5 individuals received estate consultation service in November 2017 at no cost.

Benzie Senior Dental Program – 4 individuals signed up for Dental Voucher in November 2017.

Emergency Senior Essential Needs Fund – Three clients received financial assistance in November 2017.

The Gathering Place Senior Center – In November 2017, The Gathering Place Senior Center offered a total of nineteen core activities that 748 cumulative number of individuals participated in. The top 5 attended activities for November 2017 were Music Programs, Exercise Groups, Health & Educational Services (Blood Pressure Clinics, Foot and Hearing Clinics, Tech Class & MMAP's), Cards & Board Games and Day Trips. **Compared to November 2015, attendance increased by 86%. Compared to November 2016, attendance increase of 13%.**

In-Home Services – Number of in-home care service clients is up 40% as compared to November 2016. With the largest increase occurring in sliding scale fee clients up 80%. Total Client hours is up 57% as compared to November 2016. Total number of in-home care service visits increased 38% as compared to November 2016.

Number of Home Health Care Clients

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long Term Care Insurance	Total Clients
October 2017	24	38	5	67
November 2017	23	36	4	63
December 2017				
January 2018				
February 2018				
March 2018				
April 2018				
May 2018				
June 2018				
July 2018				
August 2018				
September 2018				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long Term Care Insurance	Total Hours
October 2017	643.75	513.25	165.25	1322.75
November 2017	578.25	553	47.25	1178.5
December 2017				
January 2018				
February 2018				
March 2018				
April 2018				
May 2018				
June 2018				
July 2018				
August 2018				
September 2018				

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Postion
As of November 30, 2017

	Nov 30, 17
ASSETS	
Current Assets	
Checking/Savings	
001 • CENTRAL STATE BANK CHECKING	189,052.55
003 • CENTRAL STATE BANK HRA	1,984.52
005 • CSB - FUNDRAISING	2,418.98
006 • CENTRAL STATE BANK CD	13,253.03
007 • CSB - Checking	140,151.56
008 • SAVINGS - HH	6,369.36
Total Checking/Savings	353,230.00
Accounts Receivable	
1200 • Accounts Receivable	2,513.24
Total Accounts Receivable	2,513.24
Other Current Assets	
109 • INVENTORY	8,747.86
Total Other Current Assets	8,747.86
Total Current Assets	364,491.10
Fixed Assets	
150 • BUILDING	480,375.70
151 • VEHICLES	126,727.00
152 • EQUIPMENT	79,787.12
157 • LAND IMPROVEMENTS	1,800.00
160 • ACCUMULATED DEPRECIATION	(272,944.74)
Total Fixed Assets	415,745.08
TOTAL ASSETS	780,236.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 • Accounts Payable	15,722.26
Total Accounts Payable	15,722.26
Other Current Liabilities	
2100 • Payroll Liabilities	3,827.31
238 • AFLAC PAYABLE	18.60
Total Other Current Liabilities	3,845.91
Total Current Liabilities	19,568.17
Long Term Liabilities	
260 • NET PENSION LIABILITY	410,473.00
250 • MORTGAGE PAYABLE	139,864.47
Total Long Term Liabilities	550,337.47
Total Liabilities	569,905.64
Equity	
3000 • Opening Bal Equity	160,329.63
390 • FUND BALANCE - PROGRAMS	(570,978.00)
3900 • Retained Earnings	536,982.37
Net Income	83,996.54
Total Equity	210,330.54
TOTAL LIABILITIES & EQUITY	780,236.18

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
November 2017

	Nov 2017	Budget	\$ Change
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	6,723.67	6,833.00	(109.33)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	150.00	(150.00)
540 · GRANTS	0.00	6,500.00	(6,500.00)
561 - HDM Waiver	858.00	704.00	154.00
642 · CHARGES FOR SERVICES/CONT	2,600.50	1,905.00	695.50
642.01 · FEE FOR SERVICE/CHORE	(218.00)	0.00	(218.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	3,218.00	1,850.00	1,368.00
642.03 - FEE FOR SERVICE/SNOW REMOV/	5,752.00	8,595.00	(2,843.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	5,259.00	3,330.00	1,929.00
642.05 - FEE FOR PRIVATE PAY & INS	3,305.00	3,100.00	205.00
670 - Client Income	11,770.30	7,480.00	4,290.30
673 · NEWSLETTER SUB	20.00	40.00	(20.00)
675 · DONATIONS	10,568.89	8,153.00	2,415.89
676 · MILLAGE	107,387.30	85,837.00	21,550.30
680 · VOLUNTEER WAGES (IN-KIND).	5,535.00	5,166.00	369.00
677 - Fundraising	14,610.76	17,500.00	(2,889.24)
681 - In-Kind (non-volunteer)	29,662.35	333.00	29,329.35
690 - Trip Income	0.00	0.00	0.00
691 - MISC INCOME	0.00	80.00	(80.00)
Total Income	207,052.77	157,556.00	49,496.77
Gross Profit	207,052.77	157,556.00	49,496.77
Expense			
700 - ACCOUNTING FEES	0.00	2,700.00	(2,700.00)
705 · SALARY AND WAGES	52,892.42	54,910.00	(2,017.58)
708 · PAYROLL TAX EXPENSE	4,644.30	5,692.00	(1,047.70)
709 · EDUCATION/TRAINING	0.00	0.00	0.00
710 · EVENTS	126.68	241.00	(114.32)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	0.00	0.00	0.00
721 · COMPUTER EXPENSES	396.98	800.00	(403.02)
725 · FRINGE BENEFITS	6,823.96	11,965.00	(5,141.04)
726 - FUNDRAISING/MARKETING EXP	658.50	2,000.00	(1,341.50)
727 · SUPPLIES	4,484.20	2,165.00	2,319.20
727.2 · OFFICE EXP	1,572.76	700.00	872.76
727.3 - POSTAGE	38.80	50.00	(11.20)
727.4 - ADVERTISING	354.00	400.00	(46.00)
740 · FOOD	13,478.70	11,200.00	2,278.70
819 · CONTRACTUAL	19,581.19	22,413.00	(2,831.81)
820 · VOLUNTEER WAGES (IN-KIND)	5,535.00	5,166.00	369.00
825 · VOLUNTEER EXPENSES	406.00	567.00	(161.00)
850 · TELEPHONE	336.49	350.00	(13.51)
861 · TRAVEL/MILEAGE/GAS	2,486.94	2,330.00	156.94
900 · INTEREST EXPENSE	341.55	475.00	(133.45)
910 · INSURANCE	2,514.00	2,300.00	214.00
915 · PROJECTS	994.64	1,250.00	(255.36)
920 · UTILITIES	1,582.16	1,677.00	(94.84)
940 · DEPRECIATION EXPENSE	2,391.02	2,708.00	(316.98)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
November 2017

	Nov 2017	Budget	\$ Change
980 • EQUIPMENT/REPAIRS	2,675.96	1,375.00	1,300.96
980.1 - OUTDOOR MAINTENANCE	0.00	750.00	(750.00)
981 • HDM VEHICLE MAINT/GAS	932.51	1,040.00	(107.49)
980.2 - INDOOR MAINTENANCE	0.00	175.00	(175.00)
TRIP EXPENSE	0.00	0.00	0.00
Total Expense	<u>125,248.76</u>	<u>135,399.00</u>	<u>(10,150.24)</u>
Net Ordinary Income	81,804.01	22,157.00	59,647.01
Other Income/Expense			
Other Income			
990 • INTEREST/DIVIDEND INCOME	3.96	25.00	(21.04)
999 - Other Income	16.38		16.38
Total Other Income	<u>20.34</u>	<u>25.00</u>	<u>(4.66)</u>
Other Expense			
999.1 • Other Expense	132.32	0.00	132.32
99999 - LEGAL EXPENSE	330.00	500.00	(170.00)
Total Other Expense	<u>462.32</u>	<u>500.00</u>	<u>(37.68)</u>
Net Other Income	<u>(441.98)</u>	<u>(475.00)</u>	<u>33.02</u>
Net Income	<u><u>81,362.03</u></u>	<u><u>21,682.00</u></u>	<u><u>59,680.03</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2017 - November 2017

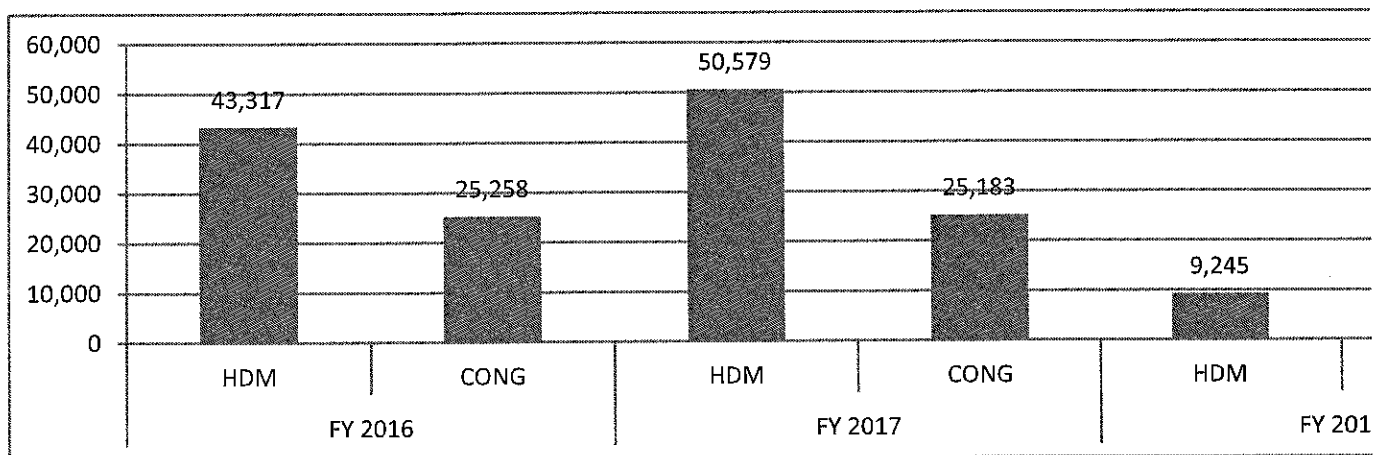
	Oct-Nov 2017	Budget	\$ Change
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	13,447.34	13,666.00	(218.66)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	300.00	(300.00)
540 · GRANTS	0.00	13,000.00	(13,000.00)
561 - HDM Waiver	858.00	1,408.00	(550.00)
642 · CHARGES FOR SERVICES/CONT	6,054.50	3,810.00	2,244.50
642.01 · FEE FOR SERVICE/CHORE	(738.00)	0.00	(738.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	5,556.00	3,650.00	1,906.00
642.03 - FEE FOR SERVICE/SNOW REMOV/	7,506.00	9,595.00	(2,089.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	5,259.00	6,660.00	(1,401.00)
642.05 - FEE FOR PRIVATE PAY & INS	3,305.00	6,400.00	(3,095.00)
670 - Client Income	11,770.30	14,965.00	(3,194.70)
673 · NEWSLETTER SUB	60.00	80.00	(20.00)
675 · DONATIONS	22,030.57	16,306.00	5,724.57
676 · MILLAGE	171,673.13	171,673.00	0.13
680 · VOLUNTEER WAGES (IN-KIND).	11,653.50	10,332.00	1,321.50
677 - Fundraising	15,015.76	18,500.00	(3,484.24)
681 - In-Kind (non-volunteer)	30,188.51	667.00	29,521.51
690 - Trip Income		0.00	0.00
691 - MISC INCOME	0.00	160.00	(160.00)
Total Income	303,639.61	291,172.00	12,467.61
 Gross Profit	 303,639.61	 291,172.00	 12,467.61
 Expense			
700 - ACCOUNTING FEES	0.00	2,700.00	(2,700.00)
705 · SALARY AND WAGES	93,860.61	109,820.00	(15,959.39)
708 · PAYROLL TAX EXPENSE	8,266.50	11,384.00	(3,117.50)
709 · EDUCATION/TRAINING	115.00	120.00	(5.00)
710 · EVENTS	212.06	483.00	(270.94)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	0.00	0.00	0.00
721 · COMPUTER EXPENSES	793.96	1,600.00	(806.04)
725 · FRINGE BENEFITS	2,250.07	23,930.00	(21,679.93)
726 - FUNDRAISING/MARKETING EXP	773.71	2,500.00	(1,726.29)
727 · SUPPLIES	6,383.54	4,330.00	2,053.54
727.2 · OFFICE EXP	2,538.88	1,400.00	1,138.88
727.3 - POSTAGE	803.83	850.00	(46.17)
727.4 - ADVERTISING	627.72	800.00	(172.28)
740 · FOOD	30,293.71	27,200.00	3,093.71
819 · CONTRACTUAL	32,606.19	37,325.00	(4,718.81)
820 · VOLUNTEER WAGES (IN-KIND)	11,653.50	10,332.00	1,321.50
825 · VOLUNTEER EXPENSES	454.00	1,133.00	(679.00)
850 · TELEPHONE	709.83	700.00	9.83
861 · TRAVEL/MILEAGE/GAS	4,772.56	4,660.00	112.56
900 · INTEREST EXPENSE	800.35	950.00	(149.65)
910 · INSURANCE	4,826.00	4,600.00	226.00
915 · PROJECTS	994.64	2,500.00	(1,505.36)
920 · UTILITIES	4,574.27	4,624.00	(49.73)
940 · DEPRECIATION EXPENSE	4,782.04	5,416.00	(633.96)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2017 - November 2017

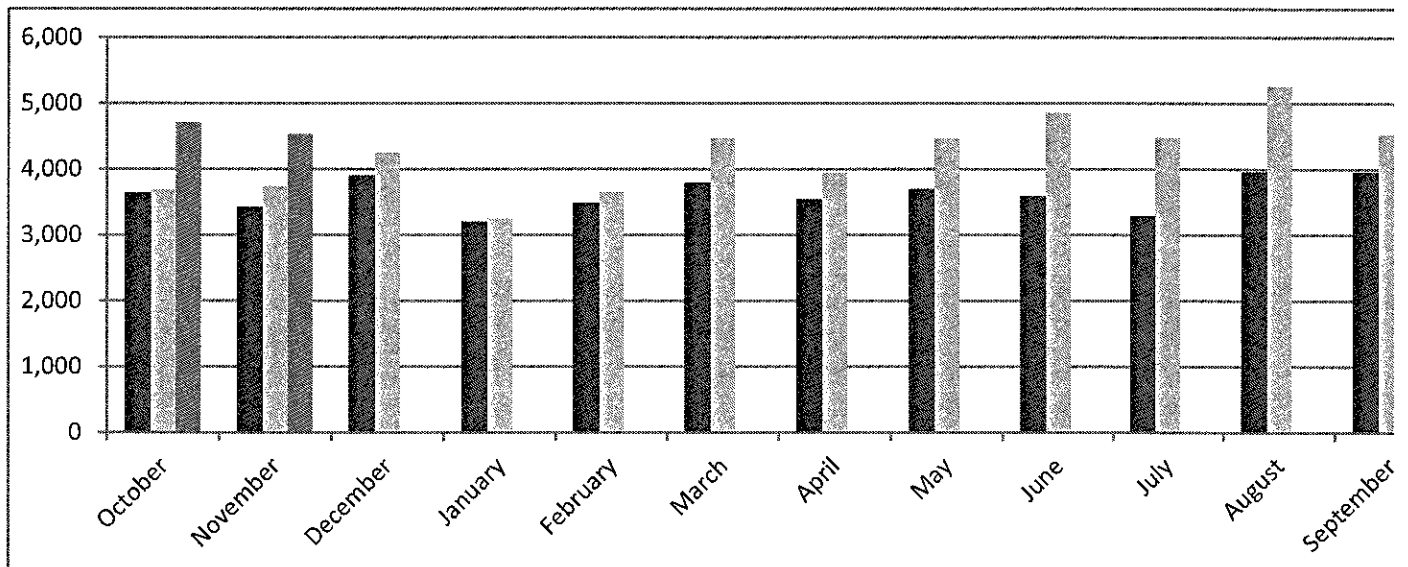
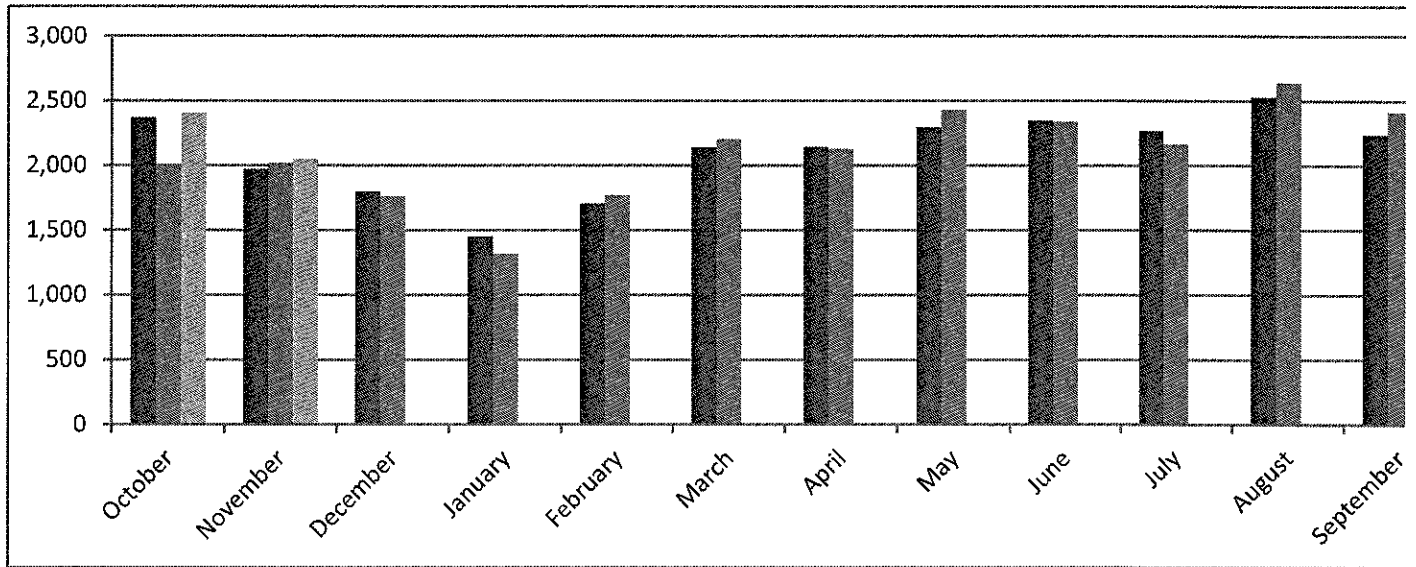
	Oct-Nov 2017	Budget	\$ Change
980 · EQUIPMENT/REPAIRS	3,957.18	2,750.00	1,207.18
980.1 - OUTDOOR MAINTENANCE	70.00	825.00	(755.00)
981 · HDM VEHICLE MAINT/GAS	1,907.45	2,080.00	(172.55)
980.2 - INDOOR MAINTENANCE	316.26	350.00	(33.74)
TRIP EXPENSE	0.00	0.00	0.00
Total Expense	<u>219,343.86</u>	<u>265,362.00</u>	<u>(46,018.14)</u>
Net Ordinary Income	84,295.75	25,810.00	58,485.75
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	14.41	45.00	(30.59)
999 - Other Income	2,284.44		2,284.44
Total Other Income	<u>2,298.85</u>	<u>45.00</u>	<u>2,253.85</u>
Other Expense			
999.1 · Other Expense	2,268.06	0.00	2,268.06
99999 - LEGAL EXPENSE	330.00	1,000.00	(670.00)
Total Other Expense	<u>2,598.06</u>	<u>0.00</u>	<u>2,598.06</u>
Net Other Income	<u>(299.21)</u>	<u>45.00</u>	<u>(344.21)</u>
Net Income	<u><u>83,996.54</u></u>	<u><u>25,855.00</u></u>	<u><u>58,141.54</u></u>

Benzie Senior Resources
HDM/Cong comparison
Units Served 2016-2017-2018

	FY 2016		FY 2017		FY 2018	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,627	2,370	3,684	2,000	4,714	2,405
November	3,410	1,972	3,744	2,018	4,531	2,049
December	3,891	1,800	4,252	1,764		
January	3,186	1,452	3,248	1,318		
February	3,473	1,706	3,653	1,769		
March	3,781	2,140	4,470	2,203		
April	3,528	2,144	3,941	2,129		
May	3,682	2,295	4,463	2,430		
June	3,575	2,347	4,853	2,337		
July	3,272	2,267	4,481	2,162		
August	3,949	2,528	5,262	2,641		
September	3,943	2,237	4,528	2,412		
total meals	43,317	25,258	50,579	25,183	9,245	4,454



Benzie Senior Resources
HDM/Cong comparison
Units Served 2016-2017-2018



Senior Center Coordinator's Report December 5, 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:

Hopefully you noticed our senior center has been getting a bit of a makeover. It has two fresh coats of paint (three in some spots!) thanks to a couple of very generous volunteers. Our new tablecloths have been ordered as well, and we are planning a chair rail around the perimeter of both rooms to help prevent those inevitable, ugly dings from chairs being pushed into the walls. We also have a new bulletin board to streamline our announcements.

I'm happy to announce that we were once again a drop off location for Toys for Tots. This year we have collected more toys than ever!!! I'm thrilled that our community has stepped up and helped this worthy cause.

Tai Chi is back at The Gathering Place! See the Calendar of Events in the Senior Scoop for dates and times.

You might find this hard to believe but it is time again for the Benzie Bucks Auction. I'm not sure where November went but here we are in December already! On Friday, December 15th we'll have the auction beginning at 1:00 p.m. It will end by 3:00 p.m. Benzie Bucks are given out daily to those who join us for lunch or an activity.

We are now collecting items for the Benzie Bucks Auction. Time to send your unwanted items our way! We are accepting them until December 13th.

PLARN meets on Wednesdays at 1:15 p.m. Crochet plastic mats to donate for the homeless. For more information, please call Dawn at 231-525-0601. No experience is necessary.

Tech Support every Friday at 1:00 p.m. Get help navigating the tech world. Please call in advance to schedule your appointment with Robert. 15 and 30 minute appointments are available, and if you have your own device, please bring it.

We'll celebrate Christmas on Friday, December 22nd with a delicious Ham Dinner and all the fixin's. As usual we could find ourselves in the company of Santa and his elves, so don't miss it!

Friday, December 29th is our New Year's Eve Party/ Ol' Time Gathering party. Please bring a dish to pass. All ages are welcome. No charge to attend and donations are accepted. Music starts at 6:00 p.m. with a potluck dinner at 7:00 p.m. We'll ring 2018 in at 9:00 p.m. with a toast!

Senior Center Coordinator's Report December 5, 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:

Hopefully you noticed our senior center has been getting a bit of a makeover. It has two fresh coats of paint (three in some spots!) thanks to a couple of very generous volunteers. Our new tablecloths have been ordered as well, and we are planning a chair rail around the perimeter of both rooms to help prevent those inevitable, ugly dings from chairs being pushed into the walls. We also have a new bulletin board to streamline our announcements.

I'm happy to announce that we were once again a drop off location for Toys for Tots. This year we have collected more toys than ever!!! I'm thrilled that our community has stepped up and helped this worthy cause.

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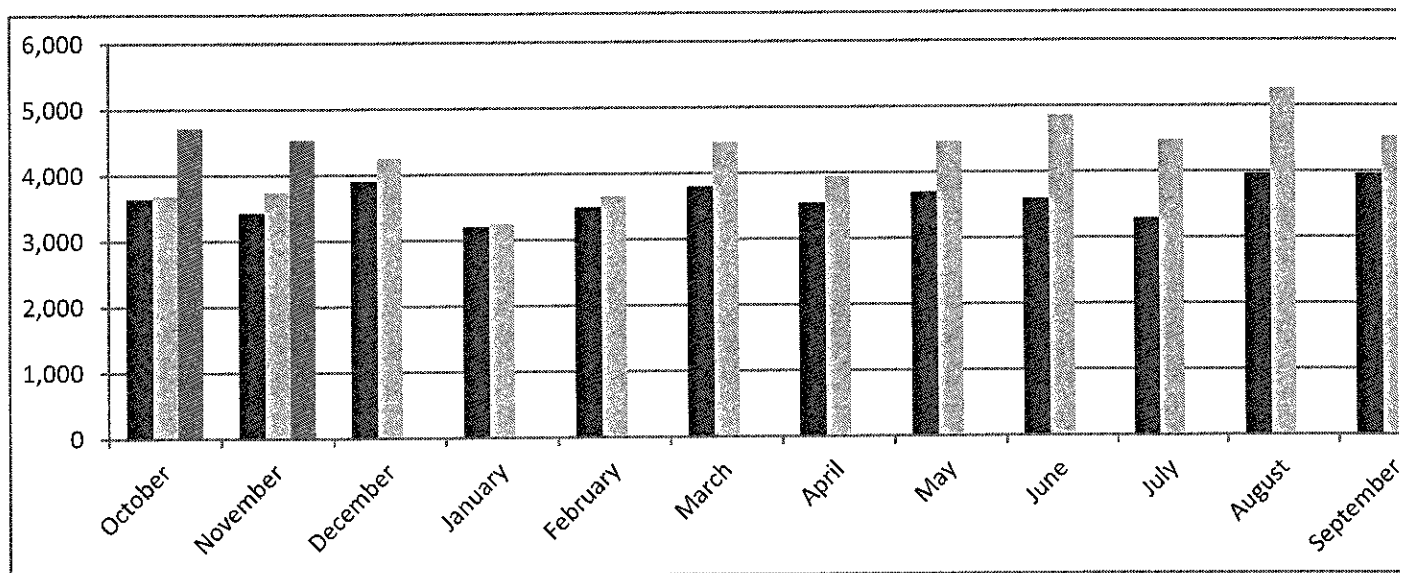
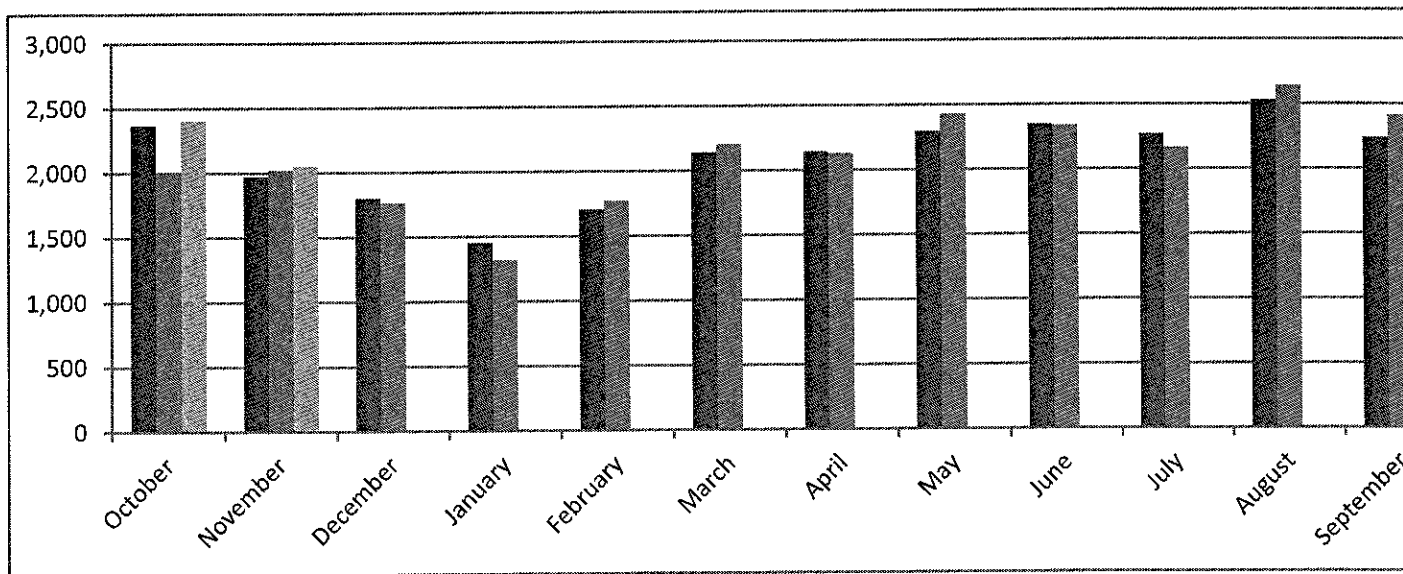
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Benzie Senior Resources
HDM/Cong comparison
Units Served 2016-2017-2018



Commissioner Report

BUILDINGS & GROUNDS COMMITTEE

December 13, 2017

9:00 a.m.

Members present: Roger Griner (Chair), Bob Roelofs and Gary Sauer

Others Present: Dawn Olney, Mitch Deisch, Maridee Cutler, Rick Morris, U/S Kyle Rosa, Bob Hawkins, Jim Henderson, Frank Post

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

Pledge of allegiance was given.

Agenda: Chair announced no changes, so the agenda will be accepted as printed.

Motion by Sauer, seconded by Roelofs, to approve the minutes of November 8, 2017 as presented. Ayes: All Nays: None Motion carried.

Public Input – None

Mitch Deisch – Attorney Client Conference Rooms: Mitch spoke regarding the need for attorney/client conference rooms; there are attorneys that are holding conferences with their clients right out in the open; he would like to identify rooms for their use unless they have been scheduled by someone else. He has two rooms in mind: Veterans front office and conference room 209, which is outside the Prosecuting Attorney's office. We should also have a conversation with the Judges and in turn perhaps they could have a conversation with the attorneys. There is also a room at the jail but the attorneys do not want to go up there.

Frank Post indicated that we cannot have casual entry to rooms, you need to lock them. Perhaps put key card system on those doors and they are always closed, then if they need the room, they would get the key from the Clerk's Office and when they are done, they return the key.

Mitch says that is too much. He understands, but there has to be a balance. There are conversations being held in public and they should not be.

Discussions about marking the rooms as attorney conference rooms; maybe we need to do signs on the doors; a sheet for attorneys to sign in.

U/S Rosa stated that they have stopped using the jury room for attorneys to meet with their clients; if the individual is incarcerated, they need to go to the jail to meet them.

Mitch suggests to take this to the joint court committee and create a simple policy; you may need to spend a little money on putting in key cards.

Roger and Gary agree that no one is opposed, Mitch will send a letter to the joint court committee for the December 21 meeting as well as bringing the information to the full board.

Jim Henderson – Natural Gas for Station 2 (669 Location): Jim stated that we have the opportunity to attach to the natural gas line with the resident next door to the 669 site; the cost would be split equally and the EMS share would be \$3,703.38; he is requesting \$6,500 - \$7,000 because other items are needed for the conversion. Moore Mechanical quote is \$2,247.00. Roger would like to see another quote. Jim stated that he has two more quotes, but just brought the lowest one here today.

Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to accept the proposal for conversion to natural gas and additional requirements at Station 2 (669 site), in the amount of \$7,000. Ayes: All Nays: None Motion carried.

BUILDINGS & GROUNDS

December 13, 2016

Page 2 of 4

Rick Morris – Quotes for Tridium Open Systems – Roof Top Unit Integration: There are 12 different boards in the unit that we cannot fix; he has provided three bids, with Hurst being the least expenses; we don't have to do it all at once, each zone has separate cards and they are getting corroded. This will allow him to control the dampers as well. Asks for \$13,479 to fix the 12-zone system. Mitch stated that the funds will come from Building Maintenance.

Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissions to authorize \$13,479.00 to fix the 12-zone system for roof top units with Hurst, and with funds to come from building maintenance. Ayes: All Nays: None Motion carried.

Bob Hawkins – Updates:

a. Epoxy Floor Project – Open Bids:

CRS	\$ 38,665.60
TC Coatings	\$ 69,194.00
Michigan Specialty Coatings	\$119,230.00
Tri-Chem	\$ 65,790.00 + 2 add ons
Extreme Engineered Floor	\$ 67,510.00

Motion by Roelofs, seconded by Sauer, to accept all bids and refer to committee of Bob Roelofs, Bob Hawkins, Mitch Deisch, Kyle Rosa, and come back with a recommendation to this committee. Ayes: All Nays: None Motion carried.

- b. Water Valve Quotes:** two quotes for labor – Moore and Hurst, the Hurst bid was quite a bit more; the company has made some changes – longer life span (due to everything being sealed in epoxy), all made in the USA, quality, labor, longevity – all went up. Blue Water will install the Cat 5e Wire & Connections.

Motion by Roelofs, seconded by Sauer, to recommend to the Board of Commissioners to authorize the Correctional facility water valve replacement project as presented, in the amount of \$52,150.23, with funds to come from the Jail Maintenance Fund. Ayes: All Nays: None Motion carried.

Frank Post – Safety Committee Update: The last meeting was not well attended; the emergency response book has been distributed and a separate book is being created for the DHHS. The DHHS is segregated from the rest of the building for use of the phone as an emergency alert system and they are working to get a system worked out for them. They are working on finalizing training events – active shooter, tornado, fire, medical, CPR, fire extinguisher. The work in the Treasurer's office is finished. He is having some network problems and is working with IT Right. We need to have a policy on the cards; he is not notified when people leave employment here. He also asks for guidance on the court security project going on here; where are we going with this. The District/Probate Court cannot put a door in the hallway due to fire code.

A meeting will get set up with Mitch, Judges, Kim, Wally and Frank regarding the project; perhaps the building officials as well.

Frank asks about a replacement window for FOC as well.

Motion by Griner, seconded by Roelofs, to authorize Frank Post to apply to MMRMA for security windows & (2) door locks as requested. Ayes: All Nays: None Motion carried.

BUILDINGS & GROUNDS

December 13, 2016

Page 3 of 4

Public Input – None

Motion by Roelofs, seconded by Sauer, to adjourn at 10:18 a.m. Ayes: All Nays: None Motion carried.

Dawn Olney
Benzie County Clerk

DRAFT

BUILDINGS & GROUNDS

December 13, 2016

Page 4 of 4

Motion by AJ seconded by BR, to approve the Buildings and Grounds Consent Calendar as follows:

1. To accept the proposal for conversion to natural gas and additional requirements at Station 2 (669 site), in the amount of \$7,000.
2. To authorize \$13,479.00 to fix the 12-zone system for roof top units with Hurst, and with funds to come from building maintenance.
3. Accepted all bids for epoxy flooring and referred to committee of Bob Roelofs, Bob Hawkins, Mitch Deisch, Kyle Rosa, and come back with a recommendation to this committee.
4. To authorize the Correctional facility water valve replacement project as presented, in the amount of \$52,150.23, with funds to come from the Jail Maintenance Fund.
5. To authorize Frank Post to apply to MMRMA for security windows & ³~~2~~ door locks as requested.

off

DRAFT



BENZIE COUNTY EMS

James Henderson,
Interim Director
448 Court Place
Beulah, MI 49617
231-325-0035
jhenderson@benzieco.net

Board Members,

Natural Gas Proposal: BCEMS has an opportunity along with our residential neighbor on Thompsonville road to hook up to natural gas. The total cost depending on who we get to do the conversion and cost of the new range will be approximately \$6500-7000.00. The potential savings from switching from propane to natural gas would be approximately \$2000 per year. If one compares the fuel costs (see attached Appendix 1) this theoretically should pay for itself in just over three years and then save us the \$2000 per year from that time on. I have attached the quote from Moore Mechanical for the conversion of appliances to natural gas, the proposed budget amendment, and the application for natural gas installation. Due to time constraints with the winter coming, the window of availability to be able to get the project done due to the ground freezing is getting narrower by the week. For this reason I plan on going to the finance board meeting on December 5th and the building and grounds meeting on December 13th. This may be out of order compared to the norm, but once again the window of opportunity will be drawing to a close.

Respectfully,

James P. Henderson
Benzie County EMS, Interim Director

BUDGET AMENDMENT REQUEST

This form is used when the below changes WILL increase or decrease the bottom line total of your budget.

This requires approval from the Board of Commissioners. Please fill out this form and present it to the County Administrator, with appropriate documentation supporting the amendment request.

DATE: 11/22/2017

Request to Amend the 2017/18 Budget for the following:

Account to be Increased:

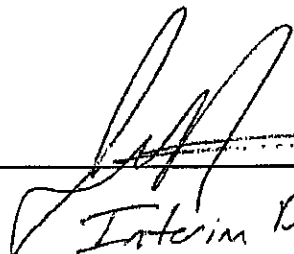
Line Number	Account Name	Amount
214-265-935.00	Building Repairs	7,000.00

Total \$ 7,000.00

Account to be Decreased:

Line Number	Account Name	Amount
214-000-691.00	Budgeted Use of Fund Balance	7,000.00

SIGNED: _____


Interim Director

7,000.00

Your Tridium Open Systems, Honeywell & Johnson Controls Solutions Provider

Our plan is to utilize a Tridium N4 software platform was recently installed and integrate with the equipment noted above. This will allow a more seamless and efficient operation and control. New Graphics will be generated for the system including graphics on existing damper system. Installation will include all Engineering labor, Electrical labor and new Cat 5 wiring to switch to IP address as required.

Upon completion, you will have the ability to operate and monitor the system on the Tridium Building Management System. The Graphics will have the ability to drill down to specific points on this unit thru the system. Each will be labeled with an intuitive, common sense naming scheme.

Control Resource will provide in depth training to approved employees, scheduling and overall seamless operation and user ability.

New BMS system includes an additional maintenance warranty for a period total of five (5) years.

Benzie Co. Government Center's investment to implement this project as a whole will be: \$45,350.00 Billed not to exceed.

<u>Estimated Breakdown:</u>	12-Zone System	\$13,479.00
	10-zone System	\$10,972.00
	7-zone System	\$9,869.00
	6-zone System	\$8,380.00
	1-zone System (RTU)	\$2,650.00

Assumptions and/or Exceptions:

1. Customer to provide and assist with IT drops where necessary for new BMS system.
2. Work is estimated at straight time wages Monday-thru Friday 7-5.

Thank you for the opportunity to be of assistance. Feel free to call with any questions or concerns.

Respectfully,

Michael Besant

Mobile # 616-914-0027

Benzie County Sheriff's Office
Correctional Facility Water Valve Replacement
Project

ICON Electronic Valve System: \$ 40,212.23
(Includes all Valves and Controls)

Plumbing Installation: \$ 6,098.00

Electrical Wiring: \$ 5,440.00

Misc. Supplies: \$ 400.00
(E.G: CAT5e Wire & Connections
Purchased Separately).

Total Expenditure: \$ 52,150.23

SALES QUOTE



SYSTEMS, INC.

3100 Camp Road • Oviedo, FL 32765

Quote expires on 12/31/2017

Reference Quote Number When Ordering

Document Numbers	QTE00014596 / Master 27999
Document Date	11/29/2017
Customer ID	BENZ001
PO Number	
Payment Terms	Net 30
Job Name	Benzie County
Customer Tax ID	

BILL TO

Benzie County Sheriff's Office

** No Other Billing Information Available **

SHIP TO

Benzie County Sheriff's Office
505 S. Michigan Avenue
Beulah, MI 49617, MI 49617
US

Contact: Bob Hawkins
Phone: (231) 882-4484 Ext. 0247

Item Number	Ship. Mthd.	Qty.	Unit Price	Ext. Price
CTR-X12-AC-04-4F-001-SWC <i>NEXUS® Series controller; X12; 4 IO; SW Comm.; 4 Flush; Standard</i>	UPS GND	3 Each	\$329.92	\$989.76
CTR-X12-AC-04-4S-001-SWC <i>NEXUS® Series controller; X12; 4 IO; SW Comm.; 4 Shower; Standard</i>	UPS GND	4 Each	\$329.92	\$1,319.68
CTR-X12-AC-04-EF-001-SWC <i>NEXUS® Series controller; X12; 4 IO; SW Comm.; Combie, Flush; Standard</i>	UPS GND	5 Each	\$311.20	\$1,556.00
CTR-X12-AC-08-2EFH-001-SWC <i>NEXUS® Series controller; X12; 8 IO; SW Comm.; 2 Combie, Flush, Hot; Standard</i>	UPS GND	8 Each	\$470.31	\$3,762.48
CTR-X12-AC-08-2E2S-001-SWC <i>NEXUS® Series controller; X12; 8 IO; SW Comm.; 2 Combie, 2 Shower; Standard</i>	UPS GND	5 Each	\$479.67	\$2,398.35
TRS-PI-120V-28V-1.5A <i>Transformer; Plug-In; 120V input; 28V output; 1.5A; 10' lead</i>	UPS GND	20 Each	\$35.11	\$702.20
VLV-FVL-3801-E3-0914-002 <i>MOMENTUM® Flush valve; Retrofit; Elbowed w/ std tailpiece, 1"; W/ TruFIRE® VAC solenoid</i>	UPS GND	28 Each	\$155.24	\$4,346.72
VLV-LAV-4831-0914-002 <i>ELEMENT® Manifold; Lav; AC; w/ flow compensating regulator; Clip style; Single</i>	UPS GND	6 Each	\$182.90	\$1,097.40
VLV-LAV-4832-0914-002 <i>ELEMENT® Manifold; Lav; AC; w/ flow compensating regulator; Clip style; Dual</i>	UPS GND	11 Each	\$287.10	\$3,158.10
VLV-SHW-5611-0914-002-HF <i>Valve Assembly; Shower; Pre-Tempered Water Manifold; Single Station w/ TruFIRE® 24VAC HF solenoid</i>	UPS GND	5 Each	\$136.30	\$681.50
VLV-SHW-5612-0914-002-HF <i>Valve Assembly; Shower; Pre-Tempered Water Manifold; Dual Station w/ TruFIRE® 24VAC HF solenoids</i>	UPS GND	3 Each	\$229.73	\$689.19
WR-SLD-WT-24VAC-4C-006 <i>Cable; 24VAC; Solenoid; 006'; Black Water-Tight Connector</i>	UPS GND	70 Each	\$4.42	\$309.40

*** This item is eligible for quantity discounts! See below for details. ***

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Fax: (407) 365-7944
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SALES QUOTE



3100 Camp Road • Oviedo, FL 32765

Quote expires on 12/31/2017
Reference Quote Number When Ordering

Document Numbers	QTE00014596 / Master 27999
Document Date	11/29/2017
Customer ID	BENZ001
PO Number	
Payment Terms	Net 30
Job Name	Benzie County
Customer Tax ID	

BILL TO

Benzie County Sheriff's Office

** No Other Billing Information Available **

SHIP TO

Benzie County Sheriff's Office
505 S. Michigan Avenue
Beulah, MI 49617, MI 49617
US

Contact: Bob Hawkins
Phone: (231) 882-4484 Ext. 0247

Item Number	Ship. Mthd.	Qty.	Unit Price	Ext. Price
WR-SLD-WT-24VAC-4C-015 Cable; 24VAC; Solenoid; 015'; Black Water-Tight Connector *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	20 Each	\$12.81	\$256.20
SEN-1601-002 TruTOUCH® Sensor; Assembly; w/ LED; with 2' Water-Tight Lead, nut and washer *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	28 Each	\$76.14	\$2,131.92
WR-SEN-WT-6C-006 Cable; LED Sensor; 6 Conductor; 006'; Gray Water-Tight Connector; Gray 6C jacket *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	26 Each	\$5.44	\$141.44
WR-SEN-WT-6C-025 Cable; LED Sensor; 6 Conductor; 025'; Gray Water-Tight Connector; Gray 6C jacket *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	3 Each	\$21.79	\$65.37
SEN-1501-002 TruTOUCH® Sensor Assembly; Standard; with 2' Water-Tight Lead, Nut & Lock Washer *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	62 Each	\$51.48	\$3,191.76
WR-SEN-WT-4C-006 Cable; Sensor; 006'; Gray Water-Tight Connector; Gray 4C jacket *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	44 Each	\$4.53	\$199.32
WR-SEN-WT-4C-015 Cable; Sensor; 015'; Gray Water-Tight Connector; Gray 4C jacket *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	19 Each	\$12.81	\$243.39
MHW-VB-5011-VBN Vacuum Breaker Part; Nut; Vacuum Breaker to Flush Valve; Rough Brass	UPS GND	26 Each	\$15.42	\$400.92
MHW-VB-5011-VBR Vacuum Breaker Part; Repair Kit; Rubber *** This item is eligible for quantity discounts! See below for details. ***	UPS GND	26 Each	\$5.73	\$148.98
MHW-VB-5011-VBT-13 Vacuum Breaker Part; Tube; Vacuum Breaker; 13" L; 8" Scratch Thread; Rough Brass	UPS GND	26 Each	\$24.97	\$649.22

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SALES QUOTE



SYSTEMS, INC.

3100 Camp Road • Oviedo, FL 32765

Quote expires on 12/31/2017

Reference Quote Number When Ordering

Document Numbers	QTE00014596 / Master 27999
Document Date	11/29/2017
Customer ID	BENZ001
PO Number	
Payment Terms	Net 30
Job Name	Benzie County
Customer Tax ID	

BILL TO

Benzie County Sheriff's Office

** No Other Billing Information Available **

SHIP TO

Benzie County Sheriff's Office
505 S. Michigan Avenue
Beulah, MI 49617, MI 49617
US

Contact: Bob Hawkins
Phone: (231) 882-4484 Ext. 0247

Item Number	Ship. Mthd.	Qty.	Unit Price	Ext. Price
MHW-VB-5011-TPN <i>Vacuum Breaker Part; Nut; for Elbow & Tailpiece; Rough Brass</i>	UPS GND	26 Each	\$7.43	\$193.18
MHW-VB-5011-SJW <i>Vacuum Breaker Part; Washer; Slip Joint; 1-1/2"; Rubber</i>	UPS GND	26 Each	\$1.61	\$41.86
MHW-VB-5011-ABR <i>Vacuum Breaker Part; 12 pack; Anti-blowout Ring Assy; Stainless Steel 304</i>	UPS GND	3 EACH	\$32.10	\$96.30
MHW-PLT-1001 <i>Escutcheon; Round; Washer; Backing; 2" OD; 7/8" ID</i>	UPS GND	86 Each	\$4.08	\$350.88
MHW-PLT-1005 <i>Escutcheon; Round; 2-3/8" OD; 7/8" ID; Stainless Steel; Brushed Finish; for Lavatories/Shower</i>	UPS GND	60 Each	\$5.31	\$318.60
MHW-PLT-1010 <i>Escutcheon; Round; 2-7/8" OD; 7/8" ID; Stainless Steel; Brushed Finish; for Toilets</i>	UPS GND	26 Each	\$6.43	\$167.18
MHW-CDA-0391 <i>Core Drill Part; Brass Adaptor w/ Stop; I-Con Sensor to 3/8" Pipe Nipple</i>	UPS GND	48 Each	\$10.34	\$496.32
MHW-NUT-1006 <i>Core Drill Part; Nut; 3/8" FPT; Brass</i>	UPS GND	48 Each	\$2.98	\$143.04
MHW-CDA-1489-08 <i>Core Drill Part; Nipple; 3/8" Pipe Size; 8" L; Zinc plated; Fully threaded</i>	UPS GND	16 Each	\$6.82	\$109.12
MHW-CDA-1489-10 <i>Core Drill Part; Nipple; 3/8" Pipe Size; 10" L; Zinc plated; Fully threaded</i>	UPS GND	32 Each	\$7.28	\$232.96
MHW-TB-06P <i>Tubing; Polyethylene; 3/8" OD; 1/4" ID; 1/16" Wall</i>	UPS GND	150 Foot	\$1.24	\$186.00
MHW-TB-08P <i>Tubing; Polypropylene; 1/2" OD; 3/8" ID; 1/16" Wall</i>	UPS GND	80 Foot	\$1.57	\$125.60
MHW-CN-08P08P20L <i>Connector; 1/2" FPT; 1/2" FPT; 20" L; Braided Stainless Steel</i>	UPS GND	38 Each	\$23.22	\$882.36

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Fax: (407) 365-7944

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SALES QUOTE

3100 Camp Road • Oviedo, FL 32765

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PO Number	
Payment Terms	Net 30
Job Name	Benzie County
Customer Tax ID	

BILL TO

Benzie County Sheriff's Office

** No Other Billing Information Available **

SHIP TO

Benzie County Sheriff's Office
505 S. Michigan Avenue
Beulah, MI 49617, MI 49617
US

Contact: Bob Hawkins
Phone: (231) 882-4484 Ext. 0247

Item Number	Ship. Mthd.	Qty.	Unit Price	Ext. Price
FXR-LAV-FCT-1000 <i>Faucet; Metering</i>	UPS GND	2 Each	\$178.50	\$357.00
NTC-CCS-2000 <i>Computer Control System; Mini fanless on 21.5" LED screen; with Envisage® Software</i>	UPS GND	1 Each	\$4,500.00	\$4,500.00
NTC-CNI-USB-1012 <i>I-Con Network Interface; USB; v1; with 1' USB cable; Isolated RS485;</i>	UPS GND	1 Each	\$229.51	\$229.51
SRV-ONSITE-NTC <i>Onsite Technician for Envisage System - Does NOT include travel & expenses</i>	UPS GND	2 Days	\$1,071.51	\$2,143.02
SRV-ONSITE-EXPENSES <i>Onsite Technician - Daily Expenses</i>	UPS GND	2 Days	\$350.00	\$700.00
SRV-ONSITE-TRAVEL <i>Onsite Technician - Travel Expenses</i>	UPS GND	1 Each	\$500.00	\$500.00

Notes

Material as quoted qualifies for full freight allowed.

