

# BENZIE COUNTY BOARD OF COMMISSIONERS

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448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671  
[www.benzieco.net](http://www.benzieco.net)

## MEETING AGENDA

July 11, 2017

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

PLEASE TURN OFF ALL ELECTRONIC DEVICES

9:00 a.m. CALL TO ORDER  
ROLL CALL  
INVOCATION AND PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES – 6/27/17 Open and 6/27/17 Closed  
PUBLIC INPUT  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR'S REPORT –  
FINANCE – Approval of Bills  
HR and PERSONNEL – Minutes of 6/27/17  
COMMITTEE APPOINTMENTS –  
ACTION ITEMS – Sheriff Patrol Contract  
PRESENTATION OF CORRESPONDENCE  
UNFINISHED BUSINESS  
NEW BUSINESS –

10:00

10:15

10:30

10:45

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

June 27, 2017

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, June 27, 2017, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chairman Coury Carland at 4:00 p.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 Griner, seconded by Warsecke, to approve the agenda as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Motion carried.

## **Minutes:**

Motion by Sauer, seconded by Roelofs, to approve the regular session minutes of June 13, 2017 as corrected. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Motion carried.

Motion by Warsecke, seconded by Roelofs, to approve the closed session minutes of June 13, 2017 as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Motion carried.

4:03 p.m. Public Input – None

## **ELECTED OFFICIALS & DEPT HEAD COMMENTS:**

Doug Durand, Executive Director, Benzie Senior Resources, provided a written report and stated that Project Fresh is done and they handed out 198 coupons to use \$20.00 work for fresh Michigan produce at Grow Benzie and Farmers Markets; the legislative budget is being worked on and it is hopeful that it will pass at the state which includes \$3.6 million increase for FY 2018 for the Older Michiganians; the Senior Resources will be represented in both Beulah and Frankfort July 4<sup>th</sup> parades this year. He also talked about Area Agency on Aging and what that program means to Benzie Senior Resources.

Craig Johnson, EMS Director, stated that they will be having a busy two weeks as they usually do each year; they will be at the Lake Ann Homecoming on Saturday and the Beulah and Frankfort July 4<sup>th</sup> parades; will also staff the Medical tent at the Frankfort beach on the 4<sup>th</sup>; they purchased a generator at Menards for \$300.00, of which Meijer donated \$200.00 of that; they are working to have it hooked up now with Al Merrill and Mark Munsell. Schultz Orthodontics donated an autoclave unit to them for sterilizing blades for intubation equipment; asks for authorization to put Alpha 31 ambulance on the MiBID site.

Sale of Ambulance: Motion by Roelofs, seconded by Griner, to authorize Craig Johnson to place the 2013 International TerraStar Ambulance on MiBID with a minimum bid of \$10,000. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Motion carried.

MMRMA RAP Grant: Motion by Warsecke, seconded by Roelofs, to authorize the RAP Grant application to MMRMA in the amount of \$21,678.88 for Power Cot and Power Loader System,

## COMMISSIONERS

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June 27, 2017

authorizing the County Clerk to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Sheriff Schendel: July 4<sup>th</sup> will be busy for them as well – all Sheriff Deputies will be at work – no one gets a day off; Sheriff would like to commend Craig Johnson for all of his work and thank you for the great working relationship with the Sheriff Department and the County.

Frank Post, Emergency Manager:

County Treasurer's Security Blinds: Motion by Warsecke, seconded by Roelofs, to authorize the purchase of security blinds for the County Treasurer's office from Buster's Blinds in an amount not to exceed \$4,770.00, with funds to come from Delinquent Tax Revolving Fund, as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

RAP Grant Application for Treasurer Door Security: Motion by Griner, seconded by Warsecke, to authorize RAP Grant application to MMRMA for Treasurer's Office Security locks in the amount of \$1,965.70, authorizing the County Clerk to sign. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

## COMMISSIONER REPORTS

Comm Roelofs reported on Human Services Collaborative meeting guest speaker was a representative of United Way; Grand Traverse County Veterans Affairs still searching for an Administrator; Buildings & Grounds; Benzie Senior Resources.

Comm Walterhouse reported that he attended three budget meetings; Land Bank Authority and Benzie Senior Resources.

Comm Griner reported that he is a history buff and talked about reading the Crystal Gazer and that in 1869 the commissioner per diem was \$3.00; he reported that the carp are north of the weir and headed to Lake Michigan – would like to adopt a resolution and send to US Senators; attended the MAC meeting and there will be 3 pilot programs in the state for Mental Health – looks like they are going to privatize; he spoke regarding the retirement fund at the Road Commission; MAC Transportation meeting.

