

BENZIE COUNTY BOARD OF COMMISSIONERS

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

MEETING AGENDA

June 12, 2018

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

PLEASE TURN OFF ALL ELECTRONIC DEVICES

9:00 a.m. **CALL TO ORDER**
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – 5/22/18
 PUBLIC INPUT

PUBLIC HEARING – 2018 TAX RATE

ELECTED OFFICIALS & DEPT HEAD COMMENTS
COMMISSIONER REPORTS –
COUNTY ADMINISTRATOR’S REPORT –
FINANCE – Approval of Bills
COMMITTEE OF THE WHOLE – Consent
COMMITTEE APPOINTMENTS –
ACTION ITEMS – Invasive Plant Removal; Resolution 2018-017 Citizen
Participation Plan (CPP); CPP Policy
PRESENTATION OF CORRESPONDENCE
UNFINISHED BUSINESS
NEW BUSINESS –
10:00 **Matt McCauley – Networks Northwest 2017 Annual Report**

10:15

10:30

PUBLIC COMMENT
ADJOURNMENT

Times Subject to Change

THE COUNTY OF BENZIE WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING OR HEARING UPON THIRTY (30) DAYS NOTICE TO THE COUNTY OF BENZIE. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING THE FOLLOWING:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH MI 49617
(231) 882-9671

This notice was posted by Dawn Olney, Benzie County Clerk, on the bulletin board in the main entrance of the Benzie County Governmental Center, Beulah, Michigan, at least 18 hours prior to the start of the meeting. This notice is to comply with Sections 4 and 5 of the Michigan Open Meetings Act (PA 267 of 1976).

PUBLIC INPUT

Purpose: The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of "Benzie County Board Rules (section 7.3)" which provides for public input during their meetings. It continually strives to receive input from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

Speaking Time: Agenda items may be added or removed by the board but initially at least two times are devoted to Public Input. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame.

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

Board Response: Generally, as this is an "Input" option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a more lengthy understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Input is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

Commissioner Contacts:

District I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships).....	231-920-5028
District III - Roger Griner (Crystal Lake, Frankfort).....	231-651-0757
District IV - Coury Carland (Benzonia).....	231-930-7560
District V - Terry Money (Homestead).....	231-510-2400
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

May 22, 2018

The Benzie County Board of Commissioners met in a regular session on Tuesday, May 22, 2018, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

Present were: Commissioners Carland, Griner, Money, Roelofs, Sauer and Warsecke

Excused: Commissioner Jeannot

The invocation was given by Commissioner Griner and the Pledge of Allegiance was recited.

Agenda:

Motion by Roelofs, seconded by Carland, to approve the agenda as amended by adding FOIA Appeal as number 9 on Action Items. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Minutes:

Motion by Carland, seconded by Warsecke, to approve the regular session minutes of May 8, 2017 as presented. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Motion by Sauer, seconded by Warsecke, to rescind the motion of March 29, 2018 approving the March 13, 2018 minutes. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Motion by Carland, seconded by Roelofs, to correct the minutes of March 13, 2018 on page 3 stating that the CDBG loan for Crystal Mountain was \$463,370. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Motion by Griner, seconded by Money, to approve the March 13, 2018 minutes as corrected. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

9:06 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Kyle Rosa, Undersheriff, says thank you to Doug Durand for lunch last week at the Gathering Place in observation of National Police Officer's week. The epoxy floor project has been completed. Officers were called out early Sunday morning to Elberta where there was an altercation and one person was shot in the face; an individual was arrested and is in jail awaiting an arraignment.

Jim Henderson, EMS Director, the new used ambulance is in service now and the staff like it; the state agency inspection went well; EMS appreciation week is this week. They currently have 4 trucks which are road ready.

Comm Sauer asked about security: Jim stated that the door locks are being changed. A new door has been ordered for Station 2 (669).

Comm Money asked how many break-ins have there been? Potentially 1

Comm Roelofs stated that this was discussed at the EMS Advisory meeting last week as well.

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Doug Durand, Benzie Senior Resources, provided his written report and stated that in April they had 376 snow plow trips; expenses are up just under \$9,000. Tax season came to an end with 263 tax returns being prepared.

COMMISSIONER REPORTS

Comm Roelofs reported that he attended the Village of Lake Ann meeting a couple of weeks ago where they discussed tree removal, road repairs, site condo – 10 unit – in the village. 911 Advisory met last week. EMS Advisory and he reported that the EMS has a new training leg for education on stopping bleeds.

Comm Warsecke reported that he attended the Colfax Township meeting, Solid Waste Advisory meeting, and that the Inland Township fundraiser had 19 people that gave blood and the propane fills raised just over \$3,000 for the fire department. He attended a school safety meeting yesterday.

Comm Money stated that he attended the Village of Honor meeting and they are working out an agreement with the Land Bank Authority to use the first 20 feet of the Question Mark building site for park benches and flowers. He attended the Homestead Township ZBA meeting regarding St. Ambrose and there are lawyers involved now – they need an outcome.

Comm Carland reported that he has been accused of corruption, unethical behavior and discriminatory remarks regarding the Airport – he provides a letter from the State of Michigan regarding the Corrective Action Plan from September 2017 – all issues have been taken care off. He also presented an email from Randy Collier with MDOT from October 2017 – the airport has regained their utility easement. He also presented a report from Avfuel Corporation – this will be taken care of within the next month.

Comm Griner reported that he has only been to one meeting of the Frankfort school board but will be attending more; he attended Centra Wellness on the 10th, attended the City of Frankfort meeting on the 15th, the Benzie Senior Resources on the 16th and on the 21st he went to the morgue in Mecosta County with Northern Michigan Counties. He stated that the medical examiner position is mandated by the State Constitution and the Prosecuting Attorney has to approve of the system that you use. Autopsies are now done right here in Benzie County.

Chairman Sauer reported that he attended the MAC Workers Comp meeting and stated that their audit went well. There are some educational opportunities through MAC for us to use. They also have a safety grant program for up to \$5,000. Betsie Valley Trail received \$30,500 in grants to use for signage, but the signage has to be approved by the DNR. Railroad Point, Conservancy property, they are wanting to build a walkway up toward Mollineaux Road, but there may be a few issues with the permitting. Thompsonville has started their water main replacement project. Elberta is waiting for the Governor to sign the National Resources Trust Fund grant release. He attended the Networks Northwest discussion regarding short-term rentals.

COUNTY ADMINISTRATOR'S REPORT

- Provided a written report dated May 16, 2018
- Opioid Litigation meeting – there will be significant time spent to gather the information needed for reimbursement. The resolution you passed stated that any revenues received for

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reimbursement, would be used to help those in Benzie County with the fight against these drugs.

- He attended a local college access meeting – for post-secondary education – not a 4-year degree not an Associate's degree.
- Dinger lawsuit complaint regarding removal of animals.
- Initial budget reviews are being set up.

FINANCE

Bills: Motion by Warsecke, seconded by Money, to approve payment of the bills from May 8, 2018 to May 22, 2018 in the amount of \$265,127.26. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Michelle Thompson, County Treasurer, reported that there are just two pieces of property remaining that will be going to the foreclosure land sale in Manistee.

ELECTED OFFICIALS AND DEPT HEADS (cont.)

Frank Post, Emergency Management, provided a written report and spoke regarding various items on that report.

9:58 a.m. Break

10:05 a.m. Reconvene

Jennifer Berkey, MSUE District 3 Coordinator, presented the Annual Report of Accomplishments for 2017-18 by power point. She stated that the return on investment – every \$1.00 invested in MSU providing education to residents of Benzie County is about \$6.00. She spoke regarding 4H; Health and Nutrition; Social Emotional Health; Agriculture and Agribusiness; Horticulture; MSU Product Center in Benzie County for businesses.

10:22 a.m. Laura Galbraith, Venture North – Public Hearing for Close Out of Sleeping Bear Apiaries They manage the CDBG loan funds for Benzie County and stated that we have a successful project to highlight for Sleeping Bear Apiaries. We helped with a \$70,000 loan to hire two full-time employees with 2 years to hire, but they have done that now due to the success of the business. Those funds were used to purchase honey and machinery and equipment. Today is an opportunity for the citizens to ask questions.

Michael Altesleben, this loan has helped expand distribution. They are currently distributing in the Carolina's, Georgia, Florida and Tennessee. They are in the process of expanding to Colorado and New York. This loan allowed us to buy 5,000 gallons of fermentation capacity and hire two full-time staff to the sales team.

Comm Roelofs asked if you are broadening products – we just began producing beer.

Comm Money asked name of beer – Bro's Beer and they now make six different beers.

Motion by Griner, seconded by Money, to open the Public Hearing. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

15 people are present.

Comm Carland inquired about the honey purchase – one-time purchase of the honey? Not sure

Comm Griner stated that he toured the facility 4 – 5 months ago.

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Comm Money stated that the management team also put in a disc golf game at no charge to use.
10:33 a.m. Public Hearing Closed

COMMITTEE OF THE WHOLE

Motion by Griner, seconded by Roelofs, to approve items 1 – 4 of the May 8, 2018 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

COMMITTEE APPOINTMENTS

Parks & Rec: Motion by Roelofs, seconded by Carland, to accept the resignation of Ann Bourne from the Parks and Recreation Commission, with the County Administrator to send a letter of thank you. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Comm Carland suggests that an article be written for the local paper detailing what Ann has done and what the Parks Commission does with the hopes of drawing someone passionate about parks and recreation.

ACTION ITEMS:

2% Grant Application BSR: Motion by Money, seconded by Griner, to approve the 2% grant application to the Grand Traverse Band on behalf of Benzie Senior Resources in the amount of \$16,000, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

2018-015 Point Betsie Resolution: Motion by Carland, seconded by Money, to adopt resolution 2018-015 to Support the Friends of Point Betsie Lighthouse Application to the Michigan Council for Arts and Cultural Affairs, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

10:46 a.m. Doug Durand, Benzie Senior Resources, Senior Needs Assessment

Mr. Durand requests funds from the Commission on Aging fund balance to have a Senior Needs Assessment completed. We are an aging population. Fastest growing age bracket is 80 and older. We need to know what the seniors of today and in the future need.

Comm Money asked the amount you are asking for? Estimated cost of \$8,000 to \$10,000. How much interest does the Sears Estate earn in the last year? Ms. Thompson reported, Not very much. Chairman Sauer indicated that the last needs assessment was done in 2014 and he would think that 10 years would be the time to do another one. Mr. Durand stated that the prior assessment didn't ask about senior centers – would they like one central site or multi-sites or satellites around the county. Mr. Deisch asked where are you asking the funds to come from? Mr. Durand stated that until what he found out today, he was asking from the old Sears Estate funds.

Chairman Sauer stated that if you put it off for a couple of years, you will have Sears Estate funds and we will know more about the Thompsonville Community Center. If we push too hard, are we prepared for you outgrowing your millage? Mr. Durand says that is the beauty of an assessment – it helps guide you for future planning.

Mr. Deisch asked about a hybrid approach – BOC part and COA part.

Michelle Thompson, County Treasurer, stated that as of 9/30/17 there is a fund balance of \$328,000. \$235,000 is now spoken for to put back in the Sears Estate Endowment, so there is still \$103,000.

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Motion by Carland, seconded by Money, to authorize the expenditure to fund the Needs Assessment from the Commission on Aging Fund Balance. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

ACTION ITEMS (cont.)

Excessive Force Policy: Motion by Carland, seconded by Money, to adopt the Excessive Force Policy as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Non-Discrimination on Basis of Handicap Policy: Motion by Carland, seconded by Money, to adopt the Non-Discrimination on Basis of Handicap Policy as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Residential Anti-displacement and Relocation Plan Policy: Motion by Carland, seconded by Money, to adopt the Residential Anti-displacement and Relocation Plan under Section 104(d) of the Housing and Community Development Act of 1974, as Amended, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Grievance Procedure under Section 504 of the Rehabilitation Act of 1973 Policy: Motion by Carland, seconded by Griner, to adopt the Grievance Procedure under Section 504 of the Rehabilitation Act of 1973 as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Economic Opportunities Policy for Section 3 Covered Contracts Policy: Motion by Carland, seconded by Money, to adopt the Economic Opportunities Policy for Section 3 Covered Contracts as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Coykendall MERS Service Credit: Mr. Deisch stated that our Plan Document with MERS states that the county must do this; the cost is \$636.00 up-front dollars now.

Motion by Roelofs, seconded by Money, to approve seven (7) months of part time service credit be purchased for Sherry Coykendall in the amount of approximately \$636.00, which will add approximately \$16,321 to actuarial Accrued Liability. Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

FOIA Appeal: Maridee stated that 3 of the 4 requests were complied with and she stated that the other one she felt was an invasion of privacy to give that information out; Mr. Figura stated that we can give the requestor the information.

Motion by Carland, seconded by Griner, to grant the FOIA appeal as requested Roll call. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Regional MAC Summits scheduled for this summer. Comm Sauer and Carland will attend June 18 in Gaylord.