Available Quantity Discounts

	No Discount	5.0% Discount	7.5% Discount	10% Discount
MOMENTUM® Repair Kits	1 to 99	100 to 249	250 to 499	500 or More
All Other Eligible Items	1 to 24	25 to 49	50 to 74	75 or More

The following items are eligible for quantity discounts: 5775 Shower Valve Repair Kits, MOMENTUM® Flush Valve Repair Kits, NEXUS® Controller Battery Packs, TruFIRE® Solenoids, TruTOUCH® Sensors, Vacuum Breaker Repair Kits, and Watertight Extension Cables. Some restrictions apply.

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Fax: (407) 365-7944
Visit us online at: <http://www.i-con.com/>

Subtotal	\$40,212.23
Miscellaneous	\$0.00
Tax	\$0.00
Shipping and Handling	\$0.00
Trade Discount	\$0.00
Total	\$40,212.23

Unless otherwise stated, quote does not include shipping and handling and is FOB Origin, Freight Prepaid and Add.

Terms and Conditions

Prices

Prices of I-CON's products are subject to change without notice. Quotations are conditioned upon acceptance within 90 days unless otherwise expressly stated in the quote and are subject to correction for typographic or clerical errors. All prices quoted exclude sales, use, excise and other taxes. Unless a proper exemption certificate is furnished to I-CON, all such taxes shall be paid by the Buyer to I-CON at the time of payment.

Installers

I-CON may quote all potential installers on any project presented to I-CON. However, notwithstanding anything to the contrary herein, I-CON shall require all installers to become an "I-CON Certified Installer" prior to allowing such installers to place sales orders for I-CON products. Learn more about becoming an I-CON Certified Installer by calling the I-CON customer service department.

Terms and Conditions of Payment

Terms of payment are Net 30 from date of invoice unless otherwise stated. Terms are subject to credit approval. Past due accounts will be subject to a 2% per month service charge from the date of the invoice or the maximum percentage allowed by law, whichever is less. If any proceedings be instructed by or against Buyer under any bankruptcy or insolvency law, or if Buyer shall fail to make timely payment on this or any other order, or if, in I-CON's judgment, Buyers financial situation justifies such action, I-CON may, at its election, require payment in advance or cancel the order as to any unshipped item and require payment of its reasonable cancellation charges. If Buyer delays completion of manufacture, I-CON may elect to require payment according to percentage of completion. Equipment held for Buyer shall be at Buyer's risk and expense. In all cases, regardless of partial payment, title to the Products shall remain in I-CON until payment for the Products (including any notes given therefore) has been made in full. Should legal action be necessary to enforce payment of an unpaid invoice, the Buyer will assume full responsibility for any court costs and reasonable attorney fees. All credit card orders are subject to approval prior to shipment.

Minimum Order Amount

Minimum invoice amount is \$50.00.

Delivery

Domestic shipments within the USA are F.O.B. Origin, Freight Prepaid & Add from factory, or other designated shipping point determined by I-CON. International shipments are F.C.A. Oviedo, Florida, USA. Any shipment or delivery dates quoted by I-CON are estimated. I-CON shall be obligated to use reasonable efforts to meet such dates. I-CON will in no event be liable for any delays in delivery or failure to give notice of delay, or for any other failure to perform hereunder. I-CON will be entitled to refuse to make, or to delay any shipments of its products if Buyer shall fail to pay when due any payment owed by it to I-CON, whether under this or any other contract between I-CON and Buyer.

Claims and Shortages

F.O.B. factory shipments are the full responsibility of the Buyer. Losses or damages must be reported to the carrier immediately. I-CON will file freight claims on FFA orders if the Buyer complies with the following within (5) five days of receipt of shipment; inspect shipment immediately, have delivering carrier inspect shipment, file inspection report with carrier, and send a copy to I-CON. No claim for failure to receive shipment or shortage will be honored unless I-CON is notified immediately upon receipt of invoice or within five working days of receipt of shipment, whichever is sooner.

Return Materials Authorization

No materials shall be returned without a Return Materials Authorization (RMA) from I-CON's customer service department. Returns must reference the RMA number and be shipped freight prepaid or the shipment will not be accepted. Returns for credit shall be subject to a 25% handling/re-stocking charge. Any cost associated with restoring product to saleable condition will be deducted from the credit along with any outgoing freight charges paid by I-CON. Non-stock, custom fabrications, and stainless steel fixtures and equipment are non-returnable. An RMA credit will not be issued for less than \$100.00 unless material is proven defective.

Specifications

I-CON has made reasonable efforts to quote its products which are equal or superior to those specified by Buyer or other third party, and such quote is based on I-CON's interpretation of the specifications provided. Therefore, I-CON is not liable for any discrepancies related to the foregoing. I-CON cannot guarantee or ensure the approval of its products by any architects, engineers, or owners, and I-CON hereby refers Buyer to such professionals for their direct approval. Any pricing provided by I-CON related to a pre-determined specification, is based on the quantities, models, and options listed on the plans and specifications provided to I-CON, and any modifications, amendments or additions thereto, shall require a revised quote from I-CON. I-CON may require approved submittals to be provided to I-CON's engineering department in writing before a sales order will be accepted. All products are subject to change without notice. Unless stated in the purchase order, material will be furnished per the design in effect at the time the order is filled. Field dimensions must be submitted in writing and are the full responsibility of the Buyer. Changes in specifications or cancellations must be submitted in writing to I-CON for review, and the Buyer shall be subject to charges incurred due to the extent of the change or cancellation. Non-stock and custom fabrications are not subject to cancellation.

Limited Warranty

See I-CON's official Limited Warranty Coverage. Any extended warranties provided by I-CON, and purchased by Buyer, shall be as noted on the quotation and/or sales order.

Approved and Accepted by Buyer (Sign and Return)

QTE00014596

Company: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

Payment Method

☐ Purchase Order: _____ ☐ Credit Card (Provide when order is placed)

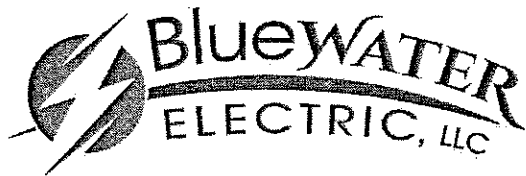
// PLEASE VERIFY THAT THE BILL TO AND SHIP TO INFORMATION LISTED ON THE QUOTE IS CORRECT BEFORE PLACING ORDER //

We're just a phone call away!

Voice: (407) 365-6241 • Toll-Free: (800) 240-3578

Fax: (407) 365-7944

Visit us online at: <http://www.i-con.com/>



PO Box 168
Beulah, MI 49617

Proposal

Date
12/5/2017

Benzie County Sheriff Dept.
Bob Hawkins

Description	Rate	
Labor: Installation of Cat 5e to all locations needed. 80 Hours Estimated Time / Time and Material Job	68.00	5,440.00
Electrical Material Supplied by Sheriffs Department	0.00	0.00

All Material is Guaranteed to be specified, and the above work is to be performed in accordance with the drawings and specifications submitted for the above work, and completed in a substantial workmanlike manner for the indicated sum. 1/3 draw on total is due upon start, 1/3 due upon completion of rough-in, and balance is due upon final completion date. Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. Respectfully Submitted

Acceptance: the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____ Date: _____

Total

\$5,440.00



Moore Mechanical
PLUMBING • HEATING
AIR-CONDITIONING

To: Benzie County Sheriffs Department
505 S. Michigan Ave.
Beulah, MI 49617

Proposal Number: 17-0480

Telephone:

Date: 11-29-17

Job Description: Installation of sensors for bathroom valves

PLUMBING

Maintenance Department to supply all valves and materials

Installation of:

28- Flush valves and sensors

56- Valves and sensors for sinks

16- Valves and sensors for showers

No line voltage wiring included in quote

No patching of floors or walls included in quote

TOTAL

\$ 6,098.00

PAYMENT TO BE MADE AS FOLLOWS: Half down is due at time of proposal acceptance and remainder is due upon completion of work.

TERMS: All accounts are due upon completion of work. When an account is past due a delinquency charge of 1.5% per month will be added each 30 days thereafter.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and terms & conditions are satisfactory and are hereby accepted. Payment will be made as outlined above. This proposal may be withdrawn if not accepted within 15 days of proposal date. All cancelled proposals may be subject to a restock fee on material & equipment.

Signature: _____

Date: _____

Moore Mechanical
12760 Honor Highway, Honor, Michigan 49640
Phone: 231-325-3079 • Fax: 231-325-3090
mooremechanical@mooremech.net • www.rodmoore-mechanical.com

P- (616) 784-4040
F- (616) 785-7900
5800 Safety Drive NE
Belmont, MI 49306
www.hurstmechanical.com



P- (231) 947-2750
F- (231) 947-1636
885 Robinwood Court
Traverse City, MI 49686
www.hurstmechanical.com

EXCLUSIVELY COMMERCIAL & INDUSTRIAL

November 30, 2017

Benzie County Jail
505 S Michigan Ave
Beulah, MI 49617

Attn: Bob Hawkins

SUBJECT: Benzie County Jail water Conservation

Pursuant to your request, HURST MECHANICAL has visited your facility to observe conditions, collect data, and receive instructions pertaining to the above mentioned project.

The work is to consist of the following:

- Demo and remove existing water valves on 28 water closets, 28 lavatories, and 8 showers
- Install owner provided I conn valves on the same fixtures
- Broom clean surfaces at the conclusion of each work day and removal of all work associated debris

Price includes labor and installation.

Your Investment is \$ 25,800.00

*Note: Valves provided by others
Work has been figured during normal business hours*

Thank you for the opportunity to prepare this quote for you. If we may be of service or if you have any questions, please feel free to call us at 231-947-3312.

Sincerely,
HURST MECHANICAL

Jamin Nyhuis (Project Manager/Estimator)

HVAC System Design
Indoor Air Quality Analysis
Controls – Pneumatic & DDC
Refrigeration – Ammonia & Freon



Heating
Air Conditioning
Electrical
Plumbing



Pipe Fitting, Welding & Air Piping
Cooling Towers & Pump Packages
Sheet Metal – Exhaust & Ventilation
Preventative Maintenance Agreements

County Administrator's Report



Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator
Date: December 12, 2017
Subject: 12/19/17 Administrator Update

1. **Point Betsie Lighthouse MNRTF Grant** – Earlier this week I was notified by the Friends of the Point Betsie Lighthouse that the Michigan Natural Resource Trust Fund grant to assist with improvements (road improvements, barrier free access, etc.) was not successful. There is an opportunity to meet with MNRTF staff to go over the application to determine ways to improve scoring. Even though the MNRTF grant was unsuccessful, the Friends continue to push forward and applied this week for a Coastal Zone Management grant to assist with needed improvements.
2. **OPEB Legislation** – This past week the State Legislature has been discussing Other Post-Employment Benefits (OPEB) for municipal entities. The initial focus of the legislation was to terminate Defined Benefit plans (DB) on a specific date and everything moving forward from that date would be a Defined Contribution (DC) plan. This legislation stalled on the floor due to opposition. Having said that there will be certain outcomes of this statewide OPEB discussion. For governmental entities that have pension plans that are under 60% funded or are contributing greater than 10% of the local unites general fund operating revenues for all pension plans, the State Treasury will determine if the local unit of government is in finical stress and could require them to draft a correction plan, which will be submitted to the State Treasury.

There will be more to follow once the State Treasury determines how they will move forward with this issue. Just an FYI.

3. **IT Right** – Last Friday December 8, 2017 IT Right representatives met with Wyant representatives to transfer data and to make the official transition from Wyant to IT Right as the daily IT vendor of record for Benzie County. The meeting went well and as of 12/8/17 all IT vendor requests are going directly to IT Right. The Sherriff Department will continue with Wyant regarding cloud data storage until December 31, 2017. IT right will be present at the January 2018 Commission Technology Committee meeting to give them an update on where we are at in Benzie County. One area that appears to be of immediate need is replacing the exchange server (emails). Deputy County Administrator Maridee Cutler is coordinating with employees and IT Right.

4. **Opioid Litigation** – Based upon the BOC discussion after the Opioid presentation at the 12/5/17 meeting, the Opioid subcommittee met last week to discuss the issue and what to present to

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the full BOC. Two issues were brought up by a subcommittee member. The first issue was the need to have included in the resolution/retainer agreement a disclaimer that Benzie County could not be held liable for costs for the filing of this litigation. Tim Smith, Smith and Johnson provided a response on the fact that almost all other local units of government had asked the exact question and why current law prohibited this language from being incorporated. Mr. Smith's response is included in the agenda information. The second issue was the need to give some direction to future BOC's as to how this BOC felt on how any recovered funds were to be used. This language was incorporated into the resolution.

2017

What did we do?

- 8 Attorney Opinions
- 36 Resolutions
- Produced “Budget at a Glance” document
- Successful public mileage votes, BSR, ACO, EMS and Maples Operating
- Approved 3 year contract with Anderson Tackman for Audit
- Frankfort Dow Memorial Airport upgraded from Basic to General Aviation
- CDBG Projects with St. Ambrose, Crystal Mountain and X-Pert Fulfillment
- Adopted Master Plan
- Adopted Commission Strategic Plan
- Resolved 2 personnel law suits
- Created the Regional Medical Examiner Office, established the Benzie County Morgue and entered into an agreement with Mecosta/Newaygo Morgue to use their facility as needed
- Approved the creation of Benzie Senior Resources BSR (COA and Benzie Home Health Care)
- Approved the POLC and COAM Road Command CBA’s
- Received Scrap Tire Grant and collected approximately 5,198 tires
- Over 1,300 tons of comingled recyclables removed from waste stream
- Purchased 2 new ambulances (2nd being delivered in January 2018)
- Installed new phone system
- Installed new boilers at both the Govt. Center and Sherriff Department
- Dedicated Veterans Memorial
- Approved new Planning Commission Ordinance and appointed PC new members
- Passed FY 2017-2018 Budget, created new Finance/IT Manger position
- EMS Director recruitment and replacement process, currently conducting background checks with select candidate
- MIDC Report filed with the State of Michigan

- Implemented Smart 911
- Remodeled 911 dispatch center
- Upgraded 911 communication tower
- Established Benzie County Public Safety Committee
- Appointed new Magistrate, Wally Armstrong
- Combined Probate and District court operations
- New flooring at Animal Control Office
- Approve license agreement with Village of Beulah Water Tank
- Comprehensive review of BOC Rules
- Amended BA Articles of Incorporation
- Approved new IT Vendor of Record
- Purchased Code Red notification system
- Grant Leverage
 - 3 MMRMA Grants \$6,895
 - Flood Mitigation Grant \$127,000
 - Assistance to Firefighter Grant \$633,636
 - 3 Region 7 Grants \$26,800
 - 3 GTBOI 2% Grants \$43,750
 - Hazardous Material Grant \$1,000
 - Emergency Management Grant \$18,500
- **Opening of the Maples!!!!**
- The above list is not complete, just highlights of 2017
- Happy Holidays, looking forward to 2018

FINANCE REPORT

Finance Issues:

FW-441

Approval of bills from December 6, 2017 to December 19, 2017 in the amount of \$300,802.03.

CASH SUMMARY BY FUND FOR BENZIE COUNTY
FROM 10/01/2016 TO 12/19/2017

FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2016	Total Debits	Total Credits	Ending Balance 12/19/2017
101	GENERAL FUND	857,542.47	14,613,304.81	14,591,167.03	879,680.25
201	BENZIE COUNTY ROAD COMMISSION	1,337,174.66	9,661,063.42	10,513,209.47	485,028.61
205	TNT OFFICER MILLAGE FUND	71,251.42	281,811.59	329,115.97	23,947.04
206	SHERIFF'S K-9 FUND	10,936.49	14,757.94	11,895.88	13,798.55
207	SHERIFF'S RESERVES FUND	11.64	0.00	0.00	11.64
208	SHERIFF'S DIVE TEAM FUND	1,807.00	425.00	850.00	1,382.00
211	D.A.R.E. FUND	1,736.17	0.00	0.00	1,736.17
212	BENZIE KIDS	1,269.31	4,204.93	3,747.86	1,726.38
213	JAIL OPERATIONS FUND	92,890.74	3,546,967.21	3,798,216.52	(158,358.57)
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	72,329.80	4,094,777.04	4,004,435.74	162,671.10
215	FRIEND OF THE COURT FUND	66,631.29	11,874.06	5,520.00	72,985.35
216	SEASONAL ROAD PATROL FUND	8,593.72	90,674.95	75,386.53	23,882.14
217	SNOWMOBILE PATROL FUND	10,261.51	36,049.67	34,343.38	11,967.80
218	PARKS & REC - ICE RINK	16.69	16,420.00	16,420.00	16.69
219	AIRPORT AUTHORITY FUND	0.00	85,369.21	92,158.94	(6,789.73)
220	MARINE PATROL FUND	0.00	26,707.62	25,560.63	1,146.99
221	BENZIE-LEELANAU DIST HEALTH DEPT FUND	349,905.40	3,138,690.61	3,342,110.07	146,485.94
228	SOLID WASTE/RECYCLING FUND	86,403.50	619,919.01	652,507.93	53,814.58
230	BETSIE VALLEY TRAIL MANAGEMENT FUND	7,083.23	39,951.02	42,056.08	4,978.17
231	SOIL EROSION (SESSC) FUND	29,813.00	46,683.00	43,566.00	32,930.00
235	CDBG GRANTS	0.00	332,951.00	332,951.00	0.00
241	LAND BANK AUTHORITY FUND	39,286.92	35,304.04	12,604.67	61,986.29
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	21,128.44	48,762.45	50,437.21	19,453.68
244	E.D.C. ENTERPRISE FUND	5,460.79	121,473.26	99,509.52	27,424.53
245	REMONUMENTATION/SURVEY GRANT FUND	25,563.67	43,512.80	41,598.00	27,478.47
246	GIS INFORMATION SYSTEM	5,993.28	1,050.00	0.00	7,043.28
247	ANIMAL CONTROL FUND	177,250.38	382,884.54	421,273.01	138,861.91
249	BUILDING DEPARTMENT FUND	78,911.45	837,890.75	837,682.78	79,119.42
256	REG OF DEEDS AUTOMATION FUND	138,981.99	51,407.26	33,867.28	156,521.97
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
260	CPL CLERK TECHNOLOGY FUND	10,748.61	13,202.51	1,776.00	22,175.12
261	911 EMERGENCY SERVICE FUND	379,962.88	1,783,172.08	1,669,913.22	493,221.74
262	DISPATCHER TRAINING FUND	21,958.10	25,781.71	34,535.42	13,204.39
263	LOCAL CORRECTION OFFICER'S TRAINING	18,805.47	20,856.50	28,363.58	11,298.39
264	SHERIFF FORFEITURE FUND	5,024.73	1,951.68	2,355.68	4,620.73
265	JUSTICE TRAINING (302) FUND	7,714.02	10,480.09	12,481.88	5,712.23
269	LAW LIBRARY FUND	2,320.48	59,638.48	54,220.96	7,738.00
276	COMMISSION ON AGING MILLAGE FUND	329,841.27	1,821,323.20	2,065,631.55	85,532.92
284	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
285	POINT BETSIE LIGHHOUSE FUND	3,246.36	0.00	0.00	3,246.36
292	CHILD CARE FUND	18,848.30	396,548.59	396,801.01	18,595.88
293	VETERAN'S RELIEF FUND	74,331.42	103,638.88	106,764.51	71,205.79
294	VETERANS TRUST FUND	4,311.19	26,927.19	31,238.38	0.00
296	JUVENILE JUSTICE FUND	0.00	29,421.51	31,345.66	(1,924.15)
310	GOVERNMENT CENTER ADDITION DEBT FUND	38,743.83	136,477.25	113,335.50	61,885.58
312	MAPLES DEBT/MILLAGE FUND	482,977.87	762,993.94	920,923.74	325,048.07
371	JAIL RESERVE FUND	355,370.71	623,771.58	785,510.63	193,631.66
401	CAPITAL IMPROVEMENT FUND	6,744.62	0.00	0.00	6,744.62

CASH SUMMARY BY FUND FOR BENZIE COUNTY
 FROM 10/01/2016 TO 12/19/2017

FUND: ALL FUNDS
 CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2016	Total Debits	Total Credits	Ending Balance 12/19/2017
412	MCF RENOVATIONS FUND	205,130.61	902,253.30	985,248.09	122,135.82
415	RAILROAD POINT	9,792.59	568,056.41	570,462.98	7,386.02
425	EQUIPMENT REPLACEMENT FUND	99,057.85	331,873.83	346,286.08	84,645.60
512	MEDICAL CARE FACILITY FUND	1,205,218.34	10,801,279.67	10,855,478.33	1,151,019.68
516	DELINQUENT TAX REVOLVING FUND	3,953,984.85	6,982,803.31	6,302,925.16	4,633,863.00
532	TAX FORECLOSURE FUND	688,321.50	1,067,200.71	916,735.61	838,786.60
535	CDBG HOUSING GRANT FUND	84,443.29	96,594.43	57,256.00	123,781.72
569	BUILDING AUTHORITY	10,937.94	1,610.00	3,220.00	9,327.94
595	COMMISSARY/CONCESSION FUND-JAIL	3,441.85	6,546.11	8,410.50	1,577.46
616	TREASURER'S TAX ADMINISTRATION FUND	55,460.25	1,100.00	2,200.00	54,360.25
701	GENERAL AGENCY FUND	3,784,120.95	20,625,340.11	24,005,304.44	404,156.62
704	PAYROLL CLEARING FUND	19,116.07	2,832,562.43	2,770,484.84	81,193.66
721	LIBRARY PENAL FINE FUND	28,758.91	193,252.62	166,502.36	55,509.17
764	SHERIFF'S INMATE TRUST FUND	21,657.60	269,789.93	274,027.47	17,420.06
775	SUMMER TAX COLLECTION FUND	0.00	0.00	0.00	0.00
	TOTAL - ALL FUNDS	15,430,257.41	88,681,335.24	92,931,931.08	11,179,661.57

BILLS TO BE APPROVED December 19, 2017

Motion to approve Vouchers in the amount of:

\$	137,551.14	General Fund (101)
\$	21,273.48	Jail Fund (213)
\$	8,266.68	Ambulance Fund & ALS (214)
\$	2,787.18	Funds 105-238
\$	251.84	ACO Fund (247)
\$	-	Building (249)
\$	385.50	Dispatch 911 Fund (261)
\$	104,177.15	Funds 239-292
\$	5,090.60	Funds 293-640
\$	21,018.46	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$	300,802.03
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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

December 5, 2017 - December 14, 2017

[illegible]

206-K-9 Fund
207-Sheriff Reserve's
208-Dive Team
209-Resource Officer
210-Benzie Kids
211-D.A.R.E. Fund
215-FOC

230-BVTMC
232-Planning/Zoning
235-CBDG
238-EDC
245-Remonumentation
256-Reg of Deeds
262-911-Training

269-Law Library
270-Platte River Bridge
271-Housing Grant
276-Council on Aging
285-Pt. Betsie Lighthouse
292-Child Care Fund
293-Soldiers Relief Fund

310-Gov't Ctr Addition-Debt
315-Benzie Leelanau Health
321-Jail Bond
371-Jail Bldg Debt Millage
425-Equipment Replace

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE FOR NOVEMBER 2017	MILEAGE	12/07/17	115.03	62931
101-101-860.00	TRAVEL	WARSECKE, EVAN	MILEAGE FOR NOVEMBER 2017	MILEAGE	12/07/17	1.60	62953
101-101-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR NOVEMBER 2017	MILEAGE	12/14/17	173.34	63061
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	COMMITTEE VACANCIES AND BOC MEETIN	43100200	12/07/17	192.60	62921
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	PLANNING COMM ORDINANCE & AFF OF P	43100200	12/14/17	85.50	63051
Total For Dept 101 BOARD OF COMMISSIONERS						568.07	
Dept 131 CIRCUIT COURT							
101-131-727.00	OFFICE SUPPLIES	FELICZAK, KAREN	SNACKS AND MILEAGE FOR JURORS	11/30/17	12/14/17	69.08	63006
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	OCT/NOV SHARED EXPENSES	OCT/NOV	12/14/17	97.36	63033
101-131-727.00	OFFICE SUPPLIES	THOMPSON, DAVID	FOOD FOR JURY	11/30/2017	12/14/17	42.05	63085
101-131-730.00	POSTAGE	MANISTEE COUNTY	OCT/NOV SHARED EXPENSES	OCT/NOV	12/14/17	84.86	63033
101-131-802.00	TRANSCRIPTS	LYSTER, CHRISTINE M.	TRANSCRIPTS 10/24/17-12/5/17	12/6/17	12/14/17	359.65	63032
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY	OCT/NOV SHARED EXPENSES	OCT/NOV	12/14/17	232.95	63033
101-131-804.00	RECORDING SERVICES	LYSTER, CHRISTINE M.	RECORDING 12/5/17	12/6/17	12/14/17	210.00	63032
101-131-805.00	RECORDING SERVICES	LYSTER, CHRISTINE M.	RECORDING 12/5/17	12/6/17	12/14/17	420.00	63032
101-131-805.00	COURT APPOINTED ATTORNEY	SPILLIAN, JOHN	CT APPT ATTRN 17-2521-FY	17-2521-FY	12/14/17	72.76	63070
101-131-807.00	JURY FEES	SPILLIAN, JOHN	CT. APPT. ATTRY #17-2521-FH	17-2521-FH	12/14/17	36.38	63070
101-131-807.00	JURY FEES	ABBY BEALE	PER DIEM \$20.00; MILEAGE \$9.72	JURY DUTY	12/14/17	29.72	62957
101-131-807.00	JURY FEES	ANDREW FISK	PER DIEM \$15; MILEAGE \$34.56	JURY DUTY	12/14/17	104.56	62965
101-131-807.00	JURY FEES	ANGELA TAYLOR	PER DIEM \$15; MILEAGE \$5.40	JURY DUTY	12/14/17	20.40	62966
101-131-807.00	JURY FEES	ASHLEY KOCHIS	PER DIEM \$20; MILEAGE \$16.20	JURY DUTY	12/14/17	36.20	62968
101-131-807.00	JURY FEES	BRANDON SCOTT	PER DIEM \$80; MILEAGE \$15.12	JURY DUTY	12/14/17	95.12	62977
101-131-807.00	JURY FEES	BRENT LEINES	PER DIEM \$15; MILEAGE \$3.24	JURY DUTY	12/14/17	18.24	62978
101-131-807.00	JURY FEES	CAMERON SCHICK	PER DIEM \$70; MILEAGE 12.96	JURY DUTY	12/14/17	82.96	62979
101-131-807.00	JURY FEES	CARL HARM	PER DIEM \$15; MILEAGE \$18.90	JURY DUTY	12/14/17	33.90	62982
101-131-807.00	JURY FEES	CASEY JOHNSON	PER DIEM \$20; MILEAGE \$8.64	JURY DUTY	12/14/17	28.64	62983
101-131-807.00	JURY FEES	CATHERINE ST-ONGE	PER DIEM \$70; MILEAGE \$19.44	JURY DUTY	12/14/17	89.44	62984
101-131-807.00	JURY FEES	CHRISTINE JONES	PER DIEM \$20; MILEAGE \$16.20	JURY DUTY	12/14/17	36.20	62987
101-131-807.00	JURY FEES	CHRISTOPHER KITCHEN	PER DIEM \$20; MILEAGE \$22.14	JURY DUTY	12/14/17	42.14	62988
101-131-807.00	JURY FEES	CHUCK BEALE	PER DIEM \$20; MILEAGE \$9.72	JURY DUTY	12/14/17	29.72	62989
101-131-807.00	JURY FEES	CINDY ODUM	PER DIEM \$15; MILEAGE \$20.52	JURY DUTY	12/14/17	35.52	62990
101-131-807.00	JURY FEES	CURTIS FAST	PER DIEM \$15; MILEAGE \$5.40	JURY DUTY	12/14/17	20.40	62992
101-131-807.00	JURY FEES	DEBRA GATZKE	PER DIEM \$15; MILEAGE \$21.60	JURY DUTY	12/14/17	36.60	62995
101-131-807.00	JURY FEES	DENNIS STERNBURGH	PER DIEM \$70; MILEAGE \$10.80	JURY DUTY	12/14/17	80.80	62996
101-131-807.00	JURY FEES	DIANNA JOHNSON	PER DIEM \$20; MILEAGE 3.24	JURY DUTY	12/14/17	23.24	62998
101-131-807.00	JURY FEES	DOYLE BERG III	PER DIEM \$80; MILEAGE \$33.48	JURY DUTY	12/14/17	113.48	62999
101-131-807.00	JURY FEES	ELEENNA CALENTINE	PER DIEM \$20; MILEAGE \$1.08	JURY DUTY	12/14/17	21.08	63000
101-131-807.00	JURY FEES	ELIZABETH FAFETTE	PER DIEM \$80; MILEAGE \$10.80	JURY DUTY	12/14/17	90.80	63001
101-131-807.00	JURY FEES	EMILY TORONGO	PER DIEM \$15; MILEAGE \$16.74	JURY DUTY	12/14/17	31.74	63002
101-131-807.00	JURY FEES	ENGELHUBER, LINDA	PER DIEM \$15; MILEAGE \$6.48	JURY DUTY	12/14/17	21.48	63003
101-131-807.00	JURY FEES	ERIC RAMEY	PER DIEM \$15; MILEAGE \$6.48	JURY DUTY	12/14/17	21.48	63004
101-131-807.00	JURY FEES	HOLLISUE WICKSALL	PER DIEM \$20; MILEAGE \$17.28	JURY DUTY	12/14/17	37.28	63013
101-131-807.00	JURY FEES	HOLLY ODWYER	PER DIEM \$20; MILEAGE \$8.64	JURY DUTY	12/14/17	28.64	63014
101-131-807.00	JURY FEES	HOPE KOCH	PER DIEM \$20; MILEAGE \$3.24	JURY DUTY	12/14/17	23.24	63016
101-131-807.00	JURY FEES	HOPE KOCH	PER DIEM \$20; MILEAGE \$3.24	JURY DUTY	12/14/17	118.88	63017
101-131-807.00	JURY FEES	HOPE KOCH	PER DIEM \$80.00; MILEAGE \$38.88	JURY DUTY	12/14/17	20.94	63020
101-131-807.00	JURY FEES	HOPE KOCH	PER DIEM \$15; MILEAGE \$5.94	JURY DUTY	12/14/17	30.80	63022
101-131-807.00	JURY FEES	JANE HITESMAN	PER DIEM \$20.; MILEAGE \$10.80	JURY DUTY	12/14/17	41.60	63023
101-131-807.00	JURY FEES	JEREMY WALKER	PER DIEM \$20; MILEAGE \$21.60	JURY DUTY	12/14/17	31.74	63026
101-131-807.00	JURY FEES	KELLEY ZYWICKI	PER DIEM \$15; MILEAGE \$16.74	JURY DUTY	12/14/17	27.56	63031
101-131-807.00	JURY FEES	KELSEY BERNDT	PER DIEM \$20; MILEAGE \$7.56	JURY DUTY	12/14/17	19.32	63034
101-131-807.00	JURY FEES	LEVI MCMULLEN	PER DIEM \$15; MILEAGE \$4.32	JURY DUTY	12/14/17	123.20	63035
101-131-807.00	JURY FEES	MARY NELSON	PER DIEM \$80; MILEAGE \$43.20	JURY DUTY	12/14/17		
101-131-807.00	JURY FEES	MARY RAY	PER DIEM \$80; MILEAGE \$43.20	JURY DUTY	12/14/17		

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Fund 101 GENERAL FUND							
Dept 131 CIRCUIT COURT							
101-131-807.00	JURY FEES	MARY SMELTZER	PER DIEM \$20; MILEAGE \$5.54	JURY DUTY	12/14/17	20.54	63036
101-131-807.00	JURY FEES	MATTHEW PETERSON	PER DIEM \$20; MILEAGE \$12.96	JURY DUTY	12/14/17	32.96	63038
101-131-807.00	JURY FEES	MICHELLE HERRON	PER DIEM \$15; MILEAGE \$4.32	JURY DUTY	12/14/17	19.32	63039
101-131-807.00	JURY FEES	MILLICENT BEAN	PER DIEM \$15; MILEAGE \$18.36	JURY DUTY	12/14/17	33.36	63042
101-131-807.00	JURY FEES	PAMELA COOMBS	PER DIEM \$15; MILEAGE \$2.70	JURY DUTY	12/14/17	17.70	63047
101-131-807.00	JURY FEES	PAUL BALDWIN	PER DIEM \$15; MILEAGE \$16.20	JURY DUTY	12/14/17	31.20	63048
101-131-807.00	JURY FEES	PAUL HUNT	PER DIEM \$20; MILEAGE \$7.56	JURY DUTY	12/14/17	27.56	63049
101-131-807.00	JURY FEES	PAULA BASEY	PER DIEM \$20; MILEAGE \$12.96	JURY DUTY	12/14/17	32.96	63050
101-131-807.00	JURY FEES	REBECCA HUBBARD	PER DIEM \$15; MILEAGE \$5.40	JURY DUTY	12/14/17	20.40	63054
101-131-807.00	JURY FEES	RICHARD GARNAT	PER DIEM \$20; MILEAGE \$5.94	JURY DUTY	12/14/17	25.94	63057
101-131-807.00	JURY FEES	RICHARD SAMONIE	PER DIEM \$15; MILEAGE \$10.80	JURY DUTY	12/14/17	25.80	63058
101-131-807.00	JURY FEES	ROBIN KENNEDY	PER DIEM \$20; MILEAGE \$6.48	JURY DUTY	12/14/17	26.48	63059
101-131-807.00	JURY FEES	RONALD REVOLT	PER DIEM \$15; MILEAGE \$7.56	JURY DUTY	12/14/17	22.56	63062
101-131-807.00	JURY FEES	SALLY REYNOLDS-LEE	PER DIEM \$15; MILEAGE \$5.40	JURY DUTY	12/14/17	20.40	63063
101-131-807.00	JURY FEES	SARAH DILLEY	PER DIEM \$20; MILEAGE \$21.60	JURY DUTY	12/14/17	41.60	63064
101-131-807.00	JURY FEES	SHELLA LAFLEUR	PER DIEM \$15; MILEAGE \$2.70	JURY DUTY	12/14/17	17.70	63067
101-131-807.00	JURY FEES	STEPHAN NELSON	PER DIEM 70.00; MILEAGE \$8.64	JURY DUTY	12/14/17	78.64	63077
101-131-807.00	JURY FEES	STEPHANIE HUTCHINSON	PER DIEM \$80; MILEAGE \$28.08	JURY DUTY	12/14/17	108.08	63078
101-131-807.00	JURY FEES	TAGHAN TAYLOR	PER DIEM \$15; MILEAGE \$10.80	JURY DUTY	12/14/17	25.80	63081
101-131-807.00	JURY FEES	TAYLOR HAWKINS	PER DIEM \$15; MILEAGE \$13.50	JURY DUTY	12/14/17	28.50	63082
101-131-807.00	JURY FEES	TERRY ARNOLD	PER DIEM \$70; MILEAGE \$32.40	JURY DUTY	12/14/17	102.40	63084
101-131-807.00	JURY FEES	TIMOTHY SMITH	PER DIEM \$70; MILEAGE \$17.28	JURY DUTY	12/14/17	87.28	63088
101-131-807.00	JURY FEES	TODD BRUCE	PER DIEM \$15; MILEAGE \$10.80	JURY DUTY	12/14/17	25.80	63090
101-131-807.00	JURY FEES	WAYNE DURGA	PER DIEM \$20; MILEAGE \$22.68	JURY DUTY	12/14/17	42.68	63098
101-131-807.00	JURY FEES	WILLIAM LANGE	PER DIEM \$20; MILEAGE \$14.04	JURY DUTY	12/14/17	34.04	63099
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2017	12/07/17	2,094.16	62868
101-131-810.00	LEGAL FEES	HUFT, JACOB	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2017	12/07/17	1,110.75	62882
101-131-810.00	LEGAL FEES	HUFT, DAVID G.	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2017	12/07/17	2,094.16	62888
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2017	12/07/17	2,094.16	62938
101-131-810.00	LEGAL FEES	SPILLIAN, JOHN	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2017	12/07/17	1,110.75	62939
101-131-810.00	LEGAL FEES	JACKPINE BUSINESS CEN	PROBATION OFFICE SUPPLIES	4219441-0	12/14/17	129.94	63019
101-131-813.00	TRAVEL	KEINS, PATRICIA	TRAVEL FOR OCT - DEC 2017	TRAVEL	12/14/17	109.14	63012
101-131-860.00	TRAVEL	KELLEY, CLAYTON	TRAVEL FOR OCT - NOV 2017	10/3-11/21/17	12/14/17	269.28	63024
101-131-860.00	TRAVEL	KELLEY, KELLY J.	MILEAGE AND TRAVEL	12/6/17	12/14/17	53.38	63025
Total For Dept 131 CIRCUIT COURT						13,287.57	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	TAPE, STAPLER NOTE PADS	985025001001	12/07/17	79.28	62917
101-136-800.00	CONTRACTED SERVICES-DRUG	CENTURYLINK	OCTOBER 2017 800 NUMBERS	OCTOBER 2017	12/07/17	0.22	62865
101-136-801.00	CONTRACTED SERV-SOBRIETY	COURTAD, JOSHUA C.	MONTHLY CONTRACT FOR SOBRIETY COUR	DECEMBER 2017	12/07/17	650.00	62871
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	ATTYFEES ROBERTS 17-336-SM & SHAWN	113017	12/07/17	500.00	62883
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	ATTY C O'BRIEN	17-299-SM	12/07/17	250.00	62888
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	ATTY FEES BENTLEY 17-343-SM	113017	12/07/17	250.00	62889
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	A HAMILTON; S PETRICK; A NOBLE	12/06/2017	12/07/17	750.00	62938
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	ATTY FEES MARSHA DRIVER	120717	12/14/17	250.00	63009
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	ATTY FEES FOR MIDDGAUGH	120617	12/14/17	250.00	63010
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	ATTY FEES FOR JERRY STREET	120717	12/14/17	250.00	63037
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	ATTY FEES KELSEY 17-315-SM	120817	12/14/17	250.00	63069
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	ATTY FEES C. PUTNEY, MOSELER & VIL	120717	12/14/17	750.00	63079
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDERI	ATTY FEES WOLLEN, PIPER & SWENEY	120817	12/14/17	500.00	63079
101-136-805.00	COURT APPOINTED ATTORNEY	WILLIAMS, JESSE	ATTY FEES FALTINOWSKI & CONRAD	120817	12/14/17	500.00	62861
101-136-860.00	TRAVEL	BRUNNER, THOMAS N	ASSIGNMENT TRAVEL	12/06/2017	12/07/17	103.94	62861
101-136-860.00	TRAVEL	ADAMS, JADE	REIMBURSEMENT FROM NEW PROB OFFICE	121317	12/14/17	203.08	62958

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Fund 101 GENERAL FUND							
Dept 136 DISTRICT COURT							
101-136-955.00	STAFF DEVELOPMENT/CONFER	ADAMS, JADE	REIMBURSEMENT FROM NEW PROB OFFICE	121317	12/14/17	111.88	62958
101-136-962.20	JIS RELATED COSTS	JUDICIAL MANAGEMENT SY	SUPPORT	12/06/2017	12/07/17	50.00	62896
			Total For Dept 136 DISTRICT COURT			5,948.40	
Dept 141 FRIEND OF THE COURT							
101-141-850.00	TELEPHONE	CENTURYLINK	OCTOBER 2017 800 NUMBERS	OCTOBER 2017	12/07/17	0.78	62865
101-141-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1426976273	12/14/17	2.32	62985
101-141-964.10	REIMBURSEMENT TO MANISTE	MANISTEE COUNTY FOC	SHARED EXPENSES FOR SEPTEMBER 201	SEPTEMBER 2017	12/07/17	19,523.51	62902
101-141-964.10	REIMBURSEMENT TO MANISTE	MANISTEE COUNTY FOC	SHARED EXPENSES FOR OCTOBER 2017	OCTOBER 2017	12/07/17	9,863.81	62902
			Total For Dept 141 FRIEND OF THE COURT			29,390.42	
Dept 142 JUVENILE DIVISION							
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	WATER COOLER RENTAL	12/1/17	12/07/17	11.66	62924
101-142-860.00	TRAVEL	CAMERON CLARK	REIMBURSE TRAVEL, PHONE, CONFERENC	NOVEMBER	12/07/17	280.90	62862
101-142-962.00	JIS RELATED COSTS	MICHIGAN SUPREME COUR	JIS FEE	12/1/17	12/07/17	1,652.74	62912
			Total For Dept 142 JUVENILE DIVISION			1,945.30	
Dept 148 PROBATE COURT							
101-148-805.00	COURT APPOINTED ATTORNEY	BAILEY LAW OFFICE PLL	G JOHNSON, DD	715	12/07/17	62.50	62851
101-148-805.00	COURT APPOINTED ATTORNEY	HUFF, DAVID G.	ATTY A TIFF, PP	16-0042-CA	12/07/17	100.00	62888
101-148-805.00	COURT APPOINTED ATTORNEY	LAW OFFICE OF HEATHER	M HOBART, LII	12-0067-CL	12/07/17	220.00	62901
101-148-805.00	COURT APPOINTED ATTORNEY	OLSON BZDOK & HOWARD	MLCEK, LII/PP	17-0139-GA	12/07/17	105.00	62918
101-148-962.00	JIS RELATED COSTS	STATE OF MICHIGAN	OCT-NOV-DEC 2017 FEES	12/06/2017	12/07/17	832.59	62943
			Total For Dept 148 PROBATE COURT			1,320.09	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	RRO	GENERIC 14 NON BIRTH PAPER	520601265	12/07/17	134.58	62930
101-215-727.00	OFFICE SUPPLIES	DES MOINES STAMP COMP	FILED AND RECEIVED STAMPS	1108453	12/14/17	133.00	62997
101-215-955.10	DUES & REGISTRATIONS	MICHIGAN ASSOC OF COU	2018 MACC DUES - DAWN OLNEY	11/28/2017	12/07/17	200.00	62910
101-215-963.00	COMPUTER SUPPORT	CHERRYLAN LLC	MAINTENANCE JAN 1, 2018 TO MARCH 3	2018-JANUARY	12/07/17	600.00	62867
			Total For Dept 215 COUNTY CLERK			1,067.58	
Dept 253 COUNTY TREASURER							
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	422790-0	12/07/17	38.28	62891
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	TONER FOR PRINTER	422790-1	12/14/17	175.97	63019
101-253-860.00	TRAVEL	THOMPSON, MICHELLE	MILEAGE FOR NOVEMBER 2017	NOV MILE	12/07/17	20.38	62948
			Total For Dept 253 COUNTY TREASURER			234.63	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-955.10	DUES & REGISTRATIONS	MICHIGAN ASSESSORS AS	MAA MEMBERSHIP RENEWAL TOM	12/05/17	12/07/17	90.00	62909
101-257-955.10	DUES & REGISTRATIONS	N.W. MICHIGAN ASSESSO	NWMAA RENEWAL - LINDA	NWMAA 18	12/14/17	10.00	63045
101-257-955.10	DUES & REGISTRATIONS	STATE OF MICHIGAN	2018 LICENSE RENEWAL- LINDA	12/12/17	12/14/17	175.00	63072
101-257-955.10	DUES & REGISTRATIONS	STATE OF MICHIGAN	LICENSE RENEWAL - BRIANNE	12/12/17	12/14/17	175.00	63073
101-257-955.10	DUES & REGISTRATIONS	STATE OF MICHIGAN	LICENSE RENEWAL - TOM	12/12/17	12/14/17	175.00	63074
101-257-963.00	COMPUTER SUPPORT	APEX SOFTWARE	APEX SOFTWARE RENEWAL- TOWNSHIPS T	299102	12/07/17	450.00	62849
			Total For Dept 257 EQUALIZATION DEPARTMENT			1,075.00	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MSU EXTENSION BUSINES	WAGES AND FRINGES FOR DEBORAH LONG	TOINV24 18	12/14/17	904.26	63043
101-261-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES - MSU	420323-0	12/07/17	59.99	62891
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	POSTAGE FROM MSU FOR NOVEMBER 2017	POSTAGE	12/07/17	2.91	62853
101-261-800.00	CONTRACTED SERVICES	MSU EXTENSION BUSINES	FIRST QTR MOA 2018 WORK PLAN FYMT	1BENZIE2018	12/14/17	10,052.25	63043
			Total For Dept 261 MSU EXTENSION			11,019.41	