Comm Jeannot spoke regarding Dr. Olson's passing; attended a meeting on May 23 attended a discussion regarding immigration; Housing Study; June 7 he attended the Housing Committee meeting and approved a loan for \$5,200 in Elberta; June 8 he attended the Platte Township meeting and there was discussion regarding the Planning Commission; asked about the questions to the Building Authority regarding the repurpose of the Maples – asks Mitch to follow up on a written opinion from Attorney John Axe.

Comm Sauer spoke regarding the Maples and said they are having a few issues with the equipment; the finance end of it need to work with the Treasurer for the Medicare reimbursement; Joyfield adopted their zoning at the last meeting; Blaine approached by a Solar Farm; Oceana County adopted the SWD resolution; Village of Elberta hired a new Clerk; Thompsonville had a lightning strike and took out part of their well housing; MDOT requiring that the counties not mow along the major highways until the MDOT crew check for rattlesnakes and grouse nests.

## COMMISSIONERS

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June 27, 2017

Comm Warsecke attended the Colfax and Inland Township meetings; thank you to the Sheriff for asking him to attend the Sheriff Association dinner with him on the 11<sup>th</sup> at Crystal Mountain; Inland Township took a vote regarding the marijuana facility and voted it down.

Comm Carland reported that the Village of Beulah has a new DPW Superintendent – Cody Bowers; Airport will be re-inspected by MDOT in July; Gliders are coming back for July 2 - 5; BTA met last week and the Benzie Bus was in Detroit to receive the World Public Transit Authority of the Year award; Planning Commission is looking for a way to implement some areas of the Master Plan.

Buildings & Grounds Consent: Motion by Sauer, seconded by Griner, to adopt the June 14, 2017 Buildings & Grounds Consent Calendar item 1 as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Technology Minutes received from June 8, 2017 – no action items.

5:05 p.m. Bob Schlueter, Executive Director, Area Agency on Aging, Presents the 2016 Annual Report; Thank you to Roger Griner for serving on their board; \$770,000 was brought into Benzie County last year through their organization; you have a tremendous program with Benzie Senior Resources, Doug is a great Executive Director, there is a shortage of caregiver workforce; Senior Empower Day 2017 at Little River Casino Resort.

Resolution 2017-022: Motion by Walterhouse, seconded by Warsecke, to adopt resolution 2017-022 Area Agency on Aging Fiscal Year 2018 Annual Implementation as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Warsecke, to go into closed session to discuss the negotiation of collective bargaining agreements pursuant to MCL 15.268(c). Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

5:57 p.m. Re-enter Open Session

Motion by Carland, seconded by Warsecke, to ratify the Tentative Agreement (TA) for POLC as agreed to on June 15, 2017 and the prior TAs agreed to on November 21, 2016. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Motion by Carland, seconded by Griner, to authorize the County Attorney to prepare the Collective Bargaining Agreement (POLC) once all TAs have been ratified by the union, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

2% Grant Application – BSR: Motion by Warsecke, seconded by Carland, to authorize 2% application to the Grand Traverse Band on behalf of Benzie Senior Resources, in the amount of \$7,200, authorizing the Chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

## COMMISSIONERS

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June 27, 2017

### COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Mitch provided a written report dated June 21, 2017.
- Revised version of the July 2017 monthly calendar of meetings.
- Motion by Sauer, seconded by Griner, to enter into a Use of Space Agreement with the Mecosta/Newaygo Morgue Authority, based upon the terms of the agreement, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried

### FINANCE

Bills: Motion by Carland, seconded by Warsecke, to approve payment of the bills from June 14 to June 27, 2017 in the amount of \$150,759.29, as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, reported on the cash summary by fund report; she also reported the sale of tax foreclosed properties will be held on Tuesday, August 15 at 12:00 noon at the Little River Casino in Manistee.

#### Consent Calendar:

Comm Jeannot removes item #7.

Comm Sauer and Warsecke remove item #1.

Motion by Warsecke, seconded by Roelofs, to adopt items 2 – 6 and 8 of the June 13, 2017 Finance Consent Calendar as presented. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

#1: Comm Sauer stated that it looks like a huge pay increase from one person.

Motion by Walterhouse, seconded by Jeannot, to adopt item 1 of the Finance Consent Calendar as follows: To increase the recycling fee to \$25.00 per household. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs and Walterhouse Nays: Sauer and Warsecke Motion carried.

#7: Comm Jeannot asked if other chairs prior to Roger have received phone expense. Yes, through use of a county phone.

Motion by Jeannot, seconded by Warsecke, to adopt item 7 of the Finance Consent Calendar as follows: To authorize reimbursement to Roger Griner of \$54.00 per month for use of his personal phone while he served as board chair in 2016. Roll call. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Motion carried.

HR AND PERSONNEL – No Report.

COMMITTEE APPOINTMENTS – None

### ACTION ITEMS

2017-023 Truth in Taxation: Motion by Warsecke, seconded by Walterhouse, to adopt resolution 2017-023, Truth in Taxation Resolution to Adopt Millage Rate, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: Griner Motion carried.

