

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

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

9:00 a.m. CALL TO ORDER
ROLL CALL
INVOCATION AND PLEDGE OF ALLEGIANCE
APPROVAL OF AGENDA
APPROVAL OF MINUTES – 9/26/17 (open & closed); 9/29/17
PUBLIC INPUT
ELECTED OFFICIALS & DEPT HEAD COMMENTS
COMMISSIONER REPORTS – Attorney usage policy
COUNTY ADMINISTRATOR'S REPORT –
FINANCE – Approval of Bills
HR and PERSONNEL –
COMMITTEE APPOINTMENTS – Proceed with filling vacancy on BA; Planning
Commission Ordinance anything further to implement & fill vacancies
ACTION ITEMS –
1) Scrap Tire App
2) Record Patriot Contract
3) Mass Notification System Review
4) Central Dispatch Communications Plan
5) Board of Canvassers Election
6) EMP Grant
PRESENTATION OF CORRESPONDENCE
UNFINISHED BUSINESS
NEW BUSINESS –
10:00 Frank Post – After Action Plan Review
10:15 “ “ “ “ “ “
10:30 Judge Mead – Sobriety Court Grant
10:45
PUBLIC COMMENT
ADJOURNMENT

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 call the following:

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
September 26, 2017

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, September 26, 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
Absent: Commissioner Griner

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

Agenda:

Motion by Roelofs, seconded by Warsecke, to approve the agenda as amended, adding minutes September 25, 2017 and add the motion to rescind from yesterday's special meeting agenda under discussions regarding removal: To rescind the action taken by the Board of Commissioners at the September 12, 2017 regular meeting, to remove Thomas Longanbach and Marcia Stobie from the Benzie County Building Authority. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Minutes:

Motion by Sauer, seconded by Walterhouse, to approve the regular session minutes of September 12, 2017 as corrected under Comm Jeannot's report: ~~watching~~ AES...suggests to monitor AES regarding organizational changes. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

4:04 p.m. Public Input

Bruce Rendon, Lake City, introduces himself as a candidate for 35th Senate seat being vacated by Senator Booher.

Jordan Florian, Law Clerk with the firm of Kuhn Rogers PLC, provided a transcript of the September 12, 2017 BOC meeting.

Thelma Novak, Frankfort, spoke regarding the Building Authority and Board of Commissioner attorneys; she said just go over to your Prosecutor and stop this.

Jim Evans, Joyfield Township, commends the board for their action on the 12th; every action and every inaction has a consequence.

Ryan King, Benzonia, spoke regarding viewing the county having 12 townships for 17,000 people; we should consolidate Elberta and Frankfort then Beulah and Benzonia.

4:14 p.m. Public Input Closed

Public Hearing to adopt 2017-18 County Budget.

Motion by Jeannot, seconded by Walterhouse, to open the public hearing regarding the 2017-18 fiscal year budget. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Public Comment – None

Motion by Sauer, seconded by Warsecke, to close the public hearing. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

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ELECTED OFFICIALS & DEPT HEAD COMMENTS

Doug Durand, Benzie Senior Resources, provided written information and reported that August was a milestone month for their services; Home Delivered Meals will remain consistent even with some going south for the winter months; the Lawn Chore program; the new Subaru will be in TC on Monday and will be to them mid-October.

Ed Hoogterp, Drain Commissioner, spoke regarding a grant thru the DEQ for Cold Creek Restoration and Beulah Storm Water Runoff Project – the application will be for \$500,000 with a local match of \$170,000 for a total project of \$670,000; they will seek a contribution of the match funds from all municipalities that are on Crystal Lake (Beulah, Benzonia Twp., Crystal Lake Twp. and Lake Twp.), together with the Friends of the Betsie Valley Trail, Conservation District, Crystal Lake and Watershed Association, GT Land Conservancy. He will come back requesting a Resolution or letter of support and ask this board to set a goal to help with matching funds of \$15,000 over 3 years (\$5,000 each year). The Conservation District will be the applicant for this grant.

Frank Post, Emergency Management, provided information regarding Coastal Hazard Analysis & Mapping; he attended a informational meeting and there will be changes to the map along the shoreline of Lake Michigan; there is a 60-day comment period; this information will be shared with those municipalities.

COMMISSIONER REPORTS

Comm Roelofs reported that he attended 911 Advisory – still having trouble keeping dispatchers; EMS – working to solidify their positions; Grand Traverse Veterans Affairs and their interviews for a new administrator; on behalf of the veterans, he would like to say thank you to the residents of Benzie County for the outpouring of support and participation during the motorcade last week.

Comm Walterhouse reported that he attended Joint Court meeting on the 20th; Betsie Valley Trail on the 11th and Parks & Rec last night.

Comm Sauer reported that he attended the dedication down in Beulah for Dr. Olson – it was very well attended; Road Commission; Maples meeting today – on Sept 15 their received word from FSES is approved; they are now at 93% full.

Comm Jeannot reported that the Housing committee approved four applications for home repairs; attended the NMCAA spent a lot of time talking about homeless issues; yesterday he attended a meeting at Xpert Fulfillment to talk about the potential of an industrial park to be built near the old Magna building.

Comm Warsecke attended the Conservation District meeting last week and said what a good job they do and provided a list of their project for this year; he attended the HR meeting today.

Comm Carland reported that the Village of Beulah is completing their streetscape project; he has spent quite a bit of time talking with attorneys the last couple of weeks on a variety of issues; the Airport is cutting trees today and they will be having the runway painted.

5:01 p.m. Break

5:06 p.m. Reconvene

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COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Provided a written report dated September 20, 2017 and reported on the MERS Actuarial and the Michigan Indigent Defense report – he will be working with Manistee County Administrator tomorrow.
- FOIA/OMA training will be held October 19.
- Updated the board regarding the EMS department.

FINANCE

Bills: Motion by Walterhouse, seconded by Jeannot, to approve payment of the bills from September 13, 2017 to September 26, 2017 in the amount of \$479,355.27 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Exc: Griner. Motion carried.

Motion by Walterhouse, seconded by Roelofs, to authorize the County Treasurer to inter-fund borrow up to \$1,000,000 to balance all funds for fiscal year end September 30, 2017. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Exc: Griner. Motion carried.

Michelle Thompson, County Treasurer, reported that the second sale of tax foreclosed properties is on-line; she gave a Land Bank Authority presentation to Oceana County last week; she also stated that she is participating in the Land Bank Authority Impact Study focus group; provided cash fund summary report.

Consent Calendar: Motion by Sauer, seconded by Warsecke, to approve the September 12, 2017 Finance Consent Calendar items 1-4 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Exc: Griner. Motion carried.

Motion by Carland, seconded by Sauer, to enter closed session to consult with our attorney regarding trial and settlement strategy in connection with the case of Christopher Woods v Benzie County and Benzie County Sheriff's Department, File No. 1:16-cv-01285-RJJ-RSK, pending in the U.S. Western District Court of Michigan pursuant to Section 8(e) of the Open Meetings Act since discussion in an open meeting will have a detrimental financial effect on the litigation and settlement position of the County. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Exc: Griner. Motion carried.

5:55 p.m. Re-Enter Open Session

Motion by Sauer, seconded by Walterhouse, to accept the recommendation of counsel discussed in closed session regarding Woods vs Benzie County and Benzie County Sheriff's Department. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke. Nays: None. Exc: Griner. Motion carried.

HR AND PERSONNEL – No Report.

COMMITTEE APPOINTMENTS

COMMISSIONERS

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Discussion regarding removal of BA members Tom Longanbach and Marcia Stobie: Comm Jeannot stated his position regarding this issue; there are proper ways to do things, I get it that we had counsel recommendation, but there has been time before when county counsel has given you advice to act on and the court has overturned that.

Comm Carland reads the motion from the September 25 agenda.

Comm Jeannot is concerned that it is closed ended; would hopefully say that this needs to include that we continue to transition to say that we want to continue the process of removing those members in the appropriate way.

Comm Carland feels the motion needs to be rescinded first.

Tim Figura agrees with Comm Carland – a motion to rescind does not stop it; you could direct legal counsel to begin developing charges at your suggest. That would be our recommendation on the first step.

Comm Sauer has concern with authorities, as an elected official and responsible over the county finances, feel our hands are tied.

Comm Warsecke says two weeks ago we went against counsel, and now court proceedings have begun.

Discussion and action to rescind the action taken by the Board of Commissioners at the September 12, 2017 regular meeting, to remove Thomas Longanbach and Marcia Stobie from the Benzie County Building Authority:

Motion by Warsecke, seconded by Walterhouse, to rescind the action from the September 12, 2017 meeting to remove Thomas Longanbach and Marcia Stobie from the Benzie County Building Authority. Roll call. Ayes: Roelofs, Sauer, Walterhouse, Warsecke and Carland Nays: Jeannot Exc: Griner Motion carried.

Motion by Sauer, seconded by Jeannot, to direct the County Administrator to gather charges from the Commissioners to begin the process of drafting the particular charges, discuss with the Prosecutor then with legal counsel.

Motion by Sauer, seconded by Jeannot, to amend to have information to the Administrator by October 2, 2017 deadline to have information to the County Administrator.

Vote on amendment: Roll call. Ayes: Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: Carland Exc: Griner Motion carried

Vote on original motion as amended: Ayes: Carland, Jeannot, Roelofs, Sauer and Walterhouse Nays: Warsecke Exc: Griner Motion carried.

ACTION ITEMS

Adopt 2017-18 Budget: Motion by Walterhouse, seconded by Sauer, to adopt the 2017-18 Budget as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Appendix A: Motion by Warsecke, seconded by Sauer, to adopt Appendix A Elected Officials 2017-18 Salaries (beginning October 1, 2017) as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

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Appendix B: Motion by Jeannot, seconded by Warsecke, to adopt Appendix B Appointed Officials 2017-18 Wages/Salary (beginning October 1, 2017) as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Appendix C: Motion by Warsecke, seconded by Walterhouse to adopt Appendix C Per Diem and Mileage Report for 2017-18 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Employee Roster: Motion by Sauer, seconded by Carland to adopt the Employee Roster for 2017-18 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Appropriations Act: Motion by Jeannot, seconded by Walterhouse, to adopt the 2017-18 General Appropriations Act as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

L-4029: Motion by Walterhouse, seconded by Carland, to adopt the L-4029 as presented, authorizing chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Betsie Valley Trail Maintenance: Motion by Sauer, seconded by Warsecke, to approve an agreement with the Benzie County Road Commission for maintenance on the Betsie Valley Trail for the period October 1, 2017 to September 30, 2018, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Jail Access Road – Snow Plowing: Motion by Jeannot, seconded by Warsecke, to approve an agreement with the Benzie County Road Commission for winter service in maintaining the Government Center Road and the Jail Access Road for the period October 1, 2017 to September 30, 2018, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

2017-028 – Register of Deeds: Motion by Roelofs, seconded by Jeannot, to adopt resolution 2017-028 recognizing Amy J. Bissell as the 2017 Register of the Year, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

2017-029 – DTRF: Motion by Warsecke, seconded by Roelofs, to adopt resolution 2017-029 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$48,200.00 authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

2017-030 – DTRF: Motion by Jeannot, seconded by Warsecke, to adopt resolution 2017-030 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$22,182.39 authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

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2017-031 – DTRF: Motion by Sauer, seconded by Warsecke, to adopt resolution 2017-031 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$20,000.00 authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

2017-032 – DTRF: Motion by Warsecke, seconded by Roelofs to adopt resolution 2017-032 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$9,000.00 authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

Hold Harmless Agreement for Volunteers: Motion by Jeannot, seconded by Sauer to adopt the Accident Waiver, Release of Liability, and Indemnity/Hold Harmless Agreement. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer, Walterhouse and Warsecke Nays: None Exc: Griner Motion carried.

CORRESPONDENCE

- Genesee County Resolution re Opposition to reduction or elimination of federal funding for the Great Lakes Restoration Initiative
- Cremation Fee List – provided by County Clerk as information.
- 2018 State Ward Chargeback Rate – information only.
- Road Commission minutes of August 24, 2017 received.
- Bay County resolution regarding mental health services programs received.

UNFINISHED BUSINESS

NEW BUSINESS – None

6:53 p.m. Public Input

Ed Kowalski commented on the Hold Harmless Agreement which was just adopted.

Art Jeannot acknowledges this group for the meaningful debate while keeping it professional.

6:55 p.m. Public Input Closed

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

Custer C. Carland – Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as amended.
2. Approved the September 12, 2017 as corrected.
3. Public Hearing to adopt 2017-18 County Budget.
4. Approved payment of the bills.
5. Authorized the County Treasurer to inter-fund borrow up to \$1,000,000 to balance FYE 9/30/17.

COMMISSIONERS

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6. Approved the September 12, 2017 Finance Consent Calendar items 1-4 as presented.
7. Entered closed session re Christopher Woods v Benzie County et al.
8. Accepted the recommendation of counsel discussed in closed session regarding Woods vs Benzie County et al.
9. Rescinded the action from the September 12, 2017 meeting to remove Thomas Longanbach and Marcia Stobie from the BC BA.
10. Directed the County Administrator to gather charges from the Commissioners to begin the process of drafting the particular charges, discuss with the Prosecutor then with legal counsel, to have information to the Administrator by October 2, 2017 deadline to have information to the County Administrator.
11. Adopted the 2017-18 Budget as presented.
12. Adopted Appendix A Elected Officials 2017-18 Salaries (beginning October 1, 2017) as presented.
13. Adopted Appendix B Appointed Officials 2017-18 Wages/Salary (beginning October 1, 2017) as presented.
14. Adopted Appendix C Per Diem and Mileage Report for 2017-18 as presented.
15. Adopted the Employee Roster for 2017-18 as presented.
16. Adopted the 2017-18 General Appropriations Act as presented.
17. Adopted the L-4029 as presented, authorizing chairman to sign.
18. Approved an agreement with the Road Commission for maintenance on the Betsie Valley Trail for the period October 1, 2017 to September 30, 2018, authorizing the chairman to sign.
19. Approved an agreement with the Road Commission for winter service in maintaining the Government Center Road and the Jail Access Road for the period October 1, 2017 to September 30, 2018, authorizing the chairman to sign.
20. Adopted resolution 2017-028 recognizing Amy J. Bissell as the 2017 Register of the Year, authorizing the chairman to sign.
21. Adopted resolution 2017-029 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$48,200.00 authorizing the chairman to sign.
22. Adopted resolution 2017-030 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$22,182.39 authorizing the chairman to sign.
23. Adopted resolution 2017-031 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$20,000.00 authorizing the chairman to sign.
24. Adopted resolution 2017-032 Transferring Delinquent Tax Revolving Funds to the General Fund in the amount of \$9,000.00 authorizing the chairman to sign.
25. Adopted the Accident Waiver, Release of Liability, and Indemnity/Hold Harmless Agreement.

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

1. To authorize Concrete Resurfacing Specialties Inc to reseal the kennel floors at a cost of \$8,939.00 as presented.
2. To authorize the purchase of a Cisco 24 port switch in the amount of \$5,041.00 from line 101-286-970.00 as presented.
3. To amend fund 228 Recycling, 2016-17 Budget as presented.
4. To amend department 268 Register of Deeds as presented.

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

Destroy Date: _____

Closed Session
September 26, 2017
Woods vs Benzie Co & Sheriff

THE BENZIE COUNTY BOARD OF COMMISSIONERS

September 29, 2017

The Benzie County Board of Commissioners met in a special meeting on Friday, September 29, 2017, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chairman Coury Carland at 3:00 p.m. who appeared via telephone.

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

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

Agenda:

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

Public Input

Eric VanDussen asked why call a special meeting to address this issue in haste; 10.1 of your Board Rules says that services of legal counsel shall be discussed by the BOC in open session prior to services being performed. He believes the purpose of going from 3 to 5 members is to stack the deck against Ed Roy – why are you doing it hastily. He then speaks regarding the Committee Appointment Policy.

Deb Lindgren spoke regarding suspension of the board rules – you keep doing it. This board has done things that aren't according to protocol. Is this an emergency for two times in a month; this is a very uncomfortable thing to do.

Thelma Novak commented regarding Eric's comment regarding an emergency – this has been going on since 2005.

3:12 p.m. Public Input Closed

Discussion and potential action to amend the Building Authority Articles of Incorporation to increase the number of members from 3 to 5, together with staggering terms:

Comm Sauer questions the County Clerk regarding whether this meeting is in compliance with OMA. Gary stated that there are conspiracy rumors out there, he stated that this came to light the night that Coury left for vacation – it was brought to his attention that the Articles of Incorporation could be amended to change the number of members and he felt it was a chance to squelch the rumors and felt they could save money. There is no conspiracy – he would like to adhere to the policy and procedures of the Board for committee appointments and advertise for two weeks in the Record Patriot for more applicants. Legal counsel is here and he will agree that we can do this. Comm Sauer feels it would be beneficial to have two more members.

Comm Griner stated that he has been absent and on county business – he was noticed by Gary.

Mr. Figura stated that he was asked to prepare a proposed Amendment to the Articles. Incorrect copies of the proposed Articles was distributed – Mr. Figura provided a correct copy and copies are being distributed to all board members. He reads Article V Section 2 where the change would be.

COMMISSIONERS

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April 29, 2017

If this is approved creating two positions, then all terms would expire 12/31/17. Then the appointments would be two to expire on 12/31/18; 2 to expire on 12/31/19; and one on 12/31/20.

County Clerk reads the statement prepared and submitted by Comm Warsecke in his absence.

Comm Sauer says Comm Warsecke cannot get per diem for this meeting – you can only get mileage for special meetings and feels he has a preconceived statement.

Comm Roelofs – concerned about Comm Warsecke's statement about short notice of this meeting. I was notified on Friday of the special meeting scheduled for September 25. Also his statement about whether this is an emergency.

Chairman Carland statement regarding the special meeting last Monday, we had potentially pending litigation on behalf of the BOC. That was the reason for scheduling the special meeting.

Mr. Figura – suggest members ending 12/31/17 as well as those being appointed to fill the vacancy created by the increase in membership.

Chairman Carland stated that he also doesn't see the urgency of this, this board didn't even have an accurate copy in front of them.

Comm Sauer said he is set back by the word circumvent – didn't look it as a way of avoiding the procedure, this is an opportunity to correct an action without costing the board more money. Did not do this to circumvent anything.

Comm Sauer says this is well thought out, but since the chair would rather go through the financial obligation, I will not make a motion.

Motion by Carland, seconded by Walterhouse, to table this issue to the next regularly scheduled board meeting. Roll call. Ayes: Carland and Walterhouse. Nays: Griner, Jeannot, Roelofs and Sauer. Exc: Warsecke. Motion failed.

Comm Jeannot said to Comm Sauer you have gone to a lot of effort to determine if this can be lawfully done. I am confused on your reluctance to move forward; there has been points made by both ends; up until a moment ago, you seemed strongly about this and called a special meeting. I appreciate what you are saying with regard to the chairman's comment regarding circumventing the process; Mr. Roy has repeatedly said he would pursue me personally, and that will never influence my decision with him. Now it is the political willpower to move forward.

Motion by Sauer, seconded by Griner, to amend the Articles of Incorporation with the language recommended by attorney Richard Figura to change the number of membership and the terms of the membership of the Building Authority.

Comm Jeannot stated that the letter dated 9/28/17 to the BOC by Mr. Roy listed a few items he would pursue based on our action, because it is my intention to remove the ammunition that will influence how to move forward with this that will influence how to move forward with this.

Comm Roelofs asks Mr. Figura what are we doing that is unlawful efforts?

Mr. figura believes he is suggesting there is ulterior motive. I know you do have the authority to amend the Articles of the Authority.

Comm Jeannot asks of Mr. Figura that in the letter, #7 says he should abstain from voting – is it your opinion that just because I had shown an interest to improve the BA, would it be a conflict.

Mr. Figura – remember that your board rules do not allow you to abstain without approval of the chair.

COMMISSIONERS

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April 29, 2017

Chairman Carland stated that he finds the timing suspicious, the day I leave the county, first time in 5 years, then a special meeting gets scheduled, this is very rushed and do not see the urgency; I am embarrassed to be a part of this; I will vote no.

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

3:49 p.m. Public Input

Thelma Novak stated that she talked with Tom Longanbach in the spring and she stated that people wouldn't apply to the Building Authority because of Tom and Marcia and be the lone vote against them; you cannot stop the process of removal just because you increased the number to 5.

Eric VanDussen is concerned about the violation of attorney use without prior attorney, who will be sure it won't happen again; it irks him that he did this without the proper process; agrees with Thelma on the makeup of the board being five members.

Deb Lindgren says you did it again, changed the rules. Is this going to be a weekly thing?

Thelma Novak stated that when you removed the two members from the BA, that dissolved the BA so the restraining order was necessary.

3:58 p.m. Public Input Closed

Comm Sauer asks that Ed Roy's letter will be put on file from September 28, 2017.

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

Custer C. Carland – Chair

Dawn Olney, Benzie County Clerk

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1. Denied motion to table this issue to the next regularly scheduled board meeting.
2. Amended the Articles of Incorporation with the language recommended by attorney Richard Figura with the wording, to change the membership and the terms of the membership of the Building Authority.

R. EDWARD KUHN
TERRY C. ROGERS
(LLM, Taxation)
EDGAR ROY III
JOSEPH E. QUANDT
GREGORY J. DONAHUE
GREGORY L. JENKINS
TROY W. STEWART
GINA A. BOZZER



412 SOUTH UNION STREET
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FAX: 231-947-7321

LANSING OFFICE:
2937 ATRIUM DRIVE, SUITE 200
OKEMOS, MICHIGAN 48864

CHRISTOPHER G. ROGERS
(also admitted in Illinois)
MATTHEW L. BOYD
MARC S. McKELLAR II
JONATHAN L. MORSE
(admitted in Wisconsin)

OF COUNSEL:
LEWIS G. GATCH

September 28, 2017

VIA EMAIL

Coury Carland, Chairperson
PO Box 555
Beulah MI 49617
ccarland@benzieco.net

Roger Griner
c/o Dawn Olney
448 Court Place
Beulah MI 49617
c/o dolney@benzieco.net

Gary Sauer
4558 Mick Road
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Frank Walterhouse
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Honor MI 49640
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Bob Roelofs
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Lake Ann MI 49650
broelofs@benzieco.net

Evan Warsecke
448 Court Place
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Art Jeannot
PO Box 317
Honor MI 49640
ajeannot@benzieco.net

Re: **BOC Unlawful Efforts to Amend Building Authority Articles of Incorporation**

Dear Chairperson Carland and Commissioners:

I write this letter on behalf of the Building Authority to ensure that before the BOC takes any action, it carefully considers its members' motives and their prior statements/actions:

1. Late Thursday morning I learned that Gary Sauer (whether acting at his own direction or in concert with others) has requested a special BOC meeting for the following day - Friday, September 29, 2017 at 3:00 p.m. The stated purpose of the meeting is the amend the Building Authority's Articles of Incorporation to increase the membership to 3 - 5 members. It is unclear whether he and 2 other board members have signed a document with the Clerk properly requesting the special meeting.

2. Purportedly it is timed so that Roger Griner will return and in be in a position to attend the 3:00 p.m. meeting. It is also appears to be timed so that Chairperson, Coury Carland cannot attend - a fact known to Mr. Sauer when he requested the special meeting.

3. The same individuals who apparently may/are requesting the special meeting (Sauer, Jeannot and Roelofs) I am advised refused to attend the special meeting previously scheduled on Monday, September 25, at 4:00 p.m. - with significant notice to all members - (I am advised that 3 individuals who failed to attend did not have excused absences from the special meeting and, on information and belief, may have collaborated in deciding not to attend the Monday BOC meeting).

4. I have recently submitted letters to the BOC concerning its efforts at pursuing charges and removal of BA members. I have consistently pointed out in those letters that Mr. Jeannot has a heightened degree of prejudice and bias which precludes him from participating in the charges/removal process. I reintroduce that issue here, because it is likely he may appear tomorrow and cast the deciding vote on whether to amend the Articles of Incorporation. The prejudice and bias which exists which precludes him from participating in the charging/removal process applies with equal weight here - regarding possible amendment of the Articles of Incorporation.

5. Just as the BOC acted to appoint Lisa Vogler to the Building Authority (after 2 BOC members left the meeting) and at a time where Mr. Jeannot could accomplish his agenda by appointing Lisa Vogler to the BA - the same tactics are being employed here. Specifically, Mr. Jeannot working in concert with other BOC members has timed the introduction to the amendment to coincide when the chairperson is out of town thereby avoiding a public and open discourse of the propriety of the amendment and to ferrant out whether the BOC members are acting independently or are simply pursuing their own personal agendas.

6. In my opinion, 4 members of the BOC are engaging in similar and unlawful activity that it pursued on September 12, in summarily removing 2 BA members. Their personal motivations are transparent based upon their actions, the statements they made at the September 12, BOC meeting, Plaintiff's inability to properly file/prosecute the complaint, the BOC's forced decision on September 26 to follow the law, and the improper artifice of amending the BA's Articles of Incorporation without proper and reasonable notice.

7. The most important issue confronting the BOC presently is whether Mr. Jeannot can participate in the vote on the amendment of the Articles of Incorporation; and, the Building Authority respectfully requests that the BOC obtain a legal opinion from Benzie County Attorney, Richard Figura as to whether the taint associated with Mr. Jeannot and his prior September 12 through September 25 actions - legally preclude him from participating in this

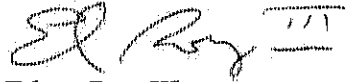
vote. Mr. Jeannot appears to have engaged in and exhibited a deliberate and calculated set of maneuvers to ensure that the Building Authority cannot operate legally independent from the BOC; and, so if he can install new BA members favorable to him/will take direction from him rather than exhibiting independent and objectivity required of them in order to legally fulfill every BA members fiduciary duties to the Building Authority. His actions are analogous to his ill-fated efforts to summarily remove 2 members.

I am unable to attend the BOC's meeting on Friday on behalf of the Building Authority due to other professional commitments. Accordingly, I respectfully request that the BOC delay any meeting and/or decision on the propriety of amending the Articles of Incorporation until such time as BOC obtains the appropriate legal opinion from the Benzie County Attorney, Richard Figura.

Please ensure that this letter is made a part of the record in conjunction with any special regular scheduled meeting where certain BOC members are pursuing amendment of the Articles of Incorporation.

Sincerely,

KUHN ROGERS PLC



Edgar Roy III

Direct dial (231) 947-7900 ext. 107

eroy@krlawtc.com

ERIII/ljd

cc Richard Figura (via email)
Dawn Olney (via email)
Mitch Deisch (via email)
Tom Longanbach (via email)
Marcia Stobie (via email)
Lisa Vogler (via email)

Elected Officials and Department Head Comments

Proposed Benzie County Board of Commissioners Resolution, Oct. 10, 2017:

The Benzie County Board of Commissioners supports the Benzie Conservation District's grant application for the "Cold Creek Restoration and Beulah Storm Water Reduction" Project (MDEQ project 2018-0025).

If the above-referenced grant is awarded, the Board of Commissioners agrees to:

- Appoint a county representative to serve on the project steering committee;
- Consider providing up to \$15,000 in local matching funds over the three-year grant period.

The Chairman of the Board of Commissioners is hereby authorized to communicate this resolution by letter to the Benzie Conservation District and/or the Michigan Department of Environmental Quality.

YOUR LETTERHEAD

DATE

Department of Environmental Quality
Water Resource Division, NPS Program
P.O. Box 30458
Lansing, Michigan 48909-7958

Re: Letter of Support for BCD's Cold Creek Restoration and Beulah Storm Water Runoff Reduction: Project #2018-0025

Dear Michigan DEQ:

The Benzie County Board of Commissioners endorses the Benzie Conservation District's "Cold Creek Restoration and Beulah Storm Water Runoff Reduction" project. This project will improve the water quality of Crystal Lake by reducing flows of E. coli bacteria and nutrient-rich sediments into the near-shore waters of the public beach in the village of [Beulah](#).

Crystal Lake is Michigan's 9th largest inland water body, and is enjoyed by visitors from throughout the Midwest, in addition to the residents of Benzie County. By restoring the public beach to a condition that meets Michigan's standard for Full Body Contact Recreation, this project will make an important contribution to the region's health and welfare.

This proposal is a result of cooperative action by numerous local government agencies, individuals and non-profit organizations. As a supporter, the Benzie County Board of Commissioners resolved on Oct. 10, 2017 to **consider providing match funding of \$15,000 over the three year grant period, and to** appoint the county Drain Commissioner or other representative to serve as a member of the project's steering committee.

Thank you for your consideration in this matter.

Sincerely,

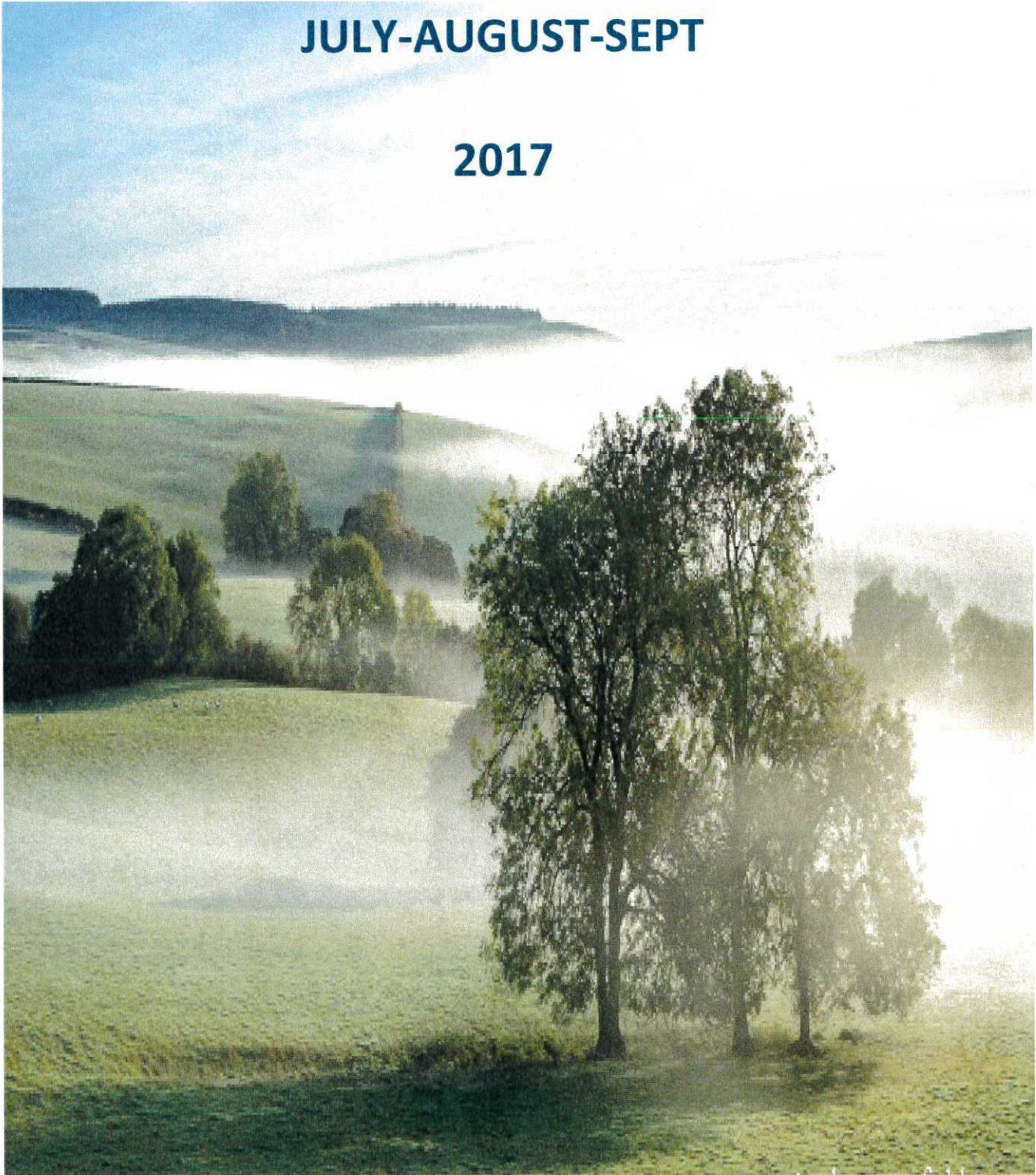
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BENZIE COUNTY BUILDING CODE AND SAFETY ENFORCEMENT

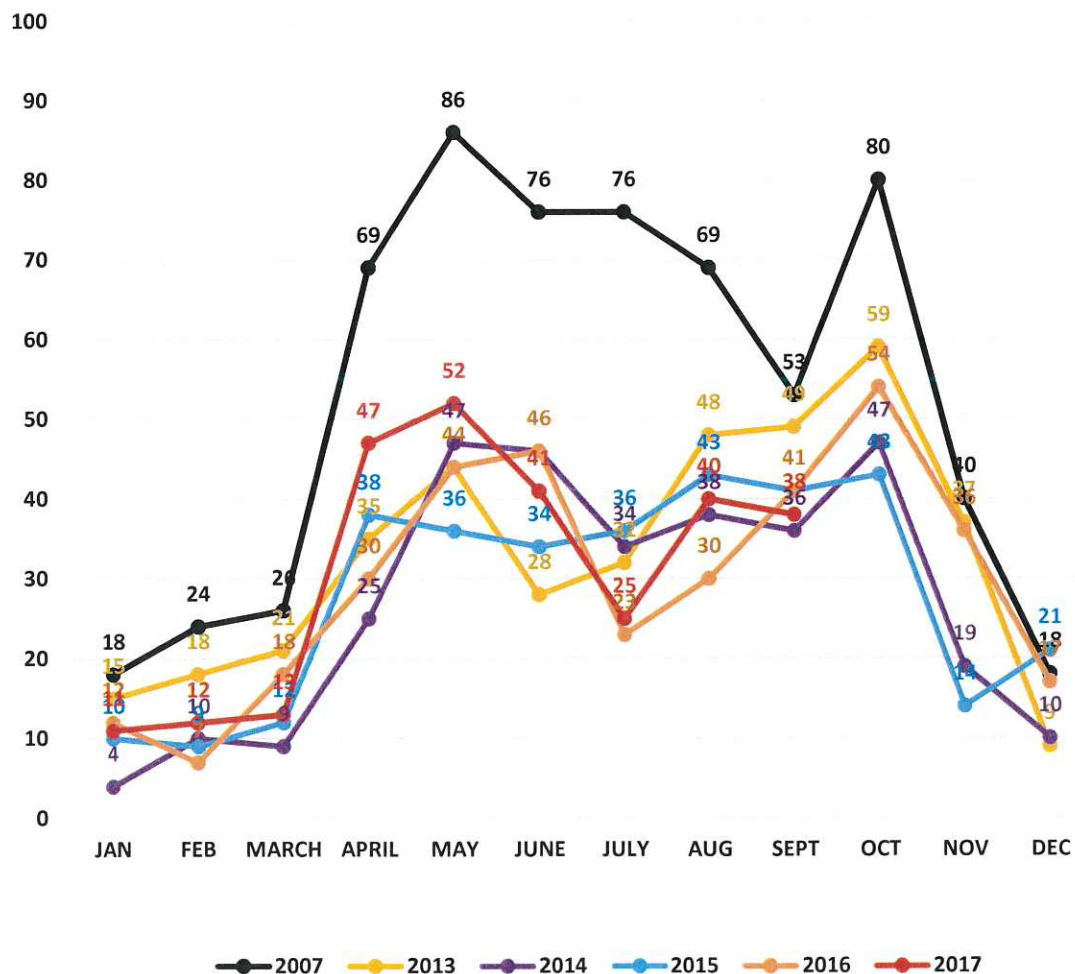
JULY-AUGUST-SEPT

2017



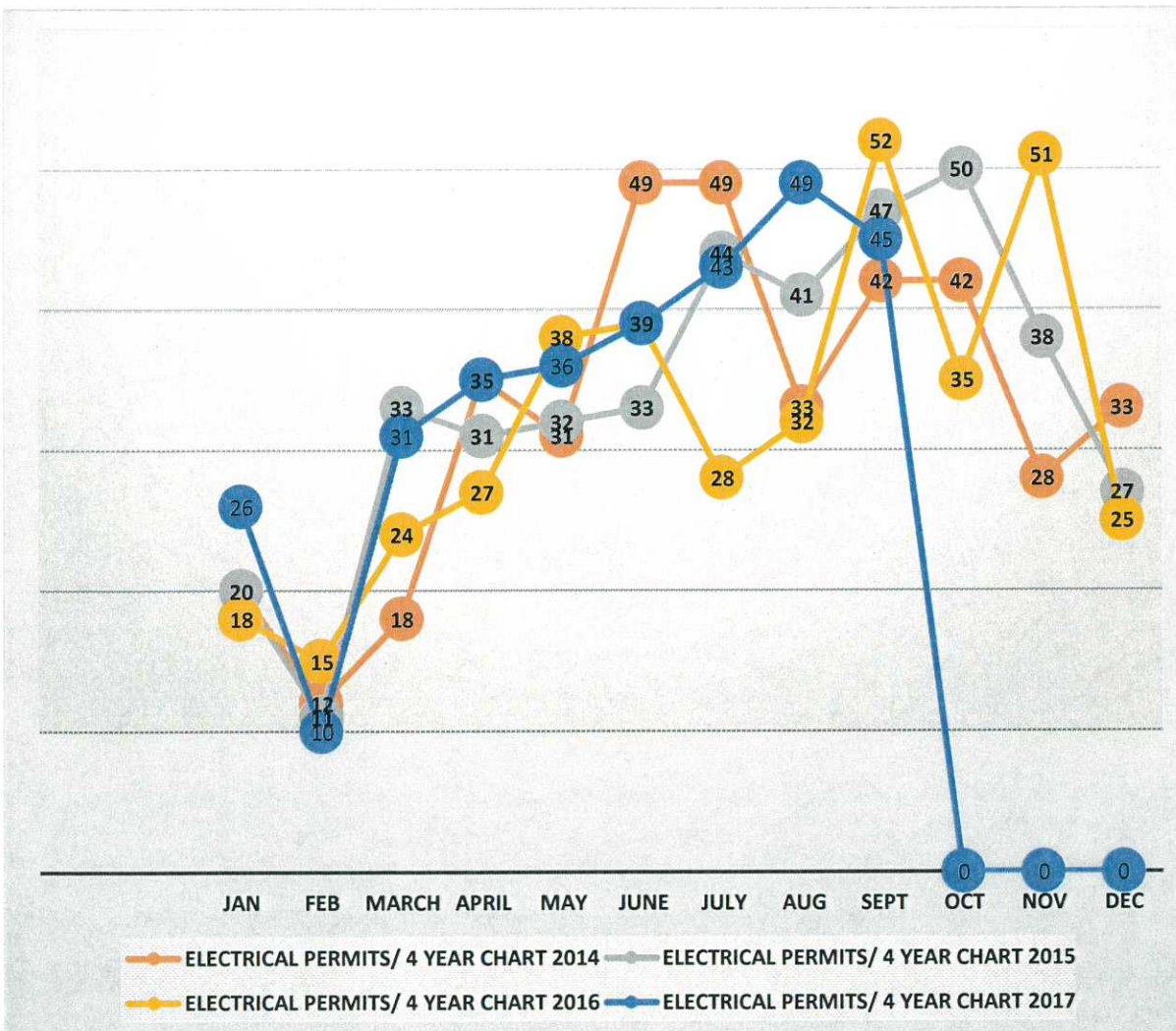
	2007	2013	2014	2015	2016	2017
JAN	18	15	4	10	12	11
FEB	24	18	10	9	7	12
MARCH	26	21	9	12	18	13
APRIL	69	35	25	38	30	47
MAY	86	44	47	36	44	52
JUNE	76	28	46	34	46	41
JULY	76	32	34	36	23	25
AUG	69	48	38	43	30	40
SEPT	53	49	36	41	41	38
OCT	80	59	47	43	54	
NOV	40	37	19	14	36	
DEC	18	9	10	21	17	
TOTAL	635	395	325	337	358	279

BUILDING PERMITS IN COMPARISON TO 2007



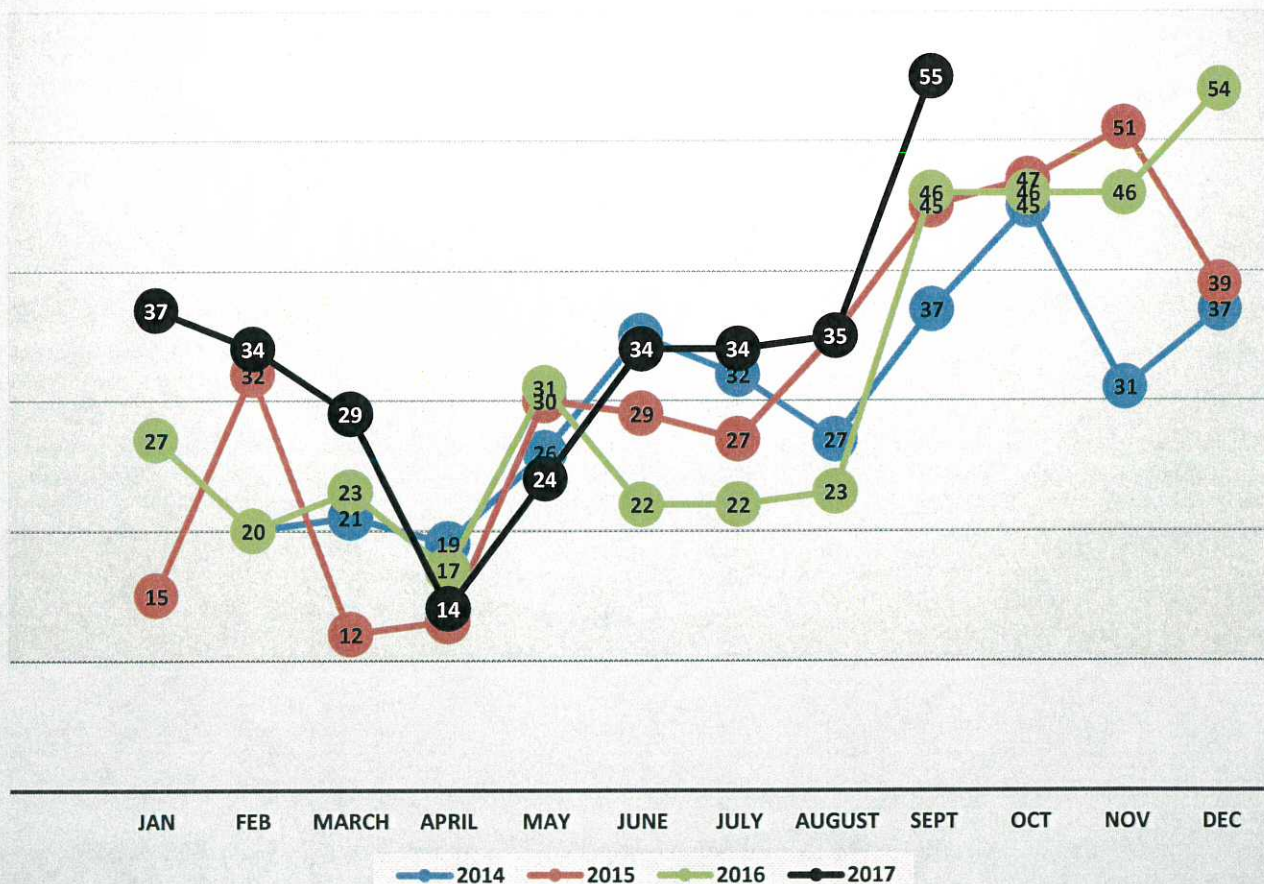
ELECTRICAL PERMITS/ 4 YEAR CHART

	2014	2015	2016	2017
JAN	20	20	18	26
FEB	12	11	15	10
MARCH	18	33	24	31
APRIL	35	31	27	35
MAY	31	32	38	36
JUNE	49	33	39	39
JULY	49	44	28	43
AUG	33	41	32	49
SEPT	42	47	52	45
OCT	42	50	35	0
NOV	28	38	51	0
DEC	33	27	25	0



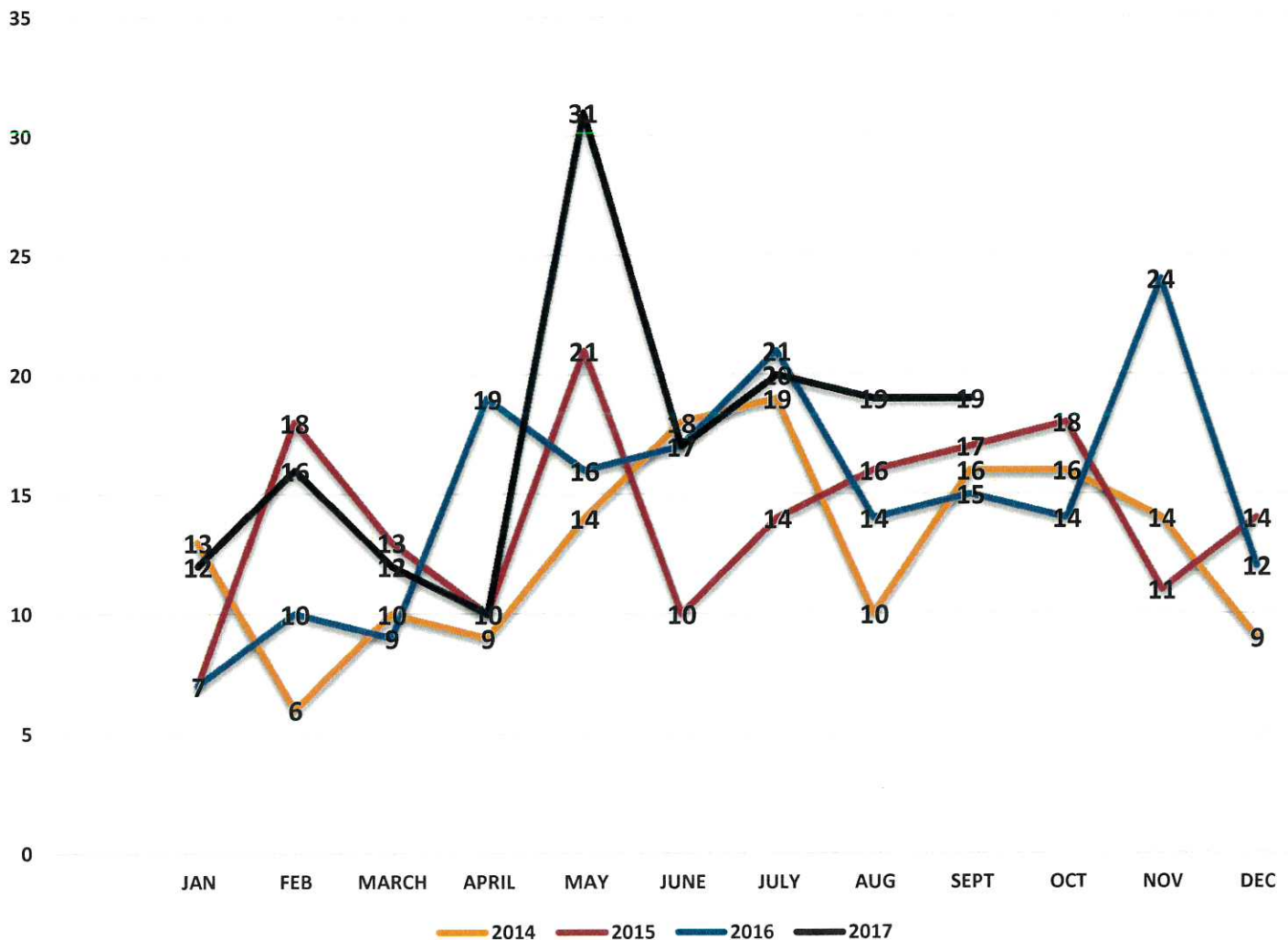
	2014	2015	2016	2017
JAN	27	15	27	37
FEB	20	32	20	34
MARCH	21	12	23	29
APRIL	19	13	17	14
MAY	26	30	31	24
JUNE	35	29	22	34
JULY	32	27	22	34
AUGUST	27	35	23	35
SEPT	37	45	46	55
OCT	45	47	46	
NOV	31	51	46	
DEC	37	39	54	

MECHANICAL PERMITS/ 4 YEAR CHART



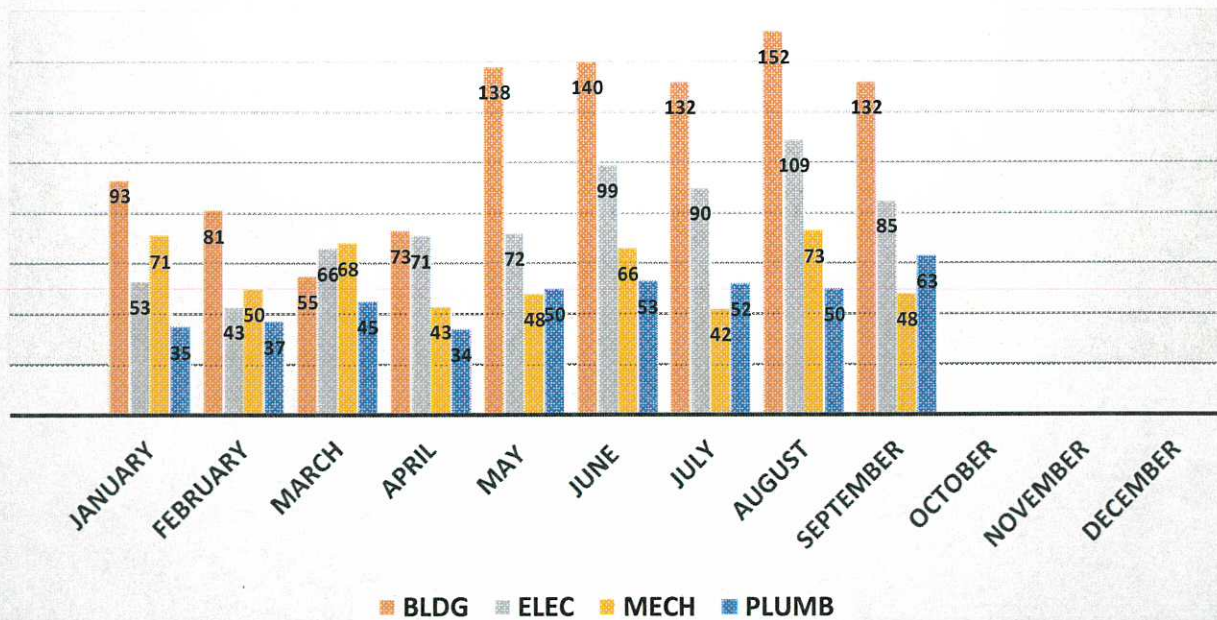
	2014	2015	2016	2017
JAN	13	7	7	12
FEB	6	18	10	16
MARCH	10	13	9	12
APRIL	9	10	19	10
MAY	14	21	16	31
JUNE	18	10	17	17
JULY	19	14	21	20
AUG	10	16	14	19
SEPT	16	17	15	19
OCT	16	18	14	
NOV	14	11	24	
DEC	9	14	12	

PLUMBING PERMITS/ 4 YEAR CHART



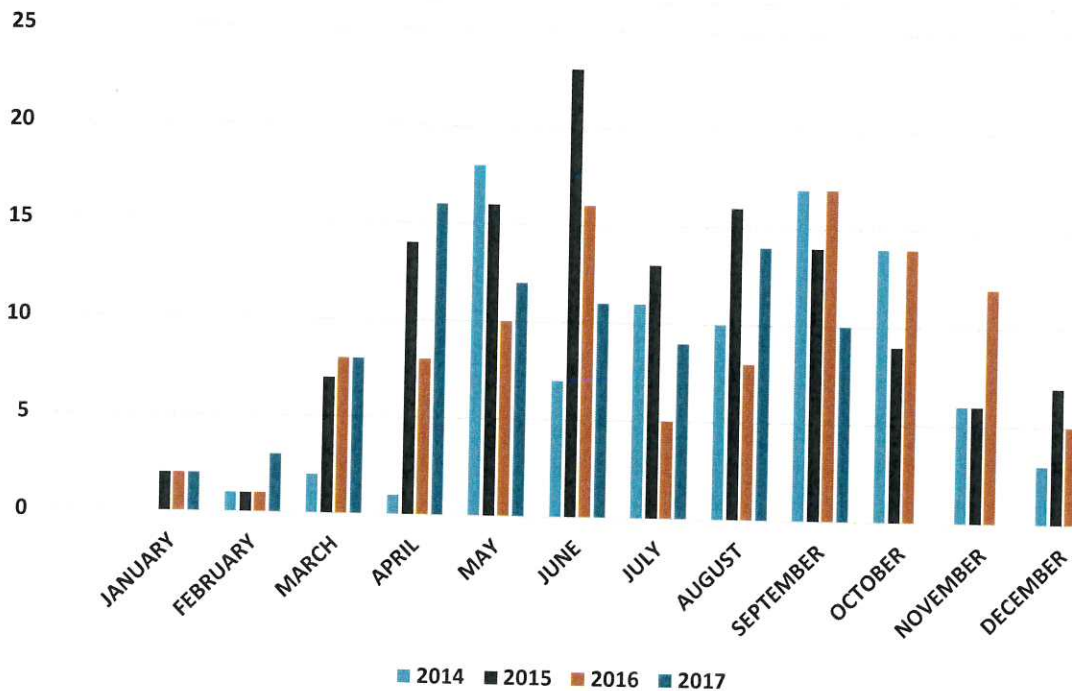
MONTHLY INSPECTIONS 2017

	BLDG	ELEC	MECH	PLUMB	ALL
JANUARY	93	53	71	35	252
FEBRUARY	81	43	50	37	211
MARCH	55	66	68	45	234
APRIL	73	71	43	34	221
MAY	138	72	48	50	308
JUNE	140	99	66	53	358
JULY	132	90	42	52	316
AUGUST	152	109	73	50	384
SEPTEMBER	132	85	48	63	318
OCTOBER					
NOVEMBER					
DECEMBER					
TOTALS	996	688	509	419	2602



MONTHLY SOIL EROSION PERMITS

MONTH	2014	2015	2016	2017
JANUARY	0	2	2	2
FEBRUARY	1	1	1	3
MARCH	2	7	8	8
APRIL	1	14	8	16
MAY	18	16	10	12
JUNE	7	23	16	11
JULY	11	13	5	9
AUGUST	10	16	8	14
SEPTEMBER	17	14	17	10
OCTOBER	14	9	14	
NOVEMBER	6	6	12	
DECEMBER	3	7	5	
TOTAL	90	128	100	85

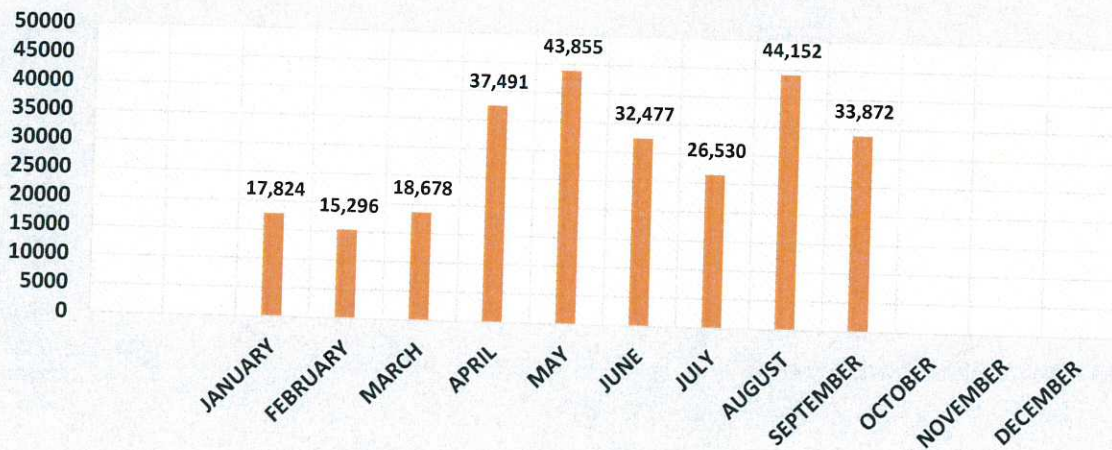


MONTHLY REVENUE 2017

JANUARY	17,824
FEBRUARY	15,296
MARCH	18,678
APRIL	37,491
MAY	43,855
JUNE	32,477
JULY	26,530
AUGUST	44,152
SEPTEMBER	33,872
OCTOBER	
NOVEMBER	
DECEMBER	

TOTAL 270,175

MONTHLY REVENUE 2017



10/03/2017

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB17-0074	BARNUM, MARY LOU	4097 SIXTH STREET	\$168.00	\$20,824
Work Description: 24 X 22 POLE BLDG				
PB17-0186	MICHAEL STEEVES	15485 MILNICHOL ROAD TEMP	\$614.00	\$208,592
Work Description: NEW RES/800 MF/600 SF/1600 GAR/300 PCH				
PB17-0196	BARBER, BRANDON	5897 MAPLE CITY HIGHWAY	\$160.00	\$10,000
Work Description: INTERIOR REMODEL/NEW ROOF/NEW SIDING				
PB17-0197	DAN CLARK	402 SEVENTH STREET	\$216.00	\$15,000
Work Description: UPSTAIRS APARTMENT REMODEL				
PB17-0198	GAFFIELD, CHRISTOPHER B.	6959 DEADSTREAM ROAD	\$77.00	\$0
Work Description: DEMOLITION OF EXISTING COTTAGE				
PB17-0199	HERRON, HOWARD A	524 S. ELDRIDGE ROAD	\$856.00	\$341,097
Work Description: MULTI USE/1620 LIVING/4380 OFFICE/STORAGE/POST BEAM CONSTRUCTION				
PB17-0200	SPICER, TODD W	5171 BIRCH TRAIL	\$940.00	\$300,329
Work Description: NEW RES/1820 MF/1070 SF/1820 CRAWL/728 GAR/192 PRC/240 DK				
PB17-0201	JARVIS, GRAY	4886 WONDERLAND DRIVE	\$254.00	\$35,338
Work Description: 896 SQ FOOT GARAGE				
PB17-0202	MCPHERSON, BELINDA B TRU	1429 E. SOUTH SHORE DRIVE	\$1,234.00	\$438,854
Work Description: NEW RES/3216 MF/1007 SF/620 DK				
PB17-0203	RENWICK, NOREEN B. (LE)	332 ONKEONWE ROAD	\$110.00	\$10,000
Work Description: REPLACEMENT WINDOWS/SIDING/ 6 X 8 PORCH				
PB17-0205	ZILLICH, RICHARD	7800 CRYSTAL DRIVE	\$806.00	\$244,836