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PRESENTATION OF CORRESPONDENCE

- Little Platte Lake elevation report for April 2018 received.
- Crystal Lake elevation report for April 2018 received.
- Alger County resolution regarding Michigan Indigent Defense Commission received.
- Roscommon County resolution regarding Michigan Indigent Defense Commission received.
- Road Commission minutes of April 26, 2018 received.
- Cheboygan County resolution regarding Double-crested Cormorants.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

11:32 a.m. Public Input

Comm Money attended the Memorial held on Saturday for Ed Carter and stated that Comm Roelofs did a very nice job; it was very impressive.

Comm Roelofs stated that it was his first Memorial Ceremony and Gaylord Jowett also had a lot to do with it, as well as Doreen. I did have a lot of help. The Memorial Day Ceremony will be held at Noon at the Veteran's Memorial.

Motion by Carland, seconded by Griner, to adjourn at 11:33 a.m. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Gary G. Sauer – Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as amended by adding FOIA Appeal as number 9 on Action Items.
2. Approved the regular session minutes of May 8, 2017 as presented.
3. Approved to rescind the motion of March 29, 2018 approving the March 13, 2018 minutes.
4. Approved to correct the minutes of March 13, 2018 on page 3 stating that the CDBG loan for Crystal Mountain was \$463,370.
5. Approved the March 13, 2018 minutes as corrected.
6. Approved payment of the bills in the amount of \$265,127.26.
7. Public hearing held to Close Out Sleeping Bear Apiaries CDBG Loan.
8. Approved items 1 – 4 of the May 8, 2018 COTW Consent Calendar as presented.
9. Accepted the resignation of Ann Bourne from the Parks and Recreation Commission, with the County Administrator to send a letter of thank you.
10. Approved the 2% grant application to the Grand Traverse Band on behalf of Benzie Senior Resources in the amount of \$16,000.
11. Adopted resolution 2018-015 to Support the Friends of Point Betsie Lighthouse Application to the Michigan Council for Arts and Cultural Affairs.
12. Authorized the expenditure to fund the Needs Assessment from the Commission on Aging Fund Balance.
13. Adopted the Excessive Force Policy as presented.

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14. Adopted the Non-Discrimination on Basis of Handicap Policy as presented.
15. Adopted the Residential Anti-displacement and Relocation Plan under Section 104(d) of the Housing and Community Development Act of 1974, as Amended.
16. Adopted the Grievance Procedure under Section 504 of the Rehabilitation Act of 1973 as presented.
17. Adopted the Economic Opportunities Policy for Section 3 Covered Contracts as presented.
18. Approved seven (7) months of part time service credit be purchased for Sherry Coykendall in the amount of approximately \$636.00, which will add approximately \$16,321 to actuarial Accrued Liability.
19. To grant the FOIA appeal as requested.

DRAFT

Committee of the Whole

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May 8, 2018

Motion by Griner, seconded by Roelofs, to approve the Committee of the Whole Consent Calendar as follows:

1. To adopt the Marine Fund 220 Budget as presented.
2. To apply for a 2% Grand Traverse Band Grant for school security as presented, authorizing the chairman to sign, with local match to come from the schools.
3. To approve the 2017-18 Budget Amendment for 214 EMS in the amount of \$55,960.00 as presented.
4. To authorize the County Treasurer to invest \$235,000 of the Sears Estate funds into an investment that would make \$4,000-6,000 annually.

BENZIE COUNTY

NOTICE TO THE PUBLIC

A PUBLIC HEARING WILL BE HELD ON THE COUNTY'S RESOLUTION IMPOSING 2018 SUMMER PROPERTY TAX LEVY AS IT APPLIES TO THE 2018-19 FISCAL YEAR BUDGET AT THE GOVERNMENT CENTER IN BEULAH, BEGINNING AT:

9:00 a.m. Tuesday, June 12, 2018

AS REQUIRED BY THE TRUTH IN TAXATION ACT, THE COUNTY GENERAL OPERATING MILLAGE RATE PROPOSED TO BE LEVIED WILL BE A SUBJECT OF THIS HEARING.

Benzie County 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 upon twenty-four (24) hours notice to Benzie County. Individuals with disabilities requiring auxiliary aids or services should contact the Benzie County Clerk by calling as follows:

Dawn Olney
Benzie County Clerk
(231) 882-9671

Posting Date: 6-4-2018

Posting Time: 12:10 pm

Summer Levy**Base Tax Rate adjusted for Convention & Cigarette Revenue**

Counties BTR

$$3.4692 \times 0.9748 = 3.3817$$

- Convention Facilities Tax Revenue / current year Taxable Value x 1000

$$\$95,615 / 1,258,482,126 = 0.0759$$

- cigarette tax revenue / current year Taxable Value x 1000

$$\$0 / 1,258,482,126 = 0.0000$$

$$\text{Adjusted BTR} = 3.3058$$

95615

Section 1.)

Millage the Unit Proposs to Levy in 2018 3.4528

- Adjusted Base Tax Rate 3.3058

Proposed Increase 0.1470 Millage

Section 2.)

$$\frac{\text{Proposed Increase in Millage}}{\text{Adjusted Base Tax Rate}} = \frac{0.1470}{3.3058} \times 100 = 4.45\% \quad \text{\% increase in Millage Rate}$$

Section 3.)

$$\begin{array}{rclclcl} \text{Adjusted BTR x Current Years TV} & 3.3058 & \times & 1,258,482,126 & = & \$4,160,290.21 \\ \text{Prior Yr Op Millage x Prior Yr TV} & 3.4692 & \times & 1,199,224,010 & = & \$4,160,347.94 \\ & & & & & \underline{-\$57.73} \end{array}$$

$$\begin{array}{rclcl} \text{Difference} & -\$57.73 & = & 0.00\% & \text{\% increase/decrease} \\ \text{Prior Yr Revenue} & \$4,160,347.94 & & & \text{in operating revenue} \end{array}$$

$$\text{Current Yr Rev Est.} \quad \$4,345,287 \quad 4.45\%$$

2018 Millage Reduction Fraction Calculations Worksheet

Including millage Reduction Fraction Calculations Not Specifically Assigned to the County

Equalization Director by Law

NON-RENAISSANCE ZONE

County	Taxing Jurisdiction
BENZIE	BENZIE COUNTY
2017 Total Taxable Value	1,199,224,010
Losses	5,384,650
Additions	33,795,940
2018 Total Taxable Value Based on SEV	1,258,482,126
2018 Total Taxable Value Based on Assessed Value (A.V.)	1,258,482,126
2018 Total Taxable Value Based on CEV	1,258,482,126

NOTE: The last two items above are only needed when it is necessary to calculate a Truth in Assessing or Truth in County Equalization Rollback Fraction.

1. Section 211.34d, MCL, "Headlee" (for each unit of local government)

$$\frac{(2017 \text{ Total Taxable Value} - \text{Losses}) \times \text{Inflation Rate of } 1.021}{(2018 \text{ Total Taxable Value Based on SEV} - \text{Additions})} = \underline{\underline{0.9953}}$$

2018 Millage Reduction Fraction (Headlee). Round to 4 decimal places in the conventional manner. If number exceeds 1.0000, line through and enter 1.0000

See State Tax Commission Bulletins No. 3 of 1995 and 19 of 2002 regarding the calculation of losses and additions. See also the Supplements to STC Bulletin No. 3 of 1995 contained in STC Bulletin No. 3 of 1997.

2a. Section 211.34, MCL, "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. for 2018 only)

$$\frac{2018 \text{ Total Taxable Value Based on Assessed Value for all Classes}}{2018 \text{ Total Taxable Value Based on SEV for all Classes}} = \underline{\underline{1.0000}}$$

2018 Rollback Fraction (Truth in Assessing) Round to 4 decimal places in the conventional manner.

See State Tax Commission Bulletin No. 3 of 2018 for more information regarding this calculation.

2b. Section 211.34, MCL, "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2018 only)

$$\frac{2018 \text{ Total Taxable Value based on CEV for all Classes}}{2018 \text{ Total Taxable Value based on SEV for all Classes}} = \underline{\underline{1.0000}}$$

2018 Rollback Fraction (Truth in County Equalization) Round to 4 decimal places in the conventional manner.

See State Tax Commission Bulletin No. 3 of 2018 for more information regarding this calculation.

3. Section 211.24e, MCL, "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2017 only).

$$\frac{(2017 \text{ Total Taxable Value} - \text{Losses})}{(2018 \text{ Total Taxable Value Based on SEV} - \text{Additions})} = \underline{\underline{0.9748}}$$

2018 Base Tax Rate Fraction (Truth in Taxation) Round to 4 decimal places in the conventional manner.

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

NOTE: The truth in taxation BTRF is independent from the cumulative millage reductions provided by sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X 2017 Operating Rate levied.

Truth in Taxation only applies to the General Operating Millage, not the Maples, Jail, ALS, etc.

The operating millage the county levied last year will be the same or less this year, due to Headlee millage reduction.

The state limits each taxing authority to the revenue that was generated in the prior year, without a public hearing.

For the County, convention and cigarette tax revenue must be deducted from the tax revenue collected the year before.

That Adjusted Revenue is the maximum allowable without a tax hearing.

The purpose of this meeting is to notify the public of the County's intent to levy the maximum allowable under Headlee.

2017 Tax Value (T.V.)	1,199,224,010
2018 Losses	5,384,650
2018 Additions	33,795,940
2018 Taxable Value (T.V.)	1,258,482,126

Prev Yr Tax Rate	T.V.		Mills		Tax	Revenue Limit without tax hearing
County (TV-LOSSES+ADDS)	1,227,635,300	x	3.4692	=	\$4,258,912.38	\$4,258,912.38
Property Owner	50,000	x	3.4692	=	\$173.46	2017 Property Tax
Base Tax Rate	T.V.		Mills		Tax	2018 Tax Bill Decrease
County	1,258,482,126	x	3.3817	=	\$4,255,809.01	
Property Owner	50,000	x	3.3817	=	\$169.09	-\$4.38
Adj Base Tax Rate	T.V.		Mills		Tax	2018 Tax Bill Decrease
County	1,258,482,126	x	3.3058	=	\$4,160,290.21	
			Convention Facilities Tax Revenue:		\$95,615.00	
			Cigarette Tax Revenue:		\$0.00	
					<u>\$4,255,905.21</u>	
Property Owner	50,000	x	3.3058	=	\$165.29	-\$3.80
Headlee Tax Rate	T.V.		Mills		Tax	2018 Tax Bill
County	1,258,482,126	x	3.4528	=	\$4,345,287.08	
			Convention Facilities Tax Revenue:		\$95,615.00	
			Cigarette Tax Revenue:		\$0.00	
					<u>\$4,440,902.08</u>	
Property Owner	50,000	x	3.4528	=	\$172.64	-\$0.82

Revenue from Adj Base Tax Rate:	\$4,255,905.21
Revenue from Headlee Tax Rate:	\$4,440,902.08
Lost Revenue:	-\$184,996.87

Prev Yr Tax Rate Revenue Adjusted for Losses & Additions:	\$4,258,912.38
Base Tax Rate Revenue:	\$4,255,809.01
	-\$3,103.38

Prev Yr Revenue	1,199,224,010	x	3.4692	=	\$4,160,347.94
Current Yr Revenue	1,258,482,126	x	3.4528	=	\$4,345,287.08
			Taxable Value Revenue:		\$184,939.15
			Convention Facilities Tax Revenue:		\$95,615.00
			Cigarette Tax Revenue:		\$0.00
			Net increase in revenue:		\$280,554.15

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Departments(s)
COPY TO: Each township of city clerk

2018 Tax Rate Request (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS	
County	2018 Taxable Value of ALL Properties in the Unit as of 5-22-18
BENZIE	1,258,482,126
For LOCAL School Districts: 2018 Taxable Value of Non-Homestead and Non-Qualified Agricultural Properties if a millage is Levied Against Them	
BENZIE COUNTY	1,258,482,126

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.

The following tax rates have been authorized for levy on the 2018 tax roll.

[illegible]

Prepared by

Thomas N. Longanbach

Telephone Number

231-882-0015

Title of Preparer

Equalization Director



Date _____

June 12, 2018

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 37), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.246, 211.34, and for OCCA school districts which levy a Spoofelement (Hold Harmless) Millage, 380.1211(3).

X	Clerk
	Secretary

X	Chairperson
	President

Signature 	Type Name Dawn Olney	Date June 12, 2018
Signature 	Type Name Gary Sauer	Date June 12, 2018

* Under Truth in Taxation MCI Section 211.24e the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9.

Truth in Taxation:

MCL 211.24e provides that a local taxing unit can approve the levy of a millage rate for operating purposes in excess of the Base Tax Rate (BTR) after **one** of the following ;

Providing a notice of public hearing in a newspaper, establishing the proposed additional millage rate by a resolution, holding the public hearing and approving the levy of the additional millage rate.

Your unit's meeting was held

Date: _____ Time: _____

Signature of Clerk

Or by compiling with Section 16 of the Uniform Budgeting and Accounting Act (MCL 141.436)

If your unit complies with Section 16.
Signature of Clerk

Date _____

If neither of the following have been complied with
and your unit levies more than one mill of operating

the following formula applies.

Prior Year Operating Millage	3.4692
Base Tax Rate Fraction	0.9748
Base Tax Rate	<u>3.3818</u>

Elected Officials and Department Head Comments



Benzie County Office of Emergency Management

Emergency Management Activities

May 2018

Below are outlined many of the activities I have been involved in for the month of May 2018.