## COMMISSIONERS

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June 27, 2017

### CORRESPONDENCE

- Veterans Affairs minutes of May 1, 2017 received.
- Road Commission minutes of May 25, 2017 received.
- Antrim County Resolution re Spotted Wing Drosophila.
- Special Olympics thank you.
- 911 Service District annual accounting ending December 31, 2017.

### UNFINISHED BUSINESS

#### NEW BUSINESS – None

6:33 p.m. Public Input

All items on the agenda having been taken care of, the chair adjourns this meeting.

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Custer C. Carland – Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of June 13, 2017 as corrected.
3. Approved the closed session minutes of June 13, 2017 as presented.
4. Authorized the 2013 International TerraStar Amb to be sold on MiBID with a min bid of \$10,000.
5. Authorized the RAP Grant app in the amount of \$21,678.88 for Power Cot and Power Loader System.
6. Authorized the purchase of security blinds for the County Treasurer's office from Buster's Blinds in an amount not to exceed \$4,770.00, with funds to come from DTRF.
7. Authorized RAP Grant app for Treasurer's Office Security locks in the amount of \$1,965.70.
8. Adopted the June 14, 2017 Buildings & Grounds Consent Calendar item 1 as presented.
9. Adopted resolution 2017-022 Area Agency on Aging Fiscal Year 2018 Annual Implementation as presented.
10. Approved to go into closed session to discuss the negotiation of collective bargaining agreements pursuant to MCL 15.268(c).
11. Authorized to ratify the Tentative Agreement (TA) for POLC as agreed to on June 15, 2017 and the prior TAs agreed to on November 21, 2016.
12. Authorized the County Attorney to prepare the Collective Bargaining Agreement (POLC) once all TAs have been ratified by the union, authorizing the chairman to sign.
13. Authorized 2% application to the Grand Traverse Band on behalf of Benzie Senior Resources, in the amount of \$7,200.
14. Approved to enter into a Use of Space Agreement with the Mecosta/Newaygo Morgue Authority.

**COMMISSIONERS**

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**June 27, 2017**

15. Approved payment of the bills from June 14 to June 27, 2017 in the amount of \$150,759.29.
16. Adopted items 2 – 6 and 8 of the June 13, 2017 Finance Consent Calendar as presented.
17. Adopted item 1 of the Finance Consent Calendar as follows: To increase the recycling fee to \$25.00 per household.
18. Adopted item 7 of the Finance Consent Calendar as follows: To authorize reimbursement to Roger Griner of \$54.00 per month for use of his personal phone while he served as board chair in 2016.
19. Adopted resolution 2017-023, Truth in Taxation Resolution to Adopt Millage Rate.

**DRAFT**



**BUILDINGS & GROUNDS**

**June 14, 2017**

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Motion by Sauer, seconded by Griner, to approve the Buildings and Grounds Consent Calendar as follows:

1. To have the Planning Commission and MSU Extension share the office space on the first floor of the Government Center.

Motion by Warsecke, seconded by Roelofs, to approve the Finance Consent Calendar items as follows:

1. Removed from Consent Calendar.
2. To amend the 2016-17 Solid Waste Budget as presented.
3. To amend the 2016-17 Local Corrections Training Budget as presented.
4. To amend the 2016-17 Dive Team budget as presented.
5. To adopt the amended Marine Patrol Budget as presented.
6. To amend the 2016-17 Emergency Management Budget as presented.
7. Removed from Consent Calendar.
8. To authorize the use of fund balance to pay for the boilers at the Government Center.

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

Destroy Date: \_\_\_\_\_

Closed Session

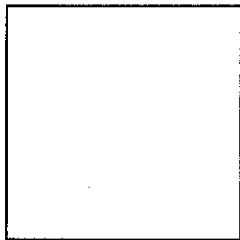
June 27, 2017

Collective Bargaining

Elected Officials  
and  
Department  
Head  
Comments

# Commissioner Report

**County  
Administrator's  
Report**



**Media Contact:**  
Mitch Deisch  
Phone: 231-882-0558

## **BENZIE COUNTY COMMISSION COMPLETES STRATEGIC PLAN**

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**BEULAH, MICHIGAN** – With a call for partnerships and collaboration, the Benzie County Board of Commissioners has completed a Strategic Plan that will be broadly shared with interests throughout the County.

“Benzie County is a great place to live, work and play,” said Commission Chair Coury Carland. “We look forward to working with all interests to realize the County’s full potential.”

The new Strategic Plan describes the mission of the County Commission and their vision for the future. It also includes the values that they use in making decisions and defining priorities.

The County Commission identified six areas of focus, including:

- Credibility of the County Board and Building Trust
- Collaboration and Partnerships to Achieve Shared Goals
- Improved Institutional Capacity
- Financial Health of the County
- Creating an Environment to Support Business and Jobs
- Enhancing and Protecting Natural Resources

The Strategic Plan includes goals developed by the County Commission for each of the areas of focus.