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Fund 101 GENERAL FUND							
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR NOVEMBER 2017	1002	12/07/17	50.49	62857
101-265-750.00	MAINTENANCE SUPPLIES	NUCENT HARDWARE	AA & AAA BATTERIES	144965	12/07/17	44.97	62916
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICE FOR NOVEMBER 2017	NOVEMBER 2017	12/07/17	3,725.00	62881
101-265-800.00	CONTRACTED SERVICES	KOORSER FIRE AND SEC	INSPECTION OF FIRE ALARM SYSTEM/BA	4253903	12/14/17	500.47	63029
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	DECEMBER 2017 DUMPSTERS	2247941	12/07/17	175.00	62848
101-265-850.00	TELEPHONE	AT&T	MONTHLY PRI CIRCUIT FOR NOVEMBER 2	171-800-2423-00	12/07/17	1,065.40	62850
101-265-850.00	TELEPHONE	CENTURYLINK	OCTOBER 2017 800 NUMBERS	OCTOBER 2017	12/07/17	36.56	62865
101-265-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1426976273	12/14/17	46.96	62985
			Total For Dept 265 BUILDING & GROUNDS			5,644.85	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	NOVEMBER 2016 GENERAL MATTERS	NOVEMBER 2016	12/07/17	4,198.50	62876
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			4,198.50	
Dept 267 PROSECUTING ATTORNEY							
101-267-808.00	WITNESS FEES	ELIZABETH MONAGHAN	WITNESS FEE & MILEAGE (1407 MILES	72017	12/07/17	100.00	62875
101-267-808.00	WITNESS FEES	GERI ACHANGELI	WITNESS FEE & MILEAGE (286 MILES@	112917	12/07/17	34.60	62879
101-267-808.00	WITNESS FEES	JAMIE DOBKOWOLSKI	WITNESS FEE & MILEAGE (59 MILES @	112917	12/07/17	11.90	62893
101-267-808.00	WITNESS FEES	SHAUN SOLOMON	WITNESS FEE & MILEAGE (59 MILES@ \$	112917	12/07/17	17.90	62932
101-267-808.00	WITNESS FEES	STACEY FUNK	WITNESS FEE & MILEAGE (59 MILES @	112917	12/07/17	11.90	62941
101-267-808.00	WITNESS FEES	SUE FISHER	WITNESS FEE & MILEAGE (16 MILES @	112917	12/07/17	7.60	62945
101-267-860.01	TRAVEL (VA)	ELIZABETH MONAGHAN	WITNESS FEE & MILEAGE (1407 MILES	72017	12/07/17	46.70	62875
			Total For Dept 267 PROSECUTING ATTORNEY			230.60	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	DECEMBER 2017	12/07/17	333.33	62873
			Total For Dept 275 DRAIN COMMISSION			333.33	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER BY PHONE	46789160	12/07/17	2,500.00	62925
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATORS COPIER	157556	12/14/17	106.80	63083
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTORS COPIER	157586	12/14/17	279.35	63083
			Total For Dept 285 CENTRAL SERVICES			2,886.15	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	DECEMBER 2017 SERVICE CONTRACT	20153768	12/07/17	3,750.00	62890
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	JANUARY 2017 SERVICE CONTRACT	20153768	12/07/17	3,750.00	62890
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	FEBRUARY 2017 SERVICE CONTRACT	20153848	12/07/17	3,750.00	62890
			Total For Dept 286 TECHNOLOGY SUPPORT			11,250.00	
Dept 301 SHERIFF							
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV FUEL '17	1001	12/07/17	2,188.93	62857
101-301-748.00	GAS, OIL & GREASE	JAMES KOSTIOSKI	REIMB FUEL - TRANSPORT	1029454	12/07/17	20.08	62892
101-301-748.00	GAS, OIL & GREASE	AMAZON CAPITAL SERVIC	SNOW REMOVAL TOOL	IND3-4WVG-44P1	12/14/17	78.95	62963
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRYCLEANING	2356	12/07/17	88.10	62926
101-301-800.00	CONTRACTED SERVICES	WYANT COMPUTER SERVIC	DATTO BACKUP - LAST PAYMENT	MB22311	12/07/17	510.00	62955
101-301-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	RADAR INSTALL	48903	12/14/17	233.75	63011
101-301-955.00	CONVENTIONS & DUES	MICHIGAN SHERIFFS ASS	MSA 2018 DUES	20170943	12/14/17	550.00	63040
101-301-970.06	EQUIPMENT - COMPUTERS	AMAZON CAPITAL SERVIC	SURGE PROTECTORS	1JH7-XMKM-H1MG	12/07/17	57.78	62837
			Total For Dept 301 SHERIFF			3,727.59	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	37.66	62994
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV FUEL '17	1001	12/07/17	178.64	62857

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Fund 101 GENERAL FUND							
Dept 333 SECONDARY ROAD PATROL							
101-333-970.00	EQUIPMENT	VISA=TED SCHENDEL	MSA LODG,GUN REP	6866	12/14/17	200.86	63096
			Total For Dept 333 SECONDARY ROAD PATROL			417.16	
Dept 334 ZERO TOLERANCE, BAILIFF							
101-334-961.00	TRAINING & SCHOOLS	CHARITY MILLER	REIMB PPO SVC - NOT SVD	3958	12/14/17	60.00	62986
			Total For Dept 334 ZERO TOLERANCE, BAILIFF			60.00	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	NOV/DEC HEALTH INSURANCE FOR BCBS	NOV/DEC	12/14/17	507.58	62974
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	40.82	62994
101-426-850.00	TELEPHONE	SPRINT SOLUTIONS, INC	SPRINT EMERGENCY PHONE USE ENDING	186375861-027	12/07/17	13.20	62940
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONES FOR ROAD, JAIL, AL	12/14/17	12/14/17	49.04	63093
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REIMBURSEMENT FROM 11-19-1	MILEAGE 12-02-1	12/07/17	6.42	62923
			Total For Dept 426 EMERGENCY MANAGEMENT			617.06	
Dept 648 MEDICAL EXAMINER							
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	NOVEMBER 2017 AUTOPSY	NOVEMBER 2017	12/14/17	1,200.00	63008
			Total For Dept 648 MEDICAL EXAMINER			1,200.00	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	APPROPRIATIONS FOR DECEMBER 2017	DECEMBER 2017	12/07/17	9,584.88	62864
			Total For Dept 649 MENTAL HEALTH			9,584.88	
Dept 728 INTERGOVERNMENTAL							
101-728-885.00	LIQUOR TAX - NO MI REG E	NORTHERN MICHIGAN REG	OCTOBER SUBSTANCE ABUSE CONVENTION	112917	12/14/17	15,184.16	63046
			Total For Dept 728 INTERGOVERNMENTAL			15,184.16	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	198.70	62994
			Total For Dept 851 INSURANCE & BONDS			198.70	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	DECEMBER 2017	12/07/17	175.00	62870
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSTUBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	DECEMBER 2017	12/07/17	175.00	62898
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	DECEMBER 2017	12/07/17	175.00	62951
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	NOV/DEC HEALTH INSURANCE FOR BCBS	NOV/DEC	12/14/17	2,489.36	62974
101-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	1,147.33	62994
			Total For Dept 852 MEDICAL INSURANCE			4,161.69	
Dept 966 TRANSFER OUT							
101-966-999.24	TRANSFER TO AIRPORT AUTH	FRANKFORT CITY COUNTY	FCCAA ADMINISTRATOR CONTRIBUTION	845	12/07/17	12,000.00	62878
			Total For Dept 966 TRANSFER OUT			12,000.00	
			Total For Fund 101 GENERAL FUND			137,551.14	
Fund 205 TNT OFFICER MILEAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	39.18	62994
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV FUEL '17	1001	12/07/17	154.04	62857
205-000-751.00	UNIFORMS	VISA=DAN SMITH	TRAIN, TNT,CUFFS,BAT	6858	12/14/17	207.58	63094
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK AND A	NOV '17 SVCS	939561	12/07/17	210.00	62949
205-000-970.00	EQUIPMENT	ARMOR EXPRESS	HELMETS	114489C-IN	12/14/17	924.60	62967
			Total For Dept 000			1,535.40	

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Fund 205 TNT OFFICER MILLAGE FUND						
Fund 206 SHERIFF'S K-9 FUND						
Dept 000			Total For Fund 205 TNT OFFICER MILLAGE FUND			1,535.40
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	FRONTLINE 3PK	270490	12/07/17	152.84
206-000-967.00	PROJECT EXPENSES	VISA=TED SCHENDEL	MSA LODG,GUN REP	6866	12/14/17	31.99
			Total For Dept 000			184.83
			Total For Fund 206 SHERIFF'S K-9 FUND			184.83
Fund 212 BENZIE KIDS						
Dept 000			TOYS FOR COPS AD	00040691	12/07/17	76.00
212-000-967.00	PROJECT EXPENSES	BENZIE COUNTY RECORD				76.00
			Total For Dept 000			76.00
			Total For Fund 212 BENZIE KIDS			76.00
Fund 213 JAIL OPERATIONS FUND						
Dept 265 BUILDING & GROUNDS						
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	ETHERNET CONNECTORS	1R9P-XG9X-34CX	12/07/17	44.46
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	PAINT SUPPLIES	1NR3-DPYX-YCCY	12/07/17	53.03
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	STAINLESS STEEL WALL PLATES	1W4V-QNMG-MCX6	12/07/17	15.12
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	3 GANG WALLPLATE	1JTC-LLQP-MMRL	12/07/17	2.75
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	WALLPLATES, INSERTS	1K07-GPG7-1HRN	12/07/17	8.38
213-265-782.00	MAINTENANCE SUPPLIES	SHOP AND SAVE	AMMO AND AWD THNL	2024	12/07/17	4.58
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	DECALS,PAINT BRUSH	1CDJ-W6ND-FT7H	12/14/17	76.30
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	LED BULBS	13IV-GLJH-VTCK	12/07/17	84.99
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	LED BULBS	1JH7-XMKN-OK4D	12/07/17	84.99
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	SENSOR LIGHT SWITCHES	1TLY-JFLC-NK1Q	12/07/17	108.00
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	GARBAGE DISPOSAL	2245693	12/07/17	95.00
213-265-850.00	TELEPHONE	SECURUS TECHNOLOGIES	INVEST PRO	162169	12/14/17	70.74
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR ROAD, JAIL, AL	12/14/17	12/14/17	6.97
			Total For Dept 265 BUILDING & GROUNDS			655.31
Dept 351 JAIL - CORRECTIONS						
213-351-740.00	FOOD SUPPLIES	CANTREN SERVICES	INMATE MEALS	IVC26792	12/14/17	5,861.70
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV FUEL '17	1001	12/07/17	75.19
213-351-749.00	VEHICLE REPAIRS	AMAZON CAPITAL SERVIC	FLOOR MATS 17-VAN	1GC3-X3YP-GLYV	12/07/17	143.98
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRYCLEANING	2356	12/07/17	169.00
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	INMATE MEDICAL SVCS	71213	12/07/17	6,176.00
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	NOV '17 MEDICAL SVCS	69259	12/07/17	6,176.00
213-351-834.00	PRISONER MEDICAL - BENZI	SHOP & SAVE PHARMACY	DUSTIN SUMMERS	PHARMACY	12/14/17	82.13
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	COPIER LEASE	157470	12/07/17	461.25
213-351-961.00	TRAINING & SCHOOLS	VISA-DAN SMITH	TRAIN, TNT,CUFFS,BAT	6858	12/14/17	48.53
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	1TB HARD DRIVE	1FPT-FCMR-M9W4	12/07/17	62838
213-351-963.00	COMPUTER EQUIPMENT	MICHIGAN STATE POLICE	QUARTERLY GATEWAY	551-500646	12/07/17	387.00
213-351-970.00	EQUIPMENT	VISA-DAN SMITH	TRAIN, TNT,CUFFS,BAT	6858	12/14/17	436.01
			Total For Dept 351 JAIL - CORRECTIONS			20,065.79
Dept 851 INSURANCE & BONDS						
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	63.75
			Total For Dept 851 INSURANCE & BONDS			63.75
Dept 852 MEDICAL INSURANCE						
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	488.63

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Fund 213 JAIL OPERATIONS FUND							
Dept 852 MEDICAL INSURANCE							
			Total For Dept 852 MEDICAL INSURANCE			488.63	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	SHOP AND SAVE	MATS	24498	12/07/17	23.30	62935
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	3 PK 9X38 COVER, GALLON PRIMER, GA	015547/1	12/14/17	60.97	63007
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	CABLE, INTERNET AND PHONE AT STATI	824512145001601	12/07/17	225.27	62866
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	CABLE AT 448 COURT PLACE	824512142001011	12/07/17	1.44	62866
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR ROAD, JAIL, AL	12/14/17	12/14/17	53.61	63093
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	DECEMBER 2017 WATER COOLER RENTAL	40-3123	12/07/17	51.50	62906
214-265-922.00	WATER & SEWER	NORTHERN AI ENVIROMEN	TRANSPORT AND DISPOSAL OF NON HAZOR	42125	12/07/17	908.92	62915
214-265-923.00	FUEL - PROPANE GAS	TRI-GAS DISTRIBUTING	PROPANE AT STATION 2	52842	12/07/17	539.07	62950
214-265-935.00	BUILDING REPAIRS	VISA-MITCHELL DEISCH	SUPPLY ROOM UPGRADES AT STATION 3	12/1/17	12/14/17	389.91	63095
			Total For Dept 265 BUILDING & GROUNDS			2,253.99	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	DAGNEAU-BATES, MARTHA	EMS ADVISORY MEETING 11/21/17 PER	11/21/17	12/07/17	35.00	62872
214-655-721.00	PER DIEM	FRANKE, JIM	EMS ADVISORY MEETING 11/21/17 PER	11/21/17	12/07/17	35.00	62877
214-655-721.00	PER DIEM	JOWETT, GAYLORD	EMS ADVISORY MEETING PER DIEM	11/21/17	12/07/17	35.00	62895
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY MEETING 11/21/17 PER	11/21/17	12/07/17	35.00	62904
214-655-721.00	PER DIEM	MEAD, MICHAEL	EMS ADVISORY MEETING 11/21/17 PER	11/21/17	12/07/17	35.00	62907
214-655-727.00	OFFICE SUPPLIES	NETLINK BUSINESS SOLU	MAINTENANCE AGREEMENT	135667	12/07/17	717.99	62914
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	PRINTER COPIER LEASE	157269	12/07/17	198.34	62947
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	GLOVES, STYLETTES, ET TUBES, NPA,	82702617	12/07/17	148.73	62860
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	LARYNOSCOPE HANDLES X 9	82699152	12/07/17	146.61	62860
214-655-735.00	MEDICAL SUPPLIES	HONOR BUILDING SUPPLY	AA BATTERIES	1712-241205	12/07/17	12.99	62887
214-655-735.00	MEDICAL SUPPLIES	HONOR BUILDING SUPPLY	C BATTERIES	1712-24116	12/07/17	13.99	62887
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	9070218386	12/07/17	104.14	62836
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	CYLINDER RENTAL	9949295608	12/14/17	9.96	62960
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	OXYGEN	00437494	12/14/17	108.23	63053
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	1005	12/07/17	2,245.83	62857
214-655-751.00	UNIFORMS	BOUND TREE MEDICAL, L	UNIFORM PANTS FOR SAM MILLER 2 PAI	82699151	12/07/17	87.58	62860
214-655-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	WIRE E61 AND A33 TO BE HOT ALL THE	48856	12/07/17	170.00	62884
214-655-860.00	TRAVEL	DAGNEAU-BATES, MARTHA	MILEAGE FOR EMS ADVISORY MEETING 1	MILEAGE	12/07/17	18.51	62872
214-655-860.00	TRAVEL	HAUGEN, TRACIE	MILEAGE FOR EMS ADVISORY MEETING 1	MILEAGE	12/07/17	5.35	62877
214-655-860.00	TRAVEL	MARKEY, TIM	TRAVEL EXPENSES FOR ME CLASS ON 11	TRAVEL EXPENSES	12/07/17	79.21	62886
214-655-860.00	TRAVEL	MARKEY, TIM	MILEAGE FOR EMS ADVISORY MEETING 1	MILEAGE	12/07/17	10.70	62904
214-655-860.00	TRAVEL	MEAD, MICHAEL	MILEAGE FOR EMS ADVISORY MEETING 1	MILEAGE	12/07/17	7.49	62907
214-655-900.00	PRINTING & PUBLISHING	PIONEER GROUP	EMS DIRECTOR POSITION	00050670	12/07/17	379.70	62920
214-655-900.00	PRINTING & PUBLISHING	TRAVERSE CITY RECORD	REF#479598 EMS DIRECTOR BENZIE	935234	12/14/17	859.00	63091
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			5,498.35	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	63.75	62994
			Total For Dept 851 INSURANCE & BONDS			63.75	
Dept 852 MEDICAL INSURANCE							
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	449.59	62994
			Total For Dept 852 MEDICAL INSURANCE			449.59	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			8,266.68	

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Fund 220 MARINE PATROL FUND							
Dept 000							
220-000-930.00	EQUIPMENT REPAIR	SMILEY'S BOAT SVC	SHRINK WRAP - TRIUMPH	735373	12/07/17	288.00	62937
			Total For Dept 000			288.00	
			Total For Fund 220 MARINE PATROL FUND			288.00	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, JESSE	SITE MONITOR	121317	12/14/17	115.00	63101
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	TRUCK FUEL	1006	12/07/17	99.22	62857
228-000-821.50	HAZARDOUS WASTE	BATTERY SOLUTIONS	BATTERY BUCKETS	A209454	12/14/17	442.85	62969
228-000-957.00	MISCELLANEOUS	DAVID SCHAFER	DOOR KNOB FOR BENZIE CENTRAL CARDB	12817	12/14/17	11.25	62993
			Total For Dept 000			668.32	
Dept 851 INSURANCE & BONDS							
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	4.25	62994
			Total For Dept 851 INSURANCE & BONDS			4.25	
Dept 852 MEDICAL INSURANCE							
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	30.38	62994
			Total For Dept 852 MEDICAL INSURANCE			30.38	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			702.95	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-850.00	TELEPHONE	UWC	NOVEMBER 2016 LONG DISTANCE FEES	NOVEMBER 2016	12/07/17	4.50	62952
			Total For Dept 265 BUILDING & GROUNDS			4.50	
Dept 430 ANIMAL CONTROL							
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR NOV	1004	12/14/17	106.68	62972
247-430-800.00	CONTRACTED SERVICES	UNIFI EQUIPMENT FINAN	PRINTER PAYMENT FOR DEC	345864	12/14/17	61.16	63092
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	BILL FOR TRASH IN DEC	22446984	12/14/17	16.00	62964
			Total For Dept 430 ANIMAL CONTROL			183.84	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	8.50	62994
			Total For Dept 851 INSURANCE & BONDS			8.50	
Dept 852 MEDICAL INSURANCE							
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	55.00	62994
			Total For Dept 852 MEDICAL INSURANCE			55.00	
			Total For Fund 247 ANIMAL CONTROL FUND			251.84	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	DISPATCH CELL PHONES 12/24/17	12/24/2017	12/14/17	96.56	63093
			Total For Dept 325 DISPATCH/COMMUNICATION			96.56	
Dept 851 INSURANCE & BONDS							
261-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	34.00	62994
			Total For Dept 851 INSURANCE & BONDS			34.00	
Dept 852 MEDICAL INSURANCE							
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JANUARY 2017 STD/LTD/LIFE/AD & D	JANUARY 2017	12/14/17	254.94	62994

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Fund 261 911 EMERGENCY SERVICE FUND						
Dept 852 MEDICAL INSURANCE						
			Total For Dept 852 MEDICAL INSURANCE			254.94
			Total For Fund 261 911 EMERGENCY SERVICE FUND			385.50
Fund 262 DISPATCHER TRAINING FUND						
Dept 000						
262-000-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	TRAINING REFUND	551-500151	12/14/17	4,827.02
			Total For Dept 000			4,827.02
			Total For Fund 262 DISPATCHER TRAINING FUND			4,827.02
Fund 263 LOCAL CORRECTION OFFICER'S TRAINING FUND						
Dept 362 OTHER CORRECTIONS ACTIVITIES						
263-362-961.00	TRAINING & SCHOOLS	SHOP AND SAVE	AMMO AND AWD THNL	2024	12/07/17	191.75
263-362-961.00	TRAINING & SCHOOLS	KIESLER'S POLICE SUPP	AMMO	0829690	12/14/17	2,788.44
263-362-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	TRAIN, TNT, CUFFS, BAT	6858	12/14/17	63027
263-362-961.00	TRAINING & SCHOOLS	VISA=TED SCHENDEL	MSA LODG, GUN REP	6866	12/14/17	63094
263-362-961.00	TRAINING & SCHOOLS				12/14/17	63096
			Total For Dept 362 OTHER CORRECTIONS ACTIVITIES			3,854.12
			Total For Fund 263 LOCAL CORRECTION OFFICER'S TR			3,854.12
Fund 265 JUSTICE TRAINING (302) FUND						
Dept 000						
265-000-967.00	PROJECT EXPENSES	JOHN E REID AND ASSOC	TRAINING	179717	12/07/17	890.00
265-000-967.00	PROJECT EXPENSES	KIESLER'S POLICE SUPP	AMMO	0829690	12/14/17	1,858.96
265-000-967.00	PROJECT EXPENSES	VISA=TED SCHENDEL	MSA LODG, GUN REP	6866	12/14/17	391.20
			Total For Dept 000			3,140.16
			Total For Fund 265 JUSTICE TRAINING (302) FUND			3,140.16
Fund 269 LAW LIBRARY FUND						
Dept 000						
269-000-800.00	CONTRACTED SERVICES	SWANDER, CANDICE	LAW LIBRARIAN STIPEN	4/1-6/30/17	12/07/17	50.00
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	OCT/NOV SHARED EXPENSES	OCT/NOV	12/14/17	170.17
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	LAW LIBRARY SUBSCRIPTIONS FOR NOVE	3091245901	12/14/17	510.00
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	LIBRARY PLAN CHARGES FOR DECEMBER	837363277	12/14/17	712.64
			Total For Dept 000			1,442.81
			Total For Fund 269 LAW LIBRARY FUND			1,442.81
Fund 276 COMMISSION ON AGING MILLAGE FUND						
Dept 000						
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE	DECEMBER 2017	12/07/17	85,836.57
			Total For Dept 000			85,836.57
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			85,836.57
Fund 292 CHILD CARE FUND						
Dept 000						
292-000-840.00	CONTRACTED SVCS - VOL CO	KATHERINE HOUSTON	VOLUNTEER CORRINATION CONTRACT	DECEMBER	12/07/17	2,083.33
292-000-840.70	INSTITUTIONAL ROOM & BOA	GREAT LAKES RECOVERY	SUB ABUSE TREATMENT	12/4/17	12/07/17	840.00
292-000-840.70	INSTITUTIONAL ROOM & BOA	ROSCOMMON COUNTY JUVE	6 DAYS DETENTION B.RAMEY	NOVEMBER	12/07/17	1,008.00
292-000-850.00	TELEPHONE	CAMERON CLARK	REIMBURSE TRAVEL, PHONE, CONFERENC	NOVEMBER	12/07/17	50.00
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	MILEAGE AND PHONE REIMBURSE	NOV	12/07/17	50.00

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 12/06/2017 - 12/14/2017
JOURNALIZED PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-860.00	TRAVEL/GAS CARDS	CAMERON CLARK	REIMBURSE TRAVEL, PHONE, CONFERENC	NOVEMBER	12/07/17	678.41	62862
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	MILEAGE AND PHONE REIMBURSE	NOV	12/07/17	168.78	62927
292-000-862.01	INCENTIVES	KATHERINE HOUSTON	REIMBURSEMENT FOR INCENTIVES	NOV 30	12/07/17	57.95	62897
292-000-862.03	SUBSTANCE ABUSE COUNSELI	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELING K.LONG	11/29/17	12/07/17	140.00	62863
			Total For Dept 000			5,076.47	
			Total For Fund 292 CHILD CARE FUND			5,076.47	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR VETERANS	NOV17	12/07/17	35.00	62852
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR VETERANS	NOV2017	12/07/17	35.00	62880
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR VETERANS	NOV 17	12/07/17	35.00	62899
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR VETERANS	NOV 17	12/07/17	70.00	62928
293-000-721.00	PER DIEM	STOBIE, TOM	PER DIEM FOR VETERANS	NOV 17	12/07/17	35.00	62944
293-000-839.00	VETERANS BURIALS & MARKE	MONICA RAPIN ARCHER	VETERANS BURIAL BENEFITS - SAMUEL	11/28/2017	12/07/17	300.00	62913
293-000-839.10	VETERANS FINANCIAL AID	HONOR MOTEL	EMERGENCY ROOM FOR RICHARD SCOTT	120517	12/14/17	500.00	63015
293-000-839.10	VETERANS FINANCIAL AID	STAPLETONS	GAS CARDS FOR VETERANS	121117	12/14/17	200.00	63071
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR NOVEMBER 2017	NOV MILE	12/07/17	1.96	62852
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR NOV 2017	NOV MILE	12/07/17	15.51	62880
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR NOVEMBER 2017	NOV MILE	12/07/17	3.21	62899
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR NOVEMBER 2017	NOV MILE	12/07/17	35.95	62928
293-000-860.00	TRAVEL	STOBIE, TOM	MILEAGE FOR NOVEMBER 2017	NOV MILE	12/07/17	8.56	62944
			Total For Dept 000			1,275.19	
			Total For Fund 293 VETERAN'S RELIEF FUND			1,275.19	
Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	SHERWIN WILLIAMS	PAINT - JAIL	8294-4	12/07/17	543.52	62933
371-000-970.00	CAPITAL OUTLAY - EQUIPME	SHERWIN WILLIAMS	PAINT - JAIL	0071800	12/07/17	664.40	62934
371-000-970.00	CAPITAL OUTLAY - EQUIPME	BLUE WATER ELECTRIC	ELECTRICAL RECORDS/DRPS	123	12/14/17	1,472.76	62975
			Total For Dept 000			2,680.68	
			Total For Fund 371 JAIL RESERVE FUND			2,680.68	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF							
425-301-967.08	PROJECT EXP - OHSP ECC G	AMAZON CAPITAL SERVIC	MOLLE EMT MEDICAL FIRST AID KIT	3LJQ-KDFM-GCNY	12/14/17	254.83	62962
425-301-967.08	PROJECT EXP - OHSP ECC G	PUBLIC SAFETY CENTER,	CORE OFFICER DOWN KIT	5771018	12/14/17	364.90	63052
			Total For Dept 301 SHERIFF			619.73	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			619.73	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 16 REDEMPTIONS	113017	12/07/17	480.00	62856
532-253-800.05	OTHER CONTRACTED SERVICE	TITLE CHECK LLC	PROPERTY INSPECTION 01-170-011-00	PIV171130-3	12/14/17	35.00	63089
			Total For Dept 253 COUNTY TREASURER			515.00	
			Total For Fund 532 TAX FORECLOSURE FUND			515.00	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	OWI REIMBURSEMENT	120517	12/07/17	587.75	62858
701-136-221.01	DUE CITY FRANKFORT - OWI	CITY OF FRANKFORT	OWI REIMBURSEMENT & ORDINANCE FEES	120517	12/07/17	60.00	62869
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	70.00	62942
701-136-228.30	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	45.00	62942
701-136-228.37	DUE STATE - STATE COURT	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	1,815.75	62942
701-136-228.42	DUE STATE - OWI REIMBURS	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	120.00	62942
701-136-228.47	DUE STATE - BEILING FEE	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	200.00	62942
701-136-228.56	DUE STATE - OWI REIMBURS	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	210.00	62942
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	135.00	62942
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	672.00	62942
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	FEE TRANSMITTAL	120517	12/07/17	2,752.80	62942
701-136-230.00	DUE OTHER UNITS - ORDINA	CITY OF FRANKFORT	OWI REIMBURSEMENT & ORDINANCE FEES	120517	12/07/17	25.00	62869
701-136-230.00	DUE OTHER UNITS - ORDINA	WELDON TOWNSHIP TREAS	ORDINANCE FEES	120517	12/07/17	200.00	62954
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TO BE TRANSFERRED/ WILLIAM SP	120517	12/07/17	500.00	62833
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND TO BE APPLIED	120517	12/07/17	3,000.00	62834
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BONDS TO BE APPLIED	121317	12/14/17	1,400.00	62956
701-136-265.00	CASH BONDS PAYABLE	FALCINOWSKI, DANIEL	BOND TO BE RETURNED	121317	12/14/17	250.00	63005
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY ANIMAL	RESTITUTION FROM COURTNEY SHAWNOSK	121317	12/14/17	52.50	62970
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE MANISTEE SNOWB	RESTITUTION FROM DAVID MATTESON	121317	12/14/17	25.00	62973
701-136-271.00	RESTITUTIONS PAYABLE	BOWER, CHRISTOPHER	RESTITUTION FROM JARED MIDDLETON:	121317	12/14/17	200.00	62976
701-136-271.00	RESTITUTIONS PAYABLE	CAMPBELL, JEREMY	RESTITUTION FROM MATTHEW BURROWS	121317	12/14/17	20.00	62980
701-136-271.00	RESTITUTIONS PAYABLE	KNAPP, ROGER	RESTITUTION FROM COURTNEY SHAWNOSK	121317	12/14/17	75.00	63028
701-136-271.00	RESTITUTIONS PAYABLE	LAKE ANN GROCERY	RESTITUTION FROM SHONNA GEE: PAID	121317	12/14/17	32.92	63030
701-136-271.00	RESTITUTIONS PAYABLE	RECKER, BRADLEY	RESTITUTION FROM SHONNA GEE	121317	12/14/17	13.08	63055
701-136-271.00	RESTITUTIONS PAYABLE	ROBIN WHITNEY DVM LAK	RESTITUTION FROM COURTNEY SHAWNOSK	121317	12/14/17	52.50	63060
701-136-271.00	RESTITUTIONS PAYABLE	SENA, JEFFREY	RESTITUTION FROM MARSHA PUTNEY	121317	12/14/17	200.00	63066
701-136-271.00	RESTITUTIONS PAYABLE	SUSAN DALY DVM BETSIE	RESTITUTION FROM ASHLEIGH SMITH	121317	12/14/17	225.00	63080
701-136-271.00	RESTITUTIONS PAYABLE	TIMBERLINE SHELL	RESTITUTION FROM ROBERT DURR JR	121317	12/14/17	5.33	63087
701-136-271.00	RESTITUTIONS PAYABLE	VOLPE, MICHAEL	RESTITUTION FROM JOHN ROSA	121317	12/14/17	2,501.23	63097
Total For Dept 136 DISTRICT COURT						15,445.86	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	NOVEMBER 1 - 30 COLLECTION FEES FO	NOVEMBER 2017	12/07/17	721.09	62903
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	NOVEMBER 1 - 30 COLLECTION FEES FO	NOVEMBER 2017	12/07/17	90.38	62903
Total For Dept 141 FRIEND OF THE COURT						811.47	
Dept 215 COUNTY CLERK							
701-215-222.01	DUE COUNTY - CDBG CO ADM	BENZIE COUNTY REGISTE	DISCHARGE OF LEIN - LECLARR HARPER	12/12/2017	12/14/17	30.00	62971
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR NOVEMBER 2017	551-500256	12/14/17	2,236.00	63076
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	PEOPLE V PAUL DYGERT - BOND APPLIE	17-2527-FH	12/07/17	1,058.00	62854
701-215-265.00	CASH BONDS PAYABLE	PAUL DYGERT	BOND MONEY RETURNED	17-2527-FH	12/07/17	742.00	62919
701-215-271.00	RESTITUTIONS PAYABLE	MATTHEW STAPLETON	RESTITUTION FROM KELLI STAPLETON	13-2344-FC	12/07/17	117.00	62905
701-215-271.00	RESTITUTIONS PAYABLE	MEMBERS CREDIT UNION	RESTITUTION FROM JENNY KETZ	12-2274-FH	12/07/17	25.00	62908
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPETNER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	12/14/17	25.00	62961
701-215-271.00	RESTITUTIONS PAYABLE	CRIME VICTIM'S SERVIC	RESTITUTION FROM ROBERT CHEEK	11-2219-FC	12/14/17	107.13	62991
701-215-271.00	RESTITUTIONS PAYABLE	JENNIFER MACKREY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	12/14/17	30.00	63021
701-215-271.10	FAMILY DIVISION RESTITUT	ELAINE NEWBOLD	RESTITUTION FROM TREVOR MILLER	06-1377-DL	12/07/17	5.00	62874
701-215-271.10	FAMILY DIVISION RESTITUT	LATITUDE SUBROGATION	RESTITUTION FROM JONAH SOBACKI	13-1847-DL	12/07/17	40.00	62900
701-215-271.10	FAMILY DIVISION RESTITUT	MUSKEGON RIVER YOUTH	RESTITUTION FROM TREVOR MILLER	11-1720-DL	12/14/17	10.00	63044
Total For Dept 215 COUNTY CLERK						4,425.13	
Dept 253 COUNTY TREASURER							
701-253-299.15	VETERAN'S MEMORIAL FUND	ROELOFS, ROBERT	CANNON DISPLAY FOR AUG 13TH CEREMO	120717	12/14/17	150.00	63061

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 701 GENERAL AGENCY FUND						
Dept 253 COUNTY TREASURER						
Total For Dept 253 COUNTY TREASURER						150.00
Dept 301 SHERIFF						
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	DUE STATE LIVESCAN	551-502463	12/14/17	126.00 63041
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	DUE STATE SOR MI1011000	551-500303	12/14/17	60.00 63041
Total For Dept 301 SHERIFF						186.00
Total For Fund 701 GENERAL AGENCY FUND						21,018.46

Total For All Funds:

copied 7
Dawn Olney

From: Mitch Deisch
Sent: Friday, December 15, 2017 10:34 AM
To: Dawn Olney
Cc: Art Jeannot; garysauer53@yahoo.com; Evan Warsecke; Coury Carland; frankwalterhouse@yahoo.com; Bob Roelofs; Maridee Cutler; Michelle Thompson; Ted Schendel; Troy Lamerson; Kyle Rosa; ceifert@itright.com
Subject: IT Right Quote
Attachments: IT Right Quote 12-14-17.pdf

Good Morning Dawn,

Yesterday afternoon I received the following quote from IT Right to replace the cloud storage/datto backup in the Sherriff Department, which would also ensure appropriate backing up of documents at both the Government Center and Sherriff Department. This quote came in after the Wednesday December 13, 2017 5:00 pm deadline for inclusion in the 12/19/17 BOC agenda.

Based upon the fact that the quote was received after the 12/19/17 BOC agenda deadline and based upon the fact that the Sherriff Departments contract with Wyant for cloud storage/datto backup expires on 12/31/17, I need to ask that the 12/19/17 BOC agenda be amended to include the approval of the attached quote from IT Right for the purchase of a Ctera backup hardware in the amount of \$5,108.96 to come from the IT Equipment Fund 101-286-970.00.

The need for this purchase was discussed at the November 2017 Technology Committee, but has not been taken to the Finance Committee.

Understanding that this item has not following routine protocol, however based upon the ending of the Sherriff Dept. cloud storage /datto backup contract expiring on 12/31/17, this has be addressed by the BOC at their 12/19/17 meeting.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558

RECEIVED

SEP 14 2017

ADMINISTRATOR
OFFICE

Quote ITRQ10224

Prepared For:

Benzie County
Mitch Deisch
Phone: 231-882-0558
448 Court Place
Beulah, MI 49617
mdeisch@benzieco.net

Prepared By:

Monique Allen
Assistant to the Director
Phone: 855-487-4448
Fax:
Email: mallen@itright.com



For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and fax this in, or you can save time by simply electronically accepting this quote below.

Line Item Detail

Qty	Description	Picture	Unit Price	Ext Price
1	CTERA C800 8-Bay Cloud Storage Gateway and Backup rackmount kit with CTERA Enterprise Portal License		\$3,508.96	\$3,508.96
8	4TB Sata		\$200.00	\$1,600.00

Scope: Install in sheriffs rack. Recommend that in the future 10GB SFPs be installed in the switch at the back of the sheriff rack to uplink to capable 10GB sfp ports in the switch rack. However due to time limitation this upgrade is not reflected in this quote

SubTotal: \$5,108.96
Shipping: \$0.00
Sales Tax: \$0.00
Total: \$5,108.96

101-286-970.00

Ready to Accept?

Order Confirmation

We reserve the right to cancel orders arising from errors, inaccuracies, or omissions.

has 44Kinit

☐ I agree to the terms and conditions of the above document and PDF attachment with an electronic signature below.

IP Address 198.108.193.98

PO Number

(Optional: Enter PO Number as your reference only.)

Comments

Thelma Rider-Novak
PO Box 822
Frankfort, MI 49635
chuckandtom@betsievalley.net
231-352-9464
231-357-4577
Dec. 6th, 2017

5.00

Mitch Deisch, Benzie County Administrator

RE: Response to Figura opinion letter dated Nov. 29th, 2017 regarding quorum on
Benzie County Buidling Authority

Mitch,

I have read in total Mr. Figura's letter and would like the BOC to reconsider his
conclusion of currently requiring only two members to be a quorum of the BA since the
Art. of Inc. have been amended to make that a five member board.

Drawing attention to the first paragraph of the second page of that letter it reads:

“Robert's Rules of Order 9th Edition, Chapter 11, 39:

'QUORUM IN BOARDS AND COMMITTEES. In a committee of the
whole or its variations, the quorum is the same as in the assembly unless the
rules of the assembly or the organization (that is, either its bylaws or its
rules of order) specify otherwise. In all other committees and in boards, the
quorum is fixed:(a) by the bylaws, in the case of a board or standing
committee that the specifically establish; or **(b) by a rule of the parent
body or organization** or by the motion establishing the particular
committee in the case of a committee that is not expressly established by
the by laws. A board or committee does not have the power to determine its
quorum unless the bylaws so provide.'

RECEIVED

DEC 06 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Because the Building Authority adheres to Robert's Rules of Order, and because
the parent body has adopted Robert's Rules, we believe that this is the appropriate
rule to govern the calculation of a quorum for the Building Authority.”

Mr. Figura had no reason to go any further, because at the Oct. 24th BOC meeting, the
BOC (which is the parent body or organization of the BA) established the required
quorum must be three members. I urge Mr. Figura to check the minutes of the Oct. 24th,
2017 meeting. I obtained a recorded copy of that meeting by FOIA, should Mr. Figura
want to listen to it.

In addition to the above, Mr. Figura must remember that both the BOC, as the appointing parent body, and the BA, as its receiving subservient, had in the years 2016 and 2017 already established a precedent setting pattern of leaving a seat vacant for over a year and still requiring all of its active members to be present in order to have a quorum. In fact, if you do the math (which I love to do!) a more strenuous percent or ratio of sitting members to number of seats of the board (2 out 3, or 66% of the board number) was required in comparison to that currently required by the rule of the BOC (3 out 5, or just 60% of the board number).

It is my hope that Mr. Figura is a big enough person to admit this oversight in his opinion and allow the citizens of this County and the BOC to accomplish the true intention of the reason for increasing the board size from 3 to 5, which was, and still is to require more than just 2 people to deliberate the important decisions that are being by made by the BA at this time. In doing so he will be able to spare the citizens of this County more needless expenditure of money because of the unscrupulous manipulation of the BA members by their attorney.

I will be looking forward to your response, however in the meantime I do intend to pursue this through the County Prosecutor's office, who on Dec. 5th told me she had turned it over to Sheriff Shendel to investigate. The Sheriff informed me after the Dec. 5th, 2017 BOC meeting that he would be turning it over to the Michigan State Police.

Sincerely,

A handwritten signature in cursive script, appearing to read "Thelma Rider-Novak".

Thelma Rider-Novak

cc: Sara Swanson
Sheriff Ted Shendel
Benzie County Board of Commissioners



5:30

MEMORANDUM

December 12, 2017

To: Benzie County Commissioners

From: Laura Galbraith, Executive Director

Xpert Fulfillment is submitting the enclosed CDBG Loan Program (CLP) application for the Community Development Block Grant (CDBG) Loan program. Xpert Fulfillment is requesting a loan through the CDBG Loan Fund in the amount of \$330,000. The loan will be used to hire ten (10) full time positions over the course of two years, of which, at least 51% of these positions will be available to low to moderate income individuals.

Xpert Fulfillment was established in 2008 and has experienced sustained, steady, incremental growth. Xpert had the opportunity to purchase its new facility, which is located at 2532 Benzie Highway, Benzonia. The new facility was home to a manufacturing plant that closed over a year ago and the County lost 140 jobs. The new facility is nearly five times the size of their existing facility, which poses unique challenges for the company. The company plans to invest in new equipment and machinery, train existing and new employees on the new equipment, update the building with a security system and pallet racking; and advertise their services to new potential customers.

CDBG Loan Funds will be used in the following manner: (1) \$75,000 Equipment and Vehicles; (2) \$45,000 Advertising; (3) \$45,000 Packaging; (4) \$65,000 Working Capital including general operating, labor to install new equipment, racking, etc. and inventory; (5) \$60,000 Pallet Racking; (6) \$20,000 Security System; (7) \$20,000 Office Equipment. This will allow Xpert Fulfillment to continue in a growth pattern, accommodate new customers, and hire new employees. The Benzie County CDBG Loan committee met on Monday, December 4th and unanimously approved the loan request.

Next Steps

- Benzie County Clerk must provide a brief description of the public hearing including the date of hearing, number of citizens attending the hearing and a summary description of substantive comments made at the hearing.
- Benzie County must pass a Resolution after completion of the public participation requirements. The Authorizing Resolution must contain the following elements:
 - Identification of the proposed project;
 - Identification of the funding request;

- Statement that the proposed project is consistent with the UGLG's community development plan;
- Statement that at least 51% of the beneficiaries of the proposed project will be low and moderate income persons;
- Statement that no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by your CDBG Project Manager;
- Local authorization to submit the Michigan CDBG Application; and
 - Identification, by name and title, of the person authorized to sign the CLP application and all attachments;
 - Identification, by name and title, of the person authorized to sign the Loan Exhibit and all amendments.
 - Identification, by name and title, of the person authorized to sign Payment Requests.

2017-037
AUTHORIZING RESOLUTION

Community Development Block Grant Loan Fund Application – Xpert Fulfillment

WHEREAS, Xpert Fulfillment is requesting a permanent working capital loan from the Community Development Block Grant Loan Fund in the amount of \$330,000 to be used to hire at least 10 full time positions over the course of two years; and,

WHEREAS, at least 51% of these positions will be available to low to moderate income individuals; and,

WHEREAS, the project is consistent with Benzie County's community development plan; and,

WHEREAS, no project costs (CDBG or non-CDBG) will be incurred prior to a formal loan award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the CDBG project manager; and,

NOW, THEREFORE BE IT RESOLVED, that the Benzie County Board of Commissioners authorizes submittal of the application. Furthermore, that Coury Carland, Chair of the Benzie County Board of Commissioners, is authorized to sign the Application and all attachments; the Loan Exhibit and all amendments; and Payment Requests.

Motion to approve the resolution as presented by Sauer, seconded by Griner.

ROLL CALL

AYE: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke

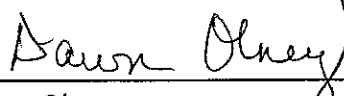
NAY: None

Resolution declared adopted.

Dated: December 19, 2017


Custer Carland, Chair

I, Dawn Olney, Benzie County Clerk, hereby certify that the above is a true and exact copy of a portion of minutes taken from a regular meeting of the County Commission held December 19, 2017.


Dawn Olney
Benzie County Clerk

PUBLIC HEARING

Brief Description – Xpert Fulfillment

A public hearing was held Tuesday, December 19, 2017 following the Benzie County Commission meeting to receive and consider public comments and pass a Resolution on the Xpert Fulfillment Community Development Block Grant Loan Program application authorizing Coury Carland, Chair of the Benzie County Board of Commissioners, to execute all documents associated with the loan. There were 10 citizens in attendance.

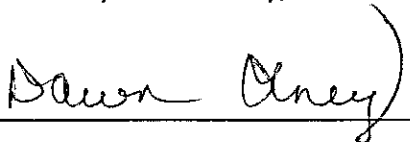
Laura Galbraith, Venture North Executive Director, shared details of the loan request for \$330,000 for business expansion activities to their new facility at 2532 Benzie Highway in Benzonia including: plans to hire 10 full time positions over the course of two years, of which, at least 51% of these positions will be available to low and moderate income individuals; and plans to invest in new equipment and machinery, train existing and new employees on the new equipment, update the building with a security system and pallet racking, and advertise their services to new potential customers.

Public Comments:

Mary Hoyt, Benzonia Township, stated that she has been involved in the Chamber of Commerce and EDC; the concept of a business park has been tossed around for years. You are following through with a concept that was never able to be fully put together before. This is fantastic.

There was no other public comment. All County Commissioners are in full support of this project and resolution.

Submitted by Dawn Olney, Benzie County Clerk



DETERMINATION OF LEVEL OF ENVIRONMENTAL REVIEW

CERTIFYING OFFICER

Coury Carland, Chair Benzie County Board of Commission is designated the environmental certifying officer for the CDBG project described below. I certify that

PROJECT INFORMATION

Grantee (Unit of General Local Government) Benzie County

Grantee Address 448 Court Place, Beulah, MI 49617

Grantee Contact Person
Name and Phone Custer Carland

Other Project Contact Person
Name and Phone Mitch Deisch, County Administrator, 231-882-0558

Grant Number (if assigned) _____

Project Title Xpert Fulfillment CDBG Loan Fund

Project Description (provide in separate, attached sheets)

Xpert Fulfillment recently purchased a 76,000 sq.ft. building on Benzie Highway (just two miles away from their current headquarters) and they are requesting a loan through the Community Development Block Grant Loan Fund in the amount of \$330,000. The loan will be used to hire 10 full time positions within the next two years, of which at least 51% will be considered low to moderate income individuals.

Xpert Fulfillment will utilize the CDBG Loan Fund to fully equip their newest facility, train existing and new employees on the new equipment and machinery, and advertise their services to new potential customers. The specific planned use of funds is as follows: (1) \$75,000 Equipment and Vehicles; (2) \$45,000 Advertising; (3) \$45,000 Packaging; (4) \$65,000 Working Capital including general operating labor to install new equipment, racking, etc. and inventory; (5) \$60,000 Pallet Racking; (6) \$20,000 Security System; (7) \$20,000 Office Equipment.

PROJECT DETERMINATION (completed by the Environmental Review Officer)

All project activities have been reviewed and the project meets the following environmental determination:

- ☐ Exempt
- ☒ Categorically Excluded Not Subject To §58.5
- ☐ Categorically Excluded Subject To §58.5
- ☐ Environmental Assessment
- ☐ Environmental Impact Statement



Certifying Officer Signature
Custer Carland, Benzie County Commissioner Chairman

12/19/17

Date

CDBG LOAN PROGRAM (CLP) APPLICATION

Use tab key to advance through document. Complete CLP Application in entirety and submit via email to Specialist.