- 1. Mass Casualty Exercise-GT Band of Ottawa and Chippewa Indians**
 On Tuesday May 1st, 2018 I acted as a Controller/Evaluator for a Mass Casualty Exercise put on by the Grand Traverse Band of Ottawa and Chippewa Indians in Peshawbestown.
 This exercise was a mass casualty incident involving a large fuel hauler and a passenger bus. The exercise was held in the parking lot of the Leelanau Sands Casino. The exercise was approximately 2 hours long. After the exercise concluded we conducted a 45-minute hot wash to discuss strengths and weaknesses.
- 2. Region 7 Homeland Security Planning Board Meeting**
 On Thursday May 3rd, 2018 I attended the Region 7 Homeland Security Planning Board Meeting in Grayling.
- 3. School Active Threat Response and Reunification Drill**
 On Friday May 4th, 2018 I participated as a Controller/Evaluator for a School Active Threat and Reunification Drill at the Ludington Area Catholic School. In this exercise the faculty and students fled from the building and met at rallying points and then went to pick up points where busses took the faculty members and children to a nearby school for reunification with parents.
- 4. Great Lakes Homeland Security Conference**
 From Monday May 7th through Thursday May 10th, 2018 I attended the Great Lakes Homeland Security Conference in Grand Rapids. Some of the keynote speakers were

 - Former Dallas Police Chief David Brown spoke about the tragic events of July 7, 2016. Chief Brown's decision to use a robot to detonate C4 explosives in order to neutralize a suspect was a first in the history of American policing. And the Chief's call to protesters to become a part of the solution – by applying to join the police department – earned the chief accolades from across the nation and around the world.
 - Lieutenant Colonel Oliver North USMC Ret., who is a combat decorated U.S. Marine, a #1 best-selling author, a syndicated columnist, and the host of "War Stories" on Fox News Channel.
 - Assistant Sheriff Charles L. Hank III of the Las Vegas Metropolitan Police Department, Deputy Fire Chief Jon Klassen of Clark County Fire Department, and Dr. Kevin Menes of Sunrise Hospital shared their experiences with the Las Vegas Shooting response.
 - Former Air Force Staff Sgt. Spencer Stone who, in 2015 he and his childhood friends, Anthony Sadler and Alek Skarlatos, thwarted a major terrorist attack on a Paris-bound train. An unarmed Stone rushed toward the danger, subduing and disarming a man wielding an assault rifle, pistol, box cutter and enough ammunition to kill everyone on board.
- 5. Benzie County Fire and EMS Association Meeting**
 On Tuesday May 15th, 2018 I attended the Benzie County Fire and EMS Association Meeting that was held at Frankfort Fire Department.

 - The fire chiefs had lengthy discussion on the various dispatch policies as presented by Director Ronald Berns. They will be presented to the Benzie County 911 Advisory Committee for their review and approval.
 - Training Officers Report

- Basic Information
- General Information

- Hazard Specific Procedures

I will continue to work with them until the plans are completely developed. We also discussed the concept of School Resource Officers, their cost and how they would be paid for. We also discussed legislation coming from Lansing and how it impacts the safety in schools.

8. LEPC Meeting

Also on Monday May 21st, 2018 we held our Local Emergency Planning Committee Meeting. At this meeting we discussed the “Off Site Response Plan” for the AT&T Switch Office in Beulah.

9. Wildfire Training

Also on Monday May 21st, 2018 we held basic wildfire training for firefighters at the Benzie County Government Center. The training was instructed by Ranger Joseph Lachowski from Sleeping Bear Dunes NL. We had approximately 25 firefighters in attendance.

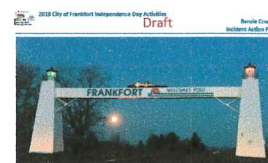
Ranger Lachowski covered some of the basics of wildfire suppression and how it differs from structural firefighting in both equipment and tactics. He also discussed some of the tactics they use and in some cases, they allow fire to burn so long as it does not threaten persons or property.

10. Incident Action Plan Meeting for City of Frankfort Independence Day Activities

On Wednesday May 23rd, 2018 we held a planning meeting for the upcoming City of Frankfort Independence Day Activities. The purpose of the Incident Action Plan for the 2018 City of Frankfort Area Independence Day Activities is to reduce the risk to life, health, and safety of attendees, participants, spectators, staff, volunteers, and emergency services personnel. This plan sets forth the procedures and planning guidelines for responding to an incident during the 2018 City of Frankfort Area Independence Day Activities.

Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for the fireworks event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, Lost Person, or situations where Law Enforcement are required.

The goal of the Incident Action Plan is to provide for the safety and security of participants, spectators, staff, volunteers, and the public during the activities and affiliated events.



2018
City of Frankfort Area
Independence Day Activities
Incident Action Plan
JULY 4, 2018

This document outlines the safety plan for the 2018 City of Frankfort Area Independence Day Activities.
Official Use Only

11. Meeting with Village of Elberta Elected Officials Regarding South Beach Security Measures

On Thursday May 31st, 2018 I attended a meeting with the Elected Officials for the Village of Elberta regarding the problems that reoccur annually on the Sand Products property in Elberta.

12. Upcoming Events

I have scheduled the following for the next two months;

June 6th – Leelanau County Full Scale Exercise

June 7th – R7HSPB Meeting Grayling

June 8th – Senior Expo at Trinity Lutheran Church in Frankfort

June 12th – MEMA Board Meeting (Lansing MI)

June 13th – Active Shooter Training for Government Center Employees 10am and again at 1pm



June 13th – CERT Monthly Meeting and Training in Bear Lake
June 14th – Government Center Safety and Security Meeting 12:00 noon
June 18th – School Safety Planning Meeting 10:00am in the EOC
June 18th – Local Emergency Planning Committee 2:00pm in the EOC
June 19th – Benzie County Fire/EMS Association
June 21st – Frankfort Independence Day Planning Meeting-Frankfort FD
June 27th – MI CIMS Training 12n-4pm and again from 6pm to 10pm in the EOC
June 28th – Local Planning Team Meeting 7:00pm in the EOC
June 30th – ARES/RACES Meeting Downtown Beulah
July 4st – Frankfort Independence Day Activities-All day in Downtown Frankfort
July 10th - MEMA Board Meeting (Lansing MI)
July 11th – CERT Monthly Meeting and Training in the EOC
July 12th – Government Center Safety and Security Meeting 12:00 noon
July 16th – School Safety Planning Committee 10:00am in the EOC
July 16th – Local Emergency Planning Committee 2:00pm in the EOC
July 17th – Benzie County Fire/EMS Association Meeting
July 26th – Local Planning Team Meeting 7:00pm in the EOC
July 28th – ARES/RACES Meeting Downtown Beulah

**BENZIE COUNTY BUILDING AUTHORITY
REGULAR MEETING MINUTES**

May 17, 2018

**Government Center, 448 Court Place, Beulah, Michigan
9:00 a.m.**

1. Call to Order at 9:01 a.m.
2. Roll Call: Vogler, Johnson, VanDussen. Goff, Clark. Ex-Officio- Michelle Thompson. Quorum present.
3. A motion to approve agenda as amended was moved by VanDussen and seconded by Vogler. All ayes. Motion carried.
4. A motion to approve BA regular meeting minutes from April 19, 2018 was moved by VanDussen and seconded Goff. All ayes. Motion carried.
5. Public Input - None
6. Financial Report – Thompson reported on the account balances. Vogler has questions but doesn't understand the formatting. She will be consulting with a CPA to better evaluate and frame her questions.
7. Axe Invoice – VanDussen clarified the policy that attorney communications go through the chair or in his absence, the Vice Chair. He explained that the purpose of the policy is to avoid unilateral contact and decision-making. The BA was billed for 2.5 hours of legal services from Mr. Axe that the chair was unaware of. He wants to avoid a reoccurrence in the future. He asked Thompson about her communications with Mr. Axe. Thompson related that Mr. Axe asked her some questions, which she answered. He then asked her to provide an affidavit of her answers, which she did. She signed the affidavit as the County Treasurer and a member of the BA. She answered the questions in order to be helpful. VanDussen stated that he felt circumvented by not being in the loop. Thompson apologized, offering to pay the bill from the Treasury account. VanDussen responded that he was more concerned with the actions of the lawyer. Vogler added that because there were a number of payments made in the past that should not have been made, she had grave concerns about how and why this unfolded. VanDussen stated his concerns about the scope of the attorney's opinion and broader sense of how the Maples bond funds can be used.

A motion to approve the May 16, 2018 invoice for \$2639.00 to Clark Hill was moved by VanDussen, seconded by Clark. Roll call: Clark-yes, Goff-yes, VanDussen-yes, Johnson-yes, Vogler-yes. Motion carried.
8. Architect Stu Pettitt status update and invoice dated May 1, 2018- Mr. Pettitt reported that the construction drawings for Phase 3 are almost completed. The drawings and field conditions were reviewed together in a recent meeting that included the electrical engineer. Comstock Construction is also reviewing the documents. Corrected drawings should be ready to send out in a few weeks. VanDussen asked how much of the infrastructure of the Phase 3 corridor needs to be gutted. Pettitt's responded that his general comment was "all of it" but he will defer to Comstock. VanDussen asked if the exterior walls might be able to be underpinned with a footing vs. ripping them out. Pettitt responded that the concrete masonry unit wall will be underpinned to build a proper foundation and another 80' wall will be knocked out and

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MAY 22 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

rebuilt with a new foundation and walls. VanDussen asked about the option of furring it out. Pettit believes the latter is the best option. Vogler questioned the use of an electrical/mechanical engineer vs. a civil engineer. Pettit replied that he chose the type of engineer that was needed for the project. Vogler asked if a civil engineer had been consulted. Pettit had not. Vogler requested that the contract with the engineer be submitted to the BA for approval. Pettit responded that the cost of an engineer was provided in his original estimate. VanDussen added that while Pettit has the discretion to hire whomever he chooses, the BA would still like to review the agreement. Vogler clarified that based on past errors, she wants to be exceptionally vigilant and cognizant that these are public funds and wants the BA to be fully informed. Pettit clarified that all of his communications have been Cc'd to VanDussen to keep him informed. VanDussen appreciated that the invoice reflects movement on the project. Vogler questioned Pettit's billing and use of flat fees and one-hour minimums. VanDussen interjected that he forwarded the emails between himself and Mr. Pettit where he indicated that he was satisfied with the responses to the questions on the last invoice. Mr. Pettit says he doesn't keep track of bills by the minute. They are project-oriented and typically over bill vs. under bill.

A motion to pay the Pettit invoice for \$1600 dated May 1, 2018 was moved VanDussen and seconded by Goff. Roll call vote: Vogler- no, Johnson-yes, VanDussen-yes, Goff-yes, Clark-yes. Motion carried.

9. Comstock Construction update and insurance issue – The asbestos removal survey was completed and results are pending. Clark explained that there is built-in lag time for abatement and is hoping they will be able to do some exterior work in the meantime. Mr. Pettit added that he used a local engineer as requested. Vogler is making inquiries about temporary professional liability coverage insurance. Based on her professional experience with other counties, professional liability coverage was provided. She stated that she will continue to investigate all options unless Comstock is willing to adjust to a General Contractor role. VanDussen interjected that as the contract with Comstock did not require liability insurance, he didn't understand how Comstock could be compelled to do so. Vogler asked if Comstock would object to the BA providing the cost of CM coverage. Comstock had no objection. Goff stated that as the contracts were improperly specified, the solution is on the BA and should not require a new contract. Vogler offered to take the lead on finding a policy, expressing shock that it isn't a standard practice.
10. Operating Agreement with Maples/BA/BOC – Mitch Deisch will be coordinating a meeting date once the completed draft is available. Vogler recommended it be reviewed by counsel before signing.
11. Attorneys Hilger Hammond invoice dated April 30, 2018 - A Motion to approve payment of Invoice 4/30/18 for \$9326.79 to Hilger Hammond was moved by VanDussen and seconded by Clark. Roll call vote: Vogler-yes, Johnson-yes, VanDussen-yes, Goff-yes, Clark-yes. Motion carried. Johnson requested that a copy of the motion to proceed by Otwell Mawby be forwarded to Vogler.
13. The Closed session was moved ahead of New Business to correspond with the scheduled meeting time with attorney.

Motion to enter into Closed Session with BA's attorneys (Hilger Hammond) participating by Skype or phone, as authorized by Michigan's Open Meetings Act, at MCL 15.268(e), to consult with the BA's attorneys regarding trial or settlement strategy in connection with

BUILDING AUTHORITY

May 17, 2018

Page 3 of 3

specific pending litigation, (BA v Edmond London) because an open meeting would have a detrimental financial effect on the litigating or settlement position of the BA. Moved by VanDussen and seconded by Vogler. Roll call vote: VanDussen-yes, Johnson-yes, Vogler-yes, Goff-yes, Clark-yes. Motion carried. The closed session commenced at 10:12 a.m.

Vogler left closed session at 10:35 a.m.

A motion to close the Closed Session with attorney was moved by VanDussen and seconded by Clark. All ayes. Motion carried. The Session was closed at 11:30 a.m.

11. New Business

a. Johnson passed on a request by Kathleen Dube to be put on mailing list for agendas.