“This is a great way to focus and unify the County Board around priorities and opportunities that we all feel are important to the well-being of the County,” said County Administrator Mitch Deisch. “It also provides many ways for partners to join us. It’s a big step forward.”

The Strategic Plan was facilitated by the Alliance for Economic Success. A copy of the plan is available on line at under “Documents” in the “County Administrator” section of the web site.

# FINANCE REPORT



Human  
Resources  
(HR)  
Report

**HR Committee  
Meeting Notes  
June 27, 2017**

The meeting was called to order by Commissioner Gary Sauer at 2:30 pm

Present: Art Jeannot, Gary Sauer and Evan Warsecke  
Others Present: Dawn Olney, Mitch Deisch, Maridee Cutler, Michelle Thompson,  
Ted Schendel, Kyle Rosa, Judge Mead, Judge Thompson, Lisa  
Hoppe (44 North), Amy Bissell

The pledge of allegiance was given.

Agenda: Motion by Jeannot, seconded by Warsecke, to approve the agenda as presented. Ayes:  
All Nays: None Motion carried.

Minutes: Motion by Jeannot, seconded by Warsecke, to approve the minutes of April 25, 2017 as  
presented. Ayes: All Nays: None Motion carried.

Motion by Warsecke, seconded by Jeannot, to approve the minutes of May 23, 2017 as presented.  
Ayes: All Nays: None Motion carried.

2:35 p.m. Public Input

- Lisa Hoppe, 44 North, presented information on the new health insurance rates.
- Dental rates are going down 4% or they will offer the current rate for two years
- Long/Short Term Disability is seeing a 9.7% increase and they will go out to market to get quotes
- Medical Plans: BCN up 7.56% and SimplyBlue PPO down 7.95% -- they will go out to market for competitive rates -- Priority Health has declined to provide a quote
- Renewal date is October 1, 2017

2:43 p.m. Public Input Closed

Judge Mead – Court Reporter: He stated that Deb McGraw has retired and he would like to take Deb's contract amount of \$23,500 and move to the Court Reporter wages – this will be a neutral position to the Probate Court budget. Amanda O'Brien will be the stand alone reporter that records all of Judge Mead's hearings; he is asking for \$33,000 as the salary for the court recorder.

**Motion by Warsecke, seconded by Jeannot, to recommend to the Board of Commissioners to adopt Judge Mead's proposal for a District Court recorder and add the employee to the roster. Ayes: All Nays: None Motion carried.**

Ted Schendel, Sheriff – Road Patrol Lieutenant: He would like to establish a lieutenant position within the Sheriff's chain of command; the challenge is that the union contract says if there is a promotion they are guaranteed a 12-1/2% raise – but he would ask for a \$1,000 raise per year. Evan asked the Sheriff if he has talked with the union yet. No – not yet, that is the next step.

HR COMMITTEE

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June 27, 2017

Gary asked why you didn't go to the union first. 6 of one, ½ dozen of the other. This is info only. Will have a letter of understanding drawn up for legal review.

Mitch Deisch, County Administrator:

Finance/Information Technology Director job description: The info is three pronged 1) position financial responsibility matrix; 2) Proposed Finance/IT Director job description and 3) Revised Deputy Administrator job description. Matrix is to lay out the responsibilities of the County Administrator, Finance Manager/IT and Deputy County Administrator. We need to step up our HR responsibilities. Need to improve our financial oversight in Benzie County and see the opportunity to improve the HR department.

Evan – how much are we going to pay this person, Mitch – it is in the budget based on a base line of Mecosta County paying their financial manager -- \$55,000 salary + benefits = \$81,000. You are right, we need this, concern is that we have so many employees that are underpaid – what does it say to them. My thought is that if we are going to do this, bring the other people up using the fund balance and give this person a year or 2 to show their work, otherwise they are gone. It is not fair to our other employees.

Art – we will disagree – if we can't quantify this, then I have a hard time supporting it. Art has some questions regarding the job descriptions. Any presentation needs to say how this position improves efficiencies. So reducing those costs is part of quantifying the justification for the job; great control of IT vendor, certain level of knowledge, they can say you need this or that, we should also see a reduction in the cost to vendors.

Mitch asks that you take a look at the sheet and provide some feedback. Mitch also stated that he talked with Pat Cote (part time employee) today about what he would present to the HR committee.

Dawn asked why you would combine the two positions; in previous positions, Finance has a lot of it training – there are a lot of these positions – I hired someone like this in Manistee. You made that comment in a prior meeting, I reached out to the other county clerks – 10 responded and a couple also said straining combination. He has seen it at the city. This opens it up for possible embezzlement and the ability to cover it up.

Ted Schendel also has some concerns, like Evan and Art, people that are woefully underpaid, also, how we will pay when Headlee goes backward; rumor is that you will cut a road patrol deputy to fund this position.