UNIT OF GENERAL LOCAL GOVERNMENT (UGLG) IDENTIFICATION SUMMARY			
IDENTIFICATION OF UGLG		FUNDING SOURCES (if multiple properties, include all)	
Unit of General Local Government (UGLG)	Benzie County	CDBG/ CDBG RLF	\$ 330,000
Street/PO Box	448 Court Place	UGLG	\$
City	Beulah	Private	\$
County	Benzie County	Other	\$
State/Zip	MI / 49617	Other	\$
Fiscal Year	2018	Other	\$
Chief Elected Official Name	Custer Carland	TOTAL	\$ 330,000
Chief Elected Official Title	Chairman	# of FTEs 10 Must not exceed \$35,000 per FTE	
Chief Elected Official Email	ccarland@benzieco.net	UGLG SAM # 5N5B9 www.sam.gov	
UGLG Project Contact (PC) Name	Michelle Thompson	UGLG DUNS # 151930112 http://www.dnb.com/duns-number.html	
UGLG PC Title	Grant Administrator/County Treasurer		
UGLG PC Address	448 Court Place, Beulah, MI 49617	UGLG Federal ID # 38-6004838	
UGLG PC Telephone Number	231-882-0011	UGLG Fiscal Year 10/1 to 9/30	
UGLG PC Fax Number	231-882-4844	Census Tract # for Project 26019000500	
UGLG PC E-Mail Address	mthompson@benzieco.net		
STATE GOVERNMENT REPRESENTATION			
Senator Name	Darwin L. Booher	Senate District	35
Representative Name	Curt VanderWall	House District	101
FEDERAL GOVERNMENT REPRESENTATION			
Representative Name	Jack Bergman	Congressional District	1

CLP FUND	Available Balance	\$ 758,825
	Less This Loan	\$ 330,000
	New Balance	\$ 428,825

UGLG CAPACITY AND CONFLICT OF INTEREST		
1	Identify consultants who will be responsible for administering the proposed: <input type="checkbox"/> NA, consultant not yet known <input type="checkbox"/> NA, consultant not anticipated <input checked="" type="checkbox"/> Consultant has been identified and contact information provided below:	Name Laura Galbraith Address 202 E Grandview Parkway Phone 231-995-7110 Email laura@venturenorthfunding.org
2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the UGLG received CDBG grants or loans in the past five years and/or have any open CDBG grants or loans? This includes CDBG grants or loans provided by the MSF/MEDC and all MSHDA CDBG programs. If yes, identify the projects and identify/describe all findings regarding those projects: MSHDA CDBG, grant completed. Benzie County did not reapply.
3	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA	Does the applicant have any outstanding CDBG grants or loans that have not been drawn down? If yes, describe:
4	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA	Will local officials and staff be a party to any contract involving the procurement of goods and services assisted with CDBG funds? If yes, describe:
5	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA	Will any person who is an employee, agent, consultant, officer, elected or appointed official of the UGLG obtain a financial interest or benefit from a CDBG assisted activity or have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter? If yes, describe:
6	Indicate whether or not the UGLG has a contractual relationship with any of the following entities: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Boge, Wybenga & Bradley, PC <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Farm Bureau <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Fifth Third Bank <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Grand Angels <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Greenstone Farm Credit Services <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Michigan Department of Licensing & Regulatory Affairs <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Michigan Department of Treasury <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Michigan Economic Development Corporation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Springfield Smartroof <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Trustcott Rossman If yes to any of the above, describe the nature of relationship: MEDC - Subrecipient Agreement for Regionalization. LARA/OLSR Contract for Remonumentation.	
7	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	UGLG will adhere to HUD, CDBG and MEDC rules, regulations and Grant Administration Manual requirements, policies, procedures and reporting requirements.
8	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Consultant will adhere to HUD, CDBG and MEDC rules, regulations and Grant Administration Manual requirements, policies, procedures and reporting requirements.
9	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	UGLG and Consultant have read the Definitions and Instructions to Attachment D, Estimated Employment Creation and/or Retention Form, and understand

		how to calculate and report Full-Time Job (FT) and Full-Time Equivalent Job (FTE) jobs for the base number of Existing Jobs <u>and</u> the number of Jobs to be Created. (An updated Attachment D is required to be submitted with the Request to Close memo).
PROJECT DESCRIPTION		
9	<p>Provide a clear and concise description of the overall proposed project including all work activities, number of businesses/properties involved, the type of assistance needed and why:</p> <p>Xpert Fulfillment Services is an order fulfillment company, logistics provider, and distribution center that efficiently handles all aspects of inventory and order management. They have been in business for 10 years. Five years ago, they moved to their 16,000 sq.ft. Cadillac Highway location which has been at capacity for the past two years. They recently purchased the Benzie Highway location which is just two miles away and offers over 76,000 sq.ft. Xpert Fulfillment needs \$330,000 to fully equip their newest facility including new equipment and machinery, a security system, office equipment and advertising of their services to new potential customers. The specific planned use of funds is as follows: (1) \$75,000 Equipment and Vehicles; (2) \$45,000 Advertising; (3) \$45,000 Packaging; (4) \$65,000 Working Capital including general operating, labor to install new equipment, racking, etc. and inventory; (5) \$60,000 Pallet Racking; (6) \$20,000 Security System; (7) \$20,000 Office Equipment. This will allow Xpert Fulfillment to continue in a growth pattern, accommodate new customers, and hire new employees. They plan to hire 10 full time employees within the next two years, of which at least 51% will be considered low to moderate income individuals.</p>	
10	<p>Provide the history of the problems associated with this project and explain how this project will help alleviate those problems.</p> <p>Since the company established in 2008, they have experienced sustained, steady, incremental growth. The opportunity to purchase the new facility, which is nearly five times the size of their existing facility, poses unique challenges. To efficiently process and handle an increased amount of customer products they need to; invest in new equipment and machinery, train existing and new employees on the new equipment and training, update the building with a security system and pallet racking; and advertise their services to new potential customers. The new facility was home to a manufacturing plant that closed over a year ago and the County lost 140 jobs. Xpert Fulfillment plans to create jobs new jobs to off-set this loss.</p>	
11	<p>Check all that apply and/or will occur for this project:</p> <p>Comments:</p>	

National Objective

- ☐ Elimination/Prevention of Slum/Blight
☐ Immediate threat / urgent need
☒ Benefit persons of low/mod income
☒ Job Creation
☐ Housing Projects
☐ Infrastructure Projects

Procurement

- ☐ Procurement of contractors
☒ Work to be done by owner
☐ Work to be done by sole proprietor contractor

Section 3

- ☐ Section 3 required - CDBG over \$200k + construction activities

Anticipated Environmental Review

- ☐ Exempt
☒ Categorical Exclusion Not Subject To (CENST)
☐ Categorical Exclusion Subject To (CEST)
☐ Environmental Assessment

Property Disposition

- ☐ Acquisition of building
☐ Acquisition of property
☐ Currently has land contract
☐ Currently has lease
☐ Purchase Agreement required
☐ Relocation required

Job Activities

- ☐ Construction activities (ex: use of hammer and shovels, equipment installation, any digging, etc.)
☐ Electrical
☐ Plumbing
☐ Change in building footprint
☐ Equipment installation will require major construction
☐ Equipment installation will require minor construction
☒ Equipment is plug and play only
☐ Davis Bacon required – construction contract over \$2,000

Business

- ☐ Seasonal Employer
☒ Open year round
☐ Open year round but ramps staff in spring/summer/fall
☐ Startup business

PROJECT SCHEDULE

- 12 Provide an overall **project schedule** that includes the anticipated start and completion dates.

NOTE: When completing the schedule, please refer to Application Guide with regard to when project costs can be incurred. This schedule will be incorporated into the Loan Exhibit with the UGLG.

ACTIVITIES	START DATE	END DATE
Engineering and/or Design	NA	NA
Property Acquisition	NA	NA
Bidding	NA	NA
CDBG-funded Activities	12/1/17	11/30/19
UGLG-funded Activities	NA	NA
Other-funded Activities	NA	NA
Job Creation	12/1/17	11/30/19

AUTHORIZED UGLG OFFICIAL

Signature



Name and Title	Custer Carland, Board of Commissioners Chairman
Date	<i>Custer Carland</i> 12/19/17

ATTACHMENT A

PROJECT BUDGET

Complete this Project Budget to identify all funding sources and all project activities. List the specific source and dollar amount of any local, state, or other federal funding associated with this project including grants and/or loans. Tax incentives should NOT be included on the project budget.

- ☐ For general contractors - Attach 3 cost estimates or an independent third party quote for all CDBG-funded costs.
- ☐ For sole proprietor contractors – Attach 1 cost estimate
- ☒ For equipment – Attach list of items and cost or a screen print of items to be purchased.
- ☐ Attach an appraisal for CDBG-funded acquisitions.

NOTE: Costs for preparing independent cost estimates may be incurred at the UGLG's own risk without written authorization, but may not be included in the project budget as match. Refer to Application Guide for guidance on administrative costs.

Applicant	Benzie County
Project Title	Xpert Fulfillment Expansion Project

ACTIVITIES	CDBG	LOCAL	PRIVATE	OTHER	OTHER	TOTAL
Acquisition						
Administration						
Architecture / Engineering						
Building Improvements	20,000					20,000
Demolition						
Infrastructure Improvements						
Machinery / Equipment	155,000					155,000
Planning						
Working Capital						
Inventory	25,000					25,000
Marketing	45,000					45,000
Payroll	15,000					15,000
General Operating	25,000					25,000
Packaging	45,000					45,000
TOTALS	330,000					330,000

ATTACHMENT B

PROJECT DETAILS FOR BUSINESS/PRIVATE PROPERTY PROJECTS

COMPLETE ONE FOR EACH PROPERTY											
1	Business Information: <table border="0"> <tr> <td>Business Name</td> <td>Xpert Fulfillment</td> </tr> <tr> <td>Address City State Zip</td> <td>2532 Benzie Highway, Benzonia, MI 49616</td> </tr> <tr> <td>Current Owner(s)</td> <td>Bob Boylan</td> </tr> <tr> <td>Future Ownership</td> <td>NA</td> </tr> </table>	Business Name	Xpert Fulfillment	Address City State Zip	2532 Benzie Highway, Benzonia, MI 49616	Current Owner(s)	Bob Boylan	Future Ownership	NA		
Business Name	Xpert Fulfillment										
Address City State Zip	2532 Benzie Highway, Benzonia, MI 49616										
Current Owner(s)	Bob Boylan										
Future Ownership	NA										
2	Provide nature of business and background: <p>Xpert Fulfillment Services is an order fulfillment company, logistics provider, and distribution center that efficiently handles all aspects of inventory and order management. They have been in business for 10 years. Five years ago, they moved to their 16,000 sq.ft. Cadillac Highway location which is now beyond capacity. Due to their continued growth and success, they recently purchased the Benzie Highway location just two miles away that offers over 76,000 sq.ft. of space for future growth and functionality.</p>										
3	Describe the specific work activities to be completed with CDBG funds <u>and</u> match funds (use bullets): <ul style="list-style-type: none"> • \$75,000 Equipment and Vehicles; • \$60,000 Pallet Racking; • \$45,000 Advertising; • \$45,000 Packaging; • \$20,000 Security System; • \$20,000 Office Equipment; and • \$65,000 Working Capital (general operating, labor to install new equipment, racking, etc. and inventory). 										
4	Describe all leases, easements, and property option/purchase agreements needed in order to complete the project activities at this property location. Please identify all parties involved and any estimated costs associated with these activities: <p><i>NOTE: Incurring costs; including CDBG, local, and private costs prior to authorization and/or completion of the environmental review could jeopardize the proposed CDBG funding.</i></p> <p>NA</p>										
5	Check all statements that apply regarding occupancy: <p><input type="checkbox"/> The property does not have occupants (tenants, property owners, etc.). Therefore, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 will not apply.</p> <p><input checked="" type="checkbox"/> The property does have occupants (tenants, property owners, etc.) and the occupants will not be permanently displaced. Please provide the following for each occupant:</p> <table border="0"> <tr> <td><input checked="" type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant</td> <td rowspan="5"> Xpert Fulfillment, Bob Boylan 2532 Benzie Highway, Benzonia, MI 49616 231-882-9533 bob@xpertfulfillment.com </td> </tr> <tr> <td><input type="checkbox"/> Residential OR <input checked="" type="checkbox"/> Business</td> </tr> <tr> <td>Name</td> </tr> <tr> <td>Address</td> </tr> <tr> <td>Phone Number</td> </tr> <tr> <td>Email Address</td> <td></td> </tr> <tr> <td colspan="2"> <p><input type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant</p> <p><input type="checkbox"/> Residential OR <input type="checkbox"/> Business</p> </td> </tr> </table>	<input checked="" type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant	Xpert Fulfillment, Bob Boylan 2532 Benzie Highway, Benzonia, MI 49616 231-882-9533 bob@xpertfulfillment.com	<input type="checkbox"/> Residential OR <input checked="" type="checkbox"/> Business	Name	Address	Phone Number	Email Address		<p><input type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant</p> <p><input type="checkbox"/> Residential OR <input type="checkbox"/> Business</p>	
<input checked="" type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant	Xpert Fulfillment, Bob Boylan 2532 Benzie Highway, Benzonia, MI 49616 231-882-9533 bob@xpertfulfillment.com										
<input type="checkbox"/> Residential OR <input checked="" type="checkbox"/> Business											
Name											
Address											
Phone Number											
Email Address											
<p><input type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant</p> <p><input type="checkbox"/> Residential OR <input type="checkbox"/> Business</p>											

	Name Address Phone Number Email Address	
	<input type="checkbox"/> The property does have occupants (tenants, property owners, etc.) and the occupants will be permanently displaced. Please provide the following for each occupant: <input type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant <input type="checkbox"/> Residential OR <input type="checkbox"/> Business Name Address Phone Number Email Address <input type="checkbox"/> Property Owner OR <input type="checkbox"/> Tenant <input type="checkbox"/> Residential OR <input type="checkbox"/> Business Name Address Phone Number Email Address	
6	What is the square footage of private space being improved? 76,000	
7	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA	Have CDBG funds been used at this property and/or business address in the past? If yes, describe:
8	Describe the source of the private funding and the status of any necessary approvals for financing: NA	
9	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will the project relocate jobs from one labor market area to another? If yes, describe:

ATTACHMENT C

PROJECT SCOPE FOR PUBLIC IMPROVEMENTS (ONLY)

☒ Check if Not Applicable

1	Describe the specific work activities to be completed on UGLG- or publicly-owned property with CDBG funds and match funds.	
2	Describe the location and boundaries of the project , including the street address and property ownership (i.e. UGLG property, other public property, private property) where all project activities will occur.	
3	What is the square footage of public space being improved or reactivated?	
4	Attach a detailed map showing all project activities and any district they are located within (i.e. LDFA).	
5	Historic Property Screening: Is the property? (check all that apply): <div style="margin-left: 20px;"> <input type="checkbox"/> Listed in the National Register of Historic Properties <input type="checkbox"/> Potentially eligible to be listed in the National Register of Historic Properties <input type="checkbox"/> Listed in a state or local inventory of historic places <input type="checkbox"/> Designated as a state or local landmark or historic district <input type="checkbox"/> None of the above </div> Comments:	
6	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the project result in the demolition or conversion of residential dwelling units, both occupied and vacant ?
7	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the project result in special fees (ie, tap in / hookup fees, special assessments)?
8	<input type="checkbox"/> NA	Attach architectural renderings or pictures in color illustrating what the building will look like after project completion.
9	<input type="checkbox"/> NA	Other than the preliminary cost estimates, describe the status of any engineering plans or specifications . Attach engineering plans or specifications, if completed. <i>NOTE: Costs for engineering and/or architectural plans to be funded with non-CDBG funds may be incurred at the UGLG's own risk with written authorization from the MSF and may be included in the project budget as match.</i> <i>Costs for engineering and/or architectural plans to be funded with CDBG funds may be incurred with written authorization from the MSF once the Loan Exhibit has been executed and may be included in the project budget. CDBG Procurement requirements apply to all CDBG funded activities. CDBG funds may be jeopardized or withdrawn if written authorization from the MSF has not been provided prior to signing an engineering and/or architectural contract for expenses other than the preliminary costs for completing this Application.</i>
10	<input type="checkbox"/> NA	Describe all temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants needed in order to complete the project. Include the address, names of anticipated displaced parties, type of displacement (residential or business) and whether the parties are owners and/or tenants.

11	<input type="checkbox"/> NA	<p>Describe all leases, easements, and property option/purchase agreements needed in order to complete the project activities at this property location. Include the anticipated seller, buyer, property description/location and cost.</p> <p><i>NOTE: Costs for acquiring real property, to be fully funded with non-CDBG monies, may be included in the project budget as match and may be incurred at the UGLG's own risk once the environmental review and Uniform Act requirements have been completed and written authorization to incur these costs has been provided by the MSF.</i></p> <p><i>Costs for acquiring real property, to be partially or fully funded with CDBG monies, may be included in the project budget and may be incurred with written authorization from the MSF once the environmental review and Uniform Act requirements have been completed and the Loan Exhibit has been executed by all parties.</i></p> <p><i>CDBG funds will be jeopardized or withdrawn if written authorization from the MSF has not been provided prior to signing option/purchase/lease/easement agreements.</i></p>
12	<input type="checkbox"/> NA	<p>List and describe the status of any local, state and federal permits required for implementation of the proposed project.</p>

ATTACHMENT D

ESTIMATED EMPLOYMENT CREATION AND/OR RETENTION FORM

The project is qualified based on the Low and Moderate Income Job Creation National Objective and at least 51% of the beneficiaries must be low and moderate income persons.

UGLG	Benzie County	Project Name	Xpert Fulfillment Expansion Project
Business	Xpert Fulfillment	Contact Name	Bob Boylan
Street Address (not POBox)	2532 Benzie Highway	Contact Title	President
City State Zip	Benzonía, MI 49616	Phone #	231-882-9533
DUNS #		Fax #	
SIC #		Email Address	bob@xpertfulfillment.com
LARA #	800700669	CCR #	

IMPORTANT: Read definitions and instructions on the following page for requirements on how to calculate and report Full-Time Job (FT) and Full-Time Equivalent Job (FTE) jobs. An updated form is required to be submitted with the Request to Close memo.

EMPLOYMENT CATEGORY	EXISTING JOBS		JOBS TO BE CREATED		
	NUMBER OF EXISTING PERMANENT FT AND FTE JOBS	AVERAGE HOURLY WAGE OF EXISTING JOBS	PERMANENT FT AND FTE JOBS TO BE CREATED	NEW HIRES LOWEST STARTING HOURLY WAGE	NEW HIRES AVERAGE STARTING HOURLY WAGE
Managerial					
Professional	4	40.00			
Technical					
Sales			2	15.00	20.00
Clerical			1	14.00	17.00
Craftsmen (skilled)					
Operators (semi-skilled)	4	15.00	6	12.00	15.00
Laborers (unskilled)			1	12.00	15.00
Service Worker					
TOTALS	8		10		

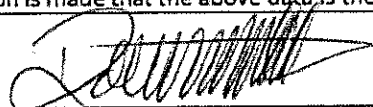
List Fringe benefits to be provided for created jobs:

After 90 days, health insurance (small cost share with employee), life insurance, simple IRA retirement plan, voluntary vision, dental, AFLAC, Paid Time Off.

AUTHORIZED COMPANY OFFICIAL

Certification is made that the above data is the most accurate available based on current information and knowledge.

Signature:



Date: 12/13/17

Name: Bob Boylan

Title: President

DEFINITIONS AND INSTRUCTIONS

Full-Time Job (FT) - An employee who has 2,080 hours of paid employment on an annual basis or one that is paid for 35 or more hours per week.

Full-Time Equivalent Job (FTE) - A combination of employees that individually have less than 2080 hours of paid employment on an annual basis or work less than 40 hours per week, and are converted to full-time equivalent (FTE) jobs by dividing the total annual hours worked by 2,080 hours or dividing the total weekly hours worked by 40 hours.

New Job - A new FT or FTE permanent job that did not exist prior to this project and came about as a result of this project. The jobs are intended to be permanent and sustainable. Jobs that exist prior to the start of the project or result independently from the project will not be considered.

Number of Existing Permanent FT and FTE Jobs - Identify the present number of all FT and FTE permanent private sector jobs and the average hourly pay rate of existing jobs.

Permanent FT and FTE Jobs To Be Created - Identify the number of new FT or FTE jobs that **did not** exist prior to this project and came about as a result of this project. The jobs to be created are intended to be permanent and sustainable. Jobs that exist prior to the start of the project or result independently from the project should not be considered.

Employment Category Definitions:

Managerial	Occupations requiring administrative personnel who set broad policies, exercise overall responsibility for execution of these policies and direct individual departments or special phases of a firm's operations.
Professional	Occupations requiring either college graduation or experience of such kind and amount as to provide a comparative background.
Technical	Occupations requiring a combination of basic scientific knowledge and manual skills which can be obtained through approximately 2 years of post-high school education, such as is offered in many technical institutions and junior colleges, or through equivalent on-the-job training.
Sales	Occupations engaging wholly or primarily in sales.
Clerical	All clerical-type work regardless of level of difficulty, where the activities are primarily non-manual.
Craftsman (skilled)	Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work; exercise independent judgment and usually require extensive training.
Operators (semi-skilled)	Workers who operate machines or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require limited training.
Laborers (unskilled)	Workers in manual occupations which generally require no special training.
Service worker	All workers in service type industries.

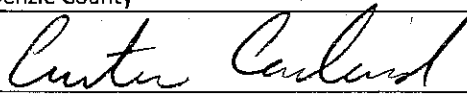
ATTACHMENT E

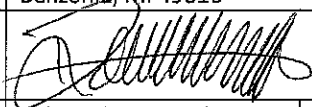
DOCUMENTATION OF BENEFIT TO LOW AND MODERATE INCOME PERSONS FORM

The UGLG and Company agree that **10** jobs will be created as a result of this project and at least 51% of the jobs will be held by low and moderate income persons. Income limits can be found at <https://www.huduser.gov/portal/datasets/il.html>.

Each party recognizes the following:

1. If the project results in more New Jobs than expected, then the 51% requirement shall apply to the higher job number.
2. The purpose for making an application for a CDBG loan is to create employment opportunities benefiting low and moderate income persons.
3. Should job creation goals for low and moderate income persons not be met, the project shall fail to qualify under the low and moderate income national objective.
4. The State retains the right to require the applicant or the company to repay the full amount of any loan funds awarded should the project fail to qualify under this National Objective.

AUTHORIZED UGLG OFFICIAL		
UGLG	Benzie County	
Signature		Date: 12/19/17
Name and Title	Coury Carland, Board of Commissioners Chairman	
Phone #: 231-882-0011	Email Address: ccarland@benzieco.net	

AUTHORIZED REPRESENTATIVE OF COMPANY		
Legal Business Name	Xpert Fulfillment	
Address	2532 Benzie Highway	
City State Zip	Benzonia, MI 49616	
Signature		Date: 12/13/17
Name and Title	Bob Boylan, President	
Phone #: 231-882-9533	Email Address: bob@xpertfulfillment.com	

ATTACHMENT F

COMMUNITY DEVELOPMENT PLAN

All UGLGs applying for funds under the CDBG Program are required to identify their community development and housing needs in accordance with the provisions set forth in Title 1 of the federal Housing and Community Development Act of 1974, as amended.

In order to comply with requirements outlined in federal legislation, it is not necessary for an UGLG to prepare an elaborate community development plan. It is expected that most UGLGs can satisfy this requirement in a 2-3 page narrative summary plan adopted by their governing body.

- ☐ Attach Community Development Plan which includes the 5 major elements below **OR**
☒ Summarize the following from your adopted plan:

1	<p>A statement assessing the needs and problems of the UGLG, including the needs of low and moderate income persons. In all applications, the assessment must address both overall community development and housing needs regardless of the category under which funding is requested.</p> <p>Benzie County is a small and rural county. It ranks in the bottom third of the State county populations. About 60% of the land area is state or federally owned. Benzie's population fluctuates significantly between summer and winter months. The county lacks resources to carry out major community development initiatives on its own. Benzie County utilizes partners/organizations such as Networks Northwest, Land Bank Authority, Benzie County Housing Authority to assist with workforce development, business development, and community development.</p>
2	<p>A summary list of possible long-term activities (two years or more) to address the identified needs and problems.</p> <p>Enhance critical infrastructure serving the county, to accommodate long term growth and prosperity; Encourage skilled trades training for youth and the underemployed; and Develop new opportunities related to value-added agriculture and agri-tourism, especially for the small farmer and entrepreneur.</p>
3	<p>A summary of contemplated short-term activities (one to two years) to address the identified needs and problems.</p> <p>Benzie County has recently updated its Master Plan and has developed a County wide strategic plan. Both of these plans along with the economic development plan and the contract with the Alliance for Economic Success will guide future economic development in Benzie County.</p>
4	<p>A description of the effect the proposed CDBG project will have on the UGLG.</p> <p>Benzie County is a community that is an economically underserved area. Xpert Fulfillment is an established, growing business in the rural community. The continuation of job growth in the region is extremely important. This company plans on hiring 10 FTEs within the next two years.</p>
5	<p>A plan for minimizing the displacement of persons as a result of loan-assisted activities and to assist persons actually displaced by such activities.</p> <p>There will not be any displaced individuals as a result of the CDBG assisted activities.</p>

ATTACHMENT G

UGLG PUBLIC PARTICIPATION CERTIFICATION

All UGLGs applying for funds under the Michigan CDBG Program are required to adhere to public participation provisions set forth in Title I of the Housing and Community Development Act of 1974, as amended.

A public hearing on the proposed project is required. The UGLG's Application must be completed and available for review at the public hearing. In order to document that public participation requirements have been met, attach the following:

☒ **Attach a copy of the published public notice** as described in the certification above. A minimum five (5) days' notice is required.

☒ **Attach a brief description of the public hearing(s)** including the date of hearing(s), number of citizens attending the hearing(s) and a summary description of substantive comments made at the hearing(s).

1. The UGLG has furnished its citizens with information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken. This includes the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons.
2. The UGLG has published a public notice in such manner to afford affected citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities.
3. One or more public hearings have been held to obtain the views of citizens on the proposed application and community development and housing needs.
4. Citizens have been provided reasonable access to the proposed application and related information on community development and housing needs.
5. The UGLG will provide its citizens with reasonable notice of, and opportunity to comment on, any substantial change proposed to be made in the use of funds if funds are received.
6. The UGLG provided for and encouraged citizen participation, with particular emphasis on participation by persons of low and moderate income, residents of slum and blight areas and of areas in which Section 106 funds are proposed to be used, and in the case of grantees described in Section 106(a), provided for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction. Opportunities to participate must be made available by advertising in publications, which are distributed in the slum and blight areas and the low and moderate income neighborhoods.
7. The UGLG provided citizens with reasonable and timely access to local meetings, information, and records relating to the applicant's proposed use of funds, as required by regulations of the Secretary, and relating to the actual use of funds under this title.
8. The UGLG provided for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee.
9. The UGLG provided for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. Review of program performance shall apply to previously funded CDBG grants or loans.
10. The UGLG has identified how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to

participate. If 51% of the expected participants are non-English speaking, the hearings will be advertised in a non-English publication available to those residents. A person fluent in their language must be available to discuss the project and respond to their questions at the hearings.



Signature



Date

Custer Carland, Benzie County Commissioner Chairman
Print Name and Title of Authorized UGLG Official

ATTACHMENT H

UGLG AUTHORIZING RESOLUTION

The UGLG's Authorizing Resolution must be adopted after completion of the public participation requirements.

☒ **Attach** an authorizing resolution containing the following elements:

1	Identification of the proposed project.
2	Identification of the funding request and the commitment of the UGLG's matching funds.
3	Statement that the proposed project is consistent with the UGLG's community development plan as described in the Application.
4	Statement that at least 51% of the beneficiaries of the proposed project will be low and moderate income persons. -OR- Statement that the proposed project will clearly eliminate objectively determinable signs of blight and will be strictly limited to eliminating specific instances of blight (spot blight).
5	Statement that no project costs (CDBG and non-CDBG) will be incurred prior to a formal loan award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by your CDBG Project Manager.
6	Local authorization to submit the Michigan CDBG Application.
7	Identification, by name and title, of the person authorized to sign the Application and all attachments.
8	Identification, by name and title, of the person authorized to sign the Loan Exhibit and all amendments.
9	Identification, by name and title, of the person authorized to sign Payment Requests.

ATTACHMENT I

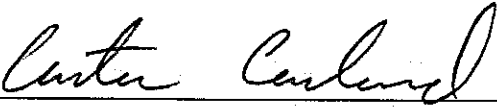
CERTIFICATION BY THE APPLICANT UGLG

I, **Coury Carland, of Benzie County Commission**, certify that the **Benzie County**:

1. Possesses legal authority to submit a loan application;
2. Has in a timely manner:
 - a. furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons as a result of proposed activities and for assisting persons actually displaced;
 - b. published a public notice in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities;
 - c. held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and
 - d. made the proposed application available to the public;
3. Will conduct and administer the loan in conformity with Public Law 88-352 and Public Law 90-284, and will affirmatively further fair housing;
4. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low and moderate income families or aid to the prevention or elimination of slum or blight; or to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community where other financial resources are not available to meet such needs;
5. Has developed a community development plan that identifies community development and housing needs and specifies both short and long term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;
6. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);
7. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions;
8. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding

of any federal contract, the making of any federal grant or loan, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;

9. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
10. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly;
11. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.



Signature

12/19/17

Date

Custer Carland, Benzie County Commissioner Chairman

Print Name and Title of Authorized UGLG Official

ATTACHMENT J

STATEMENT OF ASSURANCES

The UGLG hereby assures and certifies that it has complied or shall comply with Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301), and related statutes and implementing rules, regulations, and guidelines applicable to projects financed under the Michigan CDBG program. Specific assurances and certifications include but are not limited to the following:

1. Compliance with loan and financial management guidelines in 24 CFR Part 200, et al.; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.
2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statutes and implementing rules and regulations.
3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations.
4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).
5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.
6. Compliance with OMB Circular No. A-133, Audits of States, Local Governments and Non-Profit Organizations and implementing rules and regulations.
7. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.
8. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project in order to make audits, examinations, excerpts and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.

The UGLG agrees to assume all of the responsibilities for environmental review, decision making and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.


Signature

12/19/17
Date

Custer Carland, Benzie County Commissioner Chairman
Print Name and Title of Authorized UGLG Official



Uses of Funds

Equipment/Vehicles	
Forklift	\$20,000
Scissor Lift	\$8,000
Pallet Wrapper	\$8,000
Floor Scale	\$8,000
Welder	\$3,000
Milling Machine	\$7,000
Lathe	\$7,000
Snow Plow & Blade	\$8,000
Maintenance Equipment (drills, chop saws, air compressor, grinder)	\$6,000
Subtotal	\$75,000
Advertising	\$45,000 Pay-per-click / social media marketing
Packaging / corrugate	\$45,000
Working Capital	
General Operating	\$25,000 Utilities/ equipment maintenance
Labor & Installation	\$15,000 Install shelving / pallet racking / computers / painting
Inventory	\$25,000 Selling their own plumbing product
Subtotal	\$65,000
Pallet Racking	\$60,000
Security system / proximity card system / P2P Networking hardware	\$20,000
Office equipment	\$20,000 Desks, furniture, monitors.
Total	\$330,000
CDBG	

**Finance Committee
Meeting Notes
December 5, 2017**

A Regular Meeting of the Finance Committee was called to order by Coury Carland at 1:32 p.m.

Present: Coury Carland and Gary Sauer

Excused: Frank Walterhouse

Staff Present: Dawn Olney, Michelle Thompson, Maridee Cutler, Mitch Deisch, Jim Henderson,
Cameron Clark, Pat Heins

Pledge of allegiance was given.

Agenda: Motion by Carland, seconded by Sauer, to approve the agenda as amended, adding 312 MCF Debt Budget and Budget Adjustment for Circuit Court. Ayes: All Nays: None Motion carried.

Minutes: Motion by Sauer, seconded by Carland, to approve the minutes of November 14, 2017 as presented. Ayes: All Nays: None Motion carried.

Public Input: None

Maridee – Housing Budget: This budget was not carried over and approved with the rest of the budget; when she reviewed her notes, she thought Dawn would come as we needed it; Maridee asks that we adopt now.

Motion by Sauer, seconded by Carland, to recommend to the Board of Commissioners to adopt the 535 Housing budget as presented. Ayes: Carland and Sauer Nays: None Exc: Walterhouse Motion carried.

Dawn Olney – Wage Reclassification follow-up: Dawn stated that last month this committee requested information as to what line this increase would be taken from if approved; there is \$6,000 budgeted in the Juvenile budget for recording services that would be used for this increase according to Ms. Krusniak; that money will stay in the court budget and not moved to the clerk budget – that is how it is handled in Manistee. No changes to the general fund budget. Cameron stated that this is a good thing. The Courts are asking the clerk's staff to take this on; it will eliminate one person in the court room.

Motion by Sauer, seconded by Carland, to recommend to the Board of Commissioners to approve Deputy County Clerk wage increases for court recording and CPLs.

Motion by Carland, seconded by Sauer, to amend to approve contingent upon receipt of a Memorandum of Understanding with the TPOAM union.

Vote on amendment: Ayes: All Nays: None Exc: Walterhouse Motion carried.

Vote on original motion as amended: Ayes: All Nays: None Exc: Walterhouse Motion carried.

Jim Henderson:

Natural Gas Proposal: looking to put natural gas at the 669 station with a 50/50 split with the neighbor; \$3,700.00 approximate cost; will also need to switch the stove over to natural gas; Coury asks that he look into laying an empty conduit to use for internet service in the future.

Motion by Carland, seconded by Sauer, to recommend to the Board of Commissioners to approve the budget amendment for EMS fund 214, in the amount of \$7,000 as follows:

Increase:

214-265-935.00	Building Repairs	\$7,000.00
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Decrease:

214-000-691.00	Budgeted Use of Fund Balance	\$7,000.00
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Ayes: All Nays: None Exc: Walterhouse Motion carried.

Ambulance Purchase: **Motion by Sauer, seconded by Carland, to recommend to the Board of Commissioners to pay \$169,118.79 to pay off the 2017 McCoy Miller Ambulance from line 214-655-940.00. Ayes: All Nays: None Exc: Walterhouse Motion carried.**

Cameron Clark – Child Care Fund Amendment: Cameron stated that we never budget money in the Child Care Fund -- Independent Living, we always concentrate on foster care and institutional care. This year they need is and are shifting money from Foster Care to Independent Living. **Motion by Carland, seconded by Sauer, to recommend to the Board of Commissioners to transfer \$8,400.00 from Family Foster Care to Independent Living in the Child Care Fund as requested. Ayes: All Nays: None Exc: Walterhouse Motion carried.**

He provided the 2016-17 4th Quarter year end Child Care Fund Report: Foster care component which has an \$89,000 annual budget, only \$4,000 was expended. The work that is being done to save the county money is just phenomenal.

Other:

312 MCF: The County Treasurer is requesting that the 312 MCF budget, which was never adopted, be adopted now. **Motion by Carland, seconded by Sauer, to recommend to the Board of Commissioners to adopt the MCF Debt fund 312 in the amount of \$947,300 as requested. Ayes: All Nays: None Exc: Walterhouse Motion carried.**

Budget Adjustment – Circuit Court: Pat Heins, Circuit Court Administrator, is requesting a Budget Amendment for prisoner transport costs; we have had two extraditions and the current budget is short \$147.50 to pay the bills associated with those transports. **Motion by Sauer, seconded by Carland, to recommend to the Board of Commissioners to approve a Budget Amendment for department 131 Circuit Court, adding \$3,500 to 101-131-865.00 from Budgeted Use of Fund Balance. Ayes: All Nays: None Exc: Walterhouse Motion carried.**

Public Input: None

2:29 p.m. All items on the agenda having been completed, the meeting is adjourned.

Dawn Olney
Benzie County Clerk

DRAFT

Motion by AS, seconded by mw, to approve the Finance Consent Calendar items as follows:

1. To adopt the 535 Housing budget as presented.
2. To approve Deputy County Clerk wage increases for court recording and CPLs, contingent upon receipt of a Memorandum of Understanding with the TPOAM union.
3. To approve the budget amendment for EMS fund 214, in the amount of \$7,000 as presented.
4. To pay \$169,118.79 to pay off the 2017 McCoy Miller Ambulance from line 214-655-940.00.
5. To transfer \$8,400.00 from Family Foster Care to Independent Living in the Child Care Fund as requested.
6. To adopt the MCF Debt fund 312 in the amount of \$947,300 as requested.
7. To approve a Budget Amendment for department 131 Circuit Court, adding \$3,500 to 101-131-865.00 from Budgeted Use of Fund Balance.

To: Coury Carland, Gary Sauer and Frank Walterhouse

From: Maridee Cutler, Deputy County Administrator

RE: Fund 535 Housing Fund

In review of the Budget it has come to my attention that I inadvertently missed input of the Budget for the 535 Housing Fund.

When I reviewed the notes for June 19th meeting while inputting the budget, I miss understood the intent of the wording. Because there was no grant, I thought that an amendment was going to be presented if expenses occurred throughout the year. As noted in the Budget Report for Benzie County presented with the budget and adopted by the BOC on September 26, 2017.

Dawn has indicated that was not the intent. She did prepare a budget; however, I did not carry the requested budget forward to the Reviewed Budget column.

I am asking for a motion to recommend to the Board adoption of this budget as presented.

BUDGET REPORT FOR BENZIE COUNTY

User: MARIDEE

DB: Benzie

Calculations as of 09/30/2017

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 09/30/17	2017-18 REQUESTED BUDGET	2017-18 REVIEWED BUDGET	2017-18 APPROVED BUDGET
535-000-665.00	INTEREST ON DEPOSITS		109	120	145	120		
535-000-667.20	MORTGAGES PAYMENTS	8,000	20,509	4,200	41,258	6,000		
535-000-687.00	REFUNDS/REBATES	63,775	104		648			
535-000-691.00	BUDGETED USE OF FUND BALANCE	10,000		32,636		20,000		
535-000-800.00	CONTRACTED SERVICES	78,775		22,636	22,636	10,000		
535-000-815.30	ADMINISTRATION FEES	2,000	855	2,000	2,105	2,000		
535-000-815.40	ADMINISTRATION FEES (NMHSA)	1,000		7,000	5,827	3,000		
535-000-957.00	MISCELLANEOUS-CDEG HSG GRANT			5,320	60	5,000		

BUDGET AMENDMENT REQUEST

This form is used when the below changes WILL increase or decrease the bottom line total of your budget.

This requires approval from the Board of Commissioners. Please fill out this form and present it to the County Administrator, with appropriate documentation supporting the amendment request.

DATE: 11/22/2017

Request to Amend the 2017/18 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
214-265-935.00	Building Repairs	7,000.00

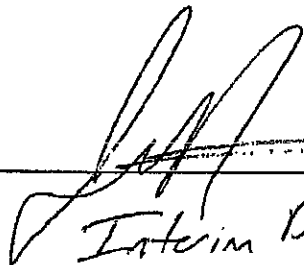
Total \$ 7,000.00

Account to be Decreased:

Line Number	Account Name	Amount
214-000-691.00	Budgeted Use of Fund Balance	7,000.00
		-
		-
		-

7,000.00

SIGNED: _____


Interim Director



NEW AMBULANCE DEPOSIT INVOICE

September 6, 2017

Benzie County EMS
448 Court Place
Beulah, MI 49617

Invoice #15879

One (1) New Type III McCoy Miller Ambulance, as seen in attached specifications and drawings:

Total Cost of New Ambulance with Accessories and Trade-In:	\$187,909.76
★ <u>Deposit Required (10%):</u>	<u>\$18,790.97</u>
Amount due on Delivery (90%):	\$169,118.79

pd 9/6/17

Thank you for your business!

214-655-940.00

Mark Genzink
Ambulance Specialist
Cell: 616-405-1802

670 East 16th St. Holland, MI 49423
1-800-320-9749 / 616-396-1391 Fax



home	search	help & training	data warehouse portal
PRD	switch organization		log off
Logged In: Clark, Cameron [Benzie County, 19th Circuit Court, Family Division]			
help			

County Child Care Budget Summary (DHS-2091)

Organization: Benzie County Fiscal Year: October 1, 2017 through September 30, 2018 Status: In Progress

County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)
Children's Services Agency
Benzie County for October 1, 2017 through September 30, 2018

Organization	Court Contact Person	Telephone Number	Email Address
Benzie County	Cameron Clark - CCF Orga <input type="button" value="v"/>		cclark@mnstco.net
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2017 through September 30, 2018	Sandra J. Anderson - CCF <input type="button" value="v"/>	(616) 248-1853	andersons6@michigan.gov

Care Fund	Type Of	Anticipated Expenditures		
	I. Child	MDHHS	Court	Combined
A. Family Foster Care		\$0.00	\$53,600.00	\$53,600.00
B. Institutional Care		\$0.00	\$74,000.00	\$74,000.00
C. In-Home Care		\$0.00	\$146,754.00	\$146,754.00
D. Independent Living		\$0.00	\$8,400.00	\$8,400.00
E. Subtotals		\$0.00	\$282,754.00	\$282,754.00
F. Revenue		\$0.00	\$0.00	\$0.00
G. Net Expenditure		\$0.00	\$282,754.00	\$282,754.00

Cost Sharing Ratios County 50% / State 50%

II. Child Care Fund	Court	Combined
Foster Care During Release Appeal Period	\$0.00	\$0.00

Cost Sharing Ratios County 0% / State 100%

III. Juvenile Justice Services Fund	MDHHS	Court	Combined
Basic Grant	\$0.00	\$15,000.00	\$15,000.00

Calculations as of 09/30/2017

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 09/30/17	2017-18 REQUESTED BUDGET	2017-18 REVIEWED BUDGET
312-000-402.00	CURRENT REAL PROPERTY TAX	728,320	738,295	739,470	749,330	761,500	
312-000-402.01	GRACELAND P.I.L.T.	1,600					
312-000-402.03	FRANKFORT HOUSING PROJECT PILOT	800		500	991	1,000	
312-000-420.00	DELINQUENT PERSONAL PROPERTY TAX	1,000	1,081	1,200	306	1,000	
312-000-424.00	COMMERCIAL FOREST RESERVE	100	365	300	75	400	
312-000-427.00	FEDERAL GOVERNMENT P.I.L.T.	700	695	700		700	
312-000-435.00	LOCAL COMM STABILIZATION ACT PT .		1,886	2,000		2,000	
312-000-441.00	LOCAL COMM STABILIZATION TAX SHAR						
312-000-445.00	PENALTIES & INTEREST ON TAXES	50	130	200	33	200	
312-000-665.00	INTEREST ON DEPOSITS	2,000	989	1,000	885	500	
312-000-691.00	BUDGETED USE OF FUND BALANCE	400,000				180,000	
312-000-698.00	BOND PROCEEDS						
312-000-831.00	BANK FEES	350	250	350	250	350	
312-000-964.00	REFUNDS & REBATES	35,950	474	4,620	325	31,550	
312-000-991.00	PRINCIPAL ON BONDS	315,000	315,000	320,000	320,000	325,000	
312-000-995.00	INTEREST ON BONDS	209,450	209,450	200,000	200,000	190,400	
312-000-999.20	TRANSFER OUT	400,000	400,000	220,400	200,000	400,000	

Entered 6/6/17 (request)
Scheduled for 6/26/17 mtg.

never discussed, no longer on schedule
and were not provided a worksheet

Amendment
BUDGET ADJUSTMENT REQUEST

This form is to adjust budget amounts for individual line items, where the change WILL NOT increase or decrease your total budget bottom line.

Submit this form to the County Administrator's office for entry.

DATE: 12/19/2017

Request to Adjust the 2017/18 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
214 000 691.00	budgeted use of Fund Balance	169,200.00

Total \$ 169,200.00

Account to be Decreased:

Line Number	Account Name	Amount
214 655 940.00	Purchase of a vehicle	169,200.00

Total \$ 169,200.00

SIGNED:

Carter Carland 12/19/17

BUDGET ~~Admendment~~ REQUEST

This form is to adjust budget amounts for individual line items, where the change WILL NOT increase or decrease your total budget bottom line.

Submit this form to the County Administrator's office for entry.

DATE: 12/7/2017

Request to Adjust the 2017/2018 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
101-131-865.00	Prisoner Transport	\$3,500


Total 3,500.00

Account to be Decreased:

Line Number	Account Name	Amount
101-000-691.00	Budgeted Use of Fund Balance	3500.00

Total 3,500.00

SIGNED:



Carter Carlwood 12/19/17

RECEIVED

DEC 11 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BUDGET AMENDMENT REQUEST

This form is used when the below changes WILL increase or decrease the bottom line total of your budget.

This requires approval from the Board of Commissioners. Please fill out this form and present it to the County Administrator, with appropriate documentation supporting the amendment request.

DATE: 10/23/2017

Request to Amend the 2017/18 Budget for the following:

Account to be Decreased:

Line Number	Account Name	Amount
535-000-691.00	Budgeted Use of Fund Balance	70,000.00
Total \$		<u>70,000.00</u>

Account to be Increased:

Line Number	Account Name	Amount
535-000-800.00	Contracted Services	60,000.00
535-000-815.40	Admin Fees -- NMCAA	10,000.00
Total \$		<u>70,000.00</u>

SIGNED:

Dawn Olney
[Signature] Carter Carls
12/19/17

Human Resources (HR) Report

Committee Appointments

Act No. 420
Public Acts of 2016
Approved by the Governor
January 3, 2017
Filed with the Secretary of State
January 4, 2017
EFFECTIVE DATE: April 4, 2017

STATE OF MICHIGAN
98TH LEGISLATURE
REGULAR SESSION OF 2016

Introduced by Reps. Singh, Cochran, Schor, Rutledge and Jenkins

ENROLLED HOUSE BILL No. 4970

AN ACT to amend 1953 PA 192, entitled "An act to create a county department of veterans' affairs in certain counties, and to prescribe its powers and duties; and to transfer the powers and duties of the soldiers' relief commission in such counties," by amending section 1 (MCL 35.621), as amended by 2012 PA 235.

The People of the State of Michigan enact:

Sec. 1. (1) The county board of commissioners may create a county department of veterans' affairs. The county department of veterans' affairs shall be under the administration of a committee of 3 to 7 veterans, appointed by the county board of commissioners. Members appointed to the committee shall be residents of the county who have served honorably on active duty in the United States Armed Forces.

(2) Committee members appointed under subsection (1) shall include the following:

(a) At least 1 member representing a congressionally chartered veterans' organization within the county, to be appointed upon the recommendation of the posts of each chartered veterans' organization within the county.

(b) At least 1 independent member who may or may not be a member of a congressionally chartered veterans' organization within the county.

(3) Each committee member appointed under this section shall have demonstrated knowledge, skills, and experience in public service, business, or finance.

(4) If an opening on a committee of veterans occurs, the county board of commissioners shall provide notice of that opening to 1 or more newspapers within the county and to veteran service organizations within the county.

(5) Notwithstanding the provisions of any law to the contrary, a member of the county board of commissioners of a county is eligible for appointment under this section.

(6) Committee members appointed by the county board of commissioners under this section shall be appointed for a term of 4 years each. However, the terms for committee members first appointed shall be staggered so that not more than 2 vacancies are scheduled to occur in a single year. Vacancies shall be filled in the same manner as original appointments for the unexpired terms.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

Friday 7/21 10am

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: 6-12-17

Name: Ashlee Charters

Address (including PO Box): 715 Beech St. Frankfort, MI

County District: Benzie

Home Telephone: 231-352-6248

Occupation: Geologist

Business Telephone: 231-944-9403

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

1. Brownfield Redevelopment Authority

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

Geology Degree

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

RECEIVED

JUN 19 2017

1

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Ashlee Charters

715 Beech St. • Frankfort, MI • (231) 944-9403

Ashlee_kay12@hotmail.com

CORE COMPETENCIES

Proficient in Microsoft Office	Oil and gas sampling and evaluation
Field work experience	Experience in oil exploration
Data collection and analysis	Database entry and organization
Lithostratigraphic analysis	GC mass spectrometry & centrifuge operation
Subsurface drilling, oil/gas well monitoring	Detailed report preparation
Geologic interpretation	

EDUCATION

Lake Superior State University, Sault Ste. Marie, Michigan

B.S Geology-- 2011

Advanced courses in sedimentology and stratigraphy, hydro-geology, sedimentary petrology, depositional systems and field mapping/surveying.