Work Description: NEW RES/1576 MF/780 SF/60PCH/152 DK

PB17-0206	CASTLE, RONALD & DIANE (T	14199 LINDY ROAD	\$160.00	\$4,733
Work Description: 12X10 SCREENED IN PORCH				
PB17-0208	MEYER, ROBERT & KAREN L	20917 RICHARDSON ROAD	\$697.00	\$184,579
Work Description: 6120 SQ FOOT POLE BUILDING/ WITH 560 LEAN TO				
PB17-0209	WELLER, JAMES C	18700 ROBIN RIDGE ROAD (PVT)	\$379.00	\$104,440
Work Description: GUEST HOUSE/1005 MF/BUILD ON EXISTING FOUNDATION				
PB17-0210	TARKINGTON, JOANN	4872 OLD TRAIL (PVT)	\$110.00	\$5,000
Work Description: 16X20 DECK				
PB17-0211	ROSA, COREY J	7697 N. REYNOLDS ROAD	\$678.00	\$181,738
Work Description: NEW RES/1512 MF/1512 UNF BSMT/624 GAR/36 PRC/160 DK				
PB17-0212	STEVENS, JERRY L & TERRY T	2816 N. REYNOLDS ROAD	\$110.00	\$500
Work Description: 80 SQ FOOT DECK				
PB17-0213	GAFFIELD, CHRISTOPHER B.	6959 DEADSTREAM ROAD	\$690.00	\$192,044
Work Description: NEW RES/1296 MF/ 552 SF/ 838 UNF BSMT/280 PRC/ 552 DK				
PB17-0215	SMITH, L. KIRK	780 BLUEWATER DRIVE	\$417.00	\$75,000
Work Description: MOVE EXISTING HOME AND GARAGE TO NEW FOUNDATION				
PB17-0216	WELSCH, JOHN S.	35 COUNTY FARM ROAD	\$155.00	\$10,000
Work Description: NEW BATH AND REMODEL FOR SEASONAL CARRIAGE HOUSE				
PB17-0217	LOVE-KLUK, RUTH	16088 BENTLEY ROAD	\$205.00	\$20,368
Work Description: RES ADDITION/196 MF/304 UNF BSMT/80 PRC				
PB17-0218	KEMPERMAN, STEVE	4891 WONDERLAND DRIVE	\$323.00	\$55,701
Work Description: RES ADDITION/536 MF/140 DK				
PB17-0219	IIARTEL, KAREN K	19177 WHITE PINE DRIVE	\$191.00	\$30,290
Work Description: 768 SQ FT POLE BLDG				

PB17-0220	BARNUM, MARY LOU & HERBE	4097 SIXTH STREET	\$863.00	\$276,427
Work Description: NEW RES/ 1661 MF/999 SF/569 GAR/120 PRC/192 DK				
PB17-0221	LAKE ANN BAPTIST CAMP	18400 MAPLE STREET	\$10,577.34	\$3,809,036
Work Description: NEW CAMP REC FACILITY/				
PB17-0222	LONGSTREET, BRUCE A	1674 MAPLE STREET	\$177.00	\$24,611
Work Description: 24X26 CARPORT				
PB17-0223	LOVE-KLUK, RUTH	16088 BENTLEY ROAD	\$210.00	\$37,862
Work Description: 960 SQ FOOT POLE BLDG				
PB17-0224	BEAN, PAUL E.	13656 HONOR HIGHWAY	\$186.00	\$28,397
Work Description: 24 X 30 PRE MANUFACTURED STORAGE BLDG				
PB17-0226	BAKER, PATRICK B	2378 CARLSON ROAD	\$210.00	\$37,862
Work Description: 960 SQ FT POLE BLDG				
PB17-0227	ZILLICH, RICHARD	7800 CRYSTAL DRIVE	\$77.00	\$0
Work Description: DEMOLITION OF EXISTING				
PB17-0228	ROBINS, HAROLD C.	20881 MAPLE STREET	\$182.00	\$26,504
Work Description: 672 SQ FT GARAGE/140 SQ FT DEMOLITION				
PB17-0229	ROBERT AND DEBORAH SCO	1154 RAILROAD TRL	\$166.00	\$20,193
Work Description: PAVILLION FOR CAMPER/TRAILER/512 SQ FT				
PB17-0230	PEMBERTON FAMILY TRUST 0	6975 DEADSTREAM ROAD	\$234.00	\$47,328
Work Description: 1200 SQ FOOT POLE BLDG				
PB17-0231	PAUL OLIVER MEMORIAL HOS	225 PARK AVENUE	\$185.00	\$25,000
Work Description: REMODEL FOR CHILD DEVELOPMENT CENTER				
PB17-0232	VONA, DENISE K	10985 HOOKER ROAD	\$160.00	\$12,000
Work Description: SOLAR ARRAY MOUNT				
PB17-0233	QUIST, TIMOTHY J.	5391 INDIAN TRAIL ROAD (PVT)	\$146.00	\$12,305

Work Description: ROOF OVER DECK

PB17-0234	BRAUER, CHARLES	1520 N. HAZEL ROAD	\$232.00	\$46,140
Work Description: 444 SQ FT SF ADDITION				
PB17-0235	JACKIE RENNIE	2098 STANLEY CREEK DRIVE (PVT)	\$665.00	\$157,439
Work Description: NEW RES/1515 MF/ON CRAWL/576 GRG/124 DK/28 PRC				
PB17-0236	LATIMER, THOMAS N. & JOAN	7193 DEADSTREAM ROAD	\$113.00	\$7,572
Work Description: 12 X 16 ADDITION				
PB17-0237	MITCHELL, WILLIAM F	7718 CRYSTAL DRIVE	\$142.00	\$15,000
Work Description: pre fabricated garage				
PB17-0238	MILLER, JANET E.	2721 MILLER ROAD	\$149.00	\$4,000
Work Description: 336 SQ FOOT PRE BUILT SHED				
PB17-0239	RINEER, JACK L.	11 N. BENZIE BLVD.	\$194.00	\$31,552
Work Description: 50 X 16 LEAN-TO ADDED TO BLDG				
PB17-0240	LAYLIN, RICHARD A	19538 BRONSON LAKE ROAD	\$785.00	\$214,491
Work Description: NEW RES/1344 MF/ 720 SF/1040 UNF BSMT/576 GAR/ 388 PCH/388 DECK				
PB17-0241	COATES, SHANE C	7311 TIGER DRIVE (PVT)	\$682.00	\$232,781
Work Description: NEW RES/1120 MF/1120 FIN BSMT/480 GAR/72 DK				
PB17-0242	TYLER, JAMES	6046 DEMERLY ROAD	\$239.00	\$41,018
Work Description: 1040 SQ FT POLE BUILDING/208 PCH				
PB17-0243	HOLMES, BARBARA	128 THOMAS STREET	\$110.00	\$2,500
Work Description: REPLACING A 140 SQ FT DECK				
PB17-0244	YONKMAN, MICHAEL R	3141 S. SCENIC HIGHWAY	\$77.00	\$0
Work Description: DEMOLITION OF TRAILER				
PB17-0245	RHODES, ERAN	4060 RAYMOND ROAD	\$320.00	\$50,000
Work Description: 960 SQ FT BASEMENT FINISH				

PB17-0246	BARKER, BARBARA (LE)	426 S. MARSHALL ROAD	\$175.00	\$20,000
Work Description: 1200 SQ FOOT PAVILLION				
PB17-0247	KIDDER, KYLE C	15221 PLYMOUTH AVENUE	\$254.00	\$39,905
Work Description: RES ADDITION/ 384 MF/ 384 UNF BSMT				
PB17-0248	DANNER, PHILLIP M.	2175 WARREN ROAD	\$190.00	\$21,511
Work Description: NEW BEDROOM AND BATHROOM ADDITION				
PB17-0249	BREITZ, ROBERT L	7936 TRAILSIDE CIRCLE S (PVT)	\$320.00	\$140,916
Work Description: BASEMENT FINISH/1536 SQ FT				
PB17-0250	BRIAN AND JENNIFER FAREN	3425 N. REYNOLDS ROAD	\$902.00	\$264,788
Work Description: NEW RES/832 MF/884 SF/832 FIN BSMT/832 CRAWL/1320 GAR/32 PCH/312 DK				
PB17-0251	NEIHARDT, JAMES	20215 HATTY LANE (PVT)	\$254.00	\$30,290
Work Description: 24 X 32 POLE BLDG/20X40 LEAN-TO				
PB17-0252	COUNCELL, WILLIAM K.	9462 CLAY ROAD (PVT)	\$152.00	\$14,549
Work Description: BEDROOM ADDITION IN BASEMENT				
PB17-0253	BURKE, STANLEY E JR	10303 NARROW GAUGE ROAD	\$313.00	\$78,880
Work Description: 2000 SQ FT GARAGE/ ADDITION TO EXISTING/ W/ SEASONAL BATHROOM				
PB17-0255	RADOMSKI, RUTH ELLEN	60 S. BENZIE BLVD.	\$95.00	\$5,522
Work Description: 140 SQ FT DECK				
PB17-0256	PATTERSON, RUSSELL	511 LEELANAU AVENUE	\$123.00	\$8,677
Work Description: 220 SQ FT COVERED DECK				
PB17-0257	HIGGINS, DOUGLAS A	19714 FEWINS ROAD	\$234.00	\$47,328
Work Description: 1200 SQ FT POLE BLDG				
PB17-0258	KEBLER, JULIE L/KAREN M	6945 CRYSTAL AVENUE	\$163.00	\$9,466
Work Description: 240 SQ FT DECK AND PERGULA				
PB17-0259	FREDAL, TERESA SUE BIRKME	2874 WHITE BIRCH TRAIL (PVT)	\$673.00	\$146,943

Work Description: NEW RES/1414 MF/ 1414 UNF BSMT/572 GAR/263 PCH/356 DK				
PB17-0260	ALLEN, JOHN D	3369 S. CARMEAN ROAD	\$234.00	\$47,328
Work Description: 1200 SQ FT POLE BLDG				
PB17-0262	LENTZ, MARK J & KATHLEEN	2695 POND ROAD	\$122.00	\$8,994
Work Description: 216 SQ FT COVERED DECK				
PB17-0263	YOUNG, TIMOTHY & KATHLEEN	10704 OVIATT ROAD	\$160.00	\$12,000
Work Description: SOLAR ARRAY				
PB17-0265	HUNT, MICHAEL E	838 S. ZIMMERMAN ROAD	\$242.00	\$36,580
Work Description: 352 SQ FT ADDITION				
PB17-0266	PERRY, MICHAEL D TRUST 09/	4141 CRYSTAL DRIVE	\$397.00	\$112,234
Work Description: 36 X 30 SECOND FLOOR GARAGE FINISH GARAGE				
PB17-0267	VIRGINIA PARADISE, LLC	18675 PARADISE HOLLOW DRIVE	\$450.00	\$100,595
Work Description: REBUILD OF CABIN/968 MF/968 UNF BSMT				
PB17-0268	RICHMOND, KWYN A	341 PEARSON STREET	\$229.00	\$45,435
Work Description: RES GARAGE/ 1152 SQ FT				
PB17-0269	STROBA, JOHN RICHARD	1016 S. ZIMMERMAN ROAD POLE BL	\$488.00	\$179,574
Work Description: MODULAR HOME SET/1728 MF/CRL/18 DK				
PB17-0270	MICHAEL GOYETTE/SHANNA	811 LEE LANAU AVENUE	\$376.00	\$50,000
Work Description: REPLACING MUD ROOM WITH NEW DECK AND ACCESS TO BSMT/REMODEL OF INTERIOR				
PB17-0271	GRAVES FAMILY LLC	1315 SHOREWOOD DRIVE	\$160.00	\$10,000
Work Description: BED/BATH ADDITION IN BSMT				
PB17-0272	GRAY, WILLIAM I	18161 VIRGINIA CIRCLE	\$210.00	\$37,862
Work Description: 30X32 POLE BLDG				
PB17-0274	PUGH, DAVID A. TRUST 9/27/1	114 FOREST AVENUE	\$77.00	\$0
Work Description: DEMOLITION OF GARAGE FOR NEW BUILD				

PB17-0275	PUGH, DAVID A. TRUST 9/27/1	114 FOREST AVENUE	\$156.00	\$11,359
Work Description: 288 SQ FOOT GARAGE				
PB17-0277	VIRGINIA PARADISE, LLC	18675 PARADISE HOLLOW DRIVE	\$77.00	\$0
Work Description: DEMO OF 20 X 44 CABIN FOR NEW BUILD				
PB17-0278	BADER, PAUL	1442 N. HAZE ROAD	\$160.00	\$10,000
Work Description: INTERIOR REMODEL				
PB17-0279	ODZIANA, MARK	17836 ALMIRA ROAD	\$234.00	\$47,328
Work Description: 1200 SQUARE FOOT POLE BLDG				
PB17-0280	GRIFFIN, PATRICK J.	1075 TAQUAKA ROAD (PVT)	\$906.00	\$200,478
Work Description: NEW RES/1654 MF/712 SF/ 1654 UNF BSMT/ 725 GAR/ 318 PRC/342 DK				
PB17-0281	TRAVIS FLEIS	7260 CRYSTAL DRIVE	\$77.00	\$0
Work Description: DEMOLITION OF 1080 SQ FOOT GARAGE				
PB17-0282	FLEETWOOD, SCOTT	7234 CRYSTAL DRIVE	\$215.00	\$39,756
Work Description: 1008 SQ FT GARAGE				
PB17-0283	JONES, SCOTT	6294 LAKEWOOD DRIVE	\$77.00	\$0
Work Description: DEMOLITION OF 460 SQ FT SHED/1150 CRWL FOR NEW BUILD				
PB17-0285	CASE, HAROLD	6379 CRYSTAL AVENUE	\$546.00	\$172,923
Work Description: NEW RES/832 MF/560 SF/832 CRW/20PCH/208 DK				
PB17-0287	SUTTON, BETH N TRUST 2/19/	479 ESPLANADE COURT (PVT)	\$329.00	\$62,609
Work Description: ADDITION AND REMODEL/252 MF/252 SF ADDITION				
PB17-0288	GALEJS, LARIS E.	6820 PLATTE ROAD	\$77.00	\$0
Work Description: DEMOLITION OF 1300 SQ FT HOUSE FOR NEW BUILD				
PB17-0289	ERIC AND NATALIE SMITH	6590 WALDEN WOODS (PVT)	\$975.00	\$260,735
Work Description: NEW RES/2080MF/429 SF/2080 UNF BSMT/639 GAR/500 PCH/308 DK				
PB17-0290	FRANKFORT INVESTMENT GR	824 LEELANAU AVENUE	\$140.00	\$10,570

Work Description: 268 SQ FT DETACHED GARAGE

PB17-0292	TAYER, STEVEN D.	1200 S. PIONEER ROAD	\$231.00	\$33,254
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Work Description: 320 MF ADDITION

PB17-0294	SMITH, MARK G. & SUSAN K.	4034 SECOND STREET	\$77.00	\$0
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Work Description: DEMOLITION OF 20 X 60 COTTAGE

PB17-0295	COLLINS, JR. JOHN J.	8925 DEADSTREAM ROAD	\$270.00	\$15,912
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Work Description: ADDITION AND REMODEL

PB17-0296	YELLOW LLC	1817 CRYSTAL DRIVE	\$766.00	\$175,000
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Work Description: 2624 SQ FOOT REMODEL/196 UNF BSMT/72 PCIH/304 DK

PB17-0297	RADELET, STEVEN	1349 MICHIGAN AVENUE	\$172.00	\$22,717
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Work Description: 24x24 garage

PB17-0298	LEMIEUX, DAVID	2722 CRIMSON KING DRIVE (PVT)	\$659.00	\$220,865
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Work Description: NEW RES/1296 MF/1296 UNF BSMT/ GAR(784 MF/420 SF)/248 COVERED DK

PB17-0299	ZALEWSKI, DAVID (DC)	12716 BROWNELL ROAD	\$144.00	\$18,931
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Work Description: PRE BUILT 20 X 24 SHED

PB17-0301	MORSE FAMILY TRUST 03/22/0	1612 BLACKFORD BLVD	\$172.00	\$22,560
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Work Description: PRE FAB 22 X 26 STEEL GARAGE

PB17-0303	GALEJS, LARIS E.	6820 PLATTE ROAD	\$934.00	\$248,992
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Work Description: NEW RES/2002 MF/394 SF / 2002 UNF BSMT/662 GAR/650 PRC

PB17-0304	EDITH VICKERS	3551 N. REYNOLDS ROAD	\$210.00	\$37,862
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Work Description: 960 SQ FT POLE BUILDING

PB17-0306	ZACHARIAS, BERNARD J JR	20293 DOUGLAS ROAD	\$234.00	\$47,328
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Work Description: 1200 SQ FT POLE BUILDING

Total Permits For Type:	97
Total Fees For Type:	\$41,462.34

Total Const. Value For Type: \$10,777,837

Building Springdale

Permit #	Contractor	Job Address	Fee Total	Const. Value
PBS17-0010	BRIAN AND KATIE PETERSON	12623 SPRINGDALE RD	\$656.00	\$282,662
Work Description: NEW RES/40X68				
PBS17-0012	DONNA LIGHT	18061 WELLS RD	\$160.00	\$0
Work Description: MOBILE SET/14X70				
PBS17-0013	STELVES BRUCE TRUST	15300 ROARING ROAD	\$234.00	\$47,328
Work Description: 1200 SQ FOOT POLE BUILDING				
PBS17-0014	SUSAN GRAHAM	18075 STEDRONSKY RD	\$512.00	\$96,853
Work Description: NEW RES/932 MF/932 UNF BSMT/228 PRC				
PBS17-0015	COATS BILL SR & SANDRA K	16037 LEMON RD	\$305.00	\$75,725
Work Description: 40 X 48 POLE BLDG				
PBS17-0016	SUSAN GRAHAM	18075 STEDRONSKY RD	\$215.00	\$0
Work Description: NEW RES/SERVICE/CIRCUITS/LIGHTING/DSW//				

Total Permits For Type: 6
 Total Fees For Type: \$2,082.00
 Total Const. Value For Type: \$502,568

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE17-0181	KIRKWOOD, CHARLES & VIRG	740 SUKHUMVIT LANE (PVT)	\$215.00	\$0
Work Description: NEW RES/SERVICE/CIRCUITS/LIGHTING/DSW/FURNACE/POWER OUTLETS				
PE17-0191	STONE OVEN, THE	6551 FIRST STREET	\$211.20	\$0

Work Description: COMMERCIAL ADDITION/SERVICE 200-600/5 CIRCUITS/1 LIGHTING/3 HTG UNITS/4 POWER OUT/1 FEEDER

PE17-0197	GRAY, KENT & BORGESON-GR	16340 ALMIRA ROAD	\$77.00	\$0
Work Description: SERVICE				
PE17-0212	MARKEL, BARBARA	12591 HOMESTEAD ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0213	HUEITEMAN, JAMES M.	345 BRIDGE STREET	\$77.00	\$0
Work Description: LIGHTING/RECPT FOR GARAGE				
PE17-0214	LATTMER, THOMAS N. & JOAN	7193 DEADSTREAM ROAD	\$77.00	\$0
Work Description: SERVICE				
PE17-0215	NEVAL, JANOS H.	7374 BETSIE RIVER COURT (PVT) TE	\$77.00	\$0
Work Description: 2 CIRCUITS?/TEMP POLE				
PE17-0216	CLARK, DANIEL L	402 SEVENTH STREET	\$160.00	\$0
Work Description: service/6 circuits/1 lighting/2 furnace/outlets/1 fire alarm				
PE17-0217	MICHAEL STEEVES	15485 MILNICHOL ROAD TEMP	\$215.00	\$0
Work Description: new res/1 service/20 circuits/1 lighting/1 furnace/3 power outs/5 fire alarm/1 data				
PE17-0218	BANK OF AMERICA NA	15295 PLYMOUTH AVENUE	\$132.00	\$0
Work Description: service				
PE17-0219	O'LEARY, MICHAEL L.	3480 VALLEY ROAD	\$160.00	\$0
Work Description: ADDITION/3 CIRCUITS/1 LIGHTING				
PE17-0220	BUIST, WESLEY J	2595 N. CARMEAN ROAD	\$77.00	\$0
Work Description: QUANSI HUT/ 4 CIRCUITS/1 LIGHTING/1 FEEDER				
PE17-0221	WILLSON, THOMAS G.	4766 EAST SANFORD LAKE DRIVE	\$160.00	\$0
Work Description: REPLACING WIRING AFTER WATER DAMAGE/ 6 CIRCUITS/ 1 LIGHTING/1 POWER OUTLET				
PE17-0222	KELLY, ROBERT G. & JUDITH	18863 LAKEWOOD CIRCLE	\$160.00	\$0
Work Description: CONVERTING TO LIVING/CIRCUITS LIGHTING WIRING				

PE17-0223	LAFOUNTAIN, TERRY J	703 FOREST AVENUE	\$160.00	\$0
Work Description: REMODEL				
PE17-0224	HEARNS, PATRICK R	544 CRYSTAL AVENUE	\$77.00	\$0
Work Description: SERVICE RECONNECT CONSUMERS				
PE17-0225	DODD, GERALD D	5859 S. THOMPSONVILLE ROAD	\$215.00	\$0
Work Description: NEW RES/1 SERVICE/15 CIRCUITS/1 LIGHTING/1 DSW/1 FURNACE/2 POWER OUTLETS				
PE17-0226	CLARK, DANIEL L	2222 RIVER ROAD	\$160.00	\$0
Work Description: REMODEL/12 CIRCUITS/1 LIGHTING/2 POWER OUTLETS				
PE17-0227	DEPUY, MICHAEL J	6930 LAKE ANN ROAD	\$77.00	\$0
Work Description: STORAGE BUILDING				
PE17-0228	WALSH, KRISTE	6471 LINCOLN ROAD	\$215.00	\$0
Work Description: SERVICE/20 CIRCUITS/2 LIGHTING/1 DSW/1 FURNACE/2 KVA UPTO 20				
PE17-0229	BANDSTRA, RICHARD A.	3190 LAKEVIEW DRIVE	\$160.00	\$0
Work Description: SERVICE/CIRCUITS/LIGHTING/ WIRING/FIRE ALARM				
PE17-0230	CASTLE, RONALD & DIANE (T	14199 LINDY ROAD	\$160.00	\$0
Work Description: SCREEN IN PORCH/CIRCUITS/LIGHTING/OUTLETS				
PE17-0231	SMITH, HAL &	6683 EDGEWATER DRIVE(PVT)	\$160.00	\$0
Work Description: ADDITION/3 CIRCUITS/1 LIGHTING/1 FURNACE/1 KVA UPTO 20				
PE17-0232	SCOTT, LAVERN R.	17764 LINDY ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0233	MC CRIMMON, FLOYD	20730 RED OAK DRIVE	\$160.00	\$0
Work Description: LIVING ROOM ADDITION				
PE17-0234	WELSCH, JOHN S.	35 COUNTY FARM ROAD	\$160.00	\$10,000
Work Description:				
PE17-0235	RODEBUSH, GERTRUDE M. (D	1093 MEMORY LANE	\$160.00	\$0

Work Description: GARAGE/5 CIRCUITS/1 LIGHTING/

PE17-0236	GAFFIELD, CHRISTOPHER B.	6959 DEADSTREAM ROAD	\$215.00	\$0
Work Description: NEW RES/SERVICE/12 CIRCUITS/1 LIGHTING/3 DSW/FURNACE/2 POWER OUTLETS				
PE17-0238	SMITH, PATRICK F	6709 HUNT ROAD	\$77.00	\$0
Work Description: SERVICE RECONNECT				
PE17-0239	CASEY, TRISTON H & CASEY, D	18300 ROCKFORD STREET	\$77.00	\$0
Work Description: 800 AMP SERVICE				
PE17-0240	MARKS, KENNETH W. (TRUST)	6460 N. REYNOLDS ROAD	\$126.50	\$0
Work Description: CHARTER COMMUNICATIONS/1 SERVICE/1 CIRCUIT				
PE17-0241	ROBINSON, PAUL D.	5820 BENZIE HIGHWAY	\$132.00	\$0
Work Description: SERVICE RECONNECT				
PE17-0242	GEYER, HAROLD D.	19086 BRONSON LAKE ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0243	VRANCKEN, BERNARD	882 RIDGE ROAD (PVT)	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0244	MILLIRON, CHERYL M.	18008 NESSEN AVENUE	\$77.00	\$0
Work Description: SERVICE				
PE17-0245	BURKE, STANLEY E JR	10281 NARROW GAUGE ROAD	\$160.00	\$0
Work Description: DETACHED GARAGE				
PE17-0246	HOLLENBECK, JOSEPH K	591 DAY AVENUE	\$77.00	\$0
Work Description: SERVICE				
PE17-0247	PARKS, MARK A	17720 N. SWEET LAKE ROAD	\$77.00	\$0
Work Description: SERVICE/CHERRYLAND				
PE17-0248	WELLER, JAMES C	18700 ROBIN RIDGE ROAD (PVT)	\$215.00	\$0
Work Description: NEW ES/1 SERVICE/10 CIRCUITS/1 LIGHTING/1 FURNACE/1 POWER OUTLET				

PE17-0249	LONG, JOSEPH	4200 RICE ROAD	\$77.00	\$0
Work Description: SERVICE FOR TEMP POLE				
PE17-0250	PITCHER, KURTIS L	9237 SHORTER LAKE ROAD	\$77.00	\$0
Work Description: KVA UPTO 20/GENERATOR				
PE17-0251	STROBA, JOHN RICHARD	1016 S. ZIMMERMAN ROAD POLE BL	\$77.00	\$0
Work Description: SERVICE				
PE17-0252	BENZIE CO ROAD COMM	11318 MAIN STREET	\$144.10	\$0
Work Description: 5 CIRCUITS/1 LIGHTING				
PE17-0253	MC CLURE, TIMOTHY R.	2423 NORTHWOODS DRIVE (PVT)	\$160.00	\$0
Work Description: MODULAR HOME/1 SERVICE/1 LIGHTING/2 POWER OUT LET/1 KVA UPTO 20				
PE17-0254	SCHULTE, PAUL	10691 RIVERSIDE DRIVE	\$160.00	\$0
Work Description: INTERIOR REMODEL				
PE17-0255	DONNA LIGHT	18061 WELLS RD	\$77.00	\$0
Work Description: SINGLE WIDE INSTALL/SERVICE				
PE17-0256	BARNUM, MARY LOU & HERBE	4097 SIXTH STREET	\$215.00	\$0
Work Description: NEW RES/SERVICE/10 CIRCUITS/1 LIGHTING/1 DSW/1 FURNACE/1 POWER OUTLET/				
PE17-0257	SMITH, L. KIRK	780 BLUEWATER DRIVE	\$132.00	\$0
Work Description: TEMP SERVICE				
PE17-0258	GREER, COLLEEN A.	1020 PORT PLACE	\$215.00	\$0
Work Description: ADDITION/15 CIRCUITS/1 LIGHTING/1 DSW/1 POWER OUTLET/1 DATA				
PH17-0259	MAJESTIC, BRIAN	5030 MAPLE CITY HIGHWAY	\$77.00	\$0
Work Description: service upgrade				
PE17-0260	LONEY, DANIEL G	8051 LOVE ROAD	\$215.00	\$0
Work Description: NEW RES/1 SERVICE/1 LIGHTING/30 CIRCUITS/1 DSW/2 POWER OUTLET				
PE17-0261	MODLIN, ANDREW & CHELSE	583 E. SOUTH SHORE DRIVE	\$160.00	\$0

Work Description: REMODEL/10 CIRCUITS/1 LIGHTING/1 FURNACE/1 DSW/ 2POWER OUTLETS

PE17-0262	SPICER, TODD W	5171 BIRCH TRAIL	\$215.00	\$0
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Work Description: NEW RES//SERVICE/18 CIRCUITS/2 LIGHTING/2 DSW/1 FURNACE/1 POWER OUTLETS/1 KVA UPTO 20

PE17-0263	SCHALM, KENNETH	14554 THOMPSON AVENUE	\$77.00	\$0
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Work Description: SERVICE

PE17-0264	RUCKMAN, MICHAEL B.	7161 CRYSTAL DRIVE	\$215.00	\$0
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Work Description: FINISH ELECTRICAL ON GARAGE

PE17-0265	TEAGUE, JIMMY N	8962 AYLSWORTH II ROAD	\$132.00	\$0
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Work Description: service re-connect

PE17-0266	EVANS, JOSEPH A	2876 LONE OAK LANE (PVT) TLEMP	\$77.00	\$59,858
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Work Description: SERVICE/1 CIRCUIT/1 POWER OUTLET

PE17-0267	JOHNSON, GRACE A	2818 LONE OAK LANE (PVT)	\$215.00	\$0
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Work Description: 1 SERVICE/3 CIRCUITS/1 LIGHTING

PE17-0268	SCHULTZ, KATHERINE D TRU	86 BEACH ROAD (PVT)	\$215.00	\$0
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Work Description: ADDITION AND GARAGE/20 CIRCUITS/3 LIGHTING/2 DSW/1 FURNACE/2 POWER OUTS/1 KVA/5 DATA

PE17-0269	DALEY, PAUL W	3535 SLIVERVILLE ROAD	\$77.00	\$0
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Work Description: MOBILE/ SERVICE

PE17-0270	DUPONT, CHARLES R.	9161 N. REYNOLDS ROAD	\$215.00	\$0
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Work Description: RESTORATION AFTER FIRE

PE17-0271	CHERRY BUD FARMS LLC	18553 HONOR HIGHWAY	\$462.00	\$0
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Work Description: GROW FACILITY/1 600-800 AMP SERVICE/40 CIRCUITS/3 LIGHTING/2 KVA UPTO 20

PE17-0272	MINER, ROXANE L. TRUST 3/2	6867 WALKER STREET	\$77.00	\$0
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Work Description: SERVICE/CONSUMERS

PE17-0273	TIMMIS, MICHAEL T O	1621 LOVE COURT (PVT)	\$215.00	\$0
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Work Description: SERVICE/40 CIRCUITS/2 LIGHTING/1 DSW/GAR

PE17-0274	COVA, PAUL JR	2623 CRIMSON KING DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/SERVICE/15 CIRCUITS/1 LIGHTING/3 DSW/1 FURNACE/2 POWER OUTLS/4 DATA				
PE17-0275	MCPHERSON DYLAN ZACHER	18125 WELLS RD	\$77.00	\$0
Work Description: SERVICE RECONNECT				
PE17-0276	MODLIN, ANDREW & CHELSE	583 E. SOUTH SHORE DRIVE	\$160.00	\$0
Work Description: FIRE ALARM SYSTEM				
PE17-0277	VONAU, DENISE K	10985 HOOKER ROAD	\$77.00	\$0
Work Description: POLE BLDG/SOLAR ARRAY/3 CIRCUITS/1 FEEDER				
PE17-0278	AT & T MOBILITY LLC	12800 HONOR HIGHWAY	\$127.60	\$0
Work Description: ECLIPSE COMMUNICATIONS/SERVICE/FEEDER				
PE17-0279	ST PETER, MICHAEL	9725 MESA TRAIL (PVT)	\$215.00	\$0
Work Description: MODULAR HOME AND GARAGE				
PE17-0280	COTE, ELMER F. (TRUST)	4778 ARBUTUS LANE	\$160.00	\$0
Work Description: ADDITION/2 CIRCUITS/1 LIGHTING				
PE17-0281	ARGUELLES, JOSUE D	7435 THIRD STREET	\$160.00	\$0
Work Description: RELOCATING SERVICE AND REMODEL				
PE17-0282	WOLFE, DAVID A	2864 BENZIE HIGHWAY	\$211.20	\$0
Work Description: 1 SERVICE/12 CIRCUITS/1 LIGHTING/1 SIGN/1 FEEDER				
PE17-0283	GALEJS, LARIS E.	6820 PLATTE ROAD	\$77.00	\$0
Work Description: TEMPORARY SERVICE				
PE17-0284	BRETZ, ROBERT L	7936 TRAILSIDE CIRCLE S (PVT)	\$160.00	\$0
Work Description: BSMT FINISH/5 CIRCUITS/1 LIGHTING				
PE17-0285	BRIAN AND JENNIFER FAREN	3425 N. REYNOLDS ROAD	\$215.00	\$0
Work Description: NEW RES/2 SERVICE/10 CIRCUITS/1 LIGHTING/2 DSW/1 FURNACE/ 1 POWER OUTLET				

PE17-0286	TAYLOR, FREDERICK CHARLE	12621 BROWNELL ROAD	\$77.00	\$0
Work Description: SERVICE				
PE17-0287	STROBA, JOHN RICHARD	1016 S. ZIMMERMAN ROAD POLE BL	\$77.00	\$0
Work Description: POLE BLDG/ 1 CIRCUIT / 1 LIGHTING				
PE17-0288	BLINZONIA SCHOOL	9004 HOMESTEAD ROAD	\$133.10	\$0
Work Description: FOR LEASED LAND-DTE/ SERVICE/CIRCUIT/FEEDER				
PE17-0289	BEARDSLEE, THOMAS	14954 CINDER ROAD	\$77.00	\$0
Work Description: SERVICE RE-CONNECT				
PE17-0290	JONES, SCOTT	6294 LAKEWOOD DRIVE	\$215.00	\$0
Work Description: NEW RES(after demo existing)/SERVICE/15 CIRCUITS/1 LIGHTING/1 DSW/1 FURNACE/2 POWER OUTLETS/1 FEEDER/2 KVA UP TO 20				
PE17-0291	SUTTON, WILLIAM R.	1979 SUTTER ROAD (SHED)	\$215.00	\$0
Work Description: NEW RES/SERVICE/15 CIRCUITS/FURNACE/3 POWER OUTLETS/FIRE ALARM/DATA				
PE17-0292	RHODES, ERAN	4060 RAYMOND ROAD	\$160.00	\$0
Work Description: BASEMENT FINISH/4 CIRCUITS/1 LIGHTING				
PE17-0293	HIGGINS, DOUGLAS A	19714 FEWINS ROAD	\$77.00	\$0
Work Description: wiring for garage				
PE17-0294	YELLOW LLC	1817 CRYSTAL DRIVE	\$215.00	\$0
Work Description: RES ADDITION/30 CIRCUITS/3 LIGHTING/FURNACE/2 POWER OUTLETS/FEEDER/1 KVA UPTO 20				
PE17-0295	WINEBRENNER, THOMAS S	7366 HEMLOCK ROAD	\$160.00	\$0
Work Description: SREVICE/3 CIRCUITS/1 LIGHTING				
PE17-0296	DE VITA, DANIEL R.	4069 MEADOW LANE	\$160.00	\$0
Work Description: GENERATOR INSTALL				
PE17-0297	KIEL, GREGG	5422 DAIR MILL ROAD	\$160.00	\$0
Work Description: REMODEL/SERVICE/8 CIRCUITS/1 LIGHTING/FURNACE/POWER OUTLET				
PE17-0298	SHELTON, TERRY JAMES	2851 MOHAWK TRACE	\$215.00	\$0

Work Description: NEW RES/SERVICE/14 CIRCUITS/1 LIGHTING/1 DSW/2 POWER OUTLETS/1 FIRE ALARM

PE17-0299	ZATKOVIC, THOMAS N.	4025 FIRST STREET	\$77.00	\$0
Work Description: SERVICE				
PE17-0300	FUHRHOP, DAVID H & MARCI	5151 SPENCER ROAD (PVT)	\$154.00	\$0
Work Description: SERVICE DIS/RE CONNECT FOR GENERATOR				
PE17-0301	COUNCELL, WILLIAM K.	9462 CLAY ROAD (PVT)	\$160.00	\$0
Work Description: basement finish/lighting/fire alarm/wiring/outlets				
PE17-0302	BURROWS, JEREMY	18208 HONOR HIGHWAY	\$250.80	\$0
Work Description: ANIMAL GROOMING/1 SERVICE/20 CIRCUITS/1 LIGHTING/1 FURNACE/1 POWER OUTLET				
PE17-0303	SPANGLER, RICHARD	430 N. MICHIGAN AVENUE	\$77.00	\$0
Work Description: FINAL INSPECTION/HOMEOWNER FINISHING FROM PRIOR OWNER				
PE17-0304	BEULAH PROPERTIES LLC	6762 NORTH STREET	\$132.00	\$0
Work Description: SERVICE				
PE17-0305	THAYER, RICHARD A. (DC)	2478 MILLER	\$77.00	\$0
Work Description: service meter upgrade/service on barn/BARN ACROSS FROM HOME 2477 MILLER				
PE17-0306	DEEMER BENJAMIN C & LOIS	18660 BARBER ROAD	\$77.00	\$0
Work Description: LIGHTING/FEEDER/ CIRCUIT				
PE17-0307	SMITH, MARK G. & SUSAN K.	4034 SECOND STREET	\$77.00	\$0
Work Description: SERVICE/3 POWER OUTLETS				
PE17-0308	REED, VIVIAN O	6986 CARTER ROAD	\$160.00	\$0
Work Description: SERVICE/GENERATOR				
PE17-0309	MILLET, JEFFREY E.	866 BLUEWATER DRIVE	\$160.00	\$0
Work Description: SERVICE/GENERATOR				
PE17-0310	CHICKY, BRADLEY R. (LL)	9237 HONOR HIGHWAY	\$77.00	\$0
Work Description: NEW SERVICE/UNDERGROUND/FEEDER				

PE17-0311	LAPORTE, VIRGINIA	344 W. LAKE STREET	\$215.00	\$0
Work Description: NO INFORMATION FROM CONTRACTOR				
PE17-0312	LAKE ANN BAPTIST CAMP	18400 MAPLE STREET	\$1,611.50	\$0
Work Description: NEW REC CENTER/800 AMP SERVICE/168 CIRCUITS/5 LIGHTING/15 FEEDERS/5 KVA51 OVER/64 FIRE-ALARMS				
PE17-0313	COMB W/ 02-013-016-00 FOR 200	1400 BEULAH HIGHWAY	\$143.00	\$0
Work Description: CHANGING OUT SIGNS/ 3 CIRCUITS				
PE17-0314	BURROWS, JEREMY	18208 HONOR HIGHWAY	\$215.00	\$0
Work Description: NEW RES/SERVICE/LIGHTING/CIRCUITS/				
PE17-0315	BENZIE COUNTY	448 COURT PLACE	\$132.00	\$0
Work Description: BOILER REPLACEMENT/2 CIRCUITS/2 FURNACE				
PE17-0316	BENZIE COUNTY	505 S. MICHIGAN AVENUE	\$132.00	\$0
Work Description: BOILER REPLACEMENT/ 2 CIRCUITS/2 FURNACE				
PE17-0317	JOHNSON, KIM WALTER	5399 MAPLE GROVE ROAD	\$77.00	\$0
Work Description: KVA UP TO 20				
PE17-0318	KIRKWOOD, CHARLES	728 SUKHUMVIT LANE (PVT)	\$215.00	\$0
Work Description: NEW RES/10 CIRCUITS/1 LIGHTING/1 DSW/1 FURNACE/2 POWER OUTLETS				
PE17-0319	DANNER, PHILLIP M.	2175 WARREN ROAD	\$160.00	\$0
Work Description: 2 CIRCUITS /1 LIGHTING				
PE17-0320	R.O. GROUP LLC	366 PARKVIEW LANE	\$132.00	\$0
Work Description: NEW BREWERY / 4 HEAT UNITS				
PE17-0321	BURROUGHS, JAMIE	18950 BRONSON LAKE ROAD	\$77.00	\$0
Work Description: ELECTRICAL HOOK UP/SERVICE				
PE17-0322	KIRKWOOD, CHARLES	714 SUKHUMVIT LANE (PVT)	\$215.00	\$0
Work Description: NEW RES/10 CIRCUITS/1 LIGHTING/1 DSW/1 FURNACE/1 POWER OUTLET				
PE17-0323	CRYSTAL DOWNS COUNTRY C	252 CRYSTAL DOWNS DR (PVT)	\$288.20	\$0

Work Description:

PE17-0324	MACINNES, JAMES D	4751 ARBUTUS LANE	\$77.00	\$0
Work Description: DIS-CONNECT RE- CONNECT FOR GENERATOR				
PE17-0325	FALLOWFIELD, KENNETH D	7093 DEMERLY ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0326	HASWELL, DANIEL	11612 FOWLER ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0327	ZILLICH, RICHARD	7800 CRYSTAL DRIVE	\$215.00	\$0
Work Description: NEW RES/1 SERVICE/18 CIRCUITS/2 LIGHTING/1 DSW/1 FURNACE/2 POWER OUTLETS/1 KVA UPTO 20				
PE17-0328	MICHAEL GOYETTE/SHANNA	811 LEE LANAU AVENUE	\$215.00	\$0
Work Description: SERVICE/10 CIRCUITS/1 LIGHTING/2 DSW/1 FURNACE/2 POWER OUTLETS				
PE17-0329	SHELL, DELIA	4512 MOLLINEAUX ROAD	\$160.00	\$0
Work Description: RESTORATION AFTER FIRE/4 CIRCUITS/2 LIGHTING				
PE17-0330	GETZ, STEPHEN M.	19154 BIRCH VIEW TRAIL	\$160.00	\$0
Work Description: GARAGE/2 CIRCUITS/1 LIGHTING				
PE17-0331	GRIFFIN, PATRICK J.	1075 TAQUAKA ROAD (PVT)	\$215.00	\$0
Work Description: NEW RES/SERVICE/40 CIRCUITS/2 LIGHTING/2 DSW/ FURNACE/2 POWER OUTLETS				
PE17-0332	INLAND TOWNSHIP	19668 HONOR HIGHWAY	\$145.20	\$0
Work Description: 4 CIRCUITS/1 FEEDER/1 KVA UPTO 20				
PE17-0333	BITZAN-POWELL, MADELINE	7765 WOODLAND DRIVE	\$160.00	\$0
Work Description: SERVICE/FEEDER/KVA UP TO 20				
PE17-0334	BREUER, SUSAN R.	6350 RIDGE DRIVE 13	\$77.00	\$0
Work Description: 1 FEEDER/1 KVA UP TO 20				
PE17-0335	BERG, KEN	16233 WINDING WAY (PVT)	\$77.00	\$0
Work Description: SERVICE				

PE17-0336	GRAVES FAMILY LLC	1315 SHOREWOOD DRIVE	\$160.00	\$0
Work Description: addition remodel				
PE17-0338	ROGERS, JAMES	6386 BIXLER ROAD	\$160.00	\$0
Work Description: GENERATOR INSTALL				
PE17-0339	OLSHIN, BARRY & JACQUELIN	8114 PLATTE ROAD	\$160.00	\$0
Work Description: GENERATOR INSTALL				
PE17-0340	GALBRAITH FAMILY COTTAG	1188 TAQUAKA ROAD (PVT)	\$77.00	\$0
Work Description: SERVICE				
PE17-0341	COLE, CHRISTOPHER A & REB	9789 EASTMAN ROAD	\$77.00	\$0
Work Description: SERVICE UPGRADE				
PE17-0342	TIMMIS, MICHAEL T O	1621 LOVE COURT (PVT)	\$160.00	\$0
Work Description: FIRE ALARM SYSTEM				
PE17-0343	RENNIE, JACQUELYN M	2098 STANLEY CREEK DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/SERVICE/18 CIRCUITS/ 1 LIGHTING/ 2 DSW//FURNACE/2 POWER OUTLETS				
PE17-0344	SMITH, NATALIE	6590 WALDEN WOODS (PVT)	\$77.00	\$0
Work Description: TEMP SERVICE				
PE17-0346	MCCORD, WILL TRUST 11/28/1	5051 NORTHWIND DRIVE (PVT)	\$160.00	\$0
Work Description: REMODEL/2 SERVICE/3 CIRCUITS/1 LIGHTING/1 POWER OUTLET				
PE17-0347	DESHASIER, STEVEN JR	18745 BONNIE JEAN DRIVE(PVT)	\$77.00	\$0
Work Description: SERVICE PANEL/CAMPER				
PE17-0348	SMITH, L. KIRK	780 BLUEWATER DRIVE	\$215.00	\$0
Work Description: SERVICE/15 CIRCUITS/1 LIGHTING				

Total Permits For Type:	137
Total Fees For Type:	\$21,262.40

Electrical - Springdale

Permit #	Contractor	Job Address	Fee Total	Const. Value
PES17-0011	DEAN AND THERESA SEXTON	13638 SPRINGDALE RD	\$215.00	\$0
Work Description: SERVICE/CIRCUITS/LIGHTINGDSW/FURNACE				
PES17-0012	DYKHUIZEN C JEFFREY & AKI	15050 ROARING BROOK RD	\$77.00	\$0
Work Description: EMERGENCY SERVICE				
PES17-0013	KASER DAVID LEE (LE) TRUST	18477 TIMBERLINE DR	\$77.00	\$0
Work Description: POLE BLDG/3 CIRCUITS/1 LIGHTING				
PES17-0014	ED AND KAREN BLAIR	15914 BESTIE RIVER DRIVE	\$77.00	\$0
Work Description: POLE BLDG/2 CIRCUITS/1 LIGHTING/1 FEEDER				
PES17-0016	BRIAN AND KATIE PETERSON	12623 SPRINGDALE RD	\$215.00	\$0
Work Description: new res				

Total Permits For Type: 5
Total Fees For Type: \$661.00

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM17-0203	LOTT, MICHAEL A. & RATKOS,	4881 WALLAKER ROAD TEMP	\$160.00	\$0
Work Description: INSTALLATION OF WOOD BURNING FIREPLACE				
PM17-0204	DALLAS, PANDELIS	9458 CLAY ROAD (PVT)	\$77.00	\$0
Work Description: propane tank				
PM17-0205	BALL, JONATHAN M	5432 HILL VALLEY ROAD (PVT)	\$215.00	\$0
Work Description: new res/gas/oil burning equip/duct sys/gas piping/exhaust fans/refrideration				
PM17-0206	MICHAEL STEEVES	15485 MILNICHOL ROAD TEMP	\$215.00	\$0

Work Description: new res/duct sys/gas piping/exhaust fans/flue/lp/piping system/ boiler				
PM17-0207	O'LEARY, MICHAEL L.	3480 VALLEY ROAD	\$77.00	\$0
Work Description: BATH FAN AND DUCT WORK				
PM17-0208	KELLY, ROBERT G. & JUDITH	18863 LAKEWOOD CIRCLE	\$160.00	\$0
Work Description: ADDITION/REMODEL				
PM17-0209	ODETTE, ANDY	2152 ELLIS ROAD	\$215.00	\$0
Work Description: NEW RES/ BOILER/IN FLOOR HEAT/ 3 EXHAUST FANS/PIPING				
PM17-0210	COTE, ELMER F. (TRUST)	4778 ARBUTUS LANE	\$160.00	\$0
Work Description: INSTALLATION OF DIRECT VENT FIREPLACE				
PM17-0211	OOSTRA, BARBARA A TRUST 4/	370 BEACH ROAD (PVT)	\$160.00	\$0
Work Description: ADDITION/BASEBOARD AND IN FLOOR HEAT				
PM17-0212	MACDONALD, JOHN D.	12243 CRYSTAL MOUNTAIN DRIVE	\$77.00	\$0
Work Description: FURNACE/ AC				
PM17-0213	REICHEL, ROGER A.	2285 WHITE ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0214	SMITH, HAL &	6683 EDGEWATER DRIVE(PVT)	\$160.00	\$0
Work Description:				
PM17-0215	SPANGLER, RICHARD	430 N. MICHIGAN AVENUE	\$77.00	\$0
Work Description: FINISHING PROJECT FROM PRIOR OWNER/INSTALLING AC				
PM17-0216	STANKIEWICZ, STEVEN M.	4290 CRYSTAL DRIVE	\$160.00	\$0
Work Description: INSTALLATION OF WOOD BURNING FIREPLACE				
PM17-0217	SCHULTZ, KATHERINE D TRU	86 BEACH ROAD (PVT)	\$160.00	\$0
Work Description: DIRECT VENT FIREPLACE				
PM17-0218	BANDSTRA, RICHARD A.	3190 LAKEVIEW DRIVE	\$77.00	\$0
Work Description: EXTENDING DUCT SYSTEM/PROPANE FIREPLACE/PIPING CHIMNEY				

PM17-0219	ULABY, FAWWAZ T	4520 COTTONWOOD COURT	\$160.00	\$0
Work Description: NEW RES/ GAS/OIL BURNING EQUIP/3 GAS PIPING/AC/GAS FIREPLACE				
PM17-0221	MILLER, SAMUEL A	176 HANRATH STREET	\$270.00	\$0
Work Description: 1 GAS OIL BURNING EQUIP/1 GAS PIPING/1 PIPING SYSTEMS				
PM17-0222	CLARK, DANIEL L	2222 RIVER ROAD	\$77.00	\$0
Work Description: PIPING/DUCT WORK/FXHAUST FANS/DRYER VENT				
PM17-0223	SCHULTE, PAUL	10691 RIVERSIDE DRIVE	\$154.00	\$0
Work Description: interior remodel/2 exhaust fans				
PM17-0224	PITCHER, KURTIS L	9237 SHORTER LAKE ROAD	\$77.00	\$0
Work Description: 1 GAS/OIL BURNING EQUIPMENT/REFRIDERATION				
PM17-0225	STALO, SHARON	20185 CINDER ROAD	\$77.00	\$0
Work Description: FURNACE CHANGE OUT				
PM17-0226	COX, MICHAEL T.	4994 STATE ROAD	\$160.00	\$0
Work Description: INSTALLATION OF GAS FIREPLACE				
PM17-0227	COX, MICHAEL T.	4994 STATE ROAD	\$77.00	\$0
Work Description: INSTALLATION OF WOOD BURNING FURNACE AND CLASS A VENT				
PM17-0228	GREENE FAMILY TRUST 10/7/	233 CRYSTAL DRIVE	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/GAS PIPING/EXHAUST FANS/AC-HEAT PUMP				
PM17-0229	ARCHON LLC	18141 VIRGINIA CIRCLE	\$215.00	\$0
Work Description: GAS/OIL BURNING EQUIP/GAS PIPING/EXHAUST FANS				
PM17-0230	WELLER, JAMES C	18700 ROBIN RIDGE ROAD (PVT)	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/DUCT SYS/GAS PIPING/EXHAUST FANS/PIPING				
PM17-0231	MODLIN, ANDREW & CHELSE	583 E. SOUTH SHORE DRIVE	\$160.00	\$0
Work Description: RES ADD/FURNACE/AC/DUCT SYS/GAS PIPING/EXHAUST FANS/				
PM17-0232	HARJU FAMILY TRUST 5/14/02	17 S. BENZIE BLVD.	\$77.00	\$0

Work Description: REPLACE GAS FURNACE AND ADD AC

PM17-0233	COVA, PAUL JR	2623 CRIMSON KING DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/1 GAS/OIL BURNING EQUIP/3 GAS PIPING/2 EXHAUST FANS/1 AC/HEAT PUMP/RANGE HOOD				
PM17-0234	FOWLER, EDWARD E.	601 S. MARSHALL ROAD	\$77.00	\$0
Work Description: FURNACE/DUCT SYS/GAS PIPING				
PM17-0235	BERG, KEN	16233 WINDING WAY (PVT)	\$77.00	\$0
Work Description: TANK SET				
PM17-0236	PICKELL, CHRISTOPHER J.	11325 MOUNTAIN WOODS DRIVE	\$77.00	\$0
Work Description: TANK SET				
PM17-0237	R.O. GROUP LLC	366 PARKVIEW LANE	\$209.60	\$0
Work Description: FIRE SUPPRESSION SYSTEM/120 HEADS				
PM17-0238	STONE, ROBERT A JR (LE)	18496 FEWINS ROAD	\$77.00	\$0
Work Description: FURNACE/AC				
PM17-0239	COREY, JOSHUA R	5670 WALLAKER ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0240	SCHLAFF, NICHOLAS C.	7883 DEADSTREAM ROAD	\$215.00	\$0
Work Description: NEW RES				
PM17-0241	STANKIEWICZ, STEVEN M.	4290 CRYSTAL DRIVE	\$215.00	\$0
Work Description: NEW RES/ GAS/OIL BURNING EQUIP/DUCT SYS/GAS PIPING /EXHAUST FANS/AC HEAT PUMP				
PM17-0242	FOWLER, EDWARD E.	601 S. MARSHALL ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0243	DODD, GERALD D	5859 S. THOMPSONVILLE ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0244	BLECKER, HARRY HERMAN	533 E. SOUTH SHORE DRIVE	\$77.00	\$0
Work Description: FURNACE/AC				

PM17-0245	PATTERSON, RUSSELL	511 LEE LANAU AVENUE	\$77.00	\$0
Work Description: FURNACE CHANGE OUT				
PM17-0246	CASE & WATSON, INC.	1514 BENZIE HIGHWAY	\$143.00	\$0
Work Description: REPLACE GAS UNIT HEATER IN SHOP AREA				
PM17-0247	LAFOUNTAIN, TERRY J	703 FOREST AVENUE	\$160.00	\$0
Work Description: GAS FURNACE AND DUCTWORK REMODEL				
PM17-0248	SKARJUNE, JEFFREY	911 ORCHARD STREET	\$77.00	\$0
Work Description: INSTALL BOILER TO EXISTING PIPING				
PM17-0249	WELSCH, JOHN S.	35 COUNTY FARM ROAD	\$77.00	\$0
Work Description:				
PM17-0250	GREER, COLLEEN A.	1020 PORT PLACE	\$160.00	\$0
Work Description: DUCT SYS/2 EXHAUST FANS				
PM17-0251	GOODSON, JACK	6511 CRYSTAL AVENUE	\$77.00	\$0
Work Description: BONUS RM IN GARAGE/GAS/OIL BURNING EQUIP/AC				
PM17-0252	VERRILL, ELSA J	2799 PILGRIM HIGHWAY	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/DUCT SYS/3 GAS PIPING/6 EXHAUST FANS/1 AC/HEAT PUMP				
PM17-0253	BAY, BRUCE W.	7982 CEDAR STREET	\$215.00	\$0
Work Description: MODULAR/1 GAS/OIL BURNING EQUIP/1 DUCT SYS/2 GAS PIPING/1 AC/HEAT PUMP				
PM17-0254	NAKAOKA, KURT KEN	5432 CRYSTAL DRIVE	\$77.00	\$0
Work Description: GAS INSERT				
PM17-0255	COTE, ELMER F. (TRUST)	4778 ARBUTUS LANE	\$160.00	\$0
Work Description: DUCT SYS/GAS PIPING				
PM17-0256	ST PETER, MICHAEL	9725 MESA TRAIL (PVT)	\$77.00	\$0
Work Description: LP TANK SET				
PM17-0257	KELLER, JOHN R.	800 BEACH ROAD (PVT)	\$215.00	\$0

Work Description: NEW RES

PM17-0258	LAWRENCE, CHRIS A.	5412 PRATT ROAD	\$215.00	\$0
Work Description: NEW RES/1 GAS/OIL BURNING EQUIP/1 DUCT SYS/3 GAS PIPING/ AC				
PM17-0259	BELLINGHAM, JOHN A. JR.	5526 LAKE ANN ROAD TEMP	\$215.00	\$0
Work Description: NEW RES/1 GAS/OIL BURNING EQUIP/1 DUCT SYS/GAS PIPING/LPG TANK/AC				
PM17-0260	VILLAGE OF ELBERTA	401 FIRST STREET	\$176.00	\$0
Work Description: GAS/OIL BURNING EQUIP/AC/HEAT PUMP				
PM17-0261	BRETZ, ROBERT L	7936 TRAILSIDE CIRCLE S (PVT)	\$160.00	\$0
Work Description: BASEMENT FINISH				
PM17-0262	DEAN AND THERESA SEXTON	13638 SPRINGDALE RD	\$77.00	\$0
Work Description: TANK SET				
PM17-0263	CHORLEY, ROGER D	1790 BLACKFORD BLVD	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/GAS PIPING/EXHAUST FANS/AC				
PM17-0264	WIEBER, MATTHEW R.	12411 FOWLER ROAD	\$160.00	\$0
Work Description: REMODEL/GAS/OIL BURNING EQUIP/DUCT SYS/GAS PIPING/EXHAUST FANS/				
PM17-0265	FROST, JERROLD A	8778 TAYLOR ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0266	SCHULTE, PAUL	10691 RIVERSIDE DRIVE	\$77.00	\$0
Work Description: WOOD INSERT				
PM17-0267	NEFF CRYSTAL LAKE COTTAG	2863 PILGRIM HIGHWAY	\$77.00	\$0
Work Description: CONVERTING TO NATURAL GAS/FURNACE/STOVE/DRYER				
PM17-0268	ZATKOVIC, THOMAS N.	4025 FIRST STREET	\$77.00	\$0
Work Description: REPLACE H2O HEATER				
PM17-0269	RIDDELL, TIMOTHY J.	6645 EDGEWATER DRIVE(PVT)	\$77.00	\$0
Work Description: GAS STOVE				

PM17-0270	CAMPAEU, DOUGLAS (LE)	19137 FOWLER ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0272	SHELTON, TERRY JAMES	2851 MOHAWK TRACE	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/DUCT SYSTEM/GAS PIPING/4 EXHAUST FANS				
PM17-0273	HABITAT FOR HUMANITY	2127 HELEN SCOTT DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/GAS PIPING/3 EXHAUST FANS				
PM17-0274	CLASSENS, GARY R & VALDA	103 FOREST AVENUE	\$77.00	\$0
Work Description: FURNACE AND H2O HEATER				
PM17-0275	BRETZ, ROBERT L	7936 TRAILSIDE CIRCLE S (PVT)	\$160.00	\$0
Work Description: INSTALL GAS FIREPLACE				
PM17-0276	HAWTHORNE, CATHLEEN	6054 BIRCH POINT ROAD	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/DUCT SYS/GAS PIPING /EXHAUST FANS...				
PM17-0277	LONGMIRE, ROBERT J.	700 CRYSTAL DOWNS DR (PVT)	\$215.00	\$0
Work Description: REMODEL/1 GAS/OIL BURNING EQUIP/1 CHIMNEY/DUCT SYS/GAS PIPING/3 EXHAUST FANS/1 AC				
PM17-0278	MADISON, III, RICHARD D	1539 E. SOUTH SHORE DRIVE	\$77.00	\$0
Work Description: INSTALL GAS INSERT				
PM17-0279	SEDLACEK, JESSI LYNN (LE)	1539 BLACKFORD BLVD	\$160.00	\$0
Work Description: INSTALL GAS FIREPLACE				
PM17-0280	DEISLER, THOMAS J.	1075 CRYSTAL DRIVE	\$77.00	\$0
Work Description: REPLACE GAS FURNACE AND AC W/HIGH EFFICIENCY				
PM17-0281	BAY, BRUCE W.	7982 CEDAR STREET	\$160.00	\$0
Work Description: INSTALL DIRECT VENT GAS FIREPLACE				
PM17-0282	VANDERLINDE, JUSTIN	19560 FROST LANE (PVT)	\$160.00	\$0
Work Description: INSTALL DIRECT VENT GAS FIREPLACE				
PM17-0283	ST PETER, MICHAEL	9725 MESA TRAIL (PVT)	\$77.00	\$0

Work Description: MODULAR HOME SET

PM17-0284	PAYMENT, RICHARD M. (DC)	7695 INDIAN HILL ROAD	\$77.00	\$0
Work Description:				
PM17-0285	BLEYAERT, JAMES M.	10862 OVIATT ROAD	\$77.00	\$0
Work Description: TANK SET				
PM17-0286	ROBINSON, WILLIAM GEORG	585 BALSAM ROAD	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/DUCT SYS/EXHAUST FANS/				
PM17-0287	COUNCILOR, HERBERT T.	15498 NORTH STREET	\$77.00	\$0
Work Description: FURNACE AND A/C REPLACEMENT				
PM17-0288	BARBER, BRANDON	5897 MAPLE CITY HIGHWAY	\$160.00	\$0
Work Description: REMODEL/GAS/OIL BURNING EQUIP/DUCT SYS/GAS PIPING (NO BATH FAN)				
PM17-0289	ZILLICH, RICHARD	7800 CRYSTAL DRIVE	\$160.00	\$0
Work Description: 1 GAS/OIL BURNING EQUIP/5 GAS PIPING/5 EXHAUST FANS/1 AC				
PM17-0290	GRAVES FAMILY LLC	1315 SHOREWOOD DRIVE	\$160.00	\$0
Work Description: 3 SUPPLY RUNS/2 EXHAUST FANS				
PM17-0291	CRYSTAL DOWNS COUNTRY C	252 CRYSTAL DOWNS DR (PVT)	\$231.00	\$0
Work Description: AIR HANDLER < 10,000/ COMM HOOD/ REFRIDGERATION				
PM17-0292	M & M TRAUSSCH TRUST 2/18/1	2906 CRYSTAL DRIVE	\$77.00	\$0
Work Description: gas log fireplace				
PM17-0293	LINDSEY, SHARON	4507 MOLLINEAUX ROAD	\$77.00	\$0
Work Description: INSTALL GAS STOVE				
PM17-0294	LIEBLER, WALTER C	8477 NARROW GAUGE ROAD	\$77.00	\$0
Work Description: INSTALL WOOD STOVE				
PM17-0295	NOFFSINGER, LEE A.	15 S. PIONEER ROAD	\$77.00	\$0
Work Description: INSTALL GAS FIREPLACE				

