

BENZIE COUNTY BOARD OF COMMISSIONERS

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

MEETING AGENDA

March 21, 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 – 2/28/2017 (open & closed)
PUBLIC INPUT
ELECTED OFFICIALS & DEPT HEAD COMMENTS
COMMISSIONER REPORTS – Buildings & Grounds Consent; Technology
Consent
COUNTY ADMINISTRATOR'S REPORT
FINANCE – Approval of Bills
HR and PERSONNEL – Consent Calendar
COMMITTEE APPOINTMENTS – NMRE
ACTION ITEMS – COA Millage Request; Res 2017-006 Point Betsie; EMS
Agreement with Dept of Interior; ME Agreement; ME Use of Space; Res 2017-007
Appointing ME
PRESENTATION OF CORRESPONDENCE
UNFINISHED BUSINESS
NEW BUSINESS
5:00 Sean Duperron – Natural Resources Trust Fund Grant App – Point Betsie
5:15 Patty Roth – MSUE/Betsie Valley – Fuel Up To Play
5:30 Closed Session – Richard Figura – Benzie County vs Cole
5:45 Closed Session – Matt Nordfjord—POLC Deputies 312
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
February 28, 2017

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, February 28, 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, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke
Excused: Commissioner Griner

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

Agenda:

Motion by Sauer, seconded by Walterhouse, to approve the agenda as amended, adding closed session after the Networks Northwest, Unfinished Business and Rail Road Point documents under Action Items. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Minutes:

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

4:05 p.m. Public Input

Kathy Howland, Thompsonville, read an article in the newspaper that the building is safe. Why isn't the DHHS Board moving people into the building? If the DHHS Board is not going to do their job why aren't they being removed?

4:08 a.m. Public Input Closed

ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Bev Holbrook, Benzie Senior Resources, presented written reports; grants for Dental program; money and grants that offset the clients sliding scale needs; invite the Commissioner to ride along while delivering the meals on wheels; several restaurants have special meals that donate a portion of the proceeds to the Benzie Senior Resources.

David Schaffer, Recycling Coordinator, reported that he has received the numbers from the landfill which will allow him to finish 2016 report; met with the DEQ and discussed the solid waste plan. DEQ said Benzie County is doing ok.

Motion by Warsecke, seconded by Walterhouse to approve the Electronic Waste Collection Contract as presented, authorizing chairman to sign. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried

Motion by Warsecke, seconded by Roelofs to approve the Household Hazardous Waste Collection Contract as presented, authorizing chairman to sign. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

COMMISSIONERS

Page 2 of 5

February 28, 2017

COMMISSIONER REPORTS

Comm Roelofs attended Benzie Senior Resource, Northwest Community Action Agency, EMS Board, Grand Traverse Veterans Affairs and Benzie Transportation Authority.

Comm Sauer attended the Maples meeting last week. Got estimate on repairing the boilers. Attended the Medical Marijuana Forum; Road Commission is going to purchase four new trucks this year; Weldon Township is exploring exiting the Joint Planning Commission; concerned when we voted the money for Comm Griner to attend MAC meeting in Lansing; wondered if Comm Griner should not have voted.

Motion by Carland, seconded by Jeannot to rescind the motions of February 14, 2017 that authorized mileage and per diem for Comm Griner to attend the MAC AG & Tourism and MAC Transportation meeting in Lansing. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None Exc: Griner Motion carried.

Motion by Sauer, seconded by Walterhouse to authorize mileage and per diem for Comm Griner to attend the MAC AG & Tourism and MAC Transportation meeting in Lansing, bi-monthly. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None Exc: Griner Motion carried.

Comm Jeannot met with Geri Van Antwerp, BACN; attended Building a Better Benzie regarding housing; Northwest Community Action Agency; EDC Meeting and HR meeting.

Comm Walterhouse attended Land Bank; Joint Court Committee; Parks and Recreation and Building Authority.

Comm Warsecke attended Conversation District meeting; HR meeting; next month will be flying in on the morning of the Commissioners meeting.

Comm Carland attended the Benzie Transportation Authority meeting. They have voted to reduce the board from 9 members down to 7 members; Joint Court Committee; Airport Authority meeting; LEPC and LPT meeting; Building Authority.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Presented a written report of County Administrator updates.
- Need a commissioner to attend the Wood's mediation. Comm Sauer volunteered. Will have attorney Gregory Grant provide an update to the Board of Commissioners.
- Monthly meeting calendar – please contact the County Administrator's office if meeting dates and times are incorrect.
- Medical Examiner Agreement – looking at having the Three Party Agreement, Use of Space Agreement, and Resolution Appointing County Medical Examiner for the March 21, 2017 board meeting.

Tad Erickson, Network Northwest – PASER: Presentation regarding Pavement Surface Evaluation and Rating of the roads in Benzie County.

COMMISSIONERS

Page 3 of 5

February 28, 2017

Motion by Sauer, seconded by Walterhouse to accept and place on file Networks Northwest PASER report as presented. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

5:16 p.m. Break

5:20 p.m. Reconvene

FINANCE

Bills: Motion by Warsecke, seconded by Walterhouse, to approve payment of the bills from February 15, 2017 to February 28, 2017 in the amount of \$272,710.21 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Michelle Thompson, County Treasurer, gave an update of her department; Land Bank Annual Report; today is the last day to pay 2015 taxes before forfeiture tomorrow, as well as the last day to pay 2014 taxes before foreclosure, which will begin tomorrow and goes through the end of the month; the last day to pay 2014 taxes to avoid losing your property is Friday, March 3, 2017, by 5:00 p.m.; prepared for township settlement of 2016 taxes begin March 1, 2017.

Motion by Warsecke, seconded by Walterhouse to approve the February 14, 2017 Finance Consent Calendar items 1 through 9 as presented, authorizing chairman to sign. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Motion by Jeannot, seconded by Warsecke to award Anderson Beckman Co the bid for auditing services for three years 2017 through 2019, authorizing chairman to sign. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Motion by Sauer, seconded by Walterhouse to deny Recycling Surcharge Appeal for parcel 026-022-02. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

HR AND PERSONNEL —None

COMMITTEE APPOINTMENTS —None

ACTION ITEMS

Resolution 2017-005 CDBG - Sleeping Bear Apiaries: Motion by Warsecke, seconded by Roelofs to approve Resolution 2017-005 Community Development Block Grant Loan Fund Application – Sleeping Bear Apiaries as presented, authorizing chairman to sign. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None Exc: Griner Motion carried

Animal Control Millage: Motion by Walterhouse, seconded by Warsecke to adopt the Benzie County Animal Control Millage as presented, authorizing County Clerk to contact Dave Stoker as to ballot wording. Roll Call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

COMMISSIONERS

Page 4 of 5

February 28, 2017

Benzie Transportation Authority Bylaws: Motion by Warsecke, seconded by Walterhouse to amend the Benzie Transportation Authority bylaws to state the board shall consist of seven member instead of nine member as presented, authorizing chairman to sign. Roll Call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None Exc: Griner Motion carried.

Joint Court motion: Motion by Walterhouse, seconded by Carland to approve ADR Clerk Position being absorbed into the Deputy Court Administrator job description; and be placed in Pay Grade 5 of the Manistee County's Court pay grade structure. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Railroad Point documents: Motion by Walterhouse, seconded by Warsecke to authorize the chairman to sign the Railroad Point Trust Fund closing documents that were previously approved. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion Carried.

CORRESPONDENCE

- Allegan County Board of Commissioners – revised Medicare Prescription Drug Bill of 2003 received February 14, 2017.
- Veterans Affairs Committee Minutes of January 9, 2017

Motion by Sauer, seconded by Warsecke to go into closed session pursuant to section 8(H) of the Michigan Open Meetings Act to discuss a written legal opinion from the County Legal Counsel provided to us under the attorney-client privilege, which opinion discussed the legal options available to the Board of Commissioners to get patients moved into the new Maples County Medical Care Facility, to include the County Administrator, Attorneys and Chief Deputy County Clerk. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Motion by Warsecke seconded by Sauer to re-enter into open session. Roll Call Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

6:50 p.m. Public Input

Eric VanDussen - perplexed after reading in Record Patriot regarding kicking members off the DHHS Board; Board rule 10.01 regarding Corporate Counsel –did this process occur regarding tasking Dr. Figura to give this written opinion.

Kathy Howland, Thompsonville – when are we going to move residents into the new building.

Tom Longanbach, Homestead Township – have heard that someone is moving their parents out of the Maples into a facility in Suttons Bay.

6:56 p.m. Public Input Closed

COMMISSIONERS

Page 5 of 5

February 28, 2017

Motion by Sauer, seconded by Warsecke, to adjourn until the March 21, 2017 Regular meeting or the call of the chair. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None
Exc: Griner Motion carried

Coury Carland – Chair

Tammy Bowers, Benzie County Chief Deputy Clerk

INDEX

1. Approved the agenda as amended.
2. Approve the regular session minutes of February 14, 2017 as corrected.
3. Approve the Electronic Waste Collection Contract as presented, authorizing chairman to sign.
4. Approve the Household Hazardous Waste Collection Contract as presented, authorizing chairman to sign.
5. Rescinded the motions of February 14, 2017 that authorized mileage and per diem for Comm Griner to attend the MAC AG & Tourism and MAC Transportation meeting in Lansing.
6. Authorize mileage and per diem for Comm Griner to attend the MAC AG & Tourism and MAC Transportation meeting in Lansing, bi-monthly.
7. Accept and place on file Networks Northwest PASER report.
8. Approve payment of the bills from February 15, 2017 to February 28, 2017 in the amount of \$272,710.21.
9. Approve the February 14, 2017 Finance Consent Calendar items 1 through 9 as presented, authorizing chairman to sign.
10. Award Anderson Tackman Co the bid for auditing services for three years 2017 through 2019, authorizing chairman to sign.
11. Deny Recycling Surcharge appeal for parcel 026-022-02.
12. Approve Resolution 2017-005 Community Development Block Grant Loan Fund Application – Sleeping Bear Apartments as presented, authorizing chairman to sign.
13. Adopt the Benzie County Animal Control Millage as presented, authorizing County Clerk to contact Dale Stoker as to ballot wording.
14. Amend the Benzie Transportation Authority bylaws to state the board shall consist of seven members instead of nine members, authorizing chairman to sign.
15. Approve ADR Clerk Position being absorbed into the Deputy Court Administrator job description; and be placed in Pay Grade 5 of the Manistee County's Court pay grade structure.
16. Authorize the chairman to sign the Railroad Point Trust Fund closing documents that were previously approved.
17. Go into closed session pursuant to section 8(H) of the Michigan Open Meetings Act to discuss a written legal opinion from the County Legal Counsel provided to us under the attorney-client privilege, which opinion discussed the legal options available to the Board of Commissioners to get patients moved into the new Maples County Medical Care Facility, to include the County Administrator, Attorneys and Chief Deputy County Clerk.
18. Re-enter into open session

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

1. To proceed with the project to have the air ducts at the Jail cleaned at a cost of \$22,500 with Stanley Steamer.
2. To amend the 2016-17 Budget for department 305 as presented.
3. To authorize David Schaffer to apply for two DEQ grants and use fund balance from the Solid Waste Department of up to \$20,000 toward the infrastructure grant and up to \$2,500 for the educational grant.
4. To amend the Emergency Management 2016-17 Budget as presented.
5. To amend the 2016-17 Budget for department 266 Legal & Contracted Services as presented.
6. To amend the CDBG Housing 2016-17 budget as presented.
7. To allow the County Treasurer to sign up for Hometown Giving donations, pending legal review regarding any possible conflict with the owner of Hometown Giving and Benzie County.
8. To authorize the creation of an endowment fund with the remaining balance of the Sears Estate funds through the five-county regional Community Foundation.
9. To pay off the existing ECT balance to avoid the interest charges, with funds to come from the Delinquent Tax Revolving Funds.

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

Destroy Date: _____

Closed Session
February 28, 2017
Re: The Maples
Richard Figura
Tim Figura

Elected Officials and Department Head Comments

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
MARCH 15, 2017
THE GATHERING PLACE SENIOR CENTER, HONOR
4:30 P.M.**

Agenda

Please turn off your cell phones and any other electronic devices

Call to Order
Prayer of Invocation
Pledge of Allegiance
Roll Call

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

Information Items

- A. Presentation from Amber Mack from Anderson, Tackman & Company-FY'2016 COA Financial Audit
- B. Directors Report – February 2017/March 2017
- C. Program/Services Report – February 2017
- D. Senior Center Update – February 2017/March 2017
- E. Board of Commissioners Update
- F. Fundraising/Marketing Committee Update

Action Items

- A. Millage Information
 - 1. Requested amount
 - 2. Ballot Language
 - 3. Board Resolution regarding the CMS Stock Certificate
- B. Executive Director Yearly Evaluation and Salary Compensation

New Business

- A. BSR Presentation by Doug for Board Training Purposes
- B. Board Resignation Letter

Old Business

- A. Marketing/Branding Materials & Updates
- B. Board Participation Schedule for Community Presentations
- C. Future Agency Re-location Sites
 - a. Platte River School Update

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

A.

Adjourn

RECEIVED

MAR 16 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 seniors

NEXT MEETING

Wednesday, April 19, 2017 at 4:30 p.m.
The Gathering Place Senior Center
Honor, MI 49640

DRAFT

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
FEBRUARY 15, 2017**

Chair Beverly Holbrook called the meeting to order at 4:33pm. Prayer of invocation was given by Ned, and the Pledge of Allegiance was said by all.

Roll Call: Ann Dawe, Beverly Holbrook, Ned Edwards, Rosemary Russell Denise Favreau, Jane Elzerman, Donna Malecki, Barbara Johnson, Kate Withington-Edwards, Nancy Mullen Call, Scott Harrison and Julie Herrick (on the phone), absent and excused are Ron Dykstra. Also present are Sabra Boyle, Douglas Durand, Bob Roeloffs, and Art Jeannot County Commissioners.

Approval of Agenda

- Under New Business add C Honor bank walk a thon; and under new business add D. Potential for new building.
- Motion to approve the agenda with the additions listed above was made by Denise and seconded by Ned. Ayes being heard, the motion to approve the agenda was made.

Minutes

- A motion to approve the minutes of the previous meeting with one correction, a change needed to the date for the next meeting, was made by Barbara and seconded by Jane. All ayes being heard, the motion was carried to approve the previous minutes.

Public Input-

- Bob and Art introduced themselves. The suggestion box was empty.

Finance Committee

Doug reviewed the financial report. We are at 33% of our budget. Expenses for January were down by 24% than budgeted. Revenues were up by 7.7% largely due to grants, fundraising, and rotary charities. There were several expenses that came in over budget; payroll (unemployment insurance), Fundraising and marketing (grant covered this) and travel and mileage. Overall we ended January 2017 with a surplus of \$30,330.00. A motion to accept the finance committee report was made by Rosemary and seconded by Denise. All Ayes being heard the motion was carried.

Information Items

A. Brand Tonic Presentation by Jennifer Lake

A presentation was done and handouts were given. Some discussion related to logo and which should be bigger, BENZIE or Senior Resources. A motion to approve the new BSR marketing by Brand Tonic was made by Denise and seconded by Barbara. Roll Call: Ann Dawe -yes, Beverly Holbrook- yes, Ned Edwards -yes, Rosemary Russell, -yes, Denise Favreau- yes, Donna Malecki-yes,, Barbara Johnson -yes, Kate Withington-Edwards-yes, Nancy Mullen Call- yes, Scott Harrison (on the phone)-yes, Julie Herrick – Yes. The motion was approved.

B. Directors Report: January 2017

- A copy was submitted by Douglas Durand and received by the board.
- BSR will be showcasing our successful oral health program within the Grand Traverse Region oral health coalition.
- BSR and BACN senior food box program is in the Record Patriot today.
- Presented to Lake Township regarding the merger.
- Flat screen TV and blue ray/DVD has been purchased for training purposes.
- Volunteer recognition events are in the planning stage.
- Two of our HHA are starting training at AGAPE for certification.
- Bob McQuilken is organizing a volunteer recruitment drive.
- Since October 2016 to present HHA clients are up by 26% and sliding scale patients are up by 141%.
- Gov. Snyder has made seniors and veterans a priority focus. He is proposing increased funding for veteran homes staffing and training for an additional \$3.6 million. For seniors he is proposing a \$3.6 million in efforts to eliminate waiting lists.

C. Program Report for January 2017

- Nutritional Programming
 - We were closed 6 days in January due to inclement weather
 - HDM (Home Delivered Meals) 3,248 meals were provided to 142 clients in January. This is an increase of 15% since 2015 and a 3% increase since January of 2016.
 - Congregate Meals served 1,419 meals in January 2017. This is a 10% decrease since 2015 and a 2% decrease when compared to January 2016.
 - Other Services
 - Dining out increased by 126%
 - Homemaker Program 368 service units were provided for January. That is up 59% when compared to January of 2016.
 - Guardian Medical Monitoring. We have 30 clients and the budget is set to pay for 30 clients a month. We have seven on a waiting list.
 - Benzie Bus 127 bus passes were given to clients
 - Information and assistance there were 1,160 calls in January 2017. This is a 40% from January 2016.
 - Foot Clinic 13 people were seen.
 - Estate Planning- 4 clients were seen in December.
 - The Gathering Place-Activities are up 42% when compared to January 2015. 347 people participated in the 15 core activities. This is huge when looking at the Gathering Place being closed for six days in January.

D. Senior Center Coordinator's Report for January 2017

- Snow days was the theme in January. We were closed six days in January.
- 15 core activities continue and are well attended.
- We served Pasties and they were well received.
- Valentine's day was celebrated
- February 28 is Fat Tuesday.

E. County Commissioner update: Bob Roeloffs

1. The elected officials are finally getting in the groove.
2. The subcommittee, county and DHS are coming together to get the Maples open one way or another. The next county meeting will be giving information related to this.

F. Fundraising/Marketing

Ned Edwards presented a review of three main fundraisers for this year.

- a. Walk a thon on August 5th. Carol Stack will help with advice on this
- b. Millage Looking at August
- c. March for Meals

New Business

- A. Millage information update. Looks like August will be our best bet for the election andn we are probably going with the animal shelter. Bev continues to work on this.
- B. Community presentations. Doug gave a list of potential presentations that we can do within the county to let everyone know who we are and what we do. We will be rolling out our new "Brand" during these presentations. If you have another place you want added to the list email it to Doug.
- C. Honor Bank will be sponsoring us at the Walk A Thon.
- D. Potential building is being discussed for BSR, BACN.

Old Business - None

ROUND TABLE DISCUSSION

- A. Platte River Property
 - a. Bev gave information regarding a 52 acre land preserve in Honor that would allow our seniors and handicapped individuals to have access to the Platte River.

ADJOURNMENT

A Motion to adjourn the meeting made by Ned and seconded by Jane. The meeting was adjourned at 6:21 pm.

Respectfully Submitted,

Rosemary Russell, RNC, DONA, LTC

Next Meeting
Wednesday, March 15, 2017
The Gathering Place, Honor, MI 49640

Benzie Senior Resources
Executive Directors Report
February 2017 – March 2017

- Benzie Senior Resources received a \$10,000 grant from Benzie County Community Chest for support of the Senior Essential Needs Fund. Combined with other awarded grants, this is an increase of an additional \$6,000 in grants compared to 2016 for the Senior Essential Needs Fund.
- The Benzonia Branch of Honor Bank will be assisting with the Walk-a-Thon this upcoming August. This is part of each branch celebrating Honor Bank's 100 years in business and sponsoring events throughout the county.
- The Walk-a-Thon Committee is scheduled to meet for the first time this year on March 21st. Mary Dykstra and Barb Johnson have graciously agreed to Co-Chair the committee.
- We are finishing up the final artwork with Brand Tonic for the banners and have turned out attention to the webpage. Leelanau Communications will be updating the Benzie Senior Resource webpage.
- An ad was placed in the Record Patriot seeking Lawn Chore Contractors for the mowing lawns for Benzie County residents 60 and older. The season will begin April 1st and end on September 30th. We are offering spring clean-up as well.
- The group Building Benzie Bonds will be sponsoring a presentation, "Love Your Heart" on May 3rd from 10:30am – 1:30pm. There will be multiple presentations provided such as; Love your Heart, healthy cooking, Smart 911, EMS Services, CPR Refresher, Signs and Symptoms of a Heart Attack and Stroke. This will event will be held at Trinity Lutheran Church in Frankfort. Lunch will be provided.
- Mary Youngdahl started on March 7th as our new part-time receptionist.
- Our new Homemaker contractor started on Monday, March 6th.
- Staff was provided with CPR Training on March 1st and 2nd through Benzie EMS. All Home Health Aides and Management Team took part.
- Sabra and Doug attended a HIPAA Training for Health Care Agencies that was sponsored by Area Agency on Aging of Northwest Michigan. The training was conducted by Integrated Systems Consultants of Traverse City.
- I have two upcoming BSR Presentations with the Almira Township Board Meeting and the Zonta Club the week of March 13th.
- Red Cross has "officially" trained 2 staff to install their free smoke detectors and have given us a supply to get caught up for those on their waiting list.

Legislative Updates

My visit to Lansing on February 22nd was productive. I had face to face talks with Senators Darwin Booher and Wayne Schmidt. Also had appointments with new Representative Michelle Hoitenga of District 102 and Darie Rendon of District 103. All 4 legislators are very supportive of funding for Meals on Wheels and other in-home services such as; personal care, respite care and adult day care. The focus of our talk was encouraging them to support Governor Snyder's proposed \$3.6 Million increase

to serve frail older adults. This increase would be applied to the Meals on Wheels for 1.5 million and \$2.1 million for in-home services.

The other major "talk" our group had with the legislators and staff was the proposed roll back in the State Income Tax. The position we took was to wait on this and see what the feds will be proposing with the federal budget first. Later on in the early morning hours of February 23rd, the House voted down the reduction in the state income tax. The real issue at stake was the loss of \$1 billion dollars in the general funds with no proposed replacement monies by the sponsors of the roll back of the income tax. We don't need to go backwards in funding all over again.

There also is a proposed request to restore funding for senior center staffing that was cut out of the general state budget back in 2005. The State Association of Senior Centers is asking for \$2 million be put in the 2018 budget.

My next Lansing visit is on March 22nd.

Program Report for February 2017

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 3,653 meals were provided to 142 clients in February 2017. **This represents an increase of 52% as compared to February 2015 and a 5% increase as compared to February 2016.**

Congregate Meals

The Gathering Place and Thompsonville served a total of 1,786 meals in February 2017. **This represents a 21% increase as compared to February 2015 and a 4% increase as compared to February 2016.**

For year to date, we have served 618 additional meals than last year at this time.

Other Programs/Services

Dining Out Program – A total of 151 customers purchased 477 vouchers in February 2017. **This represents an increase of 75% as compared to February 2015 and a 35% increase as compared to February 2016.**

Homemaker Program – 286 service units were provided to 104 clients in February 2017. **This represents an increase of 4% as compared to February 2015 and a 12% decrease as compared to February 2016.**

Guardian Medical Monitoring – 30 customers now receive this service at no cost to them. Budget is set to pay for 30 clients. The waiting list is at 7 individuals waiting to be transferred into the program.

Benzie Bus Punch Cards – 131 bus passes were given to customers in February 2017. **This is an increase of 31% from February 2016 and a 32% as compared to February 2016. A total of 1,572 rides were provided at no cost to the bus riders.**

Information & Assistance - The agency handled 955 calls in February 2017 regarding Information and Assistance for services and questions related to older adults. **This is an increase of 35% as compared to February 2015 and a 8% increase as compared to February 2016.**

MMAPS – 7 individuals were provided 11.25 hours of service to assist them in their Medicare and Medicaid questions for February 2017.

Hearing Clinic – 5 individuals had a hearing evaluation completed in February 2017 at no cost to the client.

Foot Care – 18 individuals were provided foot care in February 2017. We provided 4 to homebound client

Income Tax – Program started on February 13th. For the month of February, the 3 tax preparers saw 55 clients for a total of 75 hours.

Estate Planning – No appointments were available for February.

Benzie COA Senior Dental Program – Eight individuals signed up for the Dental Voucher in February 2017. This is our highest monthly total since starting this program in 2014.

Emergency Senior Essential Needs Fund – No funds were distributed in February 2017.

The Gathering Place Senior Center – In February 2017, The Gathering Place Senior Center offered a total of fifteen core activities that 558 cumulative number of individuals participated in. The top 5 attended activities for February 2017 were Card Games, Music Programming, Exercise, Health and Safety Programs and Day Trips. **As compared to February 2015 the attendance was up 171% and an increase of 23% as compared to February 2016. For the year to date, the activity attendance is up 53% as compared to 2015 and up 19% as compared to 2016.**

In-Home Services – We have increased the number of clients served from October 2016 through February 2017 by 15%. Total number of service hours by 20%. Total in home care visits have increased 23% during the same period.

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of February 28, 2017

	<u>Feb 28, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	188,280.40
003 · CENTRAL STATE BANK HRA	1,968.38
005 · CSB - FUNDRAISING	2,418.08
006 · CENTRAL STATE BANK CD	13,221.12
007 · CSB - Checking	141,386.97
008 · SAVINGS - A. HOLLENBECK	6,366.97
Total Checking/Savings	<u>353,641.92</u>
Accounts Receivable	
1200 · Accounts Receivable	71,778.43
Total Accounts Receivable	<u>71,778.43</u>
Other Current Assets	
109 · INVENTORY	6,923.50
Total Other Current Assets	<u>6,923.50</u>
Total Current Assets	432,343.85
Fixed Assets	
150 · BUILDING	330,375.70
151 · VEHICLES	97,769.00
152 · EQUIPMENT	79,787.12
157 · LAND IMPROVEMENTS	1,800.00
159 · LAND	150,000.00
160 · ACCUMULATED DEPRECIATION	(195,965.00)
Total Fixed Assets	<u>463,766.82</u>
TOTAL ASSETS	<u><u>896,110.67</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of February 28, 2017

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable

23,333.40

Total Accounts Payable

23,333.40

Other Current Liabilities

2100 · Payroll Liabilities

7,587.66

222 · MERS 457 PAYABLE

301.92

238 · AFLAC PAYABLE

103.42

Total Other Current Liabilities

7,993.00

Total Current Liabilities

31,326.40

Long Term Liabilities

260 · NET PENSION LIABILITY

410,473.00

250 · MORTGAGE PAYABLE

145,121.35

Total Long Term Liabilities

555,594.35

Total Liabilities

586,920.75

Equity

3000 · Opening Bal Equity

157,279.63

390 · FUND BALANCE - PROGRAMS

575,619.06

3900 · Retained Earnings

(524,982.49)

Net Income

101,273.72

Total Equity

309,189.92

TOTAL LIABILITIES & EQUITY

896,110.67

BENZIE SENIOR RESOURCES
Statement of Financial Income and Expense - Monthly
February 2017

	Feb 2017	Budget	\$ Change
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	6,723.63	6,723.00	0.63
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	500.00	167.00	333.00
540 · GRANTS	10,000.00	6,500.00	3,500.00
561 - HDM Waiver	624.00	791.00	(167.00)
642 · CHARGES FOR SERVICES/CONT	1,938.07	2,246.00	(307.93)
642.01 · FEE FOR SERVICE/CHORE	0.00	0.00	0.00
642.02 · FEE FOR SERVICE/HOMEMAKER	1,482.00	1,727.00	(245.00)
642.03 - FEE FOR SERVICE/SNOW REMOVAL	987.00	1,024.00	(37.00)
642.04 - FEE FOR SERVICE-IN-HOME	6,249.75	5,583.00	666.75
670 - Client Income-AAA & NHC/Waiver & CM	7,164.65	10,167.00	(3,002.35)
673 · NEWSLETTER SUB	40.00	0.00	40.00
675 · DONATIONS	6,947.87	7,332.00	(384.13)
676 · MILLAGE	64,285.83	64,286.00	(0.17)
680 · VOLUNTEER WAGES (IN-KIND).	4,715.00	11,250.00	(6,535.00)
677 - Fundraising	1,147.65	1,500.00	(352.35)
681 - In-Kind (non-volunteer)	166.44	0.00	166.44
690 - Trip Income	150.00	2,843.00	(2,693.00)
691 - MISC INCOME	0.00	240.00	(240.00)
Total Income	113,121.89	122,379.00	(9,257.11)
Gross Profit	113,121.89	122,379.00	(9,257.11)
Expense			
700 - ACCOUNTING FEES	650.00	0.00	650.00
705 · SALARY AND WAGES	43,688.25	46,445.00	(2,756.75)
708 · PAYROLL TAX EXPENSE	5,700.87	4,154.00	1,546.87
709 · EDUCATION/TRAINING	0.00	315.00	(315.00)
710 · EVENTS	172.51	245.00	(72.49)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	200.00	200.00	0.00
721 · COMPUTER EXPENSES	2,165.24	900.00	1,265.24
725 · FRINGE BENEFITS	12,313.80	11,222.00	1,091.80
726 - FUNDRAISING/MARKETING EXP		834.00	(834.00)
727 · SUPPLIES	1,889.69	2,133.00	(243.31)
727.2 · OFFICE EXP	829.83	750.00	79.83
727.3 - POSTAGE	537.46	500.00	37.46
727.4 - ADVERTISING	333.29	330.00	3.29
740 · FOOD	11,674.04	11,686.00	(11.96)
819 · CONTRACTUAL	21,912.54	27,570.00	(5,657.46)

BENZIE SENIOR RESOURCES
Statement of Financial Income and Expense - Monthly
February 2017

820 · VOLUNTEER WAGES (IN-KIND)	4,715.00	10,250.00	(5,535.00)
825 · VOLUNTEER EXPENSES	416.34	1,200.00	(783.66)
850 · TELEPHONE	347.85	325.00	22.85
861 · TRAVEL/MILEAGE/GAS	1,720.77	1,630.00	90.77
900 · INTEREST EXPENSE	489.20	480.00	9.20
910 · INSURANCE	2,312.00	2,208.00	104.00
915 · PROJECTS	0.00	0.00	0.00
920 · UTILITIES	1,748.69	1,670.00	78.69
940 · DEPRECIATION EXPENSE	1,804.26	1,804.00	0.26
980 · EQUIPMENT/REPAIRS	3,908.27	1,167.00	2,741.27
980.1 - OUTDOOR MAINTENANCE	1,096.25	2,000.00	(903.75)
980.2 - INDOOR MAINTENANCE	325.00	0.00	325.00
981 · HDM VEHICLE MAINT/GAS	883.83	1,004.00	(120.17)
			0.00
Total Expense	121,834.98	131,022.00	(9,187.02)
Net Ordinary Income	(8,713.09)	(8,643.00)	(70.09)
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	11.76	25.00	(13.24)
999 - Other Income	0.00	0.00	0.00
Total Other Income	11.76	25.00	(13.24)
Other Expense			
999.1 · Other Expense	0.00	0.00	0.00
99999 - LEGAL EXPENSE	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	11.76	25.00	(13.24)
Net Income	(8,701.33)	(8,618.00)	(83.33)

BENZIE SENIOR RESOURCES
Statement of Financial Income and Expense - YTD

Oct 2016 - Feb 2017

	Oct-Feb 17	Budget	\$ Change
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	33,618.31	33,629.00	(10.69)
519.04 · FEDERAL USDA	23,222.33	19,000.00	4,222.33
519.05 MIPPA (MMAP)	1,500.00	834.00	666.00
540 · GRANTS	84,875.00	32,500.00	52,375.00
561 · HDM Waiver	3,342.00	3,958.00	(616.00)
642 · CHARGES FOR SERVICES/CONT	12,070.57	12,026.00	44.57
642.01 · FEE FOR SERVICE/CHORE	(194.00)	0.00	(194.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	10,214.00	8,631.00	1,583.00
642.03 · FEE FOR SERVICE/SNOW REMOVAL	12,647.00	16,524.00	(3,877.00)
642.04 · FEE FOR SERVICE-SS & Private Pay	24,233.75	27,915.00	(3,681.25)
670 · Client Income-AAA & NHC/Waiver & CM	37,344.98	50,834.00	(13,489.02)
673 · NEWSLETTER SUB	180.00	0.00	180.00
675 · DONATIONS	40,161.69	36,667.00	3,494.69
676 · MILLAGE	321,429.14	321,430.00	(0.86)
680 · VOLUNTEER WAGES (IN-KIND).	28,616.00	56,250.00	(27,634.00)
677 · Fundraising	42,748.81	29,401.00	13,347.81
681 · In-Kind (non-volunteer)	1,581.86	0.00	1,581.86
690 · Trip Income	2,315.00	14,215.00	(11,900.00)
691 · MISC INCOME	0.00	930.00	(930.00)
Total Income	679,906.44	664,744.00	15,162.44
Gross Profit	679,906.44	664,744.00	15,162.44
Expense			
700 · ACCOUNTING FEES	4,150.00	4,300.00	(150.00)
705 · SALARY AND WAGES	202,732.97	232,225.00	(29,492.03)
708 · PAYROLL TAX EXPENSE	21,993.69	20,770.00	1,223.69
709 · EDUCATION/TRAINING	4,295.00	5,315.00	(1,020.00)
710 · EVENTS	684.91	1,225.00	(540.09)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	420.00	745.00	(325.00)
721 · COMPUTER EXPENSES	12,006.91	5,200.00	6,806.91
725 · FRINGE BENEFITS	44,699.49	55,110.00	(10,410.51)
726 · FUNDRAISING/MARKETING EXP	17,778.53	6,340.00	11,438.53
727 · SUPPLIES	9,371.43	10,665.00	(1,293.57)
727.2 · OFFICE EXP	3,612.54	3,750.00	(137.46)
727.3 · POSTAGE	1,382.05	1,683.00	(300.95)
727.4 · ADVERTISING	719.39	1,650.00	(930.61)
740 · FOOD	61,227.97	57,286.00	3,941.97
819 · CONTRACTUAL	93,138.14	97,785.00	(4,646.86)