- Multiple field oriented long term projects

CERTIFICATIONS

- North Slope Training Co-operative Certification
 - Basic health, safety and environmental policy of the North Slope, Alaska
- Hydrogen Sulfide Training
- Fire Extinguisher Training
- 40 Hours Hazwopper Training

WORK EXPERIENCE

ARCADIS Novi, Michigan

Geologist/Technical Associate • September 2016 to Present

- Write detailed reports to clients and the State of Michigan
- Schedule and coordinate Groundwater and Vapor Intrusion events for over fifty sites throughout Michigan

- Soil boring logging and soil sample collecting.
- Groundwater sampling and monitoring.
- Data input from field events and investigation
- Liaison for field activities

BENZIE COUNTY CENTRAL DISPATCH *Beulah, Michigan*
Communications Specialist • *March 2016 to July 2016*

- Answers and processes calls on designated phone lines
- Records information and questions callers to determine if it's an emergency or non-emergency nature
- Identify the correct jurisdictional responding agency, dispatch closest unit
- Simultaneously perform various tasks including answer multiple telephone calls and radio traffic
- Maintain a calm voice during stressful and non-stressful calls and events
- Process information request using local, state and federal databases

HALLIBURTON *Prudhoe Bay, Alaska*
Surface Data Logging Engineer, Sr. • *November 2013 – October 2015*

- Operation and calibration of Total Hydrocarbon Analyzer and Baseline Chromatograph
- Hydrocarbon (oil and gas) and lithological interpretation
- Production of accurate and detailed formation evaluation logs, drilling engineering logs, gas ratio logs, hydraulic calculations and progress reports
- Field development and log correlations
- Installation, hard wiring, maintenance and collection of data from analog and digital surface sensors
- Troubleshoot digital, technical and mechanical issues remotely
- Liaised and communicated with wellsite geologist, operating company representatives, and rig personnel to ensure awareness of any anomalies during operations
- Monitor fluid and wellbore stability in order to advise company representatives, drilling engineers and rig personnel
- Customer service and problem resolution

S.J. HARRIGAN *Michigan*
Wellsite Geologist/On Site Geologist • *May 2012 – October 2013*

- Operations in the Michigan Basin, Kalkaska and Crawford County
- Collect, organize and log; drilling parameters, lithology, formation tops, and down-hole gas levels.
- Responsible for the interpretation of geological data
- Worked closely with the drilling engineers to confirm the accurate placement of wellbores
- Collected, reviewed and interpreted geological data to assist with the guidance of horizontal wellbores
- Responsible for logging and sampling all core recovered
- Worked together with company geologists, geophysicists, engineers and well site personnel to ensure the correct well plan
- Logging cores and cutting samples

GEOSEARCH LOGGING INC. *Pennsylvania*
Hydrocarbon Well Log Analyst • *Jan 2012- May 2012*

- Operations in Appalachian Basin

- Collected, organized and logged the drilling parameters, lithology, formation tops, and down-hole gas levels.
- Responsible for the interpretation of geological data
- Collected, reviewed and interpreted geological data to assist with the guidance of horizontal wellbores
- Worked with Red/Yellow Box

ACTION ITEMS

**BENZIE COUNTY
STORAGE LEASE**

This lease is entered into as of the 1st day of December, 2017, by and between Benzie County, a Michigan public body corporate, with principal offices at 448 Court Place, Beulah, Michigan 49617 ("County") and Bob Boylan, M3B Group LLC, 2448 Benzie Highway, Benzonia Mi. 49616 ("Lessor")

1. Leased Premises.

Lessor hereby leases to the County space for storage of up to 20 recycling bins at that property located at 2448 Benzie Highway, Benzonia, Mi. 49616("Leased Premises").

2. Lease Term.

This Lease shall be for an initial term of six (6) months, commencing on December 1, 2017 and terminating on June 1, 2019. Following the initial term, the lease may be renewed "month-to-month" for up to six (6) months. During the "month-to-month" period, the lease will be terminable by either party without cause by giving the other party 30 days written notice of such termination. This term may be extended further by mutual agreement of the parties.

3. Rent.

Rent shall be paid in the amount of \$15 per Recycling Bin present on the property on the first day of the month, or \$300/month, whichever is less.

4. Use of Leased Premises.

The County shall use the Leased Premises solely for the purpose of storing recycling bins.

5. Maintenance of Leased Premises.

The County shall cause the recycling containers to be moved upon sale or other arrangement. The County will notify the lessor of any such transactions.

Upon reasonable request from the lessor, the County will move the recycling containers to a different part of the property.

6. Signage.

N/A.

RECEIVED

DEC 07 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

7. Access to Leased premises.

Except as may be otherwise agreed to by the parties in writing, the Lessor shall not do anything to interfere, or to cause an interference in access to the Leased Premises for sale or maintenance purposes by the County.

8. Insurance – County.

The County shall maintain general liability insurance in such amounts as determined reasonable from time to time by the parties covering the Leased Premises and the County's activities thereon by including the Leased Premises in those properties covered by the County's general liability insurance policy.

9. Insurance – Lessor.

The Lessor shall maintain general liability insurance in such amounts as determined reasonable from time to time by the parties covering the land owned by the Lessor on which the Leased Premises are located and which is accessible by the County.

10. Notices.

Whenever it is necessary for one party to this Lease to give notice to the other party, such notice shall be in writing and shall be sent to the other party by First Class mail postage prepaid and shall be sent to:

The Lessor:

Bob Boylan
M3B Group LLC
2448 Benzie Highway
Benzonia Mi. 49616

The County:

County Administrator
448 Court Place
Beulah, MI 49617

Such written notice shall be deemed to have been received on the second day after mailing.

11. Termination.

During the initial six (6) month term, this Lease may be terminated by either party for cause, including breach of the Lease terms, by giving the other party 30 days written notice of such termination. Following the initial term and during the "month-to-month" period, this Lease may be terminated by either party without cause by giving the other party 30 days written notice of such termination. Upon termination of this Lease whether by notice under this paragraph or by the expiration of the Lease Term, the County shall

cause all recycling containers and signage to be removed from the Leased Premises and shall leave the Leased Premise in "broom clean" condition.

12. Breach.

If either party commits an act which can be considered a breach of this Lease, the other party may avail itself of any remedy permitted by law, including termination of this Lease, as a result of said breach. Before any legal action is brought in any court to enforce any of the terms and conditions set forth in this Lease, the party alleging a breach by the other party shall advise the other party of such claim and both parties shall agree to a mediation of said dispute to be conducted by a mediator chosen by mutual agreement of the parties.

If the parties cannot agree on a mediator, they shall ask the Circuit Court Clerk to randomly select a mediator who is listed on the Circuit Court's list of mediators maintained under the Michigan Court rules.

THIS LEASE is effective and binding on both parties as of the date first written above.

LESSOR

BENZIE COUNTY

Bob Boylan
M3B Group LLC

Custer C. Carland, Chairman
Benzie County Board of Commissioners

Date: _____

Date: _____



Michigan Department of Natural Resources
Law Enforcement Division / Parks and Recreation Division

**FY 2018 SNOWMOBILE LAW ENFORCEMENT PROGRAM
GRANT AGREEMENT**

Issued by authority of part 821 Snowmobiles, 1994 PA 451, as amended.

This Agreement is between the Department of Natural Resources for and on behalf of the State of Michigan (DEPARTMENT) and Benzie County
Federal Tax Identification Number 38-6004838 (GRANTEE).

1. The Agreement period is **October 1, 2017** through **April 30, 2018**.
2. The GRANTEE has been approved by the DEPARTMENT to receive Snowmobile Law Enforcement funding for the following scope of work:
 - a. Snowmobile law enforcement and related activities with emphasis on the state-designated snowmobile trail system and other public land. This funding is not meant to support enforcement of local ordinances.
 - b. Snowmobile law enforcement program operating expenses.
 - c. Contractual services, supplies and materials (CSS&M), including purchase of personal gear, such as boots, gloves, goggles, uniforms, and first aid kits; purchase of parts for equipment used in the program and cost of labor for installation or repair work; purchase of electronics and associated items costing \$1,000 or less each.
 - d. Purchase of the following equipment for snowmobile law enforcement purposes:
None
3. The DEPARTMENT agrees as follows:
 - a. To grant to the GRANTEE a sum of money up to 85 percent of the total eligible cost of snowmobile law enforcement and related activities, operating expenses and CSS&M, but not to exceed
Eight Thousand Dollars \$8,000
 - b. To grant to the GRANTEE a sum of money up to 85 percent of the total eligible cost of equipment purchased for snowmobile law enforcement purposes and authorized under item 2.d. in this Agreement, but not to exceed
None Dollars \$0
4. This Agreement shall be administered on behalf of the DEPARTMENT through Parks and Recreation Division (PRD).
 - a. All reports, documents, or actions required of the GRANTEE are to be submitted to PRD, Department of Natural Resources, PO Box 30257, Lansing, MI 48909-7757.
 - b. The GRANTEE'S contact for this grant is:
Name Tina Schendel Title Sheriff
Address 505 S Michigan
City, State, ZIP Beulah MI 49617
Telephone No. 231-882-4484 Fax No. 231-882-5884
E-mail TSchendel@benzieco.net

SNOWMOBILE LAW ENFORCEMENT
GRANT AGREEMENT

5. The GRANTEE may not assign or transfer any interest in this Agreement to any other agency, group or individual.
6. To receive reimbursement under this Agreement, the GRANTEE shall submit a completed State Aid Voucher (form PR1988-2) along with required documentation of expenditures and an activity report to the DEPARTMENT by **May 31, 2018**.
7. The Agreement may be executed separately by the parties. This Agreement is not effective until:
 - a) the GRANTEE has signed it and returned it, and
 - b) the DEPARTMENT has signed it.

The individuals signing for the parties indicated below certify by their signatures that they have the authority to do so and will ensure that the terms of the Agreement are fulfilled.

GRANTEE

Name (Print) Custer Carland Title Chair, Board of Commissioners

Signature _____ Date _____

DEPARTMENT OF NATURAL RESOURCES

Name (Print) _____ Title _____

Signature _____ Date _____

Send this completed, signed agreement to:

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PARKS AND RECREATION DIVISION
PROGRAM SERVICES SECTION
PO BOX 30257
LANSING MI 48909-7757**

2017-036

**RESOLVED BY THE BENZIE COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO APPROVE OUTSIDE COUNSEL FOR OPIOID LITIGATION**

WHEREAS the Benzie County Board of Commissioners ("the Board") desires legal representation in national litigation that is being waged against manufacturers and distributors of opioids and other culpable parties; and

WHEREAS the participation in such national litigation requires specialized expertise; and

WHEREAS if successful in recovering funds that have previously been expended by Benzie County to combat the opioid epidemic that includes but is not limited to expenses in Benzie County Courts, Medical Examiner, Emergency Medical Services, Jail, Sheriff Department, other departments and public health costs, the Benzie County Board of Commissioners feel that any recovered funds should be used to assist Benzie County residents struggling with opioid addiction and to reimburse County departments who have incurred costs associated with the opioid crisis; and

WHEREAS the Board has reviewed the qualifications of Weitz & Luxenberg PC, the Sam Bernstein Law Firm PLLC and Smith and Johnson Attorneys, PC, and believes that those firms collectively possess outstanding experience and qualifications to represent the County's interests as it relates to the opioid epidemic.

NOW THEREFORE BE IT RESOLVED that the Board approves the firms of Weitz & Luxenberg, the Sam Bernstein Law Firm PLLC and Smith and Johnson Attorney's PC, as special Counsel to represent the interest of Benzie County in litigation concerning the opioid epidemic.

Dated: December ____, 2017

Custer Carland, Chair

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

Dawn Olney, Benzie County Clerk

RETAINER AGREEMENT

The County of Benzie, State of Michigan, ("Benzie") hereby retains, WEITZ & LUXENBERG, P.C. ("W&L"), as lead counsel and Sam Bernstein Law Firm PLLC and Smith and Johnson Attorneys PC, (collectively "Retained Counsel") to prosecute and adjust for Benzie, a claim for damages caused by the culpable conduct of any and all pharmaceutical manufacturers, distributors of opioid analgesics and/or other culpable parties. Benzie hereby gives lead counsel, W&L, the exclusive right to take all legal steps to enforce its claims.

In consideration of the services rendered and/or to be rendered by Retained Counsel, Benzie hereby agrees to pay the following CONTINGENT fee:

Thirty (30) percent of the net sum recovered, whether recovered by suit, settlement or otherwise, for Benzie's share of the recovery only.

This fee will be paid ONLY if there is a recovery and will be deducted after the reimbursement of the litigation expenses, including, but not limited to, filing fees, costs associated with conducting discovery, hearings, conferences, meetings, trials, expert consultation and testimony, and investigation costs.

As lead counsel, W&L is authorized, in good faith and in the honest belief that it is in the best interests of Benzie, to associate other firm(s) to assist in this matter at no additional fee to Benzie. Regardless, W&L will maintain full control of the matter on behalf of the client at all times.

WEITZ & LUXENBERG, P.C, will advance all costs of the litigation.

On behalf of The County of Benzie:

Signature: _____

Dated: _____

On behalf of Weitz & Luxenberg, P.C.:

Signature: _____

Dated: _____

On behalf of Sam Bernstein Law Firm PLLC:

Signature: _____

Dated: _____

On behalf of Smith and Johnson Attorneys PC:

Signature: _____

Dated: _____

Rule 1.8: Current Clients: Specific Rules

Client-Lawyer Relationship

Rule 1.8 Conflict Of Interest: Current Clients: Specific Rules

(a) A lawyer shall not enter into a business transaction with a client or knowingly acquire an ownership, possessory, security or other pecuniary interest adverse to a client unless:

(1) the transaction and terms on which the lawyer acquires the interest are fair and reasonable to the client and are fully disclosed and transmitted in writing in a manner that can be reasonably understood by the client;

(2) the client is advised in writing of the desirability of seeking and is given a reasonable opportunity to seek the advice of independent legal counsel on the transaction; and

(3) the client gives informed consent, in a writing signed by the client, to the essential terms of the transaction and the lawyer's role in the transaction, including whether the lawyer is representing the client in the transaction.

(b) A lawyer shall not use information relating to representation of a client to the disadvantage of the client unless the client gives informed consent, except as permitted or required by these Rules.

(c) A lawyer shall not solicit any substantial gift from a client, including a testamentary gift, or prepare on behalf of a client an instrument giving the lawyer or a person related to the lawyer any substantial gift unless the lawyer or other recipient of the gift is related to the client. For purposes of this paragraph, related persons include a spouse, child, grandchild, parent, grandparent or other relative or individual with whom the lawyer or the client maintains a close, familial relationship.

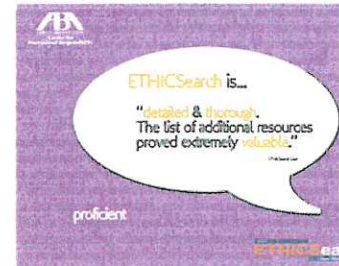
(d) Prior to the conclusion of representation of a client, a lawyer shall not make or negotiate an agreement giving the lawyer literary or media rights to a portrayal or account based in substantial part on information relating to the representation.

(e) A lawyer shall not provide financial assistance to a client in connection with pending or contemplated litigation, except that:

(1) a lawyer may advance court costs and expenses of litigation, the repayment of which may be contingent on the outcome of the matter; and

(2) a lawyer representing an indigent client may pay court costs and expenses of litigation on behalf of the client.

(f) A lawyer shall not accept compensation for representing a client from one other than the client unless:



- (1) the client gives informed consent;
- (2) there is no interference with the lawyer's independence of professional judgment or with the client-lawyer relationship; and
- (3) information relating to representation of a client is protected as required by Rule 1.6.

(g) A lawyer who represents two or more clients shall not participate in making an aggregate settlement of the claims of or against the clients, or in a criminal case an aggregated agreement as to guilty or nolo contendere pleas, unless each client gives informed consent, in a writing signed by the client. The lawyer's disclosure shall include the existence and nature of all the claims or pleas involved and of the participation of each person in the settlement.

(h) A lawyer shall not:

(1) make an agreement prospectively limiting the lawyer's liability to a client for malpractice unless the client is independently represented in making the agreement; or

(2) settle a claim or potential claim for such liability with an unrepresented client or former client unless that person is advised in writing of the desirability of seeking and is given a reasonable opportunity to seek the advice of independent legal counsel in connection therewith.

(i) A lawyer shall not acquire a proprietary interest in the cause of action or subject matter of litigation the lawyer is conducting for a client, except that the lawyer may:

(1) acquire a lien authorized by law to secure the lawyer's fee or expenses; and

(2) contract with a client for a reasonable contingent fee in a civil case.

(j) A lawyer shall not have sexual relations with a client unless a consensual sexual relationship existed between them when the client-lawyer relationship commenced.

(k) While lawyers are associated in a firm, a prohibition in the foregoing paragraphs (a) through (i) that applies to any one of them shall apply to all of them.

[Comment](#) | [Table of Contents](#) | [Next Rule](#)

Get the Model Rules in
Print or E-Book

Lawyers Who Deduct Client Costs: Revisiting *Boccardo*

By Robert W. Wood

Robert W. Wood practices law with Wood & Porter in San Francisco (<http://www.woodporter.com>) and is the author of *Taxation of Damage Awards and Settlement Payments* (4th ed. 2009), *Qualified Settlement Funds and Section 468B* (2009), and *Legal Guide to Independent Contractor Status* (4th ed. 2007), all available at <http://www.taxinstitute.com>. This discussion is not intended as legal advice and cannot be relied on for any purpose without the services of a qualified professional.

In this article, Wood considers how contingent fee lawyers treat costs and when they can deduct them, explaining the relationship between this issue and the fee agreement. He notes that Sens. Baucus and Durbin have recently entered the fray, but that 15 years after the Ninth Circuit decided *Boccardo*, considerable confusion remains.

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Attorneys, plaintiffs' lawyers in particular, often joust quixotically with the tax law. Plaintiffs' lawyers must take risks in their careers and some may take risky tax positions as well. That was certainly the case with James Boccardo, a well-known plaintiffs' lawyer in California who had multiple tax disputes with the IRS over the nettlesome issue of client costs.

Most lawyers assume that if they pay out \$1,000 for a deposition transcript or court reporter, they can deduct it as a business expense, regardless of their fee agreement with their client. It may be years before the case settles and the lawyer is able to recoup these costs, and no recovery means the lawyer recoups nothing. In the meantime, the lawyer records the amount as an expense of the case so he and the client can later refer to the costs when they divide the proceeds of a settlement or verdict.

Contingent Fee Model

If a contingent fee attorney agrees to represent a client in an accident case, taking 40 percent of the recovery as his fee, how does he account for costs? Most lawyers cannot get a client to pay out-of-pocket costs on an ongoing basis, so the lawyer must pay upfront. But is the lawyer advancing these costs to be collected later out of proceeds or is the lawyer simply undertaking the obligation to pay them? Does it matter how the accounting is done and how the fee agreement reads?

Boccardo's tax cases were the first involving these issues but most people still find it difficult to answer these questions. Apparently, knowledgeable U.S. senators don't know the answers either. On April 29, 2010, Senate Finance Committee Chair Max Baucus, D-Mont., and Senate Democratic Whip Richard J. Durbin of Illinois wrote to Assistant Secretary for Tax Policy Michael Mundaca requesting clarification of the Service's position regarding the client cost tax issue.¹ The case on which they seek additional guidance is the seminal client cost tax deduction case, *Boccardo v. Commissioner*.²

In *Boccardo*, the Ninth Circuit held that attorneys representing clients in contingent fee cases can currently deduct litigation costs paid by the attorneys (such as deposition costs, travel expenses, filing fees, and FedEx bills) as ordinary and necessary business expenses. The key to the deductions is that the attorney and the client must agree to a fee arrangement known as a gross fee contract. A gross fee contract is simply one in which the attorney receives a percentage of any gross recovery, with litigation costs paid by the attorney out of his own percentage.

In other words, the attorney receives no reimbursement of expenses paid upon a recovery. Rather, the split between lawyer and client is not adjusted to account for those costs. The IRS had asserted in *Boccardo* that out-of-pocket expenses incurred by attorneys on behalf of clients are not deductible because the law firm expects reimbursement of the expenses on obtaining a settlement or judgment. This issue has some history.

Serial Dispute

Boccardo's firm originally used a net fee agreement, under which the law firm agreed to pay all costs, and to be reimbursed for its costs only out of a recovery. Under this agreement, the first dollars recovered go to repay costs, and thereafter the lawyer and client divide the rest. After reviewing Boccardo's net fee contract, the Court of Federal Claims held that Boccardo could not deduct the costs as he paid them.³

Boccardo then changed to a gross fee agreement, which included nothing about costs. Boccardo would pay all expenses, and lawyer and client would split any gross recovery. If no recovery was made, the firm would receive nothing for its services and nothing for its costs. Yet the IRS disallowed Boccardo's deductions even under his gross fee contract.

¹Doc 2010-9903, 2010 TNT 86-19.

²56 F.3d 1016 (9th Cir. 1995), Doc 95-5453, 95 TNT 106-7.

³See *Boccardo v. United States*, 12 Claims Court 183 (1987).

In Tax Court this time, the court agreed with the IRS that Boccardo still expected substantial reimbursement.⁴ The Tax Court said it didn't matter if the law firm had no legal right to be reimbursed by the client, as long as the firm had an expectation of generating a fee from the matter that would at least cover the costs incurred. Even Boccardo's gross fee agreement was based on that expectation. Therefore, the Tax Court found that the costs paid by Boccardo and his firm under the gross fee contracts with clients were advances and were not deductible when made.

Boccardo next appealed to the Ninth Circuit, arguing that his first two tax cases were unfair. Reversing the Tax Court, the Ninth Circuit held that Boccardo's firm incurred deductible ordinary and necessary business expenses when it paid the client costs under the gross fee arrangement.⁵ The Ninth Circuit considered it normal business practice for plaintiffs' firms to pay client costs. Although the IRS argued that this practice violated state professional standards, the Ninth Circuit found no prohibition on an attorney paying his client's expenses.

The Ninth Circuit concluded that the tax deductions were legitimate. After all, the reason a tax deduction wasn't available on the net fee approach was that the lawyer was essentially making a loan. Under the gross fee arrangement, there was no obligation on the client's part to repay the money expended. If the lawyer was simply shouldering the costs, how could it be a loan?

Continuing Controversy

As Baucus and Durbin point out, *Boccardo* did not end the controversy. The IRS issued a field service advice stating that it would not follow *Boccardo* except in the Ninth Circuit.⁶ Moreover, the Service said it would continue to argue that the gross fee distinction should not affect whether advanced expenses are treated as loans. The senators note that the field service advice does not provide any rationale for declining to follow the Ninth Circuit.

Subsequent Tax Court decisions have suggested that the Tax Court may now be in line with the Ninth Circuit, perhaps agreeing that in any circuit, gross fee contracts are different. In *Pelton & Gunther v. Commissioner*,⁷ the Tax Court pointed out that the law firm's fee, which was paid by the client, was billed at a stated hourly rate, not on a contingency basis. Therefore, payment of the firm's fees and reimbursement of costs were on a dollar-for-dollar basis. The Tax Court ruled that the *Pelton & Gunther* facts were clearly distinguishable from the gross fee contract considered in *Boccardo*.

Similarly, in *Baddell v. Commissioner*,⁸ the Tax Court relied on *Boccardo*, distinguishing its gross fee contract from a case in which clients must reimburse the law firm for costs, regardless of the outcome of the clients' case. The court said that when there is a reimbursement

obligation, it is reasonable to view the costs when paid as a loan. That rationale suggests that the rule must have an inverse. When there is no reimbursement arrangement, how could it be viewed as a loan?

This led Baucus and Durbin to conclude that the IRS position in the field service advice is inconsistent with subsequent Tax Court decisions. These decisions do not challenge the holding or rationale of the *Boccardo* case on gross fee contracts, and appear to accept *Boccardo*'s conclusions. According to the senators, the IRS appears to have based its position on Tax Court decisions that were reviewed and affirmed by the Ninth Circuit. Baucus and Durbin cited *Canelo v. Commissioner*⁹ and *Silverton v. Commissioner*.¹⁰

In both cases, the Ninth Circuit affirmed the rule that litigation costs advanced for contingent fee clients cannot be deducted and were most appropriately treated as loans. The converse — when costs are simply paid and not advanced — must be different. As Senators Baucus and Durbin put it:

In light of the reliance the IRS placed upon court decisions and, notably, court decisions reviewed by the Ninth Circuit, in formulating its litigating positions prior to 1995, it is not clear why the IRS has declined to follow the Ninth Circuit's *Boccardo* decision.¹¹

The senators point out repeatedly that the Tax Court has accepted the distinction drawn by the Ninth Circuit between gross fee and other fee arrangements. That results in similarly situated taxpayers inside and outside the Ninth Circuit being treated differently for no good reason.

Drafting Agreements

With most contingent fee agreements, the client is assured no payment is due unless there is a recovery. Costs can be paid under a variety of arrangements: subtracted solely from the client's share; taken off the top before the client and lawyer split the remainder, according to the percentages on which they have agreed; or paid only by the attorneys as the case proceeds and the recovery simply split according to the agreed-on percentages. For plaintiffs' lawyers who don't ever want to fight with the IRS, the safest course is to treat costs as loans (that is, a net-fee arrangement).

Clearly, this is painful, for they are paying the costs over several years, yet not deducting them until what could be many years later. Depending on how the fee agreement reads, it may also be overly timid even outside the Ninth Circuit. After all, a business expense is a business expense, and that makes it worthwhile to explore different ways of tackling this issue.

Suppose you have a standard one-third contingent fee agreement and you will advance all costs. Assume your fee agreement says that when the case is finally resolved, the costs will come off the top, reimbursing you for all your outlays. Thereafter, you will receive one-third and

⁴See *Boccardo v. Commissioner*, T.C. Memo. 1993-224 (1993), Doc 93-5922, 93 TNT 111-13.

⁵See *Boccardo*, 56 F.3d at 1020.

⁶See 1997 FSA 442.

⁷T.C. Memo. 1999-339, Doc 1999-32749, 1999 TNT 196-58.

⁸T.C. Memo. 2000-303, Doc 2000-24769, 2000 TNT 188-8.

⁹53 T.C. 217 (1969), *aff'd*, 447 F.2d 484 (9th Cir. 1971).

¹⁰T.C. Memo. 1977-198, *aff'd*, 647 F.2d 172 (9th Cir. 1981).

¹¹See *supra* note 1.

the client two-thirds. The costs you are paying during the course of the case are not deductible, but are loans to the client. When the case settles a few years later, you treat the recovery as income and deduct all the costs in that year.¹²

As a result, strictly from a tax perspective, you should want your fee agreement to state that your law firm will be responsible for paying (not advancing) all costs and expenses. Then when the case settles, lawyer and client will simply split the proceeds according to the agreement. One can presumably factor in likely costs in arriving at this split.

The result of such a fee-sharing arrangement (making no reference to costs) is that the lawyer is not being reimbursed. In fact, the costs are borne entirely by the lawyer. If the costs come off the top, they are being borne solely by the client or by both the client and the lawyer, depending on whether the settlement is sufficient in size to absorb all the costs.

How you draft your fee agreement clearly matters in the Ninth Circuit. According to Baucus and Durbin (and they are correct in my view), it should matter everywhere. It matters for tax treatment and it affects how money is divided. Consider the following examples. The first three are all common (although example 2 is less common than examples 1 and 3).

Example 1: You take a case on a 35 percent contingency basis, with costs subtracted from your gross recovery. You recover \$1,000, and costs equal \$100. You first subtract the \$100, which repays you for the \$100 you laid out. The \$900 balance is split 35 percent to you and 65 percent to the client; you get \$315. You can't deduct the \$100 in costs until the year of the settlement. Your total cash is \$415, but \$100 was your own money. Your net cash is \$315.

Example 2: You are on a 35 percent contingency, but this time your agreement (truly in gross) is merely to divide the proceeds. In effect, you'll bear all costs. If you recover the \$1,000 and have \$100 in expenses, you receive \$350. However, \$100 is really a reimbursement of your own money. If you regard the \$100 as a loan, only \$250 of the \$350 is income. In the Ninth Circuit, you can deduct the \$100 when you paid it, but you must then take the entire \$350 into income when the case settles. Outside the Ninth Circuit, the same rule should apply, but the IRS disagrees. (Baucus and Durbin want to know why.) Your net cash is \$250.

Example 3: You are still on a 35 percent contingency. This time your fee agreement says you will advance costs, but that when you split 35 percent to you and 65 percent to the client, your reimbursement of costs will come entirely out of the client's share. Your costs are still \$100. When the case settles for \$1,000, you first subtract the \$100 that is reimbursed to you. The \$1,000 gross is split 65 percent to the client and 35 percent to you, so your share is

\$350. You receive that \$350 plus the \$100 reimbursement. The client ends up with \$550. Your net is \$350.

Example 4: You are still on a 35 percent contingency, but now have different rate structures, one if you bear all costs (example 2), one if the client bears all costs (example 3), and one if you share the burden of costs (example 1). Unlike any of the three examples above, your fee agreement provides that the client can elect one of the following approaches:

- costs are deducted first off the top, and then the client pays you 35 percent;
- costs are ignored, but the client pays you 40 percent; or
- the client pays you 30 percent of the gross, and costs are deducted entirely from the client's 70 percent share.

I have never seen this fourth possibility. Variations of it might call for the lawyer (not the client) having the right to select from the menu, or for the formula with the highest or lowest net to the lawyer to apply automatically.

Further, it might be possible to offer some kind of hybrid. For example, what if the fee agreement calls for a gross fee of 40 percent, but says that in no event will the share the client receives be less than would be determined under a net fee of 35 percent? The latter provision could presumably be written into a kind of savings clause. Is there a loan problem (potentially preventing a current deduction by the lawyer) if the savings clause is not triggered? Is the mere presence of the savings clause enough to preclude a deduction?

A list of alternative cost approaches brings the issue into sharp focus. Having alternatives (whether the client or the lawyer has the option of which approach to apply) may make the case for a current deduction harder. The IRS seems myopic in its focus on the loan model, and probably would sniff out a loan in this somewhere. That makes example 2 the clearest and best approach from a tax viewpoint. If the lawyer is paying the costs in years 1, 2, and 3, only to receive a gross share of a recovery in year 4, it is hard to see how there is a loan, even if the lawyer is trying to factor in the likely amount of costs in the case when he sets the percentage sharing in his fee agreement.

Conclusion

I am almost afraid to hazard this guess, but I think most contingent fee lawyers deduct their expenses on an ongoing basis, regardless of how their fee agreement may read. When I say my guess is that most do this, I'm not sure if I mean most by numbers of offices, most by dollars, or both. I would assume that the large and sophisticated plaintiffs' law firms (of which there are now many) do not blindly deduct their costs. In fact, unless the large and sophisticated plaintiffs' firms shift to a gross fee arrangement, which they may view as risky from a financial viewpoint (truly the tax tail wagging the dog), they probably account for client costs as loans.

So perhaps my "most" speculation is overstated or just plain wrong. However, even if I am wrong and if the compliance levels are higher than I think they are, I do know there is considerable confusion over this. Baucus

¹²See *Hughes & Luce, LLP v. Commissioner*, 70 F.3d 16 (5th Cir. 1995), *Doc 95-10693*, 95 TNT 233-2.

and Durbin are not wrong. For tax advisers who work with contingent fee attorneys, it would be appropriate to reconnoiter.

Lawyers (inside or outside the Ninth Circuit) who are willing to shift to a true gross fee arrangement should probably also alter their standard nomenclature. Clients may be used to hearing, "Don't worry, we advance all of the costs." But in a gross fee arrangement, "advance" is a misnomer, perhaps an expensive misnomer given the Service's propensities to ferret out loans. In a gross fee contract, the lawyer is simply *paying* the costs, even though the lawyer may (based on past experience or optimism) expect to get the money back. Even in any kind of fee contract, the "advance" moniker may be a hot-button word best avoided. Saying you advance costs sounds overly loanlike.

For law firms considering the gross versus net fee dichotomy, it is surely appropriate to do some number crunching on how cases really come out, how predictable costs are, and so on. Presumably those calculations

should be based on historical cost data in some cases, projected costs, and perhaps even the nature of particular kinds of defendants. Perhaps costs might be higher in a suit against General Motors than in a suit against Joe's Used Cars.

But surely market or customer data would also be relevant, including the preferences of clients and the positions of one's competitors. Suppose Lawyer A offers a gross fee contract (the lawyer paying all costs) to an auto accident plaintiff on a 40 percent contingency. Suppose Lawyer B offers the same person a 35 percent net fee contract (costs come off the top).

Will the plaintiff select Lawyer A or B? Suppose Lawyer A tries to meet the competition by sticking with the 40 percent gross fee contract but offering a guarantee that the plaintiff will receive no less than if using Lawyer B's fee calculation. Is Lawyer A back in the soup?

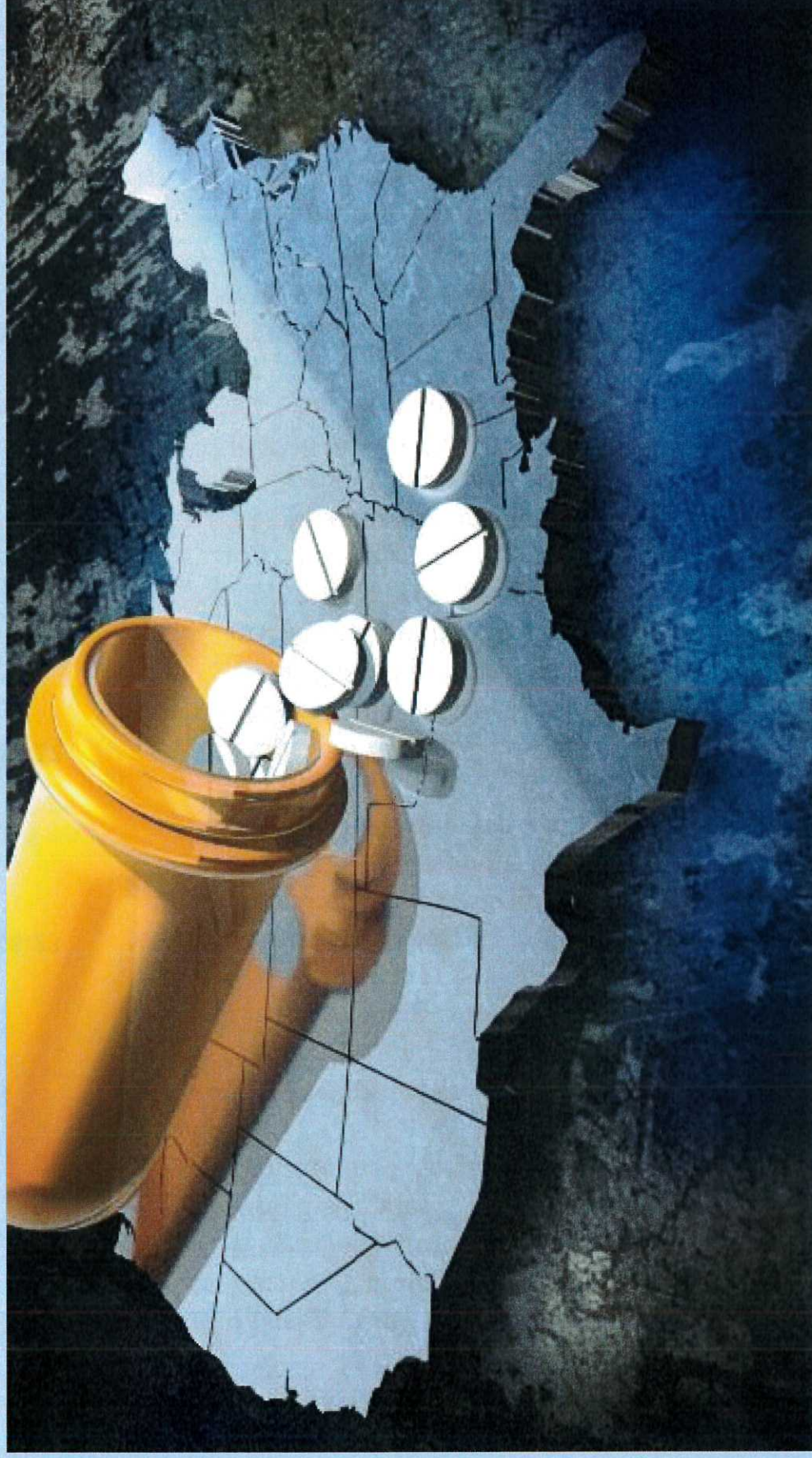
These are not simple questions. What's more, they highlight a central feature of the way in which most contingent fee litigation is conducted.

SUBMISSIONS TO TAX NOTES

Tax Notes welcomes submissions of commentary and analysis pieces on federal tax matters that may be of interest to the nation's tax policymakers, academics, and practitioners. To be considered for publication,

articles should be sent to the editor's attention at taxnotes@tax.org. A complete list of submission guidelines is available on Tax Analysts' Web site, <http://www.taxanalysts.com/>.

Opioid Crisis



THE
SAM BERNSTEIN®
LAW FIRM

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SMITH & JOHNSON
PROFESSIONAL CORPORATION

BENZIE COUNTY OPIOID LITIGATION

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1. What are opioids?

- Heroin (illegal, derived from opium)
- Fentanyl (synthetic)
- Prescription pain relievers
 - OxyContin (oxycodone)
 - Vicodin (hydrocodone)
 - Codeine
 - Morphine
- Many others

Opioid Manufacturers

- Purdue Pharma

- OxyContin
- MS Contin
- Dilaudid
- Butrans
- Hysingla
- Targiniq

- Endo Health Solutions

- Percocet
- Opana
- Percodan
- Zydone



- Janssen Pharmaceuticals/

- Johnson & Johnson

- Duragesic
- Nucynta

- Cephalon/Teva

- Actiq
- Fentora

- Allergan

- Kadian
- Norco

Opioid Distributors

Three companies manage approximately 90% of the country's national drug distribution

- AmerisourceBergan
- Cardinal Health
- McKesson



<https://ag.ny.gov/press-release/ag-schneiderman-bipartisan-coalition-ags-expand-multistate-investigation-opioid-crisis>

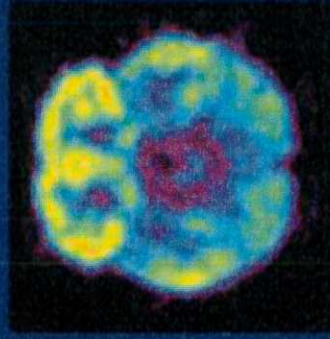
Opioids are addictive



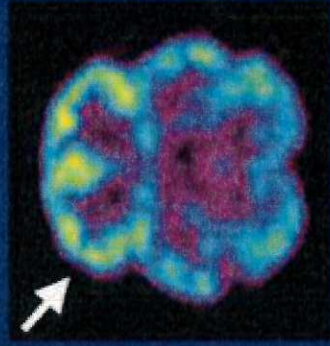
Opioids act on opioid receptors in both the spinal cord and brain to reduce the intensity of pain-signal perception. They also affect brain areas that control emotion.

<https://www.drugabuse.gov/news-events/latest-science/scientists-explore-brain-regions-role-in-compulsive-drug-seeking>;
<http://www.webmd.com/mental-health/addiction/drug-abuse-addiction#1>

DECREASED BRAIN METABOLISM IN PERSON WHO ABUSES DRUGS



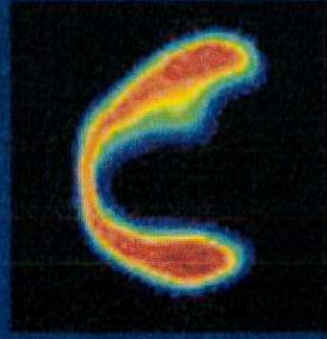
Healthy Brain



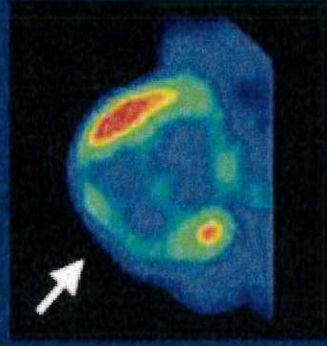
Diseased Brain/Cocaine Abuser



**DECREASED HEART METABOLISM IN
HEART DISEASE PATIENT**



Healthy Heart



Diseased Heart

Drug addiction is a chronic brain disease which leads to changes in the structure and function of the brain.

2. Opioid Crisis--Facts



PRESCRIPTION NATION 2016

ADDRESSING
AMERICA'S
**DRUG
EPIDEMIC**



This is the most fatal drug crisis on record in United States history, and too many families and communities are left to suffer in its path. These highly addictive medicines have been incorrectly marketed as the most effective method for treating pain and, subsequently, liberally prescribed. Prescription opioids also serve as gateway drugs to heroin, which has a nearly identical chemical makeup and is cheaper and sometimes easier to obtain.

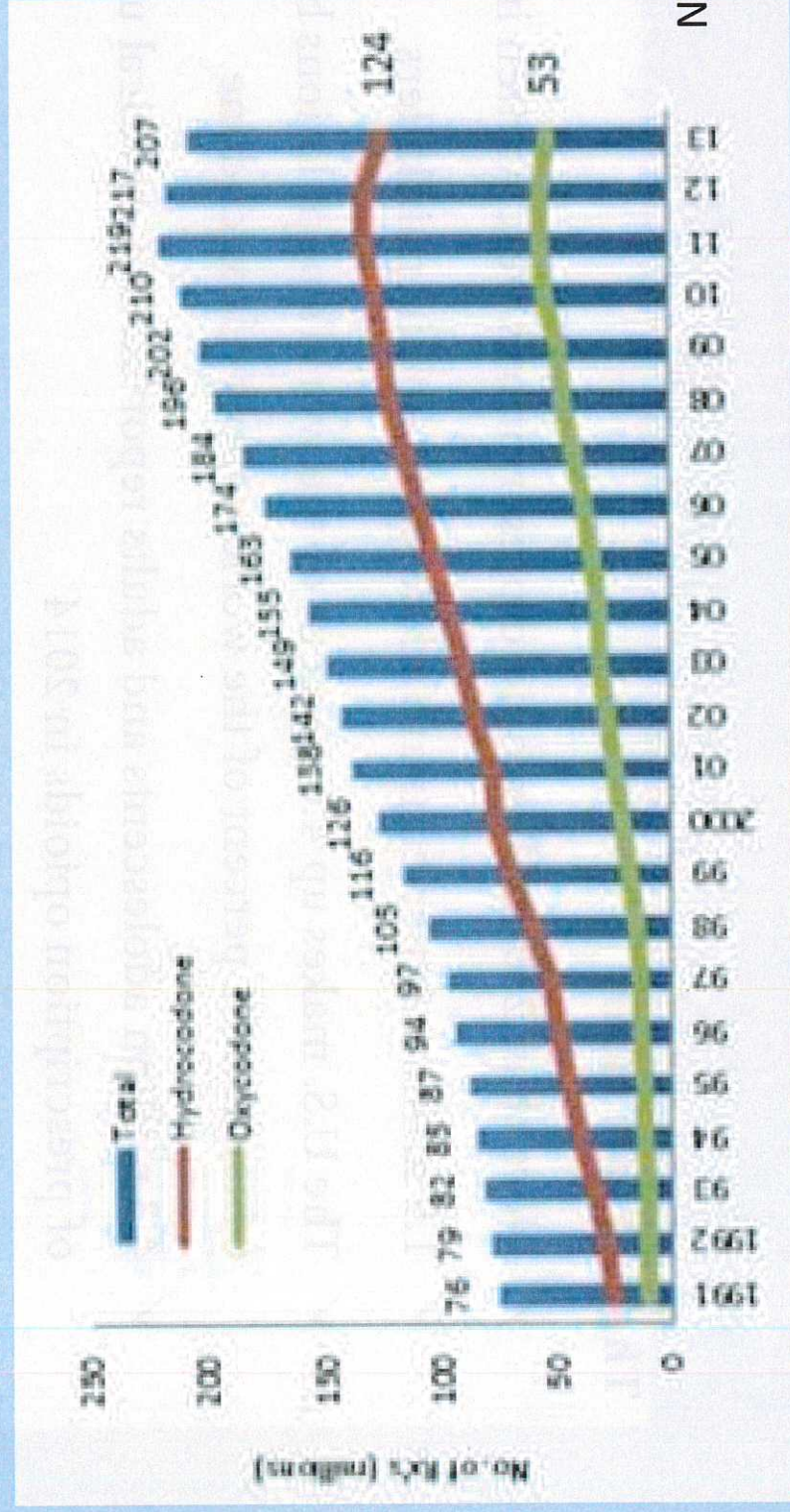


making our world safer.

<http://www.nsc.org/RxDrugOverdoseDocuments/Prescription-Nation-2016-American-Drug-Epidemic.pdf>

The facts are clear:

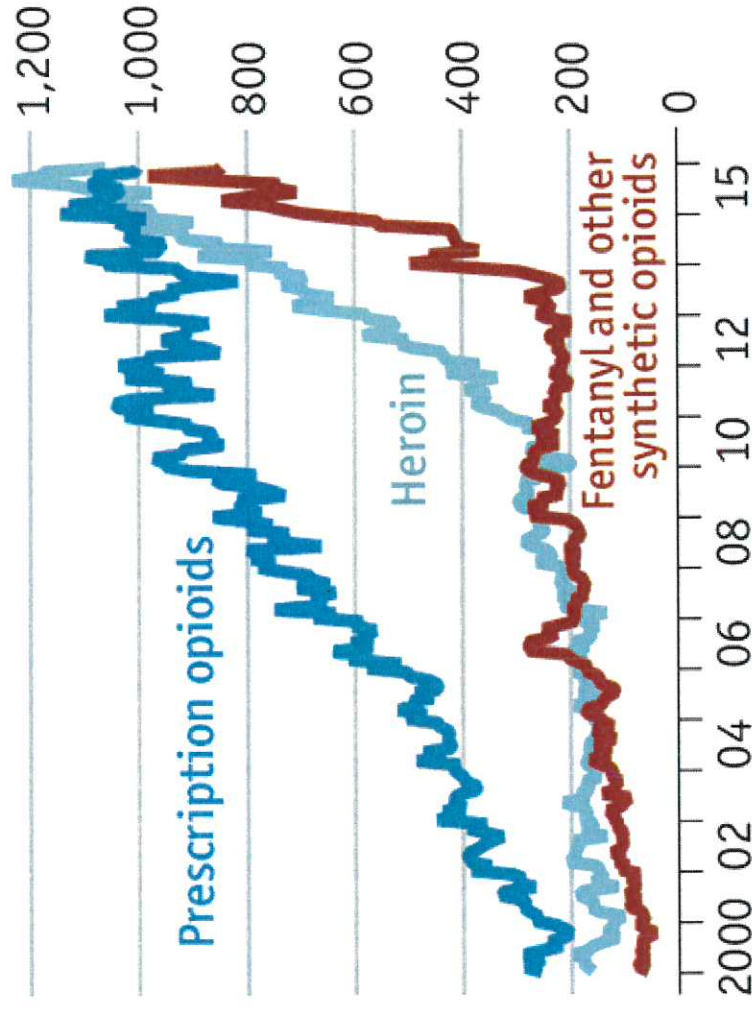
- ✓ More than 259 million opioid prescriptions were written in 2012
- ✓ 1.9 million Americans are addicted to opioid painkillers
- ✓ The U.S. makes up 4.6 percent of the world's populations but consumes 81 percent of the world supply of oxycodone
- ✓ 4.3 million adolescents and adults reported non-medical use of prescription opioids in 2014
- ✓ 4 out of 5 heroin users started on prescription opioids



NIH/NIDA; CDC

New highs

United States, drug overdose deaths*, monthly



*Deaths involving more than one drug are counted multiple times

Source: Centres for Disease Control and Prevention

Economist.com

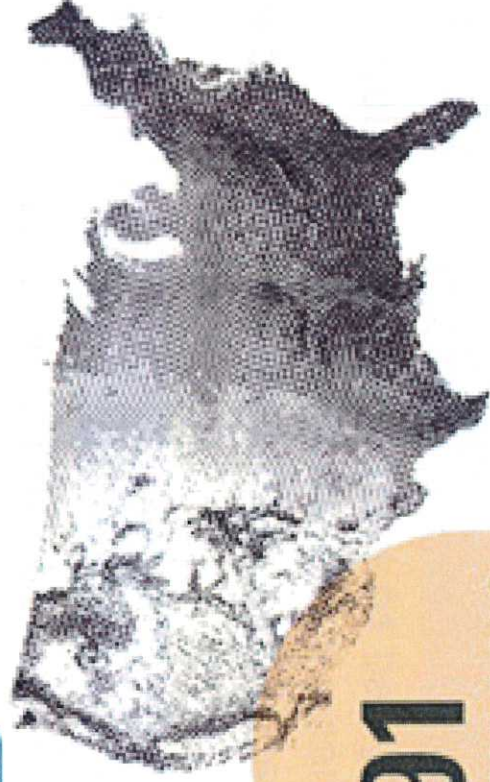


Centers for Disease Control and Prevention

CDC 24/7: Saving Lives. Protecting People™

- 467,000 Americans are addicted to heroin.
- In 2015, opioids (including prescription opioids and heroin) killed more than 33,000 people, more than any year on record.
- Nearly half of all opioid overdose deaths involve a prescription opioid.