12. Old Business

- a. General Civil Counsel – VanDussen will add this item to the next meeting agenda. If you have any ideas or suggestion, contact him before next meeting. The BOC indicated that now that they've received the Axe opinion, those funds can be taken out of the renovation fund account.
- b. Dykema invoice – Thompson explained the state formula for capacity and distribution of beds. The Certificate of Need is a request for available remaining beds. VanDussen has questions about the need to re-do it but he can't ask Mr. Axe because he is not contracted as the BA attorney. He questioned whether another fee will have to be paid in July or if the date could just be updated. Johnson explained that his estimate of July 31st was prior to the asbestos survey. He will find out if the Maples has already paid for it and needs to be reimbursed. Comstock and Pettitt will be consulted to determine a reasonable completion date in order to avoid another invoice.

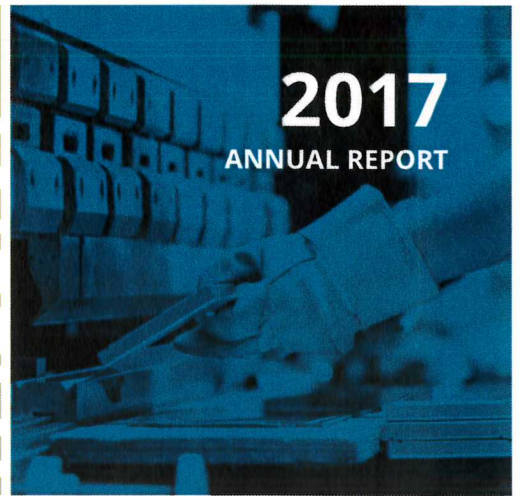
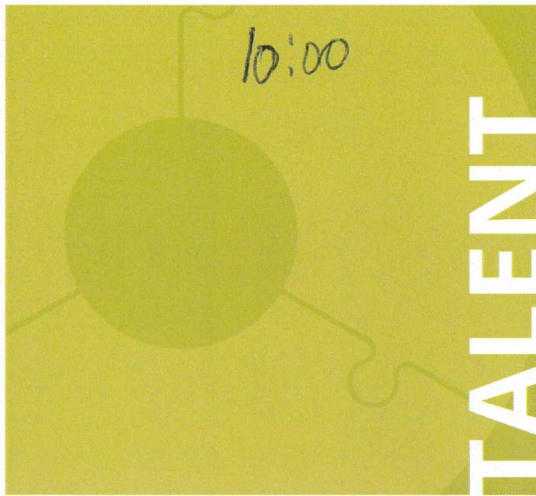
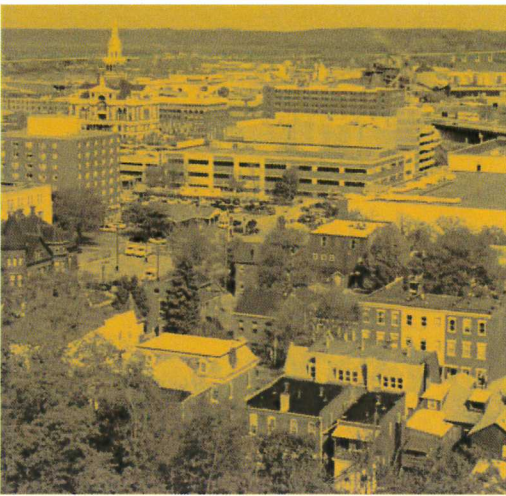
Motion to pay either pay invoice to Dykema or reimburse the Maples for invoices dated 2/28/18 for 28.00 and 3/16/18 for \$1034.40. Roll call vote: Goff- yes, Clark –yes, VanDussen-yes, Johnson – yes. Motion carried.

13. Closed Session – The Closed Session was moved ahead of New Business to correspond with the scheduled meeting time with attorney.

14. Public Input - None

15. Meeting adjourned at 11:47 p.m.

Commissioner Report

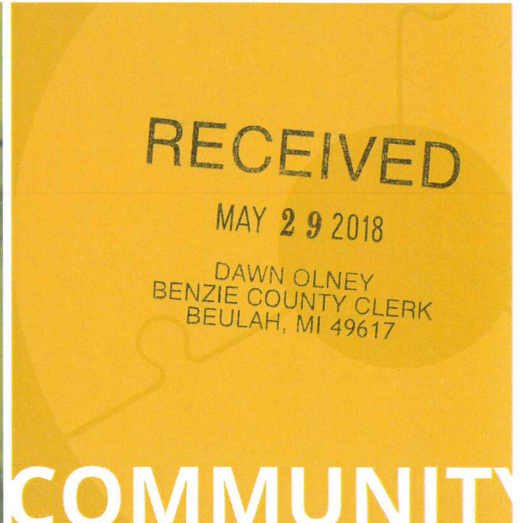
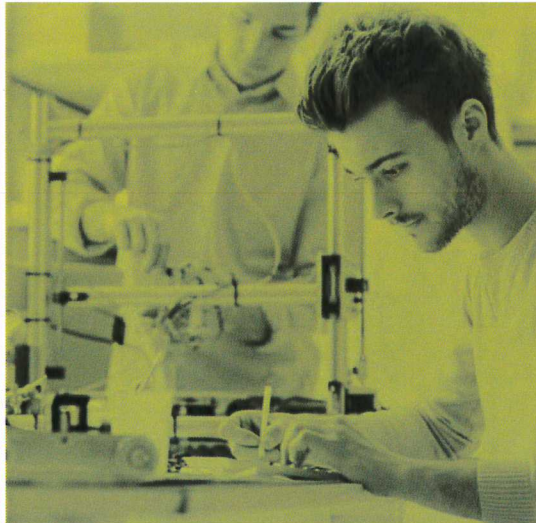
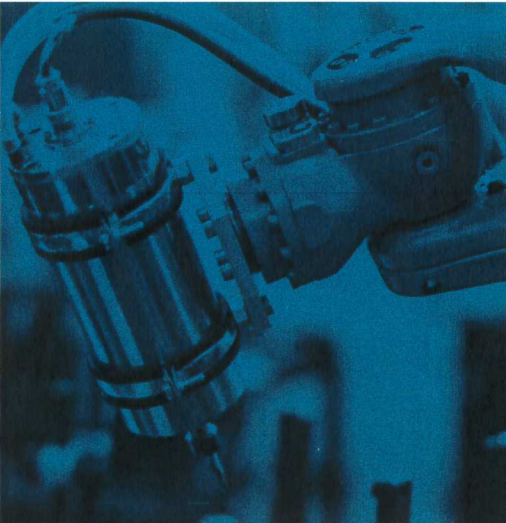
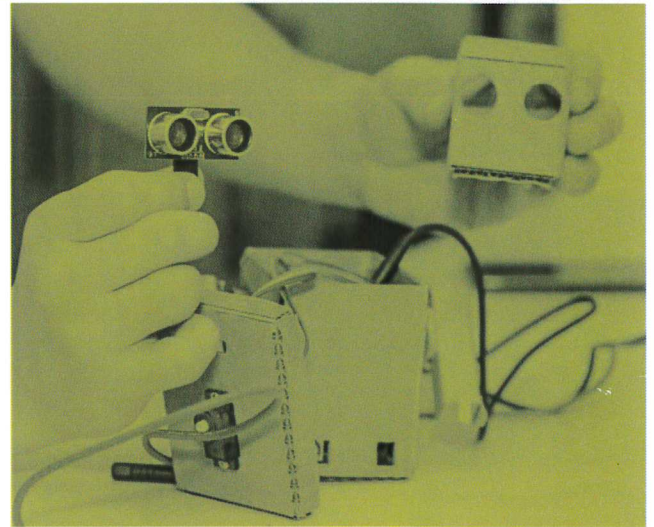


2017
ANNUAL REPORT



**Networks
Northwest**

Talent / Business / Community

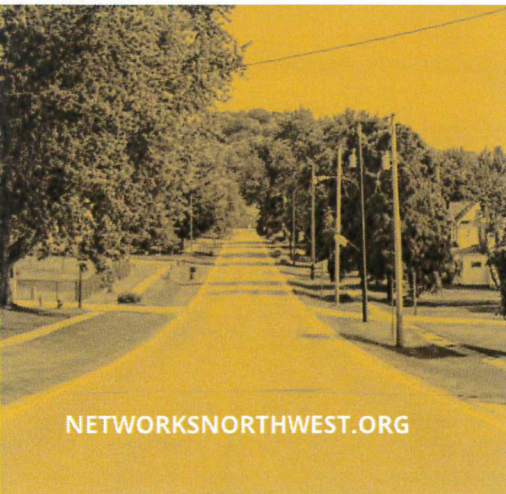


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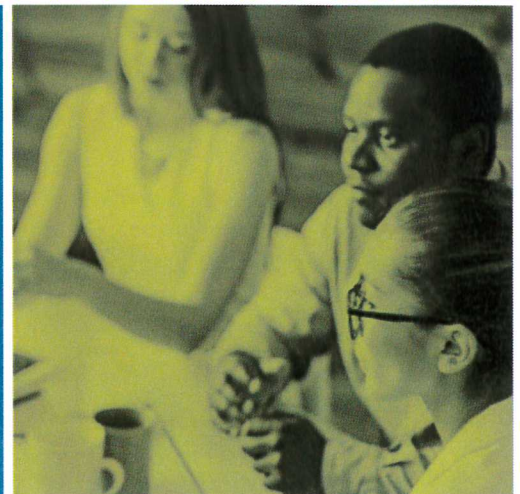
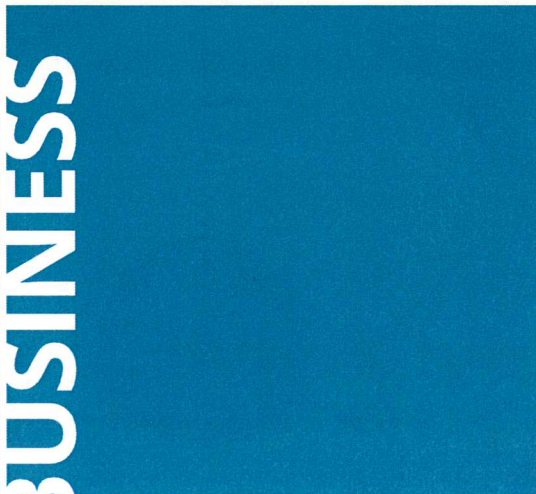
MAY 29 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

COMMUNITY

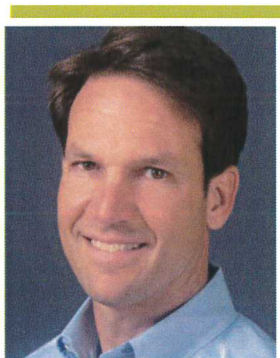


NETWORKSNORTHWEST.ORG



To Partners, Stakeholders, and to all of **Northwest Michigan,**

We are pleased to present the 2017 Networks Northwest Annual Report. In it, you'll find information and highlights about our accomplishments through



the last year and our direction moving forward. You'll learn about how many customers we have served, updates on the programs we administer, and financial details about the agency. Data and program descriptions alone don't adequately tell the story of the communities, businesses and people we serve. So we've also included some short stories that show why we love living in and working for Northwest Michigan.



The hallmark of this organization has always been its belief in our region. Northwest Michigan is a special place that is thriving, in large part, because it embraces its small towns, scenic lands, natural resources, and

hardworking people. It's Northwest Michigan's people, especially, that will drive the future success of the region, and that inspire each Networks Northwest employee and board member to do more and give more.

2017 represented a transition year for Networks Northwest leadership. After 42 years of service, Elaine

Wood retired as the CEO of the agency. The agency has been meaningfully shaped by her commitment to shared governance and strong partnerships with public, private and non-profit leaders.

Matt McCauley was selected by the Board to be the next CEO. He brings with him 14 years of experience with the organization and a perspective that bridges the public and private sector. He has a love for all things Northern Michigan and that has driven him to be a constant advocate for the region. Matt is deeply committed to collaboration, is widely respected by local and state leadership, and has a steadfast support of economic development through the confluence of talent, business and community.

"After 42 years of service, Elaine Wood retired as the CEO of the agency."

We are proud of what was accomplished in 2017, but recognize that much more needs to be done. Networks Northwest stands as your partner as we all work together to build prosperity and resilience for today and tomorrow.

Thank you for your continued support. We look forward to another year of advancing the interests of Northwest Michigan together.

Sincerely,

Gary W. Fedus,
Board Chair

Chris Christensen,
Chief Elected Official

Matt McCauley,
Chief Executive Officer

Success Stories:

Cheri Marshall - A Veteran's Story

When Cheri Marshall lost her job she went to Northwest Michigan Works! in Petoskey for help finding employment. The staff there helped her with her resume and also provided job search assistance and employer referrals. Since she was a veteran, Marshall was also referred to the Disabled Veterans' Outreach Program Specialist who provided intensive pre vocational services.



weekend if I had a question concerning my training."

"I can't stress enough how grateful I am."