BENZIE SENIOR RESOURCES
Statement of Financial Income and Expense - YTD

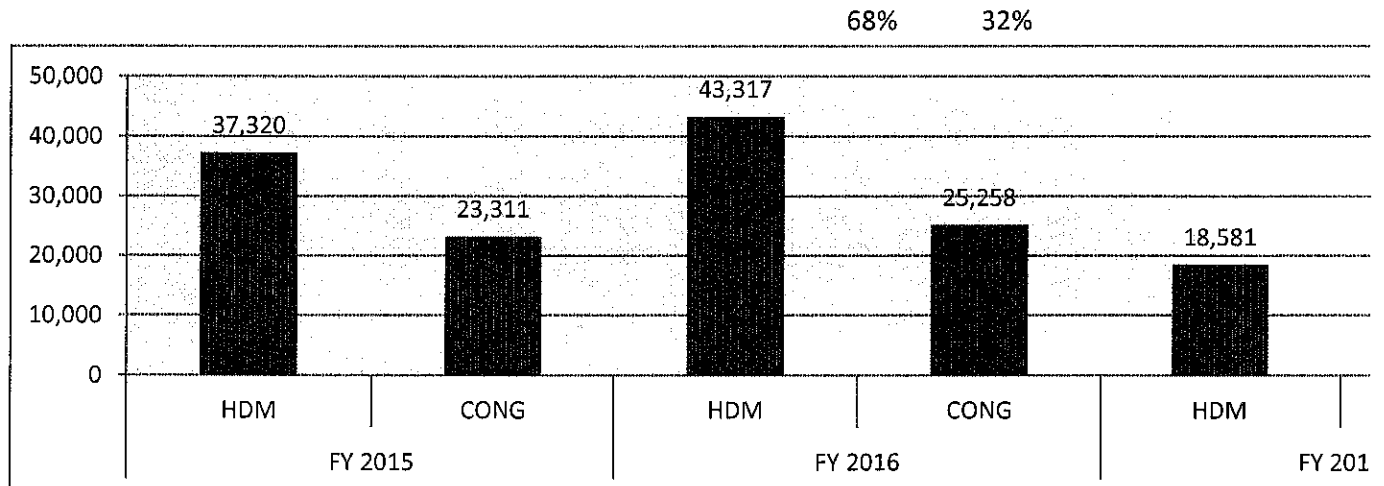
Oct 2016 - Feb 2017

820 · VOLUNTEER WAGES (IN-KIND)	28,616.00	51,250.00	(22,634.00)
825 · VOLUNTEER EXPENSES	3,021.27	4,190.00	(1,168.73)
850 · TELEPHONE	1,509.16	1,625.00	(115.84)
861 · TRAVEL/MILEAGE/GAS	9,667.02	8,775.00	892.02
900 · INTEREST EXPENSE	2,467.59	2,495.00	(27.41)
910 · INSURANCE	10,815.00	11,040.00	(225.00)
915 · PROJECTS	978.75	1,225.00	(246.25)
920 · UTILITIES	11,105.74	10,652.00	453.74
940 · DEPRECIATION EXPENSE	9,021.30	9,020.00	1.30
980 · EQUIPMENT/REPAIRS	20,898.59	5,833.00	15,065.59
980.1 - OUTDOOR MAINTENANCE	2,170.00	3,815.00	(1,645.00)
980.2 - INDOOR MAINTENANCE	490.00	0.00	490.00
981 · HDM VEHICLE MAINT/GAS	4,516.84	5,023.00	(506.16)
			0.00
Total Expense	583,490.28	618,992.00	(35,501.72)
Net Ordinary Income	96,416.16	45,752.00	50,664.16
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	92.91	123.00	(30.09)
999 - Other Income	6,869.11	0.00	6,869.11
Total Other Income	6,962.02	123.00	6,839.02
Other Expense			
999.1 · Other Expense	924.14	0.00	924.14
99999 - LEGAL EXPENSE	1,180.32	500.00	680.32
Total Other Expense	2,104.46	0.00	2,104.46
Net Other Income	4,857.56	123.00	4,734.56
Net Income	101,273.72	45,875.00	55,398.72

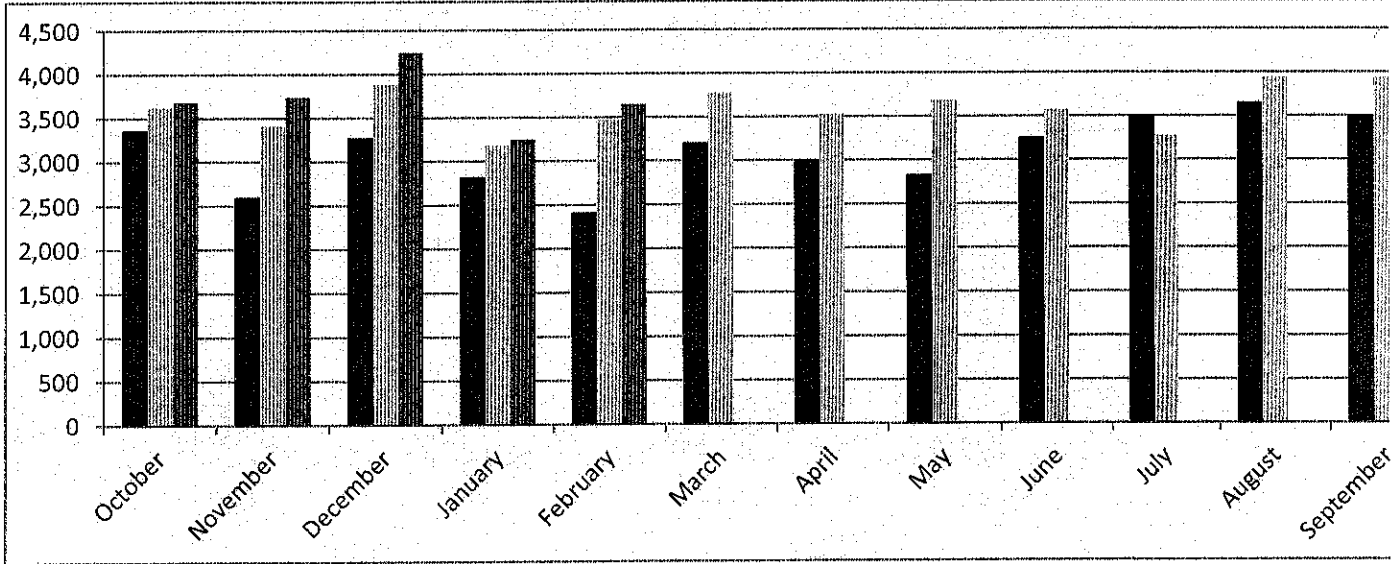
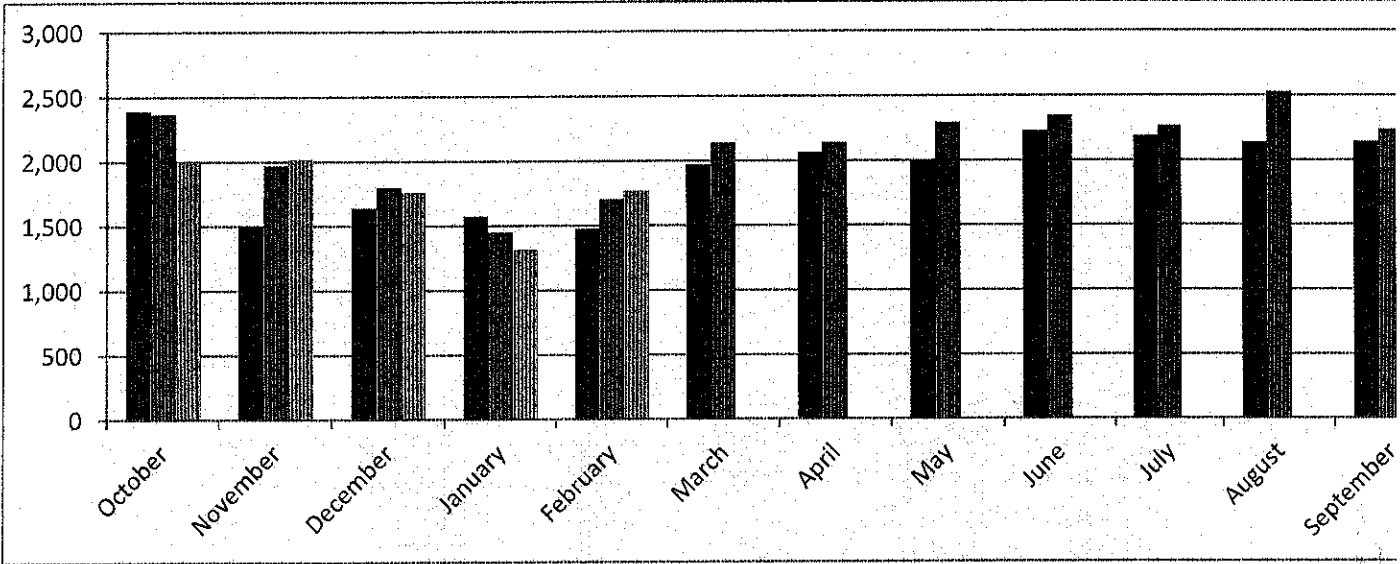
Benzie Senior Resources
HDM/Cong comparison

Benzie Senior Resources
Units Served 2015-2016-2017

	FY 2015		FY 2016		FY 2017	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,356	2,394	3,627	2,370	3,684	2,000
November	2,590	1,491	3,410	1,972	3,744	2,018
December	3,265	1,640	3,891	1,800	4,252	1,764
January	2,816	1,576	3,186	1,452	3,248	1,318
February	2,405	1,476	3,473	1,706	3,653	1,769
March	3,196	1,971	3,781	2,140		
April	3,001	2,065	3,528	2,144		
May	2,824	1,996	3,682	2,295		
June	3,250	2,231	3,575	2,347		
July	3,478	2,188	3,272	2,267		
August	3,644	2,140	3,949	2,528		
September	3,495	2,143	3,943	2,237		
total meals	37,320	23,311	43,317	25,258	18,581	8,869



Benzie Senior Resources
HDM/Cong comparison



Senior Center Coordinator's Report

March 3, 2017

Regular Happenings:

Tuesday Music and Dancing
Blood Pressure Clinics
Bingo
Zumba (off for season)
Bible Study
Dining Out Day
Essential Estate Planning

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

Spinning
Thompsonville Meal
Wii Bowling
Yoga
Birthday celebrations
Hearing Clinic

Recent Events:

I have a little announcement to make. I have been your Senior Center Coordinator for FIVE years! Time flies when you are having fun! :-)

March is National Kidney Month. Handouts on Chronic Kidney Disease and Kidney Failure are available at the front desk throughout the month.

Brain Awareness Week is March 13-19. Watch for Brain Health As You Age, as well as some brain teasers to keep you sharp!

Friday, March 3rd at 1:00 p.m. Matt Olson, Superintendent of Benzie Central Schools took the time after lunch to give an update to our community on what is happening you on what's new with Benzie Central Schools. This event is open to the public.

Thursdays, March 9th & 23rd Little River Casino Trip. Leave The Gathering Place at 8:45 a.m. and Shop-n-Save at 9:00 a.m. Trip fee \$10. Receive \$20 River Credits & \$5 food voucher. Return by 3pm. Call now to reserve your spot on the bus! 231-525-0601 or toll free at 877-277-1306.

Our very own Emily Rice, R.N. is very busy this month on Foot Clinic overload Thursday, March 9th, March 15th & March 16th.

Friday, March 17th we're celebrating St. Patrick's Day with our every popular Corned Beef and Cabbage lunch. Wear your green so you don't get pinched! I'll be watching!

Monday, March 20th Pinterest Craft time! We have a guest crafter for this one. Pam Clark, our very own Bingo caller, will be leading this craft beginning at 1:00 p.m. Please sign up at the front desk so we know how many supplies to purchase. You'll be making a decorative pin to wear out of wool. If you have favorite wool fabric bring it.

Tuesday, March 28th is the Essential Estate Planning. 9:00 a.m. to 4:00 p.m. at the Administration Office. Appointments are approximately one hour. This is an opportunity to speak with an experienced estate planning attorney for free to review, update and/or create an estate plan.

Friday, March 31st is our monthly Ol' Time Gathering. 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.



Memorandum

Date: 3-21-17

To: Benzie County Board of Commissioners

From: Tom Stobie, Chair - Veterans Affairs Committee

Re: Changes regarding House Bill 4970

1. As per House Bill 4970 effective April 4, 2017, the Benzie County Veterans Affairs Committee recommends the Board of Commissioners appoint Bob Roelofs (former Board liaison) and Ed Kowalski, former interviewee, to the committee. Both are veterans in good standing.

RECEIVED

MAR 15 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Benzie County Veterans Affairs Committee

Resolution to Conform to House Bill No. 4970

Whereas, House Bill No. 4970 was signed by the Governor on January 3, 2017 and will be effective April 4, 2017; and

Whereas, the purpose of this Bill is to expand the number of members on each Veterans Affairs Committee from three (3) to seven (7) members; and

Whereas, the current number of members on the Benzie County Veterans Affairs Committee is five (5) and committee members shall be residents of the county who have served honorably on active duty in the United States Armed Forces; and

Whereas, Notwithstanding the provisions of any law to the contrary, a member of the County Board of Commissioners is eligible for appointment to the Veterans Affairs Committee; and now therefore be it

Resolved, The Benzie County Veterans Affairs Committee petitions the Board of Commissioners to expand membership on the Veterans Affairs Committee from five (5) to seven (7) members.

Approved by Veterans Affairs Committee: March 6, 2017

A handwritten signature in blue ink, appearing to read "Tom Stobie", written over a horizontal line.

Tom Stobie, Chair

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.

BENZIE COUNTY VETERANS AFFAIRS COMMITTEE
448 COURT PLACE - BEULAH, MI 49617 - (231) 882-0011

RECEIVED

MAR 16 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

MEETING MINUTES

Monday, February 6, 2017, 9:04 AM
Conference Room 206, Government Center, Beulah, Michigan

Committee Members present: Tom Stobie (Chairman), Kirt Giddis, Camp Bailey, and Dale Ginzel (Secretary). Not present: Phil Hoyt

Also present were: Michelle Thompson, Chuck Lerchen, Bob Roelofs, and Art Melendez

A moment of silence was followed by the Pledge of Allegiance.

A motion was made to add Outside Veterans Meetings to the agenda. Motion was approved unanimously.

A motion was made to approve January 9, 2017 committee meeting minutes. Motion was approved unanimously.

Public Comment: Eli Harris from Harris Hardscaping made recommendations for Memorial Site. Recommendations included using the Soldier Pattern for brick pattern and purchasing all bricks up front from same supplier. He provided estimate of how many pallets of bricks will be needed: 6 pallets of 4x8 bricks and 4 pallets of 8x8 bricks. Committee needs to decide upon which pattern and quantity and then order pallets. Eli Harris will need a decision from committee by next meeting in order to have enough time to complete project.

Outside Veterans Meetings: Tom discussed Project Cherry Tree and elicited comments from others regarding the project. Chuck Lerchen informed the committee that the Grand Traverse Area Veterans Coalition has not endorsed the project.

County Veterans Counselor Report: Chuck Lerchen informed the committee that the House introduced a bill that would extend property tax exemptions to those that have 100% Service Connected ratings from the VA. A concern would be for those veterans that would have temporary 100% ratings. He also shared that another bill, HR 4970, allows for the county VA committees to increase to seven members. The bill's effective date is April 4, 2017. Bob Roelofs recommended the increase to seven members.

Administrative input: Michelle Thompson gave the financial report as of February 6, 2017: The Veteran's Relief Fund (293) has an end balance of \$94,195.61. The Veterans Trust Fund (294) End Balance is \$1,342.78. Memorial Fund (Fund 701) End Balance is \$9,531.43.

Old Business:

- a. Conflict plaques at Swensen's need to be inspected and approved by committee. Bob and/or Kirt will contact Swensen's in order to arrange time to inspect the plaques.
- b. Bob was contacted by Boy Scouts and they want to donate a sign-in book for Memorial Site visitors. Need paperwork for motion and an approval when needed.
- c. Bob will also contact Britten Banners to discuss improvements to Memorial Site ballards.
- d. Kirt made a motion to pay Swensen's \$377 for completed 4x8 bricks and \$476 for completed 8x8 bricks. Camp seconded the motion. Roll call: Dale - yes, Camp - yes, Kirt - yes, Tom - yes

New Business: Michelle recommended that funds from a 701(c)3 be used for Perpetual Maintenance Fund / Endowment

Mileage, bills and per diem requests: Camp made a motion to approve per diem and it was seconded by Dale. Roll call: Dale - yes, Camp - yes, Kirt - yes, Tom - yes

Tom requested repayment of \$36.25 for business cards from Bayside Printing. Motion was made by Dale to

approve repayment and was seconded by Camp. Roll call: Dale - yes, Camp - yes, Kirt - yes

- Meeting was adjourned at 11:05am.

Animal Control Monthly Report

Animal	Admitted	Surrendered	Released to Owner	Stray	Euthanized Temper/Uncure	Adopted	Rescue/Foster	In House	Year to Date
Dogs	5	3	1	1	0/0	2	0/0		
Puppies	0	0	0	0	0/0	0	0/0	0	0
Cats	10	3	0	6	0/0	6	1/0		
Kittens	0	0	0	0	0/0	0	0/0	0	0
Other	0	0	0	0	0/0	0	0/0	0	0

Calls for Service: 10

Returned Adoptions: Dogs-2 / Cats-0

Total Number of After Hours Calls: 2

Total Number of Miles Driven: 314

- 2012 Dodge 2500: 39
 - 2015 Dodge 1500: 175
- Total Gallons of Gasoline use: 36.68
- 2012 Dodge 2500: 0.0
 - 2015 Dodge 1500: 36.68

Current Truck Mileage:

- 2012 Dodge 2500: 34,841
- 2015 Dodge 1500: 9,652

Total Phone Calls for the Month: 139

Total Numbers of Visitors in the Shelter: 100

Total Man Hours of Cleaning Time: 121

Report written by: ACO Kyle Maurer, Department Head, Benzie County Animal Control
Please Call (231)882-9505 for any questions or stop by the shelter

Report for the Month of February, 2017

RECEIVED

MAR 16 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Benzie County Office of Emergency Management Emergency Management Activities February 2017

Below are outlined many of the activities I have been involved in for the month of February 2017.

RECEIVED

MAR 08 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

1. National Emergency Management Advanced Academy (NEMAA)

From Sunday January 29th, to Saturday February 4th, 2017 I attend the weeklong National Emergency Management Advanced Academy in Emmitsburg MD. This was the second of four trips to Emmitsburg I will be making. The Course Outline included;

- A. Assessing Your Personal Leadership Styles
- B. Leadership Resiliency
- C. Decision Making and Creating Solutions
- D. Developing Critical Thinking Skills
- E. Understanding Personal Power and Influence
- F. Leading and Motivating
- G. Legal Issues: Litigation Mitigation
- H. Ethical Leadership
- I. Professional Development Planning

2. Region 7 Homeland Security Planning Board

At the request of Lt. Dan Smith of the BCSO Corrections Division, I wrote a 2% Grant Request for 800 MHz Portable Radios. On February 1st, we were advised that we would be receiving a 2% award from the Grand Traverse Band of Ottawa & Chippewa Indians (GTB) for the 1st half 2017 2% cycle in the amount of \$ 14,793.63 for the purchase of 800Mhz mobile and portable radios.

3. Attendance of the CERT Monthly Meeting

February 8th, 2017 I attended the monthly meeting of Citizens Emergency Response Team (CERT).

4. Water Safety/Drowning Prevention Meeting

On February 15, 2017 The EMS Director Craig Johnson, Sheriff Schendel and I attended an organizational meeting at Sleeping Bear Dunes National Lakeshore HQ in Empire to discuss participation in a Water Safety/Drowning Prevention event. The purpose of this meeting was to organize the event, determine participation, and identify tasks or actions to make the event a success.

5. LEPC Meeting

On Tuesday February 21st, 2017 we held an meeting of the LEPC where

- A. We elected the chair, vice-chair and appointed the recording secretary for the LEPC
- B. Approved the removal of 3 farms/facilities from our list of 302 Sites.
- C. Approved the reformatting of Off-Site Response Plans to include some additional information.

6. Attendance at the Benzie County Fire/EMS Association Meeting

On Tuesday February 21st, 2017 I attended the Benzie County Fire/EMS Association Meeting at the Benzie County Government Center. The training schedule for this spring is set and includes Fire Officer Prerequisite Classes Starting in March 2017:

- i. ICS and Resource Management for the Fire Service (3/4 and 5)
- ii. Educational Methodology (3/18 and 19)
- iii. Incident Safety Officer (4/1 and 2)
- iv. Preparation for Initial Company Operations (PICO) 4/15 and 16)
- v. Managing Company Tactical Operations (MCTO) Decision-making (4/22 and 23)
- vi. Strategies and Tactics (STICO) (5/20 and 21)

7. Demonstration of Notification System and Damage Assessment Systems

Central Dispatch Director Ron Berns and I went through a demonstration of the RAVE notification

system. A notification system would all us to make contact with the public, employees or other group that can then receive, telephone, e-mail or text messages. Examples of uses for the system include, but not limited to:

- Notification of weather alerts directly from the National Weather Service,
- Notification of employees of events in the building or building closure,
- Notification of specific lists of employees or volunteers of events or activations,
- Notification of public health issues (flooding, boil water events, road closures or other activity,
- Amber alerts for lost or abducted children,
- BOL's for missing elderly,
- Upcoming trainings or special events.

This system would have the capability to disseminate alerts not only for the county but for other units of government. The Benzie-Leelanau Health Department is interested in partnering with us on this project.

8. Meeting of the Local Emergency Planning Committee Local Planning Team (LPT)

On Thursday February 23rd, 2017 we held our LPT meeting in the EOC. The LPT selected a new chair, vice chair and recording secretary. There was discussion of the current grant applications and their status as well as some of the upcoming training.

9. Search and Rescue Management Training

On February 24th, 25th and 26th, 2017 we held a 24 hour training in Search and Rescue Management in the Board of Commissioner's Chambers in the Benzie County Government Center. We had 2 instructors currently assigned to SAR in Grand Canyon National Park that taught members of the emergency first responder community and volunteers on the most up to date methods and details of managing and coordinating a search incident for a missing or lost person.

The SAR Management was designed to provide the knowledge and skills necessary to organize the response on a lost person incident with the primary focus on organizing and managing the incident. The course covered the tasks and procedures needed to effectively manage SAR operations from the initial response through the expansion phases of the search to the final demobilization of all resources.

We had 35 persons from all over Northern Michigan in attendance with the bulk from the Benzie County area.

10. Upcoming Events

I have scheduled the following for the next two months;

- March 2nd – R7HSPB Meeting Grayling
- March 8th – CERT Monthly Meeting and Training in the EOC
- March 20th – LEPC Meeting in the EOC
- March 21st – Benzie County Fire/EMS Association Meeting
- March 22nd – MI CIMS Refresher and New User Training in the EOC
- March 23rd – LPT Meeting in the EOC
- March 24th, 25th and 26th – ICS 300 Training in the Commissioners Chambers
- April 5th – Elected Officials Conference, Benzie County Government Center
- April 6th – R7HSPB Meeting Grayling
- April 12th – CERT Monthly Meeting and Training in Bear Lake
- April 17th – LEPC Monthly Meeting in the EOC
- April 17th – National Weather Service-Weather Spotter Training-Benzie County Government Center



April 18th – Benzie County Fire/EMS Association

April 27th – LPT Meeting in the EOC

April 28th, 29th and 30th – Advanced Wide Area Search Training-Camp Grayling

April 29th – ARES/RACES Meeting Downtown Beulah



Memorandum

To: Coury Carland, Chair-Benzie County Board of Commissioners
From: Frank Post, Director-Emergency Management
Date: March 6th, 2017
Subject: Approval of 2016/17 Hazardous Materials Emergency Preparedness (HMEP) Planning Grant Program

I am requesting authorization to submit a grant application under the HMEP Grant Program. This program provides for up to \$1,270 to reimburse Benzie County for our costs relative to hazardous materials emergency preparedness. Most of our costs are for printing and dissemination of plan documents.

Presently, we have thirteen (13) Superfund Amendment and Reauthorization Act (SARA) Title III sites in Benzie County. These are facilities that use, transport, store or produce extremely hazardous substances (EHS). We are required to develop and maintain "Off Site Response Plans" for the emergency responders in the county.

We also have fifteen (15) what are called "Tier II" sites in Benzie County. We have also developed "Off Site Response Plans" for these locations. Tier II sites also have EHS substances but not in the quantities required to be a SARA Title III site. These plans are required under the MI-OSHA Firefighter and Community Right to Know requirements.

This grant covers such things as training, exercises, technical staff, plan development support costs, etc. Much of my cost is in printing, binders and dividers that are distributed to the emergency response community.

RECOMMENDATION

I recommend that the Benzie County Board of Commissioners authorize the Benzie County Office of Emergency Management apply for the maximum of \$1,270 for the Hazardous Materials Emergency Preparedness Grant and authorize the Chair of the Benzie County Board of Commissioners to sign on behalf of the county.

RECEIVED

MAR 07 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

February 21, 2017

Mr. Frank Post
Emergency Services Coordinator
Benzie County
448 Court Place
Beulah, Michigan 49617

Dear Mr. Post:

Enclosed is the FY 2016-17 Hazardous Materials Emergency Preparedness (HMEP) Planning Program Grant Agreement package for Benzie County. Please return the required grant documentation listed on the enclosed *Subgrantee Checklist* to our office at the following address:

Attention: Ms. Sara Long
Emergency Management and Homeland Security Division
Michigan Department of State Police
P.O. Box 30634
Lansing, MI 48909

Additional information on the FY 2016-17 HMEP Grant Program can be found at www.phmsa.dot.gov/hazmat/grants.

This grant agreement and all required documentation must be completed, signed, and returned **no later than May 17, 2017**. If this requirement is not met, this grant agreement will be invalid after **May 17, 2017** unless a prior written exception is provided by the Michigan Department of State Police, Emergency Management and Homeland Security Division.

If you have any questions regarding this correspondence or the FY 2016-17 HMEP Planning Grant Program, please contact Mr. Jay Eickholt at EickholtJ1@michigan.gov or 517-284-3982.

Sincerely,

Capt. Chris A. Kelenske, Commander
Deputy State Director of Emergency Management
and Homeland Security Division

Enclosures (12)
cc: Mr. Craig Johnson
Lt. Michael deCastro

RECEIVED

MAR 07 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Michigan State Police

Emergency Management and
Homeland Security Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	CFDA NUMBER
County of Benzie	Hazardous Materials Emergency Preparedness Grant Program	20.703
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
38-6004838	HM-HMP-0558-16-01-00	09/16/2016
SUBRECIPIENT DUNS NUMBER	SUBAWARD PERFORMANCE PERIOD	FROM TO
151930112		09/30/2016 09/30/2017
RESEARCH & DEVELOPMENT	Funding	Total
N/A	Federal Funds Obligated by this Action	\$1,270.00
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$1,270.00
None on file	Total Amount of Federal Award	\$521,254.00

FEDERAL AWARD PROJECT DESCRIPTION

FY 2016-17 Hazardous Materials Emergency Preparedness Planning Program Grant

DETAILS

The Subrecipient must be prepared to match all funds received through this contract (which equates to 25% of any federal funds received), as noted in Section III, D of the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are attached to this grant agreement. The match amount is located in part III.A of this grant agreement.

FEDERAL AWARDOING AGENCY

U.S. Department of Transportation Pipeline and Hazardous
Materials Safety Administration
1200 New Jersey Avenue, SE, E21-316
Washington DC 20590-0001

PASS-THROUGH ENTITY (RECIPIENT) NAME

Michigan State Police
Emergency Management & Homeland
Security Division
P.O. Box 30634
Lansing, MI 48909

State of Michigan Fiscal Year 2016-17 Hazardous Materials Emergency Preparedness Planning Program Grant Agreement

September 30, 2016 to September 30, 2017

CFDA Number: 20.703 Grant Number: HM-HMP-0558-16-01-00

This Fiscal Year (FY) 2016-17 Hazardous Materials Emergency Preparedness (HMEP) Planning Program grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (hereinafter called the Recipient), and the

COUNTY OF BENZIE
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal funds to the Subrecipient for the development of new Superfund Amendments and Reauthorization Act (SARA), Title III, Section 302, hazardous materials emergency response plans, as well as for the updating of previously submitted plans. This grant agreement provides financial assistance to first responders (fire, law enforcement, emergency medical services, etc.) for allowable costs in the following areas:

- A. Provision of assistance to public sector employees through planning grants to states, territories, and Native American tribes for emergency response.
- B. Increased state, territorial, tribal, and local effectiveness in implementation of the Federal Emergency Planning and Community Right-to-Know Act of 1986.
- C. Encouragement of a comprehensive approach to emergency planning by incorporating the unique challenges of response to transportation situations.

II. Statutory Authority

Funding for the FY 2016-17 HMEP is authorized by the U.S. Department of Transportation (DOT) Pipeline and Hazardous Materials Safety Administration (PHMSA) and the Federal Hazardous Materials Transportation Law (49 U.S.C. Section 5101 et. seq.).

The Subrecipient agrees to comply with all FY 2016-17 HMEP program requirements and most recent version of:

- A. 2 CFR, Part 200 of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. 49 CFR, Part 110 *Hazardous Materials Public Sector Training and Planning Grants*.
- C. 49 U.S.C. 5116 et seq. located at <https://www.gpo.gov/fdsys>.
- D. Any other applicable Federal statutes and regulations, including, but not limited to the following:
 - 1. The Recipient must comply with 49 CFR Part 20, "New Restrictions on Lobbying." 49 CFR Part 20 is incorporated by reference in this award. 49 CFR Part 20 is available at www.gpoaccess.gov/ecfr/ by clicking on Title 49 CFR Part 20.
 - 2. The Recipient must comply with Title VI of the Civil Right Act of 1964, which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.
 - 3. The Recipient must comply with 49 CFR Part 21, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964." 49 CFR Part 21 is incorporated by reference into this award. 49 CFR Part 21 is available at: www.gpoaccess.gov/ecfr/ by clicking on Title 49 CFR part 21.

4. The Recipient must comply with 49 CFR part 32, "Government-wide Requirements for Drug- Free Workplace (Financial Assistance)," which implements the requirements of Public Law 100-690, Title Subtitle D, "Drug-Free Workplace Act of 1988." 49 CFR Part 32 is incorporated by reference in this award. 49 CFR Part 32 is available at: www.gpoaccess.gov/ecfr/ by clicking on Title 49 CFR Part 32.

No term or condition of this award is intended to require the Recipient to violate any applicable State, Territorial or Tribal law.

III. Award Amount and Restrictions

- A. The **County of Benzie** is awarded **\$1,270.00** under the FY 2016-17 HMEP Planning Program Grant Agreement. This funding will be awarded as described in *Hazardous Materials Emergency Preparedness Planning Grant Instructions* enclosed with this grant agreement, and is based on information provided in the HMEP grant application submitted for the FY 2016-17 grant year. This allocation is dependent upon the level of federal funding and may be reduced if available federal funding is reduced. Any unused grant funds remaining at the end of the grant year will be used to increase the reimbursement for accepted new SARA Title III plans submitted by participating Local Emergency Planning Committees (LEPCs). The Subrecipient's payment per new plan will be recalculated using these funds and the award to the Subrecipient for the number of new plans submitted will be adjusted. This may affect the match amount required for this grant.

Based on the Subrecipient's application, a match amount of **\$318.00** is required. However, the Subrecipient must be prepared to match all funds received through this contract (which equates to 25% of any federal funds received), as noted in Section III, D of the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are enclosed with this grant agreement.

- B. The PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal government purposes:
 1. The copyright in any work developed under this grant, sub-award, or contract under a grant or sub-award; and
 2. Any rights of copyright to which the Recipient, Subrecipient, or a contractor purchases ownership with grant support.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. The Subrecipient may be required to supply documentation certifying that it did not reduce non-federal funds because of receiving federal funds. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 1. HMEP Planning Grant Agreement In-Kind Match form (EMD-063)
 2. Standard Assurances
 3. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
 4. Audit Certification (EMD-053)
 5. Request for Taxpayer Identification Number and Certification (W-9)
 6. SARA Title III Hazardous Materials, Off-site Emergency Response Plan Update List. This form is located on the MSP/EMHSD website at <http://www.michigan.gov/emhsd>. The Plan Update List does not need to be completed and returned with the FY 2016-17 HMEP Planning Program grant agreement. This form is to be used if and when a list of updated plans is submitted for your grant.

The Plan Update List form can be submitted directly to the SARA Title III Planner at the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) when plan updates have been completed for the grant year.