CDC, <https://www.cdc.gov/drugoverdose>; NIH/ NIDA, <https://www.drugabuse.gov/about-nida/legislative-activities/testimony-to-congress/2016/americas-addiction-to-opioids-heroin-prescription-drug-abuse>



91
AMERICANS

die every day from
an **opioid overdose**
(that includes prescription
opioids and heroin).

Why did this happen?

- In the late 1990s, pharmaceutical companies reassured the medical community that patients would not become addicted to prescription opioid pain relievers, and healthcare providers began to prescribe them at greater rates.
- This subsequently led to widespread diversion and misuse of these medications before it became clear that these medications could indeed be highly addictive.
- Opioid overdose rates began to increase.

NIH/National Institute for Drug Abuse,
<https://www.drugabuse.gov/drugs-abuse/opioids/opioid-crisis>

Marketing of Opioids

HEALTH POLICY AND ETHICS



6. Maslinio J, Kivimäki S, Nyamathi W, Tienari W, Finney R. *Academic Institutions: Learning to Treat and Prevent Abuse*. Geneva, Switzerland: World Health Organization; 2004.

7. Finney R, Kivimäki S, Murgess H, et al. Responding to the HIV pandemic: the

power of an academic medical partnership. *Acad Med*. 2007;82(12):818-819.

8. Coates J, Swindler A, Blinsky P. *Academic Medical Centers: A Guide for HIV/AIDS for the Treatment of HIV/AIDS*. Washington, DC: Food and Nutrition Technical Assistance Project; Academy for Educational Development; 2008.

9. Marston B, De Cock K, Muliyil-Jamini, et al. *Academic Medical Centers: A Guide for HIV/AIDS for the Treatment of HIV/AIDS*. Washington, DC: Food and Nutrition Technical Assistance Project; Academy for Educational Development; 2008.

The Promotion and Marketing of OxyContin: Commercial Triumph, Public Health Tragedy

Art Van Zee, MD

I focus on issues surrounding the promotion and marketing of controlled drugs and their regulatory oversight. Compared with noncontrolled drugs, controlled drugs, with their potential for abuse and diversion, pose different public health risks when they are overpromoted and highly prescribed. An in-depth analysis of the promotion and marketing of OxyContin illustrates some of the associated issues. Modifications of the promotion and marketing of controlled drugs by the pharmaceutical industry and an enhanced capacity of the Food and Drug Administration to regulate and monitor such promotion can have a positive impact on the public health. (*Am J Public Health*. 2009;99:221-227. doi:10.2195/AJPH.2007.131714)

CONTROLLED DRUGS, WITH their potential for abuse and diversion, can pose public health risks that are different from—and more problematic than—those of uncontrolled drugs when they are overpromoted and highly

prescribed. An in-depth analysis of the promotion and marketing of OxyContin (Purdue Pharma, Stamford, CT), a sustained-release oxycodone preparation, illustrates some of the key issues. When Purdue Pharma introduced OxyContin in 1996, it was aggressively marketed and highly promoted. Sales grew from \$48 million in 1996 to almost \$1.1 billion in 2000.¹ The high availability of OxyContin correlated with increased abuse, diversion, and addiction, and by 2004 OxyContin had become a leading drug of abuse in the United States.²

Under current regulations, the Food and Drug Administration (FDA) is limited in its oversight of the marketing and promotion of controlled drugs. However, fundamental changes in the promotion and marketing of controlled drugs by the pharmaceutical industry, and an enhanced capacity of the FDA to regulate and monitor such promotion, can positively affect public health. OxyContin's commercial success did not depend on the merits

of the drug compared with other available opioid preparations. The promotion and marketing of OxyContin occurred during a recent trend in the liberalization of the use of opioids in the treatment of pain, particularly for chronic non-cancer-related pain. Purdue pursued an "aggressive" campaign to promote the use of opioids in general and OxyContin in particular.³⁻⁵ In 2001 alone, the company spent \$200 million⁶ in an array of approaches to market and promote OxyContin.

PROMOTION OF OXYCONTIN

From 1996 to 2001, Purdue conducted more than 40 national pain-management and speaker-training conferences at resorts in Florida, Arizona, and California. More than 5000 physicians, pharmacists, and nurses attended these all-expenses-paid symposia, where they were recruited and trained for Purdue's national speaker bureau.^{6,7,8} It is well documented that this type of pharmaceutical company symposium influences physicians' prescribing

When Purdue Pharma introduced OxyContin in 1996, it was aggressively marketed and highly promoted. Sales grew from \$48 million in 1996 to almost \$1.1 billion in 2000. The high availability of OxyContin correlated with increased abuse, diversion, and addiction, and by 2004 OxyContin had become a leading drug of abuse in the United States.



Marketing of OxyContin

- All-expenses-paid pain management conferences
- Using marketing data to target physicians who are highest prescribers
- Lucrative bonus system for sales reps
- Increased sales force
- Branded promotional items (e.g., OxyContin fishing hat)
- Promoting primary care physicians-more liberal use of opioids
- Aggressively promoted use for “non-malignant pain market”
- Minimized risk of addiction
- Trained sales reps to state risk of addiction “less than one percent”

Pharmaceutical Lobbying

- \$880 million spent fighting
 - Opioid prescription reform and legislation
 - Alternative approaches to pain relief
 - Prescription drug monitoring programs
 - Reformed opioid prescription guidelines



National Institute on Drug Abuse

Advancing Addiction Science

Total "economic burden" of prescription opioid misuse alone in the United States is \$78.5 billion a year

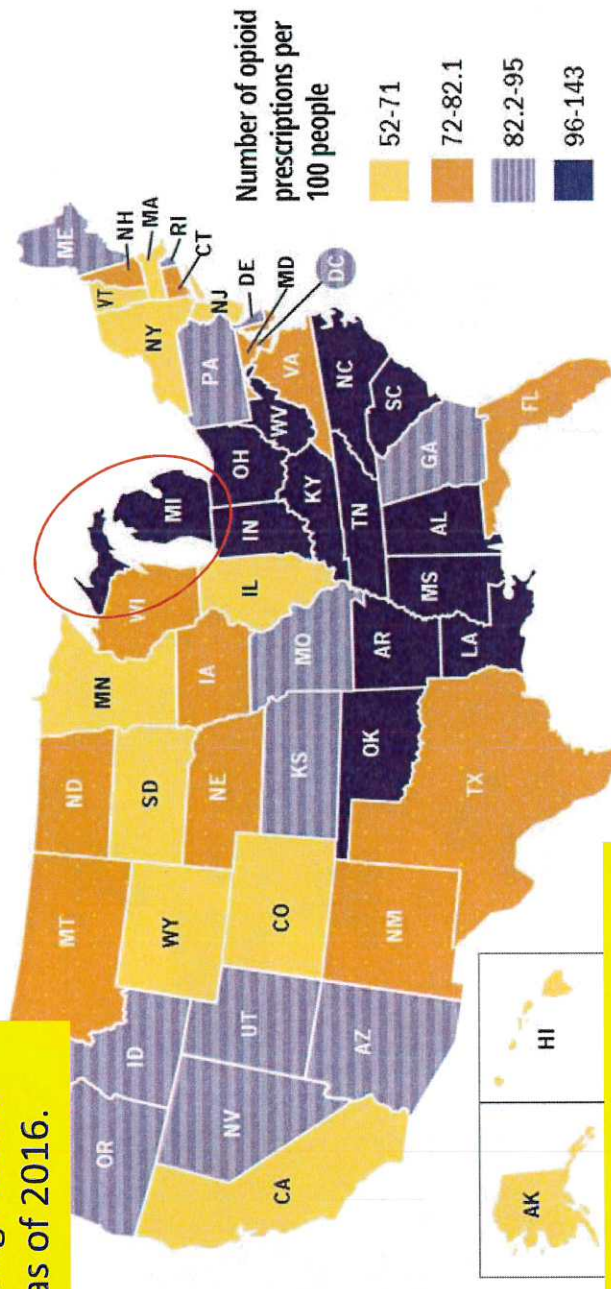
- healthcare
- lost productivity
- addiction treatment
- criminal justice involvement

NIH/National Institute for Drug Abuse,
<https://www.drugabuse.gov/drugs-abuse/opioids/opioid-crisis>

3. Opioid Crisis in Michigan

Michigan ranks 10th in the nation for per capita prescribing rates of opioid pain relievers as of 2016.

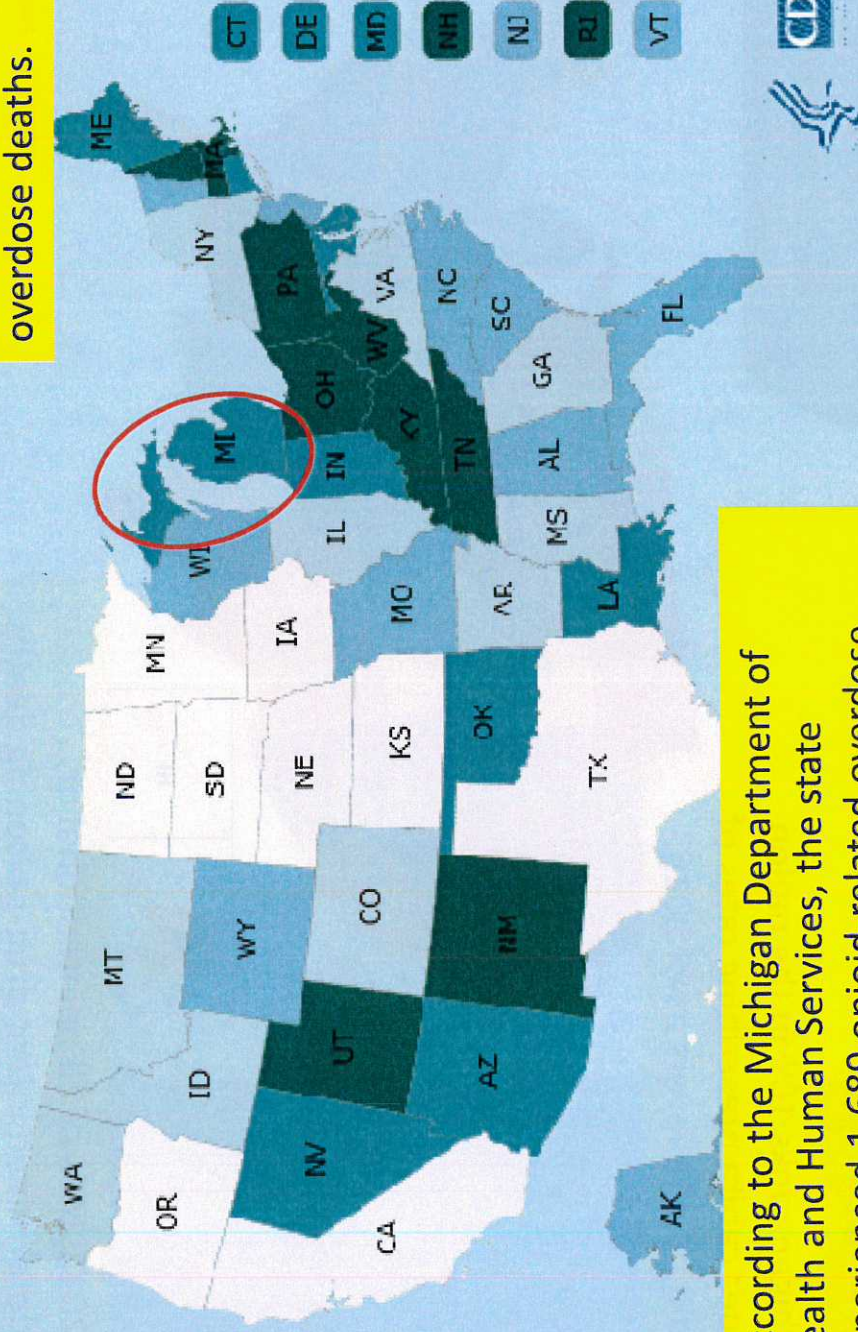
Some states have more opioid prescriptions per person than others.



In 2012, 59% of all unintentional or undetermined intent drug-poisoning deaths had received a prescription for opioids in the past 30 days.

Opioid Crisis in Michigan

Michigan ranks 18th in the nation for overdose deaths.



According to the Michigan Department of Health and Human Services, the state experienced 1,689 opioid-related overdose deaths in 2016, a **32%** increase from opioid-related deaths in 2015.



CDC Drug Overdose Mortality by State
https://www.cdc.gov/nchs/pressroom/sosmap/drug_poisoning_mortality/drug_poisoning.htm
MDHHS July 2013, 2017 Press Release
http://www.michigan.gov/mdhhs/0,5885,7-339-73970_71692_71696-426226--,00.html

Opioid Crisis in Michigan



Michigan experienced a four-fold increase in unintentional fatal drug poisonings from 1999 to 2014.

Michigan hospitalizations involving opioids more than doubled from 2000 to 2011.

From 2009 to 2014, the amount of Schedule II (which includes Opioids) drug prescriptions in Michigan increased by 241.5%.

Opioid Crisis in Michigan

In June of 2015 Governor Rick Snyder announced the creation of a bipartisan Michigan Prescription Drug Task Force.

It was tasked with developing a statewide action plan to combat the still growing number of unintentional drug deaths throughout the state.

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OFFICE OF
GOVERNOR RICK SNYDER

SNYDER / NEWSROOM / PRESS RELEASES

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Gov. Rick Snyder forms task force to address prescription drug and opioid problems in Michigan

Lt. Gov. Brian Calley leading effort to develop statewide strategy

June 18, 2015

LANSING, Mich. — Gov. Rick Snyder today announced the creation of a task force focused on addressing the growing prescription drug and opioid problem in Michigan, chaired by Lt. Gov. Brian Calley.

"Prescription drug and opioid addiction has quadrupled the number of unintentional drug deaths in our state since 1999 and we must come together to reverse this trend before more Michiganders are hurt," Calley said.

Opioids are powerful pain killers that are highly addictive. Opioid dependence affects millions of people in the United States and prescribed opioids can lead to the use of highly addictive and dangerous illegal substances, especially heroin.

The Michigan Prescription Drug and Opioid Abuse Task Force is a result of the call for a comprehensive plan to address prescription drug and opioid abuse in Gov. Snyder's 2015 State of the State address. The bipartisan task force will examine the recent trends, evaluate strategic options, and develop a statewide action plan by fall 2015. The Fiscal Year 2016 budget includes \$1.5 million to address statewide concerns on this issue.

Attorney General Bill Schuette and Michigan Department of Health and Human Services Director Nick Lyon also will have leadership roles. The remainder of the task force will include other stakeholders from state government as well as medical, law enforcement and court officials.

"The damaging effects of drugs like opioids are hurting our families and communities," Schuette said. "We must work together to help end this growing epidemic before it hurts public safety and our economic recovery."

The members include:

- Lt. Gov. Brian Calley;
- Attorney General Bill Schuette;
- Nick Lyon, director of Michigan Department of Health and Human Services;
- Mike Zimmer, director of the Michigan Licensing and Regulatory Affairs;

Opioid Crisis in Michigan

The Task Force's October 2015 report provided recommendations for the improvement of the state's Prevention, Treatment, Regulation, Policies , and Enforcement in response to the opioid crisis.

Among the numerous recommendations were:

- Requiring additional training for all professionals who will be prescribing controlled substances
- Allowing pharmacists to dispense Naloxone to the public
- Considering legislation to better define and identify pain management practice for the purposes of licensing.
- Creating a Commission to review the efficacy of current proposals

Michigan Prescription Drug & Opioid Abuse Task Force: Report of Findings and Recommendations for Action



Opioid Crisis in Michigan

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≡ MENU

Next steps unveiled to address opioid epidemic, help prevent addiction from occurring

Bipartisan, bicameral legislative package part of strategy to address growing epidemic

Thursday, March 23, 2017

LANSING, Mich. – To combat the opioid epidemic and save lives, Michigan needs to address prescription drug abuse more forcefully, Gov. Rick Snyder said today as next steps in the state's efforts were unveiled.

"Michigan has taken an active role to help save lives and provide second chances to Michiganders by working to prevent overdose deaths," Snyder said. "While we've made some progress, people are still becoming addicted and tragically dying from overdoses so our work is far from over. This new strategy focuses on primary prevention in hopes that we can reduce opioid misuse and prevent addiction from occurring in the first place."

Gov. Snyder joined with Lt. Gov. Brian Calley and a group of bipartisan legislators to unveil a comprehensive legislative strategy focused on building on the state's current efforts to tackle the opioid and heroin crisis that continues to plague our communities.

Lt. Gov. Calley announced that the new Michigan Automated Prescription System will launch in early April, providing prescribers with a user-friendly portal to easily obtain information of controlled substances and Schedule 2-5 drugs that have previously been dispensed to a patient.

"MAPS is essential in accurately tracking prescribed controlled substances," Calley said. "This modern system gives prescribers and dispensers state-of-the-art tools to make better informed decisions, intervene earlier and spend additional time with patients and clients."

The legislation announced today will:

- Require prescribers to obtain reports from MAPS before prescribing or dispensing Schedule 2 through 5 controlled substances to a patient (sponsored by Sen. Tonya Schuitmaker).
- Require disciplinary action if a prescriber is not obtaining reports from MAPS (sponsored by Sen. Schuitmaker).
- Increase penalties for physicians and pharmacists who wrongfully prescribe, dispense, manufacture or distribute controlled substances (sponsored by Sens. Jim Ananich and Margaret O'Brien).

In March of 2017, Governor Snyder announced a comprehensive legislative strategy aimed at tackling the opioid and heroin crisis in Michigan.

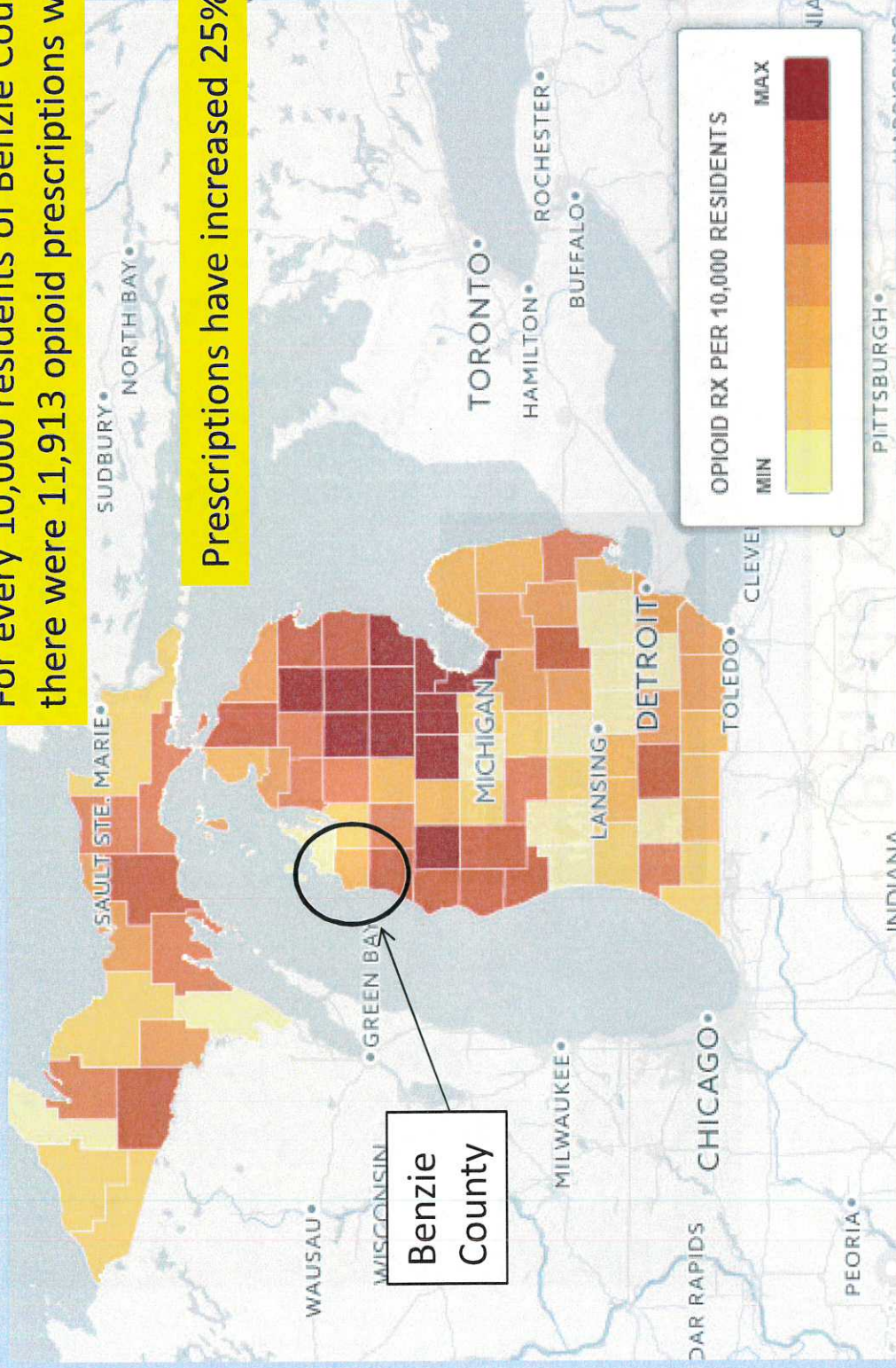
The legislation includes:

- Requiring prescribers to obtain reports from the Michigan Automated Prescription System (MAPS) before prescribing or dispensing Schedule 2 through 5 controlled substances.
- Increasing penalties for physicians and pharmacists who wrongfully prescribe, dispense, manufacture or distribute controlled substances
- Creating prescribing limits for opioids
- Requiring parental consent and signature before a minor receives their first prescription

Benzie County

For every 10,000 residents of Benzie County in 2015, there were 11,913 opioid prescriptions written.

Prescriptions have increased 25% since 2009.



Benzie County

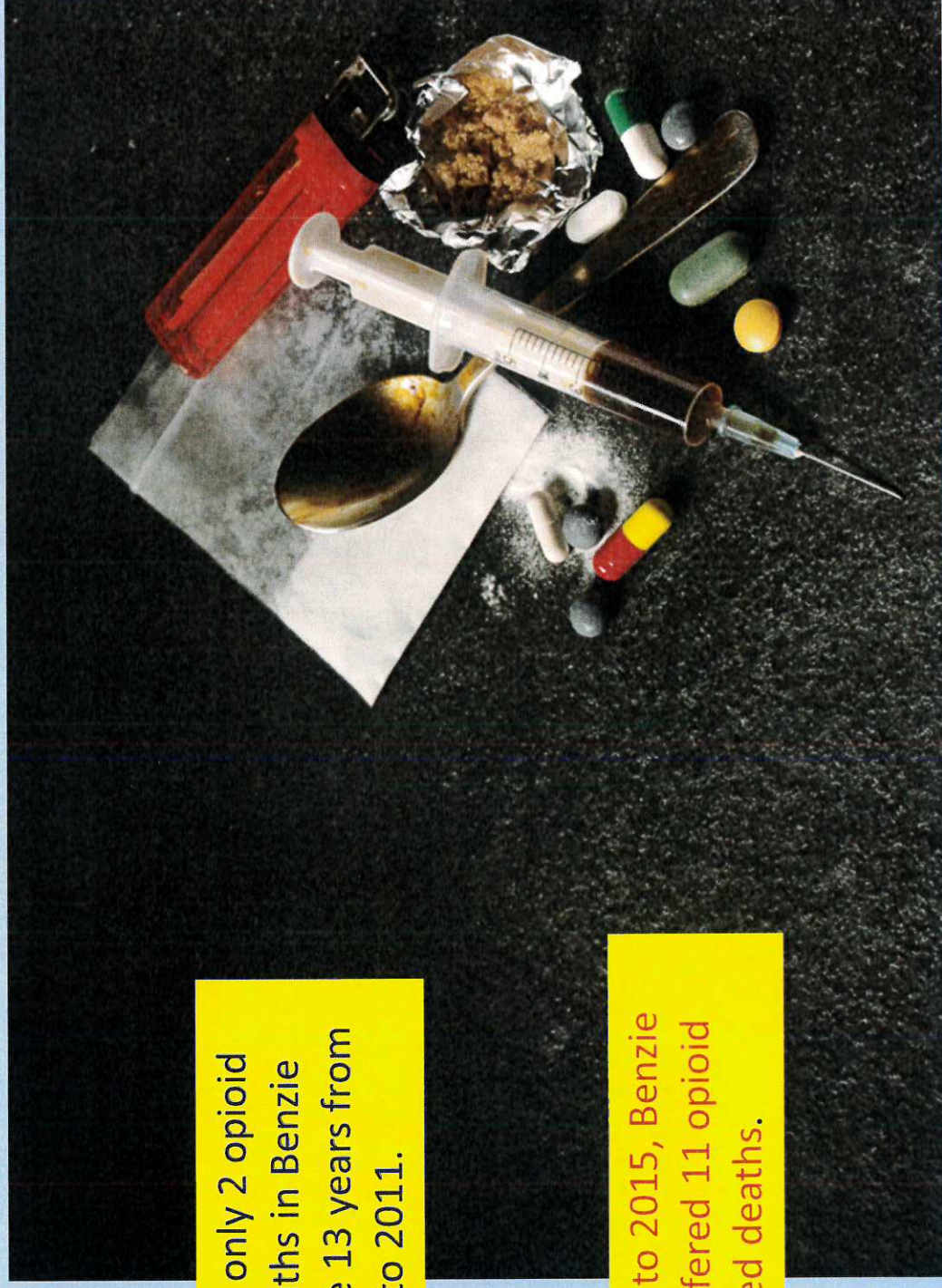


In 2016, 7.6% of Benzie County high school students and 2.4% of middle school students reported taking prescription painkillers, such as OxyContin, without a doctor's prescription in the previous 30 days.

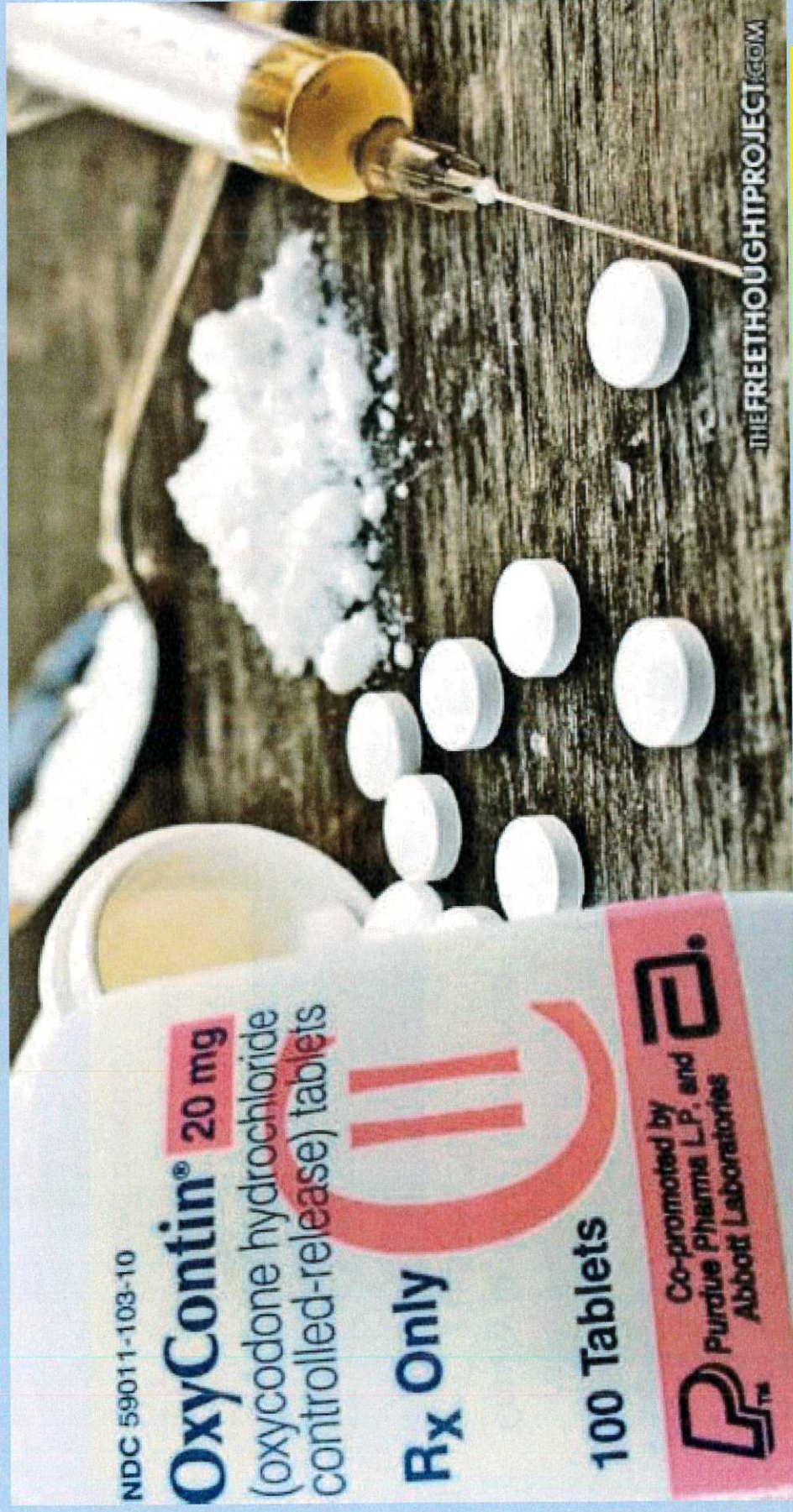
Benzie County

There were only 2 opioid related deaths in Benzie County in the 13 years from 1999 to 2011.

From 2012 to 2015, Benzie County suffered 11 opioid related deaths.



Benzie County



In 2015 Benzie County's overdose death rate involving prescription opioids and heroin was 2.9 deaths per 10,000 residents – **the highest rate in the state.**

<https://www.freep.com/story/opinion/contributors/raw-data/2017/04/21/drug-overdose-deaths-quadruple-michigan-since-1999/100686662/>

4. Opioid Litigations in the U.S.

Cases have been filed in:

- Alabama
- Arizona
- Connecticut
- Illinois
- Kentucky
- Michigan
- Mississippi
- Missouri
- New Hampshire
- New Mexico
- New York
- Ohio
- Oklahoma
- Oregon
- Pennsylvania
- South Carolina
- Tennessee
- Texas
- Washington
- West Virginia

OFFICE OF THE COUNTY COUNSEL

COUNTY OF SANTA CLARA

Orry P. Korb (SBN 114399)
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ORANGE COUNTY DISTRICT ATTORNEY

Tony Rackauckas, District Attorney
Joseph D'Agostino, Senior Assistant District Attorney
Consumer and Environmental Protection Unit
Tracey Hughes (SBN 180494)
Deputy District Attorney
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[Additional Counsel Listed on Signature Page]

SUPERIOR COURT OF THE STATE OF CALIFORNIA
IN AND FOR THE COUNTY OF ORANGE

No.	
	THE PEOPLE OF THE STATE OF CALIFORNIA, acting by and through Santa Clara County Counsel Orry P. Korb and Orange County District Attorney Tony Rackauckas, Plaintiff,
v.	
	PURDUE PHARMA L.P.; PURDUE, INC.; THE PURDUE FREDERICK COMPANY, INC.; TEVA PHARMACEUTICAL INDUSTRIES, LTD.; CEPHALON, INC.; JOHNSON & JOHNSON; JANSSEN PHARMACEUTICALS, INC.; ENDO HEALTH SOLUTIONS INC.; ACTAVIS, PLC; AND DOES 1 THROUGH 100, INCLUSIVE, Defendants.

There are at least 92 actions currently filed by governmental entities .

Opioid Litigations in the U.S.

IN RE:
NATIONAL PRESCRIPTION
OPIATE LITIGATION

MDL - _____

Pursuant to 28 U.S.C. § 1407 and Rule 6.2 of the Rules of Procedure of the Judicial Panel on Multidistrict Litigation, Movants¹ respectfully submit this brief in support of their Motion for Transfer of Actions Pursuant to 28 U.S.C. § 1407 for Coordinated or Consolidated Pretrial Proceedings. Movants seek the transfer and assignment of all actions currently filed by governmental entities, including cities and counties against companies in the chain of manufacture and/or distribution of prescription opioid painkillers² and identified in the Schedule of Actions, as well as any actions subsequently filed involving similar facts or claims by governmental entities, to the Honorable Edmund A. Sargus, Jr., United States District Court Chief Judge for the Southern District of Ohio, or alternatively to the Honorable Staci M. Yandle, United States District Court Judge, Southern District of Illinois.

Presently, there are at least 66 substantially similar federal actions, filed on behalf of governmental entities, in 11 different federal district courts alleging similar wrongful conduct on the part of the named defendants. Movants are the plaintiffs in 46 of these 66 cases. Of these 66, 14 cases are filed in the Southern District of Ohio, and all but one of those is pending before the

ⁱ Movants are the plaintiffs in 46 cases; Movants are named in the Motion filed herewith, at page 1 note 1.

² For example, prescription drugs containing oxycodone (e.g., OxyContin®, OxyR®, Percodan®, Roxicet®, Percocet®), hydrocodone (e.g., Vicodin®, Lorcet®, Lortab®, ASAR®), Vicoprofen®, Hycomine®), and fentanyl (e.g., Actiq®).

On September 25, 2016, a Motion for Transfer of Actions Pursuant to 28 U.S.C. § 1407 For Coordinated or Consolidated Pretrial Proceedings was filed before the U.S. Judicial Panel on Multidistrict Litigation.

The Motion aims to consolidate all actions currently filed by government entities, including cities and counties, against manufacturers and distributors of prescription opioid pills.

Opioid Settlements

- Mallinckrodt (2017)
 - Manufacturer oxycodone
 - \$35M settlement DEA/DOJ
 - Violation Controlled Substances Act
 - Failure to monitor illegal distribution and diversion
- McKesson Corp. (2017)
 - Largest drug distributor in U.S
 - \$150M settlement DEA/DOJ
 - Failure to monitor illegal distribution and diversion
- Cardinal Health, AmerisourceBergen (2016)
 - Drug distributors
 - \$36M settlement with Attorney General West Virginia
 - Failure to monitor illegal distribution and diversion
- Purdue Pharma (2015)
 - Manufacturer OxyContin
 - \$24M settlement with Attorney General Kentucky
 - Failure to monitor illegal distribution and diversion

Opioid Settlements

- Cardinal Health (2008)
 - Drug distributor
 - \$34M settlement with seven U.S. Attorneys (FL, TX, WA, NJ, GA, CA, CO)
 - Failure to report suspicious orders
- McKesson Corp. (2008)
 - \$13.25M settlement with six state Attorneys General (FL, MD, CO, TX, UT, CA)
 - Failure to report suspicious orders
- Purdue Pharma (2007)
 - \$634.5M settlement with U.S. Attorney, W.D. Virginia
 - \$276.1M forfeiture to DOJ to settle criminal charges
 - \$130M compensation and settlement of private and civil liabilities
 - \$100.6M reimbursement for payments by government agencies
 - \$59.3M to state Medicaid programs
 - \$39.8M to Virginia Attorney General Medicaid Fraud Control Unit Program Income fund
 - \$20M Virginia Department of Health Professionals operation of Virginia Prescription Monitoring Program
 - \$4.6M costs of 5-year internal monitoring program part of Corporate Integrity Program
 - \$3.4M improperly calculated Medicaid rebates
 - \$515,475.00 criminal fines, special assessments
 - Pleaded guilty to a felony charge of misbranding (understating addictiveness of OxyContin)
 - FDCA, 21 U.S.C. 331(a), 333(a)(2)

State Attorneys General Opioid Investigations

June 15, 2017 a bipartisan coalition of attorneys general announced they are jointly investigating the marketing and sales practices of drug companies that manufacture opioids.

September 19, 2017 the coalition, consisting of 41 attorneys general, issued subpoenas seeking information from opioid manufacturers and distributors.



AG

Schuette Opens Investigation Into Opioid Manufacturers and Distributors

Contact: Andrea Bilely, Megan Hawthorne; (517) 373-8080

September 19, 2017

LANSING – Michigan Attorney General Bill Schuette today announced that he is moving forward with an investigation of both the manufacturers and the distributors of prescription opioid drugs alongside a bipartisan coalition of 41 state attorneys general. The coalition has demanded detailed information and documents from both the manufacturers and the distributors.

Today's announcement represents a dramatic expansion and coordination of the investigations by the attorneys general into the nationwide opioid epidemic. A majority of the states' chief legal officers are now pooling resources and coordinating across party lines to address the most pressing public health crisis affecting our country, and doing so with a broad focus on multiple entities at both the manufacturer and distributor levels.

"Highly addictive opioid drugs have destroyed families, robbed children of parents and robbed parents of children," said Schuette. "I will be working with attorneys general from across the country, pooling our resources, and digging into the marketing, distribution and sale of opioids. Once the information has been provided and reviewed, we will take further coordinated legal action as appropriate."

The attorneys general are actively investigating the following pharmaceutical manufacturers and their related entities:

- Endo International plc
- Janssen Pharmaceuticals
- Teva Pharmaceutical Industries Ltd./Cephalon Inc.
- Allergan Inc.
- Purdue Pharma

The attorneys general are also seeking documents and information about distribution practices from the following medical prescription distribution companies, who together manage approximately 90 percent of the nation's opioid distribution:

- AmeriSourceBergen
- Cardinal Health
- McKesson

Tobacco Litigation

MASTER SETTLEMENT AGREEMENT

This Master Settlement Agreement is made by the undersigned Settling State officials (on behalf of their respective Settling States) and the undersigned Participating Manufacturers to settle and resolve with finality all Released Claims against the Participating Manufacturers and related entities as set forth herein. This Agreement constitutes the documentation effecting this settlement with respect to each Settling State, and is intended to and shall be binding upon each Settling State and each Participating Manufacturer in accordance with the terms hereof.

I. RECITALS

WHEREAS, more than 40 States have commenced litigation asserting various claims for monetary, equitable and injunctive relief against certain tobacco product manufacturers and others as defendants, and the States that have not filed suit can potentially assert similar claims;

WHEREAS, the Settling States that have commenced litigation have sought to obtain equitable relief and damages under state laws, including consumer protection and/or antitrust laws, in order to further the Settling States' policies regarding public health, including policies adopted to achieve a significant reduction in smoking by Youth;

WHEREAS, defendants have denied each and every one of the Settling States' allegations of unlawful conduct or wrongdoing and have asserted a number of defenses to the Settling States' claims, which defenses have been contested by the Settling States;

WHEREAS, the Settling States and the Participating Manufacturers are committed to reducing underage tobacco use by discouraging such use and by preventing Youth access to Tobacco Products;

WHEREAS, the Participating Manufacturers recognize the concern of the tobacco grower community that it may be adversely affected by the potential reduction in tobacco consumption resulting from this settlement, reaffirm their commitment to work cooperatively to address concerns about the potential adverse economic impact on such community, and will, within 30 days after the MSA Execution Date, meet with the political leadership of States with grower communities to address these economic concerns;

WHEREAS, the undersigned Settling State officials believe that entry into this Agreement and uniform consent decrees with the tobacco industry is necessary in order to further the Settling States' policies designed to reduce Youth smoking, to promote the public health and to secure monetary payments to the Settling States; and

WHEREAS, the Settling States and the Participating Manufacturers wish to avoid the further expense, delay, inconvenience, burden and uncertainty of continued litigation (including appeals from any verdicts), and, therefore, have agreed to settle their respective lawsuits and potential claims pursuant to terms which will achieve for the Settling States and their citizens significant funding for the advancement of public health, the implementation of important

An example of prior success.

In the 1990's, states sued the major cigarette manufacturers to recover Medicaid and other costs they incurred in treating sick and dying cigarette smokers.

In 1998, the cigarette manufacturers along with 46 states and 6 other U.S. jurisdictions entered into the Master Settlement Agreement.

It was, and remains, the largest civil litigation settlement in U.S. history.

Michigan Local Government Allegations

- Opioids not appropriate for chronic, non-cancer, pain
 - Addictive
 - Ineffective for long-term
 - Debilitating effects
- Defendants knew opioids not safe or effective for long-term use
- Defendants falsely marketed opioids as
 - Safe for long-term use
 - Minimized addictiveness
- Promoted use for common, chronic pain
 - Lower back pain
 - Arthritis
 - Headaches

Michigan Local Government Allegations

Opioid crisis had resulted in:

- Skyrocketing overdoses from use of illegal opioids when users can no longer afford prescription opioids
 - Heroin, Fentanyl
- Increased health care costs for counties and states
 - Increased emergency room visits
 - Increased costs for treatment programs
 - Mental health
 - Addiction
 - Child protective services
 - NARCAN costs and training
- Increased costs for drug treatment programs
- Increase in criminal acts to obtain opioids
 - Increased criminal justice and law enforcement costs

SMITH & JOHNSON, ATTORNEYS

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* ADMITTED DISTRICT OF COLUMBIA
* ADMITTED STATE OF MINNESOTA
+ ADMITTED STATE OF WISCONSIN

December 6, 2017

Mitch Deisch
Benzie County

Re: Opioid Litigation

Dear Mr. Deisch:

As you are aware, the opioid epidemic is creating an unprecedented financial burden on counties across Michigan and the country. The cost of Opioid pain medication addiction has taxed county resources to their limit. The cost of first responders, addiction services, rehabilitation, incarceration, healthcare and lost productivity, is staggering. One county that we have talked with indicated that they had budgeted \$250,000.00 in 2017 for a county medical examiner. By the end of August, the number of opioid overdose autopsies had completely drained those monies, leaving the county with an unfunded examiner position. Another county we spoke with is in the process of a proposed millage to fund EMS services whose costs have skyrocketed as a direct result of runs for Opioid overdoses. Another county administrator we spoke with discussed at length the difficulty that manufacturers within the county have in hiring as it seems that no one can pass a drug test and job openings remain unfilled.

A number of municipalities in Michigan have decided to take action. Presently, the City of Detroit, Grand Traverse County, City of Lansing, Delta County and Saginaw County have retained our legal team on this important issue. We will be announcing another series of retentions in the coming week.

Why retain us?

Because, there is a legal option for counties such as yours that are facing these very real economic issues. In August of 2016, Suffolk County, New York filed the first lawsuit here in the United States by a municipal entity against the pharmaceutical companies and distributors that have caused this opioid epidemic. Since then, over 60 counties and municipalities have followed suit and the litigation is reaching critical mass. The team of attorneys that I am currently working with has been waiting to see what Michigan's Attorney General would do. Would he follow suit like the State of Kentucky and join in this litigation as an entire state or move in a different direction? In September, Attorney General Bill Schuette announced he wouldn't be filing suit on behalf of the State of Michigan, but was intending to investigate the culpability of the pharmaceutical companies and the distributors here in Michigan through the State's Corporate Oversight Division. This may

December 6, 2017

Page 2

mean fines and costs to some of these companies, but there will be nothing that will trickle down to counties like yours to compensate the county for the damages caused by the epidemic.

At the end of this month, there will be a hearing in Federal Court on the petition of current Plaintiffs who are currently in suit in Federal Court as a municipality against the pharmaceutical industry. The petition is to ask a Federal Court panel of judges to consolidate the sixty-some cases pending nation wide into a single Federal District court as part of "multi-district litigation" (MDL). If counties here in Michigan want to take part in that MDL, it is imperative that they move quickly.

For a number of years, Smith & Johnson has worked with both Attorney Mark Bernstein and Attorney Paul J. Pennock on various defective drug cases. The reasons we have worked with Attorney Pennock's firm, Weitz & Luxenberg, is that Attorney Pennock is the chair of the drug and medical device litigation practice group at his firm in New York. He has a lengthy history of appointment to leadership roles on Plaintiffs steering committees in multi-district litigation. We anticipate he will appointed to that same committee in this case once the MDL is approved and assigned. We feel it is important to work with a team of attorneys who will be involved with the Plaintiffs steering committee so that our team has a hand on the tiller of the MDL to ensure our clients' interests are directly represented in the litigation.

The approach that this team of attorneys is taking is unique. Smith & Johnson, Attorneys, P.C. will act as local counsel with direct contact with municipal clients throughout Northern Michigan. Mark Bernstein, of the Sam Bernstein Law Firm, will act as regional counsel in coordinating, not only the efforts of Smith & Johnson, Attorneys in Northern Michigan, but other local firms strategically positioned throughout Michigan. The national head of this particular attorney team will be Attorney Pennock of Weitz & Luxenberg out of New York for the reasons mentioned above. As chair of the drug and medical device litigation practice group at his firm, together with his lengthy history of leadership roles on steering committees, this makes him the obvious choice to best position our clients' interests in the MDL against the opioid manufacturers and distributors.

I have attached information regarding each attorney in the team including Paul Novak who is the managing attorney at Weitz & Luxenberg's Detroit office as well as a brief history of the Opioid epidemic and an overview of Michigan municipality Opioid litigation.

It is our intent to roll out a series of lawsuits in mid-December, shortly after the hearing regarding MDL. There are already a number of cities and counties who have or are in the process of retaining our litigation team to represent their interests. Anyone who has retained our group will

December 6, 2017
Page 3

have their respective cases filed by mid-December in Federal Court and, ultimately, joined into the MDL shortly thereafter. Retention of our team will be on a contingent fee basis. The team will advance all costs of litigation and the attorney fee is set at 30% of any net recovery after reimbursement of the monies spent pursuing the respective municipal claims.

The approach that we are taking is unique. A combination of local knowledge, regional organization and national expertise is unprecedented within the current state of this litigation. If you, and/or any other decision makers within the county, would like to discuss the matter further, please contact my office or use my cell phone (231) 642-1798. This team has spent the last five weeks educating municipalities across Michigan on their immediate legal options. We are all available for teleconference, video-conference or face-to-face meetings as you see fit. Please let me know if you need any further information or would like to schedule a time to discuss your legal options.

Sincerely yours,

SMITH & JOHNSON, ATTORNEYS, P.C.

TPS

Timothy P. Smith

TPS:wmw
Enclosure

WEITZ & LUXENBERG



Paul J. Pennock

Practice Group Co-Chair, Drug and Medical Device Litigation

Weitz & Luxenberg
New York Office
700 Broadway
New York, NY 10003
Phone: 212-558-5500
Fax: 212-344-5461

For two decades, Mr. Pennock has been chair of the Drug and Medical Device Litigation practice group at Weitz & Luxenberg.