Compensation Plan Spreadsheet Update: Still waiting for two counties; then we will see the total compensation package for non-union, elected and union employees.

Other: None

Public Input: None

HR COMMITTEE

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June 27, 2017

Motion by Warsecke, seconded by Jeannot, to adjourn at 3:46 p.m. Ayes: Jeannot, Sauer and Warsecke Nays: None Motion carried.

Dawn Olney  
Benzie County Clerk

DRAFT

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

1. To adopt Judge Mead's proposal for a District Court recorder and add the employee to the roster.

DRAFT

# 85<sup>th</sup> District Court

HONORABLE DAVID A. THOMPSON  
CHIEF JUDGE

WALTER E. ARMSTRONG  
MAGISTRATE

NEIL ASSANTE  
PROBATION OFFICER  
(231-882-0561)



STATE OF MICHIGAN  
BENZIE COUNTY

HONORABLE JOHN D. MEAD  
PRESIDING JUDGE

KIMBERLY D. NOWAK  
PROBATE REGISTER/COURT ADM.

AMANDA M. O'BRIEN  
OFFICIAL COURT REPORTER

## MEMORANDUM

**TO:** Mitch Deisch, County Administrator

**FROM:** Honorable John D. Mead, Probate Judge *JDM*

**DATE:** June 23, 2017

**RE:** Court Recorder

This memo serves as written notification that Ms. Amanda M. O'Brien will be formally appointed by me as the official court recorder serving the Benzie County Probate Court and Benzie County's 85<sup>th</sup> District Court and 19<sup>th</sup> Judicial Circuit Court.

Ms. O'Brien's main directive will be to serve as the court recorder for all my hearings, to prepare any requested or ordered transcripts, and to act in the capacity of the judicial secretary.

In years past, the court has categorized this position in their line item budgets as either '*Wages - Court Reporter*', '*Recording Services*', or '*Contracted Services-Recording*'. We are combining the line items into a specific court position with a job description. This should be added to the official county roster.

Compensation for this position will be funded from the existing district court budget. There will be no request for additional monetary funds from the county.

Thank you.

RECEIVED

Government Center, 448 Court Place, Beulah, MI 49617

PH 231-882-0019 \* FAX 231-882-0022

JUN 23 2017  
DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**PRELIMINARY  
WORKSHEET**

\* PROPOSED \*  
CERTIFIED ELECTRONIC REPORTER  
FULL TIME EMPLOYEE

**ANNUAL FISCAL BUDGET 2017 / 2018**

Line #	Description	Approved 2016-2017	Requested 2017-2018	Line
101-136-801.00	Contracted Services - Recording	\$ 23,500	\$ 0	transfer to Wages-Court Reporter
101-136-704.00	Wages- Court Reporter	12,248	33,000	
101-136-804.00	Recording Services	1,100	3,848	
	<b>TOTALS</b>	<b>\$ 36,848</b>	<b>36,848</b>	

**Retain** line item WAGES-COURT REPORTER for Full Time Employee

**Retain** line item RECORDING SERVICES for possible outside services

**Delete** line item CONTRACTED SERVICES-RECORDING

# Committee Appointments



# **ACTION ITEMS**

SHERIFF PATROL AGREEMENT

Revised

AGREEMENT, made this 4~~th~~ day of May 2017, between the County of Benzie (hereinafter designated "County"), the Benzie County Sheriff (hereinafter designated "Sheriff"), and the Village of Beulah, Benzonia Township, Benzie County, Michigan (hereinafter designated "Village of Beulah").

WITNESSETH

WHEREAS, Public Act 40 of 1967, as amended (MSA 5.916) (MCL 45.406) (CL=29 Section 1351) authorizes the Sheriff to appoint Deputy Sheriffs to protect private interests.

AND WHEREAS, PA 486, 1978, MCLA 45.401 CL=29 Section 1346, MSA 5.911 Section 1346, MSA 5.911 Section 1, provides that Counties pay the salaries of Sheriff Deputies in lieu of fees,

AND WHEREAS, PA 237.1919, MCLA 45.401: MSA 5.911 provides that all fees collected by the Sheriff shall be paid to the County,

AND WHEREAS, MCLA 45.3 CL 29 Section 1101, MSA 5.283, provides Counties may make all necessary contracts in relation to the property and concerns of the County.

AND WHEREAS, the Village of Beulah, Benzonia Township, Benzie County, Michigan desires to enter into an agreement with the County for additional police protection by the Sheriff in its Village proper.

NOW, THEREFORE, in consideration of the premises and covenants and conditions hereinafter contained, IT IS HEREBY AGREED by and between the parties as follows:

1. The County, under the authority of the aforementioned Public Acts and Michigan Statutes, hereby calls upon the Sheriff to furnish additional special police protection on all village property and roads within the proper Village of Beulah, Benzonia Township, County of Benzie, Michigan for enforcement of all State laws, subject to the terms and conditions hereinafter contained.