7. Other documents that may be required by federal or state officials
- C. The Subrecipient agrees to comply with all applicable federal and state regulations, including, but not limited to, the following:
 1. Meet the LEPC eligibility requirements, as stated in the enclosed *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section II.
 2. Submit new SARA Title III (Section 302) community hazardous materials emergency response plans to the MSP/EMHSD District Coordinator no later than July 1, 2017. Support grant documentation must meet the requirements stated in the enclosed *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section IV.B., or forfeit that portion of the grant award.
 3. Submit a list of updated SARA Title III (Section 302) community hazardous materials emergency response plans to MSP/EMHSD no later than July 1, 2017. The form for submitting these updates is available on the MSP/EMHSD website located at <http://www.michigan.gov/emhsd>. Support grant documentation must meet the requirements stated in the enclosed *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section IV.B., or forfeit that portion of the grant award.
 4. Comply with National Incident Management System (NIMS) requirements to be eligible to receive federal preparedness funds. NIMS information is available at <http://www.fema.gov/national-incident-management-system>. More information on complying with NIMS is available from the State NIMS Coordinator.
 5. Integrate individuals with disabilities into emergency planning in compliance with Executive Order 13347 and the *Rehabilitation Act of 1973*.
 6. Comply with applicable financial and administrative requirements set forth in the current edition of 2 CFR, Part 200, including, but not limited to, the following provisions:
 - a. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 - b. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
 - c. Non-federal organizations which expend \$750,000 or more in federal funds during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 CFR, Part 200.501.
 7. Comply with the Department of Transportation's policy for contracting with small and minority businesses, women-owned business enterprises, veteran owned, and HubZone business firms. The Recipient and any of the Recipient's subrecipients are encouraged to take all necessary affirmative steps to assure that small, women-owned, minority disadvantaged businesses, veteran, and HubZone business firms are used when possible.
 8. Complete federally-mandated reporting requirements, including, but not limited to, requirements related to the *Federal Funding Accountability and Transparency Act of 2006* (FFATA) (Public Law 109-282), as amended by Section 6202(a) of the *Government Funding Transparency Act of 2008* (Public Law 110-252) and program specific reporting requirements.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

Submit new and updated SARA Title III (Section 302) community hazardous materials emergency response plans, and identify which facility plans were updated on the enclosed *Plan Update List* form as stated in the FY 2016-17 application to MSP/EMHSD, no later than July 1, 2017. Complete instructions on how and where to submit required reports can be found in the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are enclosed with this grant agreement.

If a support grant was requested, the LEPC must meet the requirements stated in the enclosed *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section IV.B., or forfeit that portion of the grant award.

VII. Payment Procedures

Upon receipt, review, and acceptance of all work products and other requirements, as referenced in this contract, the Recipient will calculate the payment to be made to the Subrecipient and will forward this information to the Subrecipient. See the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* document enclosed with this grant agreement for further information.

All Subrecipients in the HMEP grant program must submit documentation on the associated costs being charged to the \$1,000.00 HMEP support grant. The eligible expenses are laid out in the HMEP \$1,000.00 Support Grant Certification Form, which will be sent to each LEPC at the close of the federal fiscal year. When a LEPC enters information into this form, the cost will need to be supported by a receipt, time sheet (reflecting hours worked on SARA related planning issues), purchase order or a paid invoice. The support grant form and attachments must be returned to MSP/EMHSD by the assigned due date.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; the *Elliott-Larsen Civil Rights Act*, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient must comply with 2 CFR, Part 1200, *Nonprocurement Suspension and Debarment*, located at <http://www.ecfr.gov>. The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Active Exclusions list on the System for Award Management (SAM) website located at <http://www.sam.gov> (previously this search was performed in the Excluded Parties List System – EPLS).

The Subrecipient must comply with regulation 49 CFR, Part 21, *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of the Title VI of the Civil Rights Act of 1964* (see related certification form contained in this grant agreement package).

The Subrecipient must comply with regulation 49 CFR, Part 20, *New Restrictions on Lobbying* (see related certification form contained in this grant agreement package).

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from September 30, 2016 to September 30, 2017. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement package consists of two identical grant agreements, simultaneously executed; each is considered an original having identical legal effect. This grant agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to follow grant agreement requirements or special conditions.
- D. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.
- G. Failure to adequately manage, monitor or direct the grant funded activities of its subrecipients.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act (FOIA)

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 CFR, Part 29) and Sensitive Security Information (49 CFR, Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Benzie County
Subrecipient Name

15-193-0112
Subrecipient's DUNS Number

Coury Carland
Printed Name

Chair, Benzie County BOC
Title

Signature

Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Capt. Chris A. Kelenske, Commander
Printed Name

Deputy State Director of Emergency
Management and Homeland Security
Title

Chris A. Kelenske
Signature

February 22, 2017
Date



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); *see* Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature Date

Date

3/1/17



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) 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 this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Benzie County
448 Court Place

38-6004838

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

Frank Post Emergency Management Coordinator

4. Typed Name and Title of Authorized Representative

Frank Post

3/1/17

5. Signature

6. Date

2016 ANNUAL REPORT



Presented By:
David Schaffer

Benzie County Recycling Coordinator

FILED

MAR 06 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY 24 / 7 RECYCLING PROGRAM
ANNUAL REPORT 2016
TABLE OF CONTENTS

History of the Solid Waste Advisory Committee
& Recycling Program Information
Waste Diversion Rate
Contract Services Cost Comparison
2016 F/Y End Financial Statement
Volume Records by Location
Household Hazardous Waste & Other Collections
Charts and Graphs
Green Benzie Business Subscription
Where Does The Recycling Go?
Cost Savings for Households

Information about the Benzie County 24 / 7 Residential Recycling Program can be found at the County Website www.benzieco.net Click on Departments / Services and then on Solid Waste / Recycling. Recycling documents are available to read or print out. Call or email the Recycling Coordinator with any questions you may have. Benzierecycler@benzieco.net 882-0554

BENZIE COUNTY SOLID WASTE

The Benzie County Solid Waste Advisory Committee (SWAC) is comprised of Chairman – Marlene Wood, Vice-Chair - Dennis Fischgrabe, Secretary - Jane Schultz, Todd Warren, Brianne Lindsay, Roger Schultz & County Commissioner, Evan Warsecke. This committee meets quarterly to address the goals and objectives established in the Benzie County Solid Waste Plan and to oversee the countywide 24/7 Residential Recycling Program. Continuous correspondence and communication is maintained between the SWAC and the recycling coordinator in addition to the regular meetings. The SWAC is kept informed of all activities of the coordinator and of the program. Recommendations of operation are made by the SWAC to the Benzie County Board of Commissioners for final approval and action.

The 24/7 Residential Recycling Program operates under the funding mechanism of PA 069 of 2005, with all documentation and procedure requirements in place at the County level.

Interlocal Agreements with all municipalities are in place to allow the County to impose and collect a surcharge on households to cover costs of waste reduction programs and collections of material. All funds collected are administered by Benzie County in accordance with State Statute and the Benzie County Solid Waste Plan. Revenues collected are held with the County Treasurer and used solely for recycling and collections, such as household hazardous waste materials, electronics, composting, etc. Municipalities are encouraged to have representation on the Solid Waste Advisory Committee.

Reciprocal Agreements between Benzie County and Manistee, Wexford & Leelanau Counties are in place for acceptance and disposal of solid waste. This resolution states that Benzie County will establish, implement and maintain a program for diverting a portion of its waste from landfill facilities. Benzie County is proud to announce that it has achieved approximately 22% waste diversion last year.

Recycling Site Lease Agreements are in place to outline the relationship and responsibilities between the County and the recycling site hosts.

Process for Dispute paperwork identifies the process so treasurers know the procedures to follow in the case of dispute of the recycling surcharge on a household.

The Recycling coordinator's duties consist of maintaining drop off sites, including signage, monitoring, enforcement and effective management of revenues & expenditures. All contracts, collections, correspondence and educational programs are the responsibility of the coordinator, who reports to the County Administrator, Mitch Deisch.

Residential recycling has been available to ALL municipalities ever since 100% participation countywide was achieved in 2007. Single Stream Recycling expansion became available in January 2012. The program complies with law requirements on household battery recycling and e-waste. Businesses are not charged the recycling fee. If businesses choose to recycle at 24/7 residential sites they must purchase a permit from the Solid Waste Department. Business participation is increasing through the Green Benzie Business Recycling Initiative. There currently are 42 businesses subscribing to the recycling program. The Cardboard Recycling program offered to schools by Packaging Corporation of America has proven instrumental to the success of the countywide recycling program. Businesses may recycle cardboard at any of the four trailers at no charge and students receive \$50 per ton for all cardboard collected at their school trailer. The household fee has remained \$22 per year for the last five years, continuing into 2017. Households that recycle more and throw away less are realizing the money savings by having this program in place. Benzie County residents recognize the responsibility to the environment and to each other in maintaining a clean, healthy, beautiful and green community. The results of solid waste alternatives and actions directed by the recycling program provide a positive and productive effect on the future environmental health of Benzie County.

MISSION STATEMENT

The mission of the SWAC is to develop and implement a cost effective and sustainable recycling, solid waste and hazardous waste management strategy that will meet or exceed local and state goals and minimize adverse effects on public health and the environment for the current and future residents of Benzie County

Revised 3/3/2017

BENZIE COUNTY DATA SUMMARY			
YEAR 2016			
LANDFILL	WASTE		
	CU YD. TYPE II	TONS	
GLEN'S	1,639		
MANISTEE	12,793		
WEXFORD	5,926		
TOTAL BENZIE TRASH TO LANDFILL	20,358	6,786	

CALCULATED DIVERSION RATES:			
LANDFILL WASTE	TONS		6,786
COMMERCIAL WASTE TO DUMP	2,375		35%
RESIDENTIAL WASTE TO DUMP	4,411		65%
RESIDENTIAL WASTE TO DUMP	4,411	78.25%	
RECYCLED/DIVERTED TONS	1,226	21.75%	
TOTAL RESIDENTIAL	5,637		
This data only refers to diversion of household waste based on %			
listed. Commercial recycling stats n/a.			

RECYCLING STATS BASED ON CALENDER YEAR 2016

975 TONS SINGLE STREAM RECYCLING
 176 TONS OF FIBER/CARDBOARD/SHREDDED PAPER
 48 TONS NATIONAL PARK SERVICE
 24 TONS HHW & ELECTRONICS
 2 TONS LATEX PAINT
 1 TON BATTERY COLLECTION BOXES
1226 TOTAL TONS DIVERTED

The 21.75% Diversion Rate does not represent the total amount of materials benzie county diverted from the landfills.
 Only that which was a direct result of the county recycling program and does not include scrap tires, metal, etc.

FUN FACT:

Benzie County recycled 4.2 million beverage containers at the Shop n Save and Family Fair shopping centers in 2016.



1/12/2017

CONTRACTED SERVICES WITH AMERICAN WASTE FOUR YEAR COMPARISON OF COSTS & VOLUME

2013 (NOT TO EXCEED \$160,000.00)		2014 (NOT TO EXCEED 150,000.00)	
MONTHLY CHARGE		CHARGE	PULLS
		REFUND	PULLS
JANUARY	\$ 12,278.14	10,365.67	48
FEBRUARY	\$ 8,047.86	9,626.98	43
MARCH	\$ 8,975.15	11,279.21	51
APRIL	\$ 11,787.40	12,496.26	58
MAY	\$ 13,542.81	13,118.54	61
JUNE	\$ 13,502.64	15,552.89	73
JULY	\$ 20,390.29	22,651.41	103
AUGUST	\$ 18,517.94	17,033.13	65
SEPTEMBER	\$ 14,659.23	14,496.82	67
OCTOBER	\$ 13,911.19	14,242.70	65
NOVEMBER	\$ 11,692.72	11,296.54	51
DECEMBER	\$ 13,340.74	13,967.21	66
TOTAL CHARGES	\$ 160,646.11	166,127.36	751
			0
			\$ 1,663.60

REBATE

REBATE

\$ 132.24
\$ 106.06
\$ 125.88
\$ 136.58
\$ 143.70
\$ 165.82
\$ 234.62
\$ 167.56
\$ 151.22
\$ 169.20
\$ 130.72
\$ -
\$ 1,663.60

2015 (NOT TO EXCEED \$154,350.00)		2016 (NOT TO EXCEED \$158,700)	
MONTHLY CHARGE		MONTHLY CHARGE	
		PULLS	REBATE
JANUARY	\$ 11,774.89	53	\$ 122.82
FEBRUARY	\$ 9,674.60	43	\$ 101.48
MARCH	\$ 11,939.84	54	\$ 128.88
APRIL	\$ 15,305.39	71	\$ 145.20
MAY	\$ 15,972.44	75	\$ 150.42
JUNE	\$ 18,303.71	88	\$ 166.86
JULY	\$ 23,223.60	106	\$ 189.22
AUGUST	\$ 19,494.91	90	\$ 138.34
SEPTEMBER	\$ 16,648.73	79	\$ 123.04
OCTOBER	\$ 12,011.89	68	\$ 111.14
NOVEMBER		63	\$ -
DECEMBER		74	\$ -
TOTAL CHARGES	\$ 154,350.00	864	\$ 1,377.40

REBATE

REBATE

\$ 128.40
\$ 131.56
\$ 138.98
\$ 124.40
\$ 152.20
\$ 171.52
\$ 213.42
\$ 215.18
\$ 177.10
\$ 162.78
\$ -
\$ 1,615.54

(\$2,114.93)

(\$13,317.12)

(\$15,431.33)

(\$30,863.38)

(\$1,668.27)

(\$14,359.85)

(\$16,206.22)

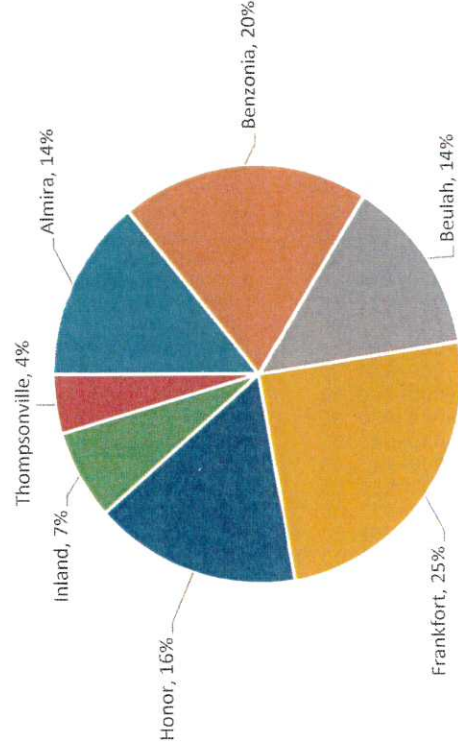
(\$32,234.34)

		2015-16
		ACTIVITY
GL NUMBER	DESCRIPTION	
UNCLASSIFIED		
UNK_REV		
228-000-420.00	DELINQUENT PPT & INTEREST	
228-000-448.00	RECYCLING SURCHARGE	266,314
228-000-450.00	COMMERCIAL - RECYCLING CHARGE	2,920
228-000-539.00	STATE GRANTS	10,984
228-000-540.01	GRANTS - MISC SPECIAL COLLECTIONS	
228-000-674.00	CONTRIBUTIONS & DONATIONS	3,121
228-000-674.01	CONTRIBUTIONS - ELECTRONICS	2,644
228-000-687.00	REFUNDS/REBATES	24
228-000-691.00	BUDGETED USE OF FUND BALANCE	
228-000-699.00	TRANSFER IN - GENERAL FUND	
228-851-687.00	REFUNDS/REBATES- SOLID WASTE	650
228-852-677.00	EMPLOYEE HEALTH INS REIMB	
228-852-683.00	REIMBURSE GYM MEMBERSHIP	
228-871-687.00	REFUNDS/REBATES	1,364
TOTAL UNK_REV		288,021
NET OF REVENUES/APPROPRIATIONS - Unclassified		288,021
UNCLASSIFIED		
UNK_EXP		
228-000-703.00	SALARY-DEPARTMENT HEAD	41,409
228-000-703.05	WAGES-ATTENDANT	5,783
228-000-721.00	PER DIEM	1,165
228-000-723.00	OVERTIME-SOLID WASTE/RECYCLING	
228-000-748.00	GAS, OIL & GREASE	2,790
228-000-800.00	CONTRACTED SERVICES	157,127
228-000-810.00	LEGAL FEES	
228-000-821.50	HAZARDOUS WASTE	20,796
228-000-821.56	MISC - SPECIAL COLLECTIONS	564
228-000-850.00	TELEPHONE	1,035
228-000-853.00	CELLULAR PHONES-RECYCLING	
228-000-860.00	TRAVEL	549
228-000-900.00	PUBLIC RELATIONS - PRINTING/PUBLI	3,828
228-000-930.00	EQUIPMENT REPAIR	20
228-000-940.01	VEHICLE PURCHASE	28,500
228-000-941.00	CONTAINER LEASE/PURCHASE/RENT	
228-000-955.00	CONVENTIONS & DUES	250
228-000-957.00	MISCELLANEOUS	424
228-000-961.00	TRAINING & SCHOOLS	366
228-000-963.00	COMPUTER SUPPORT	
228-000-967.00	PROJECT EXPENSES - GRANTS	7,367
228-000-970.00	EQUIPMENT	1,697
228-851-725.06	LIFE INSURANCE	63
228-851-828.10	LIABILITY & BUILDING INSURANCE	1,142
228-852-715.00	RX UTILIZATION PROGRAM	10
228-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	5,286
228-852-717.02	HRA REIMBURSEMENT	72
228-852-718.00	SHORT/LONG TERM DISABILITY	342
228-852-800.00	CONTRACTED SERVICES - CADILLAC IN	271
228-852-832.00	GYM MEMBERSHIP	
228-861-724.00	RETIREMENT - COUNTY SHARE	4,996
228-862-719.00	MEDICARE	600
228-862-725.01	F.I.C.A. - SOCIAL SECURITY	2,565
228-871-828.00	WORKERS COMP INSURANCE	5,699
228-899-964.00	REFUNDS & REBATES	
228-966-815.30	ADMINISTRATION FEES	2,000
228-966-999.00	CONTINGENCY	
TOTAL UNK_EXP		296,716
NET OF REVENUES/APPROPRIATIONS - Unclassified		(296,716)
NET OF REVENUES/APPROPRIATIONS - FUND 228		(8,695)
BEGINNING FUND BALANCE		71,658
ENDING FUND BALANCE		62,963

2016 Pulls and Tonnage By Location

Site Location	JAN Pulls	FEB Pulls	MAR Pulls	APR Pulls	MAY Pulls	JUN Pulls	JUL Pulls	AUG Pulls	SEPT Pulls	OCT Pulls	NOV Pulls	DEC Pulls	TOTAL Pulls
Almira	10	9	10	11	12	13	13	13	12	10	12	11	136
Benzonia	13	15	13	13	14	16	21	19	17	16	14	18	189
Beulah	7	5	8	8	10	13	17	16	12	10	9	9	124
Frankfort	12	11	15	14	21	22	32	34	21	15	16	16	229
Honor	9	9	10	9	13	16	17	17	14	14	10	13	151
Inland	4	4	6	4	4	5	6	6	4	6	4	7	60
Thompsonville	2	3	3	3	4	5	4	4	5	4	4	4	45
Total Pulls 2015	57	56	65	62	78	90	110	109	85	75	69	78	934
Site Location	JAN Tons	FEB Tons	MAR Tons	APR Tons	MAY Tons	JUN Tons	JUL Tons	AUG Tons	SEPT Tons	OCT Tons	NOV Tons	DEC Tons	TOTAL Tons
Almira	10.12	10.8	12.74	9.69	10.49	9.65	10.75	10.88	10.6	9.89	11.82	11.27	125.76
Benzonia	13.93	15.65	12.74	11.57	12.05	14.25	20.08	18.01	17.94	17.98	14.64	20.05	188.89
Beulah	8.34	5.85	9.54	9.75	10.3	13.26	17.02	16.33	12.26	11.36	10.92	10.21	135.14
Frankfort	13.89	14.09	16.46	14.77	21.51	23.08	32.34	36.96	24.42	17.85	20.24	20.17	255.78
Honor	10.53	10.59	10.74	8.95	12.76	15.14	16.3	15.8	14.38	13.47	11.22	13.44	153.32
Inland	5.31	5.64	7.12	4.84	4.3	5.35	6.89	5.94	4.23	7.22	4.3	10.03	71.17
Thompsonville	2.08	3.88	3.09	2.63	4.69	5.03	3.33	3.67	4.72	3.62	4.71	4.49	45.94
Tonnage in 2016													976
TOTAL TONNAGE	0	0	0	0	0	0	0	0	0	0	0	0	976
National Park Service													48.45
PCA School Cardboard Trailers													173.57
Shredded Paper - Worm Farm													2.5
HHW STATS													
											HHW	TOTAL:	25.397
											GRAND	TOTAL:	1225.917

Single Stream Recycling



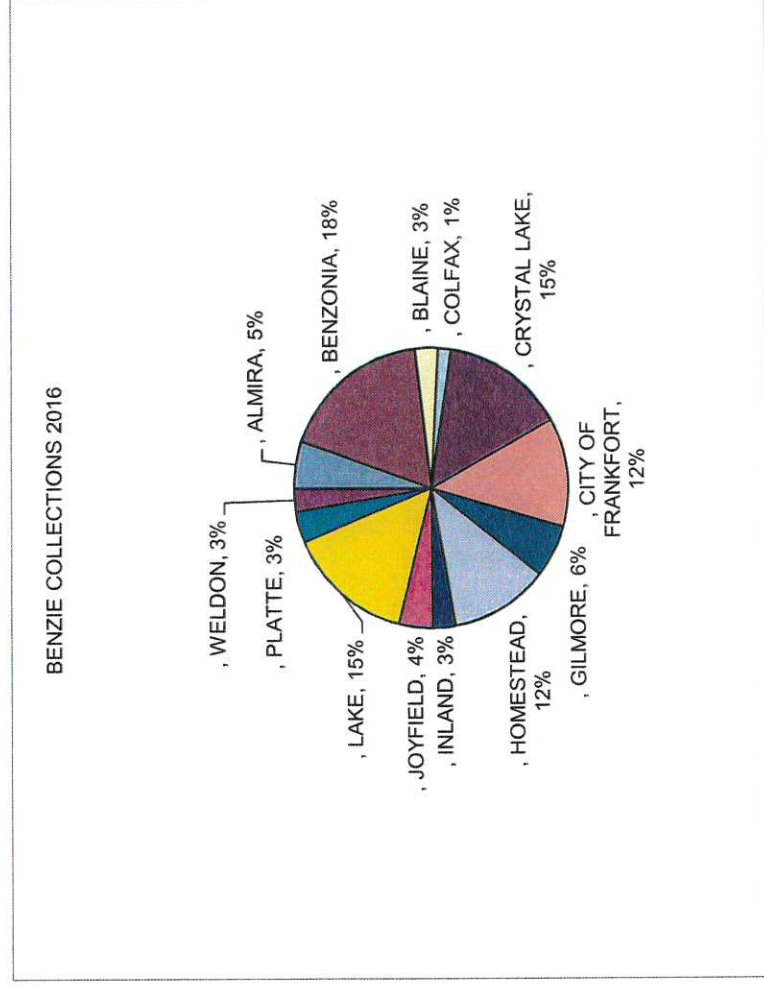
2016 BENZIE COUNTY HHW AND ELECTRONICS COLLECTIONS - TOTAL SERVED

ALMIRA	26
BENZONIA	85
BLAINE	13
COLFAX	7
CRYSTAL LAKE	70
CITY OF FRANKFORT	60
GILMORE	29
HOMESTEAD	56
INLAND	13
JOYFIELD	19
LAKE	71
PLATTE	17
WELDON	13
PEOPLE TOTAL SERVED	<u><u>479</u></u>

Hazardous Waste Collected: 23,865 lbs.

Electronics Collected: 23,654 lbs.

Latex Paint Collection: 3,275 lbs.



2016 SCRAP TIRE COLLECTIONS

FRANKFORT: 1,604 PTE (2 SEMI TRAILERS FILLED)
HONOR: 944 PTE (1 SEMI TRAILER FILLED)
THOMPSONVILLE: 1214 PTE (1 SEMI TRAILER FILLED)

TIRE COLLECTIONS TOTAL: 3762 PTE (OVER 65 TONS)

Single Stream Recycling to American Waste 2016: 975.28 Tons

JULY WAS A RECORD MONTH FOR BIN PULLS! 110 BIN PULLS TOTALING 106.71 TONS OF RECYCLABLES



HHW Collection Summary

11,653lbs COLLECTED

BENZIE COUNTY

Collection Date	June 25, 2016
# of Vehicals	253
Event Location	Frankfort Recycling Site

Type of Material	# of Containers	Container Size & Type	Total Weight	Unit	Treatment Category*
Flammable Liquid	1	55 Gal Drum	256	lbs	ER
Oil Based Paint	6	Cubic Yard	3,288	lbs	ER
Latex Paint	0	Cubic Yard	0	lbs	RC
Aerosol Cans	2	Cubic Yard	588	lbs	ER
Acidic Products	1	55 Gal Drum	79	lbs	ST
Caustic/Basic Products	1	55 Gal Drum	153	lbs	ST
Toxic Products	4	Cubic Yard	2,887	lbs	ST
Herbicides & Pesticides	2	Cubic Yard	836	lbs	ST/DI
Oil/Antifreeze	2	Tote	1,192	lbs	RC
Fire Extinguishers	1	55 Gal Drum	19	lbs	RC
Propane	1	55 Gal Drum	26	lbs	RC
Other Cylinders	0	Each	0	lbs	RC
Expired Medicines	1	55 Gal Drum	87	lbs	ST/DI
Medical Waste Sharps	1	55 Gal Drum	52	lbs	AUTOCLAVE
Smoke Detectors	1	Pail	16	lbs	RC/LF
Reactives	2	Pail	11	lbs	DI
Electronic Equipment	0	Trailers	0	lbs	RC
Automotive Batteries	0	Cubic Yard	0	lbs	RC
Household Batteries	3	55 Gal Drum	1,026	lbs	RC
Fluorescent Lamps	4	Pallet	1,109	lbs	RC
Lithium Batteries	1	Pail	22	lbs	RC
Mercury Devices	1	Pail	4	lbs	RC
PCB Ballast	0	55 Gal Drum	0	lbs	RC
Total Weight for this Collection			11,651	lbs	

*Treatment Categories

RC = Recycling · ST = Stabilization · ER = Energy Recovery · DI = Destructive Incineration · LF = Landfill



HHW Honor Collection

12,214 lbs Collected

BENZIE COUNTY

Collection Date	July 23, 2016
# of Vehicles	226
Event Location	Benzie County Road Commission (Honor)

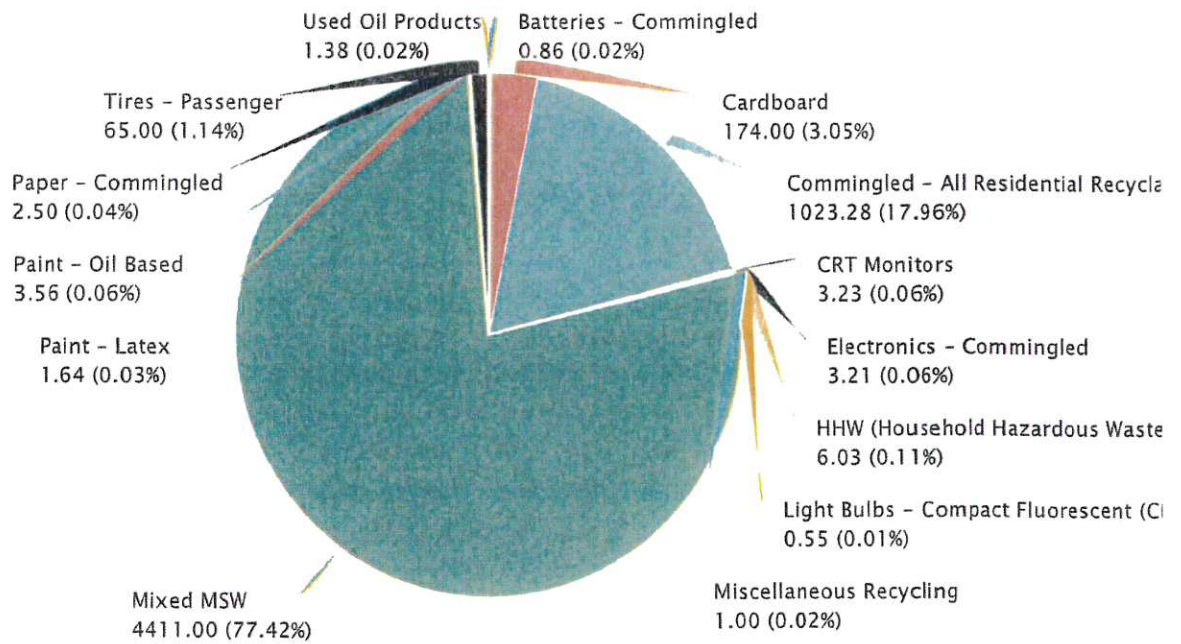
Type of Material	# of Containers	Container Size & Type	Total Weight	Unit	Treatment Category*
Flammable Liquid	4	55 Gal Drum	1,085	lbs	ER
Oil Based Paint	6	Cubic Yard	3,826	lbs	ER
Latex Paint	0	Cubic Yard	0	lbs	RC
Aerosol Cans	1	Cubic Yard	349	lbs	ER
Acidic Products	1	55 Gal Drum	158	lbs	ST
Caustic/Basic Products	1	55 Gal Drum	99	lbs	ST
Toxic Products	4	Cubic Yard	2,782	lbs	ST
Toxic Products	1	55 Gal Drum	392	lbs	ST
Herbicides & Pesticides	1	Cubic Yard	343	lbs	ST/DI
Oil/Antifreeze	2	Tote	1,571	lbs	RC
Fire Extinguishers	1	55 Gal Drum	41	lbs	RC
Propane	1	55 Gal Drum	29	lbs	RC
Other Cylinders	0	Each	0	lbs	RC
Expired Medicines	3	55 Gal Drum	231	lbs	ST/DI
Medical Waste Sharps	1	55 Gal Drum	16	lbs	AUTOCLAVE
Smoke Detectors	1	Pail	8	lbs	RC/LF
Reactives	2	Pail	4	lbs	DI
Electronic Equipment	0	Trailers	0	lbs	RC
Automotive Batteries	0	Cubic Yard	0	lbs	RC
Household Batteries	2	55 Gal Drum	653	lbs	RC
Fluorescent Lamps	2	Pallet	595	lbs	RC
Lithium Batteries	1	Pail	27	lbs	RC
Mercury Devices	1	Pail	5	lbs	RC
PCB Ballast	0	55 Gal Drum	0	lbs	RC
Total Weight for this Collection			12,214	lbs	

*Treatment Categories

RC = Recycling · ST = Stabilization · ER = Energy Recovery · DI = Destructive Incineration · LF = Landfill

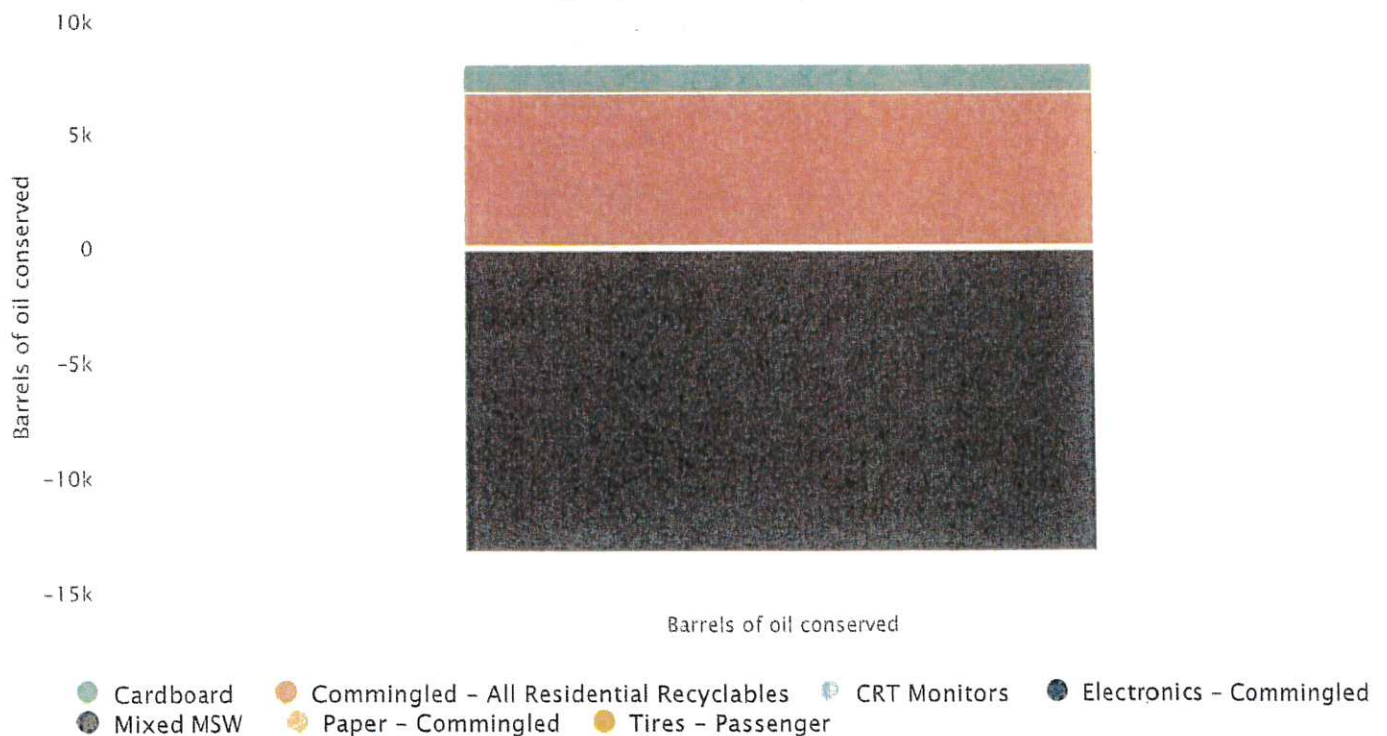
Aggregate Results (Tons)