He is directly responsible for leading a large national litigation department covering all aspects of litigation — from inception through trial. He has served as lead plaintiffs' counsel, as well as plaintiff steering committee member, and liaison counsel in numerous state and federal multidistrict-litigation (MDL) mass tort cases.

This includes his current appointment as co-lead of the federal court Actos Multidistrict-Litigation coordination. In this role, he led the efforts in the recent \$9 billion jury verdict, at the time the highest jury verdict in history for a personal injury case. Mr. Pennock has also handled numerous bellwether trials and Daubert hearings on expert-witness testimony in both state and federal courts.

He was also named national co-lead counsel of the federal power morcellator MDL, where he organized the first majority women Plaintiff Steering Committee in the 47 year history of multidistrict litigation.

As a well-respected member of the bar, he has been an invited speaker to dozens of legal conferences around the country, as well as at several law schools including Yale, Brooklyn, and the University of Denver, among others.

In 2007, he was honored with the invitation to author the mass tort litigation chapter in a two-volume legal treatise, "The Plaintiff's Personal Injury Action in New York State" published by New York State Bar Association, edited by Patrick J. Higgins. It was published in 2009 and Mr. Pennock regularly provides updates.

Every year since 2007 he has been designated a "Super Lawyer." He also has been a long-running "Best Lawyers" honoree. The National Law Journal calls him one of "America's Elite Trial Lawyers."

Mr. Pennock is widely considered, by both sides of the bar, as one of the best and most aggressive plaintiff litigators in the country. His work has led to more than a billion dollars in recoveries for Weitz & Luxenberg clients.

LEADERSHIP ROLES (PLAINTIFFS' STEERING COMMITTEES OR LIAISON COUNSEL)

- Accutane Products Liability Litigation, MDL No. 1626
- Actos Products Liability Litigation, MDL No. 2299, Co-Lead Counsel
- Ethicon, Inc., Power Morcellator Products Liability Litigation, MDL No. 2652, Co-Lead Counsel
- Depuy Orthopaedics, Inc., Pinnacle Hip Implant Products Liability Litigation, MDL No. 2244, Science Committee
- Guidant Corp. Implantable Defibrillators Products Liability Litigation, MDL No. 1708
- New York State ReNu with MoistureLoc Product Liability Litigation, Index No. 766,000/2007, Liaison Counsel
- Proton-Pump Inhibitor Products Liability Litigation, MDL 2789, Co-Chair of Plaintiffs' Executive Committee
- Seroquel Products Liability Litigation, MDL No. 1769, Co-Lead Counsel
- Silicone Breast Implant Litigation, Index No. 500,000/1993, Liaison Counsel
- Wright Hip System Cases, Judicial Council Coordination Proceeding (JCCP) No. 4710

- Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation, MDL No. 2100

EDUCATION

- J.D., St. John's University, 1988
- B.A., Syracuse University, 1984

ASSOCIATIONS AND LICENSES

- American Association of Justice
- New York State Bar Association
- New York State Trial Association

BAR ADMISSIONS

- 1989, New York
- 1992, U.S. District Court, Southern District of New York
- 1997, U.S. District Court, Eastern District of New York
- 2003, United States Supreme Court
- 2005, U.S. District Court, Western District of New York
- 2011, U.S. District Court, Northern District of New York
- 2014, United States Court of Appeals, 5th Circuit

PUBLICATIONS

- Pennock, Paul J. "Mass Tort Litigation In New York State Courts: A Practice Manual." The Plaintiff's Personal Injury Action In NY State. Vol. One. NY State Bar Association, 2009
- Increased Scrutiny of Pharmaceutical Company Clinical Trials – The Plaintiff Responds. AML Law Journal Newsletters. LJN's Product Liability Law & Strategy. Vol. 25, #2. August 2006
- Merck's Strategy for Dealing with Vioxx: Why the Old Recipes for Success Won't Succeed. AML Law Journal Newsletters. LJN's Law Journal Newsletter. June/July 2005

SPEAKING ENGAGEMENTS

- Speaker: Louisiana State Bar Association, 17th Annual Class Action/Complex Litigation Symposium, November 10, 2017, Ritz-Carlton Hotel, New Orleans (upcoming)
- Speaker: Mass Torts Made Perfect, Nexium and Prilosec Litigation – Kidney Failure, October 19, 2017, Bellagio Hotel, Las Vegas, NV
- Speaker: Mass Torts Made Perfect, Nexium and Prilosec Litigation – Kidney Failure, April 27, 2017, Wynn Hotel, Las Vegas, NV
- Speaker: Counsel Financial, AAJ 2017 Winter Convention, Building a Mass Torts Practice: Straight Talk from the Experts, February 12, 2017, JW Marriott, Austin, TX
- Co-Chair: Harris Martin's MDL Conference: Proton Pump Inhibitors, Eliquis & Stryker Accolade Hip System, January 25, 2017, Nobu Eden Roc Hotel, Miami Beach, FL
- Co-Chair: HarrisMartin's Proton Pump Inhibitors – Kidney Injury Litigation Conference, June 15, 2016, Philadelphia, PA
- Moderator: HarrisMartin's MDL Conference: 'Bet-the-Company' Mass Tort Litigation, Rapid Fire Updates on all Major Mass Tort Pharmaceutical and Medical Device Litigation, May 25, 2016, Thompson Chicago, Chicago, IL
- Speaker: Louisiana State Bar Association, 15th Annual Class Action/Complex Litigation Symposium, November 13, 2015, Hyatt French Quarter Hotel, New Orleans, LA
- Co-Chair: HarrisMartin's MDL Conference: Morcellator, Fluoroquinolone (FLQ) and Invokana Litigation, September 30, 2015, The Crowne Plaza Times Square, New York, NY
- Speaker: AAJ 2015 Annual Convention, Section on Toxic, Environmental, and Pharmaceutical Torts (STEP), July 13, 2015, Montreal Convention Center, Montreal, Canada
- Invited Faculty: Power Morcellator Litigation Webinar Presented with the AAJ's Laparoscopic Power Morcellator Litigation Group, February 11, 2015
- Speaker: Louisiana State Bar Association, 14th Annual Class Action/Complex Litigation Symposium, Experts: How to Protect, Select and Survive Daubert – Expert Roundtables, Science Tutorials, Rule 706, and Principal Investigations, November 21, 2014, New Orleans, LA

- Speaker: Mass Torts Made Perfect: Actos Litigation Update, October 9, 2014, Bellagio Hotel, Las Vegas, NV
- Invitee: Multi-District Litigation (MDL) Best Practices Conference, Duke Law Center for Judicial Studies, Crystal Gateway Marriott, September 11-12, 2014, Arlington, VA
- Speaker: Perrin Conferences National Complex Litigation Conference: A Symposium on Current & Emerging Issues. The Role of Document Preservation and Sanctions in Mass Torts — A Necessary Protection or a New Sword, June 11, 2014, Omni Chicago Hotel, Chicago, IL
- Speaker: AAJ Education's Plaintiff-Only Hot Topics and Trends in Litigation Seminar: GM Auto Recall, Pharmaceuticals, and Medical Devices, May 27-28, 2014, Sheraton Chicago Hotel & Towers, Chicago, IL
- Speaker: Louisiana State Bar Association, 13th Annual Class Action/Complex Litigation Symposium Experts: How to Protect, Select, and Survive Daubert – Expert Roundtables, Science Tutorials, Rule 706, and Principal Investigators, November 22, 2013, Westin New Orleans Canal Place Hotel, New Orleans, LA
- Speaker: AAJ Annual Convention, Getting the FDA to Act: Testimony Before the FDA and How it Impacts Consumer Safety, July 22; Litigation Strategy, July 23, 2013, Hilton, San Francisco, CA
- Speaker: Louisiana State Bar Association, 12th Annual Class Action/Complex Litigation Symposium, Where's the Fifth Circuit on Daubert?, November 30, 2012, Ritz-Carlton Hotel, New Orleans, LA
- Speaker: MTMP Presents: Actos Litigation: Winning the Cancer Case, October 11, 2012, The Bellagio Hotel, Las Vegas, NV
- Speaker: Harris Martin's Mass Tort Litigation Conference with Judge Marina Corodemus (Ret.), Off Label vs. Approved Labeled Representations, June 4, 2012, The Ritz-Carlton Hotel, Philadelphia, PA
- Speaker: Mass Tort Strategies CLE Workshop, Actos: Act now? State & Federal Court Coordination – Criteria for Evaluating Cases, May 21, 2012, Trump International Chicago, IL
- Co-Chair: MTMP Productions Presents: Actos and Pelvic Mesh Litigation. A plaintiffs only forum, February 8-9, 2012, The Ritz-Carlton Hotel, Philadelphia, PA
- Co-Chair/Speaker: Harris Martin's MDL Conference: Transvaginal Mesh and ACTOS Litigation, January 25, 2012, Miami, FL
- Speaker: Pharmaceutical & Medical Device Litigation, 11th Annual Class Action/Mass Tort Symposium, Louisiana State Bar Association, December 9, 2011, New Orleans, LA.
- Speaker: Actos Science, HarrisMartin's MDL Conference: Transvaginal Mesh and ACTOS Litigation, November 30, 2011, Savannah, GA
- Speaker: American Association for Justice Education Yaz/Yasmin Teleseminar re: FDA/ Advisory Committee (Ad-Comm) November 10, 2011
- Speaker: Mass Torts Made Perfect Presents Yaz Litigation and Emerging Torts: SSRIs, Transvaginal Mesh and Actos
- Speaker: The Regulatory Story – How Yaz and Yasmin Got Approved and Actos Litigation – Overview and Analysis, Mass Torts Made Perfect Presents: YAZ and SSRI/Birth Defect Litigation, September 13, 2011, The Westin Hotel, Philadelphia, PA
- Speaker: Mass Tort Settlements-The Ideal and the Reality, Mass Torts Judicial Forum with Hon. Marina Corodemus (Ret.), June 27, 2011, The Rittenhouse Hotel, Philadelphia
- Speaker: Harris Martin Publishing, Development of the Product: Design-Through-Recall Including FDA 510k Approval and DePuy's Promotion and Marketing of the ASR Hip, Johnson & Johnson DePuy Hip Implant Litigation Conference, N2010 – Durham, NC.
- Speaker: The Case for Mass Torts, Yale Law School, November 1, 2010, New Haven, CT
- Speaker: Defense Research Institute Corporate Counsel Roundtable, St. Regis Hotel, January 22, 2010, New York, NY
- Speaker: Seroquel Update, Mass Torts Made Perfect, October 15-16, 2009, Las Vegas, NV
- Lecturer: Medical Products Liability, Vioxx Liability, Brooklyn Law School, April 4, 2007
- Co-Chair: Mealeys' Vioxx Litigation Conference, December 11-12, 2006, Key Biscayne, FL
- Speaker: Identifying the Emerging Areas of Pharmaceutical & Medical Device Litigation, Mealey's Teleconference, August 17, 2006
- Speaker: Contact Lens Solution Litigation, Focus on the Contact Solution Litigation, Mealey's Teleconference, June 27, 2006
- Speaker: Verdicts & Mistrials – Where Are We Now? The Impact of the First Vioxx Trials on the Future of the Litigation, Mealey's Vioxx Litigation Conference, May 8 – 9, 2006, Amelia Island, FL
- Speaker: ATLA Heart Device Litigation Group, Guidant MDL Meeting, The Unsettled J&J Takeover of Guidant, December 15, 2005, Minneapolis, MN

- Speaker: Mealey's Vioxx Litigation Conference, What's Next? A Look to the Future in the Vioxx Litigation, December 12 – 13, 2005, Las Vegas, NV
- Speaker: Mealey's Vioxx Litigation Conference, Consolidated Proceedings, NJ Update, December 12 – 13, 2005, 2005, Las Vegas, NV
- Speaker: Mealey's Vioxx Litigation Conference, Case Evaluation: What's New, June 22 – 23, 2005, New Orleans, LA
- Speaker/Faculty Member: New York State Trial Lawyers' Association, Federal Practice for State Practitioners, The Use of Jury Questionnaires and Motions in Limine from a Plaintiff's Perspective, April 6, 2005, New York, NY
- Invitee: Conference on Electronic Discovery, February 20-21, 2004, Fordham University School of Law, New York, NY
- Speaker: Mealey's Conference on Baycol Litigation, The Non-Rhabdo Case: Disease Processes With or Without Elevated Enzyme Levels, June 2- 3, 2003, Amelia Island, FL
- Speaker: The Association of the Bar of the City of New York, The Future of Expert Testimony, Science of Technical Testimony, January 30, 2003, New York, NY
- Speaker: Association of Trial Lawyers Association, Baycol and its Impact on Elderly Women, October 25 – 26, 2002, Scottsdale, AZ
- Speaker: Mealey's PPA & Ephedra Litigation Conference, Medical Literature: What is Known Regarding Heart Attacks, Strokes and Psychosis, February 4 -5, 2002, Philadelphia, PA
- Speaker: Association of the Bar of the City of New York, The Future of Expert Testimony, January 30, 2002, New York, NY
- Speaker: Mealey's Conference on Baycol Litigation, Theories of Liability, January 14 -15, 2002, San Diego, CA
- Speaker: Mealey's Conference on Propulsid Litigation, The "Hot" Documents and the "Key" Documents, June 14-15, 2001, New Orleans, LA
- Speaker: Mealey's Conference on Propulsid Litigation, Liability Issues Part I: The Internal Documents, January 22 – 23, 2001, New Orleans, LA

WEITZ & LUXENBERG



Paul F. Novak

Managing Attorney, Detroit Office

Weitz & Luxenberg
Chrysler House
719 Griswold, Suite 620
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Phone: 313-800-4170
Fax: 646-293-7992

I have been fortunate enough to spend my entire legal career dedicated to the protection of the public. Whether it was through consumer advocacy on behalf of utility company ratepayers, targeting illegal price gouging in the pharmaceuticals industry, attacking corporate mismanagement and fraud on behalf of shareholders or litigating against corporate polluters who foul our land and poison our water, the underlying theme has always been the same: companies that take advantage of the public and behave irresponsibly should be taken to task and held responsible.

Paul Novak has a distinguished career of prosecuting complex civil cases against corporate wrongdoers and came to Weitz & Luxenberg to manage the firm's Detroit office and continue his practice of fighting irresponsible corporate behavior.

In the late 1980s, as an Assistant Attorney General in Michigan Attorney General Frank Kelley's office, Mr. Novak successfully attacked an illegal \$1.5 billion transaction by Michigan's largest public utility, Consumers Power Company, and saved hundreds of millions of dollars for Michigan's ratepayers.

Mr. Novak is a national leader in litigation against the pharmaceutical industry. He led an \$80 million case on behalf of all fifty State Attorneys General that attacked anticompetitive "pay for delay" deals that increase the price of prescription drugs and delay generic products from coming to market. And he has participated in several additional cases and obtained several hundred million dollars in recoveries on behalf of injured consumers and third-party payers who are overcharged by pharmaceutical companies.

Mr. Novak was appointed, by several state and federal courts, as lead counsel for plaintiffs in class action cases involving antitrust violations and in shareholder class actions. He has tried numerous antitrust and environmental enforcement cases to judgment and was awarded the Frank J. Kelley Distinguished Trial Advocacy Award for his service in the Michigan Attorney General's office. His antitrust work has been featured in the National Law Journal on the "Plaintiff's Hot List." He is routinely recognized as one of Michigan's Super Lawyers, as a Best Lawyer in DBusiness Magazine, as AV-rated by Martindale Hubbell, and as one of the top plaintiff antitrust lawyers in the nation by the Global Competition Review's Who's Who in International Competition Law. He was the former division head of the Special Litigation Division in the Michigan Attorney General's office with responsibility for all antitrust, securities regulation, and utility ratepayer consumer advocacy matters. And he served as the City Attorney of Lansing.

He sits on the State Bar of Michigan's U.S. Courts Committee. Among dozens of legal and civic organizations, Mr. Novak served as a member of the:

- State Bar of Michigan's Antitrust, Franchising and Trade Regulation Section (former chair)
- National Association of Attorneys General Midwest Antitrust Enforcement Task Force (former chair)
- National Association of Attorneys General Prescription Drug Pricing Task Force
- Michigan Attorney General's Litigation Advisory Board
- Lansing City Council

- Lansing Economic Development Corporation

He clerked at the Federal Trade Commission Regional Office in Atlanta, Georgia, the Michigan Public Service Commission in Lansing, Michigan, and as a Lyndon Baines Johnson Congressional intern while working on Capitol Hill in Washington D.C.

EDUCATION

- J.D., Emory University School of Law, 1986
- M.A. in Economics, Michigan State University, 1983
- B.A., Michigan State University, 1982

BAR ADMISSIONS

- Michigan

T H E
SAM BERNSTEIN[®]
L A W F I R M



Mark J. Bernstein
President, Managing Partner
The Sam Bernstein Law Firm
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Fax: 248.737.4392
mbernstein@sambernstein.com

Education

Juris Doctorate/MBA – University of Michigan 1996

Bachelor of Arts – University of Michigan 1993

Biography

Mark is honored to serve as the President and Managing Partner of The Sam Bernstein Law Firm, PLLC. In courtrooms and communities across Michigan he fights to make sure everyone gets a fair shake – not just powerful corporations and insurance companies. He continues the Bernstein family commitment to public service, work in government, business and the law.

Mark serves on the Executive Board of the Michigan Association for Justice. He was elected by leading defense and plaintiff attorneys from across Michigan to serve on the State Bar of Michigan Negligence Section Council. He was recently honored as a Fellow of the Michigan State Bar Foundation and a Leader in the Law by Michigan Lawyers Weekly. Mark is recognized as a Super Lawyer for excellence in the practice of law.

Mark helps educate future lawyers and leaders. He has lectured at the University of Michigan Law School and the University of Michigan College of Literature, Science & the Arts on tort and civil rights law.

In 2012, Michigan voters elected Mark to serve on the University of Michigan Board of Regents. Over 2.3 million voters in the state-wide election supported his campaign to make college affordable and accessible for Michigan families. His term on the Board of Regents ends in 2020.

Mark was the longest serving member of the Michigan Civil Rights Commission. He was appointed to serve on the Commission by Governor Jennifer Granholm in 2004 and served until

2012. In his work on the Commission, Mark was a strong voice for fairness and equality. He aggressively investigated the conduct of Michigan Civil Rights Initiative sponsors, organized the Michigan Civil Rights Summit, and examined migrant worker living conditions. Mark led the Commission to advocate for contraceptive equity, hate crime legislation, and equality for all Michigan citizens. He helped lead the Commission's work related to bullying. Mark also helped initiate the Civil Rights Youth Initiative, a collaboration between the University of Michigan and the Michigan Department of Civil Rights.

Mark served as Director of Press Pool Operations in the White House during the Clinton administration. At the White House, he helped to promote an agenda that produced the longest economic expansion in American history and the largest expansion of college opportunity since the GI Bill.

Mark has served on the Board of Directors of the Jewish Federation of Washtenaw County, as Chairperson of the Community Relations Committee of the Jewish Federation of Washtenaw County, and on the Advisory Board of Jewish Family Services of Washtenaw County. Mark has also served on both the Governing Board and Board of Trustees of the University of Michigan Hillel. Mark serves on the Board of Directors of Detroit Public Television.

His commitment to public service and professional success has been celebrated across Michigan. Mark recently received the Congressman John Conyers, Jr. Public Official Award from The ARC Detroit. He is the 2011 recipient of the Washtenaw Association for Justice Outstanding Attorney Award. Mark was also honored to receive the Claire and Isadore Bernstein Award from Jewish Family Services of Washtenaw County.

Mark is a grateful product of Michigan's public education system...from kindergarten to earning three degrees from the University of Michigan (BA, JD, MBA).

Mark is licensed to practice law in Michigan, Illinois, and Ohio.

SMITH & JOHNSON

PROFESSIONAL CORPORATION



Timothy P. Smith
Practice Group Chair – Personal Injury Litigation
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Cell: 231.642.1798
Fax: 231.946.1735
tsmith@smith-johnson.com

Education

Juris Doctorate – Notre Dame Law School 1992

Bachelor of Arts – Philosophy and English Literature, University of Notre Dame 1989

Biography

Mr. Smith has practiced in plaintiff side personal injury cases since graduating law school. He has litigated nationwide including cases in Ventura County, California and Middlesex County, New Jersey. He filed one of the first Ethicon PhysioMesh cases here in Michigan. Those cases are currently pending as part of a Multidistrict Litigation in the Northern District of Georgia. Recently, Best Lawyers listed Mr. Smith as the Plaintiffs Lawyer of the Year for Northern Michigan. At 34 years of age, he was one of the youngest attorneys in the state to receive an AV-rating, the highest rating, from Martindale-Hubbell. Both Best Lawyers and Martindale-Hubbell rely on peer review from other attorneys and local judges as to these rankings, which, represent the highest level of professional excellence in the field.

He is a frequent speaker in the area of litigation strategies and techniques and has annually moderated the Michigan Trial Lawyers Winter Seminar since 2000. In 2006 he was named to the 40 under 40 list by the Grand Traverse Business News and was named to the “A-List” of attorneys in Northern Michigan by Traverse the Magazine.

Mr. Smith has sat on the Board of Directors for the Father Fred Foundation, the Board of Trustees of the Great Lakes Children’s Museum, the Board of Directors for the Brain Injury Association of Michigan, and the Executive Board of the Michigan Association for Justice, fka - Michigan Trial Lawyers Association.

Mr. Smith was a licensed fly fishing guide from 1999 to 2009, spent many evenings coaching kids basketball, softball and volleyball, enjoys hunting and fishing throughout Northern Michigan and currently enjoys being an empty nester with his wife Shawn now that Caroline, Molly and Luke have headed off to college.

The Opioid Epidemic

Opioids are a class of drug used to reduce pain.

Heroin: illegal substance derived from opium.

Fentanyl: synthetic opioid, 50 to 100x more potent than morphine.

Prescription Pain Relievers, including, but not limited to:

- OxyContin
- Percocet
- Actiq
- Opana

Opioids are addictive.

- Opioids act on the opioid receptors in both the spinal cord and the brain to reduce the intensity of pain-signal perception.
- Opioids can produce a sense of euphoria.
- People can develop an addiction to opioids astonishingly quickly. The CDC (Centers for Disease Control and Prevention) found that if patients took opioid pain relievers for just 8 days – 13.1% would still be using opioids a year later.¹

Rise of opioid use in the U.S.

- From 1999 to 2010, sales of opioid pain reliever in the U.S. quadrupled.²
- Sales of OxyContin rose from \$44 million in 1996 to nearly \$3 billion in 2001 and 2002.³
- By 2010, despite only making up 4.6% of the world's population, the U.S. consumed 80% of the global opioid supply.⁴
- Prescription opioid use also serves as a gateway to heroin, which for many users can be cheaper and easier to access.
 - **75% of heroin users** whose abuse began in the 2000s started by using prescription opioids.⁵

How did we get here?

- In the late 1990s, pharmaceutical companies undertook an aggressive marketing campaign that promoted the use of opioids to treat both acute and chronic, non-cancer pain.⁶
- Sales representatives minimized the risk of addiction, leading healthcare providers to prescribe opioids at increasingly greater rates.⁷
- This led to widespread diversion and misuse of opioid medications before it became clear these medications could indeed be highly addictive.⁸
- Pharmaceutical companies spent more than \$880 million from 2006 through 2015 on lobbying and campaign contributions fighting opioid prescription reform and legislation.⁹

The Opioid Epidemic Today.

- Each day, more than 1,000 people are treated in emergency departments for not using prescription opioids as directed.¹⁰
- Drug overdoses are now the leading cause of death among Americans under 50.¹¹
- **91 Americans die of an opioid overdose every day.**¹²

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Opioid addiction and abuse creates increased economic burdens.

- The total economic burden of prescription opioid misuse in the U.S. is estimated to be a staggering \$78.5 billion a year.
 - This includes healthcare, lost productivity, addiction treatment and criminal justice involvement.
- Your municipality has faced an increased economic burden due to opioid addiction and abuse

Across the county, cities, counties and states are taking steps to hold opioid manufacturers, distributors and retailers accountable.

- There are at least 92 actions pending in courts across the nation.
 - They represent actions in 21 different states.

With Weitz & Luxenberg's experience in complex civil litigation, we are uniquely qualified to pursue the issues surrounding the serious public health crisis of opioid addiction and abuse, including the enormous associated economic burdens placed on local governments.

Weitz & Luxenberg, P.C.

Located in downtown Manhattan Detroit, Los Angeles and Cherry Hill, N.J. (outside of Philadelphia), Weitz & Luxenberg, P.C. is one of the leading civil plaintiffs' firms in the country with a practice concentrating in product liability, environmental, consumer fraud, class actions, negligence and healthcare. The firm was founded in 1986 and has represented individuals and municipalities in civil actions against the largest companies in the pharmaceutical industry as well as polluters. Our firm has been appointed to leadership positions and played leading roles in national, state and local pharmaceutical and healthcare litigations for decades. Such pharmaceutical and healthcare litigations involve complex medical and healthcare issues requiring a commitment of extraordinary time and resources to achieve success for our clients.

The attorneys at Weitz & Luxenberg, P.C. are top courtroom advocates, respected legal scholars, skilled managers of complex litigation, and legal and community leaders as well. The firm is assisted by a team of nearly 500 support staff with skill and experience in addressing and assessing the severity of a governmental cost recovery action such as the opioid litigation.

Weitz & Luxenberg, P.C. has a long history representing public sector clients. Recently, the firm was involved in litigation on behalf of New York counties against 77 pharmaceutical companies for fraudulent pricing practices and false claims in the Medicaid program. During the course of the ten plus years litigating the claims, the firm worked with numerous county administrators and employees at the Department of Social Services, the County Detention Facility, County Nursing Homes, the County Hospital(s), and the County Pharmacy to understand the extent of damages within the Medicaid Program. After long and protracted litigation against essentially the entire pharmaceutical industry, the litigation resulted in a much-needed recoupment of millions of taxpayer dollars to each of our county clients. We have additionally represented municipalities in water pollution cases, which were similarly successful.

WEITZ & LUXENBERG

Citations:

1. Shah A., et al. *Characteristics of Initial Prescription Episodes and Likelihood of Long-Term Opioid Use – United States, 2006 – 2015*. Morbidity and Mortality Weekly Report, Centers for Disease Control and Prevention. March 17, 2017: 66(10).
2. *Vital Signs: Overdoses of Prescription Opioid Pain Relievers — United States, 1999—2008*. Morbidity and Mortality Weekly Report, Centers for Disease Control and Prevention, November 4, 2011: 60(43).
3. Zee, AV. *The Promotion and Marketing of OxyContin: Commercial Triumph, Public Health Tragedy*. American Journal of Public Health. 2009; 99(2): 221-227
4. Manchikanti, L., et al. *Therapeutic Use, Abuse, and Nonmedical Use of Opioids: A Ten-Year Perspective*. Pain Physician: September/October 2010; 12:401-435.
5. Cicero, T.J., et al. *The Changing Face of Heroin Use in the United States: A Retrospective Analysis of the Past 50 Years*. JAMA Psychiatry. 2014; 71(7):821-826.
6. Zee, AV. *The Promotion and Marketing of OxyContin: Commercial Triumph, Public Health Tragedy*. American Journal of Public Health. 2009; 99(2): 221-227.
7. *Id.*
8. *Id.*
9. Mulvihill, G., et al. *Drugmakers fought state opioid limits amid crisis*. Associated Press. Sept. 18, 2016.
10. Centers for Disease Control and Prevention. Prescription Opioid Overdose Data. (<https://www.cdc.gov/drugoverdose/data/overdose.html>)
11. Katz, Josh. *Drug Deaths in America are Rising Faster Than Ever*. New York Times. June 5, 2017.
12. Centers for Disease Control and Prevention. Opioid Overdose, Understanding the Epidemic, Overdose Deaths. (<https://www.cdc.gov/drugoverdose/epidemic/index.html>)

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Michigan Municipality Opioid Litigation

How long will this litigation take?

We are at the inception of what will likely be a multi-year process. This litigation involves a number of opioid manufacturers, distributors and retailers that are currently facing dozens, and will likely face hundreds, of lawsuits throughout the United States, including government investigations. There is still a lot of investigation to be conducted regarding liability and damages at the local, state and national level. Weitz & Luxenberg, P.C. will be extensively involved at every step of the way to ensure that you are kept fully informed of each development as the case proceeds.

Where will our case be filed?

A petition has been filed to consolidate the cases filed throughout the country into a federal Multi-District litigation ("MDL"). If the MDL petition is granted, your case will be filed in the United States District Court for the appropriate District of Michigan or the district court where the Opioid MDL is established.

What is a MDL?

A Multidistrict Litigation is a legal proceeding designed to consolidate and coordinate the process by which general discovery is conducted in complex cases. In a MDL, your municipality would have an individual claim among a collection of similar claims; however, aspects of the litigation, such as general discovery and experts, will be consolidated to avoid the time and expense of duplicative efforts in separate district courts across the county.

Why would we want our case filed in a MDL?

MDLs allow for plaintiffs with similar claims to consolidate their resources and efforts while litigating a case and avoid inconsistent rulings among federal courts on important issues relating to discovery, expert testimony and/or case dispositive issues. Since this litigation affects people throughout the nation, an MDL is an opportunity to bring together cases filed in district courts across the county in order to provide efficient and coordinated adjudication of issues affecting all cases. MDLs provide an organizational process essential to managing a litigation of this size and nature, which affects so many individuals, municipalities, and government entities.

Why is this case not targeting the doctors who prescribed opioids?

Your case will be focused on the manufacturers, distributors, and retailers of prescription opioids. In the late 1990s, pharmaceutical companies undertook an aggressive marketing campaign that promoted the use of opioids to treat both acute and chronic, non-cancer pain. Sales representatives, along with marketing materials, drastically minimized the risk of addiction, while simultaneously overstating the effectiveness of opioids for chronic pain. As a result, healthcare providers across the country began prescribing opioids at increasingly greater rates. We believe that the proliferation of opioids in the United States is a direct result of the actions of manufacturers, as well as the inaction of distributors and retailers, and they should all be held accountable for it.

Will this case adversely impact our local doctors or locally owned pharmacies?

No. Your lawsuit will be focused on the national manufacturers, distributors, and retailers, who developed, marketed, sold and distributed prescription opioids within Michigan and your municipality.

What are the steps our municipality has to take if we decide to get involved in this litigation?

The first step we will ask your municipality to take is to place a litigation hold on any and all information and documents relevant to this matter including the preservation of all electronically stored information, including copies and backup files, and paper documents/files which your municipality maintains to comply with its legal obligation. Almost immediately, we will have attorneys and/or trained legal assistants meet with whoever you designate to start the process of ascertaining and then calculating the damages sustained, as well as compiling the documentary evidence for this. Beyond that, the litigation will not likely require much time consuming effort on the part of the municipality.

What types of claims can our municipality bring?

The claims against the manufacturers, distributors and retailers of brand name and generic prescription opioids include, but are not limited to: (1) false and deceptive acts and business practices; (2) false and deceptive marketing and advertising; (3) violations of the Social Services law; (4) public nuisance; (5) negligence; (6) fraud; and (7) unjust enrichment.

What damages are likely recoverable in this litigation?

The damages in these claims result from the additional economic burden placed on municipalities relating to opioid addiction and abuse. Increased costs and expenditures to municipality departments, agencies, facilities, clinics or otherwise, include public health costs such as addiction treatment centers; law enforcement costs, including specialized courts; emergency response costs; and medical examiner costs.

W E I T Z
&
L U X E N B E R G
A P R O F E S S I O N A L C O R P O R A T I O N
• L A W O F F I C E S •

700 BROADWAY • NEW YORK, NY 10003-9536
TEL. 212-558-5500 FAX 212-344-5461
WWW.WEITZLUX.COM

MICHIGAN MUNICIPALITY OPIOID LITIGATION

DAMAGES TO MUNICIPALITIES

The damages in the claims against manufactures, distributors and retailers of prescription opioids result from the additional economic burden placed on the municipality relating to opioid addiction abuse. The below itemization is an initial list of recoverable costs and expenses directly related to county expenditures. Such opioid addiction abuse increases the following costs in the municipality:

- | | |
|--|--|
| 1. <u>Public Health Costs:</u> <ul style="list-style-type: none">a. Hospitalsb. Clinics and Pharmaciesc. Addiction treatment and rehabilitation centersd. Substance abuse programse. Substance prevention and education programsf. Mental Health and Behavioral Facilitiesg. Social Servicesh. Medicaid/Medicarei. Veteran's Affairsj. Worker's Compensation and Disability | 3. <u>Medical Examiner's Office Costs:</u> <ul style="list-style-type: none">a. Increased staffingb. Storage of bodiesc. Indigent burialsd. Cemetery |
| 2. <u>Emergency Response Costs:</u> <ul style="list-style-type: none">a. EMT and Ambulance Servicesb. Fire Department Responsesc. Narcan/Naloxone Training and Administration | 4. <u>Law Enforcement Costs:</u> <ul style="list-style-type: none">a. Detention Center/Prisonb. Prosecution/Public Defender's Officec. Investigation/Arrest Increased. Narcotic Task Forcese. Specialized Court Costs: drug treatment, juvenile, surrogate, probatef. Probation |
| | 5. <u>Foster Care Programming Costs:</u> <ul style="list-style-type: none">a. Family/Child servicesb. Child protective services |

CORRESPONDENCE

CRYSTAL LAKE ELEVATION

LEGAL LEVELS JAN. 1 - APR. 30 599.75
MAY 1 - OCT. 31 600.25
B.M. N. SIDE BOAT RAMP ELEV. 601.87

①

NAME	DATE	DISTANCE TO WATER	ELEVATION	HIGH + LOW -	COMMENT
CD	7-6-17	1.56	600.31	+0.06	
CD	7-6-17	-	-	-	put two boards in
CD	7-13-17	1.6	600.27	+0.02	some rain
CD	7-20-17	-	-	-	to rough
CD	7-24-17	1.75	600.12	-0.13	little rough
CD	7-24-17	-	-	-	put one board in
CD	7-27-17	1.73	600.14	-0.11	
CD	8-3-17	1.73	600.14	-0.11	
CD	8-10-17	1.8	600.07	-0.18	
CD	8-17-17	1.75	600.12	-0.13	
CD	8-24-17	1.8	600.07	-0.18	windy
CD	8-31-17	1.84	600.03	-0.22	
CD	9-7-17	-	-	-	to rough - rain
CD	9-14-17	1.95	599.92	-0.33	
CD	9-21-17	1.96	599.91	-0.34	
CD	9-28-17	1.94	599.93	-0.32	
CD	10-5-17	2.05	599.87	-0.38	
CD	10-12-17	2.1	599.77	-0.48	
CD	10-19-17	-	-	-	to rough
CD	10-26-17	1.87	600.00	-0.25	
CD	10-31-17	-	-	-	pull all 3 boards out
CD	11-2-17	1.82	600.05	+0.30	
CD	11-10-17	1.94	600.93	+1.18	snow on ground
CD	11-16-17	-	-	-	to rough
CD	11-20-17	-	-	-	to rough
CD	11-30-17	-	-	-	to rough

RECEIVED

DEC 01 2017-

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

RECEIVED

NOV 03 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY VETERANS AFFAIRS COMMITTEE
Meeting Minutes
Monday, November 6, 2017, 9:00am
Conference Room 206, Governmental Center, Beulah, Michigan

(3)

Committee members present: Tom Stobie, Bob Roelofs, Camp Bailey, Ed Kowalski, and Dale Ginzel (Secretary)
Absent: Phil Hoyt and Kirt Giddis

A moment of silence was followed by the Pledge of Allegiance.

A motion was made by Ed and supported by Camp to approve agenda. Motion was approved unanimously.

A motion was made by Bob and supported by Ed to approve October committee meeting minutes. Motion was approved unanimously.

Public Comment: None.

Outside Veterans Meetings: Grand Traverse Commission recommended Scott Herzberg to be the next Grand Traverse County Director. However, the Grand Traverse County VA Committee voted 3-0 to hire Michael Roof to be the next Grand Traverse County Director.

County Veterans Counselor Report: None

Financial input: Michelle Thompson provided budget report. The Veterans' Relief Fund (293) has an end balance of \$70,063.57. The Veterans' Trust Fund (294) End Balance is \$5,019.63. Memorial Fund (Fund 701) balance is \$4,385.31. A motion was made by Bob and supported by Camp to accept budget report. Motion was approved unanimously.

Old Business:

- a. Pavilion: Bob shared that a quote from Honor Building Supply for pavilion materials would cost \$15,405.92. He also shared a quote from Eli Harris for hardscaping (\$8,000 for concrete and \$4,500 for bricks).
- b. Medals / Benzie Museum: no update.
- c. Grant request: Tom and Camp will attend December 5th Board of Commissioners meeting in order to move forward with grant request.
- d. Special recognition for Memorial donors: no update.

New Business:

- a. A draft of by-laws were reviewed. After a discussion took place regarding the by-laws a motion was made by Ed and supported by Camp to adopt changes as discussed for approval at December committee meeting. Motion was approved unanimously.
- b. Veterans' Day activities at the Memorial were discussed to include recognition of Jacob Taber. A letter written by Tom on behalf of the committee was to be presented to Jacob for his work in support of the Memorial and achieving the rank of Eagle Scout.

Mileage, bills and per diem requests:

- a. Camp made a motion and supported by Ed to approve mileage and per diem for October committee meeting. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes
- b. Ed made a motion and supported by Bob to pay Dale Chase \$150 to provide cannon exhibition during Veterans Day activities at Memorial. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes

Meeting was adjourned at 10:40 am

RECEIVED

DEC 06 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

DO SOMETHING GOOD

Last year the Goodwill Inn provided shelter to 555 Individuals, 79 Children, and 35 Families.



GOODWILL
Northern Michigan

Dear Friend,

As you know, the services provided by our Goodwill Inn are vital to many in our community. **Homelessness is a year-round issue** and the Goodwill Inn is **open 24/7, 365 days a year** in order to address those in need. Since 1972, the Goodwill Inn has provided emergency shelter and support services for individuals and families experiencing homelessness in 10 counties of Northern Michigan.

The Goodwill Inn is not only the largest emergency shelter in Northern Michigan, **it is the only shelter where families can stay together** in one of our 11 family apartments. We provide the first line of defense for people who have lost their homes and are trying to build stable, productive lives; the Goodwill Inn welcomes anyone experiencing homelessness. **In 2017, we served over 555 individuals** and 35 families, including 79 children. Family room occupancy is at 100% and we have a continuous waiting list for family rooms. In fact, you may know someone who received support through Goodwill programs.

Meet Tina, for example. Tina is a great mom and a hard worker, but needed a place to stay after fleeing a domestic violence situation with her newborn son. Without a home or any support system, Tina struggled to provide for her child and herself. She turned to the Goodwill Inn for help. Once housed, Tina could focus on setting a plan forth for safe and permanent housing, and regaining the confidence to believe in herself. Through the guidance of our staff, she was able to address the issues that led to her homelessness. Within months of her stay, she acquired her GED, and pursued a Certified Nursing Assistant degree. A year later, Tina is employed full-time and a home owner in Kalkaska County.

It costs \$1,110 to house one individual at our shelter for one month. Your gift is critical because it offers immediate relief for our neighbors in need. In addition to the direct support you provide now, there is also an immeasurable lifelong impact. Without your help, many of our guests would not gain the necessary life skills and resources to overcome homelessness.

You have the power to help individuals and families in our community. **Please send your donation of \$100 or more** to support our Goodwill Inn. Your support helps those we serve find hope for a brighter future, strength to overcome challenges, and the opportunity to obtain permanent housing.

Thank You,

Dan Buron
Executive Director/CEO

Sarah Kime
Director of Advancement

Donate Online Now!
www.goodwillnmi.org
231.922.4805



○ \$40

Your \$40 donation can support one night of shelter for a neighbor in need, which includes meals, basic necessities, case management, and resources to secure jobs and permanent housing.

○ \$75

Your \$75 can provide clothing vouchers to a family staying at the Inn to keep them well-clothed for school, job interviews, and volunteering.

○ \$125

Your \$125 donation can keep an infant in diapers for their entire stay at the Goodwill Inn.

○ \$280

Your \$280 donation can house and feed a neighbor experiencing homelessness for one week at our shelter.

○ \$560

Your \$560 donation can provide a week of safe housing and meal support for a mother and her child at the Goodwill Inn.

○ \$1,100

Your \$1,100 donation can support a month of safe shelter, food, and resources for a guest at the Inn.



11 YEARS OF GOOD

GOODWILL INN // FALL 2017

2017 Good Move Awardee

At our recent Gather for Good event, we recognized and honored Greg Pierce. Greg is a Vietnam veteran who, upon the unexpected death of his wife, found himself homeless for many years before he starting living in our transitional housing for veterans who are experiencing homeless. Through his hard work and support from Goodwill, Greg moved to permanent housing in Battle Creek where he volunteers with the Veterans Administration. Now, he is facilitating Vet2Vet groups and will be getting his State Peer Support Specialist certification in December. This will enable him to become a federal employee for the Veterans Administration. We are so proud of Greg and all his accomplishments!

Goodwill Inn Needs Volunteers!

Each day, more than 80 people call the Goodwill Inn "home." We rely on volunteers to assist with the preparation and service of a warm, nutritious dinner for our guests. Learn how you can make a difference in the lives of your neighbors in need!

Are you part of a church or business that likes to help out? We have several group projects that help our Inn look better for our guests. Email volunteers@goodwillnmi.org or call 231.995.7719 to sign up.

Save the Date: Power of the Purse March 10, 2018

A luncheon benefit at the City Opera House
for the women and children staying at the Goodwill Inn.



11 Years =



8,788 Neighbors helped at the
Goodwill Inn.



305,340 Nights of safe shelter
provided at the Goodwill Inn.

**GOOD
HAPPENS
HERE**



Have you considered leaving a gift to the Goodwill Inn in your will?

Including the Goodwill Inn in your will or trust is a meaningful way to help us continue to serve our Northern Michigan neighbors in need. Many of our programs and services have benefitted from individuals who had the foresight to include the Goodwill Inn in their estate plans. Please contact Sarah Kime, Director of Advancement, for more information at 231.995.7719 or sarahk@goodwillnmi.org



Northern Michigan Public Health Emergency Preparedness

'Advancing collaboration and efficiency in preparing for emergencies'

www.nmphep.org



Date: 10/27/2017

Re: Protecting Employees in a Public Health Emergency

Dear Mr./Mrs. _____

In the spirit of preparedness, the health departments in northwest Michigan (Benzie-Leelanau District Health Department, Grand Traverse County Health Department, Health Department of Northwest Michigan), along with federal, state, and local emergency response agencies, have developed a plan to respond to the next large scale public health emergency. Whether it be a biological or chemical incident, terrorist attack, or other major disaster that impacts the health and well-being of our communities, events such as these may potentially require the coordinated dispensing of medications and/or health supplies across the entire population of northwest Michigan. Given the potential scope and magnitude of such events, your local health department recognizes the need to engage our community partners in order to mount a successful response campaign.

In working with the local health department, select organizations will have the opportunity to obtain medical countermeasures/supplies directly from the local health department for delivery to their community/population as well as their family members. Should your organization choose to be a partner with us in this important endeavor, you will receive complete guidance and technical assistance from the Public Health Emergency Preparedness of Northwest Michigan team in creating and implementing your internal response plan.

We will be reaching out to you shortly to discuss if you and your community/population would like to join forces with the local health department in the delivery of such medical countermeasures during the next public health emergency. Our Team will be contacting you via telephone in an effort to set up a short informational/technical assistance meeting in regards to these efforts. Please feel free to contact me at any time.