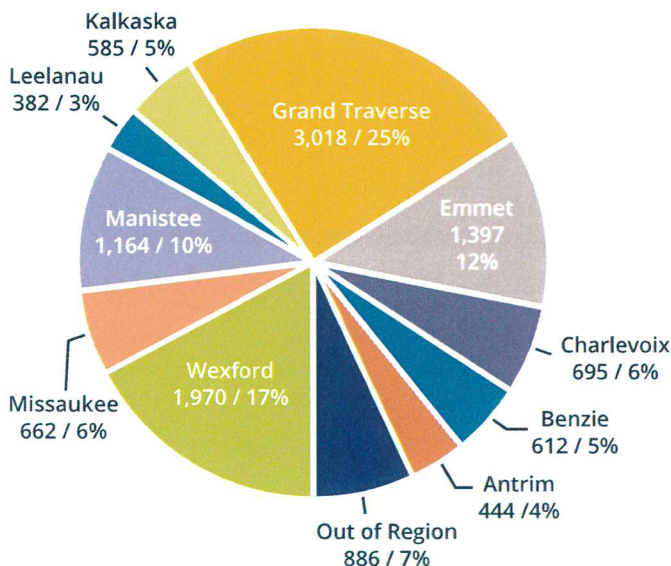
In February of 2017, Marshall started working as a Manufacturing Accounting Coordinator at Petoskey Plastics, and she qualified for On-the-Job Training program funding offered through Michigan Works!. Marshall says she is extremely pleased with her new employment.

"I can't stress enough how grateful I am for all the assistance I have received from Northwest Michigan Works! and from the Disabled Veteran Outreach Program. I probably wouldn't be employed in my dream job as I am now without all of their help," said Marshall. "They worked as a team to assist me with landing not just a job, but a position that truly suits my abilities and ambitions."

Northwest Michigan Works! American Job Centers

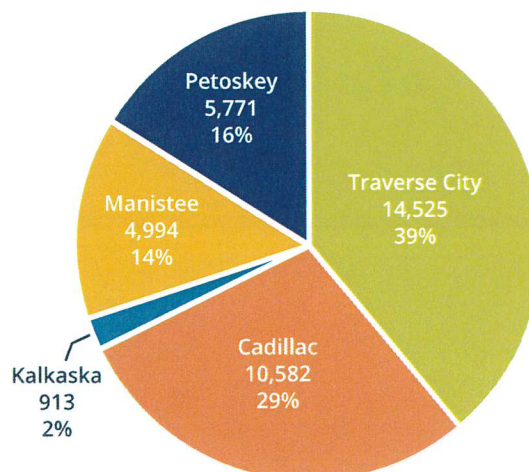
Number of Visitors by Residence County

2017 / Total: 11,815



Number of Visitors by Center

2017 / Total: 36,785



Success Stories: Meet Melanie Robinson

When Melanie Robinson came to Northwest Michigan Works! in Cadillac she was a single mother raising her children on her own. She had few job skills, lacked self esteem, and had severe anxiety problems.



At Michigan Works! Robinson participated in workshops and training on job search, interviewing, and making a resume. She also received gas cards to use for job search, interviews, and going to work. The staff at Michigan Works! also helped connect Robinson with

Community Service to improve her work skills and give her references.

The assistance she received at Michigan Works! helped Robinson land a job at Belle Oaks as a Front Desk/Office Assistant.

"I am so very thankful for all of the assistance I have received from Michigan Works! and MRS," said Robinson. "With their services I was able to rewrite my resume, practice interviewing skills, find job postings, and eventually find a position within a family oriented company. Thank you, Michigan Works!"

Northwest Michigan Works! Performance Data

Workforce Innovation & Opportunity Act (WIOA), 7/1/2016 - 6/30/2017
Wagner Peyser Act Employment Services (ES), 7/1/2016 - 6/30/2017 PATH,
10/1/2016 - 9/30/17

Performance Indicators		Performance Standard	Actual Performance
Employed 2nd Quarter after Exit*	Adults (WIOA)	90%	85%
	Dislocated Workers (WIOA)	89%	95%
	Youth (WIOA)	62%	79%
	Employment Services (ES)	64%	77%
Employed 4th Quarter after Exit	Adults (WIOA)	82%	93%
	Dislocated Workers (WIOA)	78%	85%
	Youth (WIOA)	57%	63%
	Employment Services (ES)	70%	69%
Median Earnings 2nd Quarter after Exit	Adults (WIOA)	\$5,952.00	\$6,815.00
	Dislocated Workers (WIOA)	\$7,000.00	\$14,378.00
	Youth (WIOA)	Determining Baseline	
	Employment Services (ES)	\$6,240.00	\$6,294.00
Credential Attainment Rate	Adults (WIOA)	70%	81%
	Dislocated Workers (WIOA)	67%	69%
	Youth (WIOA)	70%	63%
Met Participation Requirements	Adults, Cash Assistance Recipients (PATH)	50%	66%

* PY 2018 will be the first PY with a full year of cohorts for all WIOA and ES indicators, as data is only partially available for previous PYs
Performance Goals for WIOA and ES reflect negotiated goals for PY 2017; because no official results have been calculated or released, actual performance is based on internal estimates

Michigan Works!

Association Impact Award Recipients

IMPACT AWARD presented for collaboration with Michigan Works! to provide local training and employment opportunities.

Looking for help with their hiring needs, GD Systems Owner/CEO Kyle Hartley made an unannounced visit to Northwest Michigan Works! to meet with a Business Services Specialist and a Business Liaison.



Support from Northwest Michigan

Works! came in many forms, including fact-finding, and learning about the needs, wants and desires of GD Systems' management. Services encompassed designing ads for the Pure Michigan Talent Connect, direct referrals from networking events and increased exposure through opportunities such as Employer of the Day in the Service Centers.

"Northwest Michigan Works! has been a valuable resource for GD Systems Inc."

At the same time, Michigan Works! made their partners and other centers aware of GD Systems' needs. Over the course of their brief relationship, Northwest Michigan Works! has made eight successful referrals.

"Northwest Michigan Works! has been a valuable resource for GD Systems Inc.," said Kyle Hartley. "We have benefited from three OJT programs and have hired several other employees as well. We work exclusively with Northwest Michigan Works! in finding employees. We tried other options previously and have never had the results that we receive from Northwest Michigan Works!. Their team is top notch!"

One such referral was Sue Sawusch. Unemployed,

Sue first came to Michigan Works! through a Career Connection event led by Michigan Works! staff providing peer-to-peer networking along with job development staff expertise. When GD Systems approached Northwest Michigan Works! for help with hiring, Sue's career facilitator recognized it as a perfect fit. Sue received an interview and was offered a support staff position. Northwest Michigan Works! was able to facilitate an On-the-Job Training (OJT) incentive to bring Sue's skills up to the necessary level for her new position.

"Northwest Michigan Works! was an invaluable resource for an unemployed individual. I tried to do it on my own and received very little positive response. I reached out to Northwest Michigan Works!, went to a resume workshop and attended Career Connection to get leads and support from the staff and my peers. This was a very positive experience and I recommend the service to anyone that I hear is looking for employment. I have a very rewarding position, thanks to the help of Northwest Michigan Works!."



GD Systems Inc. - Sue Sawusch and Kyle Hartley

Northwest Michigan Works! Occupational Training

In response to employers' needs, we provided training to 1,218 people in 2017.

In all cases, the training was tied to employment.

Nearly all training involves a combination of classroom work and on-the-job learning.

We utilized all our various funding sources to pay for the training, depending on each participant's eligibility. This included WIOA Adult, WIOA Dislocated Worker, Trade Act, Skilled Trades Training Fund (STTF), Offender Success, and PATH.

Occupational Area	# Trained
Agriculture	6
Automotive	2
Accommodation/Food Services	3
Bookkeeping/Accounting	16
Business/Administrative	56
Construction/Maintenance	261
Customer Service	10
Education	1
Graphic Design	1
Healthcare	39
Information Technology	20
Manufacturing	577
Real Estate	1
Sales/Management	2
Science/Engineering	29
Security/Law Enforcement	4
Social Services	1
Specialized Software	161
Truck Driving	26
Welding	2
TOTAL	1218



Success Stories: Meet Ricc Ricciardi

Ricc Ricciardi worked for the State of Michigan for 25 years, but when the Pugsley Correctional Facility near Kingsley closed, another state employee bumped Ricc out of his job at the Oaks Correctional



Facility near Manistee. He found himself unemployed just one month after his wife had passed away.

After he was laid off, Ricc went to Northwest Michigan Works! in Manistee to register for unemployment. Career Facilitator and Grant Specialist, Evelyn Szpliet, let him know he was eligible for funding from a State Adjustment Grant that would cover the cost of training for a new job, but Ricc said he thought he would get called back to his job with the State so he didn't immediately take advantage of the training opportunity. A few months later Evelyn contacted him again.

"When I first talked with Evelyn, I was kind of matter of fact. I was just doing what I was required to do," said Ricc. "Thankfully, she followed up, because I was not in a good place."

Evelyn and Northwest Michigan Works! Training Coordinator, Tina Holden, helped Ricc enroll at Pinnacle Truck Driver Training in Cadillac, and the State Adjustment Grant paid for the training. After he completed the training, Ricc was ready to start his new career.

"All of a sudden all these job offers were coming and I could pick the company," said Ricc. "They all wanted me. The phone was ringing off the hook. That was amazing."

Ricc took a job with NTB Trucking in Grand Rapids. He said there's no way he would have been able to accomplish what he did without the help he received from Northwest Michigan Works!.

37 Registered Apprenticeships 184 Apprentices Across the Region

Industries with apprenticeship programs include:

- Manufacturing
- Construction Trades
- Electrical
- Beekeeper
- Plumbing
- Winemaker
- Fireman
- Office Manager

As an apprenticeship intermediary, Northwest Michigan Works! assisted a Benzie County winemaker and apiary in the development and approval of the State of Michigan's only Department of Labor Registered Beekeeper Apprenticeship Program.



Kirk Jones, Owner, Sleeping Bear Apiaries

Northwest Michigan Works! convened a consortium of employers in the construction trades in the development and approval of the State of Michigan's only one-year construction trades Department of Labor registered apprenticeship program.

Northwest Michigan Works! partnered with Baker College of Cadillac and local employers to launch 11 Mechatronics Apprenticeship programs in support of the Michigan Advanced Technician Training program.

The Northwest Michigan Works! Apprenticeship Success Coordinator was invited to represent our region and the State of Michigan on a professional panel regarding the development and implementation of apprenticeship programs within the craft beverage industry during the Mid-American Beverage Expo in Missouri.

Organized and executed the region's first Apprenticeship Week

- Five Events
- Partners with: Labor Unions, Community Colleges, Local School Districts, US Department of Labor, State of Michigan Talent Investment Agency, and Local Employers
- 165 Participants



National Apprenticeship Week at West Shore Community College



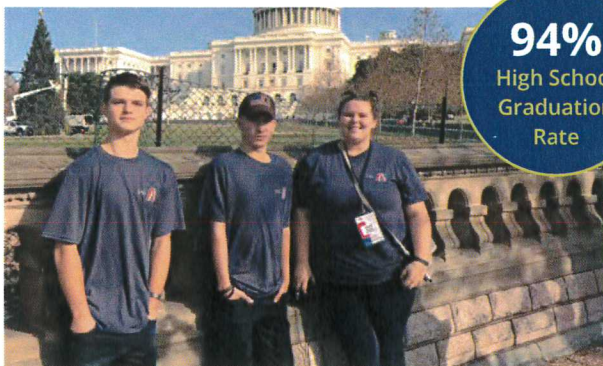
Angela Crane - Construction Apprentice

Jobs for Michigan's Graduates

Educated, Employed, and Career Bound

JMG's Vision: That every young adult is Educated, Employed, and Career Bound.

JMG's Mission: To equip young adults with the skills to overcome barriers and win in education, employment, and as citizens.



24 students participated in leadership development events at the regional, state or national level. Area students took 1st place finishes in both interviewing and marketing competitions.

All JMG students receive:

- ✦ Barrier removal, drop-out prevention, career preparation
- ✦ One-on-one guidance counseling
- ✦ Student-led leadership development
- ✦ Community service projects
- ✦ Adult mentoring
- ✦ Work-based learning
- ✦ College preparation and transition
- ✦ 12 months of follow-up services

JOBS *for* MICHIGAN'S
GRADUATES

Highlights of the year:

- ✦ Northwest Michigan Works! entered into formal partnerships with three Intermediate School Districts for delivery of the JMG program, and enrolled 193 students. Our program is one of 55 across the state, with a high school graduation rate of 94%.
- ✦ For the second consecutive year, our program received the National Jobs for America's Graduates (JAG) "5 of 5 Award" for meeting or exceeding national standards in five categories measuring student success.
- ✦ At the Wexford-Missaukee ISD Career Tech Center, students from the Agriscience and Natural Resources program, and the Hospitality, Retailing and Entrepreneurship program participate in JMG.
- ✦ At the Traverse Bay Area ISD Career Tech Center, JMG students are enrolled in the Automotive Technology program.
- ✦ In the Char-Em ISD Career Tech program, the students were from Welding programs at both Pellston and East Jordan High Schools, and Crooked Tree Alternative High School.
- ✦ Students participated in 15 company tours to learn about career options.
- ✦ Students participated in statewide Manufacturing and Construction Trades Week events.