Jan 1, 2016 - Dec 31, 2016



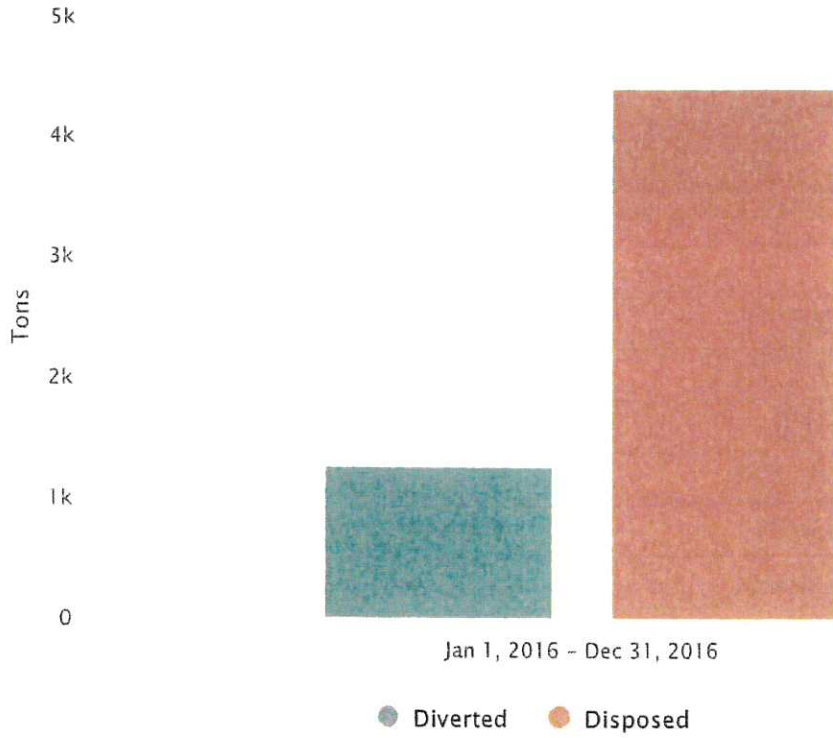
GHG Equivalencies Report - Barrels of oil conserved

Jan 1, 2016 - Dec 31, 2016



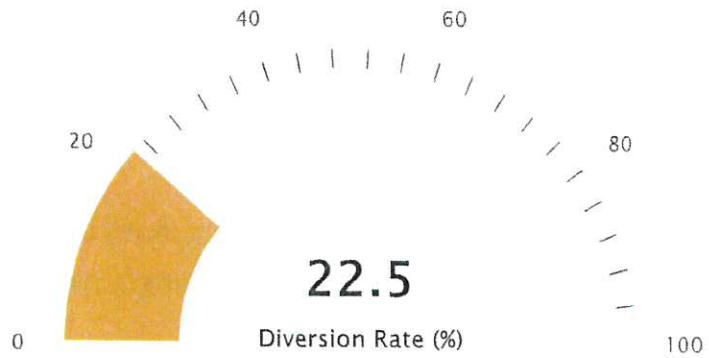
Aggregate Results (Tons)

Jan 1, 2016 - Dec 31, 2016



Aggregate Results (%)

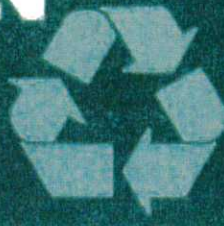
Jan 1, 2016 - Dec 31, 2016



THIS GREEN BUSINESS

PERMIT#

74



IS SUPPORTING
RECYCLING IN
BENZIE COUNTY

YEAR

2017

GROW BENZIE	LISA MUSGRAVE DDS
STORM CLOUD BREWERY	GARDEN THEATER
BETSIE RIVER VETERINARY CLINIC	COUNCIL ON AGING
THE GARTHERING PLACE	WEBBER INSURANCE AGENCY
M&R INFORMATION SERVICES	BENZONIA LIBRARY
TRINITY LUTHERN CHURCH	CRYSTAL GARDENS
DARCY LIBRARY OF BEULAH	URSA MAJOR BISTRO
THE MAYFAIR TAVERN	HEARTWOOD CUSTOM BUILDERS
BELL TITLE LAKESHORE	THE INN AT WATERVALE
DINGHYS	ABRAMSON FAMILY DENTISTRY
BENZIE BUS	WAYFARER LODGINGS
BENZIE SHORES LIBRARY	FRANKFORT LUEDTKE ENGINEERING
SLEEPING BEAR REALITY	COHO CAFE
BETSIE RIVER CAMPSITE	SLEEPING BEAR FARMS
CEDER RIDGE CABINS	CAMP LOOKOUT
CHIMNEY CORNERS	CSA
STATE OF THE ART FRAMING & GALARY	FIRST CONGREGATIONAL CHURCH
CEDAR RIDGE CABINS	L'CHAYIM
CRYSTAL LAKE CATERING	C.S.A
CRYSTAL CRATE & CARGO	CRYSTAL DOWNS
BENZIE CHAMBER OF COMMERCE	FRANKFORT-ELBERTA CHAMBER OF COMMERCE

The businesses listed above subscribe to the [Green Benzie Program Business](#) and have permits issued to them allowing access to the residential single stream bins.

All businesses must use school cardboard trailers to recycle all business cardboard. The residential recycling bins cannot accommodate the volume of business cardboard generated.

If your business would like to recycle paper, plastic, glass & tin/aluminum containers in a residential recycling bin, Call 231-882-0554 or email benzierecycler@benzieco.net

YOU DO THE MATH.....

IT MAKES DOLLARS AND CENTS TO RECYCLE...

Compare what it costs for trash services according to a local waste hauler's average pricing for a 96 gallon trash tote. A 96 gallon trash tote holds 6 kitchen trash bags & costs \$22 per month, \$66 per quarter, = \$264 per year

Budget Bags (pay as you throw) holds 33 gallons or 2 -3 kitchen trash bags and costs \$2.50 each (\$25 per box of 10)

Each household pays \$22 per year for 24 / 7 drop off recycling services. We accept all numbers of plastic material (#1 - #7), glass bottles & jars (all colors – clear, green, brown & blue), tin and aluminum containers, paper and cardboard; all acceptable in one single stream bin. If your household recycles more, the amount of trash generated is reduced and the amount you pay for trash services could go down too. You could cancel the trash tote and buy budget bags instead!

If you use one budget bag every week for trash and recycle what you can, you will be paying \$130 per year for waste disposal. That's a savings of \$134 per year!

If you use one budget bag every 2 weeks for trash and recycle what you can, you will be paying \$53.75 per year for waste disposal. That's a savings of \$210.25 per year!

Recycling is the GREEN thing to do.....

Save resources, landfill space, and money! Let's keep the green in our own pockets instead of throwing it away!

Contact your local waste hauler and ask if you are eligible to use budget bags in your area.

Calculations for this savings sheet are based on average charges for waste disposal and for budget bags. Costs may vary with different waste disposal companies.

WHERE DOES THE RECYCLING GO? It doesn't go to a landfill!

Recycled Materials get new life through the Benzie County Recycling Program!

Cardboard – Cardboard collected in school trailers is shipped to Manistee/Filer City, MI where it is made back into corrugated material. This public service is provided by Packaging Corporation of America, Filer City, MI.

Fiber - Newspapers/magazines/office paper/junk mail/phone Books/paperback books, cardboard & paper products are sorted, baled and marketed to be made back into a paper product like hand toweling, pressed fiber such as cereal boxes, egg cartons, etc. Benzie County fiber is shipped to Georgia Pacific, Graphic Packaging, and Pratt Industries.

Plastics Most Benzie County Plastics are shipped to CleanTech, Dundee MI.

- #1 PET is washed and ground and is made back into plastic banding products which is used for shipping / packaging, clothing, carpet, etc.
- #2 HDPE is washed and ground and is made back into plastic lumber products, packaging products, miscellaneous plastic bottles and jugs, drain tile, garbage bags, etc.
- #3, #4, #5, #6, #7 Other - These plastics are shredded and blended into a product that is used as processed engineered fuel, with the end product used in Northern Michigan.

Tin / Aluminum – These materials are processed, shredded and then made back into Steel / Aluminum products. Benzie County metals are shipped to Padnos, Traverse City, MI.

Glass – This material is currently being crushed and used as a road resurfacing as a gravel alternative on access roads at the Wexford landfill, which American Waste, Inc. owns and operates.

Currently 75% of Benzie County Recyclable Materials are sent to end markets within Michigan and the remaining 25% going to markets within the Midwest.

Look for "post-consumer" recycling content on packaging when you shop. That means you are buying products packaged in part with recyclable materials.

Whenever you can.....Buy in bulk, bring your reusable bags, avoid disposable products that you use once and throw away.

Look in the Recycling Brochures for options on proper recycling or disposal of items that are not allowed in the single stream recycling bins.

Remember.....

Reduce what you bring into the home

Reuse what you can or repurpose items that can be donated to stores, libraries, friends, etc.

Then Recycle!

Revised 2/27/2017

Commissioner Report

MCWCF

MICHIGAN COUNTIES WORKERS' COMPENSATION FUND

Dividend Report: Benzie County 2008-15

Benzie County: \$345,481
Benzie Transportation: \$49,557
Maples MCF: \$122,779
Total: \$517,817



BUILDINGS & GROUNDS COMMITTEE

March 08, 2017

9:00 a.m.

Members present: Roger Griner, Gary Sauer and Bob Roelofs
Others Present: Tammy Bowers, Mitch Deisch, Maridee Cutler, Rick Morris,
Dan Smith, Ron Berns, Dillon Sauer, Kyle Maurer, Frank Post and
Ted Schendel

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

Pledge of allegiance was given.

Motion by Sauer, seconded by Roelofs, to approve the agendas amended, adding 7c Countertops. Ayes: All Nays: None Motion carried.

Motion by Sauer, seconded by Roelofs to approve the minutes of January 11, 2017, as presented. Ayes: All Nays: None Motion carried.

Public Input – None

Comm Sauer asked the status of the new phone systems.

Maridee stated that the phones are here; was waiting for AT&T to install the modem, it is now done. Need to set up a phone and program it with the greeting; then the phone will be installed and training will be done.

Dan Smith – Carpet for Control Room: Goal is to schedule the tile for the Control Room to be done at the same time as the Dispatch area.

Duct Work Cleaning: Duct Work cleaning is scheduled for March 27, 2017; it will take five days to complete.

Countertops: We have two bids, one from Lakeshore Construction and the other from TAG Construction. There is only a \$40.00 difference between them.

Motion by Roelofs, seconded by Sauer to recommend to the Board of Commissioners that TAG Construction install the countertops, with the funds coming out of Jail Building and Grounds fund. Ayes: All Nays: None Motion Carried

Ron Berns-Dispatch Center Improvement: **Motion by Sauer, seconded Roelofs, to recommend to the Board of Commissioners to authorize the purchase of two desks for Dispatch as presented, not to exceed \$30,000.00, with funds coming out of Dispatch Fund Balance. Ayes: All Nays: None Motion carried.**

Rick Morris:

A. Lower level Men's bathroom ceramic tile and urinal: was shorted a bag of bolts; should be here this week and the project will be completed this week. Will look at doing the Ladies bathroom in a couple of months.

B. Heating/Cooling Control upgrade: Looking at having that completed next week.

BUILDINGS & GROUNDS

March 08, 2017

Page 2 of 3

- C. Generator/electrical outlets: Last weekend Glen Lake Electric did a force shutdown so the outlets on the generator can be labeled. We now need to switch out those plugs with a red plug so they can be identified. Need to do a study to see what is on the Generator and how to better utilize the output.

Motion by Sauer, seconded Roelofs, to recommend to the Board of Commissioners to authorize Rick Morris to replace the receptacle outlets for the generator with red plugs. Ayes: All Nays: None Motion carried.

Other:

Frank Post – Had a problem with the camera system. The server was replaced and that took care of the problem.

Public Input:

Tammy Bowers – There was a meeting with Victor from Wyand a while ago regarding the servers. The Clerk's office is having a lot of computer problems because of the server. What is the status of this?

Mitch Deisch - The Server is going to be put on the next Technology meeting agenda.

Public Input -Closed

Motion by Sauer, seconded by Roelofs, to adjourn at 9:51 a.m. Ayes: All Nays: None
Motion carried.

Tammy Bowers

Benzie County Chief Deputy Clerk

BUILDINGS & GROUNDS

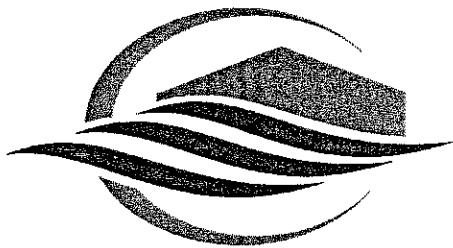
March 08, 2017

Page 3 of 3

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

1. To authorize TAG Construction to install the countertops, with the funds coming out of Jail Building and Grounds fund.
2. To authorize the purchase of two desks for Dispatch as presented, not to exceed \$30,000.00, with the funds coming out of Dispatch Fund Balance.
3. To authorize Rick Morris to replace the receptacle outlets for the generator with red plugs.

DRAFT



LAKESHORE CONSTRUCTION

3591 Lakeshore Rd. Manistee, MI 49660

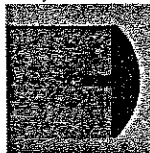
Benzie County Central Dispatch
Ronald Berns
Director

March 3, 2017

Re: Benzie County Sheriff Control Room
Counter Tops

We are pleased to provide a proposal for the work required to provide new counter-tops and associated work for the Control Room at the Benzie County facility as detailed below: Colors to be determined from samples provided. All work done at off hours to coordinate with facility schedule.

1. Remove existing counters and dispose
2. Install new blocking and steel counter supports as required.
3. Install new counter tops, back-splash, and custom rubber edge trim.



4. Removal all job related debris.

In recognition of the above, we respectfully submit the cost of (\$3,847.00)
Three Thousand Eight Hundred Forty Seven and 00/100 Dollars for the completion
of this work.

Thank you for your consideration,

Gary Buren, LEED, AP
Lakeshore Construction

795695

T A G Construction

ORDER INFO	customer's order no.	phone	date
	name Benzie County Sheriff department		
	address		
	city, state, zip		
sold by		cash <input type="checkbox"/> charge <input type="checkbox"/> c.o.d. <input type="checkbox"/> on acct <input type="checkbox"/>	shipping information

quantity	description	price	amount
1	New Canteen tops		
2			
3	Remove old and Replace with New		
4			
5	Labor & materials	3800-	
6			
7	1/2 down to order Parts		
8	(materials)		
9	Balance at completion		
0			
1			
2			
3			
4			

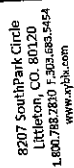
received by

adams

keep this slip for reference

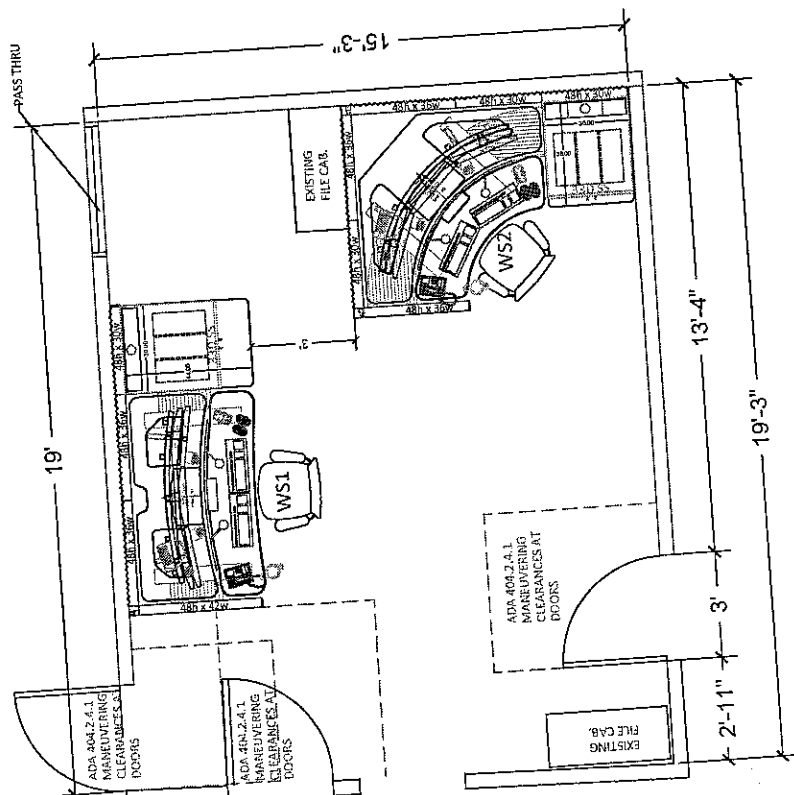
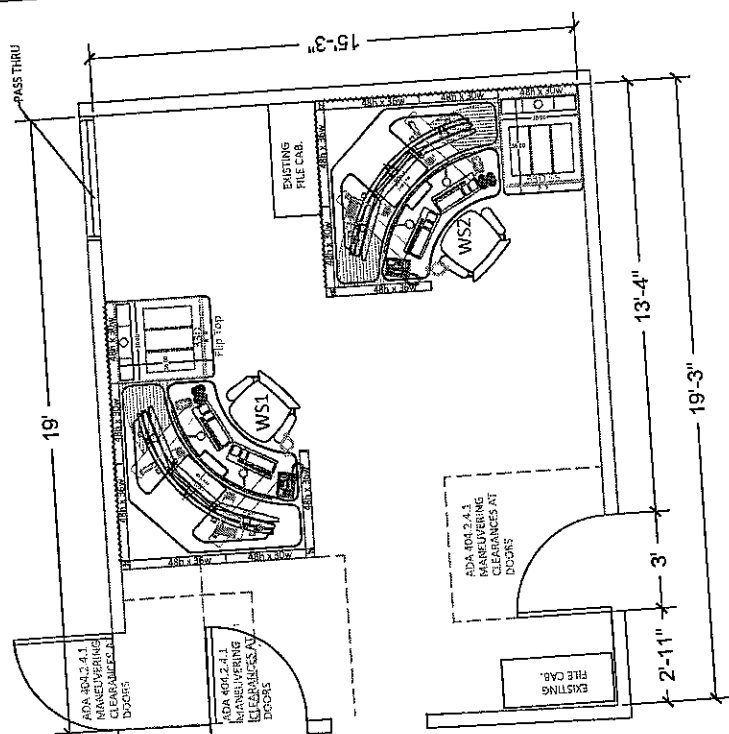
DC5808UV

371.000.97000



Sales Rep: Heather Brown
Email: Heatherb@xybk.com
Designer: Allison Taylor
Email: Allisona@xybk.com

Beuliah, MI 49617
Please Confirm
Benzie Central Dispatch

[illegible]

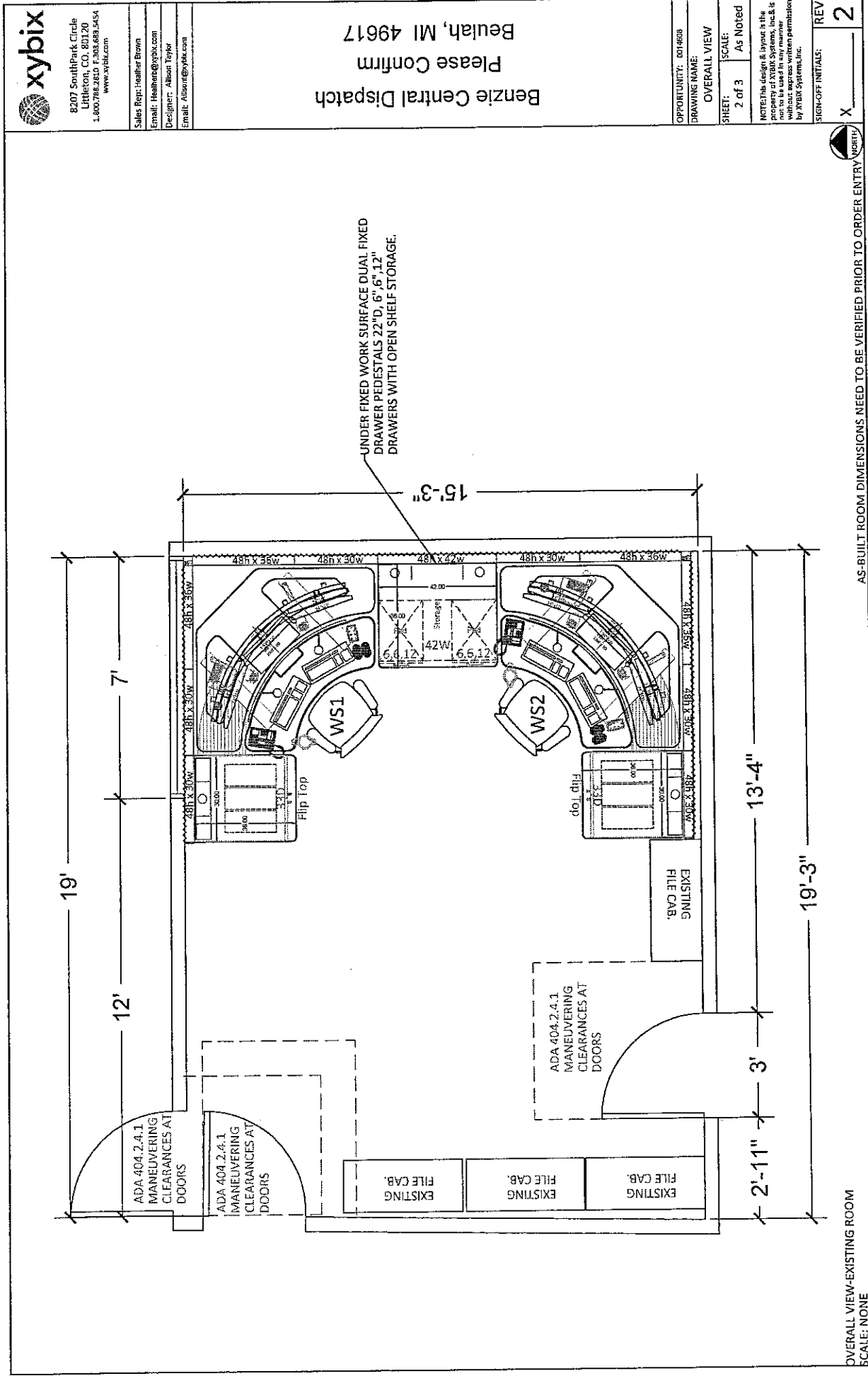
Date:

Title:

Signature: _____

OVER
SCALI

Window moved



8207 SouthPark Circle
Littleton, CO 80120
1.800.786.2810 F.303.683.5454
www.xybix.com

Sales Rep: Heather Brown
Email: Heather@xybix.com
Designer: Alison Taylor
Email: Alison@xybix.com

Benzie Central Dispatch
Please Confirm
Beulah, MI 49617

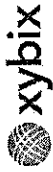
OPPORTUNITY: 0014006
DRAWING NAME:
OVERALL VIEW

SHEET: 2 of 3
SCALE: As Noted

NOTE: This design & layout is the property of XYBIX Systems, Inc. & is not to be reproduced or used in any form without express written permission by XYBIX Systems, Inc.

SIGN-OFF INITIALS: REV 2

AS-BUILT ROOM DIMENSIONS NEED TO BE VERIFIED PRIOR TO ORDER ENTRY

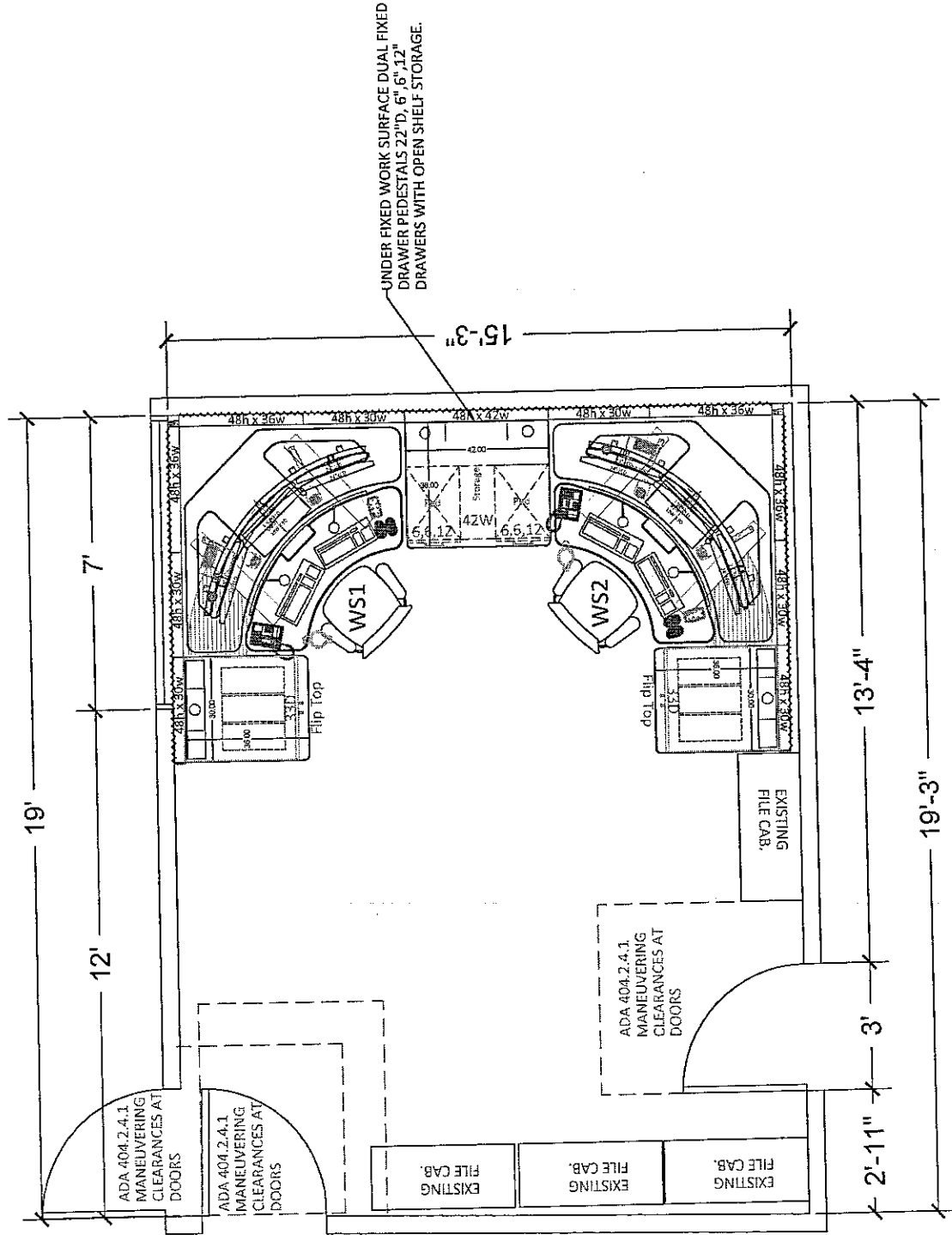


8207 SouthPark Circle
Littleton, CO 80120
1.800.786.2810 F.303.683.5454
www.xybix.com

Sales Rep: Heather Brown
Email: hheather@xybix.com
Designer: Allison Taylor
Email: Allisont@xybix.com

Benzie Central Dispatch
Please Confirm
Beulah, MI 49617

OPPORTUNITY: 0014600	DRAWING NAME:
SHEET: 2 of 3	SCALE: As Noted
NOTE: This design & layout is the property of XYBIX Systems, Inc. & is not to be used in any manner without the written permission of XYBIX Systems, Inc.	
SIGN-OFF INITIALS:	REV 2



AS-BUILT ROOM DIMENSIONS NEED TO BE VERIFIED PRIOR TO ORDER ENTRY

OVERALL VIEW-EXISTING ROOM
SCALE: NONE

Window moved

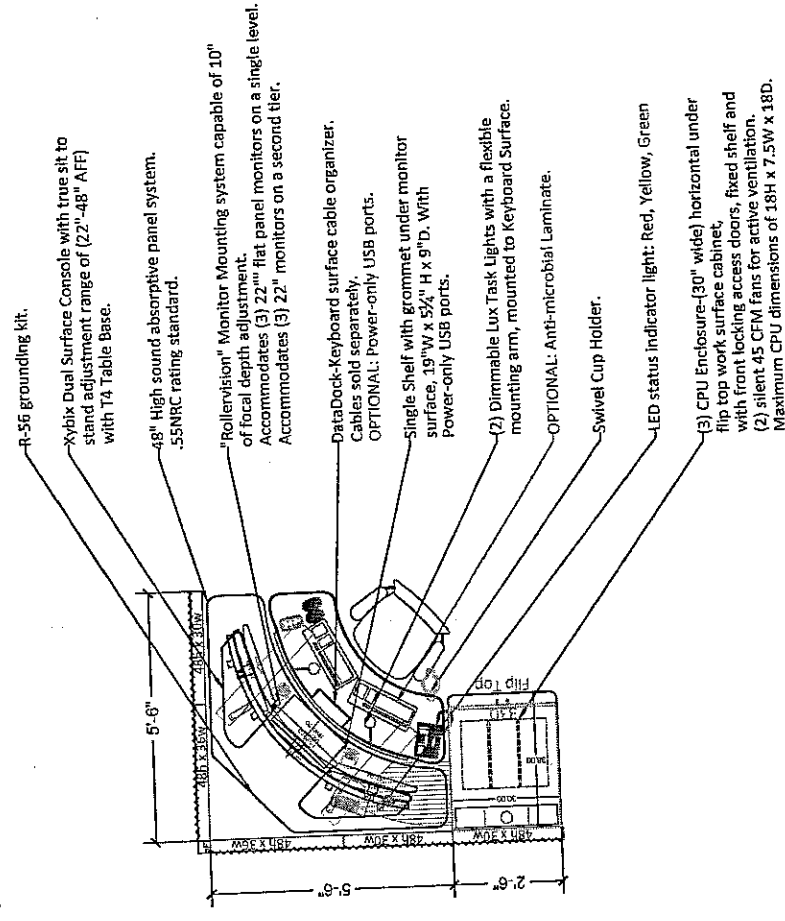


8207 SouthPark Circle
Littleton, CO 80120
1.800.786.2810 F.303.653.5454
www.xybix.com

Sales Rep: Heather Brown
Email: hesthet@xybix.com
Designer: Allan Taylor
Email: Altout@xybix.com

Benzie Central Dispatch
Please Confirm
Beulah, MI 49617

OPPORTUNITY: 0014008	DRAWING NAME:
TYPICAL WORKSTATION	
SHEET: 3 of 3	SCALE: As Noted
NOTES: The design & layout is the property of XYBIX Systems, Inc. & is not to be used in whole or in part without written permission by XYBIX Systems, Inc.	
SIGN-OFF INITIALS: X	REV 2

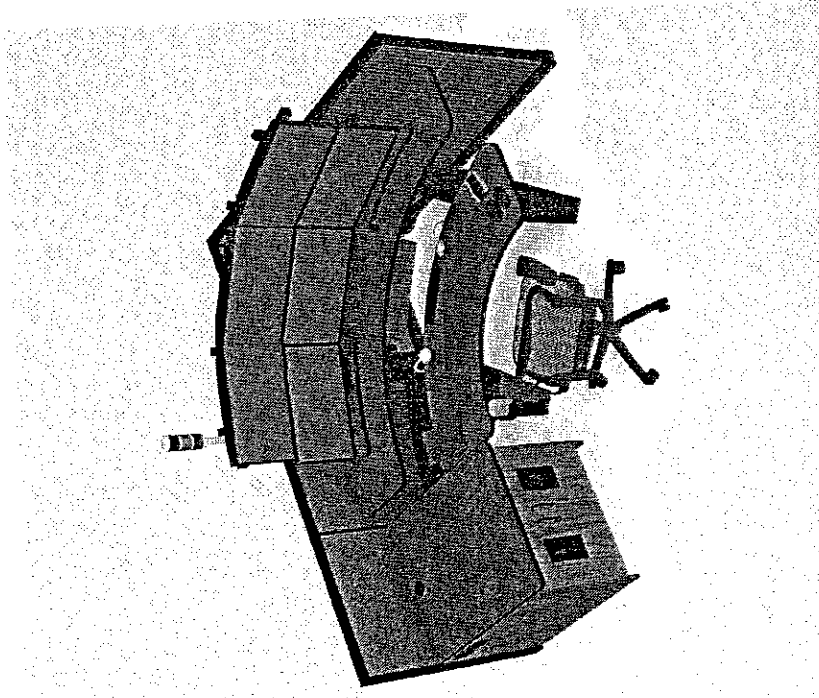


TYPICAL WORKSTATION
SCALE: NONE

PANEL FABRIC	LAMINATE	MELAMINE	HANDLE
NOT SELECTED	NOT SELECTED	NOT SELECTED	NOT SELECTED
COLOR	COLOR	COLOR	TYPE AND COLOR

*CONCEPTUAL IMAGES-REFER TO ACTUAL COLOR
SAMPLES FOR EXACT COLOR REPRESENTATION*

FINISHES



RENDERING
SCALE: NONE

TECHNOLOGY COMMITTEE

March 13, 2017

9:04 a.m.