PM17-0296	WELDON TWP.	14731 THOMPSON AVENUE	\$176.00	\$0
Work Description: gas/oil burning equip/duct sys/piping				
PM17-0297	REED, VIVIAN O	6986 CARTER ROAD	\$77.00	\$0
Work Description: NATURAL GAS GENERATOR				
PM17-0299	DONNA LIGHT	18061 WELLS RD	\$77.00	\$0
Work Description: TANK SET				
PM17-0300	PICCHIO'N THOMAS J	15193 BIG FOUR RD	\$132.00	\$0
Work Description: TANK SET				
PM17-0301	SHAW, DONNA L.	4171 N. SCENIC HIGHWAY	\$77.00	\$0
Work Description: TANK SET				
PM17-0302	MACINNES, JAMES D	4751 ARBUTUS LANE	\$77.00	\$0
Work Description: GAS PIPING/GENERATOR				
PM17-0303	ARCHON LLC	18141 VIRGINIA CIRCLE	\$77.00	\$0
Work Description: TANK SET				
PM17-0304	HANSON, BRYAN R	15657 PEARL LAKE DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES DUCT SYS/GAS PIPING				
PM17-0305	CHERRY BUD FARMS LLC	18553 HONOR HIGHWAY	\$220.00	\$0
Work Description: NEW GROW FACILITY/1 GAS/OIL BURNING EQUIP/2 EXHAUST FANS/2 AC				
PM17-0306	HARDING TRUST 3/2/16	8587 WILDERNESS TRAIL (PVT)	\$77.00	\$0
Work Description: GAS PIPING FOR GENERATOR				
PM17-0307	PICKELL, CHRISTOPHER J.	11325 MOUNTAIN WOODS DRIVE	\$77.00	\$0
Work Description: GENERATOR				
PM17-0308	DE VITA, DANIEL R.	4069 MEADOW LANE	\$77.00	\$0
Work Description: GENERATOR				
PM17-0309	RUMELHART, DONALD L & JU	4528 MOLLINEAUX ROAD	\$77.00	\$0

Work Description: GAS PIPING FOR GENERATOR

PM17-0312	DEVRIES, WILLIAM J.	1747 BENZIE HIGHWAY	\$132.00	\$0
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Work Description: FIRE SUPPRESSION

PM17-0313	MAJESTIC, BRIAN	5030 MAPLE CITY HIGHWAY	\$160.00	\$0
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Work Description: WOOD BURNING FIREPLACE

PM17-0314	MILES, MOLLY McMILLEN	2430 SUMMIT LANE (PVT)	\$77.00	\$0
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Work Description: INSTALL PELLET STOVE

PM17-0315	FUHRHOP, DAVID H & MARCI	5151 SPENCER ROAD (PVT)	\$77.00	\$0
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Work Description: GAS PIPING FOR GENERATOR/10 FT BURIED

PM17-0316	CASEY, DAVID H. JR	6744 S. WELDON ROAD	\$77.00	\$0
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Work Description: TANK SET

PM17-0317	CRYSTAL DOWNS COUNTRY C	252 CRYSTAL DOWNS DR (PVT)	\$209.00	\$0
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Work Description: CLUB HOUSE REMODEL/1 GAS/OIL BURNING EQUIP/5 GAS PIPING/1 EXHAUST FAN/1 AC

PM17-0318	HAGIE, JASON D	14699 HOMESTEAD ROAD	\$77.00	\$0
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Work Description: WOOD INSERT

PM17-0319	LAWRENCE, CHRIS A.	5412 PRATT ROAD	\$77.00	\$0
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Work Description: TANK SET

PM17-0320	NORTH BRANCH AT EMPIRE J	6049 GUDEMOOS ROAD	\$77.00	\$0
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Work Description: TANK SET

PM17-0321	VIVIAN, DANIEL	15632 PEARL LAKE DRIVE (PVT)	\$77.00	\$0
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Work Description: FURNACE CHANGE OUT

PM17-0322	HOWLETT, JUDY A. (TRUST)	1149 ELM ROAD	\$77.00	\$0
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Work Description: REPLACE GAS FURNACE W/HIGH EFFICIENT

PM17-0323	LITTLE, ALLEN L.	141 THOMAS STREET	\$77.00	\$0
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Work Description: REPLACE FURNACE W.HIGH EFFICIENT

PM17-0324	SCHELL, DELIA	4512 MOLLINEAUX ROAD	\$160.00	\$0
Work Description: FIRE RESTORATION/GAS FIREPLACE/BATH FAN/FURNACE/MINI SPLIT				
PM17-0325	SMITH, L. KIRK	7828 CRYSTAL DRIVE	\$215.00	\$0
Work Description: 1 GAS/OIL BURNING EQUIP/GAS PIPING/EXHAUST FAN/2 AC/2 UNIT HEATERS				
PM17-0326	SMITH, L. KIRK	780 BLUEWATER DRIVE	\$215.00	\$0
Work Description: 2 GAS/OIL BURNING EQUIP/1 CHIMNEY/2 DUCT SYS/2 GAS PIPING/1 EXHAUST FAN/1 AC				
PM17-0327	GRIFFIN, PATRICK J.	1075 TAQUAKA ROAD (PVT)	\$215.00	\$0
Work Description: NEW RES/ NO OTHER INFO PROVIDED				
PM17-0328	ULABY, FAWWAZ T	4520 COTTONWOOD COURT	\$77.00	\$0
Work Description: TANK SET				
PM17-0329	CALDWELL, ELLIOTT	6812 WALDEN WOODS (PVT)	\$77.00	\$0
Work Description: TANK SET				
PM17-0331	WELDON TWP.	14731 THOMPSON AVENUE	\$77.00	\$0
Work Description: TANK SET				
PM17-0332	RENNIE, JACQUELYN M	2098 STANLEY CREEK DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/GAS/OIL BURNING EQUIP/1 GAS PIPING/2 EXHAUST FANS				
Total Permits For Type:			124	
Total Fees For Type:				\$16,195.60

Mechanical - Springdale

Permit #	Contractor	Job Address	Fee Total	Const. Value
PMS17-0002	DEAN AND THERESA SEXTON	13638 SPRINGDALE RD	\$215.00	\$0
Work Description: NEW RES/1 GAS/OIL BURNING EQUIP/1 DUCT SYS/GAS PIPING/EXHAUST FANS/AC				
PMS17-0003	SKAGGS RAYMOND E	16514 VONDRA RD	\$160.00	\$0

Work Description: NEW RES

PMS17-0004	SKAGGS RAYMOND E	16514 VONDRA RD	\$215.00	\$0
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Work Description: NEW RES/GAS/OIL BURNING EQUIP/PIPING DUCT SYS/EXHAUST FANS

PMS17-0005	RACHEL PERKINS	14141 SPRINGDALE RD	\$77.00	\$0
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Work Description: TANK SET

PMS17-0006	SKAGGS RAYMOND E	16514 VONDRA RD	\$77.00	\$0
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Work Description: TANK SET

Total Permits For Type:	5
Total Fees For Type:	\$744.00

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
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PP17-0104	MACHEK ASSOCIATES	2498 CASS AVENUE	\$160.00	\$0
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Work Description: MOVING A HOUSE/10 FIXTURES

PP17-0107	BALL, JONATHAN M	5432 HILL VALLEY ROAD (PVT)	\$215.00	\$0
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Work Description: NEW RES/13 FIX/3 STACKS/1 CONNECTION/1 SUB SOIL/1 DIST PIPE

PP17-0108	HANSON, BRYAN R	15657 PEARL LAKE DRIVE (PVT)	\$215.00	\$0
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Work Description: NEW RES/FIX/DIST/STACKS/CONNECTIONS

PP17-0109	MICHAEL STEEVES	15485 MILNICHOL ROAD TEMP	\$270.00	\$0
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Work Description: new res/8 fix/1 stack/1 sewer/h20 service/connection/sub soil

PP17-0110	TIMOTHY AND AMY SOMERO	1747 BEUNA RD	\$215.00	\$0
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Work Description: NEW RES/13 FIXTURES

PP17-0111	OOSTRA, BARBARA A TRUST 4/	370 BEACH ROAD (PVT)	\$215.00	\$0
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Work Description: ADDITION/15 FIXTURES

PP17-0112	DUNNE, TOBY RICHARD	1111 EAGLES NEST DRIVE (PVT)	\$215.00	\$0
Work Description: CONVERTING POLE BLDG TO LIVING				
PP17-0113	KELLY, ROBERT G. & JUDITH	18863 LAKEWOOD CIRCLE	\$215.00	\$0
Work Description: 2 FIXTURES				
PP17-0114	CHERRY BUD FARMS LLC	18553 HONOR HIGHWAY	\$228.80	\$0
Work Description: 8 FIXTURES/1 STACK/1 SEWER/1 H2O DISTRIBUTION				
PP17-0115	GREENE FAMILY TRUST 10/7/	233 CRYSTAL DRIVE	\$325.00	\$0
Work Description: NEW RES/20+ FIX/STACKS/H2O DIST// 2 baths in garage				
PP17-0116	CLARK, DANIEL L	402 SEVENTH STREET	\$215.00	\$0
Work Description: 4 FIXTURES				
PP17-0117	CLARK, DANIEL L	2222 RIVER ROAD	\$160.00	\$0
Work Description: 7 FIXTURES				
PP17-0118	MC CLURE, TIMOTHY R.	2423 NORTHWOODS DRIVE (PVT)	\$215.00	\$0
Work Description: 12 FIXTURES/1 STACK/1 CONNECTION/1 H2O DIST				
PP17-0119	MILLER, SAMUEL A	176 HANRATH STREET	\$270.00	\$0
Work Description: 15 FIXTURES/2 STACKS/1 H2O SERVICE/1 CONNECTION/1 H2O DIST				
PP17-0120	SCHULTE, PAUL	10691 RIVERSIDE DRIVE	\$215.00	\$0
Work Description: interior remodel/new bath 3 fixtures/ dist				
PP17-0121	SKAGGS RAYMOND E	16514 VONDRA RD	\$215.00	\$0
Work Description: NEW RES				
PP17-0122	SEDLACEK, JESSI LYNN (LF)	1539 BLACKFORD BLVD	\$215.00	\$0
Work Description: NEW RES/FIX/STACK/DIST/ETC				
PP17-0123	WELLER, JAMES C	18700 ROBIN RIDGE ROAD (PVT)	\$270.00	\$0
Work Description: NEW RES/4 FIX/2 STACKS/1 SEWER/H2O SERVICE/CONNECTION/H2O DIST <1 INCH				
PP17-0124	MODLIN, ANDREW & CHELSE	583 E. SOUTH SHORE DRIVE	\$270.00	\$0

Work Description: RES ADD/REMODEL WITH NEW FIXTURES/SOME PLUMBING BEING MOVED/7 FIXTURES

PP17-0125	HOWLETT, JUDY A. (TRUST)	1149 ELM ROAD	\$77.00	\$0
Work Description: REPLACE OLD CAST IRON WITH PVC				
PP17-0126	BENTLEY, MICHAEL P.	1776 LUGG ROAD (PVT)	\$215.00	\$0
Work Description: NEW RES/13 FIX/2 STACKS/1 H20 DIST				
PP17-0127	SCHLAF, NICHOLAS C.	7883 DEADSTREAM ROAD	\$215.00	\$0
Work Description: NEW RES/FITURES/STACKS/H20 SERVICE/CON TO DRAIN/H20 DIST				
PP17-0128	LONEY, DANIEL G	8051 LOVE ROAD	\$215.00	\$0
Work Description: NEW RES/ FIXTURES/STACKS/SEWAGE/H20 DIST/ETC...				
PP17-0129	LAFOUNTAIN, TERRY J	703 FOREST AVENUE	\$160.00	\$0
Work Description: 7 FIXTURES/2 STACKS/1 SEWER				
PP17-0130	VELTHUYSEN, JOSEPH R	100 PARK AVENUE (POLE)	\$77.00	\$0
Work Description: 4 FIX/1 STACK 1 DIST				
PP17-0131	GREER, COLLEEN A.	1020 PORT PLACE	\$160.00	\$0
Work Description: ADDITION/12 MFIX/2 STACKS/1 H20 SERVICE/1 CONN/1 H20 DIST				
PP17-0132	VERRILL, ELSA J	2799 PILGRIM HIGHWAY	\$215.00	\$0
Work Description: NEW RES/17 FIX/1 STACK/1 CONN/1 H20 DIST				
PP17-0133	BAY, BRUCE W.	7982 CEDAR STREET	\$215.00	\$0
Work Description: MODULAR/4 FIX/1 CONN/1 H20 DIST				
PP17-0134	KELLER, JOHN R.	800 BEACH ROAD (PVT)	\$292.00	\$0
Work Description: NEW RES				
PP17-0135	ARGUELLES, JOSUE D	7435 THIRD STREET	\$215.00	\$0
Work Description: REMODEL/FIXTURES/DIST/				
PP17-0136	BELLINGHAM, JOHN A. JR.	5526 LAKE ANN ROAD TEMP	\$215.00	\$0
Work Description: NEW RES/ 8 FIX/2 STACKS/SEWER/H20 SERVICE/CONN TO BLDG/H20 DIST				

PP17-0137	BRETZ, ROBERT L	7936 TRAILSIDE CIRCLE S (PVT)	\$270.00	\$0
Work Description: BASEMENT FINISH/5FIX/1 DIST				
PP17-0138	CHORLEY, ROGER D	1790 BLACKFORD BLVD	\$215.00	\$0
Work Description: NEW RES/ 10 FIX/2 STACKS/1 H2O DIST				
PP17-0139	GAFFIELD, CHRISTOPHER B.	6959 DEADSTREAM ROAD	\$215.00	\$0
Work Description: NEW RES/FIXTURES/STACKS/DISTRIBUTION				
PP17-0140	STANKEWICZ, STEVEN M.	4290 CRYSTAL DRIVE	\$215.00	\$0
Work Description: NEW RES/12 FIX/4 STACKS/1 SEWER/1 DIST				
PP17-0141	KEMPERMAN, STEVE & PAULA	4891 WONDERLAND DRIVE	\$215.00	\$0
Work Description: ADDITION/3 FIX/1 STACK/1 CONNECTION/1 DISTRIBUTION				
PP17-0142	PANGBORN, MATTHEW S.	2801 TIMBER RIDGE (PVT)	\$132.00	\$0
Work Description: UNDERGROUND FOR FUTURE FIXTURES/DIST				
PP17-0143	SHELTON, TERRY JAMES	2851 MOHAWK TRACE	\$215.00	\$0
Work Description: NEW RES/10 FIXTURES/1 STACK/H2O DIST/CONNECTION TO BLDG				
PP17-0144	DANNER, PHILLIP M.	2175 WARREN ROAD	\$215.00	\$0
Work Description: 3 FIXTURES/1 STACK/1 DIST				
PP17-0145	SPANGLER, RICHARD	430 N. MICHIGAN AVENUE	\$132.00	\$0
Work Description: FINAL INSPECTION/HOMEOWNER FINISHING FROM PRIOR OWNER				
PP17-0146	HAWTHORNE, CATHLEEN	6054 BIRCH POINT ROAD	\$160.00	\$0
Work Description: FINISHING PLUMBING ON NEW HOME				
PP17-0147	LONGMIRE, ROBERT J.	700 CRYSTAL DOWNS DR (PVT)	\$270.00	\$0
Work Description: REMODEL/8 FIXTURES/2 STACKS				
PP17-0148	ST PETER, MICHAEL	9725 MESA TRAIL (PVT)	\$77.00	\$0
Work Description: MODULAR HOME SET				
PP17-0149	FREDAL, TERESA SUE BIRKME	2874 WHITE BIRCH TRAIL (PVT)	\$215.00	\$0

Work Description: NEW RES/FIXTURES/STACKS/H2O DIST

PP17-0150 ROBINSON, WILLIAM GEORG 585 BALSAM ROAD \$215.00 \$0

Work Description: NEW RES/FIXTURES/STACKS/DIST/CONN TO SEWER/H2O SERVICE

PP17-0151 MCPHERSON, BELINDA B TRU 1429 E. SOUTH SHORE DRIVE \$215.00 \$0

Work Description: NEW RES ON EXISTING WELL AND SEPTIC

PP17-0152 ZILLICH, RICHARD 7800 CRYSTAL DRIVE \$160.00 \$0

Work Description: 10 FIX/1 H2O DIST

PP17-0153 GRAVES FAMILY LLC 1315 SHOREWOOD DRIVE \$215.00 \$0

Work Description: BATH REMODEL/3 FIX

PP17-0154 ROSA, COREY J 7697 N. REYNOLDS ROAD \$215.00 \$0

Work Description: NEW RES/13 FIX/1 STACK/ 1 CONNECTION/1 H2O DIST

PP17-0155 KERR, ROBERT WESLEY 350 ONKEONWE ROAD \$77.00 \$0

Work Description: 1 FIXTURE

PP17-0156 BURROUGHS, JAMIE 18950 BRONSON LAKE ROAD \$77.00 \$0

Work Description: WELL AND SEPTIC HOOK UPFOR MOBILE

PP17-0157 IMBODEN, JOHN K. TRUST 11/ 3425 N. REYNOLDS ROAD \$215.00 \$0

Work Description: NEW RES/FIX/STACKS/CONNECTIONS/DIST

PP17-0159 CRYSTAL DOWNS COUNTRY C 252 CRYSTAL DOWNS DR (PVT) \$292.60 \$0

Work Description: CLUB HOUSE REMODEL/25 FIX/2 STACKS/1 SEWAGE EJECT/H2O DIS <1in/H2O/ DIST>1in

PP17-0160 TOLSMA, TONYA J LIVING TR 7867 WASHTENAW DRIVE (PVT) A2- \$215.00 \$0

Work Description: BATHROOM ADDITION

PP17-0161 SMITH, L. KIRK 7828 CRYSTAL DRIVE \$215.00 \$0

Work Description: GARAGE/7 FIX/3 STACKS/1 H2O DIST

PP17-0162 SMITH, L. KIRK 780 BLUEWATER DRIVE \$215.00 \$0

Work Description: RES/5 FIX/2 STACKS/1 SEWER/1 EJECTOR/1 H2O DIST

PP17-0163	GRIFFIN, PATRICK J.	1075 TAQUAKA ROAD (PVT)	\$215.00	\$0
Work Description: NEW RES/ NO OTHER INFO PROVIDED				
PP17-0164	RENNIE, JACQUELYN M	2098 STANLEY CREEK DRIVE (PVT)	\$215.00	\$0
Work Description: NEW RES/10 FIX/3 STACKS/H2O DIST				

Total Permits For Type: 58
Total Fees For Type: \$11,892.40

Plumbing - Springdale

Permit #	Contractor	Job Address	Fee Total	Const. Value
PPS17-0002	DEAN AND THERESA SEXTON	13638 SPRINGDALE RD	\$215.00	\$0
Work Description: NEW RES/13 FIX/2 STACKS/1 SEWER/1 CONNECTION/H2O DIST <1IN				
PPS17-0003	DONNA LIGHT	18061 WELLS RD	\$77.00	\$0
Work Description: MOBILE SET				
PPS17-0004	SUSAN GRAHAM	18075 STEDRONSKY RD	\$215.00	\$0
Work Description: NEW RES/FIXTURES/STACKS/H2O SERVICE/ DIST				
PPS17-0005	BRIAN AND KATIE PETERSON	12623 SPRINGDALE RD	\$215.00	\$0
Work Description: NEW RES/12 FIX/4 STACKS/1 DIST				

Total Permits For Type: 4
Total Fees For Type: \$722.00

Soil Erosion

Permit #	Contractor	Job Address	Fee Total	Const. Value
PS17-0051	MCMILLIAN, JAMES	1273 BLUFF DRIVE (PVT)	\$240.00	\$0

Work Description: excavation for new garage/studio/50x80

PS17-0052	GAPFIELD, CHRISTOPHER B.	6959 DEADSTREAM ROAD	\$240.00	\$0
Work Description: PARTIAL DEMOLITION/EXCAVATION FOR NEW ADDITION				
PS17-0053	ZILLICH, RICHARD	7800 CRYSTAL DRIVE	\$240.00	\$0
Work Description: EXCAVATION FOR NEW HOME				
PS17-0054	NEROS, NICHOLAS II	949 OLD MILLER ROAD	\$120.00	\$0
Work Description: removal of trees and stumps/replace with beach and yard				
PS17-0055	CALABRESE, JOHN A	5969 CRYSTAL AVENUE	\$120.00	\$0
Work Description: LEVEL/ADDITIONAL TOPSOIL/IRRIGATION INSTALL/FENCE/SEED FOR LAWN				
PS17-0056	BIXLER TRUST 2/6/13	369 BENZIE STREET	\$120.00	\$0
Work Description: REGRADING OF YARD FOR PAVED PARKING AND ASPHALT DRIVEWAY				
PS17-0057	YELLOW LLC	1817 CRYSTAL DRIVE	\$240.00	\$0
Work Description: EXCAVATION FOR NEW ADDITION				
PS17-0058	POTTS, DEBORAH LEE GIBB	7843 WOODLAND DRIVE	\$240.00	\$0
Work Description: STUMP REMOVAL/GRADING/FILL FOR CONSTRUCTION OF POLE BUILDING				
PS17-0059	LOVE-KLUK, RUTH	16088 BENTLEY ROAD	\$240.00	\$0
Work Description: EXCAVATING FOR ADDITION TO HOME				
PS17-0060	KEMPERMAN, STEVE	4891 WONDERLAND DRIVE	\$240.00	\$0
Work Description: EXCAVATION AND TREE REMOVAL FOR ADDITION				
PS17-0061	JOHNSON, JEAN H.	8959 STEVENS LAKE ROAD (PVT) TE	\$120.00	\$0
Work Description: EXCAVATION FOR CONCRETE PAD FOR STORAGE SHED				
PS17-0062	LAKE, ANN BAPTIST CAMP	18400 MAPLE STREET	\$300.00	\$0
Work Description: EXCAVATION FOR NEW RECREATIONAL FACILITY				
PS17-0064	HARGROVE, MARY CHERYL T	280 BEACH ROAD (PVT) TEMP	\$120.00	\$0
Work Description: INSTALL SHORLINE REVENTMENT IN FRONT OF HOUSE				

PS17-0065	ALBRIGHT COTTAGE TRUST	50 BEACH ROAD (PVT)	\$120.00	\$0
Work Description: REPAIR EXISTING STONE REVETMENT				
PS17-0066	RHEM, MARCUS	6850 CARTER ROAD	\$120.00	\$0
Work Description: NEW SEPTIC SYSTEM				
PS17-0067	PUCHOVAN, STEVEN M.SR.	19218 WILDWOOD DRIVE	\$120.00	\$0
Work Description: REPLACING OF DRAINFIELD				
PS17-0068	PEMBERTON FAMILY TRUST 0	6975 DEADSTREAM ROAD	\$120.00	\$0
Work Description: EXCAVATION FOR NEW POLE BUILDING				
PS17-0069	MILLER'S RESORT, LLC	8820 DEADSTREAM ROAD	\$120.00	\$0
Work Description: FILL AND GRADE FOR 5 NEW CABINS				
PS17-0070	MOSELER, ARTHUR O.	770 FRANKFORT AVENUE	\$240.00	\$0
Work Description: EXCAVATION AND FILL FOR NEW GARAGE/HOME/DRIVEWAY				
PS17-0071	GOITTSCHALK, PAULA	4159 N. SCENIC HIGHWAY	\$120.00	\$0
Work Description: SEPTIC SYSTEM				
PS17-0072	KNECHTGES, ROBERT J & MA	3044 LONG LAKE ROAD	\$120.00	\$0
Work Description: TRENCHING AND GRADING FOR DRAINFIELD				
PS17-0073	ELDREDGE, CYNTHIA A TRUS	252 SACHEM COURT (PVT)	\$120.00	\$0
Work Description: REPLACE SEPTIC SYSTEM				
PS17-0074	TERRY INVESTMENT TRUST	1393 CRYSTAL DRIVE	\$120.00	\$0
Work Description: INSTALL RIP/RAP/REMOVE SEPTIC AND REPLACE				
PS17-0075	VIRGINIA PARADISE, LLC	18675 PARADISE HOLLOW DRIVE	\$240.00	\$0
Work Description: DEMOLITION OF EXISTING CABIN/EXCAVATION FOR NEW BUILD				
PS17-0076	WILHELM, JOHN A	6167 CRYSTAL DRIVE	\$120.00	\$0
Work Description: EXCAVATION FOR NEW SEPTIC FIELD				
PS17-0077	MEDOW, RANDALL J & LAURA	6050 CRYSTAL DRIVE	\$120.00	\$0

Work Description: INSTALL FILTER FABRIC/RIP-RAP/BEACH SAND FOR SHORELINE PROTECTION

PS17-0078	GALEJS, LARIS E.	6820 PLATTE ROAD	\$240.00	\$0
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Work Description: DEMOLITION OF EXISTING BLDG/EXCAVATION FOR NEW

PS17-0079	JONES, SCOTT	6294 LAKEWOOD DRIVE	\$240.00	\$0
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Work Description: DEMOLITION OF EXISTING COTTAGE AND REBUILD OF NEW SFD

PS17-0080	PFEIL, STEVE	6905 ROELOFFS COURT (PVT)	\$240.00	\$0
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Work Description: EXCAVATION FOR NEW ADDITIONS

PS17-0081	COLLINS, JR. JOHN J.	8925 DEADSTREAM ROAD	\$240.00	\$0
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Work Description: EXCAVATION FOR ADDITION AND GARAGE

PS17-0082	S.H.B. PROPERTIES LLC.	854 MILLER ROAD	\$240.00	\$0
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Work Description: CUT TREES/STUMP GRADE/TOP SOIL ADD /TO CONSTRUCT YARD

PS17-0083	OLSON, ROBERT	5366 RIVERDALE LANE	\$120.00	\$0
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Work Description: REMOVE STUMPS/PLACE GRAVEL TO CONSTRUCT 200 SQ FT STORAGE SHED

PS17-0084	MCMANUS, PATRICIA	5092 LAKE ANN ROAD TEMP	\$240.00	\$0
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Work Description: EXCAVATION AND CLEARING FOR RES NEW HOME/DRIVEWAY /SEPTIC

Total Permits For Type:	33
Total Fees For Type:	\$5,940.00
Total Const. Value For Type:	\$0

Report Summary

Population: All Records
Permit.DateIssued Between
7/1/2017 12:00:00 AM AND
9/30/2017 11:59:59 PM

Grand Total Fees:	\$100,961.74
Grand Total Permits:	469

Grand Total Const. Value:

\$11,350,263



Memorandum

To: Coury Carland, Chair-Benzie County Board of Commissioners

From: Frank Post, Emergency Management Coordinator

Date: September 29, 2017

Subject: Attendance in Incident Command System Curricula Train-the-Trainer

The deficiencies our two full scale exercises have pointed out are Communications and proper use of the Incident Command System. With the approval of the Assistance to Firefighter Grant in the amount of \$665,319 to move from the VHF platform to 800MHz for our Fire and EMS services, we will greatly solve the communications problems. No longer will we have police on one communications platform and Fire/EMS on another.

The other major deficiency identified in these large scale emergency exercises is the proper use of the Incident Command system. Our emergency first responders work very well in the own disciplines, but tend to have significant organizational problems when working across disciplines.

In large scale emergencies; police, fire and EMS need to coordinate their response to assure there are no overlaps or gaps in the response to the emergency. To this end, I am requesting to attend Incident Command System—Train the Trainer. This will allow me to teach the entire spectrum of Incident Command classes and includes;

- ICS-100: Introduction to the ICS,
- ICS-200: ICS for Single Resource and Initial Action Incidents,
- ICS-300: Intermediate ICS for Expanding Incidents,
- ICS-400: Advanced ICS for Command and General Staff—Complex Incidents,
- ICS-402 ICS Overview for Executives and Senior Officials, and
- G0191 Emergency Operations Center/ICS Interface.

While ICS-100 and ICS-200 are online courses, we have found that the first responders taking them on-line tend not to retain the information and we feel there is more benefit to offering them in a classroom setting.

Further, middle management and leadership of our emergency first responder organizations are required to have the ICS-300 and ICS 400 which are only offered in the classroom setting. There are a few offerings for these during the week, however, they usually require travel and overnight accommodations which are expensive and are typically not offered on weekends, when our leaders of our volunteer organizations are normally available for training.

COST

The training is offered at the Emergency Management Institute in Emmitsburg, MD and primarily paid for by FEMA. If you will recall, our cost would be for my time and the meal ticket. Travel, room and the course are covered expenses. Depending on the mode of travel, at most the counties costs would be less than \$200 and 7 days (5 class and 2 travel). I am proposing to attend the February 12th through 16th, 2018 class.

RECEIVED

SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



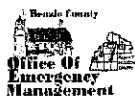
Benzie County Office of Emergency Management

Emergency Management Activities

September 2017

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

1.	<p>Benzie County Full Scale Exercise On Saturday September 9th, 2017 we conducted a full scale exercise that involved a Mass Casualty Event.</p>
2.	<p>Meeting with the Frankfort/Elberta Chamber of Commerce On September 13th, 2017 I met with the Frankfort/Elberta Chamber of Commerce at the behest of the Frankfort Police Chief. We discussed concerns over the Independence Parade specifically and parades generally. The major concerns include parade float riders throwing candy and the concern that a child, attempting to retrieve some candy, being struck by a vehicle in the parade. Secondly is the concern of vehicles running through barricades and striking pedestrians. We discussed some strategies on trying to reduce the likelihood of this occurring.</p>
3.	<p>Monthly CERT Meeting On Wednesday September 13th, 2017 we held our monthly CERT meeting where we conducted after action reviews on recent deployments and public relations activities. James Reardon from the Benzie-Leelanau Health Department discussed with the group the health department's development of a "Risk Assessment Task Force". The Risk Assessment Task Force is comprised of public health staff, who conducts risks assessments and inspections, in the aftermath of an event, and speaks with occupants to discuss actions to protect their personal health. Public health staff are then accompanied by CERT Program Members who help ensure their safety when accessing property and speaking with property owners.</p>
4.	<p>Benzie County Fire and EMS Association Meeting On Tuesday September 19th, 2017 I attended the Benzie County Fire and EMS Association Meeting that was held at the Benzie County Government Center. We had a detailed discussion with regard to the migration of Benzie County Fire and EMS agencies to the 800MHz platform. There was also lengthy discussion with regard to upcoming training offerings.</p>
5.	<p>Coastal Zone Erosion and Flooding Meeting On Tuesday, September 19th, 2017 I attended a meeting for at the Manistee County Sheriff's Office for local officials to review and comment on FEMA's draft coastal flood hazard work maps for the Lake Michigan Shoreline. If you will recall I discussed this with the board at their September 26th, 2017 Board of Commissioners Meeting. The strategy going forward will be that I will attend the relevant township, city and village meetings of lakeshore communities.</p>
6.	<p>Evaluation of Mass Notification Systems On Friday September 22nd, 2017 we reviewed 4 mass notifications proposals. They included;</p> <ul style="list-style-type: none"> • RAVE Alert – Framingham MA - \$4,200 and \$2,500 Setup • Hyper Reach – Rochester NY - \$6,000 Annually • Nixle – San Francisco CA - \$6,000 Annually • CODE Red – Ormand Beach FL - \$6,000 Annually <p>I will be presenting a recommendation to the Board of Commissioners separate of this report.</p>
7.	<p>Meeting with the Benzie County Amateur Radio Public Service Corps (ARPSC) On Saturday September 23rd, 2017 we had a meeting of the Benzie County ARPSC to discuss the upcoming communications exercise. The purpose of the exercise is to create communications links between counties and the State of Michigan Emergency Operations Center.</p>



8. **Procurement Under FEMA Awards Training**
On Monday September 25th, 2017 Chief Deputy Treasurer Amy Herzak attended “**Procurement Under FEMA Awards: Requirements for Recipients and Subrecipients When Procuring Services and Supplies with Funding under Stafford Act Grant Programs**”.
- This training is intended to give us an understanding of our obligations under the Federal procurement standards set forth at 2 C.F.R. §§ 200.317 through 200.326 (the “Uniform Rules”) that are associated with their disaster financial assistance. The training is intended to reduce violations of the Federal procurement regulations by training recipients of the requirements so as to avoid the potential de-obligation of funds, both before and after those funds have been expended by an applicant.
- The training was held at the US Coast Guard Air Station in Traverse City. The training was extremely helpful with our Assistance to Firefighter Grant for the 800MHz radio equipment purchase to assure we are in compliance with federal purchasing rules and regulations.
9. **Benzie County Amateur Radio Public Service Corps (ARPSC) Simulated Emergency Test (SET)**
On Saturday September 30th, 2017 we conducted a functional exercise to establish communications links between several northern Michigan counties and the State Emergency Operations Center. This was also an opportunity for individuals to work with the HAM radios in the EOC that they typically do not work with. Further, we set up a MI CIMS event statewide and had individuals input information for the exercise. Finally, they practiced with the ICS-213 General Message Form to familiarize how to use it.
10. **Upcoming Events**
I have scheduled the following for the next two months;
- October 2nd, 3rd and 4th MEMA Conference @ Boyne Mountain Resort
 - October 11th – MI CIMS New User and Refresher Training in the EOC
 - October 11th – CERT Monthly Meeting and Training in Bear Lake
 - October 12th – R7HSPB Meeting Grayling
 - October 16th – LEPC Meeting in the EOC
 - October 17th – Benzie County Fire/EMS Association
 - October 26th – LPT Meeting in the EOC
 - October 28th – ARES/RACES Meeting Downtown Beulah
 - November 2nd – R7HSPB Meeting Grayling
 - November 8th – CERT Monthly Meeting and Training in the EOC
 - November 9th – Government Center Safety and Security Meeting 12:00 noon
 - November 13th – Almira Township Board (AFG Grant)
 - November 18th – LEPC Meeting in the EOC
 - November 21st – Benzie County Fire/EMS Association Meeting
 - November 21st – Mass Casualty Exercise After Action Review in the EOC

RECEIVED

OCT 02 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Commissioner Report

County Administrator's Report



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, County Administrator
Date: October 5, 2017
Subject: Administrator Update for 10/10/17 BOC Meeting

1. **IT Vendor Interviews** – Interviews are being scheduled with the Commission Technology Committee and several vendors who responded to the IT RFQ. The interviews will be held at the Friday October 13, 2017 Technology Committee meeting. Interested Department Heads are encouraged to attend.
2. **Networks Northwest Housing Summit** – Commissioners Sauer, Jeannot and myself will be attending the Housing Summit conference on Monday October 16, 2017 in Traverse City.
3. **Michigan Indigent Defense Commission Report** – Last week I spent the day with Manistee County Administrator Tom Kaminski working on the Joint Benzie/Manistee County MIDC report. Drafting a joint county plan was the direction of the Joint Court Committee. The draft report will be presented to the Joint Court at their Thursday October 19, 2017 meeting in Manistee. Prior to the report being presented to the Joint Court Committee, it will be presented to various internal bodies associated with the indigent defense process in order to obtain more ideas and suggestions. The report is due to the State of Michigan by November 20, 2017. More to follow.
4. **2017-2018 Strategic Plan** – In accordance with the Benzie County Board of Commission Strategic Plan, I presented the Benzie County Strategic Plan to the Advocates for Benzie County on Wednesday October 4, 2017. This action item is specifically listed under the **Area of Focus:** Collaboration & Partnerships to Achieve Shared Goals and Efficiencies. **Goal:** To develop partnerships to achieve goals of this strategic plan.
5. **Budget at a Glance/Your Tax Dollars at Work** – Deputy County Administrator Maridee Cutler and I are working on preparing a 2017-2018 revised document that was rolled out last year. As with last year's document, I want it to be a quick and easy read, focusing on topics that will allow Benzie County Residents to quickly ascertain where their tax/millage dollars are being spent. Once again it will be the goal of the Administrators Office to make sure the report is available at all Townships, Villages and Frankfort City Hall, along with other locations that are heavily frequented by residents. Copies will be made available to Commissioners to hand out as they determine. I will be contacting the Benzie County Record Patriot to discuss placing a full colored add in the paper of the report, to maximize the exposure to residents.

RECEIVED

OCT 05 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

6. **Animal Control Office** – Included in the 9/26/17 Administrator's Update we informed the BOC that it would be necessary to hire an interim Animal Control Officer. This past week former Benzie Animal Control Officer Jamie Croel agreed to come back on an interim basis to assist with the department needs.
7. **OMA and FOIA Training** – Just a reminder that Benzie County and MSU Extension has scheduled OMA /FOIA training on Thursday October 19, 2017 starting at 5:00 pm in the Board of Commission room. OMA training will start at 5:00 pm with FOIA training commencing at 6:30 pm.
8. **Emergency Manager of the Year 2017** – Benzie County Emergency Manager Frank Post was named the 2017 State of Michigan Emergency Manager of the year for jurisdictions under 60,000 population. **Congratulations Frank!**

Maridee Cutler

From: Maridee Cutler
Sent: Wednesday, October 04, 2017 3:55 PM
To: 'AWL Benzie'; josh@growbenzie.org; Ed Kowalski; karen@mandrinfoservices.com; bbrooks@ssbankmi.com; gaylordjowett@gmail.com; Catrina Stachnik; 'Marcia Stobie (tmstobie@Yahoo.com)'; Dawn Olney; Amy Bissell; Michelle Thompson; Ted Schendel; Kyle Rosa; Ronald Berns; Kyle Maurer; Dan Smith; Tom Longanbach; Brianne Lindsay; Amy Herczak; Mitch Deisch; James Henderson; Sara Swanson; Jennifer Tang-Anderson; Walter Armstrong; Kim Nowak; Pat Heins (c1951pah@manisteecountymi.gov); krusniakc@manisteecountymi.gov; Cameron Clark; David Schaffer; Frank Post (FPost@benzieco.net); Alison Michalak; Almira Township Supervisor; Benzonia Township Supervisor; Bill Kennis; Carrie Aldrich; Chad Hollenbeck; Chip Johnston; Clerk Crystal Lake Township; Colfax Township; Courtney Gillison; Crystal Lake Supervisor; DeAnn Mosher; Diana Heller; Dodie Putney; Doug Durand ; Gilmore Township Supervisor; Homestead Township Supervisor; Inland Township Supervisor; Josh Mills; Kathleen Dube; Kathleen Jordan; kkidder@cofrankfort.net; Kris Lagios; Lake Township Clerk; Mary Carroll; Mary Geetings; Mary Wixson; Rhonda Nye; Rose Wirth; Shannon Spencley; Tad Peacock; Tammy Clous; Ted Wood; Village of Beulah; Village of Honor; Village of Lake Ann; Weldon Township
Cc: Coury Carland; Bob Roelofs; Art Jeannot; frankwalterhouse@yahoo.com; Evan Warsecke; garysauer53@yahoo.com; Mitch Deisch
Subject: OMA and FOIA Training

Good Afternoon,

Benzie County Government Center will be holding OMA (Open Meetings Act) and FOIA (Freedom of Information Act) Training in the Commissioners Room of the Government Center for all County Officials, Government Entities, local Villages, Townships and Cities. Please pass around to anyone that you may think is interested, perhaps you sit on a Board, Committee, Authority or Advisory Group who would be interested.

Presenters:

MSU Extension Educator of Government and Public Policy, John Amrhein and his co-worker Beth Prykucki will be presenting both workshops. Both educators are well versed in the subject matter, and will be able to discuss the issues that you face and that affect your local government..

Who should attend?

Representation from each municipality is encouraged, as well as all interested citizens. Be prepared to ask questions from these experts in matters where you may have concerns. This is a great opportunity to have your questions explained thoroughly in one setting.

When and where?

Thursday, October 19, 2017

Open Meetings Act – 5:00 p.m.

Freedom of Information Act – 6:30 p.m.

Please confirm your reservation by return email to mcutler@benzieco.com or by contacting Maridee Cutler, Deputy County Administrator at 231-882-0035. Space is limited.

Local governments working together by learning together.

October 2017

October 2017

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

November 2017

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

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

BENZIE COUNTY

Your 2016-17 Budgeted Tax Dollars at Work

Fiscal Year Oct. 1, 2016 - Sept. 30, 2017



General Fund Budget:

\$6.1 Million
(1 mill = \$1,170,000)

BUDGET GOALS FOR THE COUNTY:

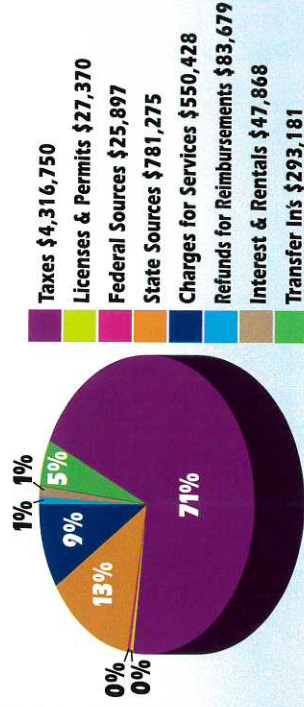
- Ensure Financial Stability
- Provide Mandated Services
- Provide effective stewardship of County resources

BUDGET DIRECTIVES FOR THE UPCOMING YEAR

- Research re-establishing a suitable General Fund Millage Rate
- Maintain Fund Balance
- Maintain County services at highest level

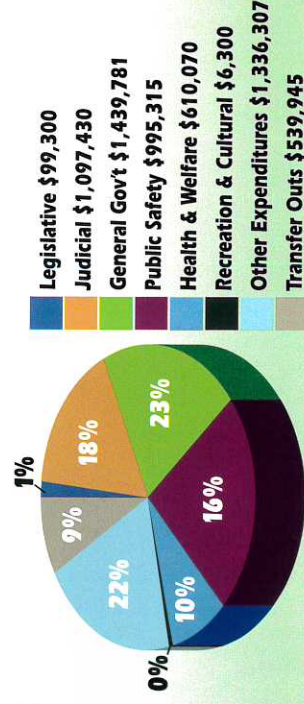
GENERAL FUND REVENUES

\$6,126,448



GENERAL FUND EXPENSES

\$6,126,448



GENERAL FUND ACTIVITY

Public Safety

\$924,088

General Government

\$1,439,781

Emergency Mgmt.

\$71,227

BENZIE COUNTY SHERIFF



General Fund Balance

9/30/15: \$1.6 million, 24%

Using \$177,000 to Balance

Fiscal Year Budget 16/17

COURTS

Circuit

\$556,048

District

\$302,583

Probate

\$238,799



County General Fund

Employees Health

Insurance Cost:

\$610,070



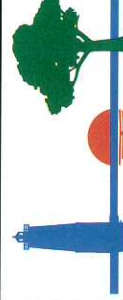
BOARDS/COMMISSIONS/AUTHORITIES

(Recreation & Cultural, Other Expenditures, Transfer Outs)

Planning Comm.	\$11,624	County Health Dept.	\$219,653
Parks & Recreation	\$6,300	MSU Extension	\$52,178
DHHS Board	\$6,100	Airport Authority	\$12,000
Mental Health	\$158,915		

COUNTY MILLAGES

2016-17	2015-16	Purpose	Exp.
3.4919	3.5144	General Operating - Fixed	Indefinite
0.8000	0.5795	Advanced Life Support - Voted	12/2021
0.0975	0.0982	Animal Control Operations - Voted	12/2016
0.6557	0.6600	Council on Aging - Voted	12/2016
0.0993	0.1000	Conservation District - Voted	12/2017
0.8942	0.9000	Jail Operations - Voted	12/2020
0.3626	0.3650	Medical Care Operating (Maples) - Voted	12/2016
0.6350	0.6350	Bond Debt New Construction (Maples) - Voted	12/2029
0.0993	0.1000	TNT (Drug Enforcement) - Voted	12/2017
0.9936	1.0000	Road Improvement - Voted	12/2017
0.0400	0.0600	Veteran Affairs - Levied	12/2016
8.1691	8.0121	Total Millage	



For more information please contact
the County Administrators' office
at 231-882-0035

BENZIE COUNTY

Special Revenue Funds / Enterprise Funds 2016/17 Budget



Emergency Medical System



Advanced Life Support

- 2016/17 Budget of \$1.6 Million
- 8 Voted Mills
- 1,789 calls in 2015
- 4 Ambulances / 2 Echo Units
- New millage in 2017/18 will stabilize finances and allow the County to save for future Ambulances
- 24/7/365 days a year

Recycling/Solid Waste



- 2016/17 Budget of \$277,900
- State leader in waste diversion of over 25%
- In 2015, 1,200 tons of materials were diverted from landfills
- 65 tons of tires, 33 tons of HHW & Electronics, and 159 tons of cardboard/shredded paper collected in 2015
- 100% participation in County Recycling Program
- \$22.00 per household



- 2016/17 Budget of \$750,000
- \$3.00 per 911 device surcharge
- 16,379 total dispatched incidents in 2015

FUTURE:

- Moving from copper to fiber optic technology
- Texts to 911 for limited cellular coverage areas

Council on Aging

- 2016/17 Budget of \$780,000
- .6557 Voted Mills
- 32% of the Benzie County Population is 60 or older
- 60,732 meals provided
- 25,075 Service Hours/Units provided
- 1,822 Seniors served
- 18 Programs/Services provided to Seniors of Benzie County



Benzie Bus

- 2015/16 FY Budget \$1,400,000
- 50+% of budget comes from Federal/State match
- Less than 50% of budget comes from millage and farebox
- .4912 Voted Mills

2016/2017 Goals

- 2-3 new passenger shelters
- Expand hours to job commuters, inside and outside the County



BENZIE BUS

Animal Control



- 2016/17 Budget of \$ 178,000
- .0975 Voted Millage
- 2015 Total Cat Adoptions 141
- 2015 Total Dog Adoptions 93
- 2015 Total Cats Admitted 147
- 2015 Total Dogs Admitted 196
- 2015 Total Dogs Released 93

Supporting our Veterans



- 2016/17 Budget of \$68,800
- .04 Voted Mills
- 2015 served 680 Veterans
- Main project is the new Veterans Memorial, funded 100% through donations.

Jail

- 2016/17 Budget of \$1.6 Million
- .8942 Voted Mills
- Funded by millage, General Fund and Jail revenues
- 13,500 inmates housed in 2015



Road Commission

- 2015/16 Budget of \$4.5 Million
- .9936 Voted Mills, generates \$991,694 to BCRC Budget
- 36.77 miles of roads upgraded since 2014 with millage funds.



FINANCE REPORT

Finance Issues:

Approval of bills from September 26, 2017 to October 10, 2017 in the amount of \$4^ψ5,102.13.

Treasurer's Office update:

I attended the first (ever) Michigan State Local Finance and Audit Division Summit. I was unaware that the Deputy Treasurer is an Economics professor on loan/leave from MSU. There was much to learn. I have attached the session information on budgeting. There is a lot in there, and the statutes to support it.

The second sale of tax foreclosed properties is online at www.tax-sale.info and we have one offering - 25 properties are being bundled as one. There is still some interest in these developments, as I have been fielding telephone inquiries.

The MALB Impact Study of Land Banks on their communities:

I put together a focus group for the impact study. If you would like to participate, or know anyone you believe would be an asset to this focus group, please let me know as soon as possible. The public forum has been scheduled for Wednesday, October 18 from 11:00 a.m. - 1:00 p.m. in the Board of Commissioner's room. See attached for more details.

CASH SUMMARY BY FUND FOR BENZIE COUNTY

FROM 10/01/2017 TO 10/10/2017

FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 10/10/2017
101	GENERAL FUND	1,329,971.66	362,603.85	101,007.06	1,591,568.45
201	BENZIE COUNTY ROAD COMMISSION	1,186,192.30	0.00	51,895.28	1,134,297.02
205	TNT OFFICER MILLAGE FUND	41,472.26	1,398.30	2,796.60	40,073.96
206	SHERIFF'S K-9 FUND	16,726.35	2,325.00	4,650.00	14,401.35
207	SHERIFF'S RESERVES FUND	11.64	0.00	0.00	11.64
208	SHERIFF'S DIVE TEAM FUND	1,382.00	0.00	0.00	1,382.00
211	D.A.R.E. FUND	1,736.17	0.00	0.00	1,736.17
212	BENZIE KIDS	1,502.38	0.00	0.00	1,502.38
213	JAIL OPERATIONS FUND	95,327.66	15,805.21	31,610.42	79,522.45
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	129,275.63	11,005.13	1,771.14	138,509.62
215	FRIEND OF THE COURT FUND	72,276.32	80.00	0.00	72,356.32
216	SEASONAL ROAD PATROL FUND	24,519.78	957.65	1,915.30	23,562.13
217	SNOWMOBILE PATROL FUND	10,936.81	0.00	0.00	10,936.81
218	PARKS & REC - ICE RINK	16.69	0.00	0.00	16.69
219	AIRPORT AUTHORITY FUND	1,490.54	0.00	0.00	1,490.54
220	MARINE PATROL FUND	1,659.99	0.00	0.00	1,659.99
221	BENZIE-LEELANAU DIST HEALTH DEPT FUN	179,604.60	97,636.95	59,347.74	217,893.81
228	SOLID WASTE/RECYCLING FUND	83,145.58	234.66	469.32	82,910.92
230	BETSI VALLEY TRAIL MANAGEMENT FUND	5,309.38	3,570.01	7,140.02	1,739.37
231	SOIL EROSION (SESSC) FUND	30,570.00	0.00	0.00	30,570.00
235	CDBG GRANTS	0.00	0.00	0.00	0.00
241	LAND BANK AUTHOITY FUND	56,752.80	1,682.56	0.00	58,435.36
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	21,315.93	0.00	0.00	21,315.93
244	E.D.C. ENTERPRISE FUND	2,429.55	0.00	0.00	2,429.55
245	REMONUTATION/SURVEY GRANT FUND	27,478.47	0.00	0.00	27,478.47
246	GIS INFORMATION SYSTEM	6,993.28	0.00	0.00	6,993.28
247	ANIMAL CONTROL FUND	169,891.98	1,308.02	2,181.36	169,018.64
249	BUILDING DEPARTMENT FUND	71,178.93	0.00	0.00	71,178.93
256	REG OF DEEDS AUTOMATION FUND	150,019.67	665.00	0.00	150,684.67
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
260	CPL CLERK TECHNOLOGY FUND	19,736.14	82.00	0.00	19,818.14
261	911 EMERGENCY SERVICE FUND	414,266.94	230.42	33.44	414,463.92
262	DISPATCHER TRAINING FUND	18,031.41	0.00	0.00	18,031.41
263	LOCAL CORRECTION OFFICER'S TRAINING	16,117.72	0.00	0.00	16,117.72
264	SHERIFF FORFEITURE FUND	4,582.79	0.00	0.00	4,582.79
265	JUSTICE TRAINING (302) FUND	7,415.24	0.00	0.00	7,415.24
269	LAW LIBRARY FUND	1,375.75	0.00	0.00	1,375.75
276	COMMISSION ON AGING MILLAGE FUND	328,225.40	64,285.83	128,571.66	263,939.57
284	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
285	POINT BETSIE LIGHHOUSE FUND	3,246.36	0.00	0.00	3,246.36
292	CHILD CARE FUND	26,210.59	55.00	0.00	26,265.59
293	VETERAN'S RELIEF FUND	71,083.78	400.72	801.44	70,683.06
294	VETERANS TRUST FUND	5,019.63	0.00	0.00	5,019.63
296	JUVENILE JUSTICE FUND	(1,253.83)	0.00	0.00	(1,253.83)
310	GOVERNMENT CENTER ADDITION DEBT FUND	34,660.13	0.00	0.00	34,660.13
312	MAPLES DEBT/MILLAGE FUND	513,989.86	0.00	0.00	513,989.86
371	JAIL RESERVE FUND	237,975.62	1,900.00	3,800.00	236,075.62
401	CAPITAL IMPROVEMENT FUND	6,744.62	0.00	0.00	6,744.62

FROM 10/01/2017 TO 10/10/2017

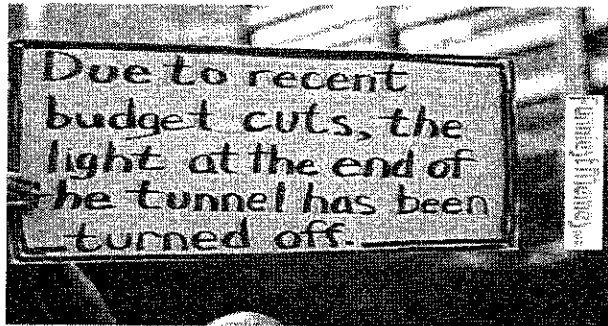
FUND: ALL FUNDS

CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 10/10/2017
412	MCF RENOVATIONS FUND	141,441.09	23,117.35	46,234.70	118,323.74
415	RAILROAD POINT	10,199.12	0.00	0.00	10,199.12
425	EQUIPMENT REPLACEMENT FUND	123,302.67	878.50	1,757.00	122,424.17
512	MEDICAL CARE FACILITY FUND	1,290,544.62	47,672.35	204,923.27	1,133,293.70
516	DELINQUENT TAX REVOLVING FUND	4,453,048.46	35,259.16	1,448.12	4,486,859.50
532	TAX FORECLOSURE FUND	873,513.24	2,850.87	1,200.00	875,164.11
535	CDBG HOUSING GRANT FUND	97,959.47	105.00	210.00	97,854.47
569	BUILDING AUTHORITY	9,957.94	630.00	1,260.00	9,327.94
595	COMMISSARY/CONCESSION FUND-JAIL	1,912.22	0.00	0.00	1,912.22
616	TREASURER'S TAX ADMINISTRATION FUND	54,360.25	0.00	0.00	54,360.25
701	GENERAL AGENCY FUND	2,294,634.51	691,516.38	298,214.24	2,687,936.65
704	PAYROLL CLEARING FUND	109,842.12	0.00	0.00	109,842.12
721	LIBRARY PENAL FINE FUND	40,356.27	1,152.20	0.00	41,508.47
764	SHERIFF'S INMATE TRUST FUND	625.84	13,997.72	0.00	14,623.56
775	SUMMER TAX COLLECTION FUND	0.00	0.00	0.00	0.00
TOTAL - ALL FUNDS		14,929,944.31	1,383,405.84	953,238.11	15,360,112.04

BUDGETS (YEAH!)

Derek Hall, Senior Auditor
Local Fiscal Responsibility Division
Michigan Department of Treasury



INTRODUCTION

- The key to sound fiscal health of governmental units is proper accounting, budgeting, and auditing of the local unit.
- The budgeting requirements for Michigan local units are contained in Public Act 2 of 1968, as amended.
- Governmental units account for public resources on a "fund basis" of accounting to enhance taxpayers' and elected officials' ability to monitor and control expenditures of public monies in accordance with their wishes.



INTRODUCTION

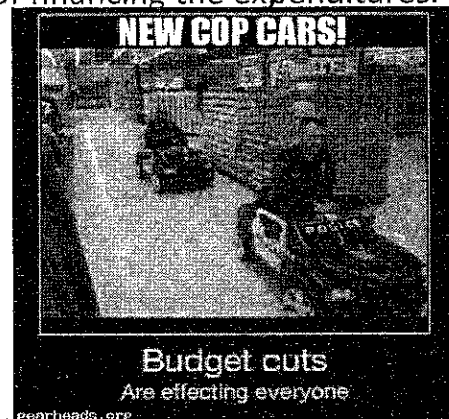
- No expenditure of public monies can be made without an appropriations act passed by the legislative body of a local unit, which is an expression of the wishes and priorities of elected officials to provide public services within the resources made available.
- The appropriations act is the final product of the budget cycle and is the key to controlling the finances of a local unit.
- The purpose of the Budget Act is to require that all local units of government in Michigan adopt balanced budgets, to establish responsibilities and define the procedure for the preparation, adoption and maintenance of the budget, and to require certain information for the budget process.



WHAT FUNDS NEED BUDGETS? (MCL 141.422a)

- **Budget** - a plan of financial operation for a given period of time, including an estimate of all proposed expenditures from the funds of a local unit and the proposed means of financing the expenditures.

- GENERAL FUND
- SPECIAL REVENUE FUNDS



WHAT FUNDS NEED BUDGETS? (MCL 141.422a)

Budget does not include any of the following:

- A fund for which the local unit acts as a trustee or agent;
- An internal service fund;
- An enterprise fund;
- A capital project fund;
- A debt service fund.



HOWEVER, while not statutorily required, budgets may be adopted for any/all funds.

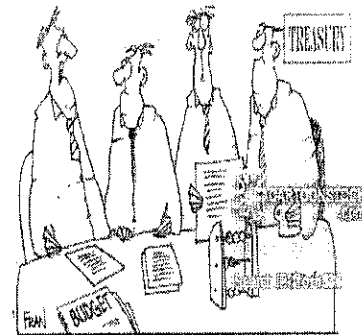
BUDGET FORMAT (MCL 141.435)

The recommended budget for the general fund and special revenue funds must include for each fund:

- Actual expenditures for the most recently completed fiscal year;
- Estimated expenditures for the current fiscal year (to be arrived at by using actual expenditures to date and estimating expenditures to the end of the fiscal year);
- An estimate of the expenditures in the next fiscal year;
- Actual revenue for the most recently completed fiscal year;
- Estimated revenue for the current fiscal year (to be arrived at by using actual revenue to date and estimating revenue to the end of the fiscal year);

BUDGET FORMAT (MCL 141.435)

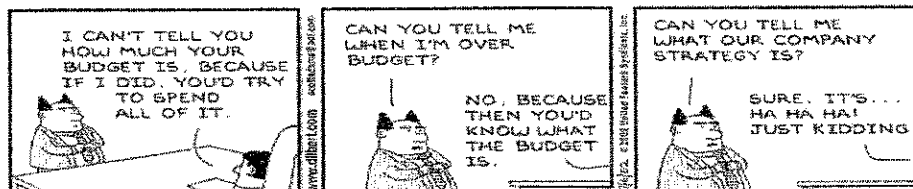
- An estimate of the revenue in the next fiscal year;
- Beginning and ending fund balance for each year;
- An estimate of the amounts needed for deficiency, contingent, or emergency purposes;
- Other data relating to fiscal conditions that the chief administrative officer considers to be useful in considering the financial needs of the local unit.



WHAT I DON'T UNDERSTAND IS HOW ALL THREE OF US MANAGED TO GET THE FIGURES WRONG!

BUDGET FORMAT (MCL 141.435)

- The total estimated expenditures, including an accrued deficit, in the budget shall not exceed the total estimated revenues, including an available unappropriated surplus and the proceeds from bonds or other obligations issued under the fiscal stabilization act or the balance of the principal of these bonds or other obligations.



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BUDGET FORMAT

GENERAL FUND	20X6 ACTUAL	20X7 PROPOSED BUDGET	20X8 BUDGET
Revenues	\$15,500	\$16,500	\$17,500
Expenditures	\$15,500	\$16,500	\$17,500
Beginning Fund Balance	\$20,000	\$20,000	\$20,000
Ending Fund Balance	\$20,000	\$20,000	\$20,000

OTHER REQUIREMENTS (MCL 141.436)

- The legislative body of each local unit must pass a general appropriations act (budget) for the general fund and each special revenue fund.
- The general appropriations act (budget) must:
 - state the total mills to be levied and the purpose for each millage levied (truth in budgeting act);
 - include amounts appropriated for expenditures and to meet liabilities for the ensuing fiscal year in each fund;
 - include estimated revenues by source in each fund for the ensuing fiscal year; and
 - be consistent with the Uniform Chart of Accounts issued by the State Treasurer (State Board of Education for school districts, intermediate school districts and public school academies).