14 students participated in work experience placements; 86% went on to unsubsidized employment

Newton's Road

Invaluable STEM Partners

Newton's Road is proud to partner with RJG, Inc. to further the growth of STEM in our classrooms. It is because of this partnership that Newton's Road and northwestern Michigan are the leaders in the field of K-12 educational 3D printing. RJG's innovative look at getting students involved in STEM led to not only donating printers to local K-12 educational institutions, but also allowed Newton's Road to develop and implement training to increase educator's confidence when using them in the classroom. As a result of this 3D printing explosion, Newton's Road is now in their third year offering the 3D printed Gutter Car Derby. Special thanks to Mike and Judie Groleau for their instrumental help with this project.

2017 Stats

- ✦ Teachers Trained: **122**
- ✦ STEM Extension Activities: **355+**
- ✦ Classroom Students Impacted: **768**
- ✦ School Districts Served: **10**
- ✦ Individual Schools Served: **23**

Trainings Offered

- ✦ 3D printing
- ✦ Intro to MakerSpaces
- ✦ Stop Motion
- ✦ The Design Cycle
- ✦ Making for Social Studies/Nonlinguistic Representation



**NEWTON'S
ROAD**

Mission of Newton's Road

Newton's Road's mission is to empower the 39,000 K-12 students of northwest Michigan to realize their full potential in science, technology, engineering, and mathematics.

Our Vision is for *every* student in northwest Michigan to have access and exposure to engaging STEM activities.



Teacher Professional Development



Gutter Car Derby

ADULT EDUCATION

Adult Education

650 Students in 2017

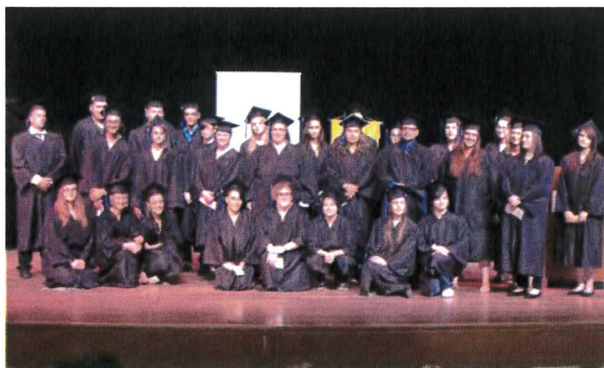
Total instructional
hours provided: **23,900**

Students utilizing the blended learning options continue to grow. Blended learning provides an opportunity for students to learn both in the learning lab and at home. In FY17, 82 participants were served through this educational delivery system. In an effort to eliminate barriers to education, 30 Chromebooks and 10 data ports were purchased to lend to students so they can study at home.

Adult Education partnered with the Wexford-Missaukee ISD Career Technical Center, Northwest Michigan Works! and local employers to offer 24 adult education students a career pathway that included a high school credential, career and technical education, career preparation training and employment.



Local Students in the National Adult Education Honor Society.



Diplomas and GEDs are conferred by our adult education partner, Traverse Bay Area Intermediate School District

Adult Education Services Used:

- Adult Basic Education (81)
- English as a Second Language (28)
- GED preparation (331)
- High School diploma (146)
- Workplace Literacy (64)

Student Ages:

- 16-18 (88)
- 19-24 (242)
- 25-44 (200)
- 45-59 (62)
- 60+ (58)

Five Learning Labs in the Northwest Michigan Works! American Job Centers:

- Petoskey
- Kalkaska
- Cadillac
- Manistee
- Traverse City

Satellite sites operate in 3 locations through collaboration with local organizations at:

- Benzie Area Christian Neighbors Center
- Northwestern Michigan College
- Ellsworth Moms and Tots Center



Serving Individuals who were paroled from state prison

Offender Success Program

We served 235 individuals during 2017 who were paroled from state prison to our region, after serving their sentences. Parolees are assigned to the program by the Parole Board or by the local Parole Agent.

The program's goals:

- Increased community safety
- Reduced recidivism
- Increased economic productivity
- Reduced costs to taxpayers

Residential Stability

- 139 received Residential Stability services.
- Temporary housing assistance, in the form of rent subsidies for parolees that would otherwise be homeless.
- 41% of the annual program budget was spent on Residential Stability.
- 65% resulted in a successful outcome, meaning they secured stable, unsubsidized housing.
- In 2017, the number of beds available for temporary housing assistance increased by 32%.

Social Support

- 132 received Social Support services
- Provides assistance with obtaining basic needs such as identification, clothing, and bus passes.
- 5% of the annual program budget was spent on Social Supports.

Health & Behavioral Health

- 33 received Health and Behavioral Health services
- Provides assistance with addressing mental health and/or behavioral health issues impacting successfully re-entry, such as batterer intervention services and individual mental health counseling.
- 7% of the annual program budget was spent on Health and Behavioral Health services.

Employment Readiness

- 52 received Employment Readiness services.
- Individual employment-based case management, focused on employability skills and transitioning into the workforce successfully.
- Provides temporary work experience for some participants by offering incentives for employers in the form of wage subsidies.
- 96.5% of temporary work experience contracts resulted in unsubsidized employment for the ex-offender.
- Average wage for unsubsidized employment was \$11.73 an hour.
- Provides assistance with necessary work supplies, such as work tools, specialized clothing, testing fees, etc.
- Resulted in 76% unsubsidized employment rate (compared to 25% statewide employment rate for all former inmates).

Statewide recidivism percentage for all parolees is 28.1% (nearly 1 in 3), down from over 50% before this program was started 10 years ago. The Offender Success Program in Northwest Michigan has a 310% Return on Investment in the first year alone following an ex-offender's parole.

SPECIAL ACTIVITIES

Special Activities to Help Companies Find the People They Need

- Hosted 112 “Employer of the Day” events at our Northwest Michigan Works! American Job Centers.
- Conducted 10 targeted job fairs and expos which included 377 companies and were attended by over 2,833 job seekers.
- Expanded National Manufacturing Day to a region wide event including 47 employers, 24 schools and over 1,000 students.
- Partnered with the Small Business Development Center and the Procurement Technical Assistance Center to bring awareness of Cyber Security and US Department of Defense contracting opportunities to Northwest Michigan businesses.
- Held over 50 Career Connections job seeker networking events. Provided resume assistance, job search strategies, and career coaching.
- Collaborated with State of Michigan veteran services staff to offer workshops targeted at overcoming barriers and addressing the unique needs of veteran job seekers.



Healthcare Education and Employment Fair



Benzie Job Fair

Conducted 10 targeted job fairs and expos which included 377 companies and were attended by over 2,833 job seekers.



Cadillac Career Cruising



IT Career Fair

Northwest Michigan Works!

Skilled Trades Training Fund

Northwest Michigan - 2017 STTF Awards					
County of the Business	# Awards	\$ Amount Awarded	# of Employees Receiving Training	# of New Hires	# of Apprentices
Antrim	1	\$15,000.00	16	1	0
Charlevoix	3	\$159,098.00	31	14	2
Emmet	5	\$210,186.00	206	9	0
Grand Traverse	12	\$171,906.00	167	4	20
Wexford	8	\$186,230.00	171	2	0
Region 2 Totals	29	\$742,420.00	591	30	22

Skilled Trades Training Fund Success Stories

Bay Motor Products

Northwest Michigan Works! has an ongoing relationship with Bay Motor Products in Traverse City, Business liaisons have helped the company with talent recruitment, training new and incumbent workers, and a workplace wellness grant. In 2017, Northwest Michigan Works! helped Bay Motor Products submit for a Skilled Trades Training Fund grants. The company received an \$11,000 grant to train their employees.

"This grant has helped us continue to train our employees in lean manufacturing, allowing us to better compete with the many foreign manufacturers." Said Andy Robitshek, President of Bay Motor Products. "We, along with a number of manufacturers in Traverse City, are benefiting from the strong programs at Northwest Michigan Works! that strengthen our employees and are able to learn from other manufacturers in the area in a joint setting."



Andy Robitshek, Bay Motor Products

Skilled Trades Training Fund Success Stories

Preston Feather Building Centers

When Preston Feather Building Centers in Petoskey began to adopt Lean Systems and a continuous improvement philosophy, they worked with Northwest Michigan Works! to apply for a Skilled Trades Training Fund (STTF) grant and received \$96,535 to train their employees.

"This funding, and the training it allows our staff, will help us be on the leading edge of more efficient processes for the benefit of the professional builders we supply products to."

The STTF training grant will help train the entire staff with a completely new computer system, an upgrade of a system over 30 years old, and additional Lean Systems modules.

"This funding, and the training it allows our staff, will help us be on the leading edge of more efficient processes for the benefit of the professional builders we supply products to." Said Kate Courtney Scollin, Human Resources Director at Preston Feather Building Centers. "With the help of the STTF, this century-old company will bring our family-owned lumber yard into the 21st century."



Preston Feather Building Centers staff and STTF training partners.

Left to Right: Lisa Rollin, Northwestern Michigan College; Jim Tisdell, North Central Michigan College; Kate Courtney Scollin, Preston Feather; Jeff Hills, Preston Feather; Kirk Jabara, Owner, Preston Feather.



Our region has 3.7% of the state's businesses and contributes 2.5% of the state's GDP. However, we had 6% of all the companies in Michigan that received STTF grants, representing 5.7% of all the STTF funds that were given out in FY17.

The Skilled Trades Training Fund (STTF) awards grants to employers to assist in training, developing and retaining current employees and individuals to be hired. Training is customized to meet employee skill requirements and is short-term in duration, preferably less than three months.

Northwest Michigan Works!

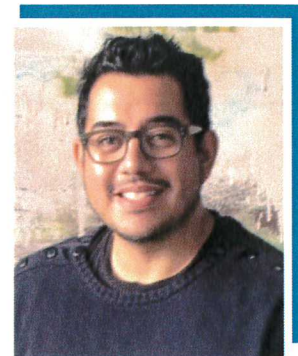
Business Services

Michigan Works! Business Services: Unique Companies Served by County, By Industry

Industry (NAICS Code)	Ant.	Ben.	Char.	Em.	G.T.	Kal.	Lee.	Man.	Mis.	Wex.	Out of Region	Grand Total
11 Agriculture, Forestry, Fishing	3	1		2	7	2	10	1	5	6	1	38
21 Mining, Oil and Gas Extraction					1	1				1	2	5
22 Utilities			1		5	1		1		4	1	13
23 Construction	2		2	4	28	2	5	3	3	9		58
31-33 Manufacturing	15	5	15	11	62	7	10	10	3	21	3	162
42 Wholesale Trade					16		1	2	2	1	4	26
44-45 Retail Trade	1	4	4	12	64	3	7	6	5	75	1	182
48-49 Transportation and Warehousing		2	3	3	17	1	1		2	12	3	44
51 Information	1				6		1			4	2	14
52 Finance and Insurance		1			14	1	2			9	1	28
53 Real Estate and Rental and Leasing		1		1	3	1	2			2		10
54 Professional, Tech Services		2	1	2	35	1	5			15		61
55 Management of Companies					1							1
56 Admin, Support, Waste Management	1	1		2	11	1	1	1		4		22
61 Educational Services			1	1	11		3	1		6	1	24
62 Health Care and Social Assistance		3	2	5	33		4	2	5	31	2	87
71 Arts, Entertainment, and Recreation	1				10		2	1		3		17
72 Accommodation and Food Services	1	7	5	9	18	1	12	10	4	32		99
81 Other Services	1	5	1	3	34		5	12	2	10	5	78
92 Public Administration	1	1	1	2	7	2	2	3	1	12		32
Total	27	33	36	57	383	24	73	53	32	257	26	1001

"At Oneupweb, we've found the value of working with Michigan Works! to be a great resource, as we expand the quality and breadth of training opportunities that we're able to provide for the careers of our employees. Expanded skill-sets enable continued diversification in our portfolio of client services, higher morale & employee retention, and ultimately a stronger, more vibrant community."

- Fernando Meza, CEO/Owner Oneupweb



BUSINESS DEVELOPMENT

Small Business Development Center 2017 Regional SBDC Data & Metrics

SBDC Training

- 332 individuals attended 29 in-person regional trainings, receiving a total of 992 training hours.
- 46 individuals from the Northwest region participated in 37 webinars receiving a total of 74 training hours. These trainings included; Goal Setting for a Successful 2018; How to Develop Your Brand; How Business Credit can Help Your Business Grow; Smart Principles of Marketing Messaging: Define and Reach Your Target Market, Time Management; Building Your Online Marketing Strategy; EOS: Your Business as a Finely Tuned Machine; Accountability Chart; Developing Your Leadership Team; Improve Your Cash Management; The Benefits of Strengths-Based Leadership; Starting a Business; Writing a Business Plan; Analytics: What the Numbers are Telling You; Drive New Business with Social Media; Marketing that works; etc.

Partnered with other key partner organizations to co-host special events that included:

- USDA Value-Added Producer Grant Information Sessions in both Traverse City and Petoskey
- Networks Northwest Cyber Security Summit
- Entrepreneurial Youth Training with East Jordan High School
- Know Your Numbers: Using Financial Statements to Better Manage Your Business



SBA Metrics

- Businesses Served: **260**
- Capital Formation: **\$8,706,900**
- New Business Start-ups: **23**
- New Jobs Created: **142**
- Jobs Retained: **59**
- Annual Sales Growth: **\$3,661,591**
- Hours of Counseling: **2,000.25**

Location of Business	% Total of Companies Served
Antrim	6%
Benzie	6%
Charlevoix	7%
Emmet	10%
Grand Traverse	35%
Kalkaska	4%
Leelanau	7%
Manistee	9%
Missaukee	4%
Wexford	8%
Other	4%
TOTAL COMPANIES SERVED	260

THANK YOU to our contributing partners!