Members present: Coury Carland Art Jeannot and Bob Roelofs

Others Present: Tammy Bowers, Mitch Deisch, Maridee Cutler, Kyle Rosa, Troy Lamerson, Ted Schendel, Ron Berns, Amy Bissel, Tim Markey

Meeting called to order by Commissioner Coury Carland.

Motion by Roelofs, seconded by Jeannot, to approve the agenda as amended, adding Sheriff under Technology Discussion. Ayes: All Nays: None Motion carried.

Motion by Carland, seconded by Jeannot, to approve the minutes of August 9, 2016 as presented. Ayes: All Nays: None Motion carried.

Motion by Carland, seconded by Roelofs, to approve the minutes of September 9, 2016 as presented. Ayes: All Nays: None Motion carried.

9:07 a.m. Public Input – None

Telephone system update: Maridee Cutler stated that we are waiting for AT&T to do the connection. It is scheduled for April 10, 2017. Once that is done we can do the test. Training is scheduled for April 12, 2017 and phones are to go live on April 13, 2017.

Wyant Server and Technology Discussion: Wyant has stated that the Government Center server is failing and we need a new server. They also stated that we need to get another server for the Sheriff's Department which would allow us to back up each other's data.

Troy Lamerson – the Sheriff's Department is paying \$500.00 a month to back up to the cloud. Sheriff's Department is connected with the State of Michigan on many levels. There was an audit on October 25, 2016, and results were received on December 07, 2016. A major reason we did not pass was due to Wyant not getting things done that needed to be done. The VPN tunnel seems to crash on Sunday, this has happened seven to ten times. We then have to contact Wyant and we are at their mercy on getting it fixed.

IT Rights and Operic Solutions are two companies that other counties use.

Ron Berns – you would expect Wyant would be finding out why it keeps crashing on Sunday and fix it.

Amy Bissell – Title search program is a 24-hour turn-a-round; if we are down on the weekend it affects title companies. She has received calls at home that the system is down, so she will come in and reboot it. Wyant should be monitoring this. She is contracting with a Vendor to hold this information as her server is about to fail.

Maridee Cutler – we should have Abilita come in and talk to each department and see what their needs are. Then they can help put together a bid proposal.

Tim Markey – gave some suggestion on what you need to look at and have in a contract regarding computer service providers, how you can cut cost and storing backups.

TECHNOLOGY

March 13, 2017

Page 2 of 3

Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to enter into contract with Abilita to help navigate through finding and re-assessing our IT providers for Benzie County. Ayes: Carland Jeannot, and Roelofs Nays: None Motion carried.

Mitch Diesch will contact Tom Wyant to get all of Benzie County's passwords today.

Other: None

Next meeting Friday, April 14, 2017 at 9:00 a.m.

10:51 a.m. Public Input – None

Motion by Roelofs, seconded by Jeannot, to adjourn at 10:51 a.m. Ayes: All Nays: None Motion carried.

Tammy Bowers
Benzie County Chief Deputy County Clerk

DRAFT

TECHNOLOGY

March 13, 2017

Page 3 of 3

Motion by _____, seconded by _____, to approve the Technology Consent Calendar as follows:

1. To enter into contract with Abilita to help navigate through finding and re-assessing our IT providers for Benzie County.

DRAFT

County Administrator's Report



Memo To: Benzie County Commissioners
From: Mitchell D. Deisch, County Administrator *M D Deisch*
Date: March 15, 2017
Subject: County Administrator's Update 3/21/17 BOC Meeting

1. **MAC Conference** – Commissioners Sauer, Carland, Walterhouse and Jeannot will be joining me at the MAC Legislative Conference on March 27-29, 2017 in Lansing Michigan.
2. **April 2017 Monthly Calendar** - Please review the draft April 2017 calendar and let me know if any changes need to be made.
3. **Technology Committee** – The Technology Committee (Carland, Roelofs and Jeannot) met for the first time in 2017 on March 13, 2017. The primary item discussed was the replacement of the Government Center server and a discussion on a new IT consultant for Benzie County. The Technology Committee wanted to wait on replacing the server until possible a new IT Consultant was engaged, to ensure they were part of the process of replacing the server. Two specific firms were identified that were pre-qualified with the State of Michigan as it comes to security with law enforcement / 911. Staff contacted Abilita, which was the consulting firm that assisted Benzie County with upgrading of our phone systems to see if they could perform a similar level of consulting services as it comes to possible selecting a new IT consulting firm. The next Technology Committee is scheduled for Friday April 14, 2017 at 9:00 am. More to follow.
4. **Govt. Center Phone Update** – The Router (ATT) and server (Millennia) have been installed. A server rack was also purchased to house and store all the Govt. Cent. servers. Phones have been delivered. Test and turning on the new system are scheduled for April 10, 2017. Phones will also be placed on the desks on April 10, 2017. Employee training will be held on April 12, 2017. April 13, 2017 is the potential go-live date for the new system. April 14, 2017 Wyant is coming to move all the servers into the new rack.
5. **EDC By-Laws** – EDC Committee member Mary Carroll, Deputy Administrator Maridee Cutler and myself are working on redrafting the EDC Bylaws. The EDC Bylaws are quite old and were drafted when the EDC was responsible for the Benzie County CDBG funds that are now held at Venture North (Crystal Mountain and St. Ambrose loans). With these changes, it is apparent that new bylaws need to be developed. Rather than working to amend the current bylaws it was determined by the EDC Committee that new by-laws needed to be drafted. I am working on the first draft that will be available for the EDC at their April 2017 meeting.

RECEIVED

MAR 15 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

6. **Michigan Municipal Executives** – This past year I have been assigned to serve on the MME Experience Committee, Members in Transition (MIT) subcommittee. I specifically requested serving on this subcommittee. The primary intent of the MIT subcommittee is to reach out to those members who are going through a separation with their employer, offering words of encouragement or advice on dealing with similar situations.
7. **Networks Northwest Local Government Summit** – Networks Northwest is holding a Local Government Summit on Friday April 7, 2017 at the Haggarty Center in Traverse City. Right now Commissioners Carland, Sauer and Jeannot will be attending. I will also be attending. Please see the attached flyer.
8. **Finance and HR Committee** – Just a reminder that due to having only one BOC meeting in March 2017, both the HR and Finance Committee are scheduled for Tuesday March 21, 2017. Finance is scheduled for 1:00 pm and HR is scheduled for 2:30 pm.
9. **POLC Arbitration** – The POLC (Deputies) Union contract arbitration date has been scheduled for June 15 & 16, 2017. County Chair Coury Carland will participate in this arbitration, along with myself and Matt Nordjford from Cohl, Stoker and Toskey. We are scheduling a Closed Session during the March 21, 2017 BOC meeting to go over the Last/Best offer that will be submitted during arbitration. Recently the Arbitrator agreed with the POLC in regards to the length of the collective bargaining agreement. While the County presented an argument for a 2 year contract, the arbitrator selected the POLC argument for a 3 year contract. More to follow.

Draft

April 2017

***Please note that all scheduled meeting dates, times and locations are subject to change.**

April 2017							May 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
							1	8	15	22	29	5	12
							2	9	16	23	30	6	13
							3	10	17	24	31	7	14
							4	11	18	25		8	15
							5	12	19	26		9	16
							6	13	20			10	17
							7	14	21			11	18
							8	15	22			12	19
							9	16	23			13	20
							10	17	24			14	21
							11	18	25			15	22
							12	19	26			16	23
							13	20				17	24
							14	21				18	25
							15	22				19	26
							16	23				20	27
							17	24				21	28
							18	25				22	29
							19	26				23	30
							20	27				24	31
							21	28				25	
							22	29				26	
							23	30				27	
							24	31				28	
							25					29	
							26					30	
							27						
							28						
							29						
							30						
							31						

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

Northwest Michigan LOCAL GOVERNMENT SUMMIT

April 7, 2017

**NMC Hagerty Conference Center
Traverse City | 9 a.m. to 3 p.m.**

REGISTRATION: \$40*

Online: nwm.org/localgovernmentsummit

Phone: 231-929-5077

**The deadline to register is March 30.*

Local government staff and officials
are invited to attend for peer-to-peer
networking, educational sessions,
and an awards luncheon.

SUMMIT SESSIONS:

- Policies impacting local governments in 2017
- Building intergovernmental agreements that stand the test of time
- Creative solutions for increasing broadband connectivity
- Increasing public engagement through marketing and communications planning
- Improving fiscal management with identified best practices from the private sector
- Tools for creating housing options
- Legislative update from Governor Snyder's Office

Go online to www.nwm.org/localgovernmentsummit or call 231-929-5077
for the complete agenda and registration.

Friday, April 7, 2017

9:00 AM - 3:00 PM

NMC Hagerty Conference Center

715 E. Front Street, Traverse City, MI 49686

Networks Northwest
Talent / Business / Community

Go online or call today!

FINANCE REPORT

BILLS TO BE APPROVED March 21, 2017

Motion to approve Vouchers in the amount of:

\$	116,669.27	General Fund (101)
\$	25,928.73	Jail Fund (213)
\$	16,643.85	Ambulance Fund & ALS (214)
\$	18,169.98	Funds 105-238
\$	620.16	ACO Fund (247)
\$	48,241.36	Building (249)
\$	1,497.14	Dispatch 911 Fund (261)
\$	141,330.44	Funds 239-292
\$	53,350.27	Funds 293-640
\$	106,181.76	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>528,632.96</u>	

Payables February 03, 2017 - March 17, 2017

[illegible]

206-K-9 Fund	230-BVTMC	269-Law Library	310-Gov't Ctr Addition-Debt
207-Sheriff Reserve's	232-Planning/Zoning	270-Platte River Bridge	315-Benzie Leelanau Health
208-Dive Team	235-CBDG	271-Housing Grant	321-Jail Bond
209-Resource Officer	238-EDC	276-Council on Aging	371-Jail Bldg Debt Millage
210-Benzie Kids	245-Remonumentation	285-Pt. Betsie Lighthouse	425-Equipment Replace
211-D.A.R.E. Fund	256-Reg of Deeds	292-Child Care Fund	
215-FOC	262-911-Training	293-Soldiers Relief Fund	

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	CARLAND, CORY	COUNTY COMMISSIONER MILEAGE	02282017	03/02/17	145.52	58812
101-101-860.00	TRAVEL	JEANNOT, ART	COUNTY COMMISSIONER MILEAGE	02282017	03/02/17	83.46	58848
101-101-860.00	TRAVEL	ROELOFS, ROBERT	COUNTY COMMISSIONER MILEAGE	022817	03/02/17	147.23	58886
101-101-860.00	TRAVEL	WALTERHOUSE, FRANK	COUNTY COMMISSIONERS MILEAGE	02242017	03/02/17	83.99	58913
101-101-860.00	TRAVEL	WARSECKE, EVAN	COUNTY COMMISSIONER MILEAGE	022817	03/02/17	33.71	58914
101-101-860.00	TRAVEL	SAUER, GARY	COUNTY COMMISSIONER ,ILEAGE	FEBRUARY 2017	03/09/17	99.51	58978
101-101-860.00	TRAVEL	WALTERHOUSE, FRANK	COUNTY COMMISSIONER MILEAGE	03112017	03/16/17	12.84	59079
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	RATIOS	43100200	03/09/17	240.13	58976
101-101-955.10	DUES & REGISTRATIONS	NETWORKS NORTHWEST	REGISTRATION FOR LOCAL GOV'T SUMMI	03-07-2017	03/09/17	40.00	58968
101-101-955.10	DUES & REGISTRATIONS	NETWORKS NORTHWEST	GARY SAUER RESERVATION - LOCAL GOV	04072017	03/16/17	40.00	59051
101-101-955.10	DUES & REGISTRATIONS	NETWORKS NORTHWEST	ART JEANNOT REGISTRATION - LOCAL G	04072017	03/16/17	40.00	59051
Total For Dept 101 BOARD OF COMMISSIONERS						966.39	
Dept 131 CIRCUIT COURT							
101-131-702.00	SALARY - ELECTED OFFICIAL	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,524.13	59043
101-131-702.03	SALARY-COURT ADMINISTRAT	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,756.70	59043
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,935.17	59043
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,094.87	59043
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	970.85	59043
101-131-712.00	WAGES & RESEARCH ATTORNE	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	948.76	59043
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	5,131.29	59043
101-131-802.00	TRANSCRIPTS	DEBORAH MCGRAW/JUST F	TRANSCRIPT - PRELIM EXAM 16-363-FY	2/23/17	03/16/17	72.85	59026
101-131-802.00	TRANSCRIPTS	VINCENT QUAGLIA	TRANSCRIPTS & MILEAGE	3/2/17 & 3/3/17	03/16/17	88.15	59076
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	REVIEW HEARINGS #15-1948-NA & #15-	DATED 02/02/201	03/02/17	150.00	58817
101-131-805.00	COURT APPOINTED ATTORNEY	GRANT, WILLIAM	MILEAGE TO BENZIE COUNTY	02-28-2017	03/16/17	239.68	59034
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,623.23	58817
101-131-810.00	LEGAL FEES	GRAFF, JACOB	MONTHLY COURT APPT ATTORNY FOR 2016	FEB & MARCH 201	03/02/17	3,246.46	58833
101-131-810.00	LEGAL FEES	GRANT, WILLIAM	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,125.61	58838
101-131-810.00	LEGAL FEES	HUFT, DAVID G. ATTY	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,623.23	58844
101-131-810.00	LEGAL FEES	MAS, MARY ELIZABETH	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,623.23	58857
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,623.23	58895
101-131-810.00	LEGAL FEES	SWAIN, DENNIS	MONTHLY COURT APPT ATTORNY FOR 2016	MARCH 2017	03/02/17	1,125.61	58901
101-131-813.00	PROBATION EXPENSES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES - BUSINESS CARDS -	410660-0	03/16/17	103.00	59037
101-131-816.00	SPECIAL JUDGE	HON. ALLEN L. GARBEC	VISITING JUDGE ASSIGNMENT	02/23/2017	03/09/17	376.50	58953
101-131-860.00	TRAVEL	VINCENT QUAGLIA	TRANSCRIPTS & MILEAGE	3/2/17 & 3/3/17	03/16/17	109.20	59076
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	638.08	59043
Total For Dept 131 CIRCUIT COURT						27,129.83	
Dept 136 DISTRICT COURT							
101-136-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	467.07	59043
101-136-704.04	PROBATION OFFICER	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,485.01	59043
101-136-706.00	WAGES - CIVIL CLERK 2	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	343.07	59043
101-136-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	614.36	59043
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	899189477001	03/02/17	205.61	58874
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	910191636001	03/09/17	115.68	58970
101-136-801.00	CONTRACTED SERV-RECORDIN	JUST FOR THE RECORD	CONTRACTED SERVICES CRT RCRD	MARCH 2017	03/02/17	1,958.33	58850
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	COURT APPT ATTY FEES	022717	03/02/17	500.00	58818
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	COURT APPT ATTY FEES	022717	03/02/17	250.00	58819
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	COURT APPT ATTY FEE	022717	03/02/17	531.00	58820
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	COURT APPT ATTY FEE	022717	03/02/17	500.00	58834
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	COURT APPT ATTY FEES	022717	03/02/17	250.00	58845
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	COURT APPT ATTY FEE	022717	03/02/17	250.00	58846
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	COURT APPT ATTY FEES	022717	03/02/17	500.00	58858

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 257 EQUALIZATION							
101-257-727.00	DEPARTMENT						
101-257-727.00	OFFICE SUPPLIES	OFFICE DEPOT	INK CARTRIDGE ORDER	909660866001	03/16/17	127.58	59055
101-257-727.00	OFFICE SUPPLIES	OFFICE DEPOT	ASSESSMENT CHANGE NOTICE PAPER	907877100001	03/16/17	60.24	59055
			Total For Dept 257 EQUALIZATION DEPARTMENT			187.82	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MICHIGAN STATE UNIVER	LONGO PAY & FRINGE	TOINV31 17	03/02/17	678.20	58866
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	FEBRUARY 2017 POSTAGE MSU EXTENSIO 14		03/16/17	1.59	59006
			Total For Dept 261 MSU EXTENSION			679.79	
Dept 262 ELECTIONS							
101-262-860.00	TRAVEL	OLNEY, DAWN	MILEAGE & MEALS 2/23 TO 3/2/2017	3/6/2017	03/09/17	80.25	58971
			Total For Dept 262 ELECTIONS			80.25	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	2009 DODGE FUEL FOR FEBRUARY 2017	003-0217	03/16/17	94.74	59010
101-265-749.00	VEHICLE REPAIRS	GTR EQUIPMENT COMPANY	REPLACE BOLTS FOR FLOW MOTOR/ PURC	47286	03/16/17	129.30	59035
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	AAA BATTERIES - MAINTENANCE SUPPLT	134810	03/02/17	13.99	58872
101-265-750.00	MAINTENANCE SUPPLIES	G.T. PACKAGING & JANI	CLEANING SUPPLIES	0214711-IN	03/16/17	248.76	59031
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	FASTENERS	135241	03/16/17	17.87	59053
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICE FOR FEBRUARY 2017	590	03/16/17	1,975.00	59032
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	8 YD DUMPSTER & 4 YD DUMPSTER MARC	1841547	03/16/17	175.00	59003
101-265-850.00	TELEPHONE	AT&T	PROBATE COURT FAX	231 882 5987 71	03/02/17	214.67	58799
101-265-850.00	TELEPHONE	AT&T	FOC PHONES	231 882 0038 03	03/02/17	130.71	58799
101-265-850.00	TELEPHONE	PACIFIC TELEMANAGEMENT	PAY PHONE	902878	03/02/17	50.00	58877
101-265-850.00	TELEPHONE	UWC	PHONE BILL	3/7/17	03/09/17	91.61	58991
101-265-850.00	TELEPHONE	AT&T	ATT BILLING ERROR/DISPUTE 2016-17	012517BSW52728	03/16/17	494.85	59004
101-265-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 #'S & LONG DISTANCE FEE	1403040839	03/16/17	35.21	59018
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	GVMT CTR FEB-MARCH 2017 NATURAL GA	4558 038 0001 6	03/16/17	1,029.82	59027
101-265-935.00	BUILDING REPAIRS	TAG CONSTRUCTION	BATHROOM FIRST FLOOR/REMAINING BAL	795694	03/02/17	1,550.00	58902
101-265-935.00	BUILDING REPAIRS	MOORE MECHANICAL	PURCHASE OF 1 TOILET AND INSTALLAT	50958	03/16/17	529.00	59048
101-265-939.00	CAPITAL IMPROVEMENTS	ABILITA	NEW PHONE SYSTEM	170219	03/02/17	568.75	58793
101-265-939.00	CAPITAL IMPROVEMENTS	WYANT COMPUTER SERVIC	NEW PHONE SYSTEM	CW20826	03/02/17	1,899.00	58917
			Total For Dept 265 BUILDING & GROUNDS			9,248.28	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FTGURA, RICHARD	REVIEW FOR THE COUNTY AIRPORT	BC-342	03/09/17	2,889.00	58944
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	PROFESSIONAL SERVICES RENDERED	03152017	03/16/17	1,833.34	59022
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	PROFESSIONAL SERVICES RENDERED & O	3/15/17	03/16/17	1,620.40	59022
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,166.67	59043
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			7,509.41	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	VISA-SARA SWANSON	OFFICE SUPPLIES, LEGAL NOTICE, MEETI	0132	03/02/17	288.51	58911
101-267-808.00	WITNESS FEES	WILLIAM JOHNSON	WITNESS FEE/MILEAGE (20 MILES @ \$.	031517	03/16/17	8.00	59081
101-267-901.00	RESOURCE MATERIALS	VISA-SARA SWANSON	OFFICE SUPPLIES, LEGAL NOTICE, MEETI	0132	03/02/17	211.55	58911
			Total For Dept 267 PROSECUTING ATTORNEY			508.06	
Dept 268 REGISTER OF DEEDS							
101-268-955.10	DUES & REGISTRATIONS	MI ASSOC OF REGISTER	REGISTRATION FEE FOR ROD CONFERENC	03/01/2017	03/02/17	50.00	58862
			Total For Dept 268 REGISTER OF DEEDS			50.00	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	MARCH 2017	03/02/17	333.33	58826

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 275 DRAIN COMMISSION							
Total For Dept 275 DRAIN COMMISSION							333.33
Dept 278 SURVEYOR							
101-278-860.00	TRAVEL	JOHN SMENDZUIK	PAYMENT FOR REMONUMENTATION CONVEN	022717	03/09/17	386.76	58957
101-278-955.00	CONVENTIONS & MEETINGS	JOHN SMENDZUIK	PAYMENT FOR REMONUMENTATION CONVEN	022717	03/09/17	180.00	58957
Total For Dept 278 SURVEYOR							566.76
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	U.S. POSTMASTER - BEU	ANNUAL BULK PERMIT FEE	022017	03/09/17	225.00	58990
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATOR'S COPIER	146115	03/09/17	106.80	58986
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION/PRINTER ROOM	146144	03/09/17	279.35	58986
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTOR'S COPIER	146749	03/16/17	126.51	59067
Total For Dept 285 CENTRAL SERVICES							737.66
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	WYANT COMPUTER SERVIC	SERVICE AGREEMENTS	MS20835	03/09/17	2,725.00	58999
101-286-970.00	EQUIPMENT	WYANT COMPUTER SERVIC	SERVER/RACK INSTALLATION - MOVING	BT20829	03/16/17	750.00	59082
Total For Dept 286 TECHNOLOGY SUPPORT							3,475.00
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	NUGENT HARDWARE	UPS, STARTER KIT, WASTEBASKET, CLEA	1444	03/02/17	53.06	58872
101-301-748.00	GAS, OIL & GREASE	MICHIGAN DEPARTMENT O	SUPPRESSED PLATES 4 VEHICLES		03/02/17	44.00	58863
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL FEB '17	065281271	03/02/17	33.11	58893
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	002 0217	03/09/17	2,206.90	58926
101-301-748.00	GAS, OIL & GREASE	STATE OF MICHIGAN	SUPPRESSED PLATE RENEWAL	002 0217	03/09/17	44.00	58982
101-301-748.00	GAS, OIL & GREASE	VISA=DAN SMITH	WIPERS,CASELAW,CAGE,TRNG	444014083000685	03/09/17	22.30	58992
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE 14-2	23124	03/09/17	39.95	59000
101-301-748.00	GAS, OIL & GREASE	NAPA AUTO SUPPLY, INC	AUTO PARTS, PULLEY,LAMP	28514125	03/16/17	219.54	59050
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	LABOR FOR BRAKES US 01 TAURUS	010929	03/02/17	83.00	58841
101-301-749.00	VEHICLE REPAIRS	PRECISION COLLISION O	WINDSHIELD REPAIR 16-1 RYKS	2456	03/02/17	65.00	58882
101-301-749.00	VEHICLE REPAIRS	VISA=TROY LAMERSON	METH SUIT, CLOCK,BRAKES	444014083000675	03/02/17	155.97	58996
101-301-751.00	UNIFORMS	BRAD RYKSE	BOOT REIMBURSEMENT	174952	03/02/17	150.00	58808
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRYCLEANING	2238	03/09/17	24.00	58977
101-301-800.00	CONTRACTED SERVICES	MICHIGAN STATE POLICE	ANNUAL SRMS	551-480197	03/02/17	2,500.50	58865
101-301-800.00	CONTRACTED SERVICES	WYANT COMPUTER SERVIC	SERVICE AGREEMENTS	MS20835	03/09/17	200.00	58999
101-301-835.10	BLOOD RESTITUTIONS	PAUL OLIVER MEMORIAL	ROBERT EMERG & BLOOD DRAW	PRESTON	03/02/17	19.00	58880
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONE BILLS	9781222658	03/16/17	72.02	59075
101-301-970.00	EQUIPMENT - PHYSICAL TRA	VISA=TROY LAMERSON	METH SUIT, CLOCK,BRAKES	444014083000675	03/09/17	53.99	58996
Total For Dept 301 SHERIFF							5,986.34
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	18.40	58794
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	25.46	58794
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	002 0217	03/09/17	146.71	58926
Total For Dept 333 SECONDARY ROAD PATROL							190.57
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	18.40	58794
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	9.83	58794
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	BCSS GROUP 007016437 APRIL 2017 PP	007016437	03/16/17	551.43	59013
101-426-727.00	OFFICE SUPPLIES	COAST TO COAST SOLUTI	250 4" X 6" MAGNETS	IVC0080011	03/16/17	292.08	59021
101-426-850.00	TELEPHONE	UWC	PHONE BILL	3/7/17	03/09/17	3.71	58991
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REIMBURSEMENT FROM 2-26 TO	MILEAGE ENDING	03/16/17	85.60	59057
101-426-961.00	TRAINING & SCHOOLS	DISTRICT 7 EMERGENCY	ASSOCIATION DUES	2017 DUES	03/02/17	20.00	58825

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 426 EMERGENCY MANAGEMENT							
101-426-967.00	PROJECT EXPENSES	BRANDON TORRES	SAR MANAGEMENT INSTRUCTOR TRAVEL E	2-27-17	03/02/17	279.50	58809
101-426-967.00	PROJECT EXPENSES	BRIAN BLOOM	SAR MANAGEMENT INSTRUCTOR TRAVEL E	2-26-27	03/02/17	279.50	58810
101-426-967.00	PROJECT EXPENSES	JACKPINE BUSINESS CEN	MISCELLANEOUS SUPPLIES FOR SAR MAN	412571-0	03/02/17	64.80	58847
101-426-967.00	PROJECT EXPENSES	MICHIGAN STATE POLICE	INTEROPERABLE COMMUNICATIONS CONFEE	551-481-519	03/02/17	200.00	58865
101-426-967.00	PROJECT EXPENSES	JACKPINE BUSINESS CEN	PAPER ROLL AND INK	412559-0	03/16/17	136.91	59037
101-426-970.00	EQUIPMENT	JACKPINE BUSINESS CEN	PRINTER AND INK	411967-0	03/02/17	365.06	58847
			Total For Dept 426 EMERGENCY MANAGEMENT			2,306.82	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	GRAND TRAVERSE COUNTY	MONTHLY CONTRACTED SERVICES FOR RM	MARCH 2017	03/02/17	3,944.16	58835
			Total For Dept 648 MEDICAL EXAMINER			3,944.16	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	MONTHLY APPROPRIATION MARCH 2017	000439	03/09/17	9,646.88	58934
			Total For Dept 649 MENTAL HEALTH			9,646.88	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	HART, THOMAS	DHHS PER DIEM	02/28/2017	03/02/17	35.00	58840
101-670-860.00	TRAVEL - DHS BOARD	HART, THOMAS	DHHS MILEAGE	02/28/17	03/02/17	16.05	58840
			Total For Dept 670 DHHS BOARD			51.05	
Dept 721 PLANNING DEPARTMENT							
101-721-721.00	PER DIEM - PLANNING COMM	BONDARENKO, NENA O.	PLANNING COMMISSION PER DIEM	01192017	03/16/17	35.00	59014
101-721-721.00	PER DIEM - PLANNING COMM	BONDARENKO, NENA O.	PLANNING COMMISSION PER DIEM	03092017	03/16/17	35.00	59014
101-721-721.00	PER DIEM - PLANNING COMM	HILL, LORI	PLANNING COMMISSION PER DIEM	03092017	03/16/17	35.00	59036
101-721-721.00	PER DIEM - PLANNING COMM	MAY, SHARRON	PLANNING COMMISSION RECORDING SERV	03092017	03/16/17	75.00	59044
101-721-721.00	PER DIEM - PLANNING COMM	MAY, SHARRON	PLANNING COMMISSION RECORDING FEE	01192017	03/16/17	75.00	59044
101-721-721.00	PER DIEM - PLANNING COMM	MINSTER, MARGARET	PLANNING COMMISSION PER DIEM	01192017	03/16/17	35.00	59046
101-721-721.00	PER DIEM - PLANNING COMM	MINSTER, MARGARET	PLANNING COMMISSION PER DIEM	03092017	03/16/17	35.00	59046
101-721-721.00	PER DIEM - PLANNING COMM	ROCH VON ROCESBURG, W	PLANNING COMMISSION PER DIEM	01192017	03/16/17	35.00	59053
101-721-721.00	PER DIEM - PLANNING COMM	ZENKER, SUSAN K.	PLANNING COMMISSION PER DIEM	01192017	03/16/17	35.00	59083
101-721-721.00	PER DIEM - PLANNING COMM	ZENKER, SUSAN K.	PLANNING COMMISSION PER DIEM	03092017	03/16/17	35.00	59083
101-721-860.00	TRAVEL	BONDARENKO, NENA O.	PLANNING COMMISSION MILEAGE	011917	03/16/17	8.56	59014
101-721-860.00	TRAVEL	BONDARENKO, NENA O.	PLANNING COMMISSION MILEAGE	030917	03/16/17	8.56	59014
101-721-860.00	TRAVEL	HILL, LORI	PLANNING COMMISSION MILEAGE	030917	03/16/17	5.35	59036
101-721-860.00	TRAVEL	MAY, SHARRON	PLANNING COMMISSION RECORD MILEA	030917	03/16/17	2.68	59044
101-721-860.00	TRAVEL	MAY, SHARRON	PLANNING COMMISSION RECORD MILEA	011917	03/16/17	2.68	59044
101-721-860.00	TRAVEL	MINSTER, MARGARET	PLANNING COMMISSION MILEAGE	011917	03/16/17	13.91	59046
101-721-860.00	TRAVEL	MINSTER, MARGARET	PLANNING COMMISSION MILEAGE	030917	03/16/17	13.91	59046
101-721-860.00	TRAVEL	ROCH VON ROCESBURG, W	PLANNING COMMISSION MILEAGE	011917	03/16/17	8.56	59063
101-721-860.00	TRAVEL	ZENKER, SUSAN K.	PLANNING COMMISSION MILEAGE	011917	03/16/17	5.35	59083
101-721-860.00	TRAVEL	ZENKER, SUSAN K.	PLANNING COMMISSION MILEAGE	030917	03/16/17	5.35	59083
			Total For Dept 721 PLANNING DEPARTMENT			504.91	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58940
101-751-721.00	PER DIEM	EDWARD HOOGTHERP	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58941
101-751-721.00	PER DIEM	MICK, TED	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58966
101-751-721.00	PER DIEM	PEACOCK, TAD	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58973
101-751-721.00	PER DIEM	PEARSALL-GROENWALD, M	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58974
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS AND RECREATION PER DIEM	02272017	03/09/17	35.00	58979
101-751-721.00	OFFICE SUPPLIES	HUDSON, PAT	FAMILY \$ BATTERIES PURCHASE	02-27-2017	03/09/17	2.75	58954
101-751-727.00	RECORDING SERVICES	HUDSON, PAT	PARKS AND RECREATION RECORDING SER	02272017	03/09/17	75.00	58954