Contingencies

- The Act indicates that an estimate should be made for amounts needed for deficiency and contingent or emergency purposes.
- The contingent amounts are not intended to be an account to make expenditures from but rather a temporary classification for unforeseen or unanticipated expenditures. In fact, if such an expenditure is necessary, an amount to cover the expenditure should be transferred (by budget amendment) from the contingency amount to the proper appropriation category describing the expenditure.
- To the extent possible, if expenditures can be anticipated, they should be appropriately classified in the budget rather than grouped in the contingency category. To determine the amounts that may be needed for such contingencies, data from previous years might be used as guidelines.

Surplus/Deficit

- In general, when the terms "surplus" or "deficit" are used within the Act, the reference is to the excess of assets of a fund over its liabilities (surplus) or the excess of liabilities of a fund over its assets (deficit).
- Other terms commonly used to describe such financial conditions are "fund balance" and "fund deficit." However, in the Act, when the terms "surplus" or "deficit" are used to describe an amount "expected in the current year," the reference is to "net revenues" or "net expenditures" for the year



AMENDMENTS (MCL 141.437)

- When necessary, the budget must be amended.
- The amendment must be approved by the legislative body prior to the expenditure being made.
 - This is not only a requirement of the Budget Act but also a requirement of sound budgeting theory. The purpose of a budget is not only to approve expenditures but also to control expenditures.
- Please note that the Budget Act requires budget amendments before any expenditures exceed the budget. There is no authority to amend the budget after year end.
- The Budget Act also requires an adopted budget prior to the beginning of a fiscal year. There is no provision to allow for a "continuation budget" or any other alternative to a full budget.

BUDGET TRANSFERS

- The legislative body may permit the chief administrative officer or fiscal officer to execute transfers within limits between appropriations.
- If the legislative body allows transfers, the permission and limits for such transfers must be indicated in the appropriations act (budget resolution).
- The allowed transfers should be submitted to the legislative body at a later date for approval.
- Allowing such transfers might eliminate the necessity for budget amendments for miscellaneous and insignificant amounts.

COMPARISONS

- In accordance with generally accepted accounting principles (GAAP) as applicable to governmental units, the budgeted revenues and expenditures should be compared to the actual revenues and expenditures in the financial statements at year-end.



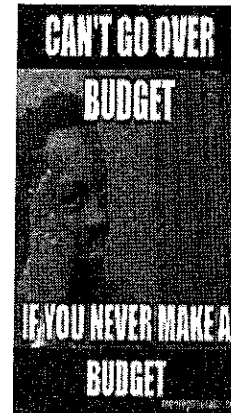
BASIS FOR ACCOUNTING

- The budget information must be prepared on the same method and basis as the actual amounts will be reported in the financial statements.
- For the budgetary funds, the modified accrual basis should be utilized for both the actual and budgeted amounts. (Remember only General and Special Revenue Funds need budget; thus the modified accrual system)

BASIS FOR ACCOUNTING

How do you budget an enterprise fund?

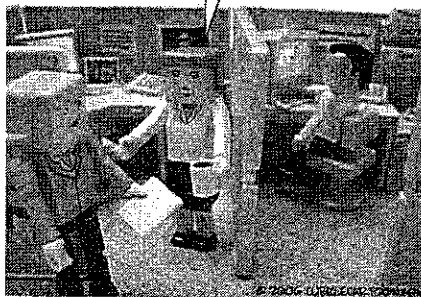
- Cash Flow versus Full Accrual Basis of Accounting
 - Principal payments on debt are not expensed/no cash outflow
 - Capital Outlay is not expensed/no cash outflow
 - Depreciation expense is recorded/but is doesn't involve cash
 - Special Assessments are not revenue/no cash inflow
- Do what works best for your governing body.



Encumbrances

- Encumbrances should not be reported as expenditures at year-end.

SO I WENT TO THE BUDGET PLANNING KICKOFF DINNER
LAST NIGHT. IT WAS AT MORTON'S STEAKHOUSE...



BUDGET DETAIL

- The Michigan Department of Treasury recommends that the local unit of government use the activity form of budgeting that will parallel the State of Michigan Uniform Chart of Accounts and the Uniform Reporting Format. This will facilitate comparison of actual revenues and expenditures to budgeted revenues and expenditures in the financial statements.
- The budgeting method must be clearly explained in the financial statements' footnotes if it is not compatible with the above recommendation.



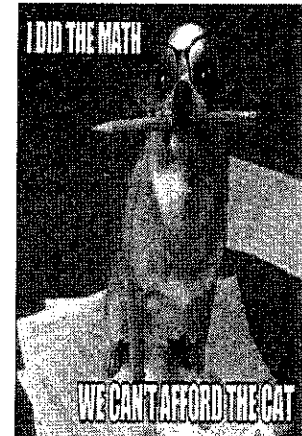
BUDGET DETAIL

- The adopted budget must be at the revenue by source and expenditures by activity level.
- Budgeting by total revenue and total expenditures is NOT acceptable.
- The legislative body could still require the periodic reporting on a line-item basis.
- Line item budget is not required, however; if the budget is adopted at the line item level, the audit must report the budget at the line item level and report all overages at the line item level.



Projecting Revenues and Expenditures

- A key ingredient for a meaningful budget is accurate forecasting of revenues and expenditures. Care should be taken in accumulating and calculating data.
- As part of the preparation of the recommended budget, it would be appropriate to include the supporting detail. This might be considered for such items as property tax revenues, state-shared revenues, salaries and wages, and capital outlay expenditures.
- In any event, the supporting detail and calculations should be maintained by the local unit of government for reference.



Questionable Revenues

- The budget should contain only those revenues that are reasonably assured. There may be instances where a revenue is reasonably assured, but there may be some doubt as to its realization. If it is more practical to include the revenue rather than eliminate it, there should be some disclosure in the budget document indicating the dollar amount and the reason for uncertainty. This disclosure could be made in the budget transmittal letter or in the general appropriation act or the adopting resolution. There should be a plan for reduction in expenditures if it becomes apparent that the revenue will not be received.



OTHER FINANCING SOURCES

- Transfers
 - Transfers in EQUAL Transfers Out
 - E.G. - General Fund transfer out \$10,000; Park Fund transfer in \$10,000
 - Should NOT BE - General Fund transfer out \$5,000; Park Fund transfer in \$10,000
 - Should NOT BE - General Fund transfer out \$15,000; Park Fund transfer in \$10,000
 - Too many times transfers are forgotten/don't equal creating budget deficits.
- Debt Proceeds
- Debt Refundings

RESOURCES

- Budget Manual issued by Department of Treasury
 - http://www.michigan.gov/documents/UniformBudgetManual_16634_7.pdf
 - Includes sample budget and budget resolution

UNIFORM BUDGETING AND ACCOUNTING ACT
Act 2 of 1968

AN ACT to provide for the formulation and establishment of uniform charts of accounts and reports in local units of government; to define local units of government; to provide for the examination of the books and accounts of local units of government; to provide for annual financial reports from local units of government; to provide for the administration of this act; to prescribe the powers and duties of the state treasurer, the attorney general, the library of Michigan and depository libraries, and other officers and entities; to provide penalties for violation of certain requirements of this act; to provide for meeting the expenses authorized by this act; to provide a uniform budgeting system for local units; and to prohibit deficit spending by a local unit of government.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1996, Act 401, Eff. Dec. 18, 1996.

The People of the State of Michigan enact:

141.421 Uniform charts of accounts for local units; design; conformity to uniform standards; maintenance of local unit accounts; publication of standard operating procedures and forms; assistance, advice, or instruction; inadequacy of local unit; report; services of certified public accountant or state treasurer; expenses; payment; contract; monthly billings.

Sec. 1. (1) The state treasurer shall prescribe uniform charts of accounts for all local units of similar size, function, or service designed to fulfill the requirements of good accounting practices relating to general government. Such chart of accounts shall conform as nearly as practicable to the uniform standards as set forth by the governmental accounting standards board or by a successor organization that establishes national generally accepted accounting standards and is determined acceptable to the state treasurer. The official who by law or charter is charged with the responsibility for the financial affairs of the local unit shall insure that the local unit accounts are maintained and kept in accordance with the chart of accounts. The state treasurer may also publish standard operating procedures and forms for the guidance of local units in establishing and maintaining uniform accounting.

(2) A local unit may request the state treasurer to provide assistance, advice, or instruction in establishing or maintaining the uniform chart of accounts required by subsection (1).

(3) The state treasurer may provide assistance, advice, or instruction to a local unit to establish or maintain the uniform chart of accounts required by subsection (1) based on information from 1 or more of the following sources:

(a) Disclosure by the certified public accountant or the department of treasury in an audit report required by section 5 or 6 that the local unit has failed to establish or maintain the uniform chart of accounts required by subsection (1).

(b) Disclosure by the department of treasury in a special examination report that the local unit has failed to establish or maintain the uniform chart of accounts required by subsection (1).

(c) Disclosure in an audit report issued under section 5 or 6 that the records of the local unit are not auditable because the local unit has failed to establish or maintain the uniform chart of accounts required by subsection (1).

(d) Disclosure from another state agency.

(e) Department of treasury records indicate that the audit required under section 5 has not been performed or filed and is delinquent, and that the local unit is subject to the provisions of section 21 of the Glenn Steil state revenue sharing act of 1971, 1971 PA 140, MCL 141.921.

(4) The state treasurer, in performing the services under subsection (2) or (3), may make a determination that the local unit cannot adequately establish or maintain the uniform chart of accounts without additional assistance, advice, or instruction from the state treasurer. The state treasurer shall submit a written report of the findings and recommendations to the governing body of the local unit. The local unit shall retain, within 90 days after receipt of this report, the services of a certified public accountant or the state treasurer to perform the needed additional services and shall notify, by resolution of the governing body, the state treasurer of such action. Upon failure of the local unit to respond within the 90-day period, the state treasurer shall perform the necessary services to adequately establish or maintain the uniform chart of accounts.

(5) The state treasurer shall charge reasonable and necessary expenses, including per diem and travel expenses, to the local unit for services performed pursuant to subsections (2), (3), and (4), and the local unit shall make payment to the state treasurer for these expenses. The state treasurer shall execute a contract with

the local unit or provide monthly billings if a contract is not executed.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1982, Act 451, Imd. Eff. Dec. 30, 1982;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.421a Short title.

Sec. 1a. This act shall be known and may be cited as the “uniform budgeting and accounting act”.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980.

141.422 Meanings of words and phrases.

Sec. 2. For the purposes of this act, the words and phrases defined in sections 2a to 2d have the meanings ascribed to them in those sections.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1978, Act 621, Eff. Apr. 1, 1980.

141.422a Definitions; A, B.

Sec. 2a. (1) “Administrative officer” means an individual employed or otherwise engaged by a local unit to supervise a budgetary center.

(2) “Allotment” means a portion of an appropriation which may be expended or encumbered during a certain period of time.

(3) “Appropriation” means an authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

(4) “Budget” means a plan of financial operation for a given period of time, including an estimate of all proposed expenditures from the funds of a local unit and the proposed means of financing the expenditures. Budget does not include any of the following:

- (a) A fund for which the local unit acts as a trustee or agent.
- (b) An internal service fund.
- (c) An enterprise fund.
- (d) A capital project fund.
- (e) A debt service fund.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.422b Definitions; B to D.

Sec. 2b. (1) “Budgetary center” means a general operating department of a local unit or any other department, institution, court, board, commission, agency, office, program, activity, or function to which money is appropriated by the local unit.

(2) “Capital outlay” means a disbursement of money which results in the acquisition of, or addition to, fixed assets.

(3) “Chief administrative officer” means any of the following:

- (a) The manager of a village or, if a village does not employ a manager, the president of the village.
- (b) The city manager of a city or, if a city does not employ a city manager, the mayor of the city.
- (c) The superintendent of a local school district or, if the school district does not have a superintendent, the person having general administrative control of the school district.

(d) The superintendent of an intermediate school district or, if the school district does not have a superintendent, the person having general administrative control of the school district.

(e) The manager of a township or, if the township does not employ a manager, the supervisor of the township.

(f) The elected county executive or appointed county manager of a county; or if the county has not adopted an optional unified form of county government, the controller of the county appointed pursuant to section 13b of 1851 PA 156, MCL 46.13b; or if the county has not appointed a controller, an individual designated by the county board of commissioners of the county.

(g) The official granted general administrative control of an authority or organization of government established by law that may expend funds of the authority or organization.

(h) A person granted general administrative control of the public school academy by the board of directors of a public school academy established under part 6a of the revised school code, 1976 PA 451, MCL 380.501 to 380.507, or other person designated by the board of directors of the public school academy.

(4) “Deficit” means an excess of liabilities and reserves of a fund over its assets.

(5) “Derivative instrument or product” means either of the following:

- (a) A contract or convertible security that changes in value in concert with a related or underlying security, future, or other instrument or index; or that obtains much of its value from price movements in a related or

underlying security, future, or other instrument or index; or both.

(b) A contract or security, such as an option, forward, swap, warrant, or a debt instrument with 1 or more options, forwards, swaps, or warrants embedded in it or attached to it, the value of which contract or security is determined in whole or in part by the price of 1 or more underlying instruments or markets.

(6) "Derivative instrument or product" does not mean a fund created pursuant to the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118, or section 1223 of the revised school code, 1976 PA 451, MCL 380.1223.

(7) "Disbursement" means a payment in cash.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1996, Act 402, Imd. Eff. Oct. 21, 1996;—Am. 1996, Act 439, Imd. Eff. Dec. 18, 1996;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.422c Definitions; E to G.

Sec. 2c. (1) "Expenditure" means the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, debt retirement not reported as a liability of the fund from which retired, or capital outlay.

(2) "General appropriations act" means the budget as adopted by the legislative body or as otherwise given legal effect pursuant to a charter provision in effect on the effective date of this section.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.422d Definitions; D to S.

Sec. 2d. (1) "Depository library" means a depository library designated under section 10 of the library of Michigan act, 1982 PA 540, MCL 397.20.

(2) "Legislative body" means any of the following:

(a) The council, commission, or other entity vested with the legislative power of a village.

(b) The council or other entity vested with the legislative power of a city.

(c) The board of education of a local school district.

(d) The board of education of an intermediate school district.

(e) The township board of a township.

(f) The county board of commissioners of a county.

(g) The board of county road commissioners of a county.

(h) The board of directors of a public school academy established under part 6a of the revised school code, 1976 PA 451, MCL 380.501 to 380.507.

(i) The official body to which is granted general governing powers over an authority or organization of government established by law that may expend funds of the authority or organization. As used in this act, legislative body does not include an intermunicipality committee established under 1957 PA 200, MCL 123.631 to 123.637.

(3) "Library of Michigan" means the library of Michigan created under section 3 of the library of Michigan act, 1982 PA 540, MCL 397.13.

(4) "Local unit" does not include an intermunicipality committee established under 1957 PA 200, MCL 123.631 to 123.637. Except as used in sections 14 to 20a, local unit means a village, city, or township or an authority or commission established by a county, village, city, or township resolution, motion, ordinance, or charter. As used in sections 14 to 20a, local unit means any of the following:

(a) A village.

(b) A city.

(c) A school district.

(d) An intermediate school district.

(e) A public school academy established under part 6a of the revised school code, 1976 PA 451, MCL 380.501 to 380.507.

(f) A township.

(g) A county.

(h) A county road commission.

(i) An authority or organization of government established by law that may expend funds of the authority or organization.

(5) "Revenue" means an addition to the assets of a fund that does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in internal service funds.

(6) "Surplus" means an excess of the assets of a fund over its liabilities and reserves.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1981, Act 78, Imd. Eff. June 30, 1981;—Am. 1996, Act 401, Eff. Dec. 18, 1996;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.423 Publication; hearings.

Sec. 3. The state treasurer, before the adoption of a uniform chart of accounts, shall provide for advance publication and for hearings thereon with an advisory committee selected by the state treasurer from the local units and from other interested or concerned groups. The uniform chart of accounts, when finally adopted, shall be published and made readily available to all interested persons.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.424 Annual financial report; contents; filing; extension; unauthorized investments prohibited; "pension" defined.

Sec. 4. (1) The chief administrative officer of each local unit shall make an annual financial report (local unit fiscal report) which shall be uniform for all local units of the same class.

(2) The annual financial report shall contain for each fiscal year, all of the following:

(a) An accurate statement in summarized form, showing the amount of all revenues from all sources, the amount of expenditures for each purpose, the amount of indebtedness, the fund balances at the close of each fiscal year, and any other information as may be required by law.

(b) A statement indicating whether there are derivative instruments or products in the local unit's nonpension investment portfolio at fiscal year end.

(c) If the statement under subdivision (b) is affirmative, an accurate schedule reporting the cost and fiscal year end market value of derivative instruments or products in the local unit's nonpension investment portfolio at fiscal year end. The information required under this subdivision shall be reported both on an aggregate basis and itemized by issuer and type of derivative instrument or product.

(d) A statement indicating whether there are derivative instruments or products in the local unit's pension investment portfolio at fiscal year end. Investments of defined contribution plans and deferred compensation plans that are chosen by the employee participating in the plan shall be excluded from the information reported under this subdivision.

(e) If the statement under subdivision (d) is affirmative, an accurate schedule reporting the cost and fiscal year end market value of derivative instruments or products in the local unit's pension investment portfolio at fiscal year end. The information required under this subdivision shall be reported both on an aggregate basis and itemized by issuer and type of derivative instrument or product. Investments of defined contribution plans and deferred compensation plans that are chosen by the employee participating in the plan shall be excluded from the information reported under this subdivision.

(3) One copy of the annual financial report required by subsection (1) shall be filed with the state treasurer within 6 months after the end of the fiscal year of the local unit. The state treasurer shall prescribe the forms to be used by local units for preparation of the financial reports. The state treasurer may require that an annual financial report by the pension system for any defined benefit plan of the local unit be submitted in electronic format after timely notice by the state treasurer. The chief administrative officer of a local unit may request an extension of the filing date from the state treasurer, and the state treasurer may grant the request for reasonable cause. If the local unit of government requests an extension of the filing deadline, then the local unit of government must provide to the department of treasury the unadjusted year end trial balance reports, in a form and manner as prescribed by the department of treasury, to the department of treasury at the time the local unit of government requests the extension. The department of treasury shall post these unadjusted year end trial reports on the department's internet website if the extension is granted.

(4) This section does not authorize a local unit to make investments not otherwise authorized by law.

(5) For purposes of this section, "pension" includes a public employee health care fund as defined in the public employee health care investment fund act, 1999 PA 149, MCL 38.1211 to 38.1216.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1982, Act 451, Imd. Eff. Dec. 30, 1982;—Am. 1983, Act 36, Imd. Eff. May 10, 1983;—Am. 1996, Act 439, Imd. Eff. Dec. 18, 1996;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001;—Am. 2002, Act 250, Imd. Eff. May 1, 2002;—Am. 2002, Act 729, Imd. Eff. Dec. 30, 2002.

141.424a Failure of local unit to report investments in derivative instruments or products.

Sec. 4a. (1) If a local unit fails to report investments in derivative instruments or products as required by section 4, the state treasurer may determine that the local unit cannot report the investments without assistance, advice, or instruction from the state treasurer. The state treasurer shall submit a written statement of the findings and recommendations to the legislative body of the local unit. Within 90 days after receipt of this statement, the local unit shall retain a certified public accountant or the state treasurer to report the investments in the manner required in section 4 and shall notify, by resolution of the legislative body, the state

treasurer of the action. Upon failure of the local unit to respond within the 90-day period, the state treasurer shall report the investments.

(2) The state treasurer shall charge reasonable and necessary expenses, including per diem and travel expenses, to the local unit for services performed pursuant to subsection (1) and the local unit shall pay the state treasurer for these expenses. For payment of the expenses, the state treasurer shall either execute a contract with the local unit or bill the local unit on a monthly basis.

History: Add. 1996, Act 400, Eff. Dec. 18, 1996.

141.424b Schedule of derivative instruments and products; filing copies; Library of Michigan and depository libraries as depositories; retention of annual report by local unit.

Sec. 4b. (1) The state treasurer shall promptly file with the library of Michigan copies of a schedule of derivative instruments and products described in section 4(2)(c) or (e) and obtained under section 4 or section 4a. The treasurer shall file a sufficient number of copies to deposit 1 copy in the library of Michigan and 1 copy in each depository library.

(2) The library of Michigan and depository libraries shall serve as depositories for schedules of derivative instruments and products described in section 4(2)(c) or (e) in the manner required by sections 9 and 10 of the library of Michigan act, Act No. 540 of the Public Acts of 1982, being sections 397.19 and 397.20 of the Michigan Compiled Laws. The library of Michigan and each depository library shall promptly make a schedule of derivative instruments and products described in section 4(2)(c) or (e) available to the public.

(3) A local unit shall obtain and retain a copy of an annual financial report submitted under this act. A local unit or the state treasurer shall make an annual financial report prepared, owned, used, in the possession of, or retained by the local unit or state treasurer available for public inspection under the freedom of information act, Act No. 442 of the Public Acts of 1976, being sections 15.231 to 15.246 of the Michigan Compiled Laws.

History: Add. 1996, Act 401, Eff. Dec. 18, 1996.

Compiler's note: For transfer of powers and duties of library of Michigan and state librarian, except pertaining to services for blind and physically handicapped and those related to census data functions, to department of education, see E.R.O. No. 2009-26, compiled at MCL 399.752.

141.425 Local units; audits.

Sec. 5. (1) A local unit having a population of less than 4,000 shall obtain an audit of its financial records, accounts, and procedures not less frequently than biennially. However, if any audit under this subsection discloses a material deviation by the local unit from generally accepted accounting practices or from applicable rules and regulations of a state department or agency or discloses any fiscal irregularity, defalcation, misfeasance, nonfeasance, or malfeasance, the department of treasury may require an audit to be conducted in the next year.

(2) A local unit having a population of 4,000 or more shall obtain an annual audit of its financial records, accounts, and procedures.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1996, Act 146, Imd. Eff. Mar. 25, 1996.

141.426 Certified public accountants; cost.

Sec. 6. Local units may retain certified public accountants to perform such audits. If any unit fails to provide for an audit, the state treasurer shall either conduct the audit or appoint a certified public accountant to perform it. The entire cost of any such audits will be borne by the local unit.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.427 Minimum auditing procedures and standards; form for report of auditing procedures; filing audit report and report of auditing procedures; time for filing; extension.

Sec. 7. (1) The state treasurer shall prescribe minimum auditing procedures and standards and these shall conform as nearly as practicable to generally accepted auditing standards established by the American institute of certified public accountants.

(2) A report of the auditing procedures applied in each audit shall be prepared on a form provided for this purpose by the state treasurer. The state treasurer may require that the audit report, or the report of auditing procedures, or both, that are required by this subsection to be filed with the state treasurer be filed in an electronic format prescribed by the state treasurer.

(3) One copy of every audit report and 1 copy of the report of auditing procedures applied shall be filed with the state treasurer.

(4) The copy of the audit report and the copy of the report of auditing procedures applied required by subsection (3) shall be filed with the state treasurer within 6 months after the end of the fiscal year of a local

unit for which an audit has been performed pursuant to section 5. The chief administrative officer of a local unit may request an extension of the filing date from the state treasurer, and the state treasurer may grant the request for reasonable cause. A chief administrative officer who requests an extension under this subsection shall, within 10 days of making the request, inform the governing body in writing of the requested extension.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1982, Act 451, Imd. Eff. Dec. 30, 1982;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.428 Contents of audit report.

Sec. 8. Every audit report shall do all of the following:

(a) State that the audit has been conducted in accordance with generally accepted auditing standards and with the standards prescribed by the state treasurer.

(b) State that financial statements in such reports have been prepared in accordance with generally accepted accounting principles and with applicable rules and regulations of any state department or agency. Any deviations from such principles, rules, or regulations shall be described.

(c) Disclose any material deviations by the local unit from generally accepted accounting practices or from applicable rules and regulations of any state department or agency.

(d) Disclose any fiscal irregularities, including but not limited to any deviations from the requirements of section 4; defalcations; misfeasance; nonfeasance; or malfeasance that came to the auditor's attention.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1996, Act 400, Eff. Dec. 18, 1996;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.429 Public inspection of audit reports.

Sec. 9. All audit reports submitted under this act shall be made available for public inspection.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.430 Orders and subpoenas.

Sec. 10. In connection with any audit and examination conducted under the provisions of this act, the state treasurer, or a deputy state treasurer, may issue subpoenas, direct the service thereof by any police officer, and compel the attendance and testimony of witnesses, may administer oaths and examine such persons as may be necessary, and may compel the production of books and papers. The orders and subpoenas issued by the state treasurer or by a deputy state treasurer, in pursuance of the authority in them vested by provisions of this section, may be enforced upon their application to any circuit court by proceedings in contempt therein, as provided by law.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.431 Violations of act.

Sec. 11. If any audit or investigation conducted under this act discloses statutory violations on the part of any officer, employee or board of any local unit, a copy of such report shall be filed with the attorney general who shall review the report and cause to be instituted such proceeding against such officer, employee or board as he deems necessary. The attorney general, within 60 days after receipt of the report, may institute criminal proceedings as he deems necessary against such officer or employee, or direct that the criminal proceedings be instituted by the prosecuting attorney of the county in which the offense was committed. The attorney general or the prosecuting attorney shall institute civil action in any court of competent jurisdiction for the recovery of any public moneys, disclosed by any examination to have been illegally expended or collected and not accounted for; also for the recovery of any public property disclosed to have been converted and misappropriated.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.432 Verification of transactions.

Sec. 12. (1) For purposes of verifying any transactions disclosed by an audit or investigation, any person or firm authorized to conduct an audit under this act may ascertain the deposits, payments, withdrawals and balances on deposit in any bank account or with any contractor or with any other person having dealings with the local unit.

(2) A bank, contractor or person shall not be held liable for making available any of the information required under this act.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968.

141.433 Scope of examiner's authority; production of records; divulging confidential information.

Sec. 13. (1) Notwithstanding the confidentiality provisions of any tax laws, any authorized employee of the state treasurer, certified public accountant or firm of certified public accountants conducting an audit under this act shall have access to and authority to examine all books, accounts, reports, vouchers, correspondence files and other records, bank accounts and moneys or other property of any local unit excepting any records which were obtained from the United States internal revenue service under the federal state cooperative exchange agreement.

(2) An officer of a local unit upon demand of persons authorized under this act, shall produce all books, accounts, reports, vouchers, correspondence files and other records, bank accounts and moneys or other property of the local unit under audit or investigation and shall truthfully answer all questions related thereto.

(3) The liabilities and penalties provided by all specific confidentiality statutes for divulging confidential information shall be applicable to all persons authorized to make an audit under this act.

History: 1968, Act 2, Imd. Eff. Feb. 20, 1968;—Am. 1971, Act 91, Eff. Mar. 30, 1972.

141.433a Energy conservation improvements.

Sec. 13a. (1) Except as otherwise provided by law, the legislative body of a local unit may provide by resolution for the acquisition or financing of energy conservation improvements to be made to facilities or infrastructure owned or operated by the local unit and may pay for the improvements or the financing or refunding of the improvements from the general fund of the local unit or from the savings that result from the energy conservation improvements. Energy conservation improvements may include, but are not limited to, heating, ventilating, or air-conditioning system improvements, fenestration improvements, roof improvements, the installation of any insulation, the installation or repair of heating, ventilating, or air-conditioning controls, entrance or exit way closures, information technology improvements associated with an energy conservation improvement, and municipal utility improvements associated with an energy conservation improvement.

(2) The legislative body of a local unit may acquire, finance, or refund 1 or more of the energy conservation improvements described in subsection (1) by installment contract, which may include a lease-purchase agreement described in subsection (5), or may borrow money and issue notes for the purpose of securing funds for the improvements or may enter into contracts in which the cost of the energy conservation improvements is paid from a portion of the savings that result from the energy conservation improvements. These contractual agreements may provide that the cost of the energy conservation improvements are paid only if the energy savings are sufficient to cover their cost. An installment contract, a lease-purchase agreement described in subsection (5), or notes issued pursuant to this subsection shall extend for a period of time not to exceed 20 years from the date of the final completion of the energy conservation improvements or the useful life of the aggregate energy conservation improvements, whichever is less. Notes issued pursuant to this subsection shall be limited full faith and credit, tax limited obligations of the local unit, payable from tax levies and the general fund as pledged by the legislative body of the local unit. The notes shall be subject to the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821. A lease-purchase agreement issued pursuant to this subsection shall not be subject to the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821, and shall not be a municipal security or a debt as those terms are defined in that act. This subsection does not limit in any manner the borrowing or bonding authority of a local unit as provided by law.

(3) Prior to entering into a contract for energy conservation improvements under this section, the legislative body of a local unit shall determine the following information and, within 60 days of the completion of the improvements, shall report the following information to the Michigan public service commission:

(a) Name of each facility to which an improvement is made and a description of the energy conservation improvement.

(b) Actual energy consumption during the 12-month period before commencement of the improvement.

(c) Project costs and expenditures, including the total of all lease payments over the duration of the lease-purchase agreement.

(d) Estimated annual energy savings, including projected savings over the duration of the installment contract.

(4) If energy conservation improvements are made as provided in this section, the legislative body of a local unit shall report to the Michigan public service commission, by July 1 of each of the 5 years after the improvements are completed, only the actual annual energy consumption of each facility to which improvements are made. The forms for the reports required by this section shall be furnished by the Michigan public service commission.

(5) An installment contract described in this section may include a lease-purchase agreement, which may

be a multiyear contractual obligation that provides for automatic renewal unless positive action is taken by the legislative body to terminate that contract. Payments under a lease-purchase agreement shall be a current operating expense subject to annual appropriations of funds by the legislative body and shall obligate the legislative body only for those sums payable during the fiscal year of contract execution or any renewal year thereafter. The legislative body may make payments under a lease-purchase agreement from any legally available funds or from a combination of energy or operational savings, capital contributions, future replacement costs avoided, or billable revenue enhancements that result from energy conservation improvements, provided that the legislative body has determined that those funds are sufficient to cover, in aggregate over the full term of the contractual agreement, the cost of the energy conservation improvements. The lease-purchase agreement will terminate immediately and absolutely and without further obligation on the part of the legislative body at the close of the fiscal year in which it was executed or renewed or at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the legislative body under the lease-purchase agreement. During the term of the lease-purchase agreement, the legislative body shall be the vested owner of the energy conservation improvements and may grant a security interest in the energy conservation improvements to the provider of the lease-purchase agreement. Upon the termination of the lease-purchase agreement and the satisfaction of the obligations of the legislative body, the provider of the lease-purchase agreement shall release its security interest in the energy conservation improvements.

History: Add. 2016, Act 529, Eff. Apr. 9, 2017.

141.434 Budget; preparation, presentation, and control of expenditures; information; transmitting recommended budget to legislative body; suggested general appropriations act; consideration of recommended budget; furnishing information to legislative body; public hearing.

Sec. 14. (1) Unless otherwise provided by law, charter, resolution, or ordinance, the chief administrative officer shall have final responsibility for budget preparation, presentation of the budget to the legislative body, and the control of expenditures under the budget and the general appropriations act.

(2) Unless another person is designated by charter, the chief administrative officer in each local unit shall prepare the recommended annual budget for the ensuing fiscal year in the manner provided in sections 15 to 20a. The budgetary centers of the local unit shall provide to the chief administrative officer information which the chief administrative officer considers necessary and essential to the preparation of a budget for the ensuing fiscal period for presentation to the local unit's legislative body. Each administrative officer or employee of a budgetary center shall comply promptly with a request for information which the chief administrative officer makes.

(3) The chief administrative officer shall transmit the recommended budget to the legislative body according to an appropriate time schedule developed by the local unit. The schedule shall allow adequate time for review and adoption by the legislative body before commencement of the budget year. The recommended budget, when transmitted by the chief administrative officer, shall be accompanied by a suggested general appropriations act to implement the budget. The suggested general appropriations act shall fulfill the requirements of section 16.

(4) The recommended budget transmitted by the chief administrative officer shall be considered by the legislative body.

(5) The chief administrative officer shall furnish to the legislative body information the legislative body requires for proper consideration of the recommended budget. Before final passage of a general appropriations act by the legislative body, a public hearing shall be held as required by 1963 (2nd Ex Sess) PA 43, MCL 141.411 to 141.415, and the open meetings act, 1976 PA 267, MCL 15.261 to 15.275.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.435 Recommended budget; contents; limitation on total estimated expenditures.

Sec. 15. (1) The recommended budget shall include at least the following:

(a) Expenditure data for the most recently completed fiscal year and estimated expenditures for the current fiscal year.

(b) An estimate of the expenditure amounts required to conduct, in the ensuing fiscal year, the government of the local unit, including its budgetary centers.

(c) Revenue data for the most recently completed fiscal year and estimated revenues for the current fiscal year.

(d) An estimate of the revenues, by source of revenue, to be raised or received by the local unit in the ensuing fiscal year.

(e) The amount of surplus or deficit that has accumulated from prior fiscal years, together with an estimate of the amount of surplus or deficit expected in the current fiscal year. The inclusion of the amount of an authorized debt obligation to fund a deficit shall be sufficient to satisfy the requirement of funding the amount of a deficit estimated under this subdivision.

(f) An estimate of the amounts needed for deficiency, contingent, or emergency purposes.

(g) Other data relating to fiscal conditions that the chief administrative officer considers to be useful in considering the financial needs of the local unit.

(2) The total estimated expenditures, including an accrued deficit, in the budget shall not exceed the total estimated revenues, including an available unappropriated surplus and the proceeds from bonds or other obligations issued under the fiscal stabilization act or the balance of the principal of these bonds or other obligations.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1981, Act 77, Imd. Eff. June 30, 1981;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.436 General appropriations act; requirements; line items not mandated; taxation; limitation on estimated total expenditure; presumption; suit against county legislative body; standing; mediation; severability.

Sec. 16. (1) Unless another method for adopting a budget is provided by a charter provision in effect on April 1, 1980, the legislative body of each local unit shall pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service or capital project funds for which the legislative body may pass a special appropriation act.

(2) The general appropriations act shall set forth the total number of mills of ad valorem property taxes to be levied and the purposes for which that millage is to be levied. The amendatory act that added this subsection shall be known and may be cited as "the truth in budgeting act".

(3) The general appropriations act shall set forth the amounts appropriated by the legislative body to defray the expenditures and meet the liabilities of the local unit for the ensuing fiscal year, and shall set forth a statement of estimated revenues, by source, in each fund for the ensuing fiscal year.

(4) The general appropriations act shall be consistent with uniform charts of accounts prescribed by the state treasurer or, for local school districts and intermediate school districts, by the state board of education.

(5) This act shall not be interpreted to mandate the development or adoption by a local unit of a line-item budget or line-item general appropriations act.

(6) The legislative body shall determine the amount of money to be raised by taxation necessary to defray the expenditures and meet the liabilities of the local unit for the ensuing fiscal year, shall order that money to be raised by taxation, within statutory and charter limitations, and shall cause the money raised by taxation to be paid into the funds of the local unit.

(7) Except as otherwise permitted by section 102 of the state school aid act of 1979, 1979 PA 94, MCL 388.1702, or by other law, the legislative body shall not adopt a general appropriations act or an amendment to that act which causes estimated total expenditures, including an accrued deficit, to exceed total estimated revenues, including an available surplus and the proceeds from bonds or other obligations issued under the fiscal stabilization act, 1981 PA 80, MCL 141.1001 to 141.1011, or the balance of the principal of these bonds or other obligations.

(8) A general appropriations act, including any amendment to that general appropriations act, is presumed to fund those activities of a county mandated by law at a serviceable level.

(9) An elected official who heads a branch of county government or the chief judge of a court funded by a county has standing to bring a suit against the legislative body of that county concerning a general appropriations act, including any challenge as to serviceable levels of funding for that branch of county government or that court. If a court and the legislative body of a county are involved in mediation, before the chief judge of that court brings a suit on the court's own behalf against the legislative body of the county under this subsection, a mediator shall certify in writing that the parties are unable to resolve the issues by mediation. The court hearing a suit shall consider the financial ability of the county to pay when considering any challenge as to serviceable levels of funding.

(10) If any portion of this section or the application of this section to any circumstance is found to be invalid by a court, the invalidity shall not affect the remaining portions or application of this section that can be given effect without the invalid portion or application. The provisions of this section are severable.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1981, Act 77, Imd. Eff. June 30, 1981;—Am. 1981, Act 78, Imd. Eff. June 30, 1981;—Am. 1995, Act 41, Imd. Eff. May 22, 1995;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001;—Am. 2013, Act 172, Imd. Eff. Nov. 18, 2013.

141.437 General appropriations act; amendment; reports; recommendations.

Sec. 17. (1) Except as otherwise provided in section 19, a deviation from the original general appropriations act shall not be made without amending the general appropriations act. Subject to section 16(2), the legislative body of the local unit shall amend the general appropriations act as soon as it becomes apparent that a deviation from the original general appropriations act is necessary and the amount of the deviation can be determined. An amendment shall indicate each intended alteration in the purpose of each appropriation item affected by the amendment. The legislative body may require that the chief administrative officer or fiscal officer provide it with periodic reports on the financial condition of the local unit.

(2) If, during a fiscal year, it appears to the chief administrative officer or to the legislative body that the actual and probable revenues from taxes and other sources in a fund are less than the estimated revenues, including an available surplus upon which appropriations from the fund were based and the proceeds from bonds or other obligations issued under the fiscal stabilization act, 1981 PA 80, MCL 141.1001 to 141.1011, or the balance of the principal of these bonds or other obligations, the chief administrative officer or fiscal officer shall present to the legislative body recommendations which, if adopted, would prevent expenditures from exceeding available revenues for that current fiscal year. The recommendations shall include proposals for reducing appropriations from the fund for budgetary centers in a manner that would cause the total of appropriations to not be greater than the total of revised estimated revenues of the fund, or proposals for measures necessary to provide revenues sufficient to meet expenditures of the fund, or both. The recommendations shall recognize the requirements of state law and the provisions of collective bargaining agreements.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 1981, Act 77, Imd. Eff. June 30, 1981;—Am. 1995, Act 41, Imd. Eff. May 22, 1995;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.438 Incurring debts or obligations; dividing appropriations into allotments; expenditures; application or diversion of money; restrictions on delegation of duties; enforcement power; suit against chief administrative officer of county; standing; mediation; 60-day period to bring suit in Michigan court of appeals; court jurisdiction; limitation; certain actions barred; expenditure of funds; severability.

Sec. 18. (1) A member of the legislative body, chief administrative officer, administrative officer, or employee of the local unit shall not create a debt or incur a financial obligation on behalf of the local unit unless the debt or obligation is permitted by law.

(2) The chief administrative officer may cause the appropriations made by the legislative body for the local unit and its budgetary centers to be divided into allotments if the allotments are based upon the periodic requirements of the local unit and its budgetary centers.

(3) Except as otherwise provided in section 19, an administrative officer of the local unit shall not incur expenditures against an appropriation account in excess of the amount appropriated by the legislative body. The chief administrative officer, an administrative officer, or an employee of the local unit shall not apply or divert money of the local unit for purposes inconsistent with those specified in the appropriations of the legislative body.

(4) No duties shall be delegated to the chief administrative officer that diminish any charter or statutory responsibilities of an elected or appointed official, including, but not limited to, the charter responsibility of a legislative body to approve the making of contracts by the local unit.

(5) The enforcement of a general appropriations act approved by the legislative body of a county is a power vested in the chief administrative officer of that county.

(6) An elected official who heads a branch of county government or the chief judge of a court funded by a county has standing to bring suit against the chief administrative officer of that county concerning an action relating to the enforcement of a general appropriations act for that branch of county government or that court. If a court and the chief administrative officer of a county are involved in mediation, before the chief judge of that court brings a suit on the court's own behalf against the chief administrative officer of the county under this subsection, a mediator shall certify in writing that the parties are unable to resolve the issues by mediation.

(7) Except as otherwise provided in subsection (8) and notwithstanding any provision of law to the contrary, any suit brought under subsection (6) or section 16(9) shall only be brought in the Michigan court of appeals within 60 days after 1 of the following:

(a) The adoption of a general appropriations act.

(b) An amendment to a general appropriations act or an action relating to the enforcement of that general appropriations act, if the amendment or action constitutes a basis for the suit.

(8) If a court is involved in mediation under subsection (6) or section 16(9) during the 60-day period to bring a suit in the Michigan court of appeals provided for in subsection (7), any suit brought on the court's behalf under subsection (6) or section 16(9) shall only be brought in the Michigan court of appeals within 90 days after 1 of the following:

(a) The adoption of a general appropriations act.

(b) An amendment to a general appropriations act or an action relating to the enforcement of that general appropriations act, if the amendment or action constitutes a basis for the suit.

(9) The court's jurisdiction over and review of the issues raised in a suit brought under subsection (7)(b) or (8)(b) is limited to that portion of the general appropriations act that is directly affected by the amendment or action.

(10) The jurisdiction of the court of appeals over a suit brought under subsection (6) or section 16(9) is exclusive and that jurisdiction or any judicial duties inherent in that jurisdiction shall not be transferred to any other court. However, the court of appeals may request the supreme court to assign a retired judge under section 226 of the revised judiciary act of 1961, 1961 PA 236, MCL 600.226, to assist the court of appeals by resolving discovery issues, reviewing the evidence, making proposed findings of fact and conclusions of law, and performing any other necessary related judicial duties.

(11) Unless an action brought under subsection (7) or (8) is timely preserved for review by the Michigan court of appeals, litigation of any issue as to a general appropriations act or any amendment to that general appropriations act, or an action relating to the enforcement of that general appropriations act, is barred.

(12) The pendency of a claim in a suit under this section shall not constitute a basis for expenditure of funds by any department or branch of, or court funded by, the county in excess of that authorized by a general appropriations act, including an amendment to that general appropriations act.

(13) If any portion of this section or the application of this section to any circumstance is found to be invalid by a court, the invalidity shall not affect the remaining portions or application of this section that can be given effect without the invalid portion or application. The provisions of this section are severable.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001;—Am. 2013, Act 172, Imd. Eff. Nov. 18, 2013.

141.439 Expenditure of funds; transfers within appropriations.

Sec. 19. (1) A member of the legislative body, the chief administrative officer, an administrative officer, or an employee of a local unit shall not authorize or participate in the expenditure of funds except as authorized by a general appropriations act. An expenditure shall not be incurred except in pursuance of the authority and appropriations of the legislative body of the local unit.

(2) The legislative body in a general appropriations act may permit the chief administrative officer to execute transfers within limits stated in the act between appropriations without the prior approval of the legislative body.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.440 Violation; filing; report; review and action by attorney general; civil action for recovery of funds and public property.

Sec. 20. A violation of sections 17 to 19 by the chief administrative officer, an administrative officer, employee, or member of the legislative body of the local unit disclosed in an audit of the financial records and accounts of the local unit in the absence of reasonable procedures in use by the local unit to detect such violations shall be filed with the state treasurer and reported by the state treasurer to the attorney general. For local and intermediate school districts, the report of a violation shall be filed with the state superintendent of public instruction instead of the state treasurer. The attorney general shall review the report and initiate appropriate action against the chief administrative officer, fiscal officer, administrative officer, employee, or member of the legislative body. For the use and benefit of the local unit, the attorney general or prosecuting attorney may institute a civil action in a court of competent jurisdiction for the recovery of funds of a local unit, disclosed by an examination to have been illegally expended or collected as a result of malfeasance and not accounted for as provided in sections 17 to 19, and for the recovery of public property disclosed to have been converted or misappropriated.

History: Add. 1978, Act 621, Eff. Apr. 1, 1980;—Am. 2000, Act 493, Imd. Eff. Jan. 11, 2001.

141.440a Manuals, forms, and operating procedures; training and educational programs.

Sec. 20a. (1) The department of treasury shall publish suggested manuals, forms, and operating procedures which may be used by local units in complying with this act. These manuals, forms, and procedures shall be designed to account for the various kinds and sizes of local units, except that the suggested manuals, forms,

and operating procedures which may be used by intermediate school districts and local school districts shall be developed by the superintendent of public instruction and shall be promulgated by the superintendent of public instruction pursuant to Act No. 306 of the Public Acts of 1969, as amended, being sections 24.201 to 24.315 of the Michigan Compiled Laws.

(2) The suggested manuals, forms, and operating procedures described in subsection (1) shall be developed by an advisory committee selected by the department of treasury composed of persons from the department of education, other interested state agencies, local units, associations of local units, and other interested or concerned groups.

(3) The department of treasury shall provide or cooperate in the provision of training and educational programs to assist local units to comply with this act.

History: Add. 1978, Act 621, Eff. Apr. 1, 1979.

BILLS TO BE APPROVED OCTOBER 10, 2017

Motion to approve Vouchers in the amount of:

\$	81,698.92	General Fund (101)
\$	17,652.04	Jail Fund (213)
\$	12,144.05	Ambulance Fund & ALS (214)
\$	14,425.73	Funds 105-238
\$	7,994.55	ACO Fund (247)
\$	-	Building (249)
\$	2,537.96	Dispatch 911 Fund (261)
\$	69,713.33	Funds 239-292
\$	63,558.24	Funds 293-640
\$	175,377.31	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>445,102.13</u>	

RECEIVED

OCT 05 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

September 27, 2017 - October 5, 2017

[illegible]

206-K-9 Fund	230-BVTMC	269-Law Library	310-Govt 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. Betzie 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, COURY	COUNT COMMISSIONER MILEAGE	09262017	09/28/17	120.91	61875
101-101-860.00	TRAVEL	WALTERHOUSE, FRANK	COUNTY COMMISSIONER MILEAGE	09262017	09/28/17	15.52	61951
101-101-860.00	TRAVEL	WARSECKE, EVAN	COUNTY COMMISSIONER MILEAGE	09262017	09/28/17	16.05	61952
101-101-860.00	TRAVEL	GRINER, ROGER	COUNTY COMMISSIONER'S MILEAGE	SEPT 2017	10/05/17	212.93	61995
101-101-860.00	TRAVEL	ROELOFS, ROBERT	COUNTY COMMISSIONER'S MILEAGE	SEPT 2017	10/05/17	150.87	62025
101-101-860.00	TRAVEL	SAUER, GARY	COUNTY COMMISSIONER MILEAGE	SEPT 2017	10/05/17	121.98	62026
101-101-955.10	DUES & REGISTRATIONS	NETWORKS NORTHWEST	NORTHWEST MICHIGAN HOUSING SUMMIT	09222017	09/28/17	80.00	61917
Total For Dept 101 BOARD OF COMMISSIONERS						718.26	
Dept 131 CIRCUIT COURT							
101-131-802.00	TRANSCRIPTS	TOOLEY, JILL	TRANSCRIPTS #17-222-FY	09202017	09/28/17	10.20	61940
101-131-805.00	COURT APPOINTED ATTORNEY	GRANT, WILLIAM	MILEAGE REIMBURSEMENT IN VARIOUS F	9/25/17	10/05/17	181.90	61994
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	2,094.16	61973
101-131-810.00	LEGAL FEES	GRAFF, JACOB	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	1,110.75	61993
101-131-810.00	LEGAL FEES	HUFT, DAVID G. ATTY	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	2,094.16	61997
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	2,094.16	62027
101-131-810.00	LEGAL FEES	SPILLAN, JOHN	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	1,110.75	62029
101-131-810.00	LEGAL FEES	WILLIAMS, JESSE	MONTHLY COURT APPT ATRNY FOR 2017	OCTOBER 2017	10/05/17	1,110.75	62054
101-131-812.00	APPEALS COURT - LEGAL FE	HUFT, DAVID G. ATTY	COURT APPT. ATTORNEY FOR APPEAL -	092717	10/05/17	1,800.00	61997
101-131-963.00	COMPUTER SUPPORT	BUSINESS INFORMATION	ANNUAL DCR SOFTWARE ASSURANCE - CI	73281	10/05/17	455.29	61971
Total For Dept 131 CIRCUIT COURT						12,062.12	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	9531 & 9671	09/28/17	109.08	61921
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	966469519-001	10/05/17	73.96	62020
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	9531	10/05/17	0.30	62021
101-136-802.00	TRANSCRIPTS	NOWAK, KIMBERLY	TRANSCRIPT FOR DELLE 17-098-SM	091317	09/28/17	82.00	61919
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	ATTY FEES FOR DELLE 17-262-SM	092617	10/05/17	250.00	62010
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	ATTY FEES FOR TESTER	092917	10/05/17	250.00	62028
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDERI	ATTY FEES FOR DENUNE-RAY	092517	10/05/17	250.00	62036
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	10/28/17	52.32	61942
101-136-860.00	TRAVEL	ARMSTRONG, WALTER	MILEAGE	092617	09/28/17	183.73	61862
101-136-970.00	EQUIPMENT	EXCEL OFFICE INTERIOR	OFFICE UPGRADE	72829	09/28/17	3,254.20	61895
101-136-970.00	EQUIPMENT	EXCEL OFFICE INTERIOR	OFFICE UPGRADE	72830	09/28/17	3,462.36	61895
Total For Dept 136 DISTRICT COURT						7,967.95	
Dept 148 PROBATE COURT							
101-148-727.00	OFFICE SUPPLIES	VISA-KIM NOWAK	OFFICE SUPPLIES/LAPTOP/CER REGISTR	09/27/2017	09/28/17	178.01	61946
101-148-727.00	OFFICE SUPPLIES	VISA-KIM NOWAK	CALENDARS	09/27/2017	09/28/17	133.44	61946
101-148-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	S MEKULA, PP	17-0059-CA	09/28/17	325.00	61879
101-148-805.00	COURT APPOINTED ATTORNEY	DIANE ST CLAIRE	C KOOP, MI	17-0128-MI	09/28/17	150.00	61887
101-148-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	C HOLTFREY, DD	13-0089-DD	09/28/17	100.00	61905
101-148-805.00	COURT APPOINTED ATTORNEY	OLSON	B FORBES, PP; K ROCKWELL, LII/PP	09/27/2017	09/28/17	685.00	61924
101-148-805.00	COURT APPOINTED ATTORNEY	SMITH & JOHNSON	V PRIEBE, LII/PP	122896	09/28/17	165.00	61935
101-148-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	R SPENCER SR, LII/PP	17-0103-GA	10/05/17	275.00	61973
101-148-805.00	COURT APPOINTED ATTORNEY	KEHR, LINDA MOOREY	G CROSE, LII	17-0127-GA	10/05/17	200.00	62001
101-148-830.10	SERVICE CONTRACT	EXCEL OFFICE INTERIOR	OFFICE UPGRADES	72805	09/28/17	8.23	61895
101-148-955.00	STAFF DEVELOPMENT/CONFER	VISA-KIM NOWAK	OFFICE SUPPLIES/LAPTOP/CER REGISTR	09/27/2017	09/28/17	240.00	61946
101-148-956.20	EXAMINATIONS - DEV DISAB	LANGER, M.S.W., PH.D.	L WILSON, LII	09/27/2017	09/28/17	350.00	61909
101-148-962.00	JIS RELATED COSTS	EXCEL OFFICE INTERIOR	OFFICE UPGRADES	72805	09/28/17	1,115.71	61895
101-148-962.00	JIS RELATED COSTS	NETLINK BUSINESS SOLU	FAX EXPANSION KIT	135288	09/28/17	265.00	61915
101-148-962.00	JIS RELATED COSTS	VISA-KIM NOWAK	OFFICE SUPPLIES/LAPTOP/CER REGISTR	09/27/2017	09/28/17	328.58	61946
101-148-970.00	EQUIPMENT	OFFICE DEPOT	EQUIPMENT	09/28/2017	10/05/17	1,473.90	62019

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 148 PROBATE COURT							
Dept 172 ADMINISTRATOR	DUES & REGISTRATIONS	NETWORKS NORTHWEST	Total For Dept 148 PROBATE COURT			5,992.87	
101-172-955.10			NORTHWEST MICHIGAN HOUSING SUMMIT	09222017	09/28/17	40.00	61917
			Total For Dept 172 ADMINISTRATOR			40.00	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	NETLINK BUSINESS SOLU	TONER FOR FAX MACHINE	135296	09/28/17	89.00	61916
101-215-727.00	OFFICE SUPPLIES	OFFICE DEPOT	MONITOR STAND	958895460001	09/28/17	28.82	61922
101-215-860.00	TRAVEL	OLNEY, DAWN	MILEAGE ROD & MERS	9/14 & 9/20	09/28/17	80.25	61923
101-215-955.10	DUES & REGISTRATIONS	MI ASSOC. OF COUNTY C	REGISTRATION FOR DAWN OLNEY MACC F	9/27/2017	09/28/17	50.00	61911
101-215-961.00	TRAINING & SCHOOLS	VISA=DAWN OLNEY	REGISTRATION CEO TRAINING TAMMY BO	31593	10/05/17	140.00	62049
101-215-961.00	TRAINING & SCHOOLS	VISA=DAWN OLNEY	REGISTRATION FOR CEO TRAINING KIM	31594	10/05/17	140.00	62049
101-215-961.00	TRAINING & SCHOOLS	VISA=DAWN OLNEY	REGISTRATION FOR CEO TRAINING LUCY	31612	10/05/17	140.00	62049
101-215-963.00	COMPUTER SUPPORT	DEKETO	MAINTENANCE FOR 10/1/17 TO 9/30/18	CLK219	10/05/17	5,000.00	61978
			Total For Dept 215 COUNTY CLERK			5,668.07	
Dept 253 COUNTY TREASURER							
101-253-955.00	CONVENTIONS & MEETINGS	VISA=MICHELLE THOMPSON	EXPENSES FOR LAND BANK SUMMIT IN B	100417	10/05/17	228.77	62050
			Total For Dept 253 COUNTY TREASURER			228.77	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	PRINCIPLES OF APPRAISING CLASS	03/31/18	10/05/17	250.00	62034
101-257-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	STATISTICS CLASS	05/13/18	10/05/17	250.00	62035
101-257-963.00	COMPUTER SUPPORT	ESRI	ESRI RENEWAL	10/02/17	10/05/17	2,500.00	61983
			Total For Dept 257 EQUALIZATION DEPARTMENT			3,000.00	
Dept 261 MSU EXTENSION							
101-261-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	INK CARTRIDGE	420320-0	09/28/17	83.91	61907
			Total For Dept 261 MSU EXTENSION			83.91	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	BENZIE APPLIANCE & TV	HDMI CABLE FOR JUVENILE PROBATION	10171359	09/28/17	12.99	61868
101-265-750.00	MAINTENANCE SUPPLIES	G.T. PACKAGING & JANI	CLEANING SUPPLIES	0222412-IN	10/05/17	276.32	61986
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICE FOR SEPTEMBER 201	653	10/05/17	1,975.00	61991
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICE FOR AUGUST 2017	652	10/05/17	1,975.00	61991
101-265-820.00	SNOW REMOVAL	G.T. PACKAGING & JANI	2 PALLETS OF ICE MELT	0177113	10/05/17	923.50	61986
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	91.67	61942
101-265-935.00	BUILDING REPAIRS	EBERHART, RANDY	SIDEWALK REPAIRS	SEPT 25, 2017	09/28/17	420.00	61893
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	INSPECT LIEBERT UNIT FOR SERVER RO	S14402	10/05/17	185.05	61998
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	WORK PERFORMED ON SERVER ROOM COOL	S14403	10/05/17	342.60	61998
			Total For Dept 265 BUILDING & GROUNDS			6,202.13	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	PROFESSIONAL SERVICES RENDERED - A	48014	09/28/17	1,833.34	61881
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	PROFESSIONAL SERVICES RENDERED - A	48013	09/28/17	69.77	61881
101-266-815.10	MGT - COST ALLOCATION PL	MGT OF AMERICA, INC.	FY 2016 COST ALLOCATION PLAN	32276	10/05/17	6,000.00	62011
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			7,903.11	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	VISA=SARA SWANSON	OFFICE SUPPLIES,WITNESS FEE,MILEAG	91517	09/28/17	59.38	61950
101-267-808.00	WITNESS FEES	VISA=SARA SWANSON	OFFICE SUPPLIES,WITNESS FEE,MILEAG	91517	09/28/17	98.28	61950
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	39.39	61942
101-267-860.00	TRAVEL	VISA=SARA-SWANSON	OFFICE SUPPLIES,WITNESS FEE,MILEAG	91517	09/28/17	19.00	61950

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Fund 101 GENERAL FUND							
Dept 267 PROSECUTING ATTORNEY							
Total For Dept 267 PROSECUTING ATTORNEY						216.05	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	PLANNER PENS STAPLES ENVELOPES TAP	420445-0	10/05/17	281.90	61999
101-268-727.00	OFFICE SUPPLIES	VISA=AMY BISSELL	OFFICE CHAIR & REGISTER PAPER	9/29/2017	10/05/17	215.88	62048
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	JULY & AUGUST LAREDO USAGE FEE	218946-IN & 219	09/28/17	1,617.46	61897
101-268-900.00	PRINTING & PUBLISHING	GOVERNMENTAL PRODUCTS	SCHEDULE OF FEES	3919	10/05/17	313.00	61992
101-268-955.00	CONVENTIONS & MEETINGS	VISA=AMY BISSELL	REGISTER OF DEEDS HOTEL STAY FOR A	9/20/2017	09/28/17	491.64	61944
101-268-955.10	DUES & REGISTRATIONS	UOCA	REGISTRATION TO UCOA FALL CONFERN	10/02/2017	10/05/17	85.00	62047
Total For Dept 268 REGISTER OF DEEDS						3,004.88	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	OCTOBER 2017	10/05/17	333.33	61979
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	AUG 2017	09/28/17	90.95	61889
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	JUL 2017	09/28/17	90.95	61889
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	JUN 2017	09/28/17	90.95	61889
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	MAY 2017	09/28/17	74.90	61889
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	APR 2017	09/28/17	101.65	61889
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE	MAR 2017	09/28/17	74.90	61889
Total For Dept 275 DRAIN COMMISSION						857.63	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	FED EX	SHIPPING TO CONSERVANCY	5-841-50576	09/28/17	26.94	61896
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	10/05/17	2,500.00	62024
101-285-730.00	POSTAGE	U.S. POSTMASTER - BEU	MAILING OF DELINQUENT TAXES	100317	10/05/17	448.01	62046
Total For Dept 285 CENTRAL SERVICES						2,974.95	
Dept 286 TECHNOLOGY SUPPORT							
101-286-970.00	EQUIPMENT	WYANT COMPUTER SERVIC	COMPUTER SERVICE	CW21934	10/05/17	4,766.00	62057
Total For Dept 286 TECHNOLOGY SUPPORT						4,766.00	
Dept 301 SHERIFF							
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL SEPT '17	065281271	09/28/17	402.28	61933
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE 13-2 28117	28117	09/28/17	48.90	61954
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE 2016 FORD F150	28172	09/28/17	69.80	61954
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	14-4 OIL CHANGE	28341	10/05/17	48.90	62058
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	FLEET TIRES	25014	09/28/17	4,333.00	61867
101-301-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	SHERIFF'S OFFICE UNIFORM HATS	52561	10/05/17	700.00	61964
101-301-751.00	UNIFORMS	MARTY BLANK	REIMS BOOT	RECEIPT	10/05/17	84.99	62009
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	221.68	61942
101-301-940.00	LEASED PATROL & SHERIFF	AMAZON CAPITAL SERVIC	FLOOR MATS	1XQG-F7FD-Q9RL	09/28/17	98.42	61857
101-301-955.00	CONVENTIONS & DUES	EMMET COUNTY SHERIFFS	NORTHERN MICHIGAN MUTUAL AID	2018 DUES	10/05/17	400.00	61982
101-301-963.00	COMPUTER SUPPORT	WYANT COMPUTER SERVIC	DATTO OCT '17	MB21957	10/05/17	510.00	62057
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	SCOPES & MAG POUCHES	16LN-GICV-7YAM	09/28/17	1,088.95	61845
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	MAG POUCHES	1XRY-CKQT-77OW	09/28/17	89.70	61846
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	MUSTANG PFD	1R67-FGFK-C1FU	09/28/17	383.94	61847
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	FIRST AID KITS	1PRY-HW74-3PXT	09/28/17	508.32	61848
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	LED STROBE, WATERPROOF TWO-WAY RAD	17EL-9HXJ-3RV9	09/28/17	99.88	61849
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	FIRST AID KITS	17QW-R1KR-3TFN	09/28/17	508.32	61850
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	TWO-WAY RADIO	1WTJ-KPMR-3HQ1	09/28/17	82.00	61851
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	PFD	1PMJ-D6RV-3FPT	09/28/17	43.99	61852
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	MAG POUCHES	14QQ-VVDJ-391W	09/28/17	134.55	61853
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	FIRST AID KITS	17QW-R1KR-1NVM	09/28/17	169.44	61854