Regional SBDC Business of Year: Chateau Chantal

Chateau Chantal is a well-known regional winery beautifully positioned on Old Mission Peninsula. A family-owned business, Marie Chantal Delese is the second-generation entrepreneur to operate the winery and inn and recently transitioned into the role of Chief Executive Officer.

"Marie recognized the importance of garnering additional leadership support"

Marie recognized the importance of garnering additional leadership support on the flip side of the succession planning process. MI-SBDC Growth Consultant, Carolyn Rourke, and Northwest Regional Director, Annie Olds, began their work with Chateau Chantal by facilitating a Strategic Needs Assessment

(SNA) that provided a framework for prioritizing issues and problem resolution and establishing a long-term counseling plan that would support Marie in her new role and empower her team to continue toward executing with excellence.



Photo credit: Mike Drilling / Windborne Studios

Global Trade Alliance of Northern Michigan



This year, the MEDC awarded Networks Northwest a five-year grant to serve as the Regional Export Network (REN) host for all of Northern Lower and the Upper Peninsula.

Operating under the auspices of the Global Trade Alliance, we help to promote the international trade services of the MEDC and to connect area businesses to various local resource providers who provide exporting assistance.

In 2017, we organized a number of trainings and workshops in both the Lower and Upper Peninsula. Our trainings were primarily geared toward helping companies that are new to exporting and preparing businesses for international trade shows. We also hosted a delegation of 20 economic development

professionals from Eastern Europe in October from the SABIT Program.

Through our close partnership with our regional MEDC International Trade Manager, our region's businesses were able to connect to resources and grant funding to support their exporting activities.

FY17 Region 2 Stats from MEDC International Trade Team:

- ✦ 18 Businesses Served
- ✦ \$146,890 in Grant Funding awarded from MEDC STEP Program
- ✦ \$15,042,884 in Export Sales

Northwest Michigan PTAC

PTAC provides NO FEE assistance to businesses interested in doing business with state and federal government agencies.

The mission of the Procurement Technical Assistance Centers (PTAC) is to enhance national defense and the economic development of the State of Michigan by helping area business secure local, state and federal government contracts.

The Northwest Michigan PTAC serves the entire Upper Peninsula and the 10 counties throughout the Northwest Lower Peninsula.



**2 Offices Serving
25 Counties**

2017 Stats

- \$138,759,507 Client Federal, State, & Local Contract Award Dollars
- 694 Jobs Created or Sustained from Client Contract Award Dollars (\$200,000 in Contract Awards Equates to one Job)
- 31 Events
- 823 Counseling Hours



Special Events

- U.S. Army Corp of Engineers, Regional Support Command Industry Day
- Networks Northwest Cyber Summit Seminar
- How to do Business with the U.S. Forest Service Seminar
- How to do Business with the National Park Service Seminar
- Federal Contracting and SBA Procurement Resources Seminar
- How to do Business with the VA Seminar
- Federal Contracting & SBA Procurement Resources Seminar
- Understanding University of Michigan Economic Growth Institute Webinar
- Cyber Compliance & Risk Management for DOD Contractors Seminar
- TARDEC EBO and Defense Industry Outreach

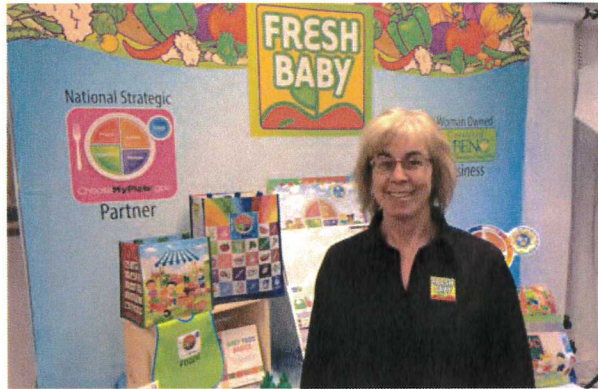
2017 Northwest Michigan PTAC Government Contractor of the Year:

In the early years of Fresh Baby (FB), the focus was selling their products to retail customers. It was a traditional wholesale/retail sales model. Their first government sales were orders from WIC Programs in New Mexico and Nevada. FB discovered WIC was a USDA federally-funded government nutrition education program AND it was national in scope. New to selling to the government, they reached out to PTAC for guidance to learn more about USDA WIC and understand how to sell to them (i.e. bids, sole source).

“Fresh Baby has grown their government sales from a few thousand dollars in 2011 to over \$2 Million in 2017.”

With PTAC’s research support and other services, FB discovered a number of government programs that procure their products. As their business has grown, they have shifted focus from retail sales and expanded their sales focus into government programs.

Fresh Baby has grown their government sales from a few thousand dollars in 2011 to over \$2 Million in 2017. They have grown from a handful of program offices working with them to several hundred program offices buying their products, including at least 16 state-wide contract purchases. Per Cheryl Tallman, Fresh Baby Founder and CEO, “the PTAC has been a valuable partner in growing Fresh Baby’s business. PTAC webinars and seminars are part of our sales training program... and checkpoint meetings with PTAC are part of our annual planning process.”



Fresh Baby Founder and CEO, Cheryl Tallman

Michigan Economic Development Corporation Defense Growth Area Grant

In September, we began work on a one year grant awarded from the MEDC/Michigan Defense Center to complete a Defense Industry Analysis of our ten-county region. The purpose of the analysis is to examine the current and potential defense supplier base in our region with an emphasis on the areas of cybersecurity, autonomous ground vehicles, autonomous aerial systems, aerospace, robotics, 3D printing, and advanced manufacturing.

Our analysis will be completed by early summer 2018. There is potential for additional years of funding from this grant and the results of our analysis will help inform our proposed activities should additional funding become available.

“The purpose of the analysis is to examine the current and potential defense supplier base in our region”

Networks Northwest Community Development



As a local government partner in the ten-county region of Northwest Lower Michigan, Networks Northwest's Community Development works directly with communities, local decision-makers, stakeholders,

community organizations, and the public. Specific areas of staff expertise include housing, transportation planning, non-motorized trails and trail planning, economic development, food systems, placemaking, and general community planning and zoning services.

We provide services and support including:

- ✦ Master Plans, Recreation Plans, and Zoning
- ✦ Data, Research, and Analysis
- ✦ Community Engagement
- ✦ Transportation Planning
- ✦ Networks Support

Networks Northwest Master Plans, Recreation Plans, & Zoning

- ✦ A master plan is a guide for communities that helps shape decisions about how to manage resources, where to direct growth, and how new development should be designed to protect the parts of our communities we value most.
- ✦ Recreation plans help communities plan and budget for needed improvements to existing parks, and to plan for new parks or recreation facilities. When it meets guidelines from the Michigan Department of Natural Resources, a locally-adopted and updated recreation plan makes a community eligible to apply for important grant funding.
- ✦ Zoning is a locally-adopted law that regulates where and how development occurs. Regulations are based on guidance from the community's adopted master plan.

Networks Northwest provides assistance on a fee-for-service and/or grant-funded basis to communities that are working to develop or update master plans and zoning ordinances. Staff works with local governments to compile data, conduct research, facilitate public input, develop maps and documents, and guide the plan or ordinance development and approval process to ensure that statutory requirements are met, and that the plan or ordinance reflects community priorities.

In 2017, Networks Northwest assisted the Villages of Elberta, Northport, Kalkaska, and Mancelona (in partnership with Mancelona Township) in the development of their master plans; and worked with the Villages of Ellsworth, Kalkaska, and Mancelona, as well as Kalkaska County, to create and update recreation plans. Staff also provided planning assistance to the City of Charlevoix and Benzie County, acting as "staff planner" for both communities throughout 2017. Activities included support for zoning ordinance changes and updates.

Community Development Data & Research

Up-to-date data is critical in planning, decision-making, and resource allocation for all levels of government, businesses, and community organizations. To support those activities, Networks Northwest staff collects data from sources, including the US Census and the Bureau of Labor and Economic Growth, and conducts analysis on regional issues and topics like housing, the economy, and population trends. Analysis and data

collection is conducted on request, as staff time and resources allow. Larger data analysis and collection projects may require an hourly fee for service.

In 2017, Networks Northwest began migrating data to a new web platform, www.benchmarksnorthwest.org, in order to make existing data easy to search.

Networks Northwest Community Engagement

To be sure that local initiatives reflect community desires and needs, it's important for the public, business owners, and other stakeholders to be engaged in planning and decision making. Networks Northwest Community Development staff works with communities and organizations to facilitate public input and engagement in local and regional initiatives. Staff helps communities develop questionnaires, organize focus groups, conduct public input meetings, and conduct outreach that invites public participation.



Cadillac Wexford Summit Event 2017

"Networks Northwest Community Development staff works with communities and organizations to facilitate public input and engagement in local and regional initiatives."

In 2017, Networks Northwest assisted communities with master plan surveys, public forums, and focus groups about infrastructure, housing, and recreation in communities throughout Northwest Michigan. Staff also began working with communities to facilitate community-wide dialogue around topics including transit and infrastructure, and to conduct economic development surveys.

"Networks Northwest always proves to be a valued resource for our local government planning efforts. We appreciate the expertise of the staff and the many data resources available to our planning and improvement efforts. No organization does a better job of convening partners, promoting collaboration, and reporting on the data than does Networks Northwest. Truly, Networks Northwest is a regional treasure and a valued partner."

**- Ty Wessell,
Leelanau County Commissioner**

Networks Northwest Transportation Planning

Transportation decisions are made at the local, state, and national levels. Networks Northwest Community Development Department works on behalf of its many local partners to assist with efforts around improving every mode of transportation in the region.



TTCI Area Roadway

In 2017, Networks Northwest staff worked with partners to facilitate activities including asset management, transportation funding programs, non-motorized trail planning, scenic byway support, and the coordinated transportation planning:

- With the Asset Management program, Networks Northwest works with state, county, and local road officials to rate the surface quality of roads, in order to help communities and funding agencies prioritize needed improvements.

- As part of the State of Michigan's Rural Task Force program, staff coordinates local transportation officials to prioritize funding on federal aid roads, and for transit improvements.
- The Traverse Transportation Coordinating Initiative (TTCI) provides coordinated leadership and direction for the development and conduct of the continuing, cooperative and comprehensive transportation planning process for the Traverse City urban area.
- Networks Northwest provided staff and financial support to committees that work to promote and preserve important transportation corridors, known as Pure Michigan Scenic Byways, along M-22 in Leelanau, Manistee, and Benzie Counties, M-37 in Peninsula Township, and M-119 in Emmet County.

Provided support to the 4 local heritage route committees



Many community issues require collaborative action from many diverse businesses, communities, and organizations.

Networks Northwest provides staff support to help these stakeholders work together as part of an informal but organized network. Staff coordinates meetings, plans events, develops

communications and other materials, and conducts outreach on behalf of the networks.

In 2017, Networks Northwest provided staff or financial support to groups including the Housing Solutions Network, the Arts and Culture Network, and the Food and Farming Network.

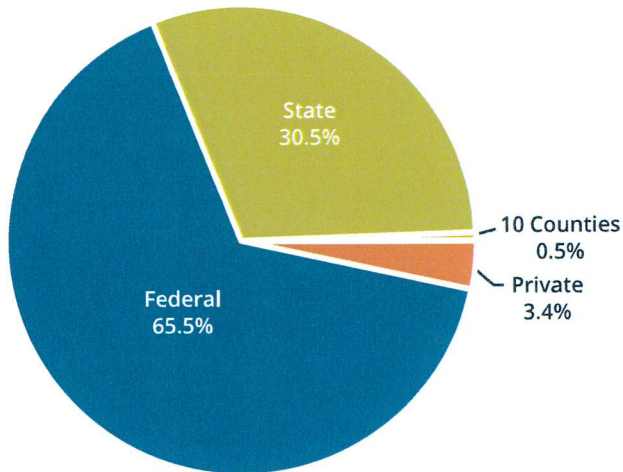
2017

Financial Summary

Both of our legal entities, Networks Northwest and Northwest Michigan Works!, Inc. received FY17 audits that contained no findings of any kind.