Northern Michigan Public Health Emergency Preparedness Point of Contact:

Michael Lahey, Director
Office Phone: 231-995-6010
Cell Phone: 231-409-6327
mlahey@gtchd.org
2600 LaFranier Rd, Suite A
Traverse City, Michigan 49686

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Benzie Transportation Authority - November 2016 Statement of Activities

	Nov 2016		Oct 2016 - Nov 2016		2017	Nov 2015		Oct 2015-Nov 2015	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	Actual
Income									
40100 - Passenger Fares	11,573.53	9,182.00	18,998.01	19,368.00	107,096.00	8,480.94	19,311.40		
40200 - Contract Fares	1,515.00	2,000.00	2,801.00	3,068.00	15,404.00	1,335.00	2,272.50		
40645 - Advertising Income	100.00	500.00	200.00	1,000.00	6,600.00	100.00	200.00		
40710 - Sale of Maintenance Services	1,783.15	1,050.00	3,404.27	1,825.00	15,000.00	2,006.44	3,050.13		
40800 - Taxes Levied Directly for/by TA	0.00	0.00	68.73	0.00	563,443.00	5.55	5.55		
41101 - State Operating Assistance	50,164.00	50,164.00	100,326.00	100,326.00	606,773.00	41,153.00	188,458.00		
41301 - Section 5311	0.00	0.00	0.00	0.00	281,552.00	0.00	0.00		
41398 - RTAP	620.29	375.00	2,268.97	750.00	4,500.00	413.97	413.97		
41400 - Interest Income/Other Revenue	10.09	10.00	121.00	20.00	125.00	9.08	15.13		
Total Income	65,766.07	63,281.00	128,280.98	126,360.00	1,612,463.00	54,483.98	214,727.68		
Expense									
50101 - Operators' Salaries and Wages	33,248.87	35,645.00	67,930.07	69,291.00	506,792.00	35,788.86	90,553.08		
50102 - Other Salaries and Wages	22,988.72	23,422.00	44,517.90	44,844.00	333,283.00	18,876.33	46,927.09		
50103 - Dispatchers' Salaries and Wages	11,644.02	12,960.00	22,063.45	25,420.00	176,618.00	14,060.74	32,901.84		
50200 - Fringe Benefits	11,540.70	16,878.00	30,506.01	36,226.00	238,348.00	8,632.73	25,294.39		
50310 - Board Compensation	0.00	0.00	70.00	335.00	2,500.00	0.00	316.00		
50399 - Service Expense	1,802.11	5,965.00	9,587.98	12,055.00	82,190.00	7,184.57	9,885.20		
50401 - Fuel and Lubricants	5,391.33	6,055.00	12,925.84	15,838.00	76,325.00	6,659.03	14,209.09		
50402 - Tires and Tubes	0.00	700.00	97.50	1,700.00	9,000.00	914.72	2,613.83		
50404 - Major Purchase	0.00	0.00	0.00	0.00	3,500.00	0.00	0.00		
50406 - Office Supplies	404.26	200.00	908.55	600.00	7,100.00	135.49	561.88		
50406 - Parts Revenue Vehicles	277.37	5,324.00	5,436.85	7,950.00	44,000.00	7,020.16	9,340.54		
50407 - Parts for Non Revenue Vehicles	196.29	153.00	236.25	177.00	600.00	46.74	93.48		
50499 - Other Materials and Supplies	1,600.80	1,736.00	5,183.64	3,313.00	22,800.00	2,456.85	4,879.10		
50500 - Utilities & Insurance	3,272.85	18,566.00	6,239.41	21,256.00	69,390.00	26,586.71	29,402.60		
50700 - Taxes and Fees	65.00	100.00	135.00	200.00	1,400.00	14.00	14.00		
50802 - Travel, Meetings & Training	38.50	1,648.00	367.97	1,801.00	8,000.00	1,057.58	1,271.73		
50803 - Association Dues and Subscript	1,499.33	2,572.00	3,333.27	5,180.00	6,500.00	2,386.81	3,808.80		
50999 - Other Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	-4,582.50	-4,579.50		
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00		
51205 - Sharp Copier/Dispatch Lease	242.80	210.00	450.80	420.00	2,500.00	207.80	415.60		
55012 - Other Ineligible Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
57402 - Ineligible RTAP	265.56	975.00	889.33	750.00	4,500.00	224.97	413.97		
Total Expense	93,879.31	132,340.00	210,890.62	247,356.00	1,595,446.00	127,671.59	268,102.72		
Change in Net Assets	-28,113.24	-69,059.00	-82,599.64	-121,036.00	17,017.00	-73,187.61	-53,375.04		
Honor Bank Checking	\$13,188.02								
Honor Bank Savings									
Cash Reserve 2015	\$55,000.00								
Cash Reserve 2016	\$27,000.00								
Rotary Grant Funds	\$35,000.00								
General	\$41,590.54								
Total	\$168,590.54								

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DAWN OLNEY
BENZIE COUNTY CLERK
BENZIE, MI 49617

Benzie Transportation Authority - December 2016 Statement of Activities

	Dec 2016		Oct 2016 - Dec 2016		2017	Dec 2015	Oct 2015-Dec 2015
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual
Income							
40100 - Passenger Fares	6,518.28	7,775.00	25,517.28	27,143.00	107,096.00	6,293.38	25,604.79
40200 - Contract Fares	1,260.00	2,260.00	4,181.00	5,318.00	15,404.00	1,342.50	3,615.00
40615 - Advertising Income	100.00	500.00	300.00	1,500.00	6,900.00	100.00	300.00
40710 - Sale of Maintenance Services	2,605.52	835.00	6,009.79	2,650.00	15,000.00	1,091.84	4,226.35
40800 - Taxes Levied Directly for/by TA	81,437.96	65,000.00	81,507.68	65,000.00	565,443.00	55,944.50	55,944.50
41101 - State Operating Assistance	50,164.00	50,164.00	150,492.00	150,492.00	606,743.00	41,153.00	230,812.00
41301 - Section 5311	20,098.00	0.00	20,098.00	0.00	291,552.00	0.00	0.00
41398 - RTAP	246.50	375.00	886.79	1,125.00	4,500.00	255.24	669.21
41400 - Interest Income/Other Revenue	76.18	10.00	197.18	30.00	125.00	29.86	-37.38
Total Income	162,507.44	126,899.00	289,149.74	253,259.00	1,612,463.00	106,210.33	320,938.01
Expense							
50101 - Operators' Salaries and Wages	33,347.45	35,645.00	101,337.52	104,936.00	506,792.00	35,337.86	125,880.94
50102 - Other Salaries and Wages	26,198.87	23,422.00	70,717.77	68,266.00	333,283.00	22,985.95	69,913.04
50103 - Dispatchers' Salaries and Wages	12,063.42	12,980.00	34,128.87	38,381.00	176,818.00	12,345.28	45,247.13
50200 - Fringe Benefits	14,855.30	16,676.00	45,381.31	52,902.00	238,348.00	13,788.27	39,082.66
50310 - Board Compensation	920.00	355.00	990.00	870.00	2,500.00	0.00	315.00
50399 - Service Expense	9,901.53	5,995.00	19,457.52	18,051.00	82,190.00	6,277.56	16,782.76
50401 - Fuel and Lubricants	8,311.46	6,017.00	19,237.30	21,855.00	76,325.00	6,082.07	20,301.16
50402 - Tires and Tubes	8,820.48	700.00	8,687.98	2,400.00	9,000.00	1,044.00	3,657.83
50404 - Major Purchase	0.00	875.00	0.00	875.00	3,500.00	0.00	0.00
50405 - Office Supplies	628.94	1,000.00	1,537.49	1,800.00	7,100.00	73.25	499.84
50406 - Parts Revenue Vehicles	-96.87	3,082.00	5,339.86	11,052.00	44,000.00	3,022.16	12,286.41
50407 - Parts for Non Revenue Vehicles	126.39	100.00	362.64	277.00	600.00	636.03	785.80
50499 - Other Materials and Supplies	3,041.24	3,173.00	8,224.86	6,468.00	22,800.00	3,367.73	7,787.71
50500 - Utilities and Insurance	24,792.62	3,350.00	31,032.03	24,808.00	69,350.00	-33,384.58	-3,981.89
50700 - Taxes and Fees	0.00	100.00	135.00	300.00	1,400.00	0.00	14.00
50902 - Travel, Meetings & Training	251.98	863.00	619.95	2,684.00	8,000.00	342.65	1,614.38
50903 - Association Dues and Subscript	24.94	150.00	3,358.21	5,330.00	6,500.00	24.94	3,834.74
50999 - Other Miscellaneous Expenses	852.61	0.00	852.61	0.00	0.00	0.00	0.00
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	658.40	630.00	2,500.00	207.80	623.40
55012 - Other Ineligible Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57402 - Ineligible RTAP	0.00	375.00	868.33	1,125.00	4,500.00	255.24	669.21
Total Expense	142,049.16	115,028.00	352,907.79	362,424.00	1,595,446.00	72,416.21	345,323.82
Change in Net Assets	20,458.28	11,871.00	-63,758.05	-109,165.00	17,017.00	33,794.12	-24,385.81
Honor Bank Checking	\$23,108.46						
Honor Bank Savings							
Cash Reserve 2015	\$55,000.00						
Cash Reserve 2013	\$27,000.00						
Rotary Grant Funds	\$35,000.00						
General	\$98,098.25						
Total	\$215,098.25						

Benzie Transportation Authority - Jan 2017 Statement of Activities

	Jan 2017		Oct 2016 - Jan 2017		2017	Jan 2016		Oct 2015	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	- Jan 16	Actual
Income									
40100 - Passenger Fares	10,204.84	9,200.00	35,718.63	36,343.00	107,096.00	9,831.63	35,466.42		
40200 - Contract Fares	1,582.00	1,300.00	5,756.50	6,619.00	15,404.00	1,192.50	4,807.50		
40615 - Advertising Income	500.00	850.00	800.00	2,350.00	6,800.00	1,700.00	2,000.00		
40710 - Sale of Maintenance Services	603.53	1,350.00	6,613.32	4,000.00	15,000.00	1,893.72	6,120.07		
40800 - Taxes Levied Directly for/By TA	213,534.70	202,000.00	295,042.39	287,000.00	565,443.00	214,730.62	270,678.67		
41101 - State Operating Assistance	50,164.00	50,164.00	200,956.00	200,656.00	606,743.00	41,153.00	271,765.00		
41301 - Section 5311/Federal Capital Funding	0.00	72,888.00	20,098.00	72,888.00	291,562.00	0.00	0.00		
41398 - RTAP	0.00	375.00	966.79	1,500.00	4,500.00	0.00	669.21		
41400 - Interest Income/Other Revenue	50.62	10.00	247.80	40.00	125.00	22.09	-15.29		
Total Income	276,649.59	338,137.00	565,799.43	591,396.00	1,612,463.00	270,523.56	591,491.58		
Expense									
50101 - Total Labor Expense	73,710.18	72,027.00	279,894.34	283,609.00	1,016,693.00	63,355.48	304,406.59		
50200 - Fringe Benefits	13,253.03	16,676.00	58,614.34	69,578.00	238,348.00	13,271.52	92,363.21		
50310 - Board Compensation	0.00	335.00	990.00	1,005.00	2,500.00	140.00	455.00		
50399 - Service Expense	26,291.68	13,095.00	45,719.20	31,145.00	82,190.00	12,894.61	29,677.37		
50401 - Fuel and Lubricants	7,919.49	6,002.00	27,156.79	27,857.00	76,325.00	4,740.61	25,041.77		
50402 - Tires and Tubes	1,503.89	350.00	10,171.87	2,750.00	9,000.00	2,020.80	5,678.63		
50404 - Major Purchase	0.00	9.00	0.00	875.00	3,500.00	0.00	0.00		
50405 - Office Supplies	1,152.32	478.00	2,689.81	2,078.00	7,100.00	977.53	1,612.66		
50406 - Parts Revenue Vehicles	3,994.50	4,419.00	9,334.48	15,471.00	44,000.00	897.66	13,194.07		
50407 - Parts for Non Revenue Vehicles	0.00	100.00	362.64	377.00	600.00	26.52	822.32		
50499 - Other Materials and Supplies	5,146.09	1,713.00	13,359.97	8,199.00	22,800.00	1,574.31	9,621.14		
50500 - Utilities & Insurance	(15,347.97)	5,051.00	15,684.06	29,657.00	69,390.00	7,028.58	3,046.59		
50700 - Taxes and Fees	240.00	100.00	375.00	400.00	1,400.00	90.00	104.00		
50902 - Travel, Meetings & Training	807.07	333.00	2,279.63	3,017.00	8,000.00	262.90	1,877.28		
50903 - Association Dues and Subscript	224.94	190.00	3,583.15	5,520.00	6,500.00	329.88	4,184.62		
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00		
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	866.20	840.00	2,500.00	207.80	831.20		
57402 - Ineligible RTAP	0.00	375.00	888.33	1,500.00	4,500.00	135.00	804.21		
Total Expense	119,072.02	121,454.00	471,979.81	483,878.00	1,595,446.00	107,953.20	453,700.66		
Change in Net Assets	157,577.57	216,683.00	93,819.62	107,518.00	17,017.00	162,570.36	137,790.92		

Honor Bank Checking 37,243.15

Honor Bank Savings
 Cash Reserve 2015 55,000.00
 Cash Reserve 2013 27,000.00
 Rotary Grant Funds 35,000.00
 General 236,656.44
TOTAL 353,656.44

Benzie Transportation Authority - Feb 2017 Statement of Activities

	Feb 2017		Oct 2016 - Feb 2017		2017	Feb 2016		Oct 2015 - Feb 2016	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	Actual
Income									
40100 - Passenger Fares	10,753.04	8,800.00	46,476.67	45,143.00	107,096.00	8,255.97		43,722.39	
40200 - Contract Fares	1,260.00	1,300.00	7,016.50	7,919.00	15,404.00	225.00		5,032.50	
40615 - Advertising Income	100.00	100.00	930.00	2,450.00	6,800.00	100.00		2,100.00	
40710 - Sale of Maintenance Services	163.18	1,050.00	5,976.50	5,050.00	15,000.00	1,261.60		7,371.67	
40800 - Taxes Levied Directly for by TA	194,808.71	187,943.00	489,861.10	454,943.00	565,443.00	201,847.60		472,526.27	
41101 - State Operating Assistance	50,842.00	50,164.00	251,498.00	250,820.00	606,743.00	27,759.00		299,524.00	
41301 - Section 5311	0.00	0.00	20,098.00	72,888.00	291,552.00	62,933.00		62,933.00	
41398 - RTAP	0.00	375.00	866.79	1,875.00	4,500.00	1,633.11		2,302.32	
41400 - Interest Income/Other Revenue	10.87	10.00	258.67	50.00	125.00	6.14		-9.16	
Total Income	257,942.60	249,742.00	822,942.23	841,138.00	1,612,463.00	304,011.42		895,502.99	
Expense									
50101 - Total Labor Expense	66,812.61	72,027.00	346,706.96	355,636.00	1,016,693.00	66,701.09		369,682.93	
50200 - Fringe Benefits	13,578.84	18,114.00	72,204.39	87,692.00	238,348.00	14,048.15		66,036.13	
50310 - Board Compensation	0.00	336.00	990.00	1,340.00	2,500.00	280.00		735.00	
50399 - Service Expense	6,845.63	7,070.00	52,561.85	38,215.00	82,190.00	5,839.86		34,662.23	
50401 - Fuel and Lubricants	5,805.60	5,702.00	32,962.39	33,559.00	76,325.00	5,398.67		30,440.44	
50402 - Tires and Tubes	479.84	350.00	7,587.95	3,100.00	9,000.00	923.84		6,602.47	
50404 - Major Purchase	0.00	0.00	0.00	875.00	3,500.00	0.00		0.00	
50405 - Office Supplies	430.95	280.00	3,109.17	2,358.00	7,100.00	479.37		2,092.03	
50406 - Parts Revenue Vehicles	1,472.99	3,969.00	13,871.23	19,440.00	44,000.00	2,367.55		15,627.91	
50407 - Parts for Non Revenue Vehicles	0.00	50.00	362.64	427.00	600.00	0.00		756.03	
50499 - Other Materials and Supplies	1,380.26	1,673.00	14,750.23	9,872.00	22,800.00	2,141.56		11,172.70	
50500 - Utilities & Insurance	4,140.15	11,871.00	19,824.21	41,528.00	69,390.00	11,853.99		14,900.58	
50700 - Taxes and Fees	88.00	100.00	463.00	500.00	1,400.00	0.00		104.00	
50802 - Travel, Meetings & Training	783.21	383.00	3,062.84	3,410.00	8,000.00	363.55		1,991.13	
50903 - Association Dues and Subscript	24.94	190.00	3,608.09	5,710.00	6,500.00	24.94		4,189.56	
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00		0.00	
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	1,074.00	1,060.00	2,500.00	207.80		1,039.00	
57402 - Ineligible RTAP	1,095.00	375.00	1,983.33	1,875.00	4,500.00	1,498.11		2,302.32	
Total Expense	103,145.84	122,709.00	575,122.27	606,587.00	1,595,446.00	112,128.48		562,334.46	
Change in Net Assets	154,796.96	127,033.00	247,819.96	234,551.00	17,017.00	191,882.94		333,168.53	

Honor Bank Checking \$23,238.19

Honor Bank Savings \$55,000.00
 Cash Reserve \$35,000.00
 Rotary Grant Funds \$428,423.83
 General
 Total \$518,423.83

Benzie Transportation Authority - March 2017 Statement of Activities

	March 2017		Oct 2016 - March 2017		2017		March 2016		Oct 2015	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	Actual	Actual
Income										
40100 - Passenger Fares	7,067.76	8,500.00	53,544.43	53,643.00	107,096.00	9,270.74	52,993.13			
40200 - Contract Fares	609.50	1,200.00	7,626.00	9,119.00	16,404.00	-118.50	4,914.00			
40616 - Advertising Income	1,400.00	700.00	2,300.00	3,150.00	6,600.00	700.00	2,800.00			
40710 - Sale of Maintenance Services	194.91	1,550.00	6,171.41	6,600.00	15,000.00	1,991.07	9,362.74			
40760 - Gains from Sale Capital Assets	10,012.00	0.00	13,612.00	0.00	0.00	4,156.56	4,156.56			
40800 - Taxes Levied Directly for/by TA	56,076.97	82,000.00	545,928.07	536,943.00	565,443.00	68,097.22	540,623.49			
41101 - State Operating Assistance	50,164.00	50,164.00	301,662.00	300,984.00	608,743.00	27,759.00	327,283.00			
41301 - Section 5311	84,010.00	0.00	84,108.00	72,888.00	291,552.00	0.00	62,933.00			
41398 - RTAP	1,095.00	375.00	1,961.79	2,250.00	4,500.00	0.00	2,302.32			
41400 - Interest Income/Other Revenue	201.42	10.00	418.77	60.00	125.00	166.73	157.57			
Total Income	190,831.56	144,499.00	1,917,332.47	985,637.00	1,512,483.00	112,022.82	1,067,525.81			
Expense										
50101 - Total Labor Expense	103,833.71	108,041.00	451,707.09	483,677.00	1,016,693.00	65,243.68	435,926.61			
50200 - Fringe Benefits	23,430.37	24,310.00	95,840.28	112,002.00	238,348.00	21,305.88	88,417.23			
50310 - Board Compensation	0.00	335.00	990.00	1,675.00	2,500.00	0.00	735.00			
50399 - Service Expense	9,775.70	6,095.00	62,712.02	44,310.00	82,190.00	7,484.97	41,527.20			
50401 - Fuel and Lubricants	6,536.30	7,002.00	38,487.69	40,561.00	76,325.00	5,440.06	35,880.50			
50402 - Tires and Tubes	574.00	350.00	8,161.95	3,450.00	9,000.00	606.20	7,208.67			
50404 - Major Purchase	1,229.38	875.00	1,229.39	1,750.00	3,500.00	0.00	0.00			
50405 - Office Supplies	969.75	880.00	4,075.92	3,238.00	7,100.00	0.00	2,092.03			
50406 - Parts Revenue Vehicles	2,654.98	2,289.00	16,526.21	21,709.00	44,000.00	2,346.96	17,974.87			
50407 - Parts for Non Revenue Vehicles	0.00	50.00	362.64	477.00	600.00	885.95	1,641.98			
50499 - Other Materials and Supplies	1,330.29	1,893.00	16,080.52	11,766.00	22,800.00	2,800.90	14,568.60			
50500 - Utilities & Insurance	14,347.83	3,611.00	34,172.04	45,139.00	89,390.00	3,820.63	18,721.21			
50700 - Taxes and Fees	206.00	100.00	668.00	600.00	1,400.00	270.00	374.00			
50902 - Travel, Meetings & Training	7.96	533.00	2,974.59	3,943.00	8,000.00	404.25	2,395.38			
50903 - Association Dues and Subscript	919.94	25.00	4,531.03	5,735.00	6,500.00	24.94	4,214.50			
50999 - Other Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00	3.00			
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00			
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	1,281.80	1,260.00	2,500.00	207.80	1,246.80			
57402 - Ineligible RTAP	896.71	375.00	3,030.04	2,250.00	4,500.00	150.00	2,452.32			
Total Expense	186,919.73	156,954.00	743,842.21	763,541.00	1,556,446.00	111,992.22	675,374.90			
Change in Net Assets	23,911.83	(12,455.00)	273,490.26	222,096.00	17,017.00	30.60	332,150.91			

Honor Bank Checking	2,995.19
Honor Bank Savings	
Cash Reserve	55,000.00
Rotary Grant Funds	35,000.00
Network North - JARC - Rotary approved	(3,000.00)
General	464,630.88
Total	551,630.88

Benzie Transportation Authority - April 2017 Statement of Activities

	April 2017		Oct 2016 - April 2017		2017	April 2016		Oct 2015	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	Actual
Income									
40100 - Passenger Fares	9,929.60	9,100.00	60,474.03	62,743.00	107,086.00	7,361.70		60,354.83	
40200 - Contract Fares	245.00	1,000.00	7,871.00	10,119.00	15,404.00	430.00		5,344.00	
40615 - Advertising Income	0.00	100.00	2,300.00	3,250.00	6,500.00	100.00		2,900.00	
40710 - Sale of Maintenance Services	476.54	1,350.00	6,847.95	7,950.00	15,000.00	2,206.97		11,569.71	
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	1,601.26		5,757.82	
40800 - Taxes Levied Directly for/by TA	39,419.88	28,500.00	585,347.95	565,443.00	565,443.00	35,740.30		576,363.79	
41101 - State Operating Assistance	56,493.00	50,184.00	358,145.00	351,148.00	606,743.00	27,759.00		355,042.00	
41301 - Section 5311	0.00	72,888.00	84,108.00	145,776.00	291,552.00	0.00		62,933.00	
41398 - RTAP	1,330.59	375.00	3,292.38	2,625.00	4,500.00	549.00		2,851.32	
41400 - Interest Income/Other Revenue	15.40	11.00	434.17	71.00	125.00	10.82		168.19	
Total Income	107,900.01	163,488.00	1,125,232.48	1,149,125.00	1,512,463.00	75,758.85		1,083,284.66	
Expense									
50101 - Total Labor Expense	67,758.61	85,081.00	519,485.70	548,738.00	1,016,893.00	95,940.89		531,867.50	
50200 - Fringe Benefits	13,833.49	17,480.00	109,673.77	129,482.00	238,348.00	17,545.43		105,962.66	
50310 - Board Compensation	315.00	350.00	1,305.00	2,025.00	2,500.00	210.00		945.00	
50399 - Service Expense	25,964.27	6,400.00	96,001.52	60,710.00	82,190.00	9,516.80		51,044.00	
50401 - Fuel and Lubricants	6,082.47	6,402.00	45,580.16	46,983.00	76,325.00	5,625.02		41,505.52	
50402 - Tires and Tubes	0.00	200.00	8,161.96	3,650.00	9,000.00	179.23		7,387.90	
50404 - Major Purchase	885.51	0.00	2,114.90	1,750.00	3,500.00	0.00		0.00	
50406 - Office Supplies	845.01	395.00	4,921.93	3,633.00	7,100.00	1,411.35		3,503.38	
50408 - Parts Revenue Vehicles	378.47	2,369.00	17,022.29	24,076.00	44,000.00	1,749.91		19,724.76	
50407 - Parts for Non Revenue Vehicles	104.58	23.00	487.22	500.00	600.00	16.70		1,658.68	
50499 - Other Materials and Supplies	1,856.75	1,823.00	17,879.66	13,588.00	22,800.00	1,846.32		16,409.92	
50500 - Utilities & Insurance	3,596.67	3,361.00	37,768.71	48,500.00	69,390.00	3,835.80		22,557.01	
50700 - Taxes and Fees	70.00	230.00	739.90	830.00	1,400.00	0.00		374.00	
50902 - Travel, Meetings & Training	471.92	492.00	6,321.51	4,435.00	8,000.00	302.50		2,697.88	
50903 - Association Dues and Subscript	124.94	40.00	4,655.97	5,775.00	6,500.00	50.94		4,265.44	
50999 - Other Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00		3.00	
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00		0.00	
51205 - Sharp Copies/Dispatch Lease	207.80	210.00	1,489.60	1,470.00	2,500.00	207.80		1,454.60	
51402 - Ineligible RTAP	879.94	375.00	4,034.98	2,625.00	4,500.00	463.62		2,915.94	
Total Expense	123,376.43	125,231.00	877,503.87	888,772.00	1,595,446.00	138,902.31		814,277.19	
Change in Net Assets	(15,476.42)	38,257.00	247,628.61	260,353.00	17,017.00	-63,143.46		269,007.47	

Honor Bank Checking

Honor Bank Savings
Cash Reserve
Rotary Grant Funds
General

Total

Benzie Transportation Authority - May 2017 Statement of Activities

	May 2017		Oct 2016 - May 2017		2017		May 2016		Oct 2016	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	May 2017	Actual
Income										
40100 - Passenger Fares	11,185.12	8,775.00	78,432.15	71,518.00	107,096.00	11,000.46			71,355.29	
40200 - Contract Fares	1,218.48	800.00	9,089.46	10,919.00	15,404.00	14.00			5,358.00	
40615 - Advertising Income	2,375.00	250.00	4,675.00	3,500.00	6,800.00	100.00			3,000.00	
40710 - Sale of Maintenance Services	0.00	2,050.00	6,647.95	10,000.00	15,000.00	3,012.17			14,581.88	
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	0.00			5,757.82	
40800 - Taxes Levied Directly for/by TA	4.27	0.00	585,352.22	565,443.00	565,443.00	-3,803.91			572,559.88	
41101 - State Operating Assistance	54,839.00	50,164.00	409,211.08	401,312.00	606,743.00	27,759.00			382,801.00	
41301 - Section 5311	11,343.00	0.00	95,451.00	145,776.00	291,552.00	58,318.00			121,251.00	
41398 - RTAP	697.85	375.00	3,990.39	3,000.00	4,500.00	0.00			2,851.32	
41400 - Interest Income/Other Revenue	11.93	11.00	445.20	82.00	125.00	8.43			176.62	
Total Income	81,673.83	62,425.00	1,206,906.31	1,211,550.00	1,612,463.00	96,408.15			1,179,692.81	
Expense										
50101 - Total Labor Expense	56,230.63	85,081.00	575,696.32	639,839.00	1,016,693.00	65,364.39			587,230.64	
50200 - Fringe Benefits	11,237.35	17,480.00	120,739.81	146,962.00	238,348.00	19,376.39			125,339.28	
50310 - Board Compensation	320.00	335.00	1,625.00	2,360.00	2,500.00	70.00			1,015.00	
50399 - Service Expense	868.58	6,208.00	89,168.40	56,918.00	82,190.00	2,833.27			53,877.27	
50401 - Fuel and Lubricants	2,799.35	8,602.00	48,379.51	55,565.00	76,325.00	5,855.90			47,361.42	
50402 - Tires and Tubes	-153.00	350.00	8,008.96	4,000.00	9,000.00	234.30			7,622.20	
50404 - Major Purchase	0.00	0.00	2,114.90	1,750.00	3,500.00	0.00			0.00	
50405 - Office Supplies	502.46	400.00	5,424.39	4,033.00	7,100.00	444.25			3,947.63	
50406 - Parts Revenue Vehicles	2,915.68	4,169.00	18,937.87	20,247.00	44,000.00	3,455.62			23,180.40	
50407 - Parts for Non Revenue Vehicles	0.00	25.00	467.22	525.00	600.00	21.10			1,679.78	
50499 - Other Materials and Supplies	1,215.13	2,648.00	19,034.79	16,236.00	22,800.00	3,804.50			20,014.42	
50500 - Utilities & Insurance	12,294.73	10,601.00	50,063.44	59,101.00	69,390.00	14,924.33			37,481.34	
50700 - Taxes and Fees	70.00	125.00	809.00	965.00	1,400.00	50.00			424.00	
50902 - Travel, Meetings & Training	3,183.62	533.00	6,505.03	4,988.00	8,000.00	81.40			2,778.98	
50903 - Association Dues and Subscript	27.94	50.00	4,683.91	5,825.00	6,500.00	50.94			4,319.38	
51102 - Interest on Short-Term Debt	0.00	-	0.00	0.00	100.00	0.00			0.00	
51205 - Sharp Copier/Dispatch Lease	170.80	210.00	1,660.40	1,680.00	2,500.00	207.80			1,662.40	
57402 - Ineligible RTAP	0.00	375.00	4,034.98	3,000.00	4,500.00	0.00			2,915.94	
Total Expense	91,681.07	137,192.00	958,353.92	1,025,964.00	1,595,446.00	116,574.19			930,850.08	
Change in Net Assets	(10,007.24)	(74,767.00)	248,552.39	185,586.00	17,017.00	-20,166.04			248,842.73	
Honor Bank Checking	47,671.33									
Honor Bank Savings										
Cash Reserve	55,000.00									
Rotary Grant Funds	13,814.81									
General	403,557.18									
Total	472,371.99									

12/7/2017

Benzie Transportation Authority - June 2017 Statement of Activities

	June 2017		Oct 2016 - June 2017		2017	June 2016		Oct 2015
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	June 2016
Income								
40100 - Passenger Fares	10,098.93	8,100.00	84,758.08	79,618.00	107,086.00	7,289.24	79,844.53	
40200 - Contract Fares	391.00	800.00	9,480.46	11,719.00	15,404.00	985.00	6,243.00	
40615 - Advertising Income	75.00	1,500.00	4,750.00	5,600.00	6,500.00	1,396.00	4,396.00	
40710 - Sale of Maintenance Services	0.00	1,350.00	6,647.96	11,350.00	15,000.00	1,597.83	16,179.71	
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	0.00	5,757.82	
40800 - Taxes Levied Directly for/by TA	0.00	0.00	585,352.22	565,443.00	565,443.00	0.00	572,559.88	
41101 - State Operating Assistance	51,066.00	50,164.00	464,050.00	451,476.00	606,743.00	27,759.00	410,560.00	
41301 - Section 5311	0.00	0.00	95,451.00	145,776.00	291,552.00	0.00	121,251.00	
41398 - RTAP	0.00	375.00	3,980.33	3,375.00	4,500.00	0.00	2,851.32	
41400 - Interest Income/Other Revenue	246.26	11.00	691.46	93.00	125.00	177.50	354.12	
Total Income	61,877.19	62,300.00	1,268,783.50	1,273,850.00	1,612,463.00	39,104.57	1,218,797.38	
Expense								
50101 - Total Labor Expense	69,686.35	85,081.00	645,382.67	718,920.00	1,016,693.00	70,055.02	667,285.66	
50200 - Fringe Benefits	19,150.73	24,114.00	139,930.54	171,076.00	238,348.00	25,793.38	151,132.66	
50310 - Board Compensation	80.00	0.00	1,705.00	2,360.00	2,500.00	140.00	1,155.00	
50399 - Service Expense	7,670.99	6,508.00	97,639.39	63,426.00	82,190.00	8,085.18	61,903.45	
50401 - Fuel and Lubricants	9,904.75	7,402.00	58,284.26	62,967.00	76,325.00	-3,909.70	43,451.72	
50402 - Tires and Tubes	0.00	350.00	8,008.95	4,350.00	9,000.00	0.00	7,622.20	
50404 - Major Purchase	0.00	875.00	2,114.90	2,625.00	3,500.00	0.00	0.00	
50405 - Office Supplies	508.76	900.00	5,933.15	4,933.00	7,100.00	620.46	4,588.09	
50406 - Parts Revenue Vehicles	1,942.25	2,969.00	21,762.51	31,216.00	44,000.00	2,266.57	25,446.37	
50407 - Parts for Non Revenue Vehicles	0.00	25.00	467.22	550.00	600.00	0.00	1,679.78	
50499 - Other Materials and Supplies	2,248.10	1,848.00	21,083.92	18,084.00	22,800.00	2,246.17	22,319.59	
50500 - Utilities & Insurance	2,553.35	2,536.00	53,365.44	61,637.00	69,390.00	2,939.86	40,421.20	
50700 - Taxes and Fees	105.00	170.00	914.00	1,125.00	1,400.00	140.00	504.00	
50902 - Travel, Meetings & Training	4,245.94	633.00	11,003.38	5,601.00	8,000.00	347.45	3,126.43	
50903 - Association Dues and Subscript	27.24	100.00	4,711.15	5,925.00	6,500.00	50.94	4,370.32	
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00	
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	1,868.20	1,890.00	2,500.00	207.80	1,870.20	
57402 - Ineligible RTAP	0.00	375.00	4,034.98	3,375.00	4,500.00	370.00	3,285.94	
Total Expense	118,371.26	134,096.00	1,078,209.66	1,160,060.00	1,595,446.00	109,353.13	1,040,143.21	
Change in Net Assets	(56,494.07)	(71,796.00)	190,573.84	113,790.00	17,017.00	-70,248.56	178,654.17	
Honor Bank Checking	26,960.94							
Honor Bank Savings	55,000.00							
Cash Reserve	13,814.81							
Rotary Grant Funds	403,793.71							
General	472,608.52							
Total	472,608.52							

12/7/2017

Benzie Transportation Authority - July 2017 Statement of Activities

	July 2017		Oct 2016 - July 2017		2017		July 2016		Oct 2015	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual	Actual	Actual
Income										
40100 - Passenger Fares	7,150.01	9,478.00	91,908.09	89,096.00	107,096.00	8,418.84		87,063.17		
40200 - Contract Fares	1,590.11	1,000.00	12,564.21	12,719.00	15,404.00	551.00		6,809.00		
40615 - Advertising Income	75.00	100.00	4,825.00	5,100.00	6,600.00	100.00		4,498.00		
40710 - Sale of Maintenance Services	0.00	1,550.00	6,647.95	12,900.00	15,000.00	1,408.20		17,587.91		
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	0.00		5,757.82		
40800 - Taxes Levied Directly forby TA	109.31	0.00	585,461.53	585,443.00	585,443.00	0.00		572,559.88		
41101 - State Operating Assistance	51,086.00	50,164.00	515,116.00	501,640.00	606,743.00	27,759.00		438,319.00		
41301 - Section 5311	0.00	0.00	95,451.00	145,776.00	291,552.00	0.00		121,251.00		
41398 - RTAP	0.00	375.00	3,990.33	3,750.00	4,500.00	0.00		2,851.32		
41400 - Interest Income/Other Revenue	19.85	11.00	711.31	104.00	125.00	6.54		360.66		
Total Income	50,010.28	62,678.00	1,330,287.42	1,336,528.00	1,612,463.00	38,243.38		1,257,055.76		
Expense										
50101 - Total Labor Expense	69,497.44	85,061.00	714,880.12	804,001.00	1,016,693.00	78,963.77		746,250.68		
50200 - Fringe Benefits	19,472.72	17,480.00	160,590.13	188,556.00	238,348.00	12,588.20		163,720.65		
50310 - Board Compensation	0.00	80.00	1,705.00	2,440.00	2,500.00	0.00		1,155.00		
50399 - Service Expense	4,374.45	5,908.00	103,913.54	69,334.00	82,190.00	5,813.25		67,716.70		
50401 - Fuel and Lubricants	5,581.30	4,502.00	63,865.56	67,469.00	76,325.00	1,426.40		44,878.12		
50402 - Tires and Tubes	0.00	500.00	8,008.85	4,850.00	9,000.00	589.48		8,211.68		
50404 - Major Purchase	0.00	0.00	2,114.90	2,625.00	3,500.00	0.00		0.00		
50405 - Office Supplies	386.45	300.00	6,319.60	5,233.00	7,100.00	723.88		5,291.97		
50406 - Parts Revenue Vehicles	2,640.58	3,969.00	23,785.84	35,185.00	44,000.00	1,605.68		27,077.15		
50407 - Parts for Non Revenue Vehicles	0.00	50.00	467.22	600.00	600.00	129.90		1,809.68		
50499 - Other Materials and Supplies	1,612.10	1,548.00	22,754.80	19,632.00	22,800.00	3,360.94		25,680.53		
50500 - Utilities & Insurance	2,778.42	2,536.00	56,143.86	64,173.00	69,390.00	2,825.04		43,246.24		
50700 - Taxes and Fees	0.00	125.00	889.00	1,250.00	1,400.00	140.00		644.00		
50902 - Travel, Meetings & Training	1,312.15	733.00	14,996.25	6,334.00	8,000.00	987.74		4,114.47		
50903 - Association Dues and Subscript	372.24	500.00	5,168.39	6,425.00	6,500.00	1,116.94		5,487.26		
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00		0.00		
51205 - Sharp Copier/Dispatch Lease	207.80	210.00	2,076.00	2,100.00	2,500.00	207.80		2,078.00		
57402 - Ineligible RTAP	1,330.00	375.00	5,364.98	3,750.00	4,500.00	2,499.00		5,784.94		
Total Expense	109,565.85	123,897.00	1,197,984.14	1,283,957.00	1,595,446.00	112,978.02		1,153,147.07		
Change in Net Assets	(49,555.57)	(61,219.00)	132,303.28	52,571.00	17,017.00	-74,734.64		103,908.69		
Honor Bank Checking	16,248.60									
Honor Bank Savings										
Cash Reserve	55,000.00									
Rotary Grant Funds	12,367.81									
General	330,350.02									
Total	397,717.83									

12/7/2017

Benzie Transportation Authority - August 2017 Statement of Activities

	August 2017		Oct 2016 - August 2017		2017	August 2016		Oct 2015
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual	Actual
Income								
40100 - Passenger Fares	8,030.37	8,900.00	99,938.46	97,996.00	107,096.00	9,466.90	9,800.00	
40200 - Contract Fares	775.79	1,600.00	13,340.00	14,319.00	15,404.00	1,171.50	410.00	
40615 - Advertising Income	675.00	600.00	5,500.00	5,700.00	6,600.00	700.00	-	
40710 - Sale of Maintenance Services	0.00	1,050.00	6,647.95	13,950.00	15,000.00	1,072.06	1,375.00	
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	0.00	-	
40800 - Taxes Levied Directly for/by TA	58.43	0.00	585,519.96	565,443.00	565,443.00	60.08	-	
41101 - State Operating Assistance	51,066.00	50,164.00	566,182.00	551,804.00	606,743.00	27,759.00	27,626.00	
41301 - Section 5311	0.00	72,888.00	95,451.00	218,684.00	291,552.00	83878.00	-	
41398 - RTAP	508.67	375.00	4,500.00	4,125.00	4,500.00	0.00	375.00	
41400 - Interest Income/Other Revenue	9.43	11.00	720.74	115.00	125.00	13.39	6.00	
Total Income	61,124.69	135,588.00	1,391,412.11	1,472,116.00	1,612,463.00	104,120.93	39,592.00	
Expense								
50101 - Total Labor Expense	70,718.40	85,081.00	772,946.52	889,082.00	1,016,693.00	67,759.78	65,459.00	
50200 - Fringe Benefits	18,758.09	17,480.00	176,425.22	206,036.00	236,348.00	13,383.94	14,294.00	
50310 - Board Compensation	160.00	0.00	1,865.00	2,440.00	2,500.00	140.00	333.00	
50399 - Service Expense	6,468.59	4,013.00	105,864.93	73,347.00	82,190.00	7,324.98	4,413.00	
50401 - Fuel and Lubricants	8,879.64	4,502.00	74,448.24	71,971.00	76,325.00	3,758.44	8,210.00	
50402 - Tires and Tubes	0.00	550.00	8,008.95	5,400.00	9,000.00	1,304.08	800.00	
50404 - Major Purchase	0.00	0.00	2,114.90	2,625.00	3,500.00	0.00	250.00	
50405 - Office Supplies	2,404.78	667.00	8,724.38	5,900.00	7,100.00	1,158.68	500.00	
50406 - Parts Revenue Vehicles	1,291.76	3,070.00	25,095.82	38,255.00	44,000.00	1,033.84	3,600.00	
50407 - Parts for Non Revenue Vehicles	0.00	0.00	467.22	600.00	600.00	0.00	50.00	
50499 - Other Materials and Supplies	2,237.51	1,448.00	24,191.09	21,080.00	22,800.00	1,366.14	2,335.00	
50500 - Utilities & Insurance	2,813.09	2,636.00	57,760.95	66,809.00	69,390.00	2,987.72	2,855.00	
50700 - Taxes and Fees	0.00	100.00	889.00	1,350.00	1,400.00	70.00	110.00	
50902 - Travel, Meetings & Training	406.37	633.00	13,100.79	6,967.00	8,000.00	612.34	250.00	
50903 - Association Dues and Subscript	527.24	25.00	5,610.63	6,450.00	6,500.00	50.94	50.00	
51102 - Interest on Short-Term Debt	0.00	0.00	0.00	0.00	100.00	0.00	0.00	
51205 - Sharp Copier/Dispatch Lease	242.80	200.00	2,281.80	2,300.00	2,500.00	207.80	209.00	
57402 - Ineligible RTAP	1,658.35	375.00	8,325.16	4,125.00	4,500.00	262.50	375.00	
Total Expense	116,566.62	120,780.00	1,288,120.60	1,404,737.90	1,595,446.00	101,421.18	104,093.00	
Change in Net Assets	(55,441.93)	14,808.00	103,291.51	67,379.00	17,017.00	2,699.75	-64,501.00	

Honor Bank Checking

Honor Bank Savings

Cash Reserve

General

Total

Benzie Transportation Authority - September 2017 Statement of Activities

P. 012

	September 2017		Oct 2016 - September 2017		2017	Sept 2016	Oct 2015
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Actual
Income							
40100 - Passenger Fares	9,708.43	9,100.00	109,646.89	107,096.00	107,096.00	8,210.33	103,855.40
40200 - Contract Fares	205.00	1,085.00	13,641.88	15,404.00	15,404.00	83.00	9,468.00
40515 - Advertising Income	75.00	900.00	5,575.00	6,600.00	6,600.00	900.00	6,096.00
40710 - Sale of Maintenance Services	0.00	1,050.00	6,647.95	15,000.00	15,000.00	1,247.80	18,907.77
40760 - Gains from Sale Capital Assets	0.00	0.00	13,612.00	0.00	0.00	0.00	5,757.82
40800 - Taxes Levied Directly for/by TA	11.54	0.00	585,531.50	565,443.00	565,443.00	-84.74	572,535.22
41101 - State Operating Assistance	12,725.00	54,939.00	578,907.00	606,743.00	606,743.00	27,762.00	493,840.00
41301 - Section 5311	119,672.00	72,888.00	276,181.73	291,552.00	291,552.00	55,246.00	240,375.00
41398 - RTAP	0.00	375.00	4,500.00	4,500.00	4,500.00	0.00	2,851.32
41400 - Interest Income/Other Revenue	161.61	10.00	882.35	125.00	125.00	7.55	379.80
Total Income	142,558.58	140,347.00	1,595,126.30	1,612,463.00	1,612,463.00	93,371.94	1,455,066.13
Expense							
50101 - Total Labor Expense	111,323.10	127,611.00	872,269.62	1,016,693.00	1,016,693.00	96,888.54	910,672.98
50200 - Fringe Benefits	22,813.13	32,312.00	196,738.35	238,348.00	238,348.00	15,215.54	192,546.15
50310 - Board Compensation	0.00	60.00	1,865.00	2,500.00	2,500.00	0.00	1,295.00
50399 - Service Expense	29,345.36	8,843.00	134,313.15	82,190.00	82,190.00	20,282.59	91,172.00
50401 - Fuel and Lubricants	6,918.62	4,354.00	77,918.01	76,325.00	76,325.00	5,455.06	58,630.58
50402 - Tires and Tubes	7,325.28	3,600.00	15,137.23	9,000.00	9,000.00	3,009.32	12,525.08
50404 - Major Purchase	1,027.00	875.00	3,141.90	3,500.00	3,500.00	0.00	0.00
50405 - Office Supplies	1,696.01	1,200.00	10,420.39	7,100.00	7,100.00	1,735.08	8,165.73
50406 - Parts Revenue Vehicles	17,668.91	5,745.00	42,764.73	44,000.00	44,000.00	8,786.55	36,882.22
50407 - Parts for Non Revenue Vehicles	0.00	0.00	467.22	600.00	600.00	0.00	1,809.68
50499 - Other Materials and Supplies	10,085.65	1,720.00	36,077.78	22,800.00	22,800.00	1,714.77	28,691.32
50500 - Utilities & Insurance	2,829.76	2,581.00	60,070.15	69,390.00	69,390.00	2,992.75	49,226.71
50700 - Taxes and Fees	12,750.00	50.00	13,639.00	1,400.00	1,400.00	20.00	734.00
50902 - Travel, Meetings & Training	(88.94)	1,033.00	15,431.19	8,000.00	8,000.00	786.93	5,513.74
50903 - Association Dues and Subscript	27.24	50.00	5,662.87	6,500.00	6,500.00	116.93	5,633.14
51102 - Interest on Short-Term Debt	0.00	100.00	0.00	100.00	100.00	172.00	172.00
51205 - Sharp Copier/Dispatch Lease	207.80	200.00	2,457.60	2,500.00	2,500.00	207.80	2,493.60
57402 - Ineligible RTAP	0.00	375.00	4,500.00	4,500.00	4,500.00	-	6,047.44
Total Expense	223,928.92	190,709.00	1,492,874.19	1,595,446.00	1,595,446.00	157,382.86	1,412,231.37
Change in Net Assets	(81,370.34)	(50,362.00)	102,252.11	17,017.00	17,017.00	-64,010.92	42,834.76

Honor Bank Checking	118,166.54
Honor Bank Savings	
Cash Reserve	55,000.00
General	180,860.55
Total	235,860.55

12/7/2017

FAX No.

DEC/07/2017/THU 09:58 AM

Benzie Transportation Authority - October 2017 Statement of Activities

P. 013

	Oct 2017		2018		Oct 2016		Oct 2015	
	Actual	Budget	Annual Budget	Actual	Annual Budget	Actual	Budget	Budget
Income								
40100 - Passenger Fares	13,036.12	11,000.00	109,000.00	7,564.48			10,186.00	
40200 - Contract Fares	1,719.00	1,400.00	16,000.00	1,386.00			1,069.00	
40615 - Advertising Income	75.00	100.00	8,000.00	100.00			500.00	
40710 - Sale of Maintenance Services	0.00	500.00	19,000.00	1,621.11			925.00	
40760 - Gains from Sale Capital Assets	4,033.00	0.00	0.00	0.00			0.00	
40800 - Taxes Levied Directly forby TA	0.00	0.00	591,355.00	69.73			0.00	
41101 - State Operating Assistance	52,940.00	52,940.00	638,211.00	50,164.00			50,164.00	
41301 - Section 5311	0.00	0.00	300,660.00	0.00			0.00	
41398 - RTAP	0.00	0.00	4,500.00	1,648.68			375.00	
41400 - Interest Income/Other Revenue	32.24	30.00	750.00	110.91			10.00	
Total Income	71,836.31	65,970.00	1,687,476.00	62,664.91			83,229.00	
Expense								
50101 - Operators' Salaries and Wages	71,244.13	79,700.00	1,037,000.00	67,290.81			67,528.00	
50200 - Fringe Benefits	17,687.52	19,471.00	251,600.00	18,965.31			19,550.00	
50310 - Board Compensation	0.00	340.00	2,500.00	70.00			335.00	
50399 - Service Expense	6,963.45	9,075.00	101,060.00	7,785.87			6,061.00	
50401 - Fuel and Lubricants	7,610.40	8,000.00	78,000.00	7,534.51			9,783.00	
50402 - Tires and Tubes	532.80	600.00	10,000.00	47.50			1,000.00	
50404 - Major Purchase	0.00	0.00	3,500.00	0.00			0.00	
50405 - Office Supplies	712.15	800.00	11,100.00	576.57			400.00	
50406 - Parts Revenue Vehicles	726.43	1,000.00	30,000.00	5,159.48			2,666.00	
50407 - Parts for Non Revenue Vehicles	0.00	80.00	1,000.00	39.96			24.00	
50499 - Other Materials and Supplies	1,538.15	1,350.00	21,200.00	3,583.04			1,575.00	
50500 - Utilities & Insurance	2,865.03	3,105.00	43,360.00	2,966.56			2,690.00	
50700 - Taxes and Fees	0.00	0.00	34,366.00	70.00			100.00	
50902 - Travel, Meetings & Training	604.92	700.00	10,000.00	329.47			152.00	
50903 - Association Dues and Subscript	2,327.24	2,500.00	6,500.00	1,833.94			2,608.00	
51205 - Sharp Copier/Dispatch Lease	230.30	250.00	3,000.00	207.80			210.00	
57402 - Ineligible RTAP	0.00	0.00	4,500.00	822.77			975.00	
Total Expense	113,042.52	126,974.00	1,648,686.00	117,082.59			115,057.00	
Change in Net Assets	-41,207.19	-61,004.00	38,796.00	-54,417.68			-51,828.00	

Honor Bank Checking \$97,563.00

Honor Bank Savings \$55,000.00
 Cash Reserve 2015 \$27,000.00
 Cash Reserve 2016 \$73,872.09
Total \$156,872.09

PAX No.

DEC/07/2017/THU 09:59 AM

5:00

Dawn Olney

From: Thelma Novak <chuckandtom@betsievalley.net>
Sent: Friday, December 08, 2017 10:44 AM
To: Dawn Olney
Subject: Request to appear before the board

Dawn
Per our verbal conversation this is a request to appear before the BOC on Dec. 19th to speak to them about the complaint I filed with the Prosecuting Attorney regarding an OMA violation by the BA. I understand my time is at 5 pm.
Thank you.

Thelma Rider-Novak

Dawn Olney

From: Mitch Deisch
Sent: Wednesday, December 13, 2017 8:42 AM
To: Coury Carland; Dawn Olney
Cc: Matt Nordfjord; Matt Nordfjord (mattnordi@gmail.com)
Subject: 12/19/17 Closed Session

Coury and Dawn,

Based upon the interpretation from County Labor Attorney Matt Nordfjord, I am here by requesting the following:

I hereby request that the continuation of my annual performance evaluation and discussion of the terms and conditions of the employment agreement be conducted in Closed Session in accordance of the Open Meetings Act Section X Closed Session, MCL 15.268(a) "to consider periodic personnel evaluations". There is the potential for the Board of Commission to take action following the Closed Session.

Matt, if you would like to alter this motion, please feel free to do so. Thank you for your assistance.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558