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Fund 101 GENERAL FUND							
Dept 301 SHERIFF							
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SVC	PFD'S	1DQR-QWYJ-F34W	09/28/17	109.84	61855
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SVC	PFD'S	16LN-GICV-CYC	09/28/17	607.86	61856
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SVC	CARGO BAR	1XQG-P7FD-N6QW	09/28/17	36.05	61858
101-301-980.00	VEHICLE EQUIPMENT	AUTO SERVICE CENTER,	FLEET TIRES	108786	09/28/17	1,200.00	61866
101-301-980.00	VEHICLE EQUIPMENT	GALL'S, AN ARAMARK CO	TLR 1 HL GUN MOUNT	008294222	09/28/17	379.60	61899
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SVC	6 FIRST AID KITS	1PY4-HW74-30V3	10/05/17	508.32	61960
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SVC	MUSTANG SURVIVAL PFDS	1WYL-KPMR-C746	10/05/17	398.60	61961
101-301-980.00	VEHICLE EQUIPMENT	MSI	ARSENAL BAGS	2162402	10/05/17	1,012.50	62016
			Total For Dept 301 SHERIFF			14,279.92	
Dept 333 SECONDARY ROAD PATROL							
101-333-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL SEPT '17	065281271	09/28/17	216.26	61933
101-333-749.00	VEHICLE REPAIRS	AUTO SERVICE CENTER,	FLEET TIRES	108786	09/28/17	223.00	61866
101-333-751.00	UNIFORMS	GALL'S, AN ARAMARK CO	TLR 1 HL GUN MOUNT	008294222	09/28/17	100.00	61899
101-333-970.00	EQUIPMENT	APPLIED CONCEPTS - ST	2 RADARS	209432 SO	09/28/17	1,819.00	61861
			Total For Dept 333 SECONDARY ROAD PATROL			2,358.26	
Dept 426 EMERGENCY MANAGEMENT							
101-426-727.00	OFFICE SUPPLIES	VISA=FRANK POST	VISA CHARGES ENDING 9-16-17	ENDING 9-16-17	09/28/17	70.44	61945
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	69.89	61942
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REINBURSEMENT FROM 9-10-17	MILEAGE ENDING	09/28/17	66.34	61928
101-426-961.00	TRAINING & SCHOOLS	VISA=FRANK POST	VISA CHARGES ENDING 9-16-17	ENDING 9-16-17	09/28/17	45.53	61945
101-426-967.00	PROJECT EXPENSES	VISA=FRANK POST	VISA CHARGES ENDING 9-16-17	ENDING 9-16-17	09/28/17	351.06	61945
101-426-970.00	EQUIPMENT	BLUE WATER ELECTRIC	INSTALL LED LIGHTS, DINNER, WALL P	9-29-17	10/05/17	760.00	61969
			Total For Dept 426 EMERGENCY MANAGEMENT			1,363.26	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	OFFICE OF THE WAYNE C	MEDICOLEGAL DEATH CERTIFICATE COUR	00012	10/05/17	475.00	62022
101-648-800.00	CONTRACTED SERVICES	OFFICE OF THE WAYNE C	MEDICOLEGAL DEATH CERTIFICATE COUR	00012	10/05/17	475.00	62023
			Total For Dept 648 MEDICAL EXAMINER			950.00	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	MDHHS PER DIEM	09272017	09/28/17	70.00	61860
101-670-721.00	PER DIEM - DHS BOARD	HART, THOMAS	MDHHS PER DIEM	09/2017	09/28/17	70.00	61904
101-670-860.00	TRAVEL - DHS BOARD	HART, THOMAS	MDHHS MILEAGE	09/17	09/28/17	32.10	61904
			Total For Dept 670 DHHS BOARD			172.10	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61892
101-751-721.00	PER DIEM	EDWARD HOOGERP	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61894
101-751-721.00	PER DIEM	MICK, TED	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61913
101-751-721.00	PER DIEM	PEACOCK, TAD	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61925
101-751-721.00	PER DIEM	PEARSALL-GROENWALD, M	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61926
101-751-721.00	PER DIEM	ROCH VON ROCHSBURG, W	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61930
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS AND RECREATION PER DIEM	09242017	09/28/17	35.00	61934
101-751-804.00	RECORDING SERVICES	MCPHERSON, JEANNE KAY	PARKS AND RECREATION RECORDING SEC	09242017	09/28/17	75.00	61910
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS AND RECREATION MILEAGE	092417	09/28/17	9.10	61892
101-751-860.00	TRAVEL	EDWARD HOOGERP	PARKS AND RECREATION MILEAGE	092417	09/28/17	1.61	61894
101-751-860.00	TRAVEL	MCPHERSON, JEANNE KAY	PARKS AND RECREATION MILEAGE	092417	09/28/17	6.21	61910
101-751-860.00	TRAVEL	MICK, TED	PARKS AND RECREATION MILEAGE	092417	09/28/17	7.49	61913
101-751-860.00	TRAVEL	PEACOCK, TAD	PARKS AND RECREATION MILEAGE	092417	09/28/17	2.14	61925
101-751-860.00	TRAVEL	PEARSALL-GROENWALD, M	PARKS AND RECREATION MILEAGE	092417	09/28/17	8.03	61926
101-751-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PARKS AND RECREATION MILEAGE	092417	09/28/17	8.56	61930

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Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS AND RECREATION MILEAGE	092417	09/28/17	0.54	61934
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			363.68	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	OCTOBER 2017	10/05/17	175.00	61976
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	OCTOBER 2017	10/05/17	175.00	62002
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	OCTOBER 2017	10/05/17	175.00	62045
			Total For Dept 852 MEDICAL INSURANCE			525.00	
Fund 205 TNT OFFICER MILLAGE FUND						81,698.92	
Dept 000			Total For Fund 101 GENERAL FUND				
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL SEPT '17	065281271	09/28/17	174.09	61933
205-000-751.00	UNIFORMS	THE SAFARILAND GROUP	DB HOLSTER	I17-121048	09/28/17	51.31	61939
205-000-840.00	INTELL/INVESTIGATIONS	LEADS	INVESTIGATION SYSTEM SVC RENEWAL	242410	10/05/17	1,188.00	62006
205-000-840.00	INTELL/INVESTIGATIONS	TRANSONION RISK AND A	SEPT '17 TRANS	939561	10/05/17	210.30	62044
205-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	40.01	61942
205-000-970.00	EQUIPMENT	AUTO SERVICE CENTER,	FLEET TIRES	108786	09/28/17	640.36	61866
			Total For Dept 000			2,304.07	
Fund 206 SHERIFF'S K-9 FUND						2,304.07	
Dept 000			Total For Fund 205 TNT OFFICER MILLAGE FUND				
206-000-967.00	PROJECT EXPENSES	CRYSTAL LAKE GOLF CLUB	K-9 GOLF OUTTING GOLF AND DINNER	JUNE 28, 2017	10/05/17	2,325.00	61977
			Total For Dept 000			2,325.00	
Fund 213 JAIL OPERATIONS FUND						2,325.00	
Dept 265 BUILDING & GROUNDS			Total For Fund 206 SHERIFF'S K-9 FUND				
213-265-783.00	EQUIP. SERVICES & SUPPLI	BENZIE COUNTY SHERIFF	PETTY CASH REIMB JUNE-SEPT '17	PETTY CASH REIM	09/28/17	9.99	61870
213-265-783.00	EQUIP. SERVICES & SUPPLI	QUILL CORPORATION	PAPER PRODUCTS	9918792	09/28/17	178.92	61929
213-265-783.00	EQUIP. SERVICES & SUPPLI	MOORE MECHANICAL	SVC CALL TOILET	53477	10/05/17	99.00	62015
213-265-783.00	EQUIP. SERVICES & SUPPLI	NUGENT HARDWARE	CLEANER,FASTENERS,PAINT ETC	1444	10/05/17	162.32	62018
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	55.16	61942
			Total For Dept 265 BUILDING & GROUNDS			505.39	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	QUILL CORPORATION	FILE BOX & FOLDERS	9997297	09/28/17	22.00	61929
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	INMATE MEALS	IVC26744	10/05/17	8,906.64	61972
213-351-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL SEPT '17	065281271	09/28/17	163.91	61933
213-351-751.00	UNIFORMS	GALL'S, AN ARAMARK CO	UNIFORM PANTS & SHIRTS APRIL - MER	008295969	09/28/17	340.40	61899
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	OCTOBER 2017 INMATE HEALTHCARE	68250	10/05/17	6,176.00	61959
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	PETTY CASH REIMB JUNE-SEPT '17	PETTY CASH REIM	09/28/17	66.45	61870
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	COPIER LEASES SEPT '17	154941	10/05/17	461.25	62041
213-351-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF	PETTY CASH REIMB JUNE-SEPT '17	PETTY CASH REIM	09/28/17	8.00	61870
213-351-970.00	EQUIPMENT	AUTO SERVICE CENTER,	FLEET TIRES	108786	09/28/17	1,002.00	61866
			Total For Dept 351 JAIL - CORRECTIONS			17,146.65	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND						17,652.04	
			Total For Fund 213 JAIL OPERATIONS FUND				

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-850.01	INTERNET SERVICE	DIRECT TV	SATELLITE AT STATION 2	32335872243	09/28/17	146.64	61888
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL - ALS	9792687836	09/28/17	225.03	61942
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	32.34	61942
214-265-853.00	CELLULAR PHONES	VISA-MITCHELL DEISCH	CELL PHONE CASE, PAPANOS PIZZA FOR	#### ###	09/28/17	47.70	61948
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER AND SEWER AT STATION 3	3.62500.02	09/28/17	53.89	61880
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	GAS AT 225 PARK AVE	910020929022	09/28/17	47.10	61891
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC AT 227 PINE	100013543937	09/28/17	44.11	61882
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC AT 225 PARK AVE	100013543556	09/28/17	126.93	61882
214-265-970.00	EQUIPMENT & REPAIR	ALADTEC, INC	ONLINE EMPLOYEE SCHEDULING SYSTEM	2017-102322	09/28/17	2,310.00	61844
214-265-970.00	EQUIPMENT & REPAIR	NUGENT HARDWARE	3 PUSH BUTTON LOCK BOXES	142864	09/28/17	101.97	61920
Total For Dept 265 BUILDING & GROUNDS						3,135.71	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP, EMS COPIERS	154717	09/28/17	198.34	61938	
214-655-735.00	MEDICAL SUPPLIES	ARROW INTERNATIONAL, EZ IO NEEDLES AND STABILIZERS	95129779	09/28/17	686.21	61863	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L 5-11 PANTS FOR IAN DURAND	82630163	09/28/17	43.79	61873	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L IV START KITS	82621256	09/28/17	163.00	61873	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L IV START KITS	82624275	09/28/17	163.00	61873	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L GLOVES, NASAL CANNULAS, ET TUBES,	82630164	09/28/17	293.84	61873	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L PHILIPS AED PADS	82622874	09/28/17	109.08	61873	
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER PHTLS (C.DENNIS) APR CARDS, BASIC	BCMSA8/31/17	09/28/17	689.50	61914	
214-655-735.00	MEDICAL SUPPLIES	S & W HEALTHCARE ELECTRODES	233394	09/28/17	114.28	61931	
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS OXYGEN	9067345314	09/28/17	168.23	61843	
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS OXYGEN	9067345313	09/28/17	102.19	61843	
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO FUEL	006 0817-01	09/28/17	525.21	61869	
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO NEW FUEL CARD FOR A22	006-0817-02	09/28/17	5.00	61869	
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	LUBE OIL FILTER E62	28252	89.80	61954	
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A33 OIL FILTER AND LUBE	27585	69.90	61954	
214-655-749.00	VEHICLE REPAIRS	JUST TRUCKS INC	TRANS FILTER LIFE RESET, LOW PRESU	1028066	337.31	61908	
214-655-751.00	UNIFORMS	DA DESIGNS	UNIFORM SHIRTS	3984	260.00	61885	
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING AND COLLECTIONS	BEN0817	4,012.50	61918	
214-655-860.00	TRAVEL	VISA-MITCHELL DEISCH	CELL PHONE CASE, PAPANOS PIZZA FOR	#### ###	123.66	61948	
214-655-955.10	DUES & REGISTRATIONS	VISA-MITCHELL DEISCH	MEDICARE APPLICATION FEE	136366843249449	560.00	61948	
214-655-961.00	TRAINING & SCHOOLS	MUNSON MEDICAL CENTER	PHTLS (C.DENNIS) APR CARDS, BASIC	BCMSA8/31/17	293.50	61914	
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)						9,008.34	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (E						12,144.05	
Fund 216 SEASONAL ROAD PATROL FUND							
Dept 336 VILLAGE OF BEULAH							
216-336-749.00	VEHICLE REPAIRS	THIRLBY AUTOMOTIVE - ALTERNATOR 10-1	3828	10/05/17	117.00	62042	
216-336-970.00	EQUIPMENT	APPLIED CONCEPTS - ST 2 RADARS	209432 SO	09/28/17	1,819.00	61861	
216-336-970.00	EQUIPMENT	GALL'S, AN ARAMARK CO TLR 1 HL GUN MOUNT	008294222	09/28/17	100.00	61899	
216-336-970.00	EQUIPMENT	SAVE A LIFE POUCH AND RES! DISC	7208	09/28/17	632.00	61932	
216-336-970.00	EQUIPMENT	GALL'S, AN ARAMARK CO SAFETY VESTS	8334932	10/05/17	765.45	61987	
216-336-970.00	EQUIPMENT	THIRLBY AUTOMOTIVE - ALTERNATOR 10-1	3828	10/05/17	35.68	62042	
Total For Dept 336 VILLAGE OF BEULAH						3,469.13	
Dept 338 LAKE TOWNSHIP							
216-338-749.00	VEHICLE REPAIRS	THIRLBY AUTOMOTIVE - ALTERNATOR 10-1	3828	10/05/17	39.52	62042	
216-338-957.00	MISCELLANEOUS	BAYSHORE TIRE & AUTO FLEET TIRES	25014	09/28/17	353.00	61867	
Total For Dept 338 LAKE TOWNSHIP						392.52	

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Fund 216 SEASONAL ROAD PATROL FUND							
Dept 340 CRYSTAL BEACH COTTAGES							
216-340-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	FLEET TIRES	25014	09/28/17	148.00	61867
216-340-957.00	MISCELLANEOUS	AUTO SERVICE CENTER,	FLEET TIRES	108786	09/28/17	150.00	61866
			Total For Dept 340 CRYSTAL BEACH COTTAGES			298.00	
			Total For Fund 216 SEASONAL ROAD PATROL FUND			4,159.65	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-703.05	WAGES-ATTENDANT	DOUG DURKEE	SITE MONITOR	92717	09/28/17	30.00	61890
228-000-703.05	WAGES-ATTENDANT	STEFFES, MELONIE	SITE MONITOR	92717	09/28/17	30.00	61936
228-000-703.05	WAGES-ATTENDANT	SUSAN TOWERSEY	SITE MONITOR	92717	09/28/17	60.00	61937
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, JESSE	SITE MONITOR	92730	09/28/17	60.00	61955
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, JESSE	SITE MONITOR	10417	10/05/17	115.00	62059
228-000-721.00	PER DIEM	FISCHGRABE, DENNIS	SWAC PER DIEM	10517	10/05/17	35.00	61984
228-000-721.00	PER DIEM	WARREN, TODD	SWAC PER DIEM	10517	10/05/17	35.00	62053
228-000-721.00	PER DIEM	WOOD, MARLENE	SWAC PER DIEM	10517	10/05/17	35.00	62055
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	65.16	61942
228-000-860.00	TRAVEL	FISCHGRABE, DENNIS	SWAC MILEAGE	10517	10/05/17	2.24	61985
228-000-860.00	TRAVEL	LINDSAY, BRIANNE	SWAC MILEAGE	10517	10/05/17	3.78	62007
228-000-860.00	TRAVEL	WARREN, TODD	SWAC MILEAGE	10517	10/05/17	7.56	62052
228-000-860.00	TRAVEL	WOOD, MARLENE	SWAC MILEAGE	10517	10/05/17	1.08	62056
			Total For Dept 000			479.82	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			479.82	
Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND							
Dept 000							
230-000-800.00	CONTRACTED SERVICES	JOHNSON HILL LAND ETH	TRAIL RESURFACING PLANS / BETSIE V	4161	10/05/17	3,570.01	62000
230-000-957.30	LANDSCAPE/TRAIL MAINTENANCE	BENZIE COUNTY ROAD CO	FALL MOWING OF BETSIE VALLEY TRAIL	08106TRAIL	09/28/17	1,572.18	61869
230-000-957.30	LANDSCAPE/TRAIL MAINTENANCE	DAVID OELLERICH	COPIES FOR BVT	081417	09/28/17	15.00	61886
			Total For Dept 000			5,157.19	
			Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT			5,157.19	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	VISA-KYLE MAURER	GAS PURCHASE / CLEANING SUPPLIES	0595	09/28/17	78.81	61947
247-265-850.00	TELEPHONE	AT&T	BILL FOR SEPTEMBER	231882950509	10/05/17	101.95	61962
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL 9/13-10/12	9792687835	09/28/17	39.39	61942
247-265-935.00	BUILDING REPAIRS	C.R.S.	HALF PAYMENT FOR FLOORING RESURFAC	B-711 1/8	09/28/17	4,500.00	61874
			Total For Dept 265 BUILDING & GROUNDS			4,720.15	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	NUGENT ACE HARDWARE	TARP AND LIGHT BOLTS	142175	10/05/17	85.89	62017
247-430-748.00	GAS, OIL & GREASE	VISA-KYLE MAURER	GAS PURCHASE / CLEANING SUPPLIES	0595	09/28/17	57.02	61947
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	108-17C FELINE NEUTER 177-17D K9 N	43351	09/28/17	151.90	61872
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	87-17C SPAY 93-17C NEUTER 92-17C S	43519	09/28/17	455.40	61872
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	172-17D SPAY	268128	09/28/17	175.35	61927
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	116-17C SPAY 117-17C SPAY 118-17C	268245	09/28/17	743.32	61927
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	98-17C FLINE SPAY 104-17C FELINE S	267907	09/28/17	314.99	61927
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	151-17D NEUTER 150-17D NEUTER 101-	267401	09/28/17	387.69	61927
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	64-17C FELINE SPAY 84-17C FELINE S	43878	10/05/17	246.40	61968
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	129-17C NEUTER 87-17C OFFICE EXAM	44193	10/05/17	439.10	61968
247-430-835.20	VET & DRUG FEES	MIDWEST VETERINARY SU	4 BOXES OF CAT CARRIERS	8489851-050	10/05/17	217.34	62013

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Fund 247 ANIMAL CONTROL FUND							
Dept 430 ANIMAL CONTROL							
Total For Dept 430 ANIMAL CONTROL						3,274.40	
Total For Fund 247 ANIMAL CONTROL FUND						7,994.55	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000							
256-000-800.00	RECORD CONVERSIONS	GRAPHIC SCIENCES, INC	CONVERT IMAGES TO FILM FOR STORAGE 0145320-IN		09/28/17	389.35	61903
Total For Dept 000						389.35	
Total For Fund 256 REG OF DEEDS AUTOMATION FUND						389.35	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL - ROAD MDT'S	9792660889	09/28/17	1,192.70	61942
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	MODEM REPAIR	47639	09/28/17	18.00	61902
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	MODEM REPAIR	48093	09/28/17	525.00	61902
261-325-956.00	EMPLOYEE PHYSICALS	CRYSTAL LAKE CLINIC	EMPLOYEE PHYSICAL	SEPT2017	09/28/17	86.00	61884
261-325-961.00	TRAINING & SCHOOLS	BERNS, RONALD	TER SEPT 2017	SEPT 2017	09/28/17	202.54	61871
261-325-961.00	TRAINING & SCHOOLS	VISA=RON BERNIS	VISA SEPT 2017	9252017	09/28/17	126.72	61949
261-325-978.01	LEIN ACCESS	MICHIGAN STATE POLICE	LEIN ACCESS	551-495594	09/28/17	387.00	61912
Total For Dept 325 DISPATCH/COMMUNICATION						2,537.96	
Total For Fund 261 911 EMERGENCY SERVICE FUND						2,537.96	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000							
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE OCTOBER 2017		10/05/17	64,285.83	61967
Total For Dept 000						64,285.83	
Total For Fund 276 COMMISSION ON AGING MILLAGE F						64,285.83	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-840.70	INSTITUTIONAL ROOM & BOA	CHARLEVOIX COUNTY	SUB ABUSE TREATMENT M.BEAVER	9/14/17	09/28/17	4,960.00	61878
292-000-840.95	IN HOME CARE MISC.	UNIFI EQUIPMENT FINAN	COPIER/PRINTER LEASE	324924	09/28/17	78.15	61941
Total For Dept 000						5,038.15	
Total For Fund 292 CHILD CARE FUND						5,038.15	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR SEPT 2017	SEPT 2017	10/05/17	35.00	61963
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR SEPT 2017	SEPT2017	10/05/17	35.00	61989
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR SEPT 2017	SEPT 2017	10/05/17	35.00	61990
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR SEPT 2017	SEPT 2017	10/05/17	35.00	62003
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR SEPT 2017	SEPT 2017	10/05/17	70.00	62025
293-000-721.00	PER DIEM	STOBIE, TOM	PER DIEM FOR SEPT 2017	SEPT 2017	10/05/17	70.00	62038
293-000-839.10	VETERANS FINANCIAL AID	GRAND TRAVERSE COUNTY	2017 VETERANS AFFAIRS SERVICE AGRE	93842	09/28/17	32,429.00	61901
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR SEPT 2017	SEPT M	10/05/17	1.96	61963
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR SEPT 2017	SEPTM	10/05/17	17.01	61989
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR SEPT 2017	SEPTM	10/05/17	15.51	61990
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR SEPT 2017	SEPT M	10/05/17	3.21	62003
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR SEPT 2017	SEPT M	10/05/17	35.95	62025
293-000-860.00	TRAVEL	STOBIE, TOM	MILEAGE FOR SEPT.2017	SEPTM	10/05/17	47.08	62038

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Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
			Total For Dept 000			32,829.72	
			Total For Fund 293 VETERAN'S RELIEF FUND			32,829.72	
Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	TAG CONSTRUCTION	FINAL PAYMENT CONTROL COUNTER TOPS	10022017	10/05/17	1,900.00	62040
			Total For Dept 000			1,900.00	
			Total For Fund 371 JAIL RESERVE FUND			1,900.00	
Fund 412 MCF RENOVATIONS FUND							
Dept 000							
412-000-810.00	LEGAL FEES	KUHN ROGERS PLC	SERVICES THRU 9/24/17 MAPLES	092617	10/05/17	11,568.00	62004
412-000-810.00	LEGAL FEES	STRAUB, PETTITT, AND	SERVICE FOR MTH OF AUGUST 2017 /MA	25	10/05/17	500.00	62039
412-000-967.00	PROJECT EXPENSES	COMSTOCK CONSTRUCTION	SERVICES THRU 8/31/17	51	10/05/17	11,049.35	61975
			Total For Dept 000			23,117.35	
			Total For Fund 412 MCF RENOVATIONS FUND			23,117.35	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF							
425-301-749.00	PATROL CAR EXPENSES	MICHIGAN SHERIFFS ASS	2018 DODGE CHARGERS GRAPHICS	20170774	10/05/17	684.75	62012
			Total For Dept 301 SHERIFF			684.75	
Dept 426 EMERGENCY MANAGEMENT							
425-426-967.02	PROJECT EXPENSES - CERT	ABSOLUTE SAFETY, INC	BOMBER JACKETS AND RAIN PANTS	BCE270917	10/05/17	193.75	61958
			Total For Dept 426 EMERGENCY MANAGEMENT			193.75	
Dept 653 AMBULANCES							
425-653-967.00	PROJECT EXPENSES - AMBUL	CENTRAL STATE BANK	2017 AMBULANCE OCTOBER 2017 PAYMEN	000000018319	09/28/17	3,479.86	61876
			Total For Dept 653 AMBULANCES			3,479.86	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			4,358.36	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	VILLAGE OF BENZONIA	OVERPAYMENT ON DELINQUENT TAXES	02-901-077-00	09/28/17	17.81	61943
			Total For Dept 000			17.81	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			17.81	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 20 REDEMPTIONS	092917	10/05/17	600.00	61965
			Total For Dept 253 COUNTY TREASURER			600.00	
			Total For Fund 532 TAX FORECLOSURE FUND			600.00	
Fund 535 CDBG HOUSING GRANT FUND							
Dept 000							
535-000-815.30	ADMINISTRATION FEES	BOWERS, JEAN	3 2017 HOUSING PER DIEMS	9/30/2017	10/05/17	105.00	61970
			Total For Dept 000			105.00	

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Fund 535 CDBG HOUSING GRANT FUND							
Fund 569 BUILDING AUTHORITY							
Dept 000			Total For Fund 535 CDBG HOUSING GRANT FUND			105.00	
569-000-721.00	PER DIEM	STOBIE, MARCIA	BUILDING AUTHORITY PER DIEM - 15 M	10/1/16 - 9/30/	10/05/17	525.00	62037
569-000-721.00	PER DIEM	VOGLER, LISA	BUILDING AUTHORITY PER DIEM - 3 ME	10/1/16 - 9/30/	10/05/17	105.00	62051
			Total For Dept 000			630.00	
			Total For Fund 569 BUILDING AUTHORITY			630.00	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT			OWI REIMB	092917	10/05/17	1,183.75	61966
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	OWI REIM & ORDIN FEES	092917	10/05/17	689.00	61974
701-136-221.01	DUE CITY FRANKFORT - OWI	CITY OF FRANKFORT	FEE TRANSMITTAL	092917	10/05/17	560.00	62032
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	15.00	62032
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	2,846.25	62032
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	180.00	62032
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	50.00	62032
701-136-228.47	DUE STATE - OWI REIMBURS	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	320.00	62032
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	15.00	62032
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	1,169.00	62032
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	5,762.00	62032
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	FEE TRANSMITTAL	092917	10/05/17	20.00	61974
701-136-230.00	DUE OTHER UNITS - ORDINA	CITY OF FRANKFORT	OWI REIM & ORDIN FEES	092917	09/28/17	500.00	61841
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT	BOND TO BE TRANSFERRED	092617	09/28/17	2,045.00	61842
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND TO BE APPLIED	092617	09/28/17	155.00	61859
701-136-265.00	CASH BONDS PAYABLE	ANGLES, DERRIAN	BOND TO BE RETURNED	092617	09/28/17	250.00	61953
701-136-265.00	CASH BONDS PAYABLE	WATKINS, VALERIE	BOND TO BE RETURNED	100317	10/05/17	1,625.00	61957
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND TO BE APPLIED	100317	10/05/17	75.00	61988
701-136-265.00	CASH BONDS PAYABLE	GEHARDT, ERIN	BOND TO BE RETURNED	100317	09/28/17	335.00	61864
701-136-272.00	RECOVERY COURT	ASSANTE, NEIL	MARCH - SEPTEMBER GIFT CERTIFICATE	09/26/2017		17,795.00	
			Total For Dept 136 DISTRICT COURT			1,133.78	62008
			SEPTEMBER 2017 COLLECTIONS	09292017	10/05/17	144.10	62008
			SEPTEMBER 2017 COLLECTIONS	09292017	10/05/17	1,277.88	
Fund 141 FRIEND OF THE COURT							
Dept 141 FRIEND OF THE COURT			Total For Dept 141 FRIEND OF THE COURT			253.09	62031
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	SEPTEMBER TRANSMITTAL	09/2017	10/05/17	70.00	62031
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	SEPTEMBER TRANSMITTAL	09/2017	10/05/17	25.00	62031
			SEPTEMBER TRANSMITTAL	09/2017	10/05/17	150.00	62031
			Total For Dept 148 PROBATE COURT			498.09	
Fund 215 COUNTY CLERK							
Dept 215 COUNTY CLERK			RESTITUTION FROM JOSEPH MALOOF	12-2246-FH	09/28/17	1,320.00	61865
701-215-271.00	RESTITUTIONS PAYABLE	AUTO OWNERS INS, ATTN	RESTITUTION FROM LETESHA HAMILTON	16-2468-FH	09/28/17	72.34	61877
701-215-271.00	RESTITUTIONS PAYABLE	CENTRAL STATE BANK	RESTITUTION FROM ROBERT CHEEK	11-2219-FC	09/28/17	142.44	61883
701-215-271.00	RESTITUTIONS PAYABLE	CRIME VICTIM'S SERVIC	RESTITUTION FROM GARRETT TONN	15-2429-FC	09/28/17	257.50	61898
701-215-271.00	RESTITUTIONS PAYABLE	FLORENCE STONE	RESTITUTION FROM JONAH SOBACKI	13-1847-DL	10/05/17	11.00	62005
701-215-271.00	RESTITUTIONS PAYABLE	LATITUDE SUBROGATION	RESTITUTION FROM ERIC MAUSER	09-2118-FH	10/05/17	25.00	62014
701-215-271.00	RESTITUTIONS PAYABLE	MIRMA	RESTITUTION FROM DONALD MARSHALL	17-2364-FH	10/05/17	75.00	62043
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM JORDAN NELSON	10-1639-DL	09/28/17	25.00	61900
701-215-271.10	FAMILY DIVISION RESITUT	GARY GATRELL	RESTITUTION FROM TREVOR MILLER	06-1377-DL	10/05/17	10.00	61980
701-215-271.10	FAMILY DIVISION RESITUT	ELAINE NEWBOLD					

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 09/27/2017 - 10/05/2017
JOURNALIZED
PAID

Page: .. 11/12

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 215 COUNTY CLERK							
			Total For Dept 215 COUNTY CLERK			1,938.28	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	ELBERTA LAND HOLDING	RECYCLE REFUND 4 PARCELS	092917	10/05/17	88.00	61981
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	INGER M MONEY	OVERPAYMENT ON DOG LICENSE	092517	09/28/17	10.00	61906
701-253-299.33	ESCROW - FANNIE MAE/BEEC	TRAVERSE CITY STATE B	SHERIFF SALE ON 616 N MARSHALL ROA	02-119-003-00	09/27/17	21,157.91	61840
			Total For Dept 253 COUNTY TREASURER			21,255.91	
Dept 261 MSU EXTENSION							
701-261-235.00	DUE TO MSU	4-H LEADERS ASSOCIATI	SOLD 10 PLAT BOOKS	093017	10/05/17	300.00	61956
			Total For Dept 261 MSU EXTENSION			300.00	
Dept 268 REGISTER OF DEEDS							
701-268-228.40	DUE STATE - REMONUMENTAT	STATE OF MICHIGAN	2017 3RD QUARTER REMONUMENTATION	09/30/2017	10/05/17	5,058.96	62030
701-268-228.44	DUE STATE - STATE TRANSF	STATE OF MICHIGAN	STATE TRANSFER TAX SEPTEMBER 2017	9/30/2017	10/05/17	127,230.00	62033
			Total For Dept 268 REGISTER OF DEEDS			132,288.96	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
701-655-299.13	EMS CONTRIBUTIONS/DONATI	HENDERSON, JIM	REIMBURSEMENT FOR CANDY/KIDS PROGR	CANDY	10/05/17	23.19	61996
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			23.19	
			Total For Fund 701 GENERAL AGENCY FUND			175,377.31	

Human Resources (HR) Report

**HR Committee
Meeting Notes
September 26, 2017**

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

Present: Gary Sauer (Chair) and Evan Warsecke
Absent: Art Jeannot
Others Present: Dawn Olney, Mitch Deisch, Maridee Cutler, Ted Schendel, James Henderson, Frank Post, Amy Bissell, Eric VanDussen

The pledge of allegiance was given.

Agenda: Motion by Warsecke, seconded by Sauer, to approve the agenda as amended, adding Sheriff at number 8 and approval of closed session minutes from 9/5/2017. Ayes: All Nays: None Abs: Jeannot Motion carried.

Minutes: Motion by Sauer, seconded by Warsecke, to approve the August 22, 2017 minutes as presented. Ayes: All Nays: None Abs: Jeannot Motion carried.

Motion by Warsecke, seconded by Sauer, to approve the September 5, 2017 special HR minutes as presented. Ayes: All Nays: None Abs: Jeannot Motion carried.

Motion by Sauer, seconded by Warsecke, to approve the closed session minutes of September 5, 2017 as presented. Ayes: All Nays: None Abs: Jeannot Motion carried.

Public Input - None

Mitch:

Interim EMS Wage Discussion: Mitch stated that there are changes in this department, some employees will be supportive and some will not; he has communicated with EMS employees and there has been no discussion of additional terminations of other employees; this is an opportunity to move forward.

Mitch stated that he has talked with Comm Roelofs who is the liaison to the EMS and stated we need to slow down and provide the service to the citizens; we are down one paramedic; see if the interim director is working out.

Evan says that makes sense.

Gary agrees with the slow down approach; the advisory committee should be making recommendations as to how they would like to proceed and hire.

Mitch says the EMS advisory should be a part of the process; Jim asks to hire another full time paramedic. A full time position would not increase the 17-18 budget, but would slide part time dollars to the full time position. We also need to compensate the director as he should be.

Gary indicated to Jim that there is nothing against anyone, but it doesn't look good to jump you up, he will have a hard time jumping you up that total amount, he would agree to a portion of it.

Mitch stated what happened years before shouldn't impact your decision now.

Gary stated that the concern is that it is difficult to walk into a job after three months and get a higher wage.

Mitch also requests this increase to go back retroactively.

Evan feels that if he is doing the work, he should get it; shouldn't expect them to do the job without compensation.

Mitch asks Gary where he would be comfortable. Mitch stated that he hired him 10-12 years ago in the City of Manistee.

Mitch commented that this has forced him to spend more time with the EMS department, we would be completely remiss to not tap that knowledge.

Motion by Warsecke, seconded by Sauer, to recommend to the Board of Commissioners to add a 9th full time paramedic and reduce the part time hours. Ayes: Sauer and Warsecke Nays: None Abs: Jeannot Motion carried.

Motion by Sauer, seconded by Warsecke, to recommend to the Board of Commissioners to increase James Henderson's pay to \$54,000 on an interim basis until all EMS issues are sorted out, retro to September 5, 2017. Ayes: Sauer and Warsecke Nays: None Abs: Jeannot Motion carried.

Other:

Sheriff Schendel stated regarding the non-union wages not being addressed, it is affecting him because the courts pay higher wages than his – this puts a burden on him. One of his employees is considering transferring to the courts due to higher wage. This person translates Spanish and is the FOIA coordinator for the Sheriff Dept and these two items are large issues.

Mitch indicated that the HR committee has asked that it be brought back in December. He is working on a plan; in the end it is the HR committee that will recommend to the full board; I understand what he is alluding to.

Public Input: None

Motion by Sauer, seconded by Warsecke, to adjourn at 2:49 p.m. Ayes: Sauer and Warsecke Nays: None Abs: Jeannot Motion carried.

Dawn Olney
Benzie County Clerk

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

1. To add a 9th full time paramedic and reduce the part time hours.
2. To increase James Henderson's pay to \$54,000 on an interim basis until all EMS issues are sorted out, retro to September 5, 2017.

✓ GS/EW

DRAFT

Memo To: HR Committee
From: Mitchell D. Deisch, County Administrator
Date: Thursday September 21, 2017
Subject: EMS Interim Director Position Creation of new Paramedic Position

EMS Interim Director Compensation

As you know on September 5, 2017 the past EMS Director was relieved of his responsibilities. At this time I appointed EMS Quality Assurance Manager James Henderson as the Interim EMS Director position. Since this time, Mr. Henderson has fulfilled this role.

Mr. Henderson has agreed to continue in this role to a decision is made by the BOC on how to fill the vacant EMS Director position.

During this interim period, I would be my recommendation that Mr. Henderson be compensated at the same rate as the former EMS Director as a salaried employee.

Currently Mr. Henderson is paid hourly on a guaranteed 48 hour schedule at \$18.31/hr. This equates to approximately \$49,525 in annual wages. The former EMS Director annual salary was \$57,400.

It is my belief that Mr. Henderson is doing everything and in many cases more than what was previously done and I believe he should be compensated at the same salary as the previous EMS Director during this interim situation, retroactively to September 5, 2017.

New Paramedic Position

Over the past month as I have gotten more and more involved with the EMS Department, It has become very clear to me that we are having a very difficult time filling all of the available shifts to provide adequate coverage for Benzie County 24/7 365. During a discussion with the Interim Director and Deputy Administrator Maridee Cutler, it appears that the main issues is not having enough FT Paramedics to fill the various shifts. A recommendation is going to be made to reduce the amount of PT EMT hours, which will free up enough funds in the upcoming 17/18 FY budget to upgrade a PT Paramedic position to a FT paramedic position.

Currently there are 17 unfilled shifts each months, based upon the total number of FT paramedics available to fill shifts. This number goes up when anyone FT paramedic takes time off (Sick, vacation, etc.). Adding one more FT paramedic position will reduce the unfilled shifts to 9 per month, which is a manageable number to fill with PT employees. There should not be a need to increase the overall EMS budget, rather simply move funds internally. In addition, this will allow the Interim Director to be in the office managing the department, rather than being on trucks. More to follow.

Committee Appointments

**MICHIGAN SUPREME COURT
STATE COURT ADMINISTRATIVE OFFICE
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2018 CONTRACT**

Grantee Name: 85th District Court — DWI Sobriety Court
Federal ID Number: 38-6004838
Contract Number: 10403
Grant Amount: \$8,000

1. GENERAL PROVISIONS

- 1.01 This contract is made between the State Court Administrative Office, Lansing, Michigan (SCAO) and the 85th District Court — DWI Sobriety Court.
- 1.02 This contract incorporates the Grantee's approved grant application request and most recently approved budget.
- 1.03 This contract is for the Michigan Drug Court Grant Program.
- 1.04 In consideration of the mutual promises and covenants in this contract, and the benefits to be derived from this contract, the parties agree as follows:

2. TERM OF CONTRACT

- 2.01 This contract commences on 10/1/2017 and terminates on 9/30/2018 at 11:59 p.m.

3. RELATIONSHIP

- 3.01 The Grantee is an independent contractor, and it is understood that the Grantee is not an employee of the SCAO. No employee, agent, or subrecipient subcontractor of the Grantee is an employee of the SCAO.
- 3.02 No liability or benefits, including, but not limited to, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, fringe benefits, training, holiday pay, sick pay, vacation pay, or such other rights, provisions, or liabilities arising out of an agreement of hire or employer-employee relationship, either express or implied, shall arise or accrue to either party as a result of this contract. The Grantee is not eligible for, and will not participate in, any such benefits.
- 3.03 The Grantee is responsible for payment of all taxes, including federal, state, and local taxes arising out of the Grantee's activities in accordance with this contract, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees.
- 3.04 The Grantee understands and agrees that all parties furnishing services pursuant to this contract are, for purposes of workers' compensation liability or other actions of employee-related liability, not employees of the SCAO. The Grantee bears the sole responsibility and liability for furnishing workers' compensation benefits to any of its employees for injuries arising from or connected with services performed pursuant to this contract.
- 3.05 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

4. SCOPE OF SERVICES

4.01 Upon signing of this contract, the SCAO agrees to provide funding from the Grant in an amount not to exceed the amount of this contract. In no event does this contract create a charge against any other funds of the SCAO or the Michigan Supreme Court.

4.02 The Grantee, and the Grantee's employees or subrecipient subcontractors, shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently carry out and perform the services as described in this contract and in any amendments to this contract.

4.03 Commitment of state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements, shall remain the sole responsibility of the SCAO.

5. PERFORMANCE AND BUDGET

5.01 The SCAO agrees to provide the Grantee a sum not to exceed \$8,000 for the court program operated pursuant to this contract.

5.02 Grantee equipment purchases are prohibited.

5.03 The Grantee agrees that it will not expend funds obtained under this contract for any purpose other than those authorized in the administrative requirements specified in the application and most recently approved budget for the Grant, and will expend grant funds only during the period covered by this contract unless prior written approval is received from the SCAO.

5.04 The Grantee must sign up through the online vendor registration process to receive payments as Electronic Funds Transfers (EFT)/Direct Deposits. Registration information is available through the Department of Technology, Management, and Budget's website at: http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.

5.05 All reimbursements for the proper performance of the contract shall be made by the SCAO quarterly, upon submission by the Grantee of claims for approval by the SCAO. The claims shall include a specific amount of the hours worked, hourly salary, the detailed services provided by the Grantee or Grantee's staff, and/or the specific amount expended on supplies or operating costs necessary for program operation.

5.06 Requests for adjustments in expenditures within line items and between line item categories must be made using a Contract Amendment, within WebGrants, and approved by the SCAO. Budget deviation allowances are not permitted.

5.07 The Grantee shall make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report these as outlined in the SCAO's fiscal procedures. Any under-recoveries of otherwise available fees resulting from failure to bill for eligible services will be excluded from reimbursable expenditures.

6. CONDUCT OF THE PROJECT

6.01 The Grantee shall abide by all terms and conditions required in the application assurances, budget requirements, and the Grantee's approved program outline and most recently approved budget.

6.02 The Grantee agrees that funds awarded under this grant will not be used to support any inherently religious activities, such as worship, religious instruction, or proselytizing. If the Grantee refers participants to, or provides, a non-federally funded program of service that incorporates such religious activities: (1) any such activities must be voluntary for program participants, and (2) program participants may not be excluded from participation in a program or otherwise penalized or disadvantaged for any failure to accept a referral or services. If

participation in a non-federally funded program or services that incorporates inherently religious activities is deemed a critical treatment or support service for program participants, the Grantee agrees to identify and refer participants who object to the inherently religious activities of such program or service to a comparable secular alternative program or service.

7. ASSIGNMENT

7.01 The Grantee may not assign the performance under this contract to subcontract personnel except with the prior written approval of the SCAO.

7.02 All provisions and requirements of this contract shall apply to any subcontracts or agreements the Grantee may enter into in furtherance of its obligations under the contract.

7.03 The Grantee shall provide copies of all subrecipient subcontracts for services funded in whole or in part by this grant to the SCAO.

8. CONFIDENTIAL INFORMATION

8.01 In order that the Grantee's employees or subrecipient subcontractors may effectively provide fulfillment of this contract to the SCAO, the SCAO may disclose confidential or proprietary information pertaining to the SCAO's past, present, and future activities to the Grantee. All such information is proprietary to the SCAO and the Grantee shall not disclose such information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order. If disclosure is required by law or court order, the SCAO will be notified of the request before disclosure. The Grantee agrees to return all confidential or proprietary information to the SCAO immediately upon the termination of this contract.

8.02 Both the SCAO and Grantee shall assure that medical services to, and information contained in the medical records of, persons served under the provisions of this contract or other such recorded information required to be held confidential by federal or state law, rule, or regulation, in connection with the provision of services or other activity under this agreement, shall remain confidential. Such information shall be held confidential, and shall not be divulged without the written consent of either the patient or a patient's legal guardian or person with other legal authority, except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, if the disclosure does not directly or indirectly identify particular individuals.

9. HUMAN SUBJECTS

9.01 The Grantee must submit all research involving human subjects conducted in programs sponsored by the SCAO, or in programs that receive funding from or through the state of Michigan, to the Michigan Department of Health and Human Services' (MDHHS) Institutional Review Board (IRB) for approval prior to the initiation of the research.

10. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT, 42 CFR PART 2, AND MICHIGAN MENTAL HEALTH CODE

10.01 To the extent applicable, the Grantee assures and certifies that it is in compliance with the Health Insurance Portability and Accountability Act (HIPAA), 42 CFR Part 2, and the Michigan Mental Health Code, to the extent that this act and these regulations are pertinent to the services that the Grantee provides under this contract. These requirements include:

- A. The Grantee must not share any protected health or other protected data and information provided by the SCAO or any other source that falls within HIPAA,

- 42 CFR Part 2, and/or the Michigan Mental Health Code requirements, except to a subrecipient subcontractor as appropriate under this contract.
- B. The Grantee must require, in the terms and conditions of any subcontract, that the subrecipient subcontractor not share any protected health or other protected data and information from the SCAO or any other source that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements.
 - C. The Grantee must use protected data and information only for the purposes of this contract.
 - D. The Grantee must have written policies and procedures addressing the use of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements. The policies and procedures must meet all applicable federal and state requirements including HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code regulations. These policies and procedures must include restricting access to the protected data and information by the Grantee's employees.
 - E. The Grantee must have a policy and procedure to report to the SCAO unauthorized use or disclosure of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements of which the Grantee becomes aware.
 - F. Failure to comply with any of these contractual requirements may result in the termination of this contract in accordance with section 18.
 - G. In accordance with HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements, the Grantee is liable for any claim, loss, or damage relating to its unauthorized use or disclosure of protected data and information received by the Grantee from the SCAO or any other source.

11. RIGHTS TO WORK PRODUCT

11.01 All reports, programs, manuals, tapes, listings, documentation, and any other work product prepared by the Grantee under this contract, and amendments thereto, shall belong to the SCAO and are subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Grantee original materials produced under this contract and shall have the right to distribute those materials.

11.02 The SCAO grants the Grantee a royalty-free, nonexclusive license to use anything developed in the course of executing this contract if the work product enters the public domain.

11.03 The SCAO shall have copyright, property, and publication rights in all written or visual material or other work products developed in connection with this contract. The Grantee shall not publish or distribute any printed or visual material relating to the services provided under this contract without the prior explicit permission of the SCAO.

12. WRITTEN DISCLOSURE

12.01 The Grantee and the Grantee's employees or subrecipient subcontractors shall promptly disclose in writing to the SCAO all writings, inventions, improvements, or discoveries, whether copyrightable, patentable, or not, which are written, conceived, made, or discovered by the Grantee or the Grantee's employees or subrecipient subcontractors jointly with the SCAO or singly by Grantee or Grantee's employees or subrecipient subcontractors while engaged in activity under this contract. As to each such disclosure, the Grantee shall specifically point out the features or concepts that are new or different.

12.02 The SCAO shall have the right to request the assistance of the Grantee and Grantee's employees or subrecipient subcontractors in determining and acquiring copyright, patent, or other such protection at the SCAO's invitation and request.

12.03 The Grantee represents and warrants that there are at present no such writings, inventions, improvements, or discoveries (other than in a copyright, copyright application, patent, or patent application) that were written, conceived, invented, made, or discovered by the Grantee or the Grantee's employees before entering into this contract, and which the Grantee or the Grantee's employees desire to remove from the provisions of this contract, except those specifically set forth by attachment hereto.

13. INSURANCE

13.01 The Grantee shall carry insurance coverage or self-insurance in such amounts as necessary to cover all claims arising out of the Grantee's operations under the terms of this contract.

14. LIABILITY

14.01 All liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from claims, demands, costs, or judgments arising out of activities or services carried out by the Grantee in the performance of this contract, shall be the responsibility of the Grantee, and not the responsibility of the SCAO. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.02 The SCAO is not responsible and will not be subject to any liability for any claim related to the loss, damage, or impairment of Grantee's property and materials or the property and materials of the Grantee's employees or subrecipient subcontractors, used by the Grantee pursuant to the Grantee's performance under this contract.

14.03 The Grantee warrants that it is not subject to any nondisclosure, noncompetition, or similar clause with current or prior clients or employers that will interfere with the performance of this contract. The SCAO will not be subject to any liability for any such claim.

14.04 In the event any action or proceeding is brought against the Grantee by reason of any claim due or claimed to be due to Grantee's performance covered under this contract, the Grantee will, at the Grantee's sole cost and expense, resist or defend the action or proceeding as the Grantee deems appropriate. The Grantee retains sole authority and discretion to resolve and settle any such claims.

15. ACQUISITION, ACCOUNTING, RECORDKEEPING, AND INSPECTION

15.01 The Grantee agrees that all expenditures from this contract, including the acquisition of personnel services, contractual services, and supplies, shall be in accordance with: (1) the standard procedures of the Grantee's funding unit, and (2) the administrative and budget requirements of the grant.

15.02 The Grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of funds for the purposes identified in the approved grant request, most recently approved budget, and any applicable approved contract addendum and/or budget amendment.

15.03 The Grantee agrees that the Michigan Supreme Court, the SCAO, the local government audit division of the Michigan Department of Treasury, the State Auditor General, or any of their duly authorized representatives, including program evaluators and auditors, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent

transaction, books, accounts, data, time cards, or other records related to this contract. The Grantee shall retain all books and records, including all pertinent cost reports, accounting and financial records, or other documents related to this contract, for five years after final payment at the Grantee's cost. Federal and/or state auditors, and any persons duly authorized by the SCAO, shall have full access to and the right to examine and audit any of the materials during the term of this contract and for five years after final payment. If an audit is initiated before the expiration of the five-year period, and extends past that period, all documents shall be maintained until the audit is complete. The SCAO shall provide audit findings and recommendations to the Grantee. The SCAO may adjust future or final payment if the findings of the audit indicate over- or under-payment to the Grantee for the period audited, subject to the availability of funds for such purposes. If an audit discloses an overpayment to the Grantee, the Grantee shall immediately refund all amounts that may be due to the SCAO. Failure of the Grantee to comply with the requirements of this section shall constitute a material breach of this contract upon which the SCAO may cancel, terminate, or suspend this contract.

15.04 The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

16. PROGRAM REVIEW AND MONITORING

16.01 The Grantee shall give the SCAO and any of its authorized agents access to the court at any reasonable time to evaluate, audit, inspect, observe, and monitor the operation of the program. The inspection methods that may be used include, but are not limited to onsite visits, interviews of staff and participants, and review of case records, receipts, monthly/quarterly statistical reports, and fiscal records.

17. REPORTS

17.01 The Grantee agrees to submit timely, complete, and accurate reports as identified in Attachment A.

17.02 The data for each participant who is screened or accepted into the program must be entered into the Drug Court Case Management Information System (DCCMIS).

17.03 The Grantee is responsible for the timely, complete, and accurate submission of each required report and data as outlined above.

17.04 If any report is thirty days past due, a delinquency notice will be sent via email notifying the Grantee that it has 15 days to comply with the reporting requirement. Forty-five days past the due date, a forfeiture notice will be sent to the Grantee via the U.S. Postal Service notifying it that its funding award has been rescinded due to contract noncompliance.

18. REDUCTION/SUSPENSION/TERMINATION

18.01 18.01 In addition to forfeiture under section 17, the SCAO and/or the Grantee may reduce the Project Budget and/or suspend this agreement and/or terminate this agreement without further liability or penalty to the SCAO as follows:

18.02 If any of the terms of this agreement are not adhered to. Suspension requires immediate action by the Grantee to comply with this agreement's terms; otherwise, termination by the SCAO may occur:

18.03 Each party has the right to terminate this contract without cause by giving written notice to the other party of such termination at least fifteen (15) days before the effective date of such termination. Such written notice will provide valid, legal reasons for termination along with the effective date.

18.04 Failure of the Grantee to make satisfactory progress toward the goals, objectives, or strategies set forth in this agreement. Failure under this subsection includes (but is not limited to) a determination by the SCAO after second quarter claims are submitted, in its sole discretion, that project funds are not reasonably likely to be fully expended by the end of the Fiscal Year

18.05 This contract may be terminated immediately without further financial liability to the SCAO if funding for this contract becomes unavailable to the SCAO.

18.06 Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.

18.07 Filing false certification in this agreement or other report or document.

18.08 This agreement may be terminated immediately if the Grantee, an official of the Grantee, or an owner of a 25% or greater share of the Grantee 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 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; convicted of any other criminal offense which reflects on the Grantee's business integrity.

18.09 If a grant is terminated by the SCAO for failure to meet the grant management requirements, the Grantee shall not be eligible to seek grant funding from the SCAO MDC grant program for a period of two years. In order to obtain grant funding after the two-year period, the Grantee will be required to submit written assurances that the identified deficiencies have been corrected. Additionally, the Grantee may be required to submit monthly financial reports to allow for increased financial monitoring.

19. COMPLIANCE WITH LAWS

19.01 The Grantee shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.

20. MICHIGAN LAW

20.01 This contract shall be subject to, and shall be enforced and construed under, the laws of Michigan.

21. CONFLICT OF INTEREST

21.01 The Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this contract.

21.02 The Grantee and the SCAO are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, MSA 4.1700(51) *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*, MSA 4.1700 (71) *et seq.*

22. DEBT TO STATE OF MICHIGAN

22.01 The Grantee covenants that it is not, and will not become, in arrears to the state of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the state of Michigan or its subdivisions, including real property, personal property, and income taxes.

23. DISPUTES

23.01 The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this contract within seven days of discovery of the alleged breach.

23.02 The Grantee and the SCAO agree that with regard to any and all disputes, controversies, or claims arising out of or in connection with or relating to this contract; or any claim that the SCAO violated any local, state, or federal ordinance, statute, regulation, law, or common-law doctrine (including discrimination or civil rights claims); or committed any tort; the parties shall attempt to resolve the dispute through mediation. Selection of a mediator will be by mutual agreement of the parties.

24. ENTIRE AGREEMENT

24.01 Except for Grantee's approved grant application, application assurances, and most recently approved budget, this contract contains the entire agreement between the parties and supersedes any prior written or oral promises and representations. No other understanding, oral or otherwise, regarding the subject matter of this contract exists to bind either of the parties.

25. AMENDMENT

25.01 This contract may be amended only upon written agreement of the parties.

26. DELIVERY OF NOTICE

26.01 Written notices and communications required under this contract shall be delivered by electronic mail, regular mail, overnight delivery, or facsimile device to the following:

- A. The Grantee's contact person is Neil Assante, 85th District Court, 415 3rd St., Manistee, MI 49660.
- B. The SCAO's contact person is Dr. Jessica Parks, State Court Administrative Office, Michigan Hall of Justice, P.O. Box 30048, Lansing, MI 48909.

27. SIGNATURE OF PARTIES

27.01 This contract becomes effective when signed by the parties.

IN WITNESS WHEREOF, the SCAO and the Grantee have executed this contract:

85th District Court — DWI Sobriety Court

By: Custer Carland Board Chair
Authorizing Official (Signature and Title)

Custer Carland Board Chair
Authorizing Official (Please Print Name and Title)

Date: 10/10/17

Authorizing Official: Must be a person who is authorized to enter into a binding contract for the entity receiving funds. *The authorizing official may not be a judge or other state employee.* The authorizing official is normally from the Executive or Legislative Branch of the entity (e.g., City Manager, Mayor, Council President, Board Chairperson, Chief Financial Officer, etc.).

STATE COURT ADMINISTRATIVE OFFICE

By: _____
Chief Operating Officer

Date: _____

ATTACHMENT A
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2018 REPORTING REQUIREMENTS
October 1, 2017 through September 30, 2018

DCCMIS DATA EXCEPTION REPORT	
DUE DATE	NOTE
February 15, 2018	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2017, through December 31, 2017.
May 15, 2018	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2018, through March 31, 2018.
August 15, 2018	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2018, through June 30, 2018.
November 15, 2018	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2018, through September 30, 2018.

DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2018	Courts will be confirming user access to DCCMIS.

CLAIMS REPORTS	
DUE DATE	NOTE
January 10, 2018	Courts will be reporting on expenditures from October 1, 2017, through December 31, 2017.
April 10, 2018	Courts will be reporting on expenditures from January 1, 2018, through March 31, 2018.
July 10, 2018	Courts will be reporting expenditures from April 1, 2018, through June 30, 2018.
October 10, 2018	Courts will be reporting expenditures from July 1, 2018, through September 30, 2018.

PROGRESS	
DUE DATE	NOTE
October 30, 2018 Year End Report	Courts will be reporting on progress made during the second half of the grant period – October 1, 2017, through September 30, 2018.

ACTION ITEMS

Dawn Olney

From: David Schaffer
Sent: Friday, September 29, 2017 11:30 AM
To: Dawn Olney
Cc: Mitch Deisch
Subject: Oct. 10 BOC
Attachments: Record Patriot Contract.pdf; DEQ Scrap Tire App. 2018.pdf

Hi Dawn

Please include the two attachments to this email in the Oct. 10th BOC packet.

The first attachment is a contract with Hearst Media Services (Record Patriot) that will need to be signed by Chairman Carland. The funding for this contract comes from the DEQ Recycling Education Grant the county was awarded. I have passed along a copy of the contract to the county attorney for review.

The second attachment is a copy of the 2018 DEQ Scrap Tire Collection application I would like to submit on behalf of the county. This is only the application and not a contract.

Thanks,

David Schaffer

Solid Waste/Recycling Dept. Director

Benzie County

448 Court Place, Beulah, MI 49617

231-882-0554 (office), 231-383-1579 (cell)

dschaffer@benzieco.net

www.benzieco.net

RECEIVED

SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**Michigan Department of Environmental Quality
Resource Management Division
Scrap Tire Cleanup Grant Program
For Fiscal Year 2017-2018**

PROJECT NARRATIVE

September 29, 2017

Benzie County Solid Waste Department is managed by the Benzie County Recycling Coordinator and is referred to in this narrative as the entity.

The entity will, in person, participate in scrap tire clean up events in 2017 for the purpose of collecting and properly disposing of scrap tires from Benzie County residents. All promotion, collection oversight, resident verification, and transportation of collected tires will be the responsibility of the entity. The entity will contract with a registered Michigan scrap tire processor as listed in the application.

Annual clean up days are provided throughout the County by local units of government at transfer stations, municipal parking lots, and city / township owned locations. Scrap tires are not included in household waste collected at these events due to disposal costs involved. The entity will coordinate with each municipality to oversee that all scrap tire collection activity is properly administered and to cover costs incurred through funding provided by this grant. All collections are conducted in the late spring and summer months of 2016 in Benzie County. As a result, use of a collection point may become necessary in the coordination of a regional pick up by the hauler. Entities in the same area will be encouraged to consolidate with the collection point storage limited to one week.

Funding for clean up days is provided through general operating funds using taxpayers dollars. The entity's involvement and cost responsibility will solely be associated with scrap tires collected and transported through this one time grant project. All other costs are the responsibility of individual units of government. No commercial scrap tires will be accepted.

Benzie County's Solid Waste Management Plan has established goals and objectives that include protection of the public health and environment and planning and implementation of comprehensive collection systems for its residents. Scrap tire clean up efforts are achievable goals according to the Solid Waste Policy currently being followed by the entity.

It is the Mission Statement of the Benzie County Solid Waste Advisory Committee 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.

Benzie County was awarded \$3,000.00 in 2012 for scrap tire collections which provided grant funding to clean up 24 tons of tires. The tremendous need for scrap tire clean up became obvious when we had to stop collecting at 36 tons. Benzie County covered all costs that exceeded the grant funding. Benzie County was awarded \$15,000.00 to collect scrap tires in 2015 and spent \$11,120.00 of that amount to collect 5905 passenger tire equivalents through clean up events. Benzie County was again awarded \$15,000 to collect scrap tires in 2016 and spent \$7,287.04 of that amount to collect 3762 passenger tire equivalents through clean up events. We were limited on the amount of tires to be collected due to limited amount of trailers available on the short notice of receiving the grant approval. In 2017 the DEQ provided Benzie County with \$12,000 in funding of which \$10,100.50 was utilized to clean up 5198 passenger tire equivalents. The cleanup events have proven a great success in reducing the amount of scrap tires in Benzie county. Although the need to help reduce or eliminate the amount of scrap tires on residential property throughout the county remains a priority, participation in the events is trending downward. We feel we can continue to accomplish our goal of cleaning up the remaining residential scrap tires with the help of DEQ grant funds in 2017.