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS AND RECREATION MILEAGE	022717	03/09/17	9.10	58940
101-751-860.00	TRAVEL	EDWARD HOOGERP	PARKS AND RECREATION MILEAGE	022717	03/09/17	1.61	58941
101-751-860.00	TRAVEL	MICK, TED	PARKS AND RECREATION MILEAGE	022717	03/09/17	7.49	58966
101-751-860.00	TRAVEL	PEACOCK, TAD	PARKS AND RECREATION MILEAGE	022717	03/09/17	2.14	58973
101-751-860.00	TRAVEL	PEARSALL-GROENWALD, M	PARKS AND RECREATION MILEAGE	022717	03/09/17	8.03	58974
Total For Dept 751 PARKS & RECREATION DEPARTMENT						316.12	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	903.55	58794
101-852-717.00	MEDICAL/DENTAL/VISION	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	MARCH 2017	03/02/17	175.00	58821
101-852-717.00	MEDICAL/DENTAL/VISION	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	MARCH 2017	03/02/17	175.00	58852
101-852-717.00	MEDICAL/DENTAL/VISION	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	MARCH 2017	03/02/17	175.00	58909
101-852-717.00	MEDICAL/DENTAL/VISION	BLUE CROSS BLUE SHIEL	BCBS GROUP 007016437 APRIL 2017 PP	007016437	03/16/17	2,977.73	59013
101-852-717.01	MEDICAL INSURANCE	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	2,465.50	59043
101-852-725.02	MI CLAIMS TAX ASSESSMENT	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	27.48	58794
101-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	881.75	58794
101-852-832.00	GYM MEMBERSHIP	BETSIIE HOSICK HEALTH	FITNESS CENTER MEMBERSHIP FEE - MA	03102017	03/16/17	300.00	59012
101-852-874.00	MEDICAL INSURANCE - RET	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	33.87	58794
Total For Dept 852 MEDICAL INSURANCE						8,114.88	
Total For Fund 101 GENERAL FUND						116,669.27	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	22.90	58794
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	25.46	58794
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL FEB '17	065281271	03/02/17	72.27	58893
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	002 0217	03/09/17	21.32	58926
205-000-748.00	GAS, OIL & GREASE	THIRLBY AUTOMOTIVE -	TRAILER HITCH	648802	03/09/17	30.58	58987
205-000-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE - TNT	23204	03/09/17	79.85	59000
205-000-961.00	TRAINING & SCHOOLS	MITCHELL SMITH	REIMB FOR MEAL - TNT	2	03/16/17	21.00	59047
205-000-970.00	EQUIPMENT	TRANSUNION RISK AND A	MONTHLY ACCESS	939561	03/02/17	210.00	58907
205-000-970.00	EQUIPMENT	VISA=TROY LAMERSON	METH SUIT, CLOCK, BRAKES	444014083000675	03/09/17	179.99	58996
Total For Dept 000						663.37	
Total For Fund 205 TNT OFFICER MILLAGE FUND						663.37	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	VISA=TED SCHENDEL	MEALS TRAINING MILLER, DOG FOOD,	444014083000686	03/09/17	33.99	58995
Total For Dept 000						33.99	
Total For Fund 206 SHERIFF'S K-9 FUND						33.99	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-782.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	UPS, STARTER KIT, WASTEBASKET, CLEA	1444	03/02/17	47.97	58872
213-265-782.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	AUTO PARTS, PULLEY, LAMP	28514125	03/16/17	41.78	59050
213-265-783.00	EQUIP. SERVICES & SUPPLI	G.T. PACKAGING & JANI	DETERGENT, PAPER PROD	0214523-IN	03/02/17	145.75	58830
213-265-783.00	EQUIP. SERVICES & SUPPLI	CUMMINS BRIDGEWAY	GENERATOR ANNUAL SVC CONTRACT	015-95219	03/09/17	674.40	58937
213-265-783.00	EQUIP. SERVICES & SUPPLI	G.T. PACKAGING & JANI	PAPER PROD, SHAMPOO	0214712-IN	03/09/17	235.20	58945
213-265-783.00	EQUIP. SERVICES & SUPPLI	G.T. PACKAGING & JANI	PAPER PROD, CLEANTER	0214986-IN	03/16/17	322.50	59031
213-265-783.00	EQUIP. SERVICES & SUPPLI	G.T. PACKAGING & JANI	GARBAGE PICKUP	1843173	03/09/17	95.00	58921
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	PHONE BILL	3/7/17	03/09/17	0.11	58991
213-265-850.00	TELEPHONE	UWC					

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	MARCH '17 NATURAL GAS JAIL	455802000014	03/16/17	1,588.08	59028
			Total For Dept 265 BUILDING & GROUNDS			3,150.79	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	VISA=DAN SMITH	WIPERS,CASELAW,CAGE,TRNG	444014083000685	03/09/17	6.46	58992
213-351-727.00	OFFICE SUPPLIES	QUILL CORPORATION	LASER CARTRIDGE	4982513	03/16/17	45.82	59058
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	INMATE MEALS	IVC26575	03/16/17	8,370.72	59016
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	002 0217	03/09/17	111.35	58926
213-351-748.00	GAS, OIL & GREASE	NAPA AUTO SUPPLY, INC	AUTO PARTS, PULLEY,LAMP	28514125	03/16/17	15.69	59050
213-351-749.00	VEHICLE REPAIRS	VISA=DAN SMITH	WIPERS,CASELAW,CAGE,TRNG	444014083000685	03/09/17	824.00	58992
213-351-751.00	UNIFORMS	COYKENDALL, SHERRY	REIMB BOOTS 2017	7238026176 2	03/02/17	150.00	58822
213-351-751.00	UNIFORMS	GET UR GUNS	UNIFORM PANTS	9191	03/09/17	139.06	58947
213-351-752.00	PRISONERS LAUNDRY	G.T. PACKAGING & JANI	DETERGENT, PAPER PROD	0214523-IN	03/02/17	165.20	58830
213-351-752.10	DRY CLEANERS	BANASTAK, DANIELLE	MENDING OF UNIFORMS, PATCHES	EMAIL - 2-26-17	03/02/17	71.75	58800
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRYCLEANING	2238	03/09/17	214.50	58977
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	MONTHLY INMATE MEDICAL W/CREDIT	63450/CR 63282	03/02/17	5,878.56	58795
213-351-834.00	PRISONER MEDICAL - BENZI	PAUL OLIVER MEMORIAL	SHANNON - EMERG ROOM	CHAKROUTI	03/02/17	370.40	58880
213-351-834.00	PRISONER MEDICAL - BENZI	PAUL OLIVER MEMORIAL	ROBERT EMERG & BLOOD DRAW	PRESTON	03/02/17	370.40	58880
213-351-834.00	PRISONER MEDICAL - BENZI	PAUL OLIVER MEMORIAL	CORNELL, JAMES COURT ORDERED TEST	2405	03/02/17	473.80	58880
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	COPIER LEASE	146032	03/02/17	461.25	58905
213-351-955.10	DUES & REGISTRATIONS	VISA=DAN SMITH	WIPERS,CASELAW,CAGE,TRNG	444014083000685	03/09/17	109.00	58992
213-351-956.00	EMPLOYEE PHYSICALS	MANAGEMENT & BEHAVIOR	EMPLOYEE PSYCH EVAL	D APRIL	03/16/17	526.00	59042
213-351-956.00	EMPLOYEE PHYSICALS	THE WALK IN CLINIC	EMPLOYMENT PHYSICAL	DAVID APRIL	03/16/17	227.00	59069
213-351-961.00	TRAINING & SCHOOLS	TRISHA BELL	TRAINING MEALS REIMB	REIMBURSEMENT	03/02/17	42.58	58908
213-351-961.00	TRAINING & SCHOOLS	KIM PRINGLE	TRAINING MEAL REIMB	MISC	03/09/17	20.96	58959
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	WIPERS,CASELAW,CAGE,TRNG	444014083000685	03/09/17	431.49	58992
213-351-961.00	TRAINING & SCHOOLS	VISA=TED SCHENDEL	MEALS TRAINING MILLER,DOG FOOD,	444014083000686	03/09/17	88.20	58995
213-351-961.00	TRAINING & SCHOOLS	BRANCH COUNTY SHERIFF	CALIBRE PRESS CELL BLOCK SURVIVAL	BRANCH CO	03/16/17	200.00	59015
213-351-961.00	TRAINING & SCHOOLS	MANAGEMENT & BEHAVIOR	EMPLOYEE PSYCH EVAL	D APRIL	03/16/17	274.00	59042
213-351-963.00	COMPUTER EQUIPMENT	MICHIGAN STATE POLICE	GATEWAY CONNECTION	551-483331	03/09/17	387.00	58965
213-351-963.00	COMPUTER EQUIPMENT	WYANT COMPUTER SERVIC	SERVICE AGREEMENTS	MS20835	03/09/17	1,393.00	58999
213-351-963.00	COMPUTER EQUIPMENT	WYANT COMPUTER SERVIC	DATTO BACK UP	MB20855	03/09/17	510.00	58999
213-351-963.00	COMPUTER EQUIPMENT	SECURUS TECHNOLOGIES	INVEST PRO	156785	03/16/17	193.06	59064
213-351-978.02	RADIO MAINTENANCE	GRAND TRAVERSE MOBILE	PARTITION INSTALLATION	47273	03/16/17	187.50	59033
			Total For Dept 351 JAIL - CORRECTIONS			22,258.75	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	239.09	58794
213-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	280.10	58794
			Total For Dept 852 MEDICAL INSURANCE			519.19	
			Total For Fund 213 JAIL OPERATIONS FUND			25,928.73	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	HOSE NOZZLE, TOILET BOWL DROP INS,	135088	03/02/17	26.96	58872
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	WET JET LIQUID, FEEBREEZE, WET JET	135237	03/09/17	47.41	58969
214-265-750.00	MAINTENANCE SUPPLIES	AMERICAN WASTE	GARBAGE PICKUP ANNUAL PYMT 2017	3412260	03/16/17	252.00	59003
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	409 CLEANER, SOFT SCRUB, SCRUB SPO	8971	03/16/17	11.07	59030
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	GENERAL HARDWARE, BRAKE FLUID, BAT	8238	03/16/17	15.28	59030
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	CREDIT PD TWICE CK #56266 8/11 & #	CREDIT	03/16/17	(32.64)	59030
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	COPPER CAP & VALVE FROM NOVEMBER 2	6866	03/16/17	17.77	59030
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	WAVEBRAKE MOP BUCKET	135409	03/16/17	69.99	59053

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS	SNOW REMOVAL						
214-265-820.00	TELEPHONE	A J'S EXCAVATING LLC	5 SNOWPLOWING	6979	03/09/17	175.00	58920
214-265-850.00	TELEPHONE	CENTURYLINK	PHONE AND INTERNET STATION 2	404669354	03/02/17	264.89	58815
214-265-850.00	TELEPHONE	UWC	PHONE BILL	3/7/17	03/09/17	5.67	58991
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	448 CABLE INTERNET	824512142001011	03/02/17	90.10	58816
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	PHONE INTERNET CABLE	824512145001601	03/02/17	59.99	58816
214-265-850.01	INTERNET SERVICE	DIRECT TV	TV AT STATION 2	30652286603	03/02/17	91.40	58824
214-265-853.00	CELLULAR PHONES	CHARTER COMMUNICATION	PHONE INTERNET CABLE	824512145001601	03/02/17	155.15	58816
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILLS	9781222658	03/16/17	36.01	59075
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDT	WATER AND SALT FOR STATION3	31-2902	03/09/17	79.40	58962
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER AND SEWER FOR STATION 3	3.62500.02	03/16/17	54.67	59020
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS AT 227 PINE	455803700018	03/02/17	213.15	58827
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS AT 225 PARK	455801900040	03/02/17	156.67	58827
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS AT 227 PINE	455803700018	03/16/17	156.71	59027
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS AT 225 PARK	455801900040	03/16/17	125.92	59027
214-265-923.00	FUEL - PROPANE GAS	TRI-GAS DISTRIBUTING	PROPANE AT STATION 2	51779	03/16/17	749.38	59073
214-265-924.00	ELECTRIC	CERRYLAND ELECTRIC	ELECTRIC AT STATION 2	4129601	03/16/17	283.86	59019
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC AT 227 PINE	100013543937	03/16/17	54.91	59024
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC AT 225 PARK	100013543556	03/16/17	116.64	59024
214-265-935.00	BUILDING REPAIRS	GRAND TRAVERSE GARAGE	REPAIR STATION 3 OVER HEAD GARAGE	19098	03/02/17	441.36	58836
214-265-935.00	BUILDING REPAIRS	GRAND TRAVERSE GARAGE	REPLACE DOOR ROLLERS	19141	03/02/17	118.75	58836
214-265-935.00	BUILDING REPAIRS	GLEN LAKE ELECTRIC IN	REPLACE LIGHTS IN STATION 2 GARAGE	11217	03/09/17	1,064.00	58950
214-265-935.00	BUILDING REPAIRS	FRANKFORT HARDWARE	EXTENSION CORD, LIGHT BULB, LAMPHO	8835	03/16/17	12.19	59030
Total For Dept 265 BUILDING & GROUNDS							4,913.66
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	EMS COPIERS	145833	03/02/17	198.34	58904
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	O2 QUICK CONNET	82412451	03/02/17	35.88	58807
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	IV CATHS	82411168	03/02/17	123.50	58807
214-655-735.00	MEDICAL SUPPLIES	HONOR BUILDING SUPPLY	BATTERIES	1702-158510	03/02/17	23.98	58843
214-655-735.00	MEDICAL SUPPLIES	MUNSON HOME MEDICAL E	IV FLUIDS AND IV LINES	282376	03/02/17	458.92	58869
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	EDUCATION CLASSES AND CARDS AND IV	BCMS 1/31/17	03/02/17	540.50	58870
214-655-735.00	MEDICAL SUPPLIES	S & W HEALTHCARE	ELECTRODS AND AED PADS	229141	03/02/17	277.74	58888
214-655-735.00	MEDICAL SUPPLIES	EMERGENT RESPIRATORY	CPAP CURCUTTS	35001706	03/09/17	249.30	58942
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	9060599064	03/02/17	192.41	58798
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	CYLINDER RENTAL	9942705914	03/16/17	207.64	59002
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	CYLINDER RENTAL	9942705915	03/16/17	420.86	59002
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	DECEMBER CYLINDER RENTAL	9941257317	03/16/17	215.12	59002
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	DECEMBER CYLINDER RENTAL	9941258818	03/16/17	401.43	59002
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	LATE FEES ON DECEMBER CYLINDER REN	1602508789	03/16/17	8.51	59002
214-655-748.00	GAS, OIL & GREASE	THIRLBY AUTO - ALS/EM	OIL	565935	03/02/17	83.10	58906
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	006 0217	03/16/17	2,324.73	59010
214-655-748.00	GAS, OIL & GREASE	FRANKFORT HARDWARE	BRAKE FLUID, STEERING FLUID	8231	03/16/17	12.98	59030
214-655-748.00	GAS, OIL & GREASE	FRANKFORT HARDWARE	GENERAL HARDWARE, BRAKE FLUID, BAT	8238	03/16/17	6.99	59030
214-655-748.00	GAS, OIL & GREASE	THIRLBY AUTO - ALS/EM	WASHER FLUID AND ANTIFREEZE	675903	03/16/17	19.29	59070
214-655-748.00	GAS, OIL & GREASE	THIRLBY AUTO - ALS/EM	CREDIT	376160	03/02/17	(23.06)	58906
214-655-749.00	VEHICLE REPAIRS	JUST TRUCKS INC	A22 REPAIR BACK DOOR LATCHES	1027003	03/16/17	70.88	59039
214-655-749.00	VEHICLE REPAIRS	BAY SUPPLY & MARKETIN	UNIFORMS FOR SAM M., NICK G., RYAN	50737	03/02/17	200.85	58801
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	UNIFORMS FOR RYAN L, CHRIS P, KATH	50711	03/02/17	262.85	58801
214-655-751.00	UNIFORMS	TELE-RAD, INC.	M. TRAILER DUTY BELT	878028	03/16/17	14.39	59068
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING AND COLLECTIONS	BEN0217	03/16/17	2,962.50	59052
214-655-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	SIREN AND EMERGENCY LIGHT REPAIRS	47186	03/09/17	1,086.75	58952
214-655-855.00	TRAINING & SCHOOLS	MUNSON MEDICAL CENTER	EDUCATION CLASSES AND CARDS AND IV	BCMS 1/31/17	03/02/17	571.50	58870
214-655-961.00	TRAINING & SCHOOLS	BOUND TREE MEDICAL, L	CPR TRAINING ONE WAY VALVES AND CP	82424569	03/09/17	203.20	58931

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-961.00	TRAINING & SCHOOLS	VISA=CRAIG JOHNSON	CRAIG'S ROOM, COMFORT INN FOR ACTI	444014286000005	03/16/17	88.79	59077
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			11,239.87	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	260.52	58794
214-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	229.80	58794
			Total For Dept 852 MEDICAL INSURANCE			490.32	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			16,643.85	
Fund 217 SNOWMOBILE PATROL FUND							
Dept 332 SNOWMOBILE LAW ENFORCEMENT							
217-332-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	002 0217	03/09/17	80.90	58926
			Total For Dept 332 SNOWMOBILE LAW ENFORCEMENT			80.90	
			Total For Fund 217 SNOWMOBILE PATROL FUND			80.90	
Fund 218 PARKS & REC - ICE RINK							
Dept 751 PARKS & RECREATION DEPARTMENT							
218-751-800.00	CONTRACTED SERVICES	RINEER, JACK	MAINTENANCE OF ICE RINK, PD \$1600, 03/15/17		03/16/17	1,000.00	59061
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			1,000.00	
			Total For Fund 218 PARKS & REC - ICE RINK			1,000.00	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	TRUCK FUEL	0070217	03/09/17	88.75	58926
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	CONTRACTED SERVICES	1852587	03/16/17	13,164.74	59003
228-000-900.00	PUBLIC RELATIONS - PRINT	PIONEER GROUP	RECYCLING ADD	113	03/02/17	153.00	58881
228-000-900.00	PUBLIC RELATIONS - PRINT	PIONEER GROUP	RECYCLING AD	127	03/09/17	270.00	58975
228-000-957.00	MISCELLANEOUS	PAPINEAU P.C. - LAND	GRAVEL PIT LOT MARKING	17108	03/02/17	375.00	58879
228-000-957.00	MISCELLANEOUS	A J'S EXCAVATING LLC	FRANKFORT SNOW PLOW	6947	03/09/17	140.00	58920
228-000-957.00	MISCELLANEOUS	COLE'S SNOW PLOWING	SAVE A LOT SNOW PLOWING	202	03/09/17	45.00	58936
228-000-957.00	MISCELLANEOUS	FIGURA, RICHARD	REVIEW FOR THE COUNTY AIRPORT	BC-342	03/09/17	27.00	58944
			Total For Dept 000			14,263.49	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	9.83	58794
228-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	18.40	58794
			Total For Dept 852 MEDICAL INSURANCE			28.23	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			14,291.72	
Fund 231 SOIL EROSION (SESSC) FUND							
Dept 723 SOIL EROSION CONTROL							
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING PERMITS/INSPECTIONS	1192	03/09/17	1,100.00	58923
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	JANUARY BUILDING PERMITS	1217	03/09/17	400.00	58923
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	FEBRUARY 2017 BILLING	1217	03/09/17	600.00	58923
			Total For Dept 723 SOIL EROSION CONTROL			2,100.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			2,100.00	
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000	PROJECT EXPENSES						
241-000-967.00		KUHN ROGERS PLC	LAND BANK SERVICES /669 SCRAP TIRE	93068	03/16/17	440.00	59041
			Total For Dept 000			440.00	
			Total For Fund 241 LAND BANK AUTHORITY FUND			440.00	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	PAINT SUPPLIES	134971	03/09/17	132.08	58969
247-265-782.00	MAINTENANCE SUPPLIES	VISA=KYLE MAURER	FOR FEBRUARY + LATE FEES	444014286000059	03/10/17	91.37	59001
247-265-850.00	TELEPHONE	UWC	PHONE BILL	3/7/17	03/09/17	6.10	58991
			Total For Dept 265 BUILDING & GROUNDS			229.55	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	UNIFI EQUIPMENT FINAN	BILL FOR FEB	282164	03/16/17	61.16	59074
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	BILL FOR FEB	0050217	03/09/17	58.99	58927
247-430-835.20	VET & DRUG FEES	BETTSIE RIVER VETERINA	3 CAT SPAY AND NEUTER	38396	03/09/17	266.40	58929
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	1 FEMALE SAPY 2-17C	262495	03/16/17	230.06	59056
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	BILL FOR MAR	1843344	03/16/17	16.00	59003
247-430-945.20	DISPOSALS & BURIALS	OAKWOOD PET CREMATION	JAN -FEB CREMATIONS	58695	03/16/17	30.00	59054
			Total For Dept 430 ANIMAL CONTROL			662.61	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	28.42	58794
247-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	36.80	58794
			Total For Dept 852 MEDICAL INSURANCE			65.22	
			Total For Fund 247 ANIMAL CONTROL FUND			957.38	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 265 BUILDING & GROUNDS							
249-265-850.00	TELEPHONE	UWC	PHONE BILL	3/7/17	03/09/17	7.36	58991
			Total For Dept 265 BUILDING & GROUNDS			7.36	
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING PERMITS/INSPECTIONS	1192	03/09/17	7,605.00	58923
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	JANUARY BUILDING PERMITS	1217	03/09/17	4,133.00	58923
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	FEBRUARY 2017 BILLING	1217	03/09/17	3,828.00	58923
			Total For Dept 371 BUILDING INSPECTOR			15,566.00	
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING PERMITS/INSPECTIONS	1192	03/09/17	1,785.00	58923
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	JANUARY BUILDING PERMITS	1217	03/09/17	2,587.00	58923
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	FEBRUARY 2017 BILLING	1217	03/09/17	3,145.00	58923
			Total For Dept 372 PLUMBING INSPECTOR			7,517.00	
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING PERMITS/INSPECTIONS	1192	03/09/17	5,695.00	58923
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	JANUARY BUILDING PERMITS	1217	03/09/17	4,928.00	58923
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	FEBRUARY 2017 BILLING	1217	03/09/17	4,154.00	58923
			Total For Dept 373 MECHANICAL INSPECTOR			14,777.00	
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING PERMITS/INSPECTIONS	1192	03/09/17	3,666.00	58923
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	JANUARY BUILDING PERMITS	1217	03/09/17	4,302.00	58923

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 249 BUILDING DEPARTMENT FUND							
Dept 000	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	FEBRUARY 2017 BILLING	1217	03/09/17	2,406.00	58923
249-375-800.00			Total For Dept 375 ELECTRICAL INSPECTOR			10,374.00	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000	TRAVEL-CPL CLERK TECH FU	OLNEY, DAWN	MILEAGE & MEALS 2/23 TO 3/2/2017	3/6/2017	03/09/17	119.31	58971
260-000-860.00	TRAVEL-CPL CLERK TECH FU	VISA=DAWN OLNEY	CLERK QUARTERLY CONFERENCE	****0025	03/09/17	38.25	58993
260-000-860.00			Total For Dept 000			157.56	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 000	DISPATCH/COMMUNICATION	VERIZON WIRELESS	CELL PHONE BILLS	9781222658	03/16/17	1,107.37	59075
261-325-853.00	CELLULAR PHONES	GRAND TRAVERSE MOBILE	EMS LAPTOP	47085	03/02/17	75.00	58837
261-325-930.00	EQUIPMENT REPAIR	WYANT COMPUTER SERVIC	SERVICE AGREEMENTS	MS20835	03/09/17	697.00	58999
261-325-963.00	COMPUTER SUPPORT		Total For Dept 325 DISPATCH/COMMUNICATION			1,879.37	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	FEBRUARY 2017 VISION COVERAGE	170794	03/02/17	149.57	58794
261-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE - FEBRUAR	170794	03/02/17	165.20	58794
Fund 262 DISPATCHER TRAINING FUND							
Dept 000	TRAINING & SCHOOLS	MICHIGAN STATE POLICE	CONFERENCE INVOICE	551-481463	03/02/17	200.00	58864
262-000-961.00	TRAINING & SCHOOLS	PUBLIC SAFETY TRAININ	TRAINING INVOICE	19742	03/02/17	567.00	58883
262-000-961.00			Total For Dept 000			767.00	
Fund 265 JUSTICE TRAINING (302) FUND							
Dept 000	PROJECT EXPENSES	VISA=TED SCENDEL	MEALS TRAINING MILLER, DOG FOOD,	444014083000686	03/09/17	322.84	58995
265-000-967.00			Total For Dept 000			322.84	
Fund 269 LAW LIBRARY FUND							
Dept 000	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	BENZIE CO LAW LIBRARY - PATRON ONL	3090863139	03/16/17	510.00	59060
269-000-901.00	RESOURCE MATERIALS	THOMPSON REUTERS-WEST	LAW LIBRARY MATERIALS	835783621	03/16/17	672.30	59071
269-000-901.00			Total For Dept 000			1,182.30	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE	MARCH 2017	03/02/17	64,285.83	58805
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE	FEBRUARY 2017	03/16/17	64,285.83	59011

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000							
Total For Dept 000							128,571.66
Total For Fund 276 COMMISSION ON AGING MILLAGE F							128,571.66
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-704.02	SALARY - CASEWORKER	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	2,827.18	59043
292-000-725.00	FRINGE BENEFITS - SOCIAL	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	291.13	59043
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	1,219.28	59043
292-000-840.70	INSTITUTIONAL ROOM & BOA	MUSKEGON RIVER YOUTH	14 DAYS DETENTION B.RAMEY	16678	03/02/17	2,516.64	58871
292-000-840.95	IN HOME CARE MISC.	GROW BENZIE	VOLUNTEER PROGRAM SUPPORTS	MARCH 2017	03/02/17	170.00	58839
292-000-840.95	IN HOME CARE MISC.	KATHERINE HOUSTON	COORDINATION OF VOL PROGRAM	FEBRUARY 2017	03/02/17	800.00	58851
292-000-840.95	IN HOME CARE MISC.	ROBINSON, KELLIE	CELL PHONE REIMBURSEMENT	MARCH 2017	03/02/17	50.00	58884
292-000-840.95	IN HOME CARE MISC.	TARYN DEMOTT	TUTORING FOR J. BORTON	FEB 2017	03/02/17	125.00	58903
292-000-840.95	IN HOME CARE MISC.	CATHOLIC HUMAN SERVIC	DRUG ASSESSMENTS AND COUNSELING	MARCH 2017	03/16/17	240.00	59017
292-000-840.95	IN HOME CARE MISC.	JAN HEVERLY	TUTORING I. MINER	MARCH 2017	03/16/17	100.00	59038
292-000-840.95	IN HOME CARE MISC.	REDWOOD TOXICOLOGY LA	DRUG TESTING	MARCH 2017	03/16/17	113.75	59059
292-000-840.95	IN HOME CARE MISC.	ROBINSON, KELLIE	MILEAGE REIMBURSEMENT FOR IHC	MARCH 2017	03/16/17	401.88	59062
Total For Dept 000							8,854.86
Total For Fund 292 CHILC CARE FUND							8,854.86
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR FEB 2017	FEB2017	03/09/17	35.00	58924
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR FEB 2017	FEB2017	03/09/17	35.00	58948
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR FEB 2017	FEB2017	03/09/17	35.00	58949
293-000-721.00	PER DIEM	STOBIE, TOM	PER DIEM FOR FEB 2017	FEB2017	03/09/17	105.00	58985
293-000-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES FOR VETERANS	413137-0	03/16/17	58.97	59037
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR FEB 2017	FEB 2017	03/09/17	1.98	58924
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR FEB 2017	FEB 2017	03/09/17	17.17	58948
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR FEB 2017	FEB 2017	03/09/17	17.71	58949
293-000-860.00	TRAVEL	STOBIE, TOM	MILEAGE FOR FEB 2017	FEB 2017	03/09/17	88.56	58985
Total For Dept 000							394.39
Total For Fund 293 VETERAN'S RELIEF FUND							394.39
Fund 294 VETERANS TRUST FUND							
Dept 000							
294-000-839.10	VETERANS FINANCIAL AID	SILVER SWEEP CHIMNEY	1/2 DOWN FOR CHIMNEY WORK/AKRAM KA	23742	03/16/17	823.15	59065
Total For Dept 000							823.15
Total For Fund 294 VETERANS TRUST FUND							823.15
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	892.80	59043
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY	BENZIE COUNTY SHARED EXP FOR FEBRU	FEBRUARY 2017	03/16/17	385.03	59043
Total For Dept 000							1,277.83
Total For Fund 296 JUVENILE JUSTICE FUND							1,277.83
Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	ADVANCED SATELLITE CO	FINAL BILLING CAMERA INSTALL	42043	03/02/17	11,505.63	58796

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	ADVANCED SATELLITE CO	CAMERA LICENSES	42044	03/02/17	1,600.55	58797
371-000-970.00	CAPITAL OUTLAY - EQUIPME	GLEN LAKE ELECTRIC IN	REPLACED FIXTURE AND LAMP BLDG	10860	03/02/17	286.00	58832
			Total For Dept 000			13,392.18	
			Total For Fund 371 JAIL RESERVE FUND			13,392.18	
Fund 412 MCF RENOVATIONS FUND							
Dept 000							
412-000-810.00	LEGAL FEES	KUHN ROGERS PLC	SERVICES FOR FEB 18, 2017 THRU MAR	031017	03/16/17	2,691.00	59041
412-000-810.00	LEGAL FEES	STRAUB, PETITT, AND	SERVICES THRU FEB 2017/MAPLES	20	03/16/17	1,350.00	59066
412-000-967.00	PROJECT EXPENSES	COMSTOCK CONSTRUCTION	SERVICES THRU FEB 2017/MAPLES	45	03/16/17	10,982.85	59023
412-000-967.00	PROJECT EXPENSES	DYKEMA	SERVICES FOR MAPLES BUILDING	3116089	03/16/17	740.00	59029
			Total For Dept 000			15,763.85	
			Total For Fund 412 MCF RENOVATIONS FUND			15,763.85	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 351 JAIL - CORRECTIONS							
425-351-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	8 PORTABLE RADIOS FROM GT 2% GRANT	47141	03/16/17	14,057.60	59033
			Total For Dept 351 JAIL - CORRECTIONS			14,057.60	
Dept 653 AMBULANCES							
425-653-967.00	PROJECT EXPENSES - AMBUL	CENTRAL STATE BANK	AMBULANCE PAYMENT FOR MARCH 2017	0018319	03/02/17	3,479.86	58814
			Total For Dept 653 AMBULANCES			3,479.86	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			17,537.46	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	BENZIE COUNTY TREASUR	OVERPAYMENT ON DELINQUENT TAXES FR	10-06-001-005-0	03/02/17	486.78	58804
516-000-694.00	CASH OVER/SHORT	RODRIGUEZ, ESTHER	OVERPAYMENT OF DELINQUENT TAXES	02-103-022-50	03/02/17	28.64	58885
516-000-694.00	CASH OVER/SHORT	BENZIE COUNTY TREASUR	OVERPAYMENT ON DELINQUENT TAXES	08-022-008-60	03/09/17	1,455.20	58928
			Total For Dept 000			1,970.62	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			1,970.62	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 21 REDEMPTIONS	030217	03/09/17	630.00	58925
532-253-800.00	CONTRACTED SERVICES - RE	TITLE CHECK LLC	1/12 ANNUAL FEE FOR 2014 TAX FORFE	1703-04	03/16/17	1,196.29	59072
532-253-810.00	LEGAL FEES	FIGURA, RICHARD	PROPERTY TAX FORECLOSURE SERVICES	BCT-348	03/09/17	364.50	58944
			Total For Dept 253 COUNTY TREASURER			2,190.79	
			Total For Fund 532 TAX FORECLOSURE FUND			2,190.79	
Fund 701 GENERAL AGENCY FUND							
Dept 000							
701-000-001.00	CASH CSB SAV 213	ASSANTE, NEIL	GIFT CARDS FOR RECOVERY COURT	JUL 2015 - JUN	03/09/17	700.00	58922
701-000-001.00	CASH CSB SAV 213	ASSANTE, NEIL	GIFT CARDS FOR RECOVERY COURT	FEB 2015 - FEB	03/09/17	600.00	58922
			Total For Dept 000			1,300.00	
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	OWI REIMBURSEMENT	030117	03/02/17	679.50	58803
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	30.00	58897