Along the aforesaid route to be patrolled, the Sheriff shall have discretion in deciding the portions of the total patrol time to be spent on the various route portions based on where, in his professional judgment, the greatest hazards exist or as requested by the Village of Beulah President.

2. Within the limitations of available manpower, the Sheriff shall provide one Deputy Sheriff up to Two (2) days a week, Four (4) hours a day with one being a Friday, one being a Saturday. Schedule for Holiday weekends is as follows:

- A. July 4<sup>th</sup> weekend: July 1, 2, 3, 4 2017 and will be 8-hour shifts. For a total of thirty-two (32) hours.
- B. Labor Day weekend: 2, 3, 4, 5 2017 and will be 8-hour shifts. For a total of thirty-two (32) hours.
- C. All other weekends are to be scheduled for 4 hours Fridays and Saturdays for a total of 8 other weekends is 64 hours. Plus an additional 8 hours covering the Beulah Art Fair.
- D. Grand total for the summer scheduled hours will be 128 hours. Total amount due: 128 hours @\$ 45.00 = \$ 5,760.00

This schedule can be changed at the request of the Village of Beulah President.

3. All deputy patrols shall be between the hours of 6:00 pm and 4:00 am unless needs demand additional time changes.
4. The Village of Beulah agrees to give the Sheriff a one (1) week notice of any additional time or change needed, subject to the limitation in paragraph 7.
5. All deputy patrols shall be maintained by a deputy who is a certified police officer in accordance with the Michigan Commission on Law Enforcement Standards (MCOLES).
6. All deputy patrols shall be operated by a sworn Deputy Sheriff in full uniform.
7. The Village of Beulah shall reimburse the County of Benzie forty-five dollars (\$45.00) for each hour or part thereof for fractional hours; provided, however, the total amount required to be paid shall not exceed the amount required for a total of 128 hours. The Village of Beulah agrees to pay in advance fifty percent (50%) of contractual amount prior to July 1, 2017 and the remaining balance by September 15, 2017.
8. The patrols shall commence on 7/1, 2017 and continue through September 5 or sooner, subject to the needs of the Village of Beulah.
9. The normal Sheriff's police protection shall be continued throughout the County and shall not be reduced as a result of the agreement contained herein, or as a result of additional police services provided herein.
10. The Deputy Sheriffs shall not be utilized by the Village of Beulah for functions or duties other than those of a law enforcement or police protection nature.
11. All Deputies shall be sworn Deputy Sheriffs, and be directly accountable to the Sheriff.
12. The Sheriff shall provide to the Village of Beulah a weekly accounting of the hours, which the deputies have worked in accordance with this agreement.
13. The Village of Beulah shall draft a check payable to the Benzie County Sheriff's Office and shall forward that document to the Benzie County Sheriff's Office, 505 S. Michigan Ave., Beulah, Michigan 49617, after services have been rendered to the Village.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written.

County of Benzie: Custer C Carland , Chair \_\_\_\_\_

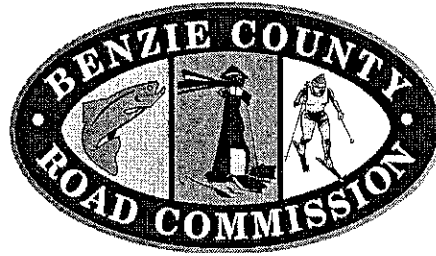
Ted Schendel, Sheriff Ted Schendel

Village of Beulah

Dan Smith, President Dan Smith

# CORRESPONDENCE

Website: [www.BenzieCRC.org](http://www.BenzieCRC.org)  
Email: [BenzieCRC@benzieroad.org](mailto:BenzieCRC@benzieroad.org)  
(231) 325-3051 Phone  
(231) 325-2767 Fax



11318 MAIN STREET  
P. O. BOX 68  
HONOR, MI 49640-0068

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## Your Local Road Professionals

June 27, 2017

To: Road Commission Fuel Users

From: Matt Skeels, Manager

RE: Update on fuel tank replacement project

The project was scheduled to begin on June 12<sup>th</sup>. However the tank builder notified us of a one week delay to allow for the tank lining to be applied and cured. After that, the excavating company was unavailable due to other commitments which pushed the start date back another week. Finally, everyone was together on site beginning Monday, June 26<sup>th</sup>. The new tank pit was dug and the tank was delivered today June 27<sup>th</sup>. Unfortunately, the tank delivered was not configured as we had ordered and as a result we had to refuse delivery and return it.

As of now, the tank supplier is indicating it will take them two weeks to supply the tank we ordered.

In the mean time, we will progress with removal of the old tank and do as much of the other work to get the new fuel island ready prior to the new tank being delivered.