Respectfully Submitted,



David Schaffer
Recycling Coordinator
Benzie County



Michigan Department of Environmental Quality
Waste Management and Radiological Protection Division

**SCRAP TIRE CLEANUP GRANT PROGRAM APPLICATION FOR FUNDING
FOR FISCAL YEAR 2017-2018**

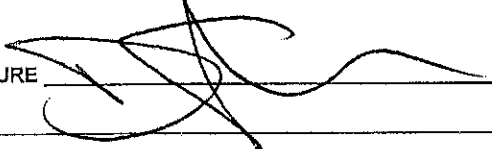
Completion of this application is required for funding under the Scrap Tire Cleanup Grant Program, Part 169, Scrap Tires, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

For additional information, contact the Michigan Department of Environmental Quality, Waste Management and Radiological Protection Division, Solid Waste Section, Scrap Tire Program Coordinator at 517-284-6588.

SECTION I - PROJECT INFORMATION			
APPLICANT INFORMATION			
Applicant Name Benzie County Solid Waste Department		Applicant Type <input type="checkbox"/> Private (PR) <input checked="" type="checkbox"/> County (CO) <input type="checkbox"/> Township (TN) <input type="checkbox"/> Village (VG) <input type="checkbox"/> City (CI) <input type="checkbox"/> State (ST) <input type="checkbox"/> Nonprofit (N)	
Contact Person David Schaffer		Project Type <input type="checkbox"/> Collection Site <input type="checkbox"/> Abandoned Tires <input checked="" type="checkbox"/> Cleanup Day <input type="checkbox"/> Roadside Cleanup <input type="checkbox"/> Buried Tires	
Contact Person E-mail dschaffer@benzieco.net		City, State, Zip Code Beulah, Mi. 49617	
Contact Person Telephone Number 231-882-0554			
Street Address 448 Court Place			
If awarded a grant, is Grantee requesting an assignment of payment to the processor? If yes, you must include a letter requesting assignment of payment and processor's agreement to accept. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
PROJECT DESCRIPTION SUMMARY			
Amount of Funding Requested \$ 8,000 <small>The DEQ will reimburse actual costs incurred at a rate of \$1,000 per dropped trailer for the first 500 tires and then \$2 per PTE for anything over the initial 500 tires, up to a maximum of \$2,000 per trailer. For cleanups being reimbursed by weight, the reimbursement will be \$178 per ton. For cleanups being reimbursed by volume, the reimbursement will be \$17.80 per cubic yard.</small>		Payment by Trailer: <input checked="" type="checkbox"/> Weight: <input type="checkbox"/> Volume: <input type="checkbox"/> Number of Tires to be Collected/Transported Passenger: _____ Truck: _____ Oversize: _____	
Legal Destination to which the Hauler Will Transport the Scrap Tires Coleman, Mi.		Processor Site Registration Number s-56-04-0512	
Scrap Tire Processor Name (Processor identified in a Grant Agreement must meet the conditions on page 12 of this application). CM Rubber Recycling LLC			
Name of Registered Hauler Transporting the Scrap Tires CM Rubber Recycling LLC		Hauler Registration Number H-56-04-0617	Expiration Date 1/31/18
Additional collection and transportation costs/agreements not covered by Agreement under the Scrap Tire Cleanup Grant Program shall be the responsibility of the applicant.			
Has site received funds previously? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Full <input type="checkbox"/> Partial		Transportation Costs Requested for northern Lower Peninsula or Upper Peninsula: \$13.00	
SECTION II - CLEANUP SITE INFORMATION			
SCRAP TIRE SITE/COMMUNITY DROP-OFF LOCATION PROPERTY OWNER			
Scrap Tire Property Owner Name Rick Rineer		Telephone Number 703-216-7613	
Street Address 404 Parkview Lane			
City Frankfort	State Mi.	ZIP Code 49635	
Documentation of Property Ownership (check one and attach a copy) <input type="checkbox"/> Warranty Deed <input type="checkbox"/> Land Contract <input type="checkbox"/> Part 115 Licensed Disposal Area <input checked="" type="checkbox"/> Governmental Agency authorization for removal of tires from private site attached (i.e. authorization may consist of legal authority, written approval, etc.) <i>Quit Claim Deed</i>			
Does the site have existing financial assurance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, does applicant agree to use existing financial assurance prior to using Grant funds? <input type="checkbox"/> Yes <input type="checkbox"/> No			



**SCRAP TIRE CLEANUP GRANT PROGRAM APPLICATION FOR FISCAL YEAR 2017-2018
(CONTINUED)**

CLEANUP PROPERTY/COMMUNITY DROP-OFF PROPERTY LOCATION AND DESCRIPTION			
Address 404 Parkview Lane (Frankfort Recycling Site)		Acreage of Tire Storage Area (Attach Site Map)	
City and County Frankfort, Benzie	State MI	ZIP Code 49635	Retail Operation (Check One) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Legal Description of Property, including Section, Township, and Range (Attach Additional Pages if Necessary) Lot 4, Frankfort Industrial Park (See attached Quitclaim Deed)			Proposed Date of Community event: 7/23/2018
Number of Scrap Tires Currently Stored on Site zero		Number of Scrap Tires Abandoned or Accumulated (Check One) <input type="checkbox"/> Accumulated pre-1991 _____ <input type="checkbox"/> Accumulated post-1991 _____	
For sites with tires accumulated after 1991, does the applicant agree to the placement of a lien, in favor of the State up to the value of the grant amount, on the property that is affected by the removal of the tires? <input type="checkbox"/> Yes <input type="checkbox"/> No			
APPLICANT SIGNATORY			
I, the undersigned applicant, swear and affirm, UNDER PENALTY OF LAW, that the statements contained herein are true and correct and that the removal, transportation, storage, and disposal of scrap tires will be performed in accordance with the requirements of Part 169. I certify under penalty of law that the information contained on this form, to the best of my knowledge and belief, is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and imprisonment for knowing violations.			
PRINT NAME <u>David Schaffer</u>			
SIGNATURE 		DATE <u>9/29/17</u>	
RETURN THIS COMPLETED APPLICATION ALONG WITH PROJECT NARRATIVE TO: Email Address: <u>Deq-scraptire@michigan.gov</u> <i>All applications must be signed and submitted to the email listed above.</i> <i>If you are unable to send the application via email, please contact the Scrap Tire Program Coordinator at 517-284-6588 for further instructions.</i>			



BENZIE COUNTY, MI
2008R-01589 02 Apr 2008
00002960
\$ 247.50 C \$ 1687.50 S

STATE OF MICHIGAN
BENZIE COUNTY
RECORDED
04/02/2008 03:52:08PM
REC FEE: \$1,949.00
PAGE 1 OF 1
22140

MICHELLE R GRAY
REGISTER OF DEEDS

QUITCLAIM DEED

THIS INDENTURE is made this 28 day of March, 2008.

WITNESSETH: That Fifth Third Bank, a banking corporation, of 1830 East Paris Avenue, Grand Rapids, Michigan, 49503 for the sum of Two Hundred Twenty-Five Thousand and 00/100 Dollars (\$225,000.00) and no other consideration, conveys and quit claims to Richard B. Rineer, a married man of 9612 Candish Court, Fairfax Station, Virginia 22039, their interest in the following described land:

Land situated in the City of Frankfort, County of Benzie, Michigan, more fully described as follows:

Lot 4, Frankfort Industrial Park, according to the recorded plat thereof, as recorded in Liber 4 of Plats, page 93.

Commonly known as: 404 Parkview Lane, Frankfort, Michigan 49635

Said land is subject to all restrictions, easements, reservations in the chain of title, or of record, or which would show on examination of the premises.

Signed:

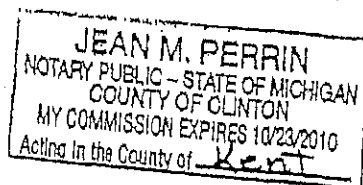
FIFTH THIRD BANK

Christopher O. Reibold
By: Christopher O. Reibold
Its: Vice President

STATE OF MICHIGAN)

COUNTY OF Kent) ss.

On this 28 day of March, 2008, before me personally appeared Christopher D. Reibold, to me known and known to me, who being duly sworn, did depose and say that he is the Vice President of Fifth Third Bank, a banking corporation, the corporation described in and which executed the foregoing instrument, and that he signed his name thereto by order of the Board of Directors of said corporation, as and for his voluntary act and deed and as and for the voluntary act and deed of said corporation.



Jean M. Perrin
Notary Public, _____ County, MI
Acting in _____ County, MI
My Commission Expires: _____

Send deed and tax bills to Grantee
Real Estate Transfer Tax: \$1,935.00
Recording Fee: \$14.00

Prepared by: Thomas R. Alward, Brandt, Fisher, Alward & Roy, P.C., 1241 E. Eighth Street, P.O. Box 5817, Traverse City, MI 49696-5817, (231) 941-9660

W:\Doug\Clinton\5th 3rd Bank\Steel House\Quit Claim Deed.wpd



Advertising Agreement

This Agreement ("Agreement"), effective as of (the "Effective Date"), is made by and between Midland Publishing/The Midland Daily News, with offices at 124 E McDonald St. Midland MI and Benzie County with offices located at 448 Court Place, Beulah, MI. Agreement is for twelve months of service with the option to continue after that period.

Advertiser: Benzie County Solid Waste Department

With Offices Located At: 448 Court Place Beulah MI. 49616

Billing Address (If Different): .

Name: David Schaffer

Title: Department Director

Phone: 231-882-0554

Fax: 231-882-0033

Email: dschaffer@benzieco.net

Website: www.benzieco.net

Start Date	Product	Monthly Cost
	Facebook promotion - media spend & 2 - 1/8 page ads per month in the Benzie County Record Patriot	\$435.00/mo

Total Cost: \$5,312.50

Account Number: n/a

SIC Code: n/a

Contract Start Date:

Period of Contract: Price quote in effect for 30 days

The advertiser hereby requests Midland Publishing (Also known as "Hearst Media Services - Michigan") to provide them with authorized user access within their owned Facebook Page for the business being promoted.

In subject to and in accordance with the terms and conditions set forth within this agreement, which are expressly made a part of this agreement. The person signing this agreement warrants that he/she personally, or as the organizations agent, has authority from the organization to request and agrees to payment for such services. The Organization further acknowledges receipt of a duplicate copy of this application and agreement.

Advertiser Signature: X

Custer C. Carland

Title: Chairman

Benzie County Board of Commissioners

Print: X Custer Carland

Date: 10/12/2017

Sales Rep:

Date:

Approved By:

Date:

Advertising agreement Media Genesis and Midland Publishing agree to the following contract conditions:

Design - There are no design conditions in this agreement.

Placement - Placement will be performed by Media Genesis after training provided by Hearst Media Services. The placement does not include media outside of paid search advertising. The ad copy will also be the responsibility of Media Genesis.

Performance - Hearst Media Services does not guarantee the performance of the above listed solutions. Performance of campaigns varies depending on several factors that are not within the control of Hearst.

Renewal - This is a six month agreement that will auto renew at the end of the current term for another 6 month period. This agreement continues to renew indefinitely.

HEARST

media services

Sufficient Funds – Client warrants that it has the ability and agrees to pay the total amount specified in the contract with the Midland Daily News/Midland Publishing on the schedule outlined. Client understands that nonpayment for services may result in the discontinuation of the advertising until financial matters with Hearst Media Services/The Midland Daily News are resolved and subject to be turned over for collections.

Termination – Termination of an agreement must be made in writing 30 days prior of requested cancellation date and sent to the Midland Daily News 124 S. McDonald St. Midland, MI 48640. Early termination on digital media campaigns may result in a re-rated charge to the open rate starting at the time of campaign initiation. All payments of this contract are non-refundable.

This contract, in full, is agreed upon by the authorized members of both parties on the date here signed.

10:00

Benzie County Full Scale Exercise

In accordance with PA 390 (R30.51 Rule 1 (i)(D)), each recognized Emergency Management Program (EMP) is required to conduct one exercise every fiscal year.

In accordance with MSP/EMHSD Policy EMHSD-09, each Emergency Management Program is required to conduct a **Full Scale (FSE) Exercise** no less than once every 5 years.

Exercise Plan (ExPlan)

Benzie County
Mass Casualty Response Exercise



Benzie County Mass Casualty Response Exercise

Exercise Plan

September 9th, 2017

The Exercise Plan (ExPlan) gives elected and appointed officials, observers, media personnel, and players from participating organizations information they need to observe or participate in the exercise. Some exercise material is intended for the exclusive use of exercise planners, controllers, and evaluators, but players may view other materials that are necessary to their performance. All exercise participants may view the ExPlan.

Exercise Overview

Benzie County Office of Emergency Management
OFFICIAL Use Only
Homeland Security Exercise and Evaluation Program (HSEEP)



Exercise Design Team

- Benzie County Office of Emergency Management
- Benzie County Central Dispatch
- Benzie County Emergency Medical Services
- Homestead Township Fire Department
- Frankfort Police Department
- Michigan State Police
- Sleeping Bear Dunes National Lakeshore – Law Enforcement
- Benzie County CERT

RECEIVED

SEP 20 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Exercise Testing

- Operational Coordination
- Mass Search and Rescue Operations
- Operational Communications

Exercise Plan (ExPlan)		Benzie County Mass Casualty Response Exercise
EXERCISE OVERVIEW		
Exercise Name	Benzie County Mass Casualty Response Exercise	
Exercise Dates	September 9 th , 2017	
Scope	This exercise is a mass casualty incident involving a large vehicle and a passenger bus. The exercise will be held in the parking lot of the Benzie County Government Center at 440 Court Place in Beulah, MI. While we are planning for approximately 6 to 7 hours of training, we will be running 3 exercises lasting 45 minutes to 1 hour long each. Exercise play is limited to a staggered arrival of resources, triaging of patients, patient care, packaging of patients and transport to the upper level parking lot. Because of the expected number of responders, we hope to conduct 3 scenarios that will allow for different participants and change up the response to a certain degree.	
Mission Areas	Response	
Core Capabilities	<p>OPERATIONAL COORDINATION Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</p> <p>PUBLIC HEALTH, HEALTHCARE, AND EMERGENCY MEDICAL SERVICES Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.</p> <p>MASS SEARCH AND RESCUE OPERATIONS Deliver traditional and atypical emergency medical capabilities, including personnel, services and assets to survivors in need, with the goal of saving the greatest number of lives in the shortest time possible.</p> <p>OPERATIONAL COMMUNICATIONS Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.</p>	
Objectives	<p>OPERATIONAL COORDINATION 1. Execute operations with functional and integrated communications among appropriate entities in accordance with established protocols 2. Establish and maintain partnership structures among Protection elements to support networking, planning, and coordination</p>	
<p>Exercise Overview</p> <p>2 Benzie County Office of Emergency Management OFFICIAL Use Only Homeland Security Exercise and Evaluation Program (HSEEP)</p>		



Participating Agencies

- Sleeping Bear Dunes National Lakeshore-Rangers
- Bear Lake Township CERT
- Benzie County CERT
- Benzie County Central Dispatch
- Benzie County Emergency Medical Services
- Benzie County Office of Emergency Management
- Benzie-Leelanau Health Department
- Almira Township Fire Department
- Benzonia Township Fire Department
- Frankfort Fire Department
- Homestead Township Fire Department
- Inland Township Fire Department
- Thompsonville Fire Department
- Benzie County Sheriff's Office
- Frankfort Police Department
- Michigan State Police



Number of Participants (100 Persons participated in all roles)

- **24 Actors** (Volunteers from the CERT Programs and the Community)
- **14 Evaluators** (Other Emergency Management Programs and Emergency First Responder Disciplines)
- **32 Players** (Emergency First Responders actually responding to the emergencies)
 - ☐ 2 from Central Dispatch
 - ☐ 5 from Law Enforcement
 - ☐ 12 from Fire Service
 - ☐ 13 from Emergency Medical Services
 - ☐ 4 Health Department



Initial Briefing





Moulage of Actors



Moulage Continued:

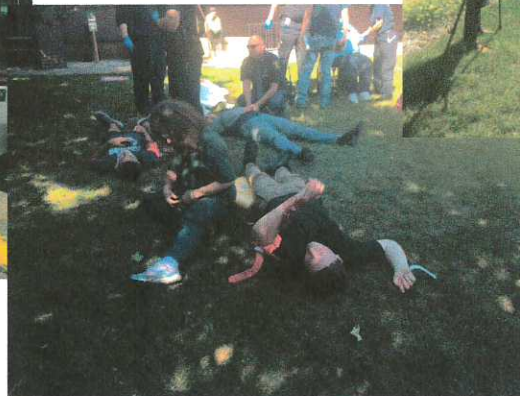




The Exercise



The Response





The Response



Hot Washes





After Action Review and Recommendations



Benzie County Mass Casualty Response Exercise

After Action Report Improvement Plan

September 9th, 2017

The After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine to include the National Preparedness Goal and related frameworks and guidance. Exercise information required for preparedness reporting and trend analysis is included; users are encouraged to add additional sections as needed to support their own organizational needs.

Rev. April 2013
HSEEP-IP01

Official Use Only



After Action Review and Recommendations

Objective	Core Capability	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
OPERATIONAL COORDINATION <ul style="list-style-type: none"> Execute operations with functional and integrated communications. Establish and maintain partnership structures. Establish protocols between agencies. Mobilize all critical resources and establish command, control, and coordination structures. 	CORE CAPABILITY 1 <ul style="list-style-type: none"> Establish and maintain a unified and coordinated operational structure Improved in the second and third exercise 		S	M	
PUBLIC HEALTH AND MEDICAL SERVICES <ul style="list-style-type: none"> Complete triage and initial stabilization of casualties and begin definitive care for those likely to survive their injuries. 	CORE CAPABILITY 2 <ul style="list-style-type: none"> Provide lifesaving medical treatment via Emergency Medical Services Avoid additional injury by providing targeted medical, and behavioral health support. 		S		
MASS RESCUE OPERATIONS <ul style="list-style-type: none"> Coordinate and conduct triage of persons in that have been injured or otherwise in distress 	CORE CAPABILITY 3 <ul style="list-style-type: none"> Establish a safe environment in an affected area. Provide and maintain triage of injured 	P	S		
OPERATIONAL COMMUNICATION <ul style="list-style-type: none"> Ensure the capacity to communicate. Assure sufficient communications infrastructure within the affected areas exists 	CORE CAPABILITY 4 <ul style="list-style-type: none"> Test functional and integrated communications 		S		

Ratings Definitions:

- Performed without Challenges (P): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Performed with Some Challenges (S): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.
- Performed with Major Challenges (M): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Unable to be Performed (U): The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).



Improvement Plan



After-Action Report/
Improvement Plan (AAR/IP)

Benzie County
Mass Casualty Response Exercise

APPENDIX A: IMPROVEMENT PLAN

This IP has been developed specifically for Benzie County as a result of Mass Casualty Response Exercise conducted on September 9th, 2017.

Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element ¹	Primary Responsible Organization	Organization POC	Start Date	Completion Date
1. Operational Coordination	1. Execute operations with functional and integrated communications.	Migrate all emergency first responders to a single communications platform.	Equipment and Systems	Emergency Management and Central Dispatch	Frank Post	AFG Grant Application approved on 9/20/17	Expected Completion by 9/20/18
		Develop policies for communications all large area incidents.	Planning	Central Dispatch	Ronald Berns	12/1/2017	Coordinated with the AFG Grant 9/22/18
	2. Establish and maintain partnership structures.	Utilize Unified Command System for multidisciplinary incidents.	Planning, Training and Exercise	Emergency Management	Frank Post	1/15/2018	Coordinated with the AFG Grant 9/22/18
	3. Mobilize all critical resources and establish command, control and coordination.	Utilize Unified Command System for multidisciplinary incidents.	Organization	Law Enforcement, Fire and EMS	Department Leadership	3/1/2018	Coordinated with the AFG Grant 9/22/18
4. Enhance and Maintain NIMS		Development of policies with regard to coordinated response.	Planning	Law Enforcement, Fire and EMS	Department Leadership	3/1/2018	Coordinated with the AFG Grant 9/22/18
		Develop policies identifying radio policies and procedures.	Planning	Central Dispatch	Ronald Berns	Ongoing	Coordinated with the AFG Grant 9/22/18
		Promote ICS 300 and ICS 400 training for all agency leaders.	Training	Emergency Management	Frank Post	Ongoing	Coordinated with the AFG Grant 9/22/18

¹ Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.

Appendix A: Improvement Plan

A-1

Benzie County Office of Emergency Management

OFFICIAL USE ONLY
Homeland Security Exercise and Evaluation Program (HSEEP)



Improvement Plan



After-Action Report/
Improvement Plan (AAR/IP)

Benzie County
Active Shooter Exercise

Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element ¹	Primary Responsible Organization	Organization POC	Start Date	Completion Date
2. Mass Search and Rescue Operations	1. Conduct Search and Rescue Operations.	Development of Rescue Task Force	Planning, Training and Exercise	Law Enforcement, Fire and EMS	Department Leadership	10/15/16	2/28/17
	2. Ensure Synchronized Deployment.	Identify a system of accountability for people in the building.	Organization and Planning	Law Enforcement, Fire and EMS	Department Leadership	10/15/16	2/28/17
		Identify a system of accountability for emergency first responders.	Organization and Planning	Law Enforcement, Fire and EMS	Department Leadership	10/15/16	2/28/17
3. Operational Communications	1. Ensure the capacity to communicate.	Migrate all emergency first responders to a single communications platform.	Equipment and Systems	Emergency Management and Central Dispatch	Frank Post	AFG Grant Application of 1/20/16	Depending on AFG Grant Approval
	2. Re-establish sufficient communications infrastructure.	Utilize ICS terminology.	Training	Emergency Management	Frank Post	9/15/16	4/30/17

¹ Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.

Appendix A: Improvement Plan

A-2

Benzie County Office of Emergency Management

OFFICIAL USE ONLY
Homeland Security Exercise and Evaluation Program (HSEEP)





Benzie County Mass Casualty Response Exercise

After Action Report Improvement Plan

September 9th, 2017

The After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine to include the National Preparedness Goal and related frameworks and guidance. Exercise information required for preparedness reporting and trend analysis is included; users are encouraged to add additional sections as needed to support their own organizational needs.

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SEP 20 2017

EXERCISE OVERVIEW

Exercise Name	Benzie County Mass Casualty Response Exercise
Exercise Dates	September 9 th , 2017
Scope	<p>This exercise is a mass casualty incident involving a large vehicle and a passenger bus. The exercise will be held in the parking lot of the Benzie County Government Center at 448 Court Place in Beulah, MI. While we are planning for approximately 6 to 7 hours of training, we will be running 3 exercises lasting 45 minutes to 1 hour long each.</p> <p>Exercise play is limited to a staggered arrival of resources, triaging of patients, patient care, packaging of patients and transport to the upper level parking lot. Because of the expected number of responders, we hope to conduct 3 scenario's that will allow for different participants and change up the response to a certain degree.</p>
Mission Area(s)	Response
Core Capabilities	<p>OPERATIONAL COORDINATION</p> <p>Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</p> <p>PUBLIC HEALTH, HEALTHCARE, AND EMERGENCY MEDICAL SERVICES</p> <p>Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.</p> <p>MASS SEARCH AND RESCUE OPERATIONS</p> <p>Deliver traditional and atypical emergency medical capabilities, including personnel, services and assets to survivors in need, with the goal of saving the greatest number of lives in the shortest time possible.</p> <p>OPERATIONAL COMMUNICATIONS</p> <p>Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.</p>
Objectives	<p>OPERATIONAL COORDINATION</p> <ol style="list-style-type: none"> 1. Execute operations with functional and integrated communications among appropriate entities in accordance with established protocols. 2. Establish and maintain partnership structures among Protection elements to support networking, planning, and coordination. 3. Establish protocols to integrate mitigation data elements in support of operations. 4. Mobilize all critical resources and establish command, control, and coordination structures within the affected community and other coordinating bodies as needed throughout the duration of an incident. 5. Enhance and maintain National Incident Management System (NIMS)-compliant command, control, and coordination structures to meet basic human needs, stabilize the incident, and transition to recovery.

	<p>PUBLIC HEALTH AND MEDICAL SERVICES</p> <ol style="list-style-type: none"> 1. Complete triage and initial stabilization of casualties and begin definitive care for those likely to survive their injuries. 2. Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes. <p>MASS SEARCH AND RESCUE OPERATIONS</p> <ol style="list-style-type: none"> 1. Conduct search and rescue operations to locate and rescue persons in distress, based on the requirements of state and local authorities. 2. Initiate community-based search and rescue support operations across a wide geographically dispersed area. 3. Ensure the synchronized deployment of local, regional, national, and international teams to reinforce ongoing search and rescue efforts and transition to recovery. <p>OPERATIONAL COMMUNICATIONS</p> <ol style="list-style-type: none"> 1. Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between state, and local first responders. 2. Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery
Scenario	<p>There will be a simulated call to Benzie County Central Dispatch that will communicate an accident between a school bus and a public transportation bus. There is significant damage to the bus and it is feared that several people are injured or killed. There is significant smoke and a fear of fire.</p> <p>There will be an incident within the incident that will include:</p> <ul style="list-style-type: none"> • A first responder being struck by a vehicle. • A first responder having a significant medical incident.
Sponsor	Benzie County Office of Emergency Management
Participating Organizations	<ul style="list-style-type: none"> • Sleeping Bear Dunes National Lakeshore Park Rangers • Bear Lake Township CERT • Benzie County CERT • Benzie County Central Dispatch • Benzie County Emergency Medical Services • Benzie County Office of Emergency Management • Benzie-Leelanau Health Department • Almira Township Fire Department • Benzonia Township Fire Department • Frankfort Fire Department • Homestead Township Fire Department • Inland Township Fire Department • Thompsonville Fire Department • Benzie County Sheriff's Office • Frankfort Police Department • Michigan State Police
Point of Contact	<p>Frank Post, Emergency Management Coordinator Benzie County Office Of Emergency Management 448 Court Place, Beulah, MI 49617 (231) 882-0567 fpost@benzieco.net</p>

ANALYSIS OF CORE CAPABILITIES

Aligning exercise objectives and core capabilities provides a consistent taxonomy for evaluation that transcends individual exercises to support preparedness reporting and trend analysis. Table 1 includes the exercise objectives, aligned core capabilities, and performance ratings for each core capability as observed during the exercise and determined by the evaluation team.

Objective	Core Capability	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
OPERATIONAL COORDINATION <ul style="list-style-type: none"> Execute operations with functional and integrated communications. Establish and maintain partnership structures. Establish protocols between agencies. Mobilize all critical resources and establish command, control, and coordination structures. 	CORE CAPABILITY 1 <ul style="list-style-type: none"> Establish and maintain a unified and coordinated operational structure Improved in the second and third exercise 		S	M	
PUBLIC HEALTH AND MEDICAL SERVICES <ul style="list-style-type: none"> Complete triage and initial stabilization of casualties and begin definitive care for those likely to survive their injuries. 	CORE CAPABILITY 2 <ul style="list-style-type: none"> Provide lifesaving medical treatment via Emergency Medical Services Avoid additional injury by providing targeted medical, and behavioral health support. 		S S		
MASS RESCUE OPERATIONS <ul style="list-style-type: none"> Coordinate and conduct triage of persons in that have been injured or otherwise in distress. 	CORE CAPABILITY 3 <ul style="list-style-type: none"> Establish a safe environment in an affected area. Provide and maintain triage of injured. 	P	S S		
OPERATIONAL COMMUNICATION <ul style="list-style-type: none"> Ensure the capacity to communicate. Assure sufficient communications infrastructure within the affected areas exists. 	CORE CAPABILITY 4 <ul style="list-style-type: none"> Test functional and integrated communications 		S S		

Ratings Definitions:

- Performed without Challenges (P): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Performed with Some Challenges (S): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.
- Performed with Major Challenges (M): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Unable to be Performed (U): The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).

Table 1. Summary of Core Capability Performance

The following sections provide an overview of the performance related to each exercise objective and associated core capability, highlighting strengths and areas for improvement.

OPERATIONAL COORDINATION

Execute operations with functional and integrated communications.

Execute operations with functional and integrated communications among appropriate entities to prevent initial or follow-on in accordance with established protocols.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Demonstrated the ability to work around incapable radio platforms.

Strength 2: Better use of communications as we did more scenarios.

Strength 3: Relied more on face to face communications to minimize communications.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Begin a migration of fire and EMS to a single communications platform with law enforcement.

Analysis: Law Enforcement communicates on the MPSCS 800MHz digital network; fire and EMS work on a VHF communications network. Need to improve radio interoperability by migrating all communications to a single communications platform. With the receipt of an AFG Grant we will begin this migration.

Area for Improvement 2: Establish policies for large scale events that are defined and scalable to the size of the response.

Analysis: Tried to get fire and EMS Group Supervisors together with Law Enforcement Group Supervisor. Took a while for dispatch to get to them. Once this was established they were able to receive communication from dispatch together.

Establish and maintain partnership structures.

Establish and maintain partnership structures among protection elements to support networking, planning, and coordination.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Disciplines started working together after the first exercise.

Strength 2: As scenario's unfolded, saw personnel get a better understanding

Strength 3: Personnel who did not know the facility utilized and worked with personnel that did know the facility.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Establishment of a Unified Command System for large Scale or Multi Discipline events to assure a coordinated response.

Analysis: They recommend to stop using radios. Talk together.

Mobilize all critical resources and establish command, control, and coordination structures.

Mobilize all critical resources and establish command, control, and coordination structures within the affected community and other coordinating bodies in surrounding communities and maintain as needed throughout the duration of an incident.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Unified Command was a struggle even after learning from the first exercises.

Strength 2: Started using a command structure by the third exercise.

Strength 3: Clearly started identifying roles for personnel and using ICS titles.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Establishment of a Unified Command System for large Scale or Multi Discipline events to assure a coordinated response. Promote ICS 300 and ICS 400 training for all mid and upper level personnel.

Analysis: Command and Unified Command need to come together. There was a disconnect between Law, Fire and EMS.

Area for Improvement 2: Development of consistent procedures and policies regarding emergency first responders staging.

Analysis: Still never got a total patient count, but IC notified dispatch that x number were being transported by which ambulance to Munson, a step in the right direction.

Think of benchmarks that should be reached and broadcast on the air (triage is complete, all patients extricated, all immediate (red, priority 1) patients are transported, etc

Enhance and Maintain NIMS

Enhance and maintain National Incident Management System (NIMS)-compliant command, control, and coordination structures to meet basic human needs, stabilize the incident, and transition to recovery.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Clearly started identifying roles for personnel and using ICS titles.

Strength 2: Started to utilize Task Forces to effectively deal with rescue/protection of Medical Responders.

Strength 3: Triage and medical become more organized and effective in subsequent scenarios.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Develop policies beginning with Central Dispatch identifying radio protocols and procedures.

Analysis: Radio communications should use incident command terms / positions instead of radio numbers. The incident commander should be called IC or Command. Other possible position titles include law enforcement group supervisor, medical group supervisor, treatment unit leader, triage unit leader, fire group supervisor, perimeter group supervisor, etc.

Need to emphasize use of proper terminology. A medical command was called, but no incident command. Somebody needs to take incident command and can then delegate medical group supervisor and fire group supervisor.

Consider setting up an ICP (or at least remaining in one place) so that unified command can happen and the IC can be readily located.

If personnel allow, designate a triage officer, treatment officer and transport officer that all report to the medical group supervisor. These tasks need to be accomplished regardless of whether these positions are designated or not.

Area for Improvement 2: Promote ICS 300 and ICS 400 training for all mid and upper level personnel.

Analysis: There is not a fire command and EMS command and LE command. Even if unified command is established, there is one IC (even if many individuals provide them input). Working for IC or for operations section chief are fire group supervisor, EMS or medical group supervisor, and LE group supervisor. Once LE, fire and EMS are grouped into a rescue task force, they should be identified as such. Rescue task force lower level, rescue task force 1, etc.

Mobilize all Critical Resources

Mobilize all critical resources and establish command, control, and coordination structures within the affected community and other coordinating bodies in surrounding communities and maintain as needed throughout the duration of an incident.

Strengths

The partial capability level can be attributed to the following strengths:

Strength 1: Utilized all responding emergency first responders.

Strength 2: Utilized personnel in non-traditional roles to facilitate lifesaving efforts.

Strength 3: Utilized media, signage, other community resources to help inform and organized the events.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Undetermined because of the structure of the exercise.

Analysis: This was difficult to test or evaluate, all participating agencies were invited and participated at some level. There was no decision-making required by on-scene personnel as to who to request.

PUBLIC HEALTH AND MEDICAL SERVICES

Complete triage and initial stabilization

Strengths

The partial capability level can be attributed to the following strengths:

Strength 1: First person on scene did a complete 360 degree walk around

Strength 2: Treatment locations were established quickly and broadcast to all units.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Provide and maintain triage of injured.

Analysis: If personnel allow, designate a triage officer, treatment officer and transport officer that all report to the medical group supervisor. These tasks need to be accomplished regardless of whether these positions are designated or not.

MASS RESCUE OPERATIONS

Conduct Rescue Operations

Conduct rescue operations to locate and rescue persons in distress, based on the requirements of state and local authorities.

Strengths

Test functional and integrated communications

The full capability level can be attributed to the following strengths:

Strength 1: Effective deployment of resources.

Strength 2: As scenario's unfolded, saw personnel get a better understanding

Strength 3: Started to utilize a division of labor to effectively deal with triage and rescue of victims.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Develop policy, procedure and training in the area of the assignments of manageable groups to deal with some of the complex tasks required in this scale of an event.

Analysis: Train to, and establish checklists for; MCI-Medical Branch Director, Transportation Supervisor, Treatment Supervisor and Triage Supervisor. Realize this is a mixed interagency interdisciplinary group that does not necessarily know what the other disciplines are doing. Communicate and slow down.

OPERATIONAL COMMUNICATIONS

Ensure the capacity to communicate.

Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between state, and local first responders.

Strengths

Test functional and integrated communications

The full capability level can be attributed to the following strengths:

Strength 1: Demonstrated the ability to work around incapable radio platforms.

Strength 2: On the 2nd and 3rd exercise, group supervisors went face to face and relied less on radio communications.

Strength 3: The approval of an AFG Grant for the migration of Fire and EMS platform will reduce if not eliminate some of the current communications problem created by have Law Enforcement on 800MHz and Fire/EMS on VHF.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Begin a migration of fire and EMS to a single communications platform with law enforcement in light of the recently approved AFG Grant for Fire and EMS Communications.

Analysis: Law Enforcement communicates on the MPSCS 800MHz digital network; fire and EMS currently work on a VHF communications network. Need to improve radio interoperability by completing the migration of all communications to a single communications platform.

Re-establish sufficient communications infrastructure

Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery

Strengths

The partial capability level can be attributed to the following strengths:

Strength 1: The approval of an AFG Grant for the migration of Fire and EMS platform will reduce if not eliminate some of the current communications problem created by have Law Enforcement on 800MHz and Fire/EMS on VHF.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Incident Command needs to utilize ICS terminology in communications.

Analysis: Radio transmissions need to identify which group you are – Law/Fire/EMS and not use numbers. This may be less confusing as other disciplines from other areas may use the same identifying numbers.

APPENDIX A: IMPROVEMENT PLAN

This IP has been developed specifically for Benzie County as a result of Mass Casualty Response Exercise conducted on September 9th, 2017.

Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element ¹	Primary Responsible Organization	Organization POC	Start Date	Completion Date
1. Operational Coordination	1. Execute operations with functional and integrated communications.	Migrate all emergency first responders to a single communications platform. Develop policies for communications at large scale incidents.	Equipment and Systems	Emergency Management and Central Dispatch	Frank Post Ronald Berns	AFG Grant Application approved on 9/2017	Expected Completion by 9/2018
	2. Establish and maintain partnership structures.	Utilize Unified Command System for multidiscipline incidents	Planning	Central Dispatch	Ronald Berns	12/1/2017	Coordinated with the AFG Grant 9/2018
	3. Mobilize all critical resources and establish command, control and coordination.	Utilize Unified Command System for multidiscipline incidents	Planning, Training and Exercise	Emergency Management	Frank Post	1/15/2018	Coordinated with the AFG Grant 9/2018
		Utilize Unified Command System for multidiscipline incidents	Organization	Law Enforcement, Fire and EMS	Department Leadership	3/1/2018	Coordinated with the AFG Grant 9/2018
		Development of policies with regard to coordinated response.	Planning	Law Enforcement, Fire and EMS	Department Leadership	3/1/2018	Coordinated with the AFG Grant 9/2018
	4. Enhance and Maintain NIMS	Develop policies identifying radio policies and procedures. Promote ICS 300 and ICS 400 training for all agency leaders.	Planning	Central Dispatch	Ronald Berns	Ongoing	Coordinated with the AFG Grant 9/2018
			Training	Emergency Management	Frank Post	Ongoing	Coordinated with the AFG Grant 9/2018

¹ Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.

PUBLIC HEALTH AND MEDICAL SERVICES

Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element ²	Primary Responsible Organization	Organization POC	Start Date	Completion Date
2. Public Health and Medical Services	1. Provide and maintain triage of injured.	Designate a triage officer, treatment officer and transport officer that all report to the medical group supervisor	Organization and Planning	Fire and EMS	Department Leadership	10/15/17	10/15/18
	1. Conduct Search and Rescue Operations.	Establish Checklist for; ● MCI-Medical Branch Director ● Transportation Supervisor ● Treatment Supervisor ● Triage Supervisor	Planning, Training and Exercise	Law Enforcement, Fire and EMS	Department Leadership	10/15/17	10/15/18
3. Mass Search and Rescue Operations	2. Ensure Synchronized Deployment.	Identify a system of accountability for victims on scene.	Organization and Planning	Law Enforcement, Fire and EMS	Department Leadership	10/15/17	10/15/18
		Identify a system of accountability for emergency first responders	Organization and Planning	Law Enforcement, Fire and EMS	Department Leadership	10/15/17	10/15/18
4. Operational Communications	1. Ensure the capacity to communicate.	Migrate all emergency first responders to a single communications platform.	Equipment and Systems	Emergency Management and Central Dispatch	Frank Post Ronald Berns	AFG Grant Application approved on 9/2017	Expected Completion by 9/2018
	2. Re-establish sufficient communications infrastructure.	Utilize ICS terminology	Training	Emergency Management	Frank Post Joseph Lachowski	10/15/17	10/15/18

² Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.

Appendix A: Improvement Plan

A-2
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Benzie County Office of Emergency Management

Homeland Security Exercise and Evaluation Program (HSEEP)

APPENDIX B: EXERCISE PARTICIPANTS

Participating Organizations	
Local and Municipal Participants	
Almira Township Fire and EMS Department Benzonia Township Fire Department Homestead Township Fire Department Frankfort Fire Department Frankfort Police Department Thompsonville Fire Department	
County Participants	
Benzie County Central Dispatch Benzie County Emergency Medical Services Benzie County Office of Emergency Management Benzie County Sheriff's Office Benzie-Leelanau Health Department	
State Participants	
Michigan State Police	
Federal Participants	
Sleeping Bear Dunes National Lakeshore Park Rangers	
Volunteer Organizations	
Benzie County CERT Bear Lake CERT	



Memorandum

To: Coury Carland, Chair-Benzie County Board of Commissioners

From: Frank Post, Emergency Management Coordinator

Date: September 29, 2017

Subject: Mass Notification System Review and Recommendation

On Friday September 22nd, 2017 we reviewed 4 mass notifications proposals. They included;

- RAVE Alert – Framingham MA - \$4,200 and \$2,500 Setup
- Hyper Reach – Rochester NY - \$6,000 Annually
- Nixle – San Francisco CA - \$6,000 Annually
- CODE Red – Ormand Beach FL - \$6,000 Annually

Each of the vendors were given a 45 minute period to demonstrate their product and question and answer from 5 individuals reviewing their product. When each of the vendors presented their product we looked at:

- Support
- Ease of use
- Their Mobile Alert App
- IPAWS support and assistance in the application process
- Automated Severe Weather Notification
- Assistance in uploading and maintaining the contact database
- Training

A major concern was the ability to push out emergency notifications in a short period of time and not require a lot of complicated inputs by the user. An example is a lost child where a single dispatch dealing with a lot of activity could effectively push out a notification in a reasonable period of time and still dispatch calls for service.

Another was the ability for individuals staying at campgrounds in Benzie County that could sign up for alerts, especially, storm or other emergencies in the county very easily.

RECOMMENDATION

We recommend the approval of CODE Red at an annual fee of \$6,000. Again, we would be sharing this cost with some of the local units of government and are trying to determine those willing to participate. At the writing of this memorandum, we have a definite approval from the City of Frankfort, but I have not been in contact with the other units of government.

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SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Mass Notification System Review and Recommendation Continued:

Page 2

I would recommend the following motion:

The approval of the CODE Red Mass Notification System at a price not to exceed \$6,000 and that participation by the Benzie County Governmental entities is approved at the following levels;

- Benzie County Emergency Management \$1,500.00
- Benzie County Central Dispatch \$1,500.00
- Benzie County Emergency Medical Services \$500.00

The balance of funding shall be from other local governmental units and non-governmental users of the system.

The Benzie County participation is based on the discussions in budget deliberation. By adopting this, we can show the county is committed and can only start the process when the balance of the local units are on board to cover the \$2,500 balance of the annual fees for the system. Further, once local funding is obtained we can move forward with the project without further approvals.

9-1-1
Police
Fire / EMS

Benzie County Central Dispatch

505 S. Michigan Ave Beulah MI 49617
Non-emergency 231-882-4487 / Fax 231-882-5894



October 3, 2017

Benzie County Board of Commissioners

Re: Communications Plan
Budget Amendment Request

RECEIVED

OCT 03 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

In the continuing effort to improve public safety communications the Benzie County Central Dispatch Advisory Board is recommending the Benzie County Communications Plan to the board for approval. The "Plan" describes the management of the public safety communications to be used by all the agencies served by Benzie County Central Dispatch. The "Plan" is a living document and will have sections added as we progress through the assignment of radios from the Assistance to Firefighter Grant. The "Plan" is to ensure all agencies served by Benzie County Central Dispatch complies with communication standards developed by the Benzie County Central Dispatch Advisory Board.

I am also submitting a request to move our operational radios to a different location in the Sheriff's Office, remove low band radio antennas from the radio tower located at the Sheriff's Office, move the existing 800MHz radio antenna for law enforcement to the top of the tower, add three radio control stations, make program updates to the radio consoles, separate the 800MHz bi-directional antenna and cellular booster antennas farther away from each other to increase efficiency. This includes replacing some wiring and the labor to complete this project.

This will decrease our loss of signal on the radios as they will be located near the base of the radio tower. The addition of three new radios also prepares us for our move to 800MHz radios for the Fire and EMS departments. This project was part of the communication improve plan whether we received the Assistance to Firefighter Grant or not.

The funding for the communications improvement would be from the fund balance as follows:

\$30,000.00 from Fund Balance 261-000-961.00 to Equipment 261-325-970.00. I would like to create a separate line item number as we did with the recent renovations such as 261-325-970.02 (Radio upgrade) if possible.

Benzie County Sheriff's Office – Frankfort Police Department – Michigan State Police
Benzie County EMS – Benzie County Fire EMS Departments

9-1-1
Police
Fire / EMS

Benzie County Central Dispatch

505 S. Michigan Ave Beulah MI 49617
Non-emergency 231-882-4487 / Fax 231-882-5894



As part of this request I have included the Communication Plan – approved section, the communications improvement cost and the budget amendment request.
I will be available at the board meeting for questions,

In short, I am requesting the Board to approve the Communications Plan as a living document and approve the budget amendment for the communications improvement.

Thank you,

A handwritten signature in cursive script, appearing to read "Ron".

Ronald Berns
Director

Benzie County Sheriff's Office – Frankfort Police Department – Michigan State Police
Benzie County EMS – Benzie County Fire EMS Departments

Benzie County

Public Safety Radio Communications Plan

09/14/2017 - this portion only has been approved by the Advisory Board. This is a living document with future additions for review.

Scope:

The Benzie County Public Safety Radio Communications Plan shall apply to all radio users operating within the Benzie County Central Dispatch radio communications system. The Benzie County Central Dispatch Advisory Board or "BCCDAB" will exercise administrative control over all radio use, template approval and radio communications operations. The BCCDAB shall create policy and procedures to ensure proper radio discipline, courtesy and professionalism are upheld and the radio users adhere to proper radio communications guidelines. Any serious or repeated violations of these radio communications guidelines shall be reported to the appropriate level of supervision for corrective action.

*For this Plan: MPSCS refers to the Michigan Public Safety Communications Systems
BCCD refers to Benzie County Central Dispatch
BCCDAB refers to Benzie County Central Dispatch Advisory Board
ECS refers to Emergency Communications Specialist*

Dispatching of Public Safety Agencies:

All primary public safety agency dispatching duties are managed by BCCD. Secondary dispatching duties of public safety agencies falls upon the backup dispatch position located in the Benzie County Office of Emergency Management Emergency Operations Center in accordance with the communications policies set forth within this Plan.

Radio Transmission Guidelines:

Radio transmissions include all radio communications between stations, units and/or personnel operating on the Benzie County VHF or 800 MHz MPSCS systems.

1. All radio transmissions shall be courteous, professional and as brief as possible. The use of common public safety language is important for a clear understanding and concise radio communications. 10-codes should be limited to officer safety codes identified by the public safety agencies.
2. Radio transmissions on all primary dispatching talk-groups/channels shall involve official public safety communications business only.
3. All non-emergency or prolonged radio transmissions shall be conducted on proprietary talk-groups or designated talk-groups or tactical channels as determined by BCCD, the User Agency or the BCCD Advisory Board. These radio transmissions may continue for a period of time so long as the aforementioned talk-groups or channels are not being used as a tactical or operational communications link during an actual emergency.

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OCT 03 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

4. Any unnecessary, prolonged, unidentified radio communications or any use of profane, derogatory, sarcastic, degrading or disparaging language during radio operations is strictly prohibited.
5. A “communications handshake” is conducted on each radio communications to avoid confusion, missed acknowledgements or requests for resources and repeated radio communications. There are numerous ways to perform the “handshake”.

Example: 612 to Central or Central from 612
 612 Central or Central 612

6. Use only the assigned call sign, unit name identifier or Incident Command name. Do not modify or shorten a call sign. Do not use personal names.
7. Do not interrupt ongoing radio communications unless you have emergency communications. Listen before transmitting and wait until a message transaction has been completed before initiating radio communications.
8. Prepare and prioritize your messages. Do not use up valuable airtime with an unimportant message and/or insignificant details. Let critical messages go first. Maintain an awareness of the overall situation and your role in it.
9. Say “break” to pause (stop transmitting) between consecutive messages so other units understand that you are planning to continue your message. This will make it clear when one message is complete and another has started. It will also give other units a chance to get on air with emergent or important messages as needed.
10. During radio communications, any user that sends out a message with an EMERGENCY or PRIORITY emphasis shall be granted use of that talk-group or channel for communications until it is clear the situation has stabilized. All other radio traffic shall yield unless they can directly assist in a positive way.
11. A duress alert code allows a unit to alert Central Dispatch personnel and other units they are in imminent danger and they are unable to effectively communicate the nature of the danger without alerting the person or persons they are confronting. The duress alert code is an “X” after the unit’s call sign.

Example: Dispatch – “603 from Central, status check”
 Unit – “Central from 603 X, I’m secure”
 Dispatch – Clear 603 X, secure status, (time)

12. It shall also be important that all radio communications plans are coordinated and clearly defined within the Incident Command System used by all agencies operating at an emergency incident.

Radio Programming and Template Design:

1. Shared Channels and Talk-groups

- Shared channels refer to common operating frequencies and talk-groups that have been established and are programmed into radios to provide interoperable

communications among agencies. Specific shared interoperable communications channels and talk-groups available within Benzie County are outlined in the 800MHz, VHF and Tactical Communication sections of this plan.

2. VHF System

- All operating towers within the Benzie County VHF system shall be programmed and maintained to follow all applicable FCC Licensing rules and guidelines set forth by the Benzie County Central Dispatch Advisory Board as managers of the system.
- All current Users of the Benzie County VHF system under agreement can program their VHF radio equipment per their agency policy, so long as it does not violate any FCC Licensing rules or current standing shared programming authorizations between user agencies.
- Any unauthorized radio users shall not program their VHF radios with FCC licensed frequencies from the Benzie County VHF System until an agreement has been made between them and the BCCD Advisory Board accordingly. Failure to comply with the radio programming rules could possibly result in criminal prosecution as punishable by law.
- Assistance and questions regarding the proper programming of radio equipment for use on the Benzie County VHF system shall be provided by the BCCD Director as directed by the BCCD Advisory Board.

3. 800 MHz MPSCS

- All users of the 800MHz MPSCS within Benzie County shall abide by the rules set forth for radio programming and template design within the signed agreement between each User Agency and the BCCD Advisory Board.
- Under the agreement, all initialization of new radios into the system and radio template programming orders will be coordinated through a cooperative effort between the User Agency, the BCCDAB and the State (RPU) Radio Programming Unit of the MPSCS.
- The sharing of proprietary 800MHz talk-groups between agencies cannot be given to other agencies without the written consent of the BCCDAB.
- Assistance and questions regarding the proper programming of radio equipment for use on the 800MHz MPSCS shall be provided by the BCCD Director as directed by the BCCD Advisory Board.

Benzie County Central Dispatch Radio Console 800MHz MPSCS Talk-groups Usage and Guidelines

- 10P911 Primary talk-group for law enforcement agencies in Benzie County. *The talk-group is recorded and retention is 90 days. The talk-group is monitored by BCCD 24/7.*
- 10P911R A conventional repeated talk-group for 10P911. The repeated site is for portable coverage in the City of Frankfort / Village of Elberta area ONLY. *You do not receive a tone grant for this repeated radio traffic.*
- 10FE911 Primary talk-group for Fire Departments and EMS providers in Benzie County. *The talk-group is recorded and retention is 90 days. The talk-group is monitored by BCCD 24/7.*
- 10COM Talk-group for non-emergent public safety communications among all agency users. *The talk-group is not recorded or routinely monitored by BCCD.*
- 10SPEV1 Talk-group for all agencies within Benzie County and will be used during multi-agency incidents and/or special events in and around Benzie County where the use of an interoperable radio talk-group will last for an extended period of time. The use of this talk-group is upon request or is assigned by BCCD. *This talk-group is not recorded or routinely monitored by BCCD.*
- 10ICS Talk-group for all agencies within Benzie County for the implementation of the Incident Command System for an incident involving multiple public safety agencies. *This talk-group is not recorded or routinely monitored by BCCD. The portables for the Sheriff's Office are programmed to have the option of turning on an encryption feature.*
- SLBE LE Secondary talk-group of the Sleeping Bear Dunes National Lakeshore within Benzie County by the Law Enforcement Rangers of the National Park Service. *The talk-group is shared with the law enforcement agencies within Benzie County. This talk-group is recorded but not routinely monitored by BCCD.*
- R7MC911 The Region 7 Mass Casualty talk-group. This talk-group is for management and coordination with other Region 7 Dispatch Centers during a mass casualty call for service. This talk-group is located on the BCCD radio consoles only. This talk-group is not recorded and only monitored during an event.
- PRBINT Interlochen State Park talk-group. This talk-group is located on the BCCD radio consoles only. This is for interoperable communications with State Park personnel when necessary.

BUDGET AMENDMENT REQUEST

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

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

DATE: 10/3/2017

Request to Amend the 201^{17/18}~~6/17~~ Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
261-325-970.00 ⁰³	Equipment	30,000.00

Total \$ 30,000.00

Account to be Decreased:

Line Number	Account Name	Amount
261-000-961.00	Fund Balance	30,000.00

Total \$ 30,000.00

SIGNED:

Ronald Ben 10/3/2017
Curtis Carlund 10/12/17

RECEIVED

OCT 03 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Grand Traverse Mobile Communications

Authorized Dealer

1670 Barlow Street, Traverse City, Michigan 49686-4301

Phone: 231-947-9851 Fax: 231-947-9077

Telex Nexus VoIP Console

Web: www.fireradios.com Email: sales@fireradios.com

8/24/2017

Upgrade to Add Additional 700/800MHz Resources for State System

Item	Qty.	Model Number	Description	Net	Total
1	3	IP-224V2	Radio Controller, VoIP, 2 Ports, 12VDC	\$ 2,408.00	\$ 7,224.00
2	2	IP-224-DUAL	Dual IP224 Rack Mount Kit	\$ 107.00	\$ 214.00
3	3	2425W7G2A1BFA28	Kenwood VM400 700/800MHz Transceiver (Includes ARC4 Encryption for ICS Talk Group)(Special Price Through September 30th)	\$ 1,428.50	\$ 4,285.50
4	3	597535774601	3rd Party Interface Cable	\$ 120.00	\$ 360.00
5	3	ANT-SYS	Antenna System for MPSCS Radio	\$ 599.00	\$ 1,797.00
6	1	PS-SYS	Power Supply System for new 800 Radios	\$ 1,099.00	\$ 1,099.00
7	3	P25-224-PI	Telex Interface for P25 Control Stations (Existing Radios)	\$ 845.00	\$ 2,535.00
8	3	IP25300	Telex Interface Cable and Software for E.F. Johnson VM400	\$ 676.00	\$ 2,028.00
9	2	DB37-KEN	DB37 Kenwood Interface Cable (Existing Radios)	\$ 189.90	\$ 379.80
10	1	MISC	Misc Install Supplies (Wire Ties, Patch Cables, etc...)	\$ 250.00	\$ 250.00
11	1	RACK	Free Standing Rack for Back Room	\$ 199.00	\$ 199.00
12	1	INSTALL	Install Back Room Equipment for Console and Move to Back	\$ 3,500.00	\$ 3,500.00
13	1	BENCH	Bench Setup and Configuration of Back Room Equipment	\$ 300.00	\$ 300.00
14	1	PROGRAM	Program Console Screens for Updates	\$ 525.00	\$ 525.00
15	1	TOWER	Tower Labor to Clean off Low Band and Install New	\$ 4,000.00	\$ 4,000.00
16	3	MPSCS	Activation Fees Paid to MPSCS	\$ 250.00	\$ 750.00
Total Back Room Equipment				\$ 29,446.30	

PROJECT TOTAL

\$ 29,446.30

Quote By: Neil Pickard

Quote Valid: 90 Days

RECEIVED

OCT 03 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Commissioner _____

Michigan Election Law states that the County Board of Commissioners is required to fill the two vacancies on the Board of Canvassers by electing a Republican member and a Democratic member from the submitted names.

Michigan Election Law also specifies that the County Board of Commissioners use ballots when filling the seats. However, OMA prohibits a voting procedure at a public meeting which prevents citizens from knowing how members of the public body have voted. A "secret" balloting process cannot be employed by the Board of Commissioners when filling the positions.

Must choose one name from each party.

Republican

|||| Laura Bancroft

|| Monika Fiebing

_____ Robert Widrig

Democratic

_____ John Beeman

|| David Gardner

|||| Raymond Nichols

Commissioner Bob Roelofs

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Republican

 / **Laura Bancroft**

 Monika Fiebing

 Robert Widrig

Democratic

 John Beeman

 David Gardner

 / **Raymond Nichols**

Commissioner GARY JOUR

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Republican

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_____ Monika Fiebing

_____ Robert Widrig

Democratic

_____ John Beeman

X David Gardner

_____ Raymond Nichols

Commissioner Carlund

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Republican

☒ **Laura Bancroft**

☐ **Monika Fiebing**

☐ **Robert Widrig**

Democratic

☐ **John Beeman**

☐ **David Gardner**

☒ **Raymond Nichols**

Commissioner

Warsecke

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Republican

_____ Laura Bancroft

☒ _____ Monika Fiebing

_____ Robert Widrig

Democratic

_____ John Beeman

_____ David Gardner

☒ _____ Raymond Nichols

Commissioner Frank W. Altshouse

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Republican

 Laura Bancroft

 X Monika Fiebing

 Robert Widrig

Democratic

 John Beeman

 X David Gardner

 Raymond Nichols

Commissioner Griffin

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Must choose one name from each party.

Republican

X **Laura Bancroft**

 Monika Fiebing

 Robert Widrig

Democratic

 John Beeman

 David Gardner

X **Raymond Nichols**

Dear Benzie County Commissioners,

28/September/2017

Let me introduce myself. I am Laura Bancroft and I have lived in Benzie County for nearly 14 years. My name was submitted for the County board of Canvassers as one of the Republican delegates. In the past I have worked the election polls in the capacity as a pole watcher and as a pole challenger. I have never worked as a Canvasser but look forward to the experience. I feel that I could serve the county well in this position. Since I am a mom to many, I have had experience at being impartial and looking for the truth. I have never been convicted of a crime, unless you count the speeding ticket I got in high school, nor have I been involved in any election fraud.

Thank you for your consideration,

Respectfully yours,



Laura Lee Bancroft

7214 3rd
Thompsonville, MI
49683

RECEIVED

SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

September 29, 2017

Dawn Olney
Benzie County Clerk
448 Court Place
Beulah, MI 49617

Dear Dawn:

As per your request I am sending this letter to you indicating my interest to serve on the Board of County Canvassers and my intention to discharge the duties of the position to the best of my abilities.

Other than working with Poll Challengers this past election my other experience consists of working with the Republican Women when I resided down state.

I have never been convicted of a felony or any election crime.

Sincerely,



Monika Fiebing

RECEIVED

SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

9/29/17

Dear Ms Olney,

I am interested in serving on the Benzie County Board of Canvassers. It is my intent to perform this job to the best of my ability.

I am a registered voter in Benzie County and I have no prior election experience other than voting in our County elections and I have NOT been convicted of any felonies or election crimes.

Sincerely,

Robert Widrig

A handwritten signature in black ink, appearing to read "Robert Widrig", with a long horizontal flourish extending to the right.

RECEIVED

SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

September 21, 2017

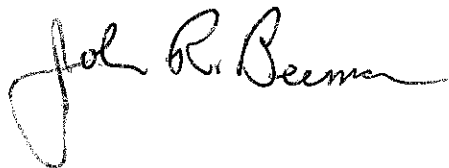
Dawn Olney
Benzie County Clerk
448 Court Place
Beulah, Mi. 49643

Dear Ms. Olney

I am interested in serving on the Board of County Canvassers. I have no previous experience in any election activities but would execute those duties with diligence and integrity.

I have never been convicted of a crime, felony, or misdemeanor.

Sincerely.

A handwritten signature in black ink that reads "John R. Beeman". The signature is written in a cursive style with a large, looping initial "J".

John R. Beeman

RECEIVED

SEP 21 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

9/29/17

To the Board of Commissioners:

I am interested in serving on the Board of County Commissioners. I will discharge the duties to the best of my abilities.

Prior Election experience is limited to voting, being an election official in my hometown for one Presidential election about 20 years ago, and canvassing door to door in the 2016 cycle. I have not been convicted of a felony, nor an election crime.

Sincerely,



David W. Gardner

7222 Burr St.

Po Box 214

Benzena, MI

49616

RECEIVED

OCT 02 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

To: Dawn Olney Benzie County Clerk
From: Ray Nichols
Date: September 19, 2017
Regarding: Board of Canvasser Appointments

Dear Ms. Olney,

I am responding to you regarding my interest to be appointed to the Board of Canvassers. I feel a strong desire to discharge the duties of this position to the best of my abilities.

I have been a citizen of Benzie County for the past sixteen years. I am very familiar with county government due to serving as a precinct delegate in Lake Township for many years, serving as Chair of Benzie County Democratic Party for three, two year terms. I have trained poll challengers, precinct delegates and serve on the Benzie County Community Mental Health Board. I have knocked on over 1000 doors to do canvassing for candidates and causes.