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	120.00	58897
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	2,583.00	58897
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	100.00	58897
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	345.00	58897
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	120.00	58897
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	1,211.00	58897
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	FEE TRANSMITTAL	030117	03/02/17	3,667.50	58897
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TO BE APPLIED	022717	03/02/17	1,000.00	58790
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BONDS TO BE APPLIED	022717	03/02/17	1,620.00	58791
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BONDS TO APPLY	030117	03/02/17	1,885.00	58792
701-136-265.00	CASH BONDS PAYABLE	EEERHARD, JENNA	BOND TO RETURN	030117	03/02/17	65.00	58828
701-136-265.00	CASH BONDS PAYABLE	WALKOWIAK, TAYLOR	BOND TO BE RETURNED	022717	03/02/17	750.00	58912
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BONDS TO BE APPLIED	030917	03/09/17	2,125.00	58919
701-136-265.00	CASH BONDS PAYABLE	CARVER II, CHARLES	BOND TO BE RETURNED	030917	03/09/17	100.00	58933
701-136-265.00	CASH BONDS PAYABLE	MCPHERSON, BRENT	BOND TO BE RETURNED	030917	03/09/17	870.00	58963
701-136-265.00	CASH BONDS PAYABLE	WORM JR, MICHAEL	BONDS TO BE RETURNED	030917	03/09/17	25.00	58998
701-136-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE OIL CO	RESTITUTION	030117	03/02/17	12.50	58806
701-136-271.00	RESTITUTIONS PAYABLE	CROUCH, STEVEN	RESTITUTION	030117	03/02/17	10.00	58823
701-136-271.00	RESTITUTIONS PAYABLE	GARY, ANNE	RESTITUTION	030117	03/02/17	6.25	58831
701-136-271.00	RESTITUTIONS PAYABLE	HILDEBRANDT, CARLI J.	RESTITUTION	030117	03/02/17	10.00	58842
701-136-271.00	RESTITUTIONS PAYABLE	MANNING, KRISTY	RESTITUTION	030117	03/02/17	5.00	58856
701-136-271.00	RESTITUTIONS PAYABLE	PACKER, DAVID	RESTITUTION	030117	03/02/17	350.00	58878
701-136-271.00	RESTITUTIONS PAYABLE	ROHN, MICHAEL	RESTITUTION	030117	03/02/17	168.89	58887
701-136-271.00	RESTITUTIONS PAYABLE	SECURA INSURANCE COMP	RESTITUTION	030117	03/02/17	6.25	58890
701-136-271.00	RESTITUTIONS PAYABLE	SENA, DANIEL	RESTITUTION	030117	03/02/17	25.00	58891
701-136-271.00	RESTITUTIONS PAYABLE	SENA, JEFFREY	RESTITUTION	030117	03/02/17	25.00	58892
701-136-271.00	RESTITUTIONS PAYABLE	SLAUGHTER, SUZANNA	RESTITUTION	030117	03/02/17	10.00	58894
701-136-271.00	RESTITUTIONS PAYABLE	ZWART, JEROME	RESTITUTION	030117	03/02/17	240.00	58918
Total For Dept 136 DISTRICT COURT						18,164.89	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	STAT FEES & PROC FEES	FEBRUARY 2017	03/02/17	786.05	58855
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	STAT FEES & PROC FEES	FEBRUARY 2017	03/02/17	99.05	58855
Total For Dept 141 FRIEND OF THE COURT						885.10	
Dept 215 COUNTY CLERK							
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY TRANSMITTAL	FEBRUARY	03/09/17	4.00	58964
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR FEBRUARY 2017	551-482333	03/09/17	2,428.00	58983
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	FEBRUARY	03/09/17	308.25	58981
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	FEBRUARY	03/09/17	225.00	58981
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	FEBRUARY	03/09/17	187.50	58981
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	FEBRUARY	03/09/17	833.00	58981
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	FEBRUARY	03/09/17	237.00	58981
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY FOR BAILEY BORTON	16-2469-FH	03/02/17	900.00	58802
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY APPLIED - CRAIG SEGER	15-2405-FH	03/16/17	1,316.95	59007
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY FRIEND	BOND MONEY APPLIED TO FOC ARREARAG	15-2404-FH	03/16/17	900.00	59008
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY FRIEND	BOND MONEY APPLIED TO FOC ARREARAG	15-2405-FH	03/16/17	483.41	59009
701-215-271.00	RESTITUTIONS PAYABLE	FLORENCE STONE	RESTITUTION FROM GARRETT TONN	15-2429-FC	03/02/17	25.00	58829
701-215-271.00	RESTITUTIONS PAYABLE	MEMBERS CREDIT UNION	RESTITUTION FROM JENNY KETZ	12-2274-FH	03/02/17	25.00	58861
701-215-271.00	RESTITUTIONS PAYABLE	SCHMUCKAL OIL CO	RESTITUTION FROM DAREK EBERHARD	13-2311-FH	03/02/17	599.50	58889
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE OIL CO	RESTITUTION FROM BAILEY BORTON	16-2469-FH	03/09/17	320.00	58930
701-215-271.00	RESTITUTIONS PAYABLE	MATTHEW STAPLETON	RESTITUTION FROM KELLI STAPLETON	13-2344-FC	03/09/17	245.53	58961
701-215-271.00	RESTITUTIONS PAYABLE	MOTOR INSURANCE CORPO	RESTITUTION FROM HARRY KRACHMAL II	16-2449-FH	03/09/17	40.00	58967

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 101 GENERAL FUND			116,669.27	
			Fund 205 TNT OFFICER MILLAGE FUND			663.37	
			Fund 206 SHERIFF'S K-9 FUND			33.99	
			Fund 213 JAIL OPERATIONS FUND			25,928.73	
			Fund 214 EMERGENCY MEDICAL SERVICES			16,643.85	
			Fund 217 SNOWMOBILE PATROL FUND			80.90	
			Fund 218 PARKS & REC - ICE RINK			1,000.00	
			Fund 228 SOLID WASTE/RECYCLING FUND			14,291.72	
			Fund 231 SOIL EROSION (SESSC) FUND			2,100.00	
			Fund 241 LAND BANK AUTHORITY FUND			440.00	
			Fund 247 ANIMAL CONTROL FUND			957.38	
			Fund 249 BUILDING DEPARTMENT FUND			48,241.36	
			Fund 260 CPL CLERK TECHNOLOGY FUND			157.56	
			Fund 261 911 EMERGENCY SERVICE FUND			2,194.14	
			Fund 262 DISPATCHER TRAINING FUND			767.00	
			Fund 265 JUSTICE TRAINING (302) FUND			322.84	
			Fund 269 LAW LIBRARY FUND			1,182.30	
			Fund 276 COMMISSION ON AGING MILLAGE			128,571.66	
			Fund 292 CHILD CARE FUND			8,854.86	
			Fund 293 VETERAN'S RELIEF FUND			394.39	
			Fund 294 VETERANS TRUST FUND			823.15	
			Fund 296 JUVENILE JUSTICE FUND			1,277.83	
			Fund 371 JAIL RESERVE FUND			13,392.18	
			Fund 412 MCF RENOVATIONS FUND			15,763.85	
			Fund 425 EQUIPMENT REPLACEMENT FUND			17,537.46	
			Fund 516 DELINQUENT TAX REVOLVING FU			1,970.62	
			Fund 532 TAX FORECLOSURE FUND			2,190.79	
			Fund 701 GENERAL AGENCY FUND			106,181.76	
			Total For All Funds:			528,632.96	

Human Resources (HR) Report

**HR Committee
Meeting Notes
February 28, 2017**

The meeting was called to order by Commissioner Gary Sauer at 2:00 pm

Present: Art Jeannot, Gary Sauer and Evan Warsecke
Others Present: Mitch Deisch, Maridee Cutler, Tammy Bowers, Michelle Thompson,
Tom Longanbach, David Schaffer, Craig Johnson, Sara Swanson,
Ed Kowalski

The pledge of allegiance was given.

Agenda: Motion by Warsecke, seconded by Jeannot, to approve the agenda as amended, moving Public Input following #5. Ayes: All Nays: None Motion carried.

Minutes: Motion by Jeannot, seconded by Warsecke, to approve the January 24, 2017 minutes as presented. Ayes: All Nays: None Motion carried.

2:03 p.m. Public Input - None

Sara Swanson/Kyle Maurer – Concealed Weapons Policy: Sara Swanson stated that she took the other county weapons policy and added “D” Exceptions – and add Animal Control; do you want to look at all employees or just add Animal Control, you can tell employees that they cannot carry in the building but you cannot tell other people. Kyle contacted Mitch and stated he wanted to have open carry, not just covered; Manistee County has ACO under the Sheriff; Kyle asked Sara how we could add ACO to the policy; the ACO would like to have a valid Michigan CPL.

Motion by Jeannot, seconded by Sauer to recommend to the Board of Commissioner that the County Administrator draft a separate policy for Animal Control employee only to carry a Concealed Pistol and bring it back before the HR committee for review. It is to include what level of training the employee has to have and how does our insurance carrier respond to this.
Ayes All Nays: None Motion carried.

Craig Johnson EMS Director – Quality Assurance Manager: Craig Johnson presented a new job description for the Emergency Medical Services Quality Assurance Manager. It is a revised position and has been budgeted for.

Comm Jeannot – under employment Qualifications it stated a favorable Driving License. What does that mean?

Craig – it comes back to our County policy. It is according to what our insurance company states.

Comm Jeannot – you need to put in the description where that is reference in the County Policy.

Then where it talks about the employee’s physical activity, how do you test for that?

Craig – we have a physical ability test, it is done by a company out of Blair Township. It is done on an annual basis with all of the employees.

Comm Jeannot – that needs to be reference in this job description also.

Motion by Jeannot, seconded by Warsecke to recommendation to the Board of Commissioners to adopt amended Emergency Medical Services Quality Assurance Manager job description, to include the two changes discussed. Ayes: All Nays: None Motion carried

Craig will provide an amended Emergency Medical Services Quality Assurance Manager job description for the Board of Commissioner packet on March 21, 2017.

Brownfield Discussion: Comm Sauer stated the Brownfield has had issue with getting enough members at the meeting to get a quorum. The Brownfield board voted to keep it at seven members, but to get any business done would like to see it reduced to five members. Membership requirements state no fewer than five members and no more than nine members.

Motion by Sauer, seconded by Jeannot, to recommend to the Board of Commissioners that we allow the Brownfield Redevelopment Authority to operate with five members. Ayes: All Nays: None Motion carried.

Ordinance that governs the Planning Commission Discussion: **Motion by Warsecke, seconded by Jeannot to recommend to the Board of Commissioner to direct the County Administrator to work with MSU Extension and Networks Northwest on exploring and drafting a new Planning Commission Ordinance for Benzie County. Ayes: All Nays: None Motion carried**

Wage & Salary Survey: Mitch Deisch handed out spreadsheets regarding wage and salary survey. This is just a start, it is a work in progress. This is to identify where we are at with the ten surrounding counties.

Comm Jeannot – need to include the full benefit package.

Maridee – just looking for direction on what information is wanted. Is it just salary or benefits included?

Other: None

Public Input:

Edward Kowalski - Planning Commission Ordinance is an interesting tool. Certain areas will take their planning commission and assign them an ordinance they would like to implement. Let them go through and have the public hearing, get input, design the ordinance and submit it to the County. Let them do the leg work for you.

Public Input - Closed

Motion by Warsecke, seconded by Jeannot, to adjourn at 3:27 p.m. Ayes: Jeannot, Sauer and Warsecke Nays: None Motion carried.

Tammy Bowers
Benzie County Chief Deputy Clerk

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

1. The County Administrator draft a separate policy for Animal Control employee only to carry a Concealed Pistol, and bring it back before the HR committee for review. It is to include what level of training the employee has to have and how does our insurance carrier respond to this.
2. Adopt amended Emergency Medical Services Quality Assurance Manager job description, to include the two changes discussed.
3. Allow the Brownfield Redevelopment Authority to operate with five members.
4. Direct the County Administrator to work with MSU Extension and Networks Northwest on exploring and drafting a new Planning Commission Ordinance for Benzie County.

DRAFT

Benzie County Emergency Medical Services Quality Assurance Manager

Job Description Adopted:

Position Summary

Under the direction of the Benzie County EMS Director while reporting to the Benzie County EMS Director, the Quality Assurance Manager is responsible for ensuring the organizational delivery of high quality, cost effective and professional pre-hospital, medical first response (MFR), basic life support (BLS), and advanced life support (ALS) care throughout the Benzie County region. This will be accomplished through proactive leadership, effective supervision, sound fiscal management, and promotion of professional best practices for both internal and external personnel.

Essential Job Functions

- Oversees the quality assurance program for Benzie County EMS and provides supervision for day to day operations of the program, both administratively and operationally.
- Provides direction to EMS staff to ensure a safe operating environment is maintained at the stations and all equipment and vehicles are maintained and ready for emergency response.
- Plans, organizes and directs the delivery of services in multiple locations throughout the County; implements and evaluates organizational staffing and delivery approaches.
- Participates in monthly Medical Control Quality Improvement Committee meeting and other required local and state EMS committees, provides monthly and annual EMS reports on run volume to Benzie County and the Medical Control Authority as required.
- Develop and coordinates a Community Paramedic Program.
- Serves as a liaison to area hospitals, emergency management persons, public safety persons, police, fire and other emergency services agencies. This will entail both in-county and out-of-county agencies for purposes of mutual-aid; disaster preparedness planning and other needed areas of partnership.

FILED

MAR 16 2017

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

- Conducts investigations after reviewing EMS calls and reports or in response to complaints about emergency medical services provided or safety related issues.
- Coordinates and participates in Benzie County EMS training or Benzie County EMS sponsored EMS training programs and other Benzie County EMS medical in-service training.
- Responds to multi-casualty incidents.
- Monitor and maintains EMS department infectious control program in accordance to OSHA and MIOSHA guidelines.
- Attends and participates in staff meetings and workshops.
- Attends both local and state meetings and conferences as necessary.
- Performs other duties as assigned.

Employment Qualifications

Education and Experience

- Bachelor's degree preferred in a related field and five years experience in the EMS field, with at least three years in the supervisory capacity; or equivalent combination of training and experience.
- EMS related finance, Medicare/Medicaid, hazardous material, emergency operations, personnel scheduling and grant writing experience preferred.
- Must possess a valid State of Michigan Paramedic I/C license
- Possess a valid State of Michigan driver's license with a favorable driving record that is expectable to County's insurance carrier.
- Possess a current American Heart Association ACLS and BCLS or equivalent certification.
- Possesses a current advanced BTLS or PHTLS trauma certification.
- Must be able to obtain privileges to function as a Paramedic within the Northwest Michigan Regional Medical Control Authority.

Knowledge, Skills and Abilities

Knowledge:

- Record keeping practices and procedures.
- Advance life support and pre-hospital care.
- Maintenance and operation of advance and basic life support equipment.
- Advance medical emergency practices, procedures, and techniques.
- Knowledge of the Incident Command System and the ability to utilize properly.
- Knowledge of the State of Michigan EMS rules and regulations.
- Knowledge of OSHA and MIOSHA regulations for EMS.
- Principles and practices of employee supervision including hiring, planning, organization, performance review, disciplinary practices and employee training practices.

Skills:

- Operation of rescue vehicle and all necessary equipment, both medical and rescue.
- Planning, supervising and directing the activities of subordinate personnel.
- Communicating clearly and concisely, both orally and in writing.
- Establishing and maintaining effective working relationships.
- Interaction with people in emotional and stressful circumstances.
- Maintaining work schedules, records, files and preparing reports.

Abilities:

- Prepare clear concise reports, procedures, manuals and correspondence.
- React quickly and correctly in emergency situations.

- Communicate with the public, peers, subordinates, and others effectively, tactfully, professionally and persuasively in difficult situations.
- Work for extended periods of time under stressful conditions and emotional circumstances.
- Engage in strenuous physical activity for extended periods of time.
- While performing the essential functions of this job the employee is regularly require to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, read printed materials, read computer screen, communicate in person and over the telephone. The employee is frequently required to climb, balance, stoop, kneel, crouch or crawl, work in the confines of precarious spaces or areas of limited mobility, and engage in strenuous physical activity involving lifting and moving over 100 pounds. Will pass a physical agility test as outlined in the County's physical agility policy.

The above statements are intended to describe the general nature and level of work being performed by the Emergency Medical Services Quality Assurance Manager. They are not to be construed as an exhaustive list of all job duties.

Committee Appointments



1420 PLAZA DR ♦ PETOSKEY, MI 49770 ♦ 231-487-9144 ♦ OFC ♦ 231-487-9059 ♦ FAX ♦ NMRE.ORG

March 8, 2017

Coury Carland, Chair
Benzie County Board of Commissioners
448 Court Place, PO Box 377
Beulah, MI 49617

Dear Chairperson Carland:

The purpose of this letter is to inform you that Tom Kelley's term on the NMRE Substance Use Disorder (SUD) Policy Oversight Board will expire on March 31, 2017. The NMRE requests that the Benzie County Board of Commissioners reappoint Mr. Kelley or name a replacement to the Board.

The NMRE SUD Policy Oversight Board is comprised on one appointee from each of the twenty-one counties served. Consistent with the Agreement between Benzie County and the NMRE, the Board of Commissioners shall appoint one individual to serve on the NMRE SUD Policy Oversight Board who resides in that county and has experience, expertise, knowledge and/or interest in SUD related issues. The appointment is for a three year term, beginning April 1st of each year and expiring March 31st three years later.

Please submit a letter to NMRE indicating your chosen representative to Heidi Serven, SUD Administrative Assistant by email at hservern@nmre.org or by mail to 1068 Cross Street, Gaylord, MI, 49735. If a new member is selected, please submit his or her contact information along with the notice of appointment so that NMRE staff can contact the appointee to schedule a board orientation meeting, ideally prior to the next meeting of the SUD Policy Oversight Board scheduled for 10:00AM on Monday, May 1, 2017 in the conference room located at 1068 Cross Street in Gaylord.

If you have any questions, please contact Sara Sircely, SUD Services Coordinator at ssircely@nmre.org or by phone at 231.439.1277. Thank you for your prompt attention to this matter.

Sincerely,

Dave Schneider
Chief Executive Officer

cc: SUD Policy Oversight Board Representative

RECEIVED

MAR 14 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Northern Michigan Regional Entity

Substance Use Disorder Oversight Policy Board Development

Purpose: To obtain representation from each of the twenty one counties in the Northern Michigan Regional Entity (NMRE) region. Representation includes at least one board member appointed by the county board of commissioners for each county.

Requirements: The Substance Use Disorder (SUD) Oversight Policy Board shall perform the functions and responsibilities through the establishing agreement which shall include at least the following responsibilities:

1. Approval of Local Fund budgets for treatment or prevention of substance use disorders
2. Advise and recommend Non-Local budgets for treatment or prevention of substance use disorders
3. Advise and recommend contracts with SUD treatment or prevention providers
4. Any other terms as agreed to by the participating parties consistent with the authorization legislation

Recommendations: The SUD Oversight Policy Board may perform the functions and responsibilities (as taken from the MDCH, BHDDA Integration Technical Advisory #2):

1. Seek to ensure the quality of SUD services
2. Seek to ensure that SUD services made available are accessible, responsive to regional needs, available to all segments of the community and are delivered in a comprehensive manner
3. Receive, review and make recommendations regarding the strategic plan
4. Receive, review and provide input regarding the establishment of sustainability plans for all Recovery Oriented Systems of Care initiatives to include prevention, treatment and recovery supports
5. Provide advice and recommendations to the efforts to expand and coordinate resources and activities with other agencies, community organizations and individuals to support the mission of NMRE where Recovery Oriented Systems of Care are concerned
6. Provide the opportunity for public comment and receive and review comments on matters relevant to SUD prevention, treatment and recovery within the communities served by NMRE
7. Comment on the annual application for the federal block grant as well as renewal and issuance of SUD service licenses
8. Review, comment and advise on the progress and effectiveness of the delivery of SUD services in the region annually
9. Approve local funds for recovery services

ACTION ITEMS

Proposed Millage Ballot Language for Benzie County Commission on Aging

Shall the previously voted increase in the limitation on the total amount of general ad valorem taxes be imposed for all purposes upon real and personal property in Benzie County to benefit older citizens, which last resulted in a levy of 0.66 Mill (\$0.66 per \$1000) of taxable valuation, be renewed and increased for a levy to 0.85 Mill (\$0.85 per \$1000) of taxable valuation as finally equalized during the years 2017-2019 (3 years), both inclusive, as authorized in Article 9, § 6 of the Michigan Constitution of 1963, as amended, for the purpose of continuing services to older citizens (60 years and older) in Benzie County through Benzie County Commission on Aging, which if approved and levied in its entirety is estimated to raise \$ _____ in the first calendar year of the levy based on taxable value.

DRAFT

0.85

34

2017-2019

RECEIVED

MAR 16 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Benzie Millage Increase Proposal from .66 mills to .85 mills

The mission of Benzie Senior Resources is to provide exceptional services, resources and trusted care to support Benzie seniors. Benzie Senior Resources exists to enrich the lives of all Benzie seniors by identifying focused priorities designed to maximize resources to meet community needs. The staff, volunteers and Board are committed to providing services, resources and creative, innovative leadership in order to make Benzie County a livable, age-friendly community that promotes senior dignity and independence.

No matter the age or situation, we have professional, reliable services to help keep Benzie seniors living independently – with dignity – in their own homes.

What sets us apart from others?

- Affordability
- Trained Staff and Volunteers
- Clients are highly satisfied with services
- Dedicated Staff and Volunteers
- No minimum hours required
- Dependable
- 60 + years' experience
- Partner in care because we care

Statistics for Benzie County

- Total number of persons age 55+ is forecast to grow 27% from 2010 to 2020 from 6,398 to 8,123. The most significant growth occurring in the age group 65-80 (38%).
- By 2020, the 60+ population will comprise 36% of the total population.
- 60% of households in the villages and City of Frankfort are age 55+.
- 24.9% of households age 62+ residing in Benzie County live in owner-occupied housing that lacks a complete kitchen or plumbing, is over-crowded, or the monthly expenses exceed 30% of household income (Land rich, income poor).
- 12.5% of households age 55+ have income less than \$15,000, however that number increases to 16% for those 55+ living in villages and the City of Frankfort.
- The typical BSR client is a widowed, 84 year old female. She has limited family and friend support. On average she has 4-6 diagnosed chronic diseases and is homebound due to her frail condition.
- 28% of our clients are below the federal poverty income level or less than \$12,060 a year. Another 38% of clients are living on the cusp of poverty between 101% and 150% of the federal poverty guidelines or less than \$16,650 a year. Overall, 66% of the seniors Benzie Senior Resources serves are struggling financially. Without Benzie Senior Resources, they could not afford to remain in their homes.

Projected Growth of Programs

Nutrition Programs (Home Delivered and Congregate Meals)

- ▶ Since 2014, the total number of meals served by Benzie Senior Resources has increased on average 7.6% per year.
- ▶ With the projected increase, the number of meals served will increase from 57,150 in 2014 to 88,200 meals by 2020.

RECEIVED

MAR 17 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Home Maker Program

- ▶ Since 2014, the total number of service hours and clients served by Benzie Senior Resources Homemaker has increased on average 5% per year.
- ▶ With the projected increases over the next 4 years, the number of home cleaning services hours will increase from 3,510 in 2014 to 4,500 in 2020.

Snow Removal Program

- ▶ Since 2014, the Snow Removal Program grew by 37% over the past 3 years. From 2016 to this current fiscal year, there has been a 16% increase alone. We anticipate an average increase of 10% each year over the next 4 years.
- ▶ The number of clients will increase from 110 clients in 2014 to a projected 195 number of clients in 2020.

Dining Out Program

- ▶ Since 2014, the Dining Out Program grew by 48% over the past 3 years. So far in FY'2017 the program is up 54% over FY'2016. We anticipate an average increase of 20% each year over the next 4 years.
- ▶ With the projected increases, the number of Dining Out vouchers will go from 4,416 vouchers to 13,500 vouchers by 2020.

Lawn Chore Program

- ▶ Since 2014, the Lawn Chore Program grew by 51% over the past 3 years. We anticipate an average increase of 15% each year over the next 4 years.
- ▶ With the projected increases over the next 4 years, the number of lawn mows will increase from 336 in 2014 to 890 lawn mows in 2020.

The Gathering Place Activities Attendance

Since 2014, the number of customers participating in the activities offered at The Gathering Place has increased by 47% over the past 3 years. Through the first 4 months of FY'2017 the increase in those participating has grown by 19% over the same period in FY'2016. We anticipate an average increase of 15% each year over the next 4 years. The number will increase from 4,335 in 2014 to 11,100 by 2020.

Information and Assistance

Since 2015, the number of contacts Benzie Senior Resources has assisted with phone calls and visits has increased by 13% over the past 2 years. Through the first 4 months of FY'2017 the increase in providing assistance has grown by 37% over the same period in FY'2016. We anticipate an average increase of 15% each year over the next 4 years. Going from 7,676 in 2015 to 15,200 by 2020.

In Home Services: Respite, Personal Care, Medication Management and RN Assessments

The plan for In-Home Services Department was to have a gradual increase for FY'2017 as we placed a greater emphasis on promoting the services.

MISSION ACCOMPLISHED!

From October 2016 through January 2017 the following increases have occurred:

- 11% more clients
- 9% more Medication Set-up (Med Management)
- 37% more Personal Care Visits
- 141% more hours for sliding scale fee clients
- 13% more In-Home Care hours
- 18% overall growth in the In-Home Services since October 2016

These programs have the most potential for significant growth well into the 25-50% range over the next 2-4 years. With this growth, there will be the need to double the Home Health Aide Staff.

Future Program/Expansion Service Needs

- Foot Care – There is a growing need for this program to expand into an In-Home Service for those unable to get out. Outreach Foot Clinics at several locations, i.e. Frankfort, Thompsonville and Lake Ann.
- Medication Management – This program has already increased by 35% through the first 4 months of the FY'2017 as compared to the same period of FY'2016. We have a part-time retired RN doing ONLY Med Set-up and now our full-time RN is picking up the increase.
The need to hire another nurse either a LPN or RN in the very near future to help address the growing needs for healthcare to the older adult population.
- Senior Dental Oral Health Care Program – Since 2014, we have processed 82 applications and provided just over \$21,000 in financial assistance. This is impressive but it just scratches the surface of a much larger issue; many seniors are going without consistent dental care. Over half of those using our voucher program come back with substantial additional needs for extensive further treatment which can cost an additional \$1,200 - \$2,000.
- **An additional \$25,000 is needed to make a larger impact on those in need of extensive dental care and to expand the program.**
- Senior Essential Needs Fund – We received requests from 26 applicants who were 60 and older that totaled \$29,023 in needs. Out of that total we collaborated with other agencies in assisting these 26 clients for a total of \$18,246. The agencies that we have collaborated with included: Benzie Area Christian Neighbors (BACN), Dental Clinics North, Northwest Community Action Agency, Department of Health and Human Services, Father Fred Foundation, Benzie and Grand Traverse Veterans Affairs, Child and Family Services, several area churches, Area Agency on Aging of Northwest Michigan, Michigan Community Dental Clinics and NW Michigan Health Services. Benzie County Council on Aging contributed \$3,777 to date for these cases. Grant dollars a total of \$7,000.

- We still had to use general funds by the last quarter of the FY'2016 to assist those in need. We are seeing a significant need for help in home repairs of older homes that have been neglected over the years. Many times folks just can't afford the upkeep, but yet have no other housing options available in Benzie County. Grant dollars cannot keep up with the level of requests.

Expanding the Volunteer Program

Current Volunteer Opportunities

- Home Delivered Meals Drivers/Runners
- Medicare/Medicaid Assistance Programs
- Administration Volunteers
- TGP Activity Leaders/front desk
- Friendly Visitor Program
- Telephone Reassurances
- Senior Food Box Program

New Volunteer Opportunities

- Transportation for non-emergency medical
- Grocery Shopping Assistance
- Mobile Library/Talking Book Assistance
- Handy Man Group (Something similar to Tuesday Toolman or Freedom Builders)

Maintaining a type of Volunteer Center

- *Currently we have 130 + volunteers and adding the new volunteer opportunities would add another 50 – 75 + volunteers. At this point we would need to have a Volunteer Coordinator on staff.*
- The millage has been supported by taxpayers for many years and has not had an increase in years. It is time to take a look at the current millage dollars of \$757,723 from a .66 mills. Can services be sustainable at this rate when the following is occurring:
 - 55+ population experiencing 27% growth rate in Benzie County
 - 66% of the clients Benzie Senior Resources serves struggle financially
 - Historical number of clients receiving services from Benzie Senior Resources year after year
 - Maintaining a no waiting list for services
 - Increases from State and Federal dollars do not keep pace with demand for services
 - Expanding services and staff to meet the demand
 - Providing innovative programs to meet the changing needs of our clients
- Now is the time, more than ever, to re-evaluate the Senior Millage and see how we can best meet the challenges of a growing senior population. How can we meet the needs ranging from affordable care in their homes to activities that engage and nourish connections?

2017 - 006
BENZIE COUNTY, MICHIGAN
RESOLUTION OF AUTHORIZATION – LOCAL UNIT OF
GOVERNMENT MATCH WITH DONATED FUNDS

WHEREAS, Benzie County supports the submission of an application titled “Point Betsie Road End and Parking Project” to the Michigan Natural Resources Trust Fund for development of the Road End at Point Betsie; and

WHEREAS, the proposed application is supported by the Community’s 5-Year Approved Parks and Recreation Plan; and

WHEREAS, Benzie County has made a financial commitment to the project in the amount of \$300,000 matching funds, in cash and/or force account; and

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

The Friends of Point Betsie Lighthouse, Inc.	\$300,000 (donated amount)
----------------------------------------------	----------------------------

Total	\$300,000
-------	-----------

NOW THEREFORE, BE IT RESOLVED, that the Benzie County Board of Commissioners hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 and further resolves to make available a local match through financial commitment and donations of \$569,215 (65.5%) of a total \$869,215 project cost, during the 2018 – 2019 fiscal year.

Dated: March 21, 2017

Custer C. 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 21st day of March, 2017.

Dawn Olney, Benzie County Clerk



United States Department of the Interior

NATIONAL PARK SERVICE
Sleeping Bear Dunes National Lakeshore
9922 Front St. (Hwy M-72)
Empire, Michigan 49630-9797

IN REPLY REFER TO:

February 23, 2017

10.D.(SLBE)

Director Craig Johnson
Benzie County Emergency Medical Services
448 Court Place
Beulah, Michigan 49617

Dear Director Johnson:

Happy New Year! We recently discovered that our General Agreement between our two agencies is set to expire in 2017. Enclosed is a new General Agreement for your signature. It is almost identical to the previous one.

Thanks for your continued support of Sleeping Bear Dunes National Lakeshore!

If you have any questions, please do not hesitate to contact Chief Ranger Phil Akers at (231) 326-4740 or District Ranger Joe Lachowski at (231) 326-4822.

Sincerely,

Scott Tucker
Superintendent

Enclosure

RECEIVED

MAR 14 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**General Agreement
Between
The United States Department of the Interior
National Park Service
And
Benzie County**

This Agreement is entered into by and between the National Park Service (hereinafter "NPS"), United States Department of the Interior, acting through the Superintendent of Sleeping Bear Dunes National Lakeshore (hereinafter "SLBE"), and Benzie County acting through Benzie County Emergency Medical Services (EMS) (hereinafter referred to as "Benzie EMS"), Beulah, Michigan.

ARTICLE I – BACKGROUND AND OBJECTIVES

The objective of this Agreement is to establish the terms and conditions under which the parties will provide mutual assistance in managing EMS and Search and Rescue (SAR) on lands within the park boundaries, within Benzie County, and the immediate surrounding areas.

The NPS is responsible for providing EMS and SAR operations on federally owned land within the park. Benzie EMS is responsible for providing EMS and SAR operations within Benzie County (including non-federally owned land within SLBE boundaries).

This Agreement will provide the foundation for both agencies to provide mutual assistance on incidents in their respective jurisdictional areas under the Incident Command System (ICS) through the use of Unified Command.

ARTICLE II – AUTHORITY

This Agreement is entered into under the authority of 42 U.S.C. §1856a (1994).

ARTICLE III – STATEMENT OF WORK

A. The NPS agrees to:

1. Use the Incident Command System under a Unified Command structure with Benzie EMS consistent with the provisions of this Agreement to respond and provide assistance as requested by Benzie EMS or the Benzie County Central Dispatch (BCCD) in the following incidents on NPS land:
 - a. EMS
 - b. SAR
2. On lands adjacent to the park within Benzie County, including state and county roads within the park, provide assistance upon request by Benzie EMS or BCCD for the following incidents where Benzie EMS will be the lead agency:

- a. Emergency medical incidents
 - b. SAR support
 - c. Assistance during other non-law enforcement emergencies. "Emergency" in this context refers to situations where there is imminent or reasonable basis to assume a threat to life or destruction of property may exist.
3. Provide radio dispatch and relay services as requested when possible.
4. Notify Benzie EMS when dispatched directly to an incident as soon as the situation permits.
5. Provide Benzie EMS with an updated list of personnel and emergency telephone numbers for responses after hours.
6. Provide initial emergency traffic control, on request, in Benzie County. Extended periods of traffic or crowd control are not considered to be per se an emergency situation.

B. Benzie EMS agrees to:

When requested by SLBE or BCCD:

1. Use the Incident Command System under a Unified Command structure with SLBE consistent with the provisions of this Agreement to respond and provide assistance as requested by SLBE or the BCCD in the following incidents on NPS land:
 - a. EMS
 - b. SAR
2. It is understood that certain fees, set by Benzie EMS, may be charged to patients or their insurance companies when such services are supplied, including the use of off-road rescue vehicles.
3. Provide assistance to SLBE emergency responders on park lands within Benzie County and during other non-law enforcement emergencies.
4. Notify SLBE when dispatched directly to an incident in SLBE as soon as the situation permits.

C. The parties further agree as follows:

1. As a general principle, assistance outside either agency's area of jurisdiction will be rendered only upon request by SLBE, Benzie EMS, or BCCD. However, in those cases where the need for aid is immediately apparent, request for assistance will be implied until the agency with primary jurisdiction is notified and can respond. Responding personnel are authorized to provide assistance only to the level they are trained and certified.

2. That during all emergency operations, the first person on scene, possessing the necessary training and experience, regardless of agency affiliation, will establish the Incident Command System and relay its activation, via radio, to BCCD, SLBE and Benzie EMS. This command may be passed to the next arriving SLBE or Benzie EMS employee or member possessing the necessary qualifications and experience. Both agencies will cooperate fully, within limits established by this Agreement, in implementing a Unified Command approach and supporting the Incident Commander directing the overall emergency operation.
3. After incidents in which mutual assistance was required and given, all parties shall exchange any reports requested arising out of such operation, except that nothing in this section shall purport to waive, limit or remove confidentiality imposed or allowed by law in regard to any such reports or the contents of the reports.
4. Both agencies will engage in regular, cooperative, on-site training programs to assure informed and efficient coordination at emergency scenes.
5. The parties shall share their respective radio frequencies for both monitoring and transmission, and coordinate such information with BCCD and the County Director of Emergency Services.
6. When incidents involving both Benzie EMS and SLBE personnel reach a level as to attract media attention, news and information releases will be coordinated between a designated representative of SLBE and the designated representative of Benzie EMS who shall normally be the EMS Director or, in the event of his unavailability, his designee. News releases should reflect joint cooperative efforts by both agencies.
7. Each party is responsible for compensating its own employees, including compensation for any injuries, death, damage or loss of property to the same extent that each party would otherwise be responsible for its employees and property.
8. Each of the parties to this Agreement does hereby expressly waive all claims against every other party for employee compensation for any loss, damage, personal injury or death, except as otherwise provided herein, occurring in consequence of the performance of this Agreement.
9. In rendering mutual assistance, each party shall be responsible for provision of its own equipment, materials and supplies except in cases of emergency where it appears to the officers or employees immediately involved that the sharing or use of equipment loaned or furnished by another party is necessary and proper. Nothing in this provision, however, shall bar Benzie EMS from recovering any costs or receiving reimbursements which may be available to it by law and from sources such as Section 11 of the Federal Fire Prevention and Control Act of 1974.
10. Each party, as permitted by law, shall be responsible and liable for damages or injuries to third parties caused by the negligent or wrongful acts of its

employees under this Agreement. The NPS shall be responsible and liable for damages or injuries to third parties caused by the negligent or wrongful acts of its employees to the extent allowed by the Federal Tort Claims Act, Title 28 United States Code, section 2671, et seq. Each party shall have the right of contribution against the other to the extent of liability caused by the other's employees in activities creating joint liability.