I appreciate your patience with the slow progress. We will get the new fuel system up and running as soon as possible. We'll continue to update you as the project progresses.

Thanks,

Matt

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

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**Betsie Valley Trailways Management Council  
Minutes of the May 23, 2017 Meeting**

Held: Tuesday, May 23, 2017, 4:30 p.m.  
Old Commissioner's Room, Benzie Co. Government Center

Members Present: Bill Olsen (Chair), Dan Shoonmaker (Treasurer), David Oellerich (Secretary), Paul Bare, Michael Foust, Jen Whiting, John Rothhaar and Flint Watt

Members Absent: Gary Pallin (Vice Chair), Frank Walterhouse, Todd Neiss and Gary Sauer

Public/Guests: Clint Hill, Johnson Hill Land Ethics Studio  
Multiple Public Attendees (See Attached Sign In Sheet)

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1. The meeting was called to order at 4:30 p.m., with a quorum present. The attached Agenda was, on motion made and seconded, unanimously approved.
2. Public Input: None at this time. Questions from the Public under the Agenda item Johnson Hill presentation.
3. Johnson Hill Presentation by Clint Hill

Clint Hill made a power point presentation providing information on the current condition of the Trail from Mollineuax Rd. to the Village of Beulah and presented options and budget costs for a variety of potential improvements (presentation and budget costs attached). There was an excellent exchange of questions and answers between Mr. Hill and both Board members and members of the public in attendance. The total amount of time for the general presentation and following discussion lasted an hour and ten minutes.

In general terms, the information provided by Mr. Hill was well-received as a very thorough and thoughtful analysis. Most of the specific "trouble spot" recommendations by Mr. Hill were generally accepted as plausible for the Board members as were the overall recommendations for the Trail improvements. A summary of the most important points coming out of the discussion:

- a. The improvements would not increase any water shed run off into Crystal Lake
- b. There would be very limited need for erosion control during the renovation work.
- c. There would be no need for new permits from the DEQ for the renovation work.
- d. It was Mr. Hill's opinion that the work proposed in his budget estimate be done at two different times by phase without any additional costs. Design work however, would increase from approximately \$11,000 for the total project designed at once, to approximately \$18,000 if designed separately by phase.
- e. The western portion of the Trail being studied is in good condition. The value of the expense to add a top wearing course of new aggregate would have to be considered by the Board.

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

- f. The improvements proposed for the eastern part of the Trail being studied were will received, but there were several concerns that need to be resolved before a consensus to proceed would be possible.
          - i. The issue and cost of annual removal of sand wash from the trail.
          - ii. The ability to provide a system of physical demarcation between the Trail and Crystal Ave. to prevent damage to the Trail by vehicles and trucks parking on the Trail.
          - iii. A funding solution to accomplish the storm water erosion problem in Buelah. (ed note, need better description of location of this problem)
4. Presentations and Communications: None
5. Treasurer's Report: Dan Shoonmaker delivered the report. See attached Grant Ledger Account. Report was on motion made and seconded, unanimously approved.
6. Reports:
  - a. Chair. No Report
  - b. Trail Care Coordinators. TCCs reviewed the attached report with Board Members. General discussion about the severity of the willow intrusion in some areas of the Trail and as to how this would be an on-going problem.
7. Old Business
  - a. None
8. New Business
  - a. John Rothhaar reported that Mark Coe, the President of the Benzie Manistee snowmobile club, suggested that we investigate the possibility of expanding our trail by adding a bicycle trail that would connect the current trail to the Crystal Mountain resort using the same route the snowmobilers maintain in the winter. John reported that he biked the route and found it was a nice wooded route that would make a nice addition, but would need significant surface improvement to make it a desirable bike route. He has no plans to actively work on this expansion, but will monitor further discussions or developments."
9. The meeting was Adjourned at 6:20 p.m.

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BEULAH, MI 49617

PERSIE VALLEY TRAILWAY MGMT. COUNCIL

BOARD MEET

MAY 23, 2017

ATTENDEES

NAME		EMAIL
Dave Wynne	CLWA	djwyn4647@aol.com
Ed Hoogterp	Park & Rec. Commissioner	ehoogterp@benzie.net
Phil Downs	Village of Beulah Retired	Phil.HOTMAIL.COM
DAN SMITH	VILLAGE OF BEULAH	GEERDAN@CHARTER.BENZIE.MI
<del>HAROLD CASE</del>	<del>PROPERTY OWNER</del>	<del>HAROLD@2CASES.COM</del>
Greg Nowell	CLPRA	gnowell@dntweb.com
Joe Buzzell	CLWA	jabuzzell@me.com
Jim Ryan	FRIENDS OF FBVT	JR@INTERACTIVE@GMAIL.COM
Roger Perry	Friends	perry@champion.edu
TEE WEIR	FBVT	pmweir@gmail.com
JOHN ROTHHAAR	TRAIL CARE COORD.	john.rothhaar@gmail.com
FLINT WATT	"	
John Wheeler	CLPRA	JRW@LAWJRW.COM

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



**Betsie Valley Trailways Management Council  
Minutes of the June 13, 2017 Meeting**

Held: Tuesday, June 13, 2017, 4:30 p.m.  
Commissioner’s Room, Benzie Co. Government Center

Members Present: Dan Shoonmaker (Treasurer), David Oellerich (Secretary), John Rothhaar, Flint Watt , Jen Whiting, Todd Neiss and John Wheeler

Members Absent: Michael Foust , Gary Pallin (Vice Chair), Paul Bare, Frank Waterhouse and Bill Olsen (Chair).