I have never been convicted of a felony or election crime.

I am very interested in Serving,



Ray Nichols
4405 Highland Dr.
Beulah, Mi. 49617

RECEIVED

SEP 22 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Memorandum

RECEIVED

OCT 05 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

To: Coury Carland, Chairman of the Benzie County Board of Commissioners
From: Frank Post, Emergency Management Coordinator
Date: October 5, 2017
Subject: Authorization to Sign 2018 Emergency Management Program Grant (EMPG) Work Agreement

Listed below are the 13 requirements that we must meet in order to receive funding of the grant funding for the Emergency Management position. It appears that funding this year of emergency management wages and benefits will be around 37% which is a similar percentage in years past.

GRANT PROCESS

The approval of 2018 Work Agreement is required prior to the beginning of the First EMPG Quarter (October 1). This puts MSP EMHSD on notice that we will be applying for funding for our Emergency Management Position as well as putting the County on notice as to the performance requirements for funding.

Every quarter throughout the year I submit reports to the District Emergency Management Coordinator for the Michigan State Police. They review the progress of compliance and approve the document going forward.

Toward the end of the performance period we receive a Grant Agreement which outlines specifically what the funding is expected to be a formal agreement that the county will substantially achieve the goals outlined in the Work Agreement. This is the document that specifically request reimbursement for the wages and benefits of the Emergency Management Coordinator Position paid during the performance period.

In January or February we have received supplemental funding under this program of 3% to 5% of the Emergency Management Coordinators wages and benefits because on unused dollars. These dollars come from programs that requested funding but did not follow through. FEMA will pay up to 50% of a positions wages and benefits.

ANNUAL WORK AGREEMENT

The annual Work Agreement is a document for the local emergency management programs to ensure that Michigan has a consistent, measurable, and effective emergency management system. Objectives are determined yearly based on Emergency Management (EM) priorities nationally and within the state.

(1) ADMINISTRATION & FINANCE

The EMC shall ensure that the jurisdiction promulgates laws, ordinances, resolutions, policies and procedures to carry out emergency financial and administrative responsibilities. The EMPG funded emergency manager shall provide a copy of their job description(s) that incorporate their EM activities. EM activities of the EMC and other response personnel shall be identified in the EM ordinance, resolution, and county plans.

Goal: Verify that the appropriate administration and financial documents are submitted on time to the EMHSD.

(2) LAWS AND AUTHORITIES

The Emergency Management Program (EMP) shall comply with the Michigan Emergency Management Act (P.A. 390 of 1976 as amended) and applicable laws, regulations, and have a local Emergency Management (EM) resolution.

Goal: Verify attendance at quarterly district emergency management meetings and other meetings related to emergency management, which may assist in the execution of emergency management activities within the jurisdiction.

(3) HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONSEQUENCE ANALYSIS

The jurisdiction shall continually identify natural and human-caused hazards that potentially impact the jurisdiction. The jurisdiction shall also assess the risk and vulnerability of people, property, the environment, and its own operations from these hazards. The jurisdiction should also conduct a consequence analysis for vulnerable hazards to consider the impact on the public, responders, continuity of operations that include the delivery of services; property, facilities, and, infrastructure; the environment; the economic condition of the jurisdiction and public confidence in the jurisdictions governance.

Goal: Identify risk/vulnerability assessments that are completed in each jurisdiction.

(4) HAZARD MITIGATION

The EMC should participate in activities to eliminate hazards or mitigate the effects of hazards that cannot be reasonably prevented. If the jurisdiction intends to receive mitigation funds then the EMC shall ensure that the jurisdiction's hazard mitigation plan is developed and updated every 5 years.

Goal: Document the progress of hazard mitigation plan updates, completion of hazard mitigation plan objectives, and the dissemination of hazard mitigation grant information announcements and notices.

(5) PREVENTION

The jurisdiction should have processes in place that work to prevent incidents based on information from hazard identification and risk assessments, intelligence activities, alert networks, and surveillance programs. Prevention activities should be coordinated to monitor threats and hazards.

Goal: Identify prevention training attended and potential training needs. Identify how jurisdictions are gathering and disseminating information to and from the Michigan Intelligence Operation Center (MIOC) and Critical Infrastructure and Key Resources (CIKR) sectors, and identify other methods used to deter or prevent hazards.

(6) OPERATIONAL PLANNING

The EMC shall ensure the jurisdiction is compliant with P.A. 390 of 1976 as amended by maintaining a current Emergency Operation Plan (EOP) or Emergency Action Guidelines (EAG) that meets the criteria in the MSP EMHSD Publication (Pub) 201a. The EMC shall verify that each jurisdiction whose population exceeds 10,000 also complies with P.A. 390 of 1976 as amended by maintaining an emergency support plan. The local emergency manager must verify that the EOP or EAG and supplemental emergency support plans are updated every four years. The EMC will ensure that the jurisdiction's current Chief Elected Official (CEO) has signed the updated/revised EOP, EAG, and emergency support plans.

Goal: Document attendance of planning meetings, verify status of Emergency Operation Plans (EOP)/Emergency Action Guidelines (EAG), annexes, and supplemental plans, report new or updated SARA Title III plan, and emergency management participation with schools.

(7) INCIDENT MANAGEMENT

The EMP shall comply with Homeland Security Presidential Directive/HSGP-5 and Executive Directive 2005-09 by formally adopting the National Incident Management System (NIMS) to provide for efficient and effective emergency response operations amongst multiple agencies and jurisdictions. The program shall establish a means of interfacing on-scene incident management with the jurisdiction's Emergency Operations Center (EOC).

Goal: Verify that the jurisdiction maintains an EOC call list, including the CEO, performs a call out drill, and conducts an EOC orientation session. Ensure that the local jurisdiction is compliant with the National Incident Management System (NIMS).

(8) RESOURCE MANAGEMENT, LOGISTICS & MUTUAL AID

The EMC shall ensure that the jurisdiction is compliant with the NIMS resource management requirements including; identification, location, acquisition, storage, maintenance, distribution, and accounting for services and materials to address hazards identified in the jurisdiction. The jurisdiction shall use the Michigan Critical Incident Management System (MI CIMS) to manage their NIMS typed resources. The EMC should also develop Mutual Aid Agreements (MAA) and promote memberships in the Michigan Emergency Management Assistance Compact (MEMAC) to address resource shortfalls and reduce resource gaps in the jurisdiction.

Goal: Ensure that Mutual Aid Agreements (MAAs) are developed and maintained, MEMAC is promoted, and that the jurisdiction's NIMS typed resources are current in the Michigan Critical Incident Management System (MI CIMS).

(9) COMMUNICATIONS & WARNING

The EMC shall ensure that the jurisdiction communicates both internally and externally with all EMP stakeholders and emergency personnel. The local emergency manager shall disseminate disaster related information, and emergency alerts and warnings to response personnel, EOC staff, state and federal government officials, and the public. The system should be interoperable with other communication systems.

Goal: Verify that the jurisdiction has a primary and secondary warning system, and that they participate in radio tests, MI CIMS drills, and are actively involved in exercising additional communication methods.

(10) OPERATIONS AND PROCEDURES & FACILITIES

The EMC shall develop procedures that reflect operational priorities including life, safety, health, property protection, environmental protection, restoration of essential utilities, and restoration of essential functions and coordination among all levels of government. Procedures shall also be developed to guide situation and Damage Assessment (DA), situation reporting, and incident action planning. The EMP shall have a primary facility (EOC) capable of coordinating and supporting response and recovery operations. The EOC shall have activation, operation, and deactivation procedures that are updated regularly.

Goal: Verify that procedures for Requesting a Governor's Emergency or Disaster Declaration and State Assistance are up to date in the jurisdiction's plans and that they were reviewed by public officials. Ensure that the jurisdiction maintains EOC procedures and provides an updated copy to the DC.

(11) TRAINING

The EMC shall have a formal, documented training program composed of training needs, assessment, curriculum, course evaluation, and records of training. Necessary training includes: Professional Development Series (PDS), MI CIMS, DA and NIMS training courses. The local emergency manager shall submit the Quarterly Training and Exercise Reporting Worksheet (EMD-65) and promote available EM training for all personnel, including EOC staff, specific to their responsibilities.

Goal: Verify that jurisdictions are submitting Quarterly Training Reports (QTR), and are receiving necessary Damage Assessment (DA) and MI CIMS trainings. Verify that the jurisdiction is aware of and promotes additional emergency management related trainings.

(12) EXERCISES, EVALUATIONS & CORRECTIVE ACTIONS

The EMP shall have a documented exercise program that regularly tests the skills, abilities, and experience of emergency personnel as well as plans, policies, procedures, equipment, and facilities. Exercises will comply with local, state and federal requirements, including the Homeland Security Exercise and Evaluation Program (HSEEP). The local emergency manager shall track all exercises on the Quarterly Training and Exercise Reporting Worksheet (EMD-065) to include type, hazard, grant funding, and number of participants and submit.

Goal: Document participation by EMPG funded personnel in exercises using HSEEP guidance and the submittal of After Action Reports (AAR). Verify that the jurisdiction has submitted Quarterly Exercise Reports (QER), updated their Improvement Plans (IPs) and training plans, as well as the multi-year training and exercise plan. Verify receipt and distribution of scheduled drill days.

(13) CRISIS COMMUNICATIONS, PUBLIC EDUCATION & INFORMATION

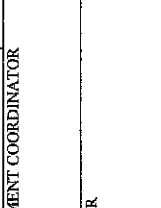
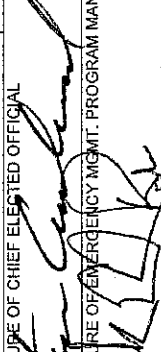
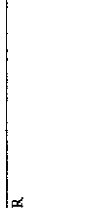
The EMP provides preparedness information and education to the public concerning threats to life, safety, and property. These activities include information about specific threats,

appropriate preparedness measures, actions to mitigate the threats including protective actions, updating the public website and promoting hazard awareness weeks and campaigns such as Do 1 thing.

Goal: Document efforts to educate the public about preparedness activities and report the jurisdiction's Citizen Corps activities.

RECOMMENDATION

It is my recommendation that the Board of Commissioners authorize the Chair of the BOC and the Emergency Management Coordinator sign on behalf of Benzie County the 2018 Work Agreement with the Michigan State Police – Emergency Management and Homeland Security Division.

Michigan State Police Emergency Management and Homeland Security Division	Benzie County Emergency Management Fiscal Year 2018 Emergency Management Performance Grant (EMPG) Work Agreement/Quarterly Report				<input checked="" type="checkbox"/> Initial Work Agreement	
<input type="checkbox"/> 1st Quarter	SIGNATURE OF CHIEF ELECTED OFFICIAL 	<input type="checkbox"/> 2nd Quarter	SIGNATURE OF EMERGENCY MGMT. PROGRAM MANAGER 	<input type="checkbox"/> 3rd Quarter	SIGNATURE OF EMERGENCY MANAGEMENT COORDINATOR 	<input type="checkbox"/> 4th Quarter
DATE 10/12/17		DATE 10/5/17		DATE 10/5/17		

Purpose

This survey functions as the 2018 EMPG work agreement/quarterly report. The objectives of this work agreement are based upon standards identified in the Emergency Management and Homeland Security Division (EMHSD) Publication 206 - Local Emergency Management Program Standards Workbook. Activities for each objective have been determined by a group of local and state emergency management subject matter experts who maintain a baseline set of standards for emergency management programs in the State of Michigan. Survey responses will assist in the assessment of emergency management programs, determine how EMPG funds are utilized and help validate the importance of these emergency management activities to all levels of government.

(1) ADMINISTRATION AND FINANCE

The Emergency Management Coordinator (EMC) shall ensure that the jurisdiction promulgates laws, ordinances, resolutions, policies and procedures to carry out emergency financial and administrative responsibilities. The EMPG-funded emergency manager shall provide a copy of their job description(s) that incorporate their Emergency Management (EM) activities. EM activities of the EMC and other response personnel shall be identified in the EM ordinance, resolution, and county plans.

Planned Activities	Action Taken (Local EM Status Report)
1 st <ul style="list-style-type: none"> Verify that the jurisdiction has submitted the quarterly EMPG reports and financial documentation with original signatures by 1/12/18. 	EMPG reports were submitted: Yes/No Financial documents were submitted: Yes/No

2 nd	<ul style="list-style-type: none"> Verify that the jurisdiction has submitted the quarterly EMPG reports and financial documentation with original signatures by 4/13/18. 	EMPG reports were submitted: Yes/No Financial documents were submitted: Yes/No
3 rd	<ul style="list-style-type: none"> Verify that the jurisdiction has submitted the quarterly EMPG reports and financial documentation with original signatures by 7/13/18. 	EMPG reports were submitted: Yes/No Financial documents were submitted: Yes/No
4 th	<ul style="list-style-type: none"> Verify that the jurisdiction has submitted the quarterly EMPG reports and financial documentation with original signatures by 10/12/18. Submit documents for 2018 EMPG work agreement to EMHSD financial staff by 9/28/18. 	EMPG reports were submitted: Yes/No Financial documents were submitted: Yes/No Position Description Submitted: Yes/No EMD-17 Form Submitted: Yes/No EMD-31 Form Submitted: Yes/No

(2) LAWS AND AUTHORITIES

The Emergency Management Program (EMP) shall comply with the Michigan Emergency Management Act (P.A. 390 of 1976 as amended) and applicable laws and regulations, and have a local Emergency Management (EM) resolution.

	Planned Activities	Action Taken (Local EMC Status Report)
1 st	<ul style="list-style-type: none"> Attend quarterly district EM meetings held between 10/1/17-12/31/17. Report attendance at other EM related meetings held between 10/1/17-12/31/17. 	<p>Quarterly meeting attended: Yes/No</p> <p>Meeting Type/Number of Meetings ESF #1 - Transportation # _____ ESF #2 - Communications # _____ ESF #3 - Public Works and Engineering # _____ ESF #4 - Firefighting # _____ ESF #5 - Information And Planning # _____ ESF #6 - Mass Care, Emergency Assistance, Temporary Housing and Human Services # _____</p>

		ESF #7 - Logistics # _____ ESF #8 - Public Health and Medical Services # _____ ESF #9 - Search and Rescue # _____ ESF #10 - Oil and Hazardous Materials # _____ ESF #11 - Agriculture and Natural Resources # _____ ESF #12 - Energy # _____ ESF #13 - Public Safety and Security # _____ ESF #14 - Long Term Recovery # _____ ESF #15 - External Affairs # _____ Local # _____ District # _____ Regional # _____ State # _____ Federal # _____
2 nd	<ul style="list-style-type: none"> Attend quarterly district EM meetings held between 1/1/18-3/31/18. Report attendance at other EM related meetings held between 1/1/18-3/31/18. 	Quarterly meeting attended: Yes/No _____ <i>Meeting Type/Number of Meetings</i> ESF #1 - Transportation # _____ ESF #2 - Communications # _____ ESF #3 - Public Works and Engineering # _____ ESF #4 - Firefighting # _____ ESF #5 - Information And Planning # _____ ESF #6 - Mass Care, Emergency Assistance, Temporary Housing and Human Services # _____ ESF #7 - Logistics # _____ ESF #8 - Public Health and Medical Services # _____ ESF #9 - Search and Rescue # _____ ESF #10 - Oil and Hazardous Materials # _____ ESF #11 - Agriculture and Natural Resources # _____ ESF #12 - Energy # _____ ESF #13 - Public Safety and Security # _____

		ESF #14 - Long Term Recovery # _____ ESF #15 - External Affairs # _____ Local # _____ District # _____ Regional # _____ State # _____ Federal # _____
3 rd	<ul style="list-style-type: none"> Attend quarterly district EM meetings held between 4/1/18-6/30/18. Report attendance at other EM related meetings held between 4/1/18-6/30/18. 	Quarterly meeting attended: Yes/No _____ <i>Meeting Type/Number of Meetings</i> ESF #1 - Transportation # _____ ESF #2 - Communications # _____ ESF #3 - Public Works and Engineering # _____ ESF #4 - Firefighting # _____ ESF #5 - Information And Planning # _____ ESF #6 - Mass Care, Emergency Assistance, Temporary Housing and Human Services # _____ ESF #7 - Logistics # _____ ESF #8 - Public Health and Medical Services # _____ ESF #9 - Search and Rescue # _____ ESF #10 - Oil and Hazardous Materials # _____ ESF #11 - Agriculture and Natural Resources # _____ ESF #12 - Energy # _____ ESF #13 - Public Safety and Security # _____ ESF #14 - Long Term Recovery # _____ ESF #15 - External Affairs # _____ Local # _____ District # _____ Regional # _____ State # _____ Federal # _____

- Attend quarterly district EM meetings held between 7/1/18-9/30/18.
- Report attendance at other EM related meetings held between 7/1/18-9/30/18.

Quarterly meeting attended: Yes/No

Meeting Type/Number of Meetings

ESF #1 - Transportation # _____

ESF #2 - Communications # _____

ESF #3 - Public Works and Engineering # _____

ESF #4 - Firefighting # _____

ESF #5 - Information And Planning # _____

ESF #6 - Mass Care, Emergency Assistance, Temporary Housing and

Human Services # _____

ESF #7 - Logistics # _____

ESF #8 - Public Health and Medical Services # _____

ESF #9 - Search and Rescue # _____

ESF #10 - Oil and Hazardous Materials # _____

ESF #11 - Agriculture and Natural Resources # _____

ESF #12 - Energy # _____

ESF #13 - Public Safety and Security # _____

ESF #14 - Long Term Recovery # _____

ESF #15 - External Affairs # _____

Local # _____

District # _____

Regional # _____

State # _____

Federal # _____

(3) HAZARD IDENTIFICATION, RISK ASSESSMENT, AND CONSEQUENCE ANALYSIS

The jurisdiction shall continually identify natural and human-caused hazards that potentially impact the jurisdiction. The jurisdiction shall also assess the risk and vulnerability of people, property, the environment, and its own operations from these hazards. The jurisdiction should also conduct a consequence analysis for significant hazards, to consider their impact on the public, responders, continuity of operations that include the delivery of services; property, facilities, and, infrastructure; the environment; the economic condition of the jurisdiction, and public confidence in the jurisdictions governance.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Document any hazard identification, risk assessment, or consequence analysis activities performed between 10/1/17-12/31/17. Did you utilize the I.P. Gateway tool for any of the performed hazard identification, risk assessment, or consequence analysis activities performed between 10/1/17-12/31/17? 	<p><i>Type of Risk Assessment/Number Completed:</i> County: # _____ Municipal: # _____ Facilities: # _____ Special Events: # _____</p> <p>I.P. Gateway tool utilized: Yes/No</p>
2 nd	<ul style="list-style-type: none"> Document any hazard identification, risk assessment, or consequence analysis activities performed between 1/1/18-3/31/18. Did you utilize the I.P. Gateway tool for any of the performed hazard identification, risk assessment, or consequence analysis activities performed between 1/1/18-3/31/18? 	<p><i>Type of Risk Assessment/Number Completed:</i> County: # _____ Municipal: # _____ Facilities: # _____ Special Events: # _____</p> <p>I.P. Gateway tool utilized: Yes/No</p>
3 rd	<ul style="list-style-type: none"> Document any hazard identification, risk assessment, or consequence analysis activities performed between 4/1/18-6/30/18. 	<p><i>Type of Risk Assessment/Number Completed:</i> County: # _____ Municipal: # _____ Facilities: # _____ Special Events: # _____</p>

	<ul style="list-style-type: none"> Did you utilize the I.P. Gateway tool for any of the performed hazard identification, risk assessment, or consequence analysis activities performed between 4/1/18-6/30/18? 	I.P. Gateway tool utilized: Yes/No
4 th	<ul style="list-style-type: none"> Document any hazard identification, risk assessment, or consequence analysis activities performed between 7/1/18-9/30/18. Did you utilize the I.P. Gateway tool for any of the performed hazard identification, risk assessment, or consequence analysis activities performed between 7/1/18-9/30/18? 	<p>Type of Risk Assessment/Number Completed:</p> <p>County: # _____</p> <p>Municipal: # _____</p> <p>Facilities: # _____</p> <p>Special Events: # _____</p> <p>I.P. Gateway tool utilized: Yes/No</p>

(4) HAZARD MITIGATION

The Emergency Management Coordinator (EMC) should participate in activities to eliminate hazards or mitigate the effects of hazards that cannot be reasonably prevented. If the jurisdiction intends to receive mitigation funds then the EMC shall ensure that the jurisdiction's hazard mitigation (HM) plan is developed and updated every five years.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Document whether your community has developed a hazard mitigation plan. Confirm the date of the jurisdiction's hazard mitigation plan. 	<p>HM plan: Yes/No/Adopted County Plan</p> <p>Plan is expired: Yes/No</p> <p>Expiration Date: ____/____/____</p>

	<ul style="list-style-type: none"> • Document appropriate steps taken by your jurisdiction to create a new or update an expired plan between 10/1/17-12/31/17. ▪ Report how many action items listed in the hazard mitigation plan have been completed between 10/1/17-12/31/17. 	<p>Check appropriate steps</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assemble a local planning team <input type="checkbox"/> Collect information about local hazard impacts <input type="checkbox"/> Identify vulnerabilities <input type="checkbox"/> Edit the document <input type="checkbox"/> Offer the document for stakeholder and public review <input type="checkbox"/> Meeting(s) to identify or select hazard mitigation actions <input type="checkbox"/> Describe the details of action item implementation <input type="checkbox"/> Official plan adoption by participating jurisdictions <p>Total action items: # _____ Action items completed: # _____</p>
2 nd	<ul style="list-style-type: none"> ▪ Report how many action items listed in the hazard mitigation plan have been completed between 1/1/18-3/31/18. ▪ Document appropriate steps taken by your jurisdiction to create a new or update an expired plan between 1/1/18-3/31/18. 	<p>Total action items: # _____ Action items completed: # _____</p> <p>Check appropriate steps</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assemble a local planning team <input type="checkbox"/> Collect information about local hazard impacts <input type="checkbox"/> Identify vulnerabilities <input type="checkbox"/> Edit the document <input type="checkbox"/> Offer the document for stakeholder or public review <input type="checkbox"/> Meeting(s) to identify or select hazard mitigation actions <input type="checkbox"/> Describe the details of action item implementation <input type="checkbox"/> Official plan adoption by participating jurisdictions
3 rd	<ul style="list-style-type: none"> ▪ Report how many action items listed in the hazard mitigation plan have been completed between 4/1/18-6/30/18. 	<p>Total action items: # _____ Action items completed: # _____</p>

	<ul style="list-style-type: none"> Document appropriate steps taken by your jurisdiction to create a new or update an expired plan between 4/1/18-6/30/18. 	<p>Check appropriate steps</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assemble a local planning team <input type="checkbox"/> Collect information about local hazard impacts <input type="checkbox"/> Identify vulnerabilities <input type="checkbox"/> Edit the document <input type="checkbox"/> Offer the document for stakeholder and public review <input type="checkbox"/> Meeting(s) to identify or select hazard mitigation actions <input type="checkbox"/> Describe the details of action item implementation <input type="checkbox"/> Official plan adoption by participating jurisdictions
4 th	<ul style="list-style-type: none"> Report how many action items listed in the hazard mitigation plan have been completed between 7/1/18-9/30/18. Document appropriate steps taken by your jurisdiction to create a new or update an expired plan between 7/1/18-9/30/18. Disseminate EMHSD hazard mitigation information announcements and notices of funding availability for Hazard Mitigation Assistance to all local jurisdictions within your EMP. 	<p>Total action items: # _____ Action items completed: # _____</p> <p>Check appropriate steps</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assemble a local planning team <input type="checkbox"/> Collect information about local hazard impacts <input type="checkbox"/> Identify vulnerabilities <input type="checkbox"/> Edit the document <input type="checkbox"/> Offer the document for stakeholder and public review <input type="checkbox"/> Meeting(s) to identify or select hazard mitigation actions <input type="checkbox"/> Describe the details of action item implementation <input type="checkbox"/> Official plan adoption by participating jurisdictions <p>Information Was Disseminated: Yes/No Does not apply: _____</p>

(5) PREVENTION

The Emergency Management Program (EMP) has a strategy among disciplines to coordinate prevention activities, to monitor the identified threats and hazards, and adjust the level of prevention activity commensurate with the risk, and has procedures for exchanging information between internal and external stakeholders to prevent incidents.

Planned Activities	Action Taken (Local EM Status Report)
<ul style="list-style-type: none"> Identify prevention activities that the jurisdiction participated in between 10/1/17-9/30/18. 	<p><i>Check all that apply</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Assigning prevention activities to each agency identified in the jurisdiction's basic plan portion of the emergency plan. <input type="checkbox"/> Establishing a jurisdiction-wide prevention activities coordinator to coordinate with all agencies in prevention activities. <input type="checkbox"/> Participating in the Homeland Security Information Network (HSIN). <input type="checkbox"/> Developing a Critical Infrastructure Protection Plan, and identifying roles and responsibilities. <input type="checkbox"/> Utilizing MI CIMS or another monitoring system to identify and coordinate prevention activities within the EOC. <input type="checkbox"/> Establishing procedures that coordinate reporting with the Regional MIOC liaison and State MIOC. <input type="checkbox"/> Conducting information sharing procedures.

(6) OPERATIONAL PLANNING

The Emergency Management Coordinator (EMC) shall ensure the jurisdiction is compliant with P.A. 390 of 1976, as amended, by maintaining a current Emergency Operation Plan (EOP) or Emergency Action Guidelines (EAG) that meets the criteria in the MSP/EMHSD Publication (Pub) 201a. The EMC shall verify that each jurisdiction whose population exceeds 10,000 also complies with P.A. 390 of 1976, as amended, by maintaining an emergency support plan. The local emergency manager must verify that the EOP (or EAG), and supplemental emergency support plans are updated every four years. The EMC will ensure that the jurisdiction's current Chief Elected Official (CEO) has signed the updated/revised EOP, EAG, and emergency support plans.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Report the number of Local Planning Team (LPT) meetings that occurred between 10/1/17-12/31/17. Attend or host four LEPC meetings by 9/30/2018. Confirm the date of the jurisdiction's EOP/EAG and verify if the plan will expire between 10/1/17 - 9/30/18. Identify EOP/EAG annexes that were updated between 10/1/17 - 12/31/17. Ensure that any section/annex updates are still in compliance with Pub 201a. Report participation in EM activities with school officials that took place between 10/1/17-12/31/17. Verify the status of emergency support plans for jurisdictions with a population of 10,000 or more, identified by Michigan State Police/Emergency Management and Homeland Security Division (MSP/EMHSD) between 10/1/17-12/31/17. Ensure that the plan is signed by the current CEO. Emergency Management programs are encouraged to submit new or updated support plans to the District Coordinator, (DC). 	<p># _____ LPT meetings.</p> <p>Attend/Hosted # _____ LEPC meetings.</p> <p>EOP/EAG is current: Yes/No Expiration Date: ____/____/____</p> <p>Total Annexes: # _____ Annexes Updated: # _____</p> <p>School Activities/Number of Activities: Planning: # _____ Seminars: # _____ Outreach: # _____ Special Events: # _____</p> <p>Total Support Plans: # _____ Current plans: # _____ Does Not Apply: _____</p>

<p>2nd</p>	<ul style="list-style-type: none"> ▪ Report the number of Local Planning Team (LPT) meetings that occurred between 1/1/18-3/31/18. ▪ Attend or host four LEPC meetings by 9/30/2018. ▪ Verify that the CEO original signature is current in the EOP/EAG, if new CEO, forward contact information to the DC. ▪ Identify EOP/EAG annexes that were updated between 1/1/18 - 3/31/18. Ensure that any section/annex updates are still in compliance with Pub 201a. ▪ Report participation in EM activities with school officials that took place between 1/1/18-3/31/18. ▪ Verify the status of emergency support plans for jurisdictions with a population of 10,000 or more, identified by MSP/EMHSD between 1/1/18-3/31/18. Ensure that the plan is signed by the current CEO. Emergency Management programs are encouraged to submit new or updated support plans to the District Coordinator. 	<p>Attended/Hosted # _____ LPT meetings.</p> <p>Attend/Hosted # _____ LEPC meetings.</p> <p>EOP/EAG CEO signature is current: Yes/No Current CEO contact information was sent to DC: Yes/No Does not apply _____</p> <p>Total Annexes: # _____ Annexes Updated: # _____</p> <p><i>School Activities/Number of Activities:</i> Planning: # _____ Seminars: # _____ Outreach: # _____ Special Events: # _____</p> <p>Total Support Plans: # _____ Current plans: # _____ Does Not Apply: _____</p>
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<p>3rd</p>	<ul style="list-style-type: none"> ▪ Report the number of Local Planning Team (LPT) meetings that occurred between 4/1/18-6/30/18. ▪ Attend or host four LEPC meetings by 9/30/2018. ▪ Identify EOP/EAG annexes that were updated between 4/1/18 - 6/30/18. Ensure that any section/annex updates are still in compliance with Pub 201a. ▪ Report participation in EM activities with school officials that took place between 4/1/18-6/30/18. ▪ Verify the status of emergency support plans for jurisdictions with a population of 10,000 or more, identified by MSP/EMHSD between 4/1/18-6/30/18. Ensure that the plan is signed by the current CEO. Emergency Management programs are encouraged to submit new or updated support plans to the District Coordinator. ▪ Report the status of SARA Title III plans Report any problem areas. 	<p># _____ LPT meetings.</p> <p>Attend/Hosted # _____ LEPC meetings.</p> <p>Total Annexes: # _____ Annexes Updated: # _____</p> <p><i>School Activities/Number of Activities:</i> Planning: # _____ Seminars: # _____ Outreach: # _____ Special Events: # _____</p> <p>Total Support Plans: # _____ Current plans: # _____ Does Not Apply: _____</p> <p>Total Sites: # _____ Total Plans: # _____ Problem Areas: _____ Does not apply: _____</p>
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<p>4th</p> <ul style="list-style-type: none"> ▪ Report the number of Local Planning Team (LPT) meetings that occurred between 7/1/18-9/30/18 ▪ Attend or host four LEPC meetings by 9/30/2018. ▪ Identify EOP/EAG annexes that were updated between 7/1/18 - 9/30/18. Ensure that any section/annex updates are still in compliance with Pub 201a. ▪ Verify the status of emergency support plans for jurisdictions with a population of 10,000 or more, identified by MSP/EMHSD between 7/1/18-9/30/18. Ensure that the plan is signed by the current CEO. Emergency Management programs are encouraged to submit new or updated support plans to the District Coordinator. ▪ Report participation in EM activities with school officials that took place between 7/1/18-9/30/18 and supply any planning guidance/templates that are available. ▪ Verify receipt by 9/15/18 and distribution of scheduled drill days for school buildings operated by the school, school district, intermediate school district, or public academy, for the 2018-2019 school year. 	<p># ___ LPT meetings</p> <p>Attend/Hosted # ___ LEPC meetings.</p> <p>Total Annexes: # ___ Annexes Updated: # ___</p> <p>Total Support Plans: # ___ Current plans: # ___ Does Not Apply: ___</p> <p>School Activities/Number of Activities: Planning: # ___ Seminars: # ___ Outreach: # ___ Special Events: # ___</p> <p>Drill distribution was received: Yes/No Drill distribution was distributed: Yes/No</p>
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(7) INCIDENT MANAGEMENT

The Emergency Management Program (EMP) shall comply with Homeland Security Presidential Directive/HSGP-5, and Executive Directive 2005-09 by formally adopting the National Incident Management System (NIMS) to provide for efficient and effective emergency response operations amongst multiple agencies and jurisdictions. The program shall establish a means of interfacing on-scene incident management with the jurisdiction's Emergency Operations Center (EOC).

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Update EOC call list, including the CEO, and submit a copy to the DC by 12/31/17. 	EOC call list is updated: Yes/No EOC call list has been sent to the DC: Yes/No
2 nd	<ul style="list-style-type: none"> Update EOC call list and submit a copy to the DC by 3/31/18, only if changes have been made. 	Changes have been made: Yes/No Changes have been sent to the DC: Yes/No
3 rd	<ul style="list-style-type: none"> Update EOC call list and submit a copy to the DC by 6/30/18, only if changes have been made. 	Changes have been made: Yes/No Changes have been sent to the DC: Yes/No
4 th	<ul style="list-style-type: none"> Perform an EOC call-out for a drill or an actual event between 10/1/17 and 9/30/18. Update EOC call list and submit a copy to the DC by 9/30/18, only if changes have been made. Conduct EOC orientation session between 10/1/17 and 9/30/18. Submit the EMD-70 NIMS Training Progress report by 9/30/18. Submit the EMD-71 NIMS Certification Form by 9/30/18. 	EOC call-out drill has been performed: Yes/No EOC call-out for an actual event has been performed: Yes/No Changes have been made: Yes/No Changes have been sent to the DC: Yes/No EOC orientation was conducted: Yes/No EMD-70 has been Submitted: Yes/No EMD-71 has been submitted: Yes/No

(8) RESOURCE MANAGEMENT, LOGISTICS, AND MUTUAL AID

The Emergency Management Coordinator (EMC) shall ensure that the jurisdiction is compliant with the NIMS resource management requirements including: identification, location, acquisition, storage, maintenance, distribution, and accounting for services and materials, to address hazards identified in the jurisdiction. The jurisdiction shall use the Michigan Critical Incident Management System (MI CIMS) to manage their NIMS-typed resources. The EMC should also develop Mutual Aid Agreements (MAA) and promote memberships in the Michigan Emergency Management Assistance Compact (MEMAC) to address resource shortfalls and reduce resource gaps in the jurisdiction.

Planned Activities		Action Taken (Local EM Status Report)
1 st		
2 nd		
3 rd		
4 th	<ul style="list-style-type: none"> Report new, updated or current MAA/MOUs within the emergency management program. Report any MEMAC membership additions that occurred between 10/1/17 and 9/30/18. Verify that the jurisdiction's NIMS-typed resources are current in the MI CIMS and submit the EMD-003 Resource Certification form by 9/30/18. Does your Emergency Management program maintain Logistics plans and procedures that can be activated during incident response, e.g. donations management, establishment of Points of Distribution, management of warehouses, activation of Mutual Aid Agreements, etc.? 	<p>New MAA/MOUs: # _____ Updated MAA/MOUs: # _____ Current MAA/MOUs: # _____</p> <p>MEMAC Member Name: _____</p> <p>EMD-003 has been submitted: Yes/No _____</p> <p>Emergency Management program maintains Logistics procedures: Yes/No _____</p>

(9) COMMUNICATIONS AND WARNING

The Emergency Management Coordinator (EMC) shall ensure that the jurisdiction communicates both internally and externally with all Emergency Management Program (EMP) stakeholders and emergency personnel. The local emergency manager shall disseminate disaster related information, and emergency alerts and warnings to response personnel, EOC staff, state and federal government officials, and the public. The system should be interoperable with other communication systems.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Identify the primary and secondary public alerting and notification systems used in the jurisdiction function as designed. Verify if the jurisdiction is IPAWS compliant. If jurisdiction is not IPAWS compliant, document if your jurisdiction is in the process of becoming IPAWS compliant. If jurisdiction is not working towards IPAWS compliance; indicate reason. Participate in district and/or statewide radio testing between 10/1/17-12/31/17. Participate in district and/or statewide MI CIMS drills between 10/1/17-12/31/17. Document the jurisdiction's participation in any additional communication tests between 10/1/17-12/31/17. 	<p>Primary Notification: _____</p> <p>Secondary Notification: _____</p> <p>Jurisdiction is IPAWS compliant: Yes/No/IPAWS is on a County Level.</p> <p>Jurisdiction is in the process of becoming IPAWS compliant: Yes/No/IPAWS is on a County level.</p> <p>Reason why jurisdiction is not working towards IPAWS compliance: _____</p> <p>Radio Test Type/Number of Radio Tests: District: # _____ State: # _____ Other: # _____</p> <p>MI CIMS Drill Type/Number of MI CIMS Drills: District: # _____ State: # _____</p> <p>Communication tests Type/Number of Communication tests: Communication tests: _____, # _____</p> <p>Radio Test Type/Number of Radio Tests: District: # _____ State: # _____ Other: # _____</p>
2 nd	<ul style="list-style-type: none"> Participate in district and/or statewide radio testing between 1/1/18-3/31/18. 	

	<ul style="list-style-type: none"> Participate in district and/or statewide MI CIMS drills between 1/1/18-3/31/18. Document the jurisdiction's participation in any additional communication tests between 1/1/18-3/31/18. 	<p>MI CIMS Drill Type/Number of MI CIMS Drills: District: # _____ State: # _____</p> <p>Communication tests Type/Number of Communication tests: Communication tests: _____, # _____</p>
3 rd	<ul style="list-style-type: none"> Participate in district and/or statewide radio testing between 4/1/18-6/30/18. Participate in district and/or statewide MI CIMS drills between 4/1/18-6/30/18. Document the jurisdiction's participation in any additional communication tests between 4/1/18-6/30/18. 	<p>Radio Test Type/Number of Radio Tests: District: # _____ State: # _____ Other: # _____</p> <p>MI CIMS Drill Type/Number of MI CIMS Drills: District: # _____ State: # _____</p> <p>Communication tests Type/Number of Communication tests: Communication tests: _____, # _____</p>
4 th	<ul style="list-style-type: none"> Participate in district and/or statewide radio testing between 7/1/18-9/30/18. Participate in district and/or statewide MI CIMS drills between 7/1/18-9/30/18. Document the jurisdiction's participation in any additional communication tests between 7/1/18-9/30/18. Meet with local EAS/MAB region representatives between 10/1/17-9/30/18. Review and compare your jurisdiction's warning capabilities with the regional MAB, EAS plan by 9/30/18. 	<p>Radio Test Type/Number of Radio Tests: District: # _____ State: # _____ Other: # _____</p> <p>MI CIMS Drill Type/Number of MI CIMS Drills: District: # _____ State: # _____</p> <p>Communication tests Type/Number of Communication tests: Communication tests: _____, # _____</p> <p>Attended: # _____ Regional MAB/EAS Meeting.</p> <p>Capabilities were compared with regional MAB/EAS Plan: Yes/No</p>

(10) OPERATIONS, PROCEDURES, AND FACILITIES

The Emergency Management Coordinator (EMC) shall develop procedures that reflect operational priorities including life, safety, health, property protection, environmental protection, restoration of essential utilities, and restoration of essential functions and coordination among all levels of government. Procedures shall also be developed to guide situation and Damage Assessment (DA), situation reporting, and incident action planning. The Emergency Management Program (EMP) shall have a primary facility Emergency Operations Center (EOC) capable of coordinating and supporting response and recovery operations. The EOC shall have activation, operation, and deactivation procedures that are updated regularly.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Verify that the procedures for Requesting a Governor's Emergency or Disaster Declaration and State Assistance are up to date in the jurisdiction's plans or procedures by 12/31/17. Ensure jurisdiction has current EOC activation, operation, and deactivation procedures for the jurisdiction's EOC, provide a copy to the District Coordinator (DC) by 12/31/17. 	<p>Procedures are up to date in plans or procedures: Yes/No</p> <p>EOC activation, operation, and deactivation procedures are current: Yes/No Procedures have been sent to DC: Yes/No</p>
2 nd	<ul style="list-style-type: none"> Ensure that procedures for declaring a local "State of Emergency" and requesting a Governor's Emergency or disaster declaration and state assistance are reviewed with the jurisdiction's public officials by 3/31/18. Report any major updates to EOC activation, operation, and deactivation procedures between 1/1/18 and 3/31/18. 	<p>Procedures have been reviewed with public officials: Yes/No</p> <p>Major updates have been made: Yes/No Major updates have been sent to DC: Yes/No</p>
3 rd	<ul style="list-style-type: none"> Report any major updates to EOC activation, operation, and deactivation procedures between 4/1/18 and 6/30/18. 	<p>Major updates have been made: Yes/No Major updates have been sent to DC: Yes/No</p>
4 th	<ul style="list-style-type: none"> Report any major updates to EOC activation, operation, and deactivation procedures between 7/1/18 and 9/30/18. 	<p>Major updates have been made: Yes/No Major updates have been sent to DC: Yes/No</p>

(11) TRAINING

The Emergency Management Coordinator (EMC) shall have a formal, documented training program composed of training needs, assessment, curriculum, course evaluation, and records of training. Necessary training includes: Professional Development Series (PDS), MI CIMS, Damage Assessment and NIMS training courses. The local emergency manager shall submit the Quarterly Training and Exercise Reporting Worksheet (EMD-65) and promote available Emergency Management (EM) training for all personnel, including EOC staff, specific to their responsibilities.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	▪ Promote emergency management courses between 10/1/17-12/31/17.	Emergency management course schedule has been promoted: Yes/No
2 nd	▪ Promote emergency management courses between 1/1/18-3/31/18.	Emergency management course schedule has been promoted: Yes/No
3 rd	▪ Promote emergency management courses between 4/1/18-6/30/18.	Emergency management course schedule has been promoted: Yes/No
4 th	▪ Promote emergency management courses between 7/1/18-9/30/18.	Emergency management course schedule has been promoted: Yes/No

(12) EXERCISES, EVALUATIONS, AND CORRECTIVE ACTIONS

The Emergency Management Program (EMP) shall have a documented exercise program that regularly tests the skills, abilities, and experience of emergency personnel, as well as plans, policies, procedures, equipment, and facilities. Exercises will comply with local, state and federal requirements, including the Homeland Security Exercise and Evaluation Program (HSEEP). The local emergency manager shall track all exercises on the Quarterly Training and Exercise Reporting Worksheet (EMD-065) including the type, hazards, grant funding, and number of participants, and submit this form.

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Submit EMD-065 – Quarter Training and Exercise Report by 1/12/18. 	EMD-065 has been submitted: Yes/No
2 nd	<ul style="list-style-type: none"> Submit EMD-065 – Quarter Training and Exercise Report by 4/13/18. 	EMD-065 has been submitted: Yes/No
3 rd	<ul style="list-style-type: none"> Submit EMD-065 – Quarter Training and Exercise Report by 7/13/18. 	EMD-065 has been submitted: Yes/No
4 th	<ul style="list-style-type: none"> Submit EMD-065 – Quarter Training and Exercise Report by 10/12/18. Develop and submit multi-year training and exercise plan for FY2019 – FY2021 by 9/30/18. 	EMD-065 has been submitted: Yes/No Multi-year training and exercise plan has been submitted: Yes/No

(13) CRISIS COMMUNICATIONS, PUBLIC EDUCATION, AND INFORMATION

The Emergency Management Program (EMP) provides preparedness information and education to the public concerning threats to life, safety, and property. These activities include information about specific threats, appropriate preparedness measures, actions to mitigate the threats, including protective actions, updating the public website, and promoting hazard awareness weeks and campaigns such as "Do 1 Thing."

	Planned Activities	Action Taken (Local EM Status Report)
1 st	<ul style="list-style-type: none"> Document efforts to educate the public about preparedness activities occurring between 10/1/17-12/31/17. Report the data presented and the media by which this was accomplished. Document any Citizen Corps activity that occurred between 10/1/17-12/31/17. 	<p><i>Data Presented/Type of Media:</i> Awareness Weeks: _____, Media: _____ Speaking Engagement: _____, Media: _____ See Something/Say Something: Yes/No, Media _____ 7 signs of terrorism : Yes/No, Media _____ Other: _____, Media: _____</p> <p><i>Citizen Corps Activity Type/Number of Citizen Corps Activities:</i> Training: # _____ Deployment/Activation: # _____</p>
2 nd	<ul style="list-style-type: none"> Document efforts to educate the public about preparedness activities occurring between 1/1/18-3/31/18. Report the data presented and the media by which this was accomplished. Document any Citizen Corps activity that occurred between 1/1/18-3/31/18. 	<p><i>Data Presented/Type of Media:</i> Awareness Weeks: _____, Media: _____ Speaking Engagement: _____, Media: _____ See Something/Say Something: Yes/No, Media _____ 7 signs of terrorism : Yes/No, Media _____ Other: _____, Media: _____</p> <p><i>Citizen Corps Activity Type/Number of Citizen Corps Activities:</i> Training: # _____ Deployment/Activation: # _____</p>
3 rd	<ul style="list-style-type: none"> Document efforts to educate the public about preparedness activities occurring between 4/1/18-6/30/18. Report the data presented and the media by which this was accomplished. 	<p><i>Data Presented/Type of Media</i> Awareness Weeks: _____, Media: _____ Speaking Engagement: _____, Media: _____ See Something/Say Something: Yes/No, Media _____ 7 signs of terrorism : Yes/No, Media _____ Other: _____, Media: _____</p>

	<ul style="list-style-type: none"> Document any Citizen Corps activity that occurred between 4/1/18-6/30/18. 	Citizen Corps Activity Type/Number of Citizen Corps Activities: Training: # _____ Deployment/Activation: # _____
4 th	<ul style="list-style-type: none"> Document efforts to educate the public about preparedness activities occurring between 7/1/18-9/30/18. Report the data presented and the media by which this was accomplished. Document any Citizen Corps activity that occurred between 7/1/18-9/30/18. 	Data Presented/Type of Media Awareness Weeks: _____, Media: _____ Speaking Engagement: _____, Media: _____ See Something/Say Something: Yes/No, Media _____ 7 signs of terrorism : Yes/No, Media _____ Other: _____, Media: _____ Citizen Corps Activity Type/Number of Citizen Corps Activities: Training: # _____ Deployment/Activation: # _____

(14) OTHER - Unscheduled EMERGENCY MANAGEMENT ACTIVITIES

List other emergency management work items not included in the preceding 13 EM Objectives.	
Activities	Action Taken
1 st	
2 nd	
3 rd	
4 th	

MSP/EMHSD CONTACT INFORMATION FOR ASSISTANCE

The following is a list of Subject Matter Experts (SME) to assist with the information required in this report.

Name of SME	Contact Information	Specialty
Lt. Richard Martin	MartinR13@michigan.gov 517-322-1918 (office), 989-245-3154 (cell)	District 1 Coordinator
Lt. Timothy Ketvirtis	KetvirtisT@michigan.gov 586-726-6709 (office), 517-202-5597 (cell)	District 2N Coordinator
Lt. Nate McQueen	McQueenN@michigan.gov 734-287-5044 (office), 248-210-0672 (cell)	District 2S Coordinator
Lt. Billie Jo Roach	RoachB@michigan.gov 989-777-0650 (office), 517-819-0841 (cell)	District 3 Coordinator
Lt. Kenneth High	HighK@michigan.gov 269-657-6081 (office), 269-332-3475 (cell)	District 5 Coordinator
Lt. Mark Russo	RussoM3@michigan.gov 616-866-6665 (office), 616-299-9312 (cell)	District 6 Coordinator
Lt. Michael DeCastro	DecastroM@michigan.gov 231-946-3005 (office), 231-499-8266 (cell)	District 7 Coordinator
Lt. Steven Derusha	DerushaS1@michigan.gov 906-293-8061 (office Newberry); 906-227-7504 (office Marquette); 517-898-5055 (cell)	District 8 Coordinator
F/Lt. Gabe Covey	CoveyG@michigan.gov 517-284-3989 (office), 517-927-5362 (cell)	State and Local Support Section Manager
Penny Burger	BurgerP@michigan.gov 517-284-3991 (office)	Grants and Financial Management Section Manager
Kim Richmond	RichmondK@michigan.gov 517-284-3952 (office)	Grants Unit Manager
Renee Tober	ToberR2@michigan.gov 517-284-3943 (office)	Emergency Management Performance Grant Coordinator
Amanda VanKoevering	VanKoeveringA@michigan.gov 517-284-3959 (office)	Financial Administration/EMPG
Mike Sobocinski	SobocinskiM@michigan.gov 517-284-3947 (office)	Hazard Mitigation Planning
Joel Pepper	PepperJ@michigan.gov 517-284-3955 (office)	Hazard Mitigation Project Grants
Matt Schnepf	SchnepfM1@michigan.gov 517-284-3950 (office)	Hazard Mitigation Project Grants

	Henrik Hollaender	<u>HollaenderH@michigan.gov</u> 517-284-3970 (office), 517-898-4225 (cell)	Local Planning/NIMS
	Michelle Kuzera	<u>KuzeraM@michigan.gov</u> 517-284-3965 (office)	Technical Support and Mapping Section Manager
	Vacant		HMEP/LEPC/ SARA Title III/MEMAC
	Brianna Briggs	<u>BriggsB3@michigan.gov</u> 517-284-3992 (office)	Technical Support Unit Manager
	Jaclyn Barcroft	<u>BarcroftJ@michigan.gov</u> 517-284-3996 (office)	MI CIMS Coordinator
	Don Bouffard	<u>BouffardD@michigan.gov</u> 517-284-3995 (office)	Communication Specialist
	Jackie Hampton	<u>HamptonJ@michigan.gov</u> 517-284-3973 (office)	Preparedness and Training Section Manager
	Carly Georgopoulos	<u>GeorgopoulosC@michigan.gov</u> 517-284-3993 (office)	Exercise Officer/HSEEP
	Alex Abdun-Nabi	<u>Abdun-NabiA@michigan.gov</u> 517-284-3957 (office)	Training Officer
	Sherrie Loader	<u>LoaderS@michigan.gov</u> 517-284-3656 (office)	Audit
	Dale George	<u>GeorgeD5@michigan.gov</u> 517-284-3962 (office)	Public Information Officer
	Insp. Chris Bush	<u>BushC3@michigan.gov</u> 517-284-3967 (office)	MSP/EMHSD Assistant Commander
	Capt. Chris Kelenske	<u>KelenskeC@michigan.gov</u> 517-284-3966 (office)	MSP/EMHSD Commander

CORRESPONDENCE

①

BENZIE COUNTY

PARKS AND RECREATION COMMISSION

Cathy Demitroff - CHAIR	Barb Skurdall
Sean Duperron - VICE CHAIR	Ed Hoogterp
Frank Walterhouse - SECRETARY	Ann Bourne
Marjorie Pearsall-Groenwald	Tad Peacock
Walter Roch Von Rochsburg	Ted Mick

SPECIAL MEETING

August 22, 2017

Benzie County Government Center

Chair, Cathy Demitroff called the meeting of Parks and Recreation Commission to order at 5:07 p.m.

Present: Cathy Demitroff, Frank Walterhouse, Anne Bourne, Ed Hoogterp, Walter Roch Von Rochsburg, and Ted Mick

Absent: Sean Duperron, Barb Skurdall, Marjorie Pearsall, and Tad Peacock

Others Present: Jeanne McPherson, Recording Secretary, Board of Commissioners, and Legal Counsel Dick Figura.

Motion made by Hoogterp, seconded by Von Roch Rochsburg, to go in to Open Session 5:36, all Aye, motion carries.

Motion by Hoogterp, seconded by Roch Von Rochsburg, to authorize Council to settle case in accordance with recommendations to have an easement on either parcels to run power underground at their expense with conditions of approval from MDNR and Consumers and no liability on the County, Roll call taken, all Aye, motion carries.

Public Input: None

Guests: None

Committee Reports:

Railroad Point: No Report

Point Betsie Light House: No Report

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BENZIE COUNTY CLERK
BEULAH, MI 49617

Trail Report: No Report

Recreational Facilities & Access: No Report

Zada Price Property: No Report

Recreational Programs: No Report

Old Business: None

New Business: None

2017 Committee Chairs:

Railroad Point	Walterhouse
Point Betsie Lighthouse	Von Rochsburg
Trails	Duperron
Trail Management Council	Walterhouse
Recreational Facilities & Access	Bourne
Recreational Programs	Skurdall
Zada Price	Peacock
Endowment	Bourne, Thompson, Demitroff
Budget Committee	Officers plus one
Executive Committee	Officers plus one

Public Input: None

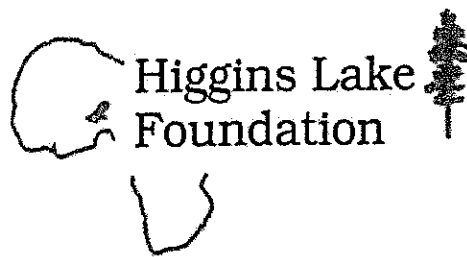
Correspondence: None

Motion made by Hoogterp, seconded by Roch Von Rochsburg to adjourn, all Aye, motion carries 5:38.

The next meeting is scheduled for Monday, September 25, 2017, at 5:00 p.m.

Minutes were respectfully submitted by Jeanne McPherson, Recording Secretary

Frank Walterhouse



MAP KEY

- Boat Wash Locations
- Public Restrooms

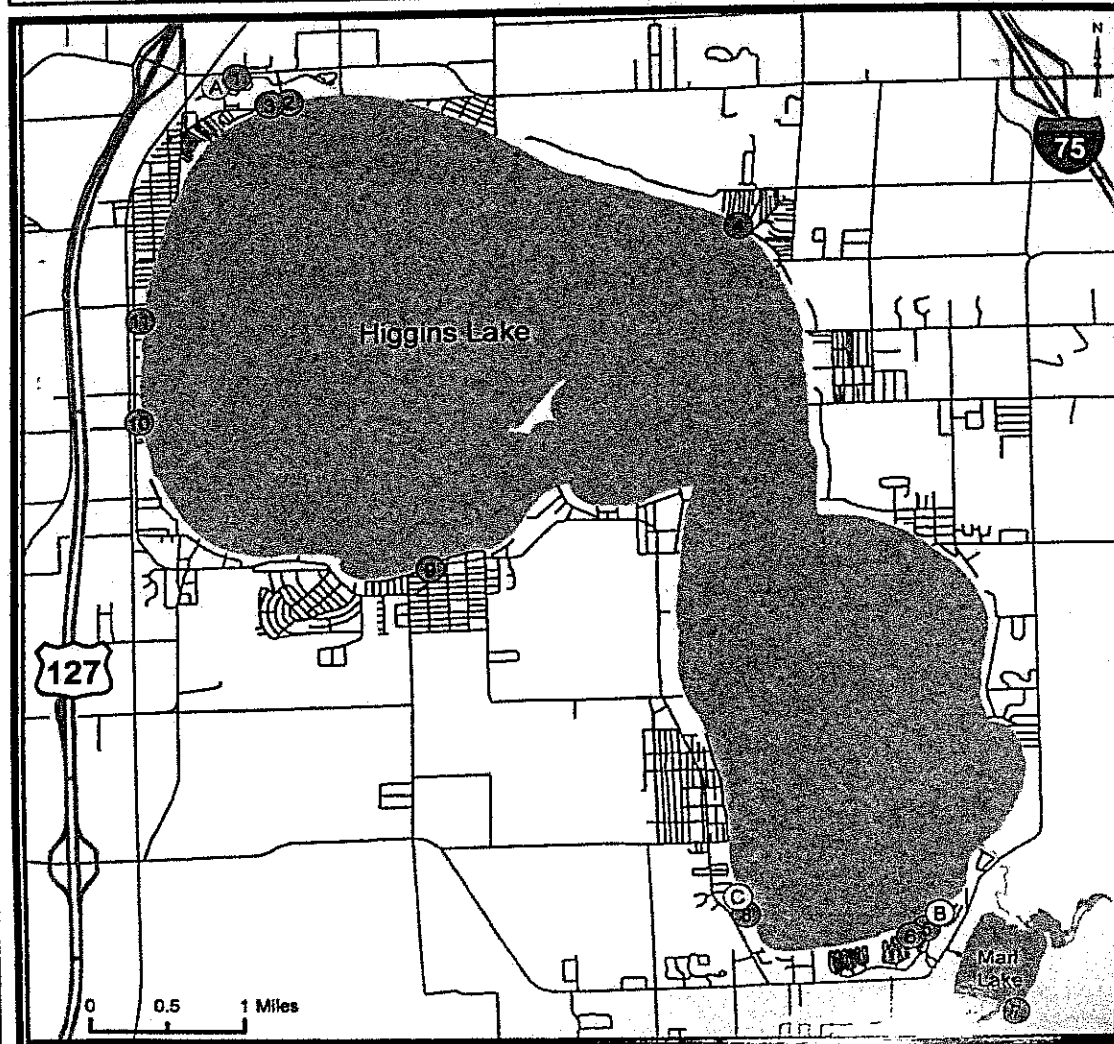
Boat Wash Locations

- (A) North State Park
- (B) South State Park
- (C) Gerrish Twp. Comm. Marina

Public Restroom Locations

- 1 Portable at North State Park boat wash (S)
- 2 Restrooms on beach at North State Park (S)
- 3 Vault toilet at North State Park boat launch (YR)
- 4 Restrooms at Gerrish Township Park (S)
- 5 Restrooms on beach at South State Park (S)
- 6 Vault toilet at South State Park boat launch (YR)
- 7 Vault toilet at Marl Lake (YR)
- 8 Restrooms at Gerrish Twp. Community Marina (YR)
- 9 Portable at Sam-O-Set Park (S)
- 10 Vault toilet at DNR West Launch (YR)
- 11 Portable at Phoenix Park (S)

S = Seasonal (May - September)
YR = Year Round



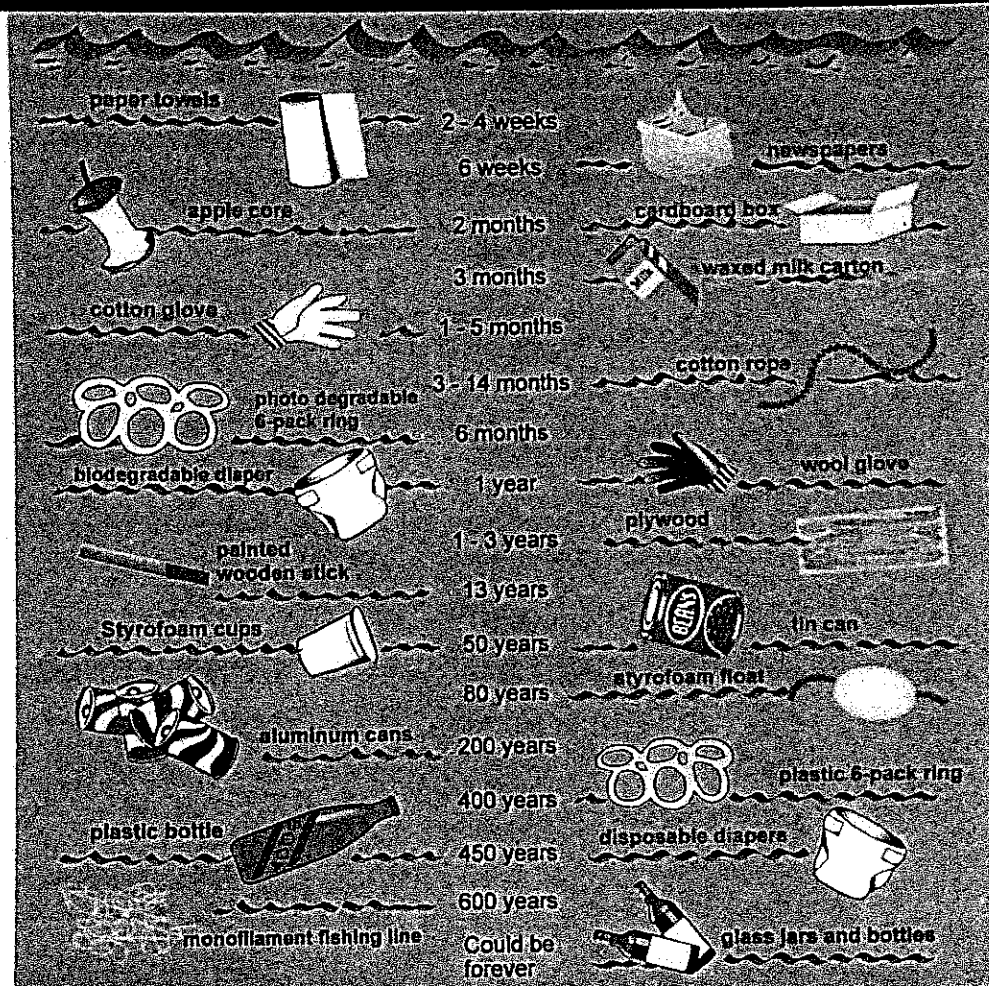
HELP KEEP HIGGINS LAKE BEAUTIFUL!