11. The employees of the assisting party shall not be considered employees of the requesting party, except under the following condition:

Employees of SLBE, who are also members of Benzie EMS, shall be considered federal government employees of SLBE while responding to an incident anywhere within SLBE during their scheduled tour of duty. During their off-duty hours, if they respond to an incident as members of Benzie EMS, they will not be considered federal government employees. Employees of SLBE will be acting as employees when dispatched by SLBE or through BCCD, to provide emergency assistance outside the Lakeshore's boundaries. They will not be considered employees of SLBE or entitled to any benefit normally incurred by an employee, if they respond as a member of Benzie EMS outside their scheduled tour of duty or outside of the "jurisdictional" boundaries of SLBE.

12. Nothing in this Agreement shall be considered as obligating any party to expend any money in excess of appropriations by the county or federal laws.
13. Nothing in this Agreement shall require either agency to deplete its own resources to the extent that it cannot respond adequately to an emergency call within its own jurisdiction.
14. Nothing contained herein shall be construed to either limit or extend in any way the responsibility, jurisdiction or authority conferred by law on Benzie EMS or the NPS.
15. This Agreement does not relieve any agency of any duty imposed upon it by law.

ARTICLE IV – TERM OF AGREEMENT

This Agreement will be effective for a period of five years from the date of final signature, unless it is terminated earlier by one of the parties pursuant to Article X that follows.

ARTICLE V – KEY OFFICIALS

A. Key officials are essential to ensure maximum coordination and communications between the parties and the work being performed. They are:

1. For the NPS:

Superintendent
Sleeping Bear Dunes National Lakeshore
9922 Front Street
Empire, Michigan 49630

2. For Benzie County, Michigan

County Commissioner
Benzie County

EMS Director
Benzie County Emergency Medical Services

- B. Communications** – Benzie County will address any communication regarding this Agreement to the key official.
- C. Changes in Key Officials** – Neither the NPS nor Benzie County may make any permanent change in a key official without written notice to the other party reasonably in advance of the proposed change. The notice will include a justification with sufficient detail to permit evaluation of the impact of such a change on the scope of work specified within this Agreement. Any permanent change in key officials will be made only by modification to this Agreement.

ARTICLE VI – FUNDING

Funds will not be exchanged under this Agreement. In-kind services will be exchanged as set forth in Article III.

ARTICLE VII – PRIOR APPROVAL

Not applicable.

ARTICLE VIII – REPORTS AND/OR OTHER DELIVERABLES

Upon request and to the full extent permitted by applicable law, the parties will share with each other final reports of incidents involving both parties.

ARTICLE IX – PROPERTY UTILIZATION

Unless otherwise agreed to in writing by the parties, any property furnished by one party to the other will remain the property of the furnishing party. Any property furnished by the NPS to Benzie EMS during the performance of this Agreement will be used and disposed of as set forth in NPS Property Management Regulations.

ARTICLE X – MODIFICATION AND TERMINATION

- A.** This Agreement may be modified only by a written instrument executed by the parties.

- B. Either party may terminate this Agreement by providing the other party with thirty (30) days advance written notice. In the event that one party provides the other party with notice of its intention to terminate, the parties will meet promptly to discuss the reasons for the notice and to try to resolve their differences.

ARTICLE XI – STANDARD CLAUSES

A. Civil Rights

During the performance of this Agreement, the participants will not discriminate against any person because of race, color, religion, sex, or national origin. The participants will take affirmative action to ensure that applicants are employed without regard to their race, color, sexual orientation, national origin, disabilities, religion, age, or sex.

B. Promotions

Benzie County and Benzie EMS will not publicize or otherwise circulate promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts, or other publications) which states or implies governmental, departmental, bureau, or government employee endorsement of a product, service, or position which Benzie EMS represents. No release of information relating to this Agreement may state or imply that the government approves of the work product for Benzie EMS or considers the work product of Benzie EMS to be superior to other products or services.

C. Public Information Release

Publications of Results of Studies

No party will unilaterally publish a joint publication without consulting the other party. This restriction does not apply to popular publication of previously published technical matter. Publications pursuant to this Agreement may be produced independently or in collaboration with others; however, in all cases proper credit will be given to the efforts of those parties contributing to the publication. In the event no Agreement is reached concerning the manner of publication or interpretation of results, either party may publish data after due notice and submission of the proposed manuscripts to the other. In such instances, the party publishing the data will give due credit to the cooperation, but assume full responsibility for any statements on which there is a difference of opinion.

ARTICLE XII – SIGNATURES

IN WITNESS HEREOF, the parties hereto have executed this Agreement on the date(s) set forth below.

FOR THE NATIONAL PARK SERVICE:

Signature: _____

Name: Scott Tucker

Title: Superintendent
Sleeping Bear Dunes National Lakeshore

Date: _____

FOR BENZIE COUNTY, MICHIGAN:

Signature: _____

Name: Craig Johnson

Title: EMS Director
Benzie County Emergency Medical Services

Date: _____

Signature: _____

Name: Art Jeannot

Title: County Commissioner
Benzie County, Michigan

Date: _____



448 Court Place • Beulah, MI 49617

Memo To: Benzie County Board of Commission
From: Mitchell D. Deisch, County Administrator *M D Deisch*
Date: March 15, 2017
Subject: Regional Medical Examiner Office (RMEO) Agreement documents

Attached to this memo are the following documents:

1. Three Party Agreement (Benzie County, Manistee County and Dr. Lois Goslinoski) for the Creation of a Regional Medical Examiner Office for both Benzie and Manistee Counties.
2. Use of Space Agreement with Jowett Family Funeral Home.
3. Resolution appointing County Medical Examiner.

Each of the attached documents have been reviewed and approved by Benzie County Attorney Dick Figura. Manistee County and Dr. Goslinoski have reviewed and approved the 3 Party RMEO agreement. Gaylord Jowett has reviewed and approved the Use of Space Agreement.

Manistee County is also considering the 3 Party RMEO agreement on Tuesday March 21, 2017. Dr. Goslinoski has been invited to attend our 3/21/17 meeting is planning on being present.

CONSIDERATION

Motion to approve the Three Party Agreement (Benzie County, Manistee County and Dr. Lois Goslinoski) for the Creation of a Regional Medical Examiner Office for both Benzie and Manistee Counties and to authorize the County Chairperson to execute the agreement.

Motion to approve the Use of Space Agreement with Jowett Family Funeral Home and to authorize the County Chairperson to execute the agreement.

Motion to approve the Resolution appointing Dr. Lois Goslinoski as the County Medical Examiner effective April 1, 2017 and authorizing the County Chairperson to execute the agreement.

RECEIVED

MAR 15 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**THREE PARTY AGREEMENT
FOR THE CREATION OF A REGIONAL MEDICAL EXAMINER'S
OFFICE FOR THE COUNTIES OF BENZIE AND MANISTEE
AND THE APPOINTMENT OF A MEDICAL EXAMINER**

THIS THREE PARTY AGREEMENT is entered into by and between the County of Benzie, a municipal corporation and political subdivision of the State of Michigan, 448 Court Place, Beulah, Michigan 49617 ("BC"), the County of Manistee, a municipal corporation and political subdivision of the State of Michigan, 415 Third Street, Manistee, Michigan 49660 ("MC"), and Lois Goslinoski, DO, of 415 Third Street, Manistee, Michigan ("Medical examiner") collectively referred to as the "Parties," or individually as a "Party," shall govern participation in the Regional Medical Examiner's Office ("RMEO").

RECITALS

Article VII, Section 28 of the Michigan Constitution of 1963 provides, in part, that two or more counties, townships, cities, villages, or districts, or any combination thereof, may, among other things, enter into contractual undertakings or agreements with one another for the joint administration of any of the functions or powers which each would have the power to perform separately; and,

The Urban Cooperation Act of 1967, being MCL 124.501, et. Seq. provides that public agencies may exercise jointly any power, privilege, or authority that each agency may exercise separately; and,

The County Medical Examiners Act being MCL 52.201 et. Seq. (the Act"), permits two or more counties, by resolution of their respective boards of commissioners, to enter into an agreement to employ the same person to act as medical examiner for all of the counties; and,

The Parties have decided that it is in the best interest of such counties to create a RMEO; and,

The Parties desire to appoint Lois Goslinoski, DO, as the County Medical Examiner ("Medical Examiner") for the Regional Medical Examiner's Office ("RMEO"); and

The Parties endeavor to realize and recognize a substantial savings in time, effort, and expenses to each individual county by participating in a RMEO; and,

Therefore, in consideration of the foregoing, the Parties agree to this Interlocal Agreement as set forth below.

AGREEMENT

Based upon the foregoing statements, the Parties agree to the following terms, conditions, representations, considerations and acknowledgements and mutually agree as follows:

1. APPOINTMENT OF COUNTY MEDICAL EXAMINER

Pursuant to Section 1(1) of 1953 PA 181 (MCL 52.201(1)), MC and BC shall appoint the same physician who shall be licensed to practice medicine in the State of Michigan, to serve as the Parties' Medical Examiner. The appointment shall, as required by law, be for a term of four years. In that regard, MC has already appointed Lois Goslinoski, DO, as its medical examiner for the RMEO to a four year term which commenced on January 1, 2016 and which ends on December 31, 2019. In consideration therefor, BC hereby appoints Lois Goslinoski, DO, effective April 1, 2017, as its Medical Examiner for the RMEO for the unexpired portion of a four year term which ends on December 31, 2019.

2. APPOINTMENT OF DEPUTY MEDICAL EXAMINER

The Parties' Board of Commissioners shall also appoint, if needed, the same Deputy Medical Examiner(s), who shall be licensed to practice within the State of Michigan as approved by the Medical Examiner.

3. MEDICAL EXAMINER'S DUTIES AND SERVICES:

The Medical Examiner shall have such duties and provide such services as required and/or authorized by law, including but not limited to those set forth in 1053 PA 181 (MCL 52.201 et. sec.), as amended.

4. AGREEMENT DURATION AND TERMINATION:

Thereafter, this Agreement shall renew for one additional term. Such renewal term shall be for a four year term.

Notwithstanding any other provision in this Agreement to the contrary, any Party may terminate its participation under this Agreement by giving 90 days written notice to the other Parties.

5. MC SERVICES TO BC:

MC shall administer the RMEO, and shall be responsible for the activities and duties described below:

- A. MC shall secure the necessary office space for the RMEO and ensure that the RMEO is housed in the Manistee County Governmental Center.

- B. Lois Goslinoski, DO, shall act as the medical examiner for both MC and BC. The Parties agree that both MC and BC shall be responsible for the supervision over the services to be performed by the Medical Examiner pursuant to this Agreement, including compensation. MC shall be solely responsible for the compensation of the Medical Examiner. BC will reimburse MC for fifty (50%) percent of the agreed upon Medical Examiner compensation and general office expenses.
- C. Supervise the following services to be performed by the Medical Examiner.
- 1) The Medical Examiner shall be in charge of the operation and management of the RMEO, may establish policy and procedures related to the REMO, may promulgate rules related to the conduct of the RMEO, and except as otherwise provided in this agreement, appoint and direct all forensic investigators.
 - 2) The Medical Examiner shall perform all services as required by the Act to all the Parties to this Agreement. The performance of the Medical Examiner services shall also be in accordance with the Medical Examiner's professional judgement, the standards of the profession, and consistent with the Parties' policies and federal and state law.
 3. The Medical Examiner shall cooperate with the Prosecuting Attorney for all Parties and all law enforcement agencies in each Party's jurisdiction.
 4. The Medical Examiner, or other RMEO representative, shall attend Elder and Vulnerable Adult Death review team meetings, Child Death review team meetings, court proceedings and meetings with families and other interested parties.
 5. When requested, the Medical Examiner shall attend meetings with representatives from the Parties' Prosecutor's Office, Sheriff's Office, and Health Departments, to review the RMEO operations.
 6. The Medical Examiner shall have sole and exclusive right to the management, retention, and release of the Medical Examiner records pertaining to the services rendered pursuant to this Agreement. Per MCL 52.202(4) of 1953 PA 181, as amended, medical records, books, papers, documents, or other items that the Medical Examiner or Deputy Medical Examiner obtains in conducting an investigation under 1953 PA 181, whether in response to a subpoena or otherwise, are exempt from disclosure under State of Michigan's Freedom of Information Act, 1976 PA 442. The records of the Medical Examiner shall be maintained and retained in accordance with any applicable statute regarding public records for that office.

7. The Medical Examiner shall keep and maintain all records necessary to the operation of the RMEO, and as required under the Act.
8. The Medical Examiner shall provide an annual report and death case statistics to all the Parties, and meet with the Parties' Administrators or boards of commissioners to provide an annual update.

6. COMPENSATION

The total salary that will be provided to the Medical Examiner will be Forty Thousand Four Hundred Eight Dollars (\$40,408) annually, which will be split equally (50%/50%) by MC and BC. MC will provide all payroll services to the Medical Examiner and will bill BC monthly for their portion of the Medical Examiner salary, plus a 3%-administrative fee paid to MC to cover payroll, IT, supplies and other indirect costs. This position is considered part time in both counties and does not include any fringe benefits (health, dental, vision, retirement, etc.)

Both MC and BC will be 100% responsible for all additional costs associated with deaths within each county, which will include:

1. Body transportation to the morgue.
2. Performing of forensic autopsies. The ME will receive \$1,200 for each autopsy performed, not including toxicology and histology lab costs. Each County will be responsible for all autopsy and lab fees for their individual counties.
3. EMS Investigator fees.
4. Lab fees.
5. Funeral home expenses.
6. Capital costs.

For those capital costs that are to be shared by both MC and BC, the cost will be split equally.

MC shall invoice BC for any joint contractual costs.

7. GENERAL TERMS:

- A. MC and BC shall be solely responsible for any investigation conducted by the Party's law enforcement investigation and emergency responders.
- B. Both BC and MC shall receive copies of any reports and records in its possession at the time of such request. The Parties shall be entitled to conduct audits of all books and records pertaining to this Agreement; however, any costs associated with a forensic audit or compilation of data that is not available in the ordinary course of business, shall be paid for by the requesting Party(ies).
- C. The Parties agree that no joint venture is created by this Agreement and that no separate or independent legal entity is created hereby.
- D. No liability, right or benefit associated with any employer-employee relationship shall be implied by the terms of this Agreement or services, activities or duties

performed under this Agreement. MC and BC shall be responsible for all benefits for its officers, including, but not limited to, wages, salaries, disability payments and/or benefits, including derivative benefits, dependent benefits or other benefits relating to disability and worker's compensation, and claims for damages to or destruction of its own equipment or its officer's clothing, and claims for its own officer's medical expenses.

- E. To the extent permitted by law, each Party agrees to be liable for, defend, pay on behalf of, indemnify, and hold harmless the other Party(ies), its officers, elected and appointed officials, employees and others working for that Party from any third party claims, demands, suits or loss of any nature, including, but not limited to, bodily injury or death and/or property damage, which arises out of or is in any way connected with any activity or duties performed under this Agreement. This duty to indemnify, defend and hold harmless shall include all costs of litigation or defense of claims including attorney fees, costs and expert fees, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Parties, or their employees, respectively, as provided by statute or court decisions.
- F. The parties agree that when the RMEO is acting within the scope of its official duties or operations on behalf of BC, BC agrees to hold MC harmless for the actions of RMEO. Likewise, when the RMEO is acting within the scope of its official duties or operations on behalf of MC, MC agrees to hold BC harmless for the actions of the RMEO.
- G. The Parties agree that all indemnification and hold harmless promises, waivers of liability, representations, insurance coverage obligations, liabilities, and/or any other related obligations provided for in this Agreement with regard to any acts, occurrences, events, transactions, or claims, either occurring or having their basis in any events or transactions that occurred before the termination of this Agreement, shall survive termination.
- H. Within ten (10) days from the execution of this Agreement, each Party shall provide a Certificate of Insurance, acceptable to the other Party, demonstrating that general liability coverage is available for any and all claims for personal injury or property damage which are or might be caused by activities or duties performed under this Agreement by any Party. Each Party agrees to keep said insurance coverage in full force and effect for the term of this Agreement. Each Party shall submit to the other Party, prior to the expiration of any insurance coverage, the new Certificate(s) of Insurance acceptable to the other Party. Any Certificate of Insurance shall name the other Parties as additional insureds and contain the following cancellation notice:

“Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will mail 30 days written certificate holder.”

Any Party may request a copy of said insurance certificate at any time.

During this Agreement, failure to produce a certificate of insurance within twenty (20) days of a request by a Party may allow the requesting Party to terminate this Agreement.

A lapse in the insurance coverage required under the Agreement shall be considered a material breach of this Agreement and the Agreement shall become null and void automatically as to the lapsing Party at any time such a lapse in coverage exists.

- I. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the RMEQ or any of the Counties in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by each Party in relation to each Party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Parties, or their employees, respectively, as provided by statute or court decisions.
- J. Each of the Parties to this Agreement agree to cooperate with the other Parties in the operation of RMEQ and their respective risk management systems. Each Party agrees that if an incident occurs and is reported as a part of its respective risk management system, and if the incident report involves activities involved with this Agreement for any participating entity or its respective staff or agent, a copy of said incident report will be immediately delivered to the designated representative of the other Parties. It is agreed and understood that said incident reports will be held in the strictest of confidence and that each Party agrees to cooperate fully with the other in the investigation and resolution of the incident or liability exposure revealed as a result of its respective risk management system.
- K. This Agreement is not intended to be a third party beneficiary contract and confers no rights on anyone other than the parties hereto.
- L. This Agreement sets forth the entire Agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not constructed strictly for or against any Party. The Parties acknowledge that they have taken all actions and secured all approvals necessary to authorize and complete this Agreement.
- M. This Agreement shall be in full force and effect and is legally binding upon each Party at such time as it is signed and certified by all Parties.

- N. This Agreement may be amended from time to time in writing and approved by resolution of the appropriate governing body of the Parties. The effective date of any amendment shall be the date as of which the last of the necessary Parties has approved the amendment.
- O. This Agreement shall remain in full force and effect and shall bind the Parties executing the Agreement and said governing body of the Party adopting a resolution giving its approval to this Agreement until terminated as provided in this Agreement.
- P. If a court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force and effect.
- Q. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret or decide any claim arising under this Agreement shall be brought in the 19th Circuit Court, where jurisdiction and venue are proper.
- R. The recitals shall be considered an integral part of this Agreement.
- S. The parties agree that they shall promptly deliver to the other Parties written notice and copies of any claims, complaints, charges, or any other accusations of allegations of negligence or other wrongdoing, whether civil or criminal in nature that the other Parties become aware of and which involves the performance of activities or duties under this Agreement. Unless otherwise provided by law and/or Michigan Court Rule, the Parties agree to cooperate with one another in any investigation conducted by the other Party or Parties of any acts or performances of any activities under this Agreement.
- T. Any written notice required or permitted under this Agreement shall be considered delivered to a Party as of the date that such notice is deposited, with sufficient postage, with the U.S. Postal Services. All notices under this Agreement are to be sent to the Administrator of each of the Parties.
- U. This Agreement may be executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same instrument

IN WITNESS WHEREOF, this Agreement has been duly executed this Agreement on the ____ day of _____, 2017.

LOIS GOSLINOSKI, DO

COUNTY OF BENZIE

By: _____

Its: _____

Witnessed by:

By: _____

Its: _____

Witnessed by:

By: _____

Its: _____

COUNTY OF MANISTEE

By: _____

Its: _____

Witnessed by:

By: _____

Its: _____

USE OF SPACE AGREEMENT

This agreement is made this 21st day of March, 2017, between the County of Benzie, 448 Court Place, Beulah, MI 49617 (County) and the Jowett Family Funeral Home -7223 South Street, Benzonia, MI 49616 - (Funeral Home).

WHEREAS, the county has appointed a county medical examiner (CME); and

WHEREAS, the CME often has to perform an autopsy on the body of a deceased person; and

WHEREAS, the performance of an autopsy requires a room of suitable size and suitably equipped for the performance of said autopsy; and

WHEREAS, the County requires that the room is able to be secured, and that sufficient space is available for the County's use of a secured mortuary refrigerator unit; and

WHEREAS, the Funeral Home has at least one room and space suitable for the performance of an autopsy by the CME and for County's use of a secured mortuary refrigerator unit; and

WHEREAS, the Funeral Home is willing to make suitable space available to the CME for the performance by said county medical examiner of an autopsy and for County's use of a secured mortuary refrigerator unit; and

WHEREAS, the County desires to secure suitable space from the Funeral Home for the CME to perform an autopsy when necessary to do so and for County's use of a secured mortuary refrigerator unit;

NOW, THEREFORE, the County and the Funeral Home AGREE AS FOLLOWS:

1. The Funeral Home will make suitable space available to the CME to enable the CME to perform an autopsy at such times when requested by the CME.
2. Such space shall meet the following requirements:
 - {here list any requirements as to size, basic equipment (such as light, electricity, examination table, etc.)}
 - The space can be secured to limit access to authorized parties.
 - Space shall be available for the County's use of a mortuary refrigerator unit.
3. When specific equipment needed to perform a particular autopsy is not available at the Funeral Home, the CME, acting in her or his discretion, will arrange for the body to be transported to the morgue facility in Mecosta County.
4. Following the performance of each autopsy, the Funeral Home will invoice the County in the amount of \$300.00, and the County shall pay same within 30 days.

5. The purpose of this agreement is to provide suitable space and equipment for the CME to perform an autopsy on those occasions when the CME is required or requested to perform one. This agreement is not a lease and does not guarantee use of any specific space throughout the agreement's term.

6. Use of the Funeral Home for performing an autopsy shall be within the discretion of the CME and nothing herein shall obligate the CME to perform any specific number of autopsies at the Funeral Home.

7. The Funeral Home shall maintain a policy of general liability insurance for damages to property or injuries to persons while on the Funeral Home's premises. Likewise, the County shall maintain a policy of general liability insurance covering damages to property or injuries to persons caused by the acts of its officers, employees, agents and/or appointees. Both policies shall be in such amount as shall be acceptable to the chief administrative officer of the County.

8. Nothing in this agreement shall be construed to establish a partnership or joint venture between the parties.

9. This agreement shall continue in effect until [date}, and may be terminated by either party by providing ___ days written notice of such termination sent to the other party at the address first listed above. Any termination notice to the County shall be sent to the attention of the county administrator.

10. This agreement is the entire and only agreement between the parties relative to its subject matter and any changes or amendments to this agreement shall be in a written document signed by both parties.

BENZIE COUNTY

_____ FUNERAL HOME

2017-007

COUNTY OF BENZIE

RESOLUTION APPOINTING COUNTY MEDICAL EXAMINER

WHEREAS, Article VII, Section 28 of the Michigan Constitution of 1963 provides, in part, that two or more counties, townships, cities, villages, or districts, or any combination thereof, may, among other things, enter into contractual undertakings or agreements with one another for the joint administration of any of the functions or powers which each would have the power to perform separately; and

WHEREAS, the Urban Cooperation Act of 1967, being MCL 124.501, et. Seq. provides that public agencies may exercise jointly any power, privilege, or authority that each agency may exercise separately; and

WHEREAS, the County Medical Examiners Act being MCL 52.201 et. Seq. (the "Act"), permits two or more counties, by resolution of their respective board of commissioners, to enter into an agreement to employ the same person to act as medical examiner for all of the counties; and

WHEREAS, Manistee County (Manistee) and Benzie County (Benzie) have decided that it is in the best interest of both counties to create a Regional Medical Examiners Office (RMEO); and

WHEREAS, Manistee and Benzie have entered in that certain Interlocal Agreement for the Creation of a Regional Medical Examiner's Office for the Counties of Benzie and Manistee (Agreement) dated _____, 2017; and

WHEREAS, pursuant to the Agreement, Benzie and Manistee have the responsibility of jointly appointing a single County Medical Examiner to supervise and operate the RMEO, with each county being solely responsible for the compensation to be paid to said Medical examiner; and

WHEREAS, Benzie and Manistee have agreed on the person to be appointed as the County Medical Examiner for both counties;

NOW, THEREFORE, BE IT RESOLVED that the Benzie County Board of Commissioners hereby appoints Dr. Lois Goslinowski as the County Medical Examiner for Benzie County effective April 1, 2017, pursuant to the Agreement; and

BE IT FURTHER RESOLVED, that the appointment of Dr. Lois Goslinowski (CME) is, pursuant to MCL 52.201 is for the remaining unexpired four year term ending on December 31, 2019; and

BE IT FURTHER RESOLVED, that the initial compensation to be paid to the CME shall be Forty Thousand Dollars Four Hundred Eight Dollars (\$40,408.00) per year for her services as County Medical Examiner as outlined in the Agreement; and

BE IT FURTHER RESOLVED, that the CME shall faithfully carry out all of the duties and responsibilities of a County Medical Examiner as set forth in PA 181 of 1953, as amended, being MCL 52.201 et seq, and as otherwise set forth in the Agreement.

Adoption of the foregoing resolution was moved by Commissioner _____ and seconded by Commissioner _____.

Voting for:

Voting against:

Absent:

The Board Chairperson declared the resolution adopted.

Dated:

Cory Carland
Chairperson
Benzie County Board of Commissioners

CERTIFICATION

The foregoing is a true copy of Resolution No. __ which was adopted by the Benzie County Board of Commissioners at a regular meeting held on _____, 2017.

Dawn Olney
County Clerk

CORRESPONDENCE

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday, January 26, 2017 at 9:30 AM.

Present: Chairman Bob Rosa
Vice Chairman Phil Hoyt
Member Ted Mick
Manager Skeels
Clerk Jordan
Superintendent Schaub

Motion by Comm Hoyt and supported by Comm Mick to accept the agenda as amended, adding Seasonal weight restriction discussion, Employee reviews & job descriptions, Engineering Tech position, Building update and add additional accounts payable of \$ 26,762.08. Ayes: Rosa, Mick and Hoyt. Motion carried.

The minutes of the 01/12/17 meeting were accepted as presented.

Motion by Comm Hoyt and supported by Comm Mick to pay bills # 43696 to # 43741 for the amount of \$ 166,509.52. and Payrolls # 02 and #02A/2017 for \$60,384.38. Ayes: Rosa, Mick and Hoyt. Motion carried.

Superintendent's report: We met with the building engineer. He is getting estimates together from the townships for 2017 projects. This will be bid out separately from the Millage funded and BCRC funded projects.

Public Input: None

Standing Guest: Gary Sauer - Brought the board up to date on issues at the county level.

New Business:

- **Superintendent's salary** - There was a discussion to consider fair compensation for the superintendent. Currently, he is paid straight time for any hours worked over 45 hours in a week. Motion by Comm Mick and supported by Comm Hoyt to pay the superintendent straight time for all hours worked, effective on 1/23/17. In one year, this will be reviewed to see if it is working out as it is intended. Ayes: Rosa, Mick and Hoyt. Motion carried.

- **Policy #327 Travel Policy** - Motion by Comm Hoyt and supported by Comm Mick to adopt the new policy #327 - Travel Policy. Ayes: Rosa, Mick and Hoyt. Motion carried.

- **Policy # 324 Direct Deposit** - Motion by Comm Hoyt and supported by Comm Mick to adopt the revised policy #324 Direct Deposit. Ayes: Rosa, Mick and Hoyt. Motion carried.

County Road Association Ballots - Ballots were cast for 4 issues.

Millage Funded Paving bid - Motion by Comm Hoyt and supported by Comm Mick to award the paving bid for the millage funded projects (Bid Package A) to ATP Precision Paving, contingent on ATP agreeing to extend bid prices for additional millage funded work as necessary. Ayes: Rosa, Mick and Hoyt. Motion carried.

FILED

MAR 06 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BENZIE, MI 49617

Page 2, Benzie CRC mtg 01/26/17

- **Recycling** - Dave Schaffer was present to discuss using about an acre lot of the Honor Pit for recycling. Access would be off of Deadstream Rd. The area would contain recycling containers and possibly a building for collection and storage of hazardous waste. The Board will look at the site at the end of the meeting.

- **Gravel Road spring weight restrictions (frost laws)** - Imposing frost laws early was discussed. There are a couple of loggers who are tearing up the gravel roads. The weather is supposed to get cold again. We'll wait it out until a later date when surrounding counties put their restrictions on.

- **Employee reviews and job descriptions** - Comm Hoyt would like management to perform reviews on all employees and to update job descriptions. He also would like us to advertise for an engineering tech as soon as possible.

Correspondence/Information/Discussion:

- **Report from the Local Road Committee meeting** - The Commissioners were given the millage funded project list that was approved by the Local Road Committee yesterday.

- **Miss Dig** - Matt brought the board up to date on the status of the Miss Dig membership.

- **Apex Engineering** - Brad and Matt met with the structural engineer who will give us an estimate for the cost of preparing estimates for fixing the barrel roofs. Motion by Comm Hoyt and supported by Comm Rosa to allow up to \$5,000 for the initial estimate. Ayes: Rosa, Mick and Hoyt. Motion carried.

Public Input: None

- **Field Trip** - The board went to the Honor Pit and met with Dave Schaffer regarding the recycling location he is proposing.

Meeting was adjourned at 12:35 PM.

Robert Rosa, Chairman

Kathleen A, Jordan, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Wednesday, February 15, 2017 at 9:30 AM.

Present: Chairman Bob Rosa
Member Ted Mick
Manager Skeels
Clerk Jordan
Superintendent Schaub
Excused: Vice Chair Phil Hoyt

RECEIVED

MAR 16 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Motion by Comm Mick and supported by Comm Rosa to accept the agenda as amended, adding Seasonal weight restriction discussion, Employee issues, and the MiDeal bid for new truck accessories. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

The minutes of the 01/26/17 meeting were accepted as presented.

Motion by Comm Rosa and supported by Comm Mick to pay bills # 43742 to # 43800 for the amount of \$ 255,489.98. and Payroll # 03 for \$55,504.61. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

Superintendent's report: We are waiting for the townships to get their paving projects submitted so we can go out for bids. Inland Twp wants to get bids out for clearing of Miller Rd.

Public Input: Dave Schaffer - Recycling coordinator. He is getting information together for a \$50,000 grant that is due in March. He will have the lot surveyed and get estimates on excavating.

Standing Guest: Gary Sauer - Brought the board up to date on issues at the county level.

New Business:

- **Bid Awards** - Pkg B - BCRC funded primary paving - Motion by Comm Rosa and supported by Comm Mick to award the Road Commission funded primary road paving bid of \$268,117.44 to Elmers. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **Fuel tank replacement bid** - Motion by Comm Mick and supported by Comm Rosa to award bids to Northern Pump for fuel tank replacement for \$ 147,352.00, which includes the Chem liner and the in-tank pump upgrade. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **Heavy Duty Tandem truck bid** - Motion by Comm Mick and supported by Comm Rosa to award the bid for 4 Western Star 4700 trucks to Grand Traverse Diesel for \$120,000.00 each. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **Truck body bids** - Motion by Comm Mick and supported by Comm Rosa to accept T & T Specialties MiDeal bid to equip the new trucks per specifications: Truck 411 - \$81,472.00; Truck 410 - \$57,530.00; Truck 408 - \$57,175.00 and Truck 409 - \$57,175.00. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **Policy #118 Lot Split/Private Road Access** - Motion by Comm Rosa and supported by Comm Mick to adopt Policy 118 Lot Split/Private Road Access with revisions. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

Page 2, Benzie CRC mtg 02/15/17

- **Homestead Twp** request to use yard for Clean up day on May 20. Motion by Comm Rosa and supported by Comm Mick to allow Homestead Twp to use the Road Commission yard on Saturday, May 20 between 8 AM and 12 PM for their township cleanup. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **County Road Association Ballots** - Ballots were cast for 3 issues.

- **Encroachment permit** - 1375 E South Shore - Motion by Comm Rosa and supported by Comm Mick to approve the encroachment permit for 1375 E South Shore for landscaping on the lake side of the road. The landscaping is to be flush with the road. Ayes: Rosa and Mick. Exc: Hoyt. Motion carried.

- **PCA request to use Honor Pit during frost laws** - Request was approved to stage logs in the pit during spring weight restrictions.

- **Employee Issues** were discussed with the board.

Correspondence/Information/Discussion:

- **Miss Dig** - Matt brought the board up to date on the status of the Miss Dig membership.
- **Spring weight restrictions** will go into effect on 7:00 AM Friday, Feb 17.

Public Input: Thank you from a resident regarding Lindy Rd construction.

Meeting was adjourned at 11:40 AM.

MINUTES APPROVED 3/09/2017

Robert Rosa, Chairman

Kathleen A, Jordan, Clerk