Public/Guests: Jim Ryan and Roger Perry both board members of the Friends of the Betsie Valley Trail (FBVT).

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1. The meeting was called to order at 4:30 p.m., with a quorum present. In the absence of both the Chair and Vice Chair, on motion made, seconded, and unanimously approved, David Oellerich was authorized to Chair the meeting.
2. The Meeting Minutes from the previous meeting held on May 23, 2017 were not available. It was agreed Secretary David Oellerich would email the minutes to each board member and ask for approval electronically prior to the next meeting.
3. Public Input: There was a general discussion between members of the board and the two representatives of the FBVT related to the Johnson Hill presentation at the May 23, 2017 meeting. In summary, the main topics discussed were:
  - a. The main concerns before proceeding with design work and general fund raising for Trail improvements were the storm water problem as Benzie Street, how the sand build-up on the Trail can be cost effectively removed and what type of demarcation system can be used between the Trail and Crystal Ave. It being agreed that of the three, unless the Benzie Street storm water issue can be resolve, there is no need to proceed with the actual improvements work.
  - b. A presentation would be made at the next CLPRA annual meeting on July 1, 2017 to review in general the desired improvements to the Trail and suggestions for the demarcation between the Trail and Crystal Ave. This effort will be lead by John Rothhaar. Examples of the demarcation systems will be shared with John Wheeler and Dan Shoonmaker prior to the meeting. The purpose is the begin the process of having buy-in from the major stake holders on the type of demarcation system to be used.
4. Presentations and Communications: None
5. Treasurer’s Report: Dan Shoonmaker delivered the report
  - a. An invoice from Johnson Hill was presented for Board review. The invoice amount was equal to the contracted amount for their services which had been fully rendered (\$4,285) with an additional amount of \$251.87 for Reimbursable Expenses. A motion

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BENZIE COUNTY CLERK  
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was made, seconded and unanimously approved to accept the Treasurer's Report and authorized the payment in full of the invoice from Johnson Hill.

6. Reports:

- a. Chair: None
- b. Trail Care Coordinators

John Rothhaar presented the report. The outline is attached. There was some general concern by the Board as to back-up to Bill Olsen for the regular mechanical blowing off of the Trail.

7. Old Business: None

8. New Business

- a. There was general discussion over the biking event being held on the Trail on June 17, 2017 by Stormcloud Brewing Co. The need for volunteers to assist Stormcloud was discussed as well as the fact that 50% of all Stormcloud sales on that day would be donated to the FBVT.

9. Their being no other business to bring before the Board, the meeting was Adjourned at 5:40 p.m.

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

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**BETSIE VALLEY TRAILWAY MANAGEMENT COUNCIL**

Treasurer's Office, Government Center, 448 Court Place, Beulah, MI 49617

Phone 231-882-0011

Council Members: Bill Olsen, Chairman, Gary Pallin, Vice Chairman, David Oellerich, Secretary, Dan Schoonmaker, Treasurer, Paul Bare, Michael Foust, Todd Neiss, John Rothhaar, Gary Sauer, Frank Walterhouse, Flint Watt, Jen Whiting

To: Council Members, City of Frankfort, Village of Beulah, Village of Elberta, Village of Thompsonville, Benzie County Parks and Recreation Commission, Friends of the Betsie Valley Trail, Benzie County Clerk, Benzie County Treasurer, Benzie County Administrator, Benzie-Manistee Snowbirds

**Re: BVTMC Meeting, 4:30 pm Tuesday, July 11, 2017, Govt. Center, Commissioners Room**

**AGENDA**

- A. Call to order
- B. Approval of the Agenda
- C. Minutes of May 23, 2017 and Minutes of June 13, 2017
- D. Public Input
- F. Other Presentations and Communications
- G. Treasurer's Report
- H. Reports
  - 1. Chairman
  - 2. Trail Care Coordinators
- I. Old Business
  - 1. Trail Resurfacing
- J. New Business
  - 1. Filling Dr. Olsen's Board membership
  - 2. Appropriate Tribute to Dr. William R. Olsen
- K. Any other business that needs to come before the Council
- K. Adjourn

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BENZIE COUNTY CLERK  
BEULAH, MI 49617