Higgins Lake
Foundation



Please don't throw your trash overboard!
It takes a long time for trash to "disappear" from the deep.



Each person's small efforts add up to a big difference for Higgins Lake!

THANKS FOR REMEMBERING TO:

- Keep trash from blowing overboard.
- Use shore based restrooms and pumpout facilities.
- Recycle used monofilament fishing line.
- Keep detergents and bilge cleansers out of the water.
- Use oil absorbent materials in your bilge and for spill cleanup.
- Use one of the free boat washes to prevent the spread of invasive species.
- Be a good lake steward and tell your friends the simple things they can do to protect Higgins Lake.



Printing paid for by the Roscommon County Community Foundation.

(2)

**BENZIE COUNTY
PARKS AND RECREATION COMMISSION**

Cathy Demitroff - CHAIR	Barb Skurdall
Sean Duperron - VICE CHAIR	Ed Hoogterp
Frank Walterhouse - SECRETARY	Ann Bourne
Marjorie Pearsall-Groenwald	Tad Peacock
Walter Roch Von Rochsburg	Ted Mick

**Regular Meeting
August 28, 2017
Benzie County Government Center**

Chair, Cathy Demitroff called the meeting of Parks and Recreation Commission to order at 5:05 p.m.

Present: Cathy Demitroff, Ed Hoogterp, Ann Bourne, Frank Walterhouse, Walter Roch Von Rochsburg, Barb Skurdall, Marjorie Pearsall-Groenwald, Tad Peacock.

Absent: Sean Duperron, Barb Skurdall, Ted Mick.

Others Present: Jeanne McPherson, Recording Secretary.

Motion by Walterhouse, seconded by Pearsall- Groenwald to approve the agenda as presented. All Aye. Motion Carries.

Motion by Walterhouse, seconded by Pearsall- Groenwald to approve Minutes July 24, 2017, All Aye, Motion carries. Hoogterp makes motion to approve Closed Session Minutes and Special Meeting Minutes August 22, 2017 with changes, Bourne seconds, All Aye, Motion carries.

Public Input: None

Guests: None

Committee Reports:

Railroad Point: See attachment #1. Ann discussed signage at RailRoad Point. Ann will get information regarding Kiosk to the Board Members, the Board will discuss future signage for River front area, Ann also shared the Benzie County Parks and Rec will be added to signs.

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SEP 21 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Point Betsie Light House: Working on funding, preparing Grants, turned down by FedEx, but Rotary submission is due by 9-1-17. Roch Von Rochsburg met with Friends about funds, they are figuring out how to administrate and disburse.

Trail Report: See attachment #2.

B.V. Trail Management Council: Walterhouse shares that they are moving ahead with the road. He states that this is a big project for anyone using bike trail. Hoogterp shared that the road has been a big problem on Benzie Street, he shares options are being looked at.

Recreational Facilities & Access: Ann shares that Wednesday is the next meeting and they will complete inventory on River Plan. Marjorie asked about disability accessibility for canoes and kayaks. Ann replied that Marjorie should attend Wednesdays meeting and share that in Public Input.

Zada Price Property: Peacock reports he is working with SEEDS to do tree work and set up a date, he also shared he will be getting with Nate about signs.

Recreational Programs: See attachment #3

Old Business: Copy of Budget was handed out to Board they discussed what to do with remaining money.

Ann showed sample of Carry in and carry out flyer, Board discussed how to distribute, how to fund, and how to access it to the website.

New Business:

2017 Meeting Dates: (informational only)

January 23	February 27	March 27	April 24
May 22	June 26	July 24	August 28
September 25	October 23	No November Meeting	December 18

Public Input: None

Correspondence:

Motion by Walterhouse, seconded by Pearsall- Groenwald, to Adjourn, Chair declared the meeting adjourned at 6:00 p.m.

The next meeting is scheduled for Monday, September 25, 2017, at 5:00 p.m.

Minutes respectfully submitted by Jeanne McPherson, Recording Secretary

Frank Walterhouse Frank Walterhouse, Secretary

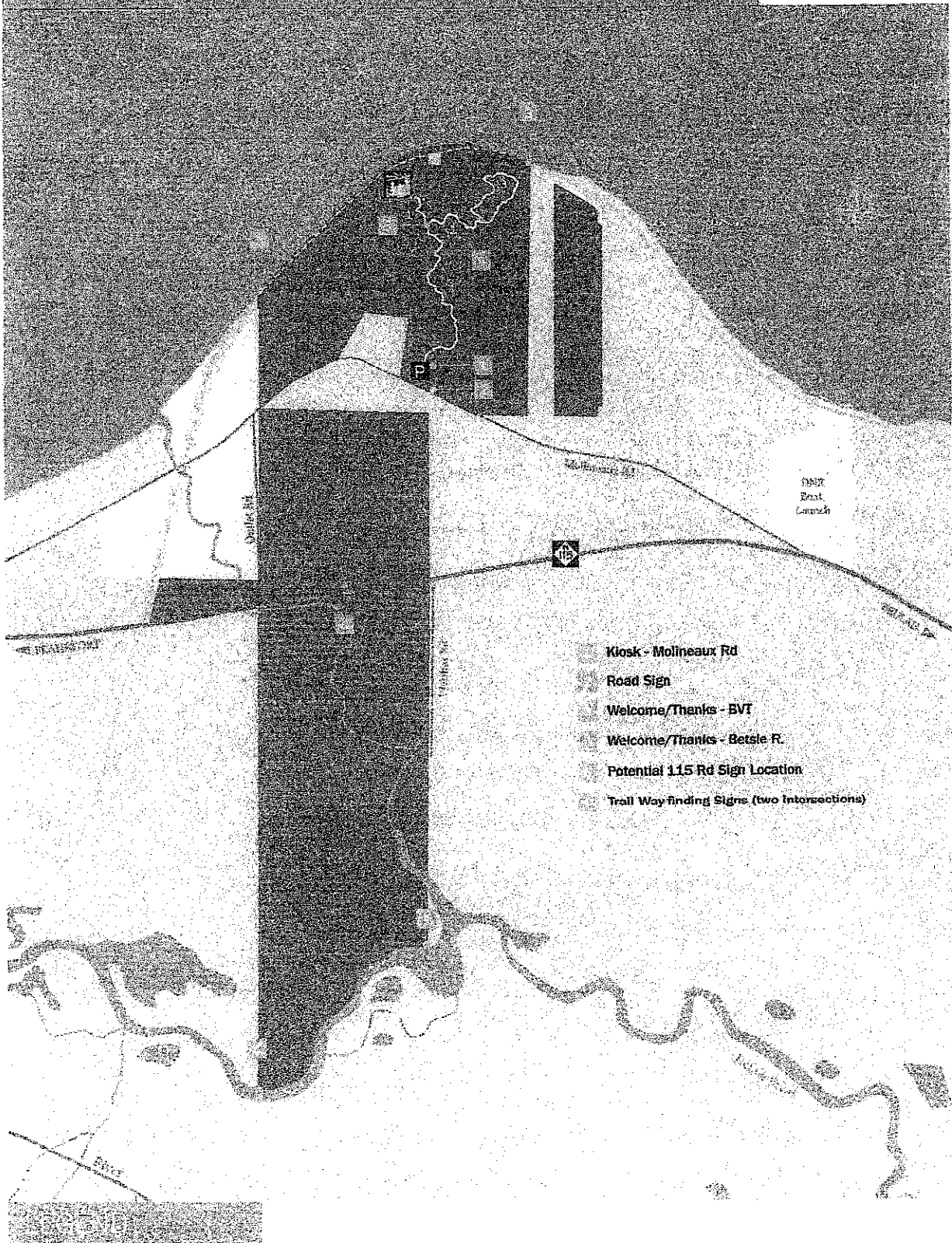
Ref
#1

RAILROAD POINT NATURAL AREA

PROPOSED SIGN PLAN



GTRLC.ORG



Railroad Point

Betsie Valley Trail

Hiking Trails



Scenic Vista

State Land



Subject **Trail Report**
From **sduperron@charter.net** <sduperron@charter.net>
To **Cath Demitroff** <democ@benzie.com>
Date **2017-08-23 1:28 pm**

Cathy,

I did not expand much last month in regards to Todd Niess expressing concern about Betsie Valley Trail documents. Being I can't make the next meeting, I thought I would just type this up so you can share for me?

I did reach out to the FBVT president and BVMTC chairperson David Oellerich and the FBVT secretary Anne Noah in regards to Todd's concerns. Bill had passed a substantial amount of documents to Anne earlier in the year. We have all agreed to give the Olsen family some time to gather additional stuff and Mitch some time to gather what he has in the county building. Then we will meet and sort through to create a master file and hopefully a duplicate to keep off site.

I went to the BVTMC regular meeting 8/8 to meet David Oellerich and to pitch the Mark Mandenberg memorial idea. Emily Meyerson DNR was also on hand, and was better able to explain a DNR Parks division "Gift and Acceptance" policy that allows true tangible long term park assets to be memorialized. I meet on Trail 8/14 with Mark's widow Joni and Annamarie Bauer of the Cadillac DNR. We looked at several locations along trail for project ideas. More to follow as this unfolds.

I took my daughter and father in-law to the Friends of Point Betsie Lighthouse birthday party. It was a good event and my daughter painted/decorated several beach rocks, ate pulled pork, and we played some corn hole toss.

Sean Duperron
Commissioner,
Benzie County Parks and Recreation
sduperron@charter.net
231-325-3043

Marjorie Pearsall-Groenwald

From: "Barbara Skurdall" <bkskurdall@icloud.com>
Date: Sunday, August 27, 2017 7:38 PM
To: <m.pearsall.g@verizon.net>
Subject: Meeting 8/28/17

Hi Marjorie, thanks again. I don't have a lot to report. I reported on the five successful weeks of clinics at the last meeting. More recently, I did a tennis play day at Betsy Valley Elementary on August 18. I had 10 kids and a variety of ages for an hour and a half- that was a challenge! Then I met with Principal Amiee Erfourth after the event and talked about how we could line the play areas, and put up targets on the walls. Variation of what we did at Platte River a couple of years ago? This is good.

Meanwhile I'll be heading down to Ann Arbor tomorrow night. I'll see Dennis on Tuesday. I have been in communication with his sister.

Thanks again Marjorie!!

Barb

Sent from my iPad=

8/28/2017

EATON COUNTY BOARD OF COMMISSIONERS**SEPTEMBER 20, 2017****RESOLUTION TO OPPOSE THE REDUCTION IN FEDERAL FUNDING FOR
THE GREAT LAKES RESTORATION INITIATIVE****Introduced by Public Works and Planning Committee**

Commissioner Lautzenheiser moved for the approval of the following resolution.
Seconded by Commissioner Rogers.

WHEREAS, the Great Lakes are a critical resource for our nation, supporting the economy and a way of life in Michigan and the other seven states within the Great Lakes region. The Great Lakes hold 20 percent of the world's surface freshwater and 90 percent of the United States' surface freshwater. This globally significant freshwater resource provides drinking water for more than 30 million people and directly supports 1.5 million jobs, generating \$62 billion in wages; and

WHEREAS, the Great Lakes Restoration Initiative (GLRI) provides essential funding to restore and protect the Great Lakes. This funding has supported long overdue efforts to clean up toxic pollution, reduce runoff from cities and farms, combat invasive species and restore fish and wildlife habitat. Since 2010, the federal government has partnered with public and private entities and invested more than \$2 billion over 2,900 projects throughout the region. Over its first six years, the GLRI has provided more than \$425 million for more than 500 projects in Michigan alone. The Brookings Institution has estimated that every dollar invested in the Great Lakes produces two dollars in long-term economic benefits; and

WHEREAS, GLRI projects are making a significant difference. They have restored more than 150,000 acres of fish and wildlife habitat; opened up fish access to more than 3,400 miles of rivers; helped implement conservation programs on more than 1 million acres of farmland; and accelerated the cleanup of toxic hotspots. In Michigan, GLRI funding has been instrumental in removing contaminated sediments from Muskegon Lake, the River Raisin, and the St. Mary's River; in restoring habitat along the St. Clair River, Cass River, Boardman River, and the Keweenaw Peninsula; and in the delisting of White Lake in Muskegon County and Deer Lake in the Upper Peninsula as areas of concern; and

WHEREAS, while a significant investment, past GLRI funding represents only a small portion of the amount needed to restore and protect the Great Lakes. Toxic algal blooms, beach closings, fish consumption advisories, and the presence of contaminated sediments continue to limit the recreational and commercial use of the Great Lakes; and

WHEREAS, any cuts to GLRI funding would jeopardize the momentum from over a decade of unprecedented regional cooperation. Draft federal budgets have proposed a 97 percent reduction in GLRI funding. These cuts would be a short-sighted, short-term cost saving measure with long-term implications. Restoration efforts will only become more expensive and more difficult if they are not addressed in the coming years.

NOW, THEREFORE, BE IT RESOLVED, that this Board of County Commissioners of Eaton County, Michigan, opposes slashing federal funding for the Great Lakes Restoration Initiative.

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to the President of the United States, the President of the United States Senate, the Speaker of the United States House of Representatives, and the members of the Michigan congressional delegation as well as the other 82 Michigan counties. Carried.

COUNTY OF EATON)
STATE OF MICHIGAN) SS

I, Diana Bosworth, Clerk of the Eaton County Board of Commissioners do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board at its meeting held on September 20, 2017 and is on file in the Eaton County Clerk's office.

Dated: 9-28-17

Deputy Clerk

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SEP 29 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the twentieth day of September, 2017, at 5:30 p.m.

PRESENT: Michael MacCready, Leslie Housler, Robert Hilty, Michael Bengelink,
Michael Bush, Gary Taylor, Julie Theobald, Judy Nichols, and Bill Goodwill.

ABSENT: None

The following preamble and resolution were offered by Commissioner Bengelink
and supported by Commissioner Theobald.

RESOLUTION 17-22 GREAT LAKES RESTORATION INITIATIVE

WHEREAS, the Great Lakes are a critical resource for our nation, supporting the economy and a way of life in Michigan and the other seven states within the Great Lakes region. The Great Lakes hold 20 percent of the world's surface freshwater and 90 percent of the United States' surface freshwater. This globally significant freshwater resource provides drinking water for more than 30 million people and directly supports 1.5 million jobs, generating \$62 billion in wages; and

WHEREAS, the Great Lakes Restoration Initiative (GLRI") provides essential funding to restore and protect the Great Lakes. This funding has supported long overdue efforts to clean up toxic pollution, reduce runoff from cities and farms, combat invasive species, and restore fish and wildlife habitat. Since 2010, the federal government has partnered with public and private entities and invested more than \$2 billion in over 2,900 projects throughout the region. Over its first six years, the GLRI has provided more than \$425 million for more than 500 projects in Michigan alone. The Brookings Institution has estimated that every dollar invested in the Great Lakes produces two dollars in long-term economic benefits; and

WHEREAS, GLRI projects are making a significant difference. They have restored more than 150,000 acres of fish and wildlife habitat; opened up fish access to more than 3,400 miles of rivers; helped implement conservation programs on more than 1 million acres of farmland; and accelerated the cleanup of toxic hotspots. In Michigan, GLRI funding has been instrumental in removing contaminated sediments from Muskegon Lake, the River Raisin, and the St. Mary's River; in restoring habitat along the St. Clair River, Cass River, Boardman River, and the Keweenaw Peninsula; and in the delisting of White Lake in Muskegon County and Deer Lake in the Upper Peninsula as areas of concern; and

WHEREAS, while a significant investment, past GLRI funding represents only a small portion of the amount needed to restore and protect the Great Lakes. Toxic algal blooms, beach closings, fish consumption advisories, and the presence of contaminated sediments continue to limit the recreational and commercial use of the Great Lakes; and

WHEREAS, any cuts to GLRI funding would jeopardize the momentum from over a decade of unprecedented regional cooperation. Draft federal budgets have proposed a 97 percent reduction in GLRI funding. These cuts would be a short-sighted, short-term cost-saving

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

measure with long-term implications. Restoration efforts will only become more expensive and more difficult if they are not addressed in the coming years.

NOW, THEREFORE, BE IT RESOLVED, that this Board of County Commissioners of Wexford County, Michigan, opposes slashing federal funding for the Great Lakes Restoration Initiative.

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to the President of the United States, the President of the United States Senate, the Speaker of the United States House of Representatives, and the members of the Michigan congressional delegation as well as the other 82 Michigan counties.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: MacCready, Housler, Hilty, Bengelink, Bush, Theobald, Taylor, Nichols, and Goodwill;

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Leslie D. Housler
Leslie D. Housler, Chairman, Wexford County Board of Commissioners

Elaine L. Richardson
Elaine L. Richardson, County Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I hereby certify that the forgoing is a true and complete copy of the Resolution 17-22 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on September 20, 2017, and I further certify that public notice of such meeting was given as provided by law.

Elaine L. Richardson
Elaine L. Richardson, County Clerk

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY VETERANS' AFFAIRS COMMITTEE
Meeting Minutes
Monday, September 11, 2017, 9:00am
Conference Room 206, Governmental Center, Beulah, Michigan



Committee Members present: Tom Stobie, Bob Roelofs, Camp Bailey, Ed Kowalski, Kirt Giddis and Dale Ginzel (Secretary)
Absent: Phil Hoyt

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

A motion was made by Kirt and supported Bob to approve agenda with following amendments: Payment to Bob for U.S. Flags and discussion of brick invoice. Motion was approved unanimously.

A motion was made by Ed and supported by Camp to approve August committee meeting minutes. Motion was approved unanimously.

Public Comment: Gary and Sandy Houghteling thanked the committee for its' efforts related to the Veterans Memorial.

Outside Veterans Meetings: Grand Traverse / Leelanau / Benzie Counties Veterans Affairs meeting – Bob and Tom attended the August 24th meeting. Seven interviews are scheduled for the Grand Traverse County VA Director position and a decision will be forthcoming soon.

County Veterans Counselor Report: Joe Meredith, Veterans Service Officer, is planning on retiring in January 2018. Two other Grand Traverse County VA staff members will provide services to Benzie County veterans.

Financial input:

- a. Michelle Thompson informed the committee that she is seeking an invoice from Grand Traverse County to pay for services provided to Benzie County veterans. She also sought a recommendation from the committee regarding Soldier & Sailors levy of .04 that would be shared with county commissioners. Bob supported the proposal of .04 with support of Ed. A roll call was taken: All members present voted yes. The Veterans' Relief Fund (293) has an end balance of \$103, 899.96. The Veterans' Trust Fund (294) End Balance is \$5,019.63. Memorial Fund (Fund 701) balance is \$5,109.38.
- b. A discussion regarding the purpose of the proposed 501(c)3 took place. The 501(c)3 was to secure grants from non-profits for the Veterans Memorial. An EIN has been obtained. However, the committee has to determine its' level of involvement in the 501(c)3. A decision has been postponed until a time to be determined.

Old Business:

- a. Pavilion: A grant request will be made to the Grand Traverse Band of Ottawa and Chippewa's. An estimate will be provided.
- b. Medals / Benzie Museum: Tom met the Benzie County Museum Curator and was informed that they will only accept medals for those veterans that are from Benzie County. Tom is going seek clarification as to what "from Benzie County" means.

New Business:

- a. Special recognition for Memorial donors – Kirt will seek suggestions from Swensons for a stone monument / plaque in order to recognize donors.
- b. Bob informed the committee that a total of three members must be on the Benzie County MVTF Board. Two more are needed. Ed volunteered as an independent member and Tom will volunteer as a member from the American Legion pending a recommendation from the Legion on official letterhead.

Mileage, bills and per diem requests:

- a. Ed made a motion and supported by Kirt to approve mileage and per diem for August committee meeting. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes, Bob - yes
- b. Ed made a motion and supported by Camp to pay Bob \$262 for the purchase of new flags for the Memorial. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes, Bob - yes
- c. Bob made a motion and supported by Camp to pay Swensons \$1,442 for bricks (batch #17). Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes, Bob - yes

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

Meeting was adjourned at 10:23am

8

BENZIE COUNTY VETERANS' AFFAIRS COMMITTEE
Meeting Minutes
Monday, August 7, 2017, 9:00am
Conference Room 206, Governmental Center, Beulah, Michigan

Committee Members present: Tom Stobie, Camp Bailey, Ed Kowalski, Kirt Giddis and Dale Ginzel (Secretary)
Absent: Bob Roelofs, Phil Hoyt
Also present: Art Melendez

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

A motion was made by Ed and supported by Kirt to approve agenda. Motion was approved unanimously.

A motion was made by Ed and supported by Kirt to approve July 3, 2017 committee meeting minutes. Motion was approved unanimously. A motion was made by Camp and supported by Kirt to approve July 11, 2017 special committee minutes.

Public Comment: Art Melendez inquired about the status of the 501 (c) 3. Committee was unable to provide an answer and will defer to Bob Roelofs. Art also asked if committee could pay \$150 fee to Dale Shantz for providing cannon display and demonstration during Memorial Site Dedication.

Outside Veterans Meetings:

Grand Traverse / Leelanau / Benzie Counties Veterans Affairs meeting – Tom provided a letter from Tom Menzel explaining concerns and process for which is currently taking place to fill vacant Director of Veterans Affairs position.

County Veterans Counselor Report: None

Financial input: The Veteran's Relief Fund (293) has an end balance of \$340.11. The Veterans Trust Fund (294) End Balance is \$708.44. Memorial Fund (Fund 701) balance is \$2,717.29.

Old Business: Kirt wants to resubmit brick orders that had errors and he also shared that approximately half of the orders have been filled.

New Business:

- a. 501 (c)3

Mileage, bills and per diem requests:

- a. Ed made a motion and supported by Camp to approve mileage and per diem for July 3rd committee meeting. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes
- b. Kirt made motion and supported by Ed to pay \$150 to Dale Shantz for cannon demonstration during Memorial Open House. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes
- c. Ed made motion and supported by Dale for Kirt to represent committee in all matters related to brick orders. Roll call: Tom – yes, Ed – yes, Camp – yes, Dale – yes, Kirt – yes

Meeting was adjourned at 10:16am

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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

Thursday, September 28, 2017 - 4:00 p.m.

Connie Binsfeld Resource Center

7401 E. Duck Lake Road Lake Leelanau, Mi 49653



The meeting was called to order at 4:01 p.m. by Melinda Lautner, Chairperson.

Board members present when the meeting was called to order were:

Carolyn Rentenbach, Leelanau County Member at Large

Dr. George Ryckman, Benzie County Member at Large

Gary Sauer, V. Chairperson, Benzie County Board of Commissioners

Melinda Lautner, Chairperson, Leelanau County Board of Commissioners

Board members absent when the meeting was called to order were:

Roger Griner, Benzie Board of Commissioners – excused

Casey Noonan, Leelanau Board of Commissioners - excused

Visitors in attendance were:

Approximately 40 persons were in attendance. 30 guests registered.

Pledge of Allegiance

Approval of Minutes from the Regular Board of Health Meeting of August 3, 2017

Motion by: Sauer to approve the minutes with an error. The error being “The meeting was called to order at 4:04 p.m. by *Vice Chairperson* Roger Griner”. Roger Griner did call the meeting to order. Gary Sauer is the current Vice Chairperson.

Seconded by: Rentenbach

Voice vote: 4 yeas 0 nay 2 absent Motion carried

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Approval of the Agenda

Motion by: Rentenbach to approve the agenda as presented.

Seconded: Sauer

Voice vote: 4 yeas 0 nay 2 absent Motion carried

OCT 04 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Public Comment Period

Mary Tonneberger, Susan Wheadon, Nick Fleezanis, Denny Bushey, Gwenne Allgaeir, Wayne Swallow, Glen Allgaeir, Jeff Green, Suzanne Hoff, John Popa, Jacquelyn Kendal, Karen Chase, Kathy Wieska, Maggie Singer, Fred Cepela, Sam Getsinger, Trisha Denton, John Hunter, Kevin Schwarb. These 19 persons commented in favor of agenda item “Proposed Leelanau County Septic Ordinance”. Nick Fleezanis requested a show of hands in support of a Leelanau County Septic Ordinance. A majority of those in attendance raised their hand.

Health Officer Update – Lisa Peacock

Northern Michigan Public Health Alliance/Public Health 3.0: Approximately 50 people attended the Alliance’s Annual Meeting, convened on August 29, 2017 at the Otsego Club in Gaylord. They included Board of Health members, as well as leaders from seven local health departments, two hospitals, two county health plans, and Michigan Department of Health and Human Services. The Health Officers who compose the Alliance Steering Committee provided

presentations on the Alliance's background, history, and accomplishments, public health sustainability and Public Health 3.0. A highlight of the day was a remote presentation by John Auerbach, PhD, President and Chief Executive Officer of Trust for America's Health, and former Associate Director for Policy at the Centers for Disease Prevention. Dr. Auerbach discussed the role of public health as Chief Health Strategist, a concept he developed with other public health experts.

In the afternoon, participants created a "Practical Vision", the first step for the Alliance's Strategic Plan for 2018-2020. Together, they answered the question, "What do we want to see in the Alliance by 2020 as a result of our collective action?" as follows—

- Purposefully created opportunities to share expertise, knowledge, and leadership
- Seamlessly linked services
- Intentionally developed prevention programs
- Strategically developed marketing
- Enthusiastically expanded scope of public health
- Strategically integrated behavioral health and substance use disorder services
- Expertly trained workforce
- Strategically maximized resources
- Continually evaluated health outcomes
- Regionally collaborated Public Health Emergency Preparedness efforts
- Strategically engaged partners
- Consistently focused advocacy efforts

Northern Michigan Community Health Innovation Region: **NMCHIR Evaluation Studies**

Planning for evaluation studies is underway for the Michigan State Innovation Model, including each of the five community health innovation regions (CHIRs). The Michigan CHIRs are charged with planning, implementing and evaluating three interconnected components: a clinical community linkages model, coordinated community health needs assessment, and comprehensive community health improvement plan. This approach is innovative: no other communities in the country have created systems connecting these pieces, although many have developed clinical community linkages models or community health assessment and improvement plans. If we are successful, the Northern Michigan Community Health Innovation Region design will be replicated in rural regions across Michigan and US.

The long-term aim of the State Innovation Model is the "Triple Aim": improved patient experience of care, including quality and satisfaction, and improved health of the population while reducing the per capita cost of health care. This approach requires simultaneously addressing the social determinants of health, empowering individuals and families, broadening the impact of primary care and other community-based resources, and assuring a seamless experience through the whole system of care. Certainly, we will not achieve these goals by the end of the grant period in 2020!

Instead, the focus is on measuring mid-term and short-term outcomes. Experts from Michigan State University and Michigan Public Health Institute (MPHI) are working with the NMCHIR to collaboratively design three types of evaluation:

- Cross-CHIR study of a common set of (emerging) metrics

- Overall CHIR effectiveness, including governance, decision-making, community engagement, and backbone organization
- Interventions to reduce preventable or avoidable use of Emergency Department (current year) and to increase the proportion of the population at a healthy weight (next year).

On August 23, MPHI facilitated a “Logic Model Development Meeting”. They were impressed with the attendance and level of engagement of our community partners. About 25 people involved in the NMCHIR attended representing health departments and HUBs, hospitals, federally-qualified health centers, local Michigan Department of Health and Human Services office, community mental health agency, United Way, and transportation authority. They reviewed, and improved, a draft Logic Model, attached, illustrating how the major drivers (clinical community linkages model and multi-component education campaign) will reduce preventable or avoidable Emergency Department use.

Proposed Leelanau County Septic Ordinance

Motion by: Rentenbach - the Benzie-Leelanau District Health Department Board of Health recommends the Leelanau County Board of Commissioners to approve and adopt a county wide septic ordinance.

Seconded: Sauer

Voice vote: 3 yeas 1 no 2 absent Chairperson Lautner declared the motion failed.

Rentenbach requested a point of order.

5:00 p.m. A recess was called by Chairperson Lautner to review the Board of Health By-Laws to determine if in fact the motion could carry with two Board members absent.

5:06 p.m. The meeting was called to order. The Chairperson Lautner declared the vote would be investigated further and until then the motion carried. **Motion carried**

Personnel and Finance Committee Report

Accounts Payable

Motion by: Rentenbach to approve accounts payable in the amount of \$198,046.51 as presented

Seconded: Ryckman

Voice vote: 4 yeas 0 nay 2 absent Motion carried

August 2017 - Financial Statements

Motion by: Rentenbach to approve as presented and placed on file

Seconded: Ryckman

Voice vote: 4 yeas 0 nay 2 absent Motion carried

Amended FY 2017 Budget

Motion by: Rentenbach to adopt the Amended FY 2017 Budget as presented

Seconded: Sauer

Voice vote: 4 yeas 0 nay 2 absent Motion carried

Proposed FY 2018 Budget

Motion by: Rentenbach to adopt the FY 2018 Budget as presented

Seconded: Sauer

Voice vote: 4 yeas 0 nay 2 absent Motion carried

Staff Meeting Office Closure – December 1, 2017

Motion by: Sauer moved to close offices for a staff meeting and to post a closure notices.

Seconded: Rentenbach

Voice vote: 4 yeas 0 nay 2 absent Motion carried

Staff Reports

Administrative- Dodie Putney

Putney had nothing else to add

Environmental Health Director –Tom Fountain

Fountain reported he attended the Michigan Environmental Health Directors Annual Conference held at the RAM Center on Higgins lake. Eric Foster (MDHHS) shared the Lyme Disease tick (black legged tick) is now present in the entire western half of the lower peninsula. Foster also indicated the Zika Virus mosquito had shown up near the Michigan-Ohio border and measures were taken to eradicate those insects. Also, at the meeting, Jane White presented information regarding human trafficking in Michigan. She said sanitarians should keep a conscious eye during inspections and be aware of suspicious activities.

The MDEQ has indicated Governor Snyder would like to see a Statewide Sanitary Code introduced and approved. Governor Snyder proclaimed Sept 18-22, 2017, Septic SmartWeek in Michigan.

Fountain has officially posted the full-time sanitarian position that will be vacated due to a retirement. Interviews will be established later in October.

Personal Health – Michelle Klein

Klein shared a summary of findings on the recently completed regional Maternal-Child Health Assessment. Priority needs for potential efforts over the next year include improving access to mental health service, reducing perinatal smoking and increasing breastfeeding duration.

Klein reported that two new partnership agreements are in place as of October 1.

- An agreement with Parenting Communities in Leelanau County to share a staff person. This partnership allows us to better serve clients by extending eligibility for home visits to anyone with babies or young children regardless of insurance status and allow us to continue visits MIHP families after the baby turns 1, when they age out of the MIHP program.
- An agreement with Munson Hospital to assist with coordination of the Health Futures program.

Medical Director – Dr. Joshua Meyerson

Meyerson distributed policy recommendations on; Medical and Recreational Marijuana from a Public Health Perspective. These recommendations are a collaboration between the Michigan Association for Local Public Health and the Michigan Association of Preventive Medicine and Public Health Physicians.

Meyerson distributed a document; Immunization Toolkit for Childcare Providers, created by the Northern Michigan Vaccine Preventable Disease Task Force.

Public Comment Period

none

Board Comments

Rentenbach commended all the administrators (Peacock, Putney, Klein, Fountain) for a job well done.

Adjourn

Motion by: Lautner to adjourn.

Seconded: Sauer

Voice vote: 4 yeas 0 nay Motion carried 5:46 p.m.

Melinda Lautner, Chair

Kristine Malkowski, Recording Secretary

R. EDWARD KUHN
TERRY C. ROGERS
(LLM, Taxation)
EDGAR ROY III
JOSEPH E. QUANDT
GREGORY J. DONAHUE
GREGORY L. JENKINS
TROY W. STEWART
GINA A. BOZZER



412 SOUTH UNION STREET
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2937 ATRIUM DRIVE, SUITE 200
OKEMOS, MICHIGAN 48864

CHRISTOPHER G. ROGERS
(also admitted in Illinois)
MATTHEW L. BOYD
MARC S. McKELLAR II
JONATHAN L. MORSE
(admitted in Wisconsin)

OF COUNSEL:
LEWIS G. GATCH

October 2, 2017

VIA EMAIL

Courty Carland, Chairperson
PO Box 555
Beulah MI 49617
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Dear Chairperson Carland and Commissioners:

I am attaching a copy of the transcript from last Tuesday's (September 26, 2017) hearing and, as you will see, beyond the Judge commenting that Plaintiff "may have jumped the gun", he has expressly conditioned her further prosecution of the case to undertake the legal analysis and advise the Court on certain legal issues which, I believe, should have been investigated prior to filing the lawsuit.

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Since the BOC has now rescinded its September 12 decision to remove BA members, I remain optimistic that Plaintiff will immediately dismiss her lawsuit as the continued prosecution of the lawsuit violates a number of rules and statutes and if she continues it would appear to simply be to intimidate, punish and harass Ms. Stobie and Mr. Longanbach. It would seem to make sense for all of you to personally request Plaintiff immediately dismiss the lawsuit because the continued prosecution of the lawsuit may create additional issues for the BOC which can be avoided by the dismissal of the lawsuit.

Thank you for your ongoing attention to these serious matters.

This letter should serve as an ongoing request to the County Clerk to ensure that this letter and attachments are part of both the BOC and BA's records.

Sincerely,

KUHN ROGERS PLC

A handwritten signature in black ink, appearing to read "Edgar Roy III". The signature is stylized with a large "E" and "R", and the "III" is written as a superscript.

Edgar Roy III

Direct dial (231) 947-7900 ext. 107

eroy@krlawtc.com

ERIII/ljd

Enclosure

cc Richard Figura (via email)
Dawn Olney (via email)
Mitch Deisch (via email)
Tom Longanbach (via email)
Marcia Stobie (via email)
Lisa Vogler (via email)

H:\j\derusha\Laura\Benzie County\Bldg Auth\BOC 10-2.wpd

VOGLER2

1

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF BENZIE

LISA J. VOGLER, in her capacity as
a lawfully-appointed, sworn and
seated Member of the BENZIE COUNTY
BUILDING AUTHORITY,
Plaintiff,

File No. 17-10732-AW

vs.

TOM LOGANBACH and MARCIA STOBIE,
Defendants.

MOTION HEARING

BEFORE THE HONORABLE DAVID A. THOMPSON

Beulah, Michigan - Tuesday, September 26, 2017

APPEARANCES:

For the Plaintiff: LISA J. VOGLER (P39398)
L.J. Vogler Law, PLC
57 N. Michigan Avenue
Beulah, Michigan 49617
(231) 383-4410

For the Defendants: EDGAR ROY, III (P36809)
Kuhn Rogers, PLC
412 S. Union Street
P.O. Box 987
Traverse City, Michigan 49684
(231) 947-7900

REPORTED BY: Vincent F. Quaglia, CSR-4114
Certified Shorthand Reporter
(231) 398-3566

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

TABLE OF CONTENTS

WITNESSES:

PAGE

None Called

EXHIBITS:

IDENTIFIED RECEIVED

None Presented

1 Beulah, Michigan
2 Tuesday, September 26, 2017
3

4 * * *

5 THE CLERK: Vogler versus Loganbach,
6 17-10732-AW.

7 MS. VOGLER: Good afternoon, your Honor.

8 THE COURT: Good afternoon.

9 Good afternoon, Mr. Roy.

10 MR. ROY: Good afternoon, your Honor.

11 THE COURT: Good afternoon, Mr. Loganbach.
12 Are we expecting Ms. Stobie as well?

13 MR. ROY: We are not. She is out of the
14 state, your Honor. Thank you for inquiring.

15 THE COURT: All right. We had one matter
16 scheduled, the plaintiff's motion to disqualify Mr.
17 Roy as counsel of record for the defendants, and then,
18 over the lunch hour, I received a filing from defense
19 counsel, it's captioned motion to adjourn today's
20 hearing and/or strike Ms. vogler's reply brief in
21 support of motion to disqualify, which was received
22 late yesterday by the court, and it appears by defense
23 counsel, and there's also an emergency motion for
24 immediate consideration of the motion identified
25 previously.

3 available to me on the 18th, and, in fact, became
4 available to me just yesterday morning, and I did file
5 the reply brief before noon, shortly after the court
6 clerk got draft minutes to me that are exhibits in the
7 reply brief, your Honor.

8 THE COURT: You know what I would suggest
9 to both sides is, I indicated during our last hearing
10 last week when it was an emergency regarding a request
11 for a temporary restraining order, I said, the first
12 lawyer I ever worked for said there were no rules in a
13 knife fight, but I indicated that there would be rules
14 in this case.

15 Our Supreme Court is kind enough to
16 annually publish Michigan Rules of Court, and I work
17 pursuant to those Rules of Court, and I would expect
18 counsel that appear in this courtroom are bound by
19 those same rules.

20 So, I'm going to hear the motion first to
21 adjourn today's hearings.

22 Mr. Roy, proceed.

23 MR. ROY: Thank you, your Honor.

24 I really don't have much to add: I think
25 it was a fairly quick read. The Court has already

1 identified the Court Rules, so I won't go back to that
2 point.

3 But the reality, your Honor, is a

4 seven-page brief, 70 pages of exhibits served --
5 ironically, they filed it a little after 12:00, it
6 didn't get to my office until 10 to 4:00, and
7 plaintiff seems to skip over the ability to push the
8 e-mail button so that I would have it when she showed
9 up at court: I have extended her that courtesy on
10 virtually every filing that I've made in this case,
11 and I will continue to take the high road so that she
12 receives it either at or before the time that the
13 Court receives it because that's the right thing to
14 do.

15 We have before us a situation where, both
16 with regard to the Seven-Day Rule and no reply brief,
17 that it's simply not allowed, and it's not allowed in
18 an untimely fashion.

19 I am a significant proponent of having all
20 cases decided on the merits, and if this motion is
21 qualified, is that significant?

22 If her reply brief last night is so
23 significant, then it seems to be a foregone conclusion
24 that this Court would adjourn the hearing for a period
25 of time so that the Court has the benefit -- I already

1 have the reply brief, give me the fair opportunity,
2 and we talk a little bit about due process, I think
3 it's important to this Court, I'm not so sure outside
4 this courtroom it's important, but it will be someday,

VOGLER2

5 let's have the hearing in due course with the
6 appropriate opportunity to respond.

7 The footnote to all this, your Honor, is at
8 4:00 o'clock this afternoon, and I just want to note
9 this for the record also because it's difficult to say
10 where all of this is going, the Board of Commissioners
11 will vote at 4:00 o'clock to approve the September
12 12th meeting minutes: I argued when we were here last
13 that that's a fatal flaw in the complaint, but I'm not
14 going to go through all the legal deficiencies today.

15 At 4:00 o'clock today, it is my belief that
16 the Board of Commissioners have the significant
17 opportunity to right this wrong, stop the pleadings,
18 stop the damage exposure to individuals and the
19 county, and I believe this can become moot before the
20 sun sets today.

21 I hope Ms. Vogler would reverse course if
22 they did, in fact, rescind -- maybe she won't, I'm
23 puzzled by a lot of things going.

24 But the point I want to make for the
25 record, Mr. Jeannott was here at this court hearing a

7

9

1 week ago on the motion to dissolve: He heard, I
2 believe, what I heard, and that is this Court has
3 already made some initial comments --

4 THE COURT: I would say observations.

5 MR. ROY: Observations, observations, and

VOGLER2

6 he's in the courtroom again today, I believe some
7 other Board of Commissioners are in the courtroom
8 today, and they're going to have an opportunity at
9 4:00 o'clock to resolve this: If that happens, and if
10 it is rescinded, then I would be hopeful that Ms.
11 vogler would move to dismiss her lawsuit post haste.

12 And so, by putting the hearing off on the
13 disqualification, the Court has the -- gives the Board
14 of Commissioners the opportunity to do the right thing
15 now and we never have to come to back and find out
16 whether there is a divergence of interest between the
17 Building Authority and the BA members: And also we,
18 of course, are waiting for the -- working with the
19 court scheduling clerk on the motion to dismiss, to
20 continue to advocate the flaws -- patent flaws in the
21 complaint; so, maybe we schedule the motion to
22 disqualify on the same date as the motion to dismiss
23 and for summary disposition, and maybe Ms. Vogler
24 amends her complaint and shores up and plugs all those
25 holes, maybe she does, maybe she doesn't, and then the

10

1 Court could resolve it on that day and never get to
2 the motion to disqualify.

3 So, that's all I have.

4 THE COURT: Thank you.

5 Before you respond to the request to
6 adjourn your motion today, correct me if I'm wrong,

7 VOGLER2
8 Ms. Vogler, the complaint for quo warranto that you
9 filed, when I read your complaint, you bring it as a
10 citizen of Benzie County, but also as a duly-appointed
11 member of the Building Authority, is that a correct
statement?

12 MS. VOGLER: That's correct.

13 THE COURT: So, what authority grants you,
14 as a duly-appointed member of the Building Authority,
15 to bring a complaint for quo warranto? Am I missing
16 something in the statute or the Court Rule?

17 MS. VOGLER: I think the Court Rule
18 addresses predominantly as a citizen, and it's in two
19 parts out of 3.306, your Honor, that allows a citizen
20 to bring it; however, I felt strongly that -- that in
21 the capacity of the Building Authority, to protect
22 that entity and as the only remaining member, that
23 that was some factual basis.

24 THE COURT: Well, let's assume you're
25 correct and that Mr. Jeannott -- or Mr. Loganbach and

11

1 Ms. Stobie have been removed, as it appears they may
2 have been by the Board, I recognize the statute that
3 indicates the Board of Commissioners' actions are
4 presumptively valid, that leaves you as the sole
5 member of the Building Authority: How can you conduct
6 business as the Building Authority?

7 MS. VOGLER: I cannot.

VOGLER2

8 THE COURT: Well then, when you bring a
9 complaint for quo warranto in your role as a
10 duly-appointed member of the Building Authority, how
11 do you even bring that?

12 Are you really simply bringing it as a
13 citizen, or are you attempting to bring it on behalf
14 of the Building Authority which, if your argument is
15 correct, you're the only remaining Building Authority
16 member, you can't form a quorum.

17 Help me understand your thought process.

18 MS. VOGLER: Well, I understand the Court's
19 point in that regard, and pursuant to 2.118 I believe
20 it's (h), I can cure any defect in the pleadings
21 within 14 days of the first responsive pleading, which
22 would mean that I have until October 2nd to cure any
23 alleged defect in the pleadings.

24 THE COURT: My other question is, am I
25 correct that the Building Authority is really a

12

1 creature of statute?

2 The only ability for the Board of
3 Commissioners to create a county building authority is
4 pursuant to Michigan law, pursuant to statute, is that
5 a correct interpretation?

6 MS. VOGLER: Yes.

7 THE COURT: So, it's the state's authority
8 to create building authorities and grant the authority

9 VOGLER2
10 to commission a Board of Commissioners to create such
11 an authority, is that correct?
12 MS. VOGLER: And they have done so in this
13 case.
14 THE COURT: And is the Building Authority
15 in this case a public corporation?
16 MS. VOGLER: It is.
17 THE COURT: So, when I look at Michigan
18 Court Rule 3.306(B)(1), (B)(1) indicates: "An action
19 for quo warranto is to be brought by the Attorney
20 General when the action is against" -- and I'm focused
21 on paragraph (b), "a person who usurps, intrudes into,
22 or wrongfully holds, or exercises an office in a
23 public corporation" in this instance the Building
24 Authority, "created by the state's authority."
25 The state legislature is the mechanism in
which building authorities can be created: How -- why

13

1 have we skipped the steps seeking application to the
2 Attorney General to file this complaint for quo
3 warranto? why are we, in this instance, in this
4 courtroom?
5 It's an observation, and I'm not going to
6 make you answer it today; I'll let you answer,
7 initially, the request to adjourn your hearing to
8 disqualify Mr. Roy, and then I'm going to rule on that
9 motion first and foremost.

10 VOGLER2
So, go ahead.

11 MS. VOGLER: The issue that I have, your
12 Honor, involves the conflict of interest: If Mr. Roy
13 has a conflict of interest, that conflict of interest
14 has existed since the moment this complaint for quo
15 warranto was filed; so, if he -- from the case law
16 that I have reviewed, if he is disqualified, he is
17 disqualified from the inception.

18 And so, moving forward today, even with an
19 adjournment, if he is disqualified, I think would be
20 inappropriate under the ethical considerations.

21 THE COURT: Anything else?

22 MS. VOGLER: No, your Honor. I mean,
23 again, I was at a meeting at a job site in Wexford
24 County all morning.

25 THE COURT: Well, one of the concerns he

14

1 raises, at least in his response to your motion, is,
2 listen, it's easy to say there's a conflict: Prove
3 it, and it's not until you file your reply brief late
4 yesterday that it appears you attempt to establish
5 some adverse interest that may exist between Mr.
6 Loganbach, Ms. Stobie and the Building Authority; so,
7 that's the very basis, I think, for the request for an
8 adjournment, isn't it, Mr. Roy, to respond?

9 MR. ROY: Yes, your Honor.

10 THE COURT: Go ahead.

VOGLER2

11 MS. VOGLER: So, if I understand what Mr.
12 Roy is saying, if the matter is adjourned today, he
13 will concede to the filing of the reply brief under
14 2.119, and then respond to my reply brief? Is that
15 what I'm understanding, your Honor?

16 THE COURT: Well, I don't know if he's
17 conceding anything.

18 Are you?

19 MR. ROY: I don't know that the substantive
20 reply brief and the exhibits may be properly before
21 the Court, so I wouldn't want to waive any opportunity
22 to argue that the submission is improper.

23 What I am suggesting to the Court is that,
24 two or three weeks down the road, we have a hearing
25 first on the motion to dismiss, the legal impediments

15

1 to the plaintiff remain sound, and then we deal with
2 that issue first and the motion to disqualify.

3 I would, in advance of the hearing --
4 hearings, file an appropriate reply brief once I have
5 the fullness of time to review 70 or 80 pages that
6 were dropped at my office.

7 So, I want her to have every opportunity,
8 like I hope the Board of Commissioners will give the
9 defendants here every opportunity, but that remains to
10 be seen.

11 MS. VOGLER: If I may, your Honor?

12 VOGLER2
THE COURT: Sure, sure.

13 MS. VOGLER: If the Court is inclined to
14 grant his motion to adjourn, then I would request
15 leave of court under 2.119A(b) which apparently is the
16 provision that Mr. Roy is relying upon to object to my
17 reply brief: I would ask for leave of court to
18 properly file my reply brief.

19 THE COURT: I'm going to make an
20 observation first, and then I'll rule, and I'm
21 reviewing one of the prominent treatises is on lawyer
22 disqualification, "Disqualification of Attorneys and
23 Law Firms" Second Edition, authored by Richard E.
24 Flamm, and I'm reading from Section 3.2 beginning on
25 page 42, and it deals with conflicts of interest

16

1 generally: "It has been said that clients are
2 entitled to be represented by those who are dedicated
3 to their interests, and that attorneys must be alert
4 to the possibility of, and scrupulously avoid
5 representing clients whose interest conflict. Some
6 courts have admonished lawyers to avoid placing
7 themselves in a position where they may even appear to
8 be representing conflicting interests; therefore, in a
9 situation where taking on representation would cause
10 counsel to run afoul of the applicable
11 conflicts-of-interest rules, she is well advised to
12 either find a way to cure the conflict or withdraw.

13 In a case where a lawyer has done neither, the court
14 has the power to issue an order disqualifying her, in
15 fact, in a situation where a conflict of interest
16 impedes counsel's ability to fulfill the duties it
17 owes to its clients or former clients. Many courts
18 have held that counsel may, should, or even must be
19 disqualified. As Justice Marshall" -- and he's since
20 passed -- "of the U.S. Supreme Court pointed out:
21 However, conflict of interest is a term that is often
22 used and seldom defined: In part, for this reason,
23 the term has been indiscriminately employed by courts
24 and the drafters of the nation's ethical rules alike
25 to describe a wide variety of extremely different

17

1 types of conduct. The most obvious way an attorney
2 can engage in conflicted representation is by
3 concurrently representing two or more clients whose
4 interests differ".

5 Ms. Stobie isn't here, and that's
6 unfortunate, so I'll speak to you, Mr. Loganbach: You
7 have to decide, in your own mind really, you should
8 consider the fact that Mr. Roy historically has been
9 the attorney for the Building Authority, and when we
10 were first here last week I asked him was he
11 representing the Building Authority, was he
12 representing you and Ms. Stobie as citizens, was he
13 representing the two of you as members of the Building

14 Authority.

15 I'm not going to rule on the motion for
16 disqualification today, but it's something that I want
17 you to be aware of, that there's a possibility -- I'm
18 not saying it exists, I'm not saying that it doesn't
19 exist, but it's something to consider, if your
20 interests are adverse to the Building Authority, this
21 conflict may exist, and it's something you should be
22 completely aware of.

23 Now, I, having reviewed the reply brief
24 that plaintiff filed late yesterday afternoon, it was
25 in the neighborhood of 70 pages long and it appeared

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1 to address the concerns raised by defense counsel in
2 his response with regards to the plaintiff introducing
3 evidence that demonstrates an adverse interest that
4 exists between the Building Authority, his role as the
5 Building Authority's attorney, and now representation
6 of the two defendants, I'm going to give him the
7 opportunity to fully consider and address those
8 issues.

9 I recognize that 2.119 prohibits reply
10 briefs; but, I think, to simply strike that at this
11 stage, Mr. Roy, you said it best, you'd kind of like
12 to get to the facts behind all this legalism; so, I'll
13 give you that opportunity to reply to the reply brief
14 that Ms. Vogler has filed.

VOGLER2

15 And you can re-notice your motion for
16 disqualification at a later date, Ms. Vogler, and if
17 you do that -- and we can always be hopeful that the
18 Board of Commissioners will take action that avoids
19 the necessity of continuing to potentially spend
20 citizens' dollars on matters such as this, but that
21 will be up to them; but, if you do, I want you to also
22 brief the issue as to whether or not you've exhausted
23 all the steps required by the Court Rule in question
24 dealing with motions for quo warranto.

25 I have very real concerns as to whether or

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1 not you jumped the gun and failed to seek application
2 of the Attorney General's office, or failed to seek
3 the assistance of the Benzie County Prosecuting
4 Attorney who I see in the back of the courtroom as
5 well: I'm not ruling on that issue; but, I would
6 really, before I entertain any motions to disqualify,
7 I want a brief on the issue of whether or not you've
8 exhausted the necessary steps established by statute
9 and Court Rule to allow you, first, as a citizen, to
10 bring this complaint for quo warranto, and second, if
11 you persist in bringing it, as you've described
12 yourself, a duly-appointed member of the Building
13 Authority, what authority you have to do that. The
14 Court Rules and the statute are the rules that I'll be
15 guided by.

16 VOGLER2
17 So, the motion to disqualify is adjourned
18 subject to being re-noticed, and let's see what the
19 legislative process does this afternoon.

20 MS. VOGLER: For clarification, your Honor,
21 how would you like me to submit that brief? And is
22 that brief obviated if I file an amended complaint
23 that cures the issue in regard to the Attorney
24 General?

25 THE COURT: I've issued my ruling, Ms.
 Vogler. If you choose to file an amended brief and it

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1 complies with the statute, then we have a different
2 issue, don't we?

3 MS. VOGLER: Thank you, your Honor.

4 THE COURT: Mr. Roy?

5 MR. ROY: Understood, your Honor. Maybe
6 that would obviate some or all of my motion to dismiss
7 and summary disposition.

8 But as a housekeeping matter, if I
9 understand the Court's ruling, Ms. Vogler is not able
10 to notice the motion to disqualify until such time as
11 the pleading that the Court requested is, in fact,
12 filed with the Court.

13 I have a busy mid-October schedule, so I'm
14 just trying to make sure.

15 THE COURT: If she re-files the motion to
16 disqualify, I'm not going to hear it until I'm

17 VOGLER2
18 satisfied she's in a position to properly bring the
19 MR. ROY: That's all I can ask, your Honor.
20 Thank you so much.
21 THE COURT: It should be understood by both
22 of you, it may result in an amendment to her complaint
23 that avoids the necessary briefing.
24 But, as I read the Court Rule and the
25 statute, there are steps necessary that have to be

21

1 exhausted, and if we have a building authority that's
2 a creation of statute, it's a public corporation, my
3 initial thought is it needs to start with a request to
4 the AG's office, and if that hasn't occurred, why not,
5 if you're going brief it, and then maybe you have some
6 authority for that: If you choose to potentially cure
7 that error by filing an amended complaint, then I
8 think we have a different issue, Mr. Roy.
9 MR. ROY: Understood, your Honor. Thank
10 you so much for your help today.
11 THE COURT: Thank you.
12 MS. VOGLER: Thank you, your Honor.
13 (Proceedings concluded.)

14 * * *

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1 CERTIFICATE OF NOTARY
2 STATE OF MICHIGAN)
3) SS
4 COUNTY OF MANISTEE)
5

6 I, Vincent F. Quaglia, a Notary Public in and
7 for the above county and state, do hereby certify that
8 the above proceedings were taken before me at the time
9 and place hereinbefore set forth, and that the
10 foregoing proceedings were duly recorded by me
11 stenographically and reduced to computer
12 transcription; that this is a true, full and correct
13 transcript of my stenographic notes so taken; and that
14 I am not related to, nor of counsel to any party nor
15 interested in the event of this cause.

16
17
18

19 VOGLER2
20 _____
21 Vincent F. Quaglia, CSR-4114, RPR
22 Notary Public
23 Manistee County, Michigan
24 My Commission expires: June 24, 2024
25

R. EDWARD KUHN
TERRY C. ROGERS
(LLM, Taxation)
EDGAR ROY III
JOSEPH E. QUANDT
GREGORY J. DONAHUE
GREGORY L. JENKINS
TROY W. STEWART
GINA A. BOZZER



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CHRISTOPHER G. ROGERS
(also admitted in Illinois)
MATTHEW L. BOYD
MARC S. McKELLAR II
JONATHAN L. MORSE
(admitted in Wisconsin)

OF COUNSEL:
LEWIS G. GATCH

October 5, 2017

VIA EMAIL

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RECEIVED

OCT 05 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Dear Chairperson Carland and Commissioners:

The Building Authority has ongoing concerns regarding Mr. Jeannot's participation in any proceedings involving investigation and charges for removal of BA members. At this point, the Building Authority has not received any response from you or your legal counsel. It is important, however, to continue to provide you with ongoing information/documentation concerning the disqualification issue.

To that end, I am attaching a copy of the Affidavit Mr. Jeannot signed working in concert with the Plaintiff in the pending litigation. It is my understanding that his execution of the

Affidavit may have violated one or more Benzie County/Commissioner written policies and procedures. More significant, however, is the false statement set forth in his Affidavit:

"8. A vote of 4 to 3 in favor of the Motion to remove Mr. Loganbach [sic] and Mrs. Stobie from the Building Authority. This action was interpreted to be effective immediately."

I am also advised that by submitting this Affidavit to Plaintiff in his capacity as a Benzie County Commissioner, he violated certain rules and procedures; and without authority attempted to speak on behalf of the Board of Commissioners. It also appears he did so casting the Board of Commissioners in a false light by claiming that the BOC determined that the September 12 Motion took effect immediately (caused the immediate removal of Mr. Longanbach and Ms. Stobie).

The ongoing question for all of you is whether Mr. Jeannot should participate and should you request Richard Figura's opinion as to whether Mr. Jeannot can lawfully participate in any proceedings.

The Building Authority respectfully requests a substantive reply.

It is respectfully requested that Dawn Olney maintain all of the prior letters and subsequent letters concerning the BOC's actions relative to the Building Authority be included as part of the public record she maintains on behalf of both the BOC and the BA.

I apologize for the two day delay in sending this to all of you as I intended that it be processed on Tuesday but was delayed in submitting this letter due to other client commitments.

Sincerely,

KUHN ROGERS PLC



Edgar Roy III

Direct dial (231) 947-7900 ext. 107

eroy@krlawtc.com

ERIII/ljd

Enclosure

cc Richard Figura (via email)
Dawn Olney (via email)
Mitch Deisch (via email)
Tom Longanbach (via email)
Marcia Stobie (via email)
Lisa Vogler (via email)

STATE OF MICHIGAN
IN THE 19TH CIRCUIT COURT FOR THE COUNTY OF BENZIE

LISA J. VOGLER, in her capacity as a lawfully
appointed, sworn & seated member of the
BENZIE COUNTY BUILDING AUTHORITY,

Plaintiff,

Case no. 17-17032-DO

v.

Hon. David A. Thompson

TOM LOGANBACH, MARCIA STOBIE,
MICHELLE THOMPSON, DAWN OLNEY
& EDGAR ROY III,

Defendants.

Lisa J. Vogler
In Pro Per
57 N. Michigan Ave.
Beulah, MI 49617
(231)383-4410

AFFIDAVIT OF ART JEANNOT

STATE OF MICHIGAN }
COUNTY OF BENZIE }

NOW COMES the deponent, ART JEANNOT, being duly sworn, depôses and states:

1. I reside at 7404 Deadstream Road, Honor, Lake Township, Benzie County, State of Michigan.
2. During the November 2016 elections, I was elected as a Board of Commissioners for Benzie County.

FILED

SEP 15 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

3. On or about September 5, 2017, I requested that the Clerk of Court, Dawn Olney add a matter to the Agenda for the regular meeting of the Board of Commissioner on September 12, 2017. The topic was stated as "Bldg Auth Discussion & potential action."

4. At the duly noticed and lawfully convened meeting of the Board of Commissioners on September 12, 2017, I engaged the full Board, all seven (7) Commissioners, in a discussion regarding the activities of the Building Authority specifically the activities of the meetings held on August 23, 2017, and September 1, 2017, which I attended. The discussion concerned the expenditures of the Building Authority and failure to file proper procedures for those expenditures.

5. I noted that Mr. Loganbach and Mrs. Stobie were present at the meeting.

6. After lengthy discussion, I made the following Motion:

Motion to remove Building Authority Members Tom Loganbach and Marcia Stobie for cause pursuant to the Article of Incorporation of the Benzie Building Authority, Article V, Section 10, dated September 11, 1989.

7. The Motion was seconded, then further discussion occurred which included statements that Mr. Loganbach and Mrs. Stobie could retain counsel, if they chose to, and seek relief through the Courts, if they believed the Board's actions were inappropriate. Further, it was noted that Mr. Roy at this time was not the attorney for Mr. Loganbach and Mrs. Stobie.

* [8. A vote of 4 to 3 in favor of the Motion to remove Mr. Loganbach and Mrs. Stobie from the Building Authority. This action was interpreted to be effective immediately.

9. In regard to the noticed Special Meeting of the Building Authority on September 15, 2017, the Board of Commissioner Chairman, Corey Carland, told me that he did not authorize the Special Meeting.

FILED

SEP 15 2017

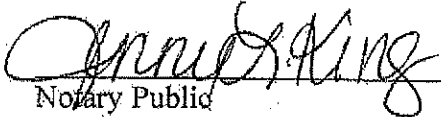
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**I DECLARE THAT THE STATEMENTS ABOVE ARE TRUE TO THE
BEST OF MY INFORMATION, KNOWLEDGE AND BELIEF.**


ART JHANNOT

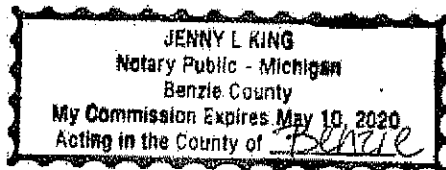
Subscribed and sworn to before me this

15th day of SEPTEMBER, 2017


Notary Public

Benzie County, State of Michigan

My commission expires: May 10, 2020



FILED

SEP 15 2017

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617