Revenue by Source

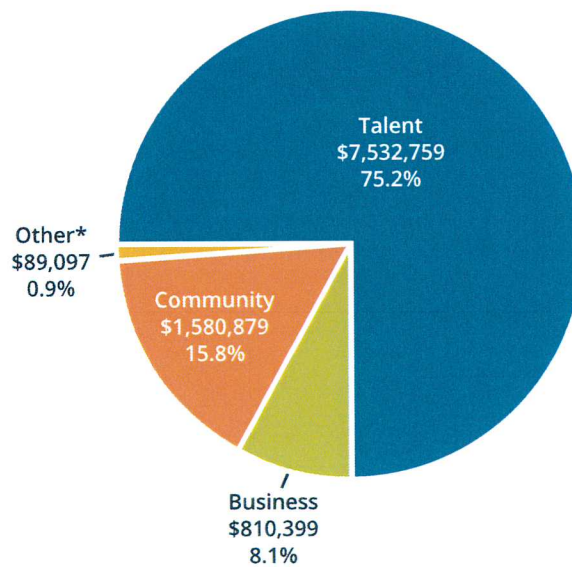
Fiscal Year 2017, Ending 9/30/2017



Expenditures by Service Category

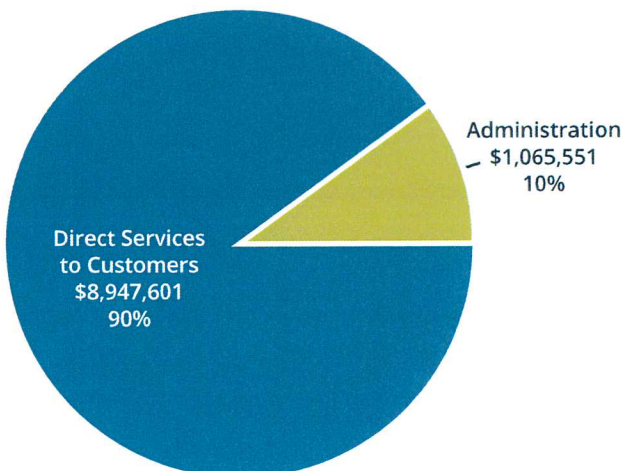
Fiscal Year 2017, Ending 9/30/2017

Total: \$10,013,152



Expenditures by Function

Fiscal Year 2017, Ending 9/30/2017



*Reserve Fund; Leave Fund: Pass-through funds

Networks Northwest

Regional Prosperity Board Members in 2017

PUBLIC SECTOR

Ed Boettcher, Antrim County Commissioner

Coury Carland, Benzie County Commissioner

Chris Christensen, Charlevoix County Commissioner

John Stakoe, Emmet County Commissioner

Stuart McKinnon, Kalkaska County Commissioner

Tom Mair, Grand Traverse County Commissioner

Ty Wessell, Leelanau County Commissioner

Richard Schmidt, Manistee County Commissioner

Dean Smallegan, Missaukee County Commissioner

Michael MacCready, Wexford County Commissioner

Michael Cain, Manager, City of Boyne City

Josh Mills, Manager, City of Frankfort

Barb VonVoightlander, Administrative Coordinator, Village of Northport

Caroline Kennedy, Assistant Village Manager/Clerk, Village of Elk Rapids

Doug Mansfield, Michigan Township Associate

Alan Cooper, Manager, Wexford Co. Road Commission

Jim Cook, Manager, Grand Traverse County Road Commission

Bill Kennis, Executive Director, Benzie Transportation Authority

PRIVATE SECTOR

Jim Barnard, Owner, Barnard Engineering, Bellaire

Paul Hresko, Human Resources Director, Armor Express, Central Lake

Betty Workman, Owner, Vacation Trailer Park & Sales, Benzonia

Lee Ballard, HR Director, Ebel's Family Store

Joe Moch, CEO, Acat Global, Charlevoix

Amanda Haworth, Human Resources Director, Boyne Resorts, Boyne City

Gene Kaminski, VP for HR, McLaren Northern Michigan Hospital, Petoskey

Gary Fedus, President & CEO, Mitchell Graphics, Petoskey & Traverse City

Sue Peters, VP for HR, Munson Healthcare System, Traverse City

Ken Osborne, Vice President, Boride Engineered Abrasives, Traverse City

Tracey Peal, Vice President, Hague Equipment, Kalkaska

Kelli Stepka, Human Resource Manager, Cherry Republic

Doug Parkes, Co-Owner, Kellie's Hallmark Shop, Manistee

Kim Weckesser, Director Human Resources, West Shore Medical Center

Tom Vine, Plant Manager, Viking Energy, McBain

Ken Bollman, President, Sabre Tool, Cadillac

Leslie Nowlin, Human Resources Director, Rec Board Holdings, Cadillac

Mike Powers, Energy Solutions Consultant, Keene Technical Solutions, regional

Doug Luciani, President of TC Area Chamber of Commerce; Northern MI Chamber Alliance, regional

Chris Warren, General Manager, Midwestern Broadcasting Co., regional

Nicole Sulak, CPA, Munson Healthcare, regional

Mike Ascione, CEO, American Waste, regional

Jamie Al-Shama, Bay Construction, regional

Beth Holmes-Bozung, Co-owner, SafetyNet, Inc., regional

Rachel Johnson, Public Affairs, Cherryland Electric, regional

Stacie Bytwork, Executive Director, Manistee Area of Chamber of Commerce

Mike Groleau, Co-owner/Project Manager, RJG, Inc.

Chuck Lombardo, Director of Marketing & Communications, Northern MI Chamber Alliance

Kim Pontius, CEO, Traverse Association of Realtors

Doug Rath, Graceland Fruit, Inc.

OTHER SECTORS

Jeff Jennette, Superintendent, Wexford-Missaukee and Manistee ISDs (K-12 education)

Tim Nelson, President, Northwestern Michigan College (post-secondary education)

Mike Hill, Superintendent, TBAISD (adult education)

Andy Hayes, President, Northern Lakes Economic Alliance (economic development)

Eric Bachmann, District Manager, Michigan Rehabilitation Services (rehabilitation)

Bob Scheele, Vice President, Central Labor Council (labor)

Clint Steele, Pipefitter, UAW Local 85 (labor)

Kristine Lagios, Director, Manistee-Benzie Dept. of Human Services (human services)

Jane Korthase, HR Director, Grandview Medical Care (community based organizations)

Steve Perdue, President & CEO, Grand Traverse Industries (community based organizations)

John Stephenson, Executive Director, Northwest MI Community Action Agency (community based organizations)

Marsha Smith, Exec. Director, Rotary Charities and NorthSky Non-Profit Network (community based organizations)

Jim Smith, Controls Designer, Tool North, Inc. (apprenticeships)

Charles Welch, Parole Supervisor, MDOC (corrections)

County Administrator's Report



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator 
Date: June 6, 2018
Subject: Administrator Update 6/12/18 BOC Meeting

1. **June 2018 Calendar** – Please see the June 2018 calendar.
2. **Michigan Indigent Defense Commission** – Last week I meet with the Manistee County Administrator/Controller regarding the potential for needing to implement the 4 four categories of the MIDC report 180 days after the State provided funding. We are scheduling a meeting with the MIDC Area Representative to meet with us both Mid-June to discuss where the state is at with funding and when the next four steps will need to be discussed. Lots more to follow.
3. **Opioid Litigation** – After Commissioner Money I met with attorneys from Weitz and Luxenberg on May 16, 2018, I compiled a contact list of Benzie County representatives that will need to assist in providing information regarding the litigation. The next step is for me to start drafting correspondence to the various impacted departments regarding information that they will need to start accumulating to assist the litigation. I will be getting these correspondences out to the various departments in June 2018.
4. **Department Head Evaluations** – As part of my internal goals approved by the BOC, I have implemented a Department Head evaluation system. As of this date, 911 Director Ron Berns and Emergency Management Director Frank Post have both received annual evaluations. I am planning on completing 3 more Department Head evaluations in June 2018.
5. **Union Negotiations** – Matt Nordfjord, Cohl, Stoker and Toskey will be present at the June 26, 2018 BOC meeting. A closed session will be held under the OMA for the BOC to discuss union negotiations strategies with the Labor Attorney. More to follow.
6. **Strategic Plan Update** – Attached is memo outlining Strategic Plan updates that have occurred in Benzie County. The last update was October 2017.

RECEIVED

JUN 06 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

June 2018

***Please note that all scheduled meeting dates, times and locations are subject to change. Last Updated 6/6/18.**

June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
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

July 2018						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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



Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator
Date: June 6, 2018
Subject: Strategic Plan Update

Attached is the updated Benzie County Strategic Plan as of Monday May 28, 2018.

The primary updates to the plan are as follows:

- Goal Communication Plan Page 1: Updated the section dealing with website updates to identify that IT Right is the new IT Vendor of Record and they are currently working on various IT updates through Benzie County. One of the items they are working on is assisting the County on making Website updates easier to ensure timeliness. However, with all the major projects that IT Right is involved with (server room / removing old cables, new server, 360 share pro, etc.), this project is not at the top of their priority list.
- Goal Communication Plan Page 1: Updated additional press releases that have been sent out regarding Benzie County.
- Goal Collaboration Page 2: With the changes to the Planning Commission over the past 6 months, they have taken on more of an advocacy and facilitatory role. Two facilitation meetings have been held by the PC including the US-31 Corridor and Trapp Farm. At their June 2018 meeting I will discuss with them their previously agreed upon role to facilitate a Benzie County Summit. I will determine if this is still something they are interested in doing.
- Goal Improved Institutional Capacity Page 3: Updated the County Administrators office is working to schedule a customer service training session in the Fall 2018.
- Goal Cooperatively Working with other Municipalities Page 3: Updated efforts to jointly provide services with other governmental units.
- Goal Financial Health Page 4: Updated progress on Financial Review RFP.
- Goal Financial Health Page 4: Updated process of changing the title of the Finance/IT Director to Finance Manager and updated the process to include interviews were conducted on 5/23/18, with the goal of new Finance Manager starting June 2018.

- Goal Economic Development Page 4 & 5: Updated supporting of local businesses by appointing the EDC as primary daily contact with economic development vendor.
- Goal Economic Development Page 5: Updated appointing County Administrator as the primary economic development day to day contact.
- Goal Natural Resources Page 5: Updated collaboration between AES and P&R Committee and Explorer the Shores with the Village of Elberta park upgrade, which the AES was a key partner in securing the project funding.

Benzie County Strategic Plan Update

2017/2018

May 28, 2018

Completed/On Going

In Progress

Yet To Be Started

Area of Focus: Credibility & Trust Building

Action Item	Responsibility	Timeline	Update
Goal: Communication Plan Engage Technology Commission to discuss social media	Technology Committee County Administrator Department Heads	First Draft August 2017	Discussed at 7/14/17 Technology mtg. More research on how it will be maintained and updated
Timely update to website/easier to use	Dept. Heads	TBD	IT Vendor is working on making updates to make website maintained easier.
**1 positive news release / per month	AES & County Admin	On Going	SWD May 2017 Strategic plan July 2017 Land Bank July or August 2017 X-Pert Fulfillment Sept/Oct 2017 F. Walterhouse January 2018 J. Henderson January 2018 J. Zylstra March 2018 School Safety April 2018
Goal: Convene Township Meetings Schedule joint BC & Township Association meeting	BOC County Clerk County Administrator	Fall 2017	Meeting needs to be set up

Designate BOC member to attend govt. meetings	BOC	On Going	Being accomplished
Develop presentation on Strategic Plan and present to key groups	AES County Administrator	Summer / Fall 2017	Presentation has not yet been made
Goal: Engage Public Participation			
Develop Public Engagement Policy	BOC County Administrator	Winter 2018	TBD
Thank citizens for speaking at BOC mtg.	BOC	On Going	Being accomplished verbally. Note cards delivered to BOC. Staff will provide citizen addresses

Area of Focus: Collaboration & Partnerships to achieve shared goals and efficiencies

Goal: Develop partnerships to achieve goals of Strategic Plan			
Present Strategic Plan to govt. entities in Benzie County	BOC	End of 2017	TBD
Present SP to Benzie County Township Association	BOC County Administrator and AES	Summer/Fall 2017	TBD
*Present plan to Advocates for a Better Benzie	County Administrator AES	June-August 2017	Presented on October 4, 2017
*Schedule a Benzie County Summit	BOC County Administrator	Oct/Nov 2017	Working with the PC to take the lead on setting up the summit to happen in Oct-Dec 2017. AES will assist with summit. With the reorganization of PC and PC ordinance, this will most likely not happen until early 2018. Will discuss with PC at their June 2018 meeting.

Area of Focus: Improved Institutional Capacity

Goal: Develop a professional development plan for Commissioners to strengthen governance			
Develop BOC professional development plan	BOC	July / August 2017	TBD
*Schedule OMA training	County Administrator	Summer 2017	Completed 10/19/17
Schedule customer service training for County	County Administrator & Dept. Heads	Winter/Spring 2018	Being scheduled by the Dept. County Administrator Fall 2018
*Schedule FOIA Training	County Administrator	Summer 2017	Completed 10/19/17
*Budget BOC professional development. Seek alt. training	BOC County Administrator	Summer/ Fall 2017	Funds budgeted for BOC continued development in FY 17/18
Develop 2017 comprehensive BOC committee appointment chart	County Administrator	Spring 2017	Committee matrix was completed and distributed to BOC spring 2017
To work cooperatively with various municipalities, state and federal entities, setting up a forum to share strategies and identify partnership opportunities	AES, BOC and County Administrator	On Going	Beulah water tower 2017 Medical Examiner 2017 MIDC Report 2017 Exploring VA Services 2018

Area of Focus: Financial Health of the County

Goal: Engage all interests in preparing a strategy for financial health of the County, with the			
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support of professional consultants				
**Develop RFQ to conduct a comprehensive research on financial health of Benzie County	County Administrator BOC AES	Summer 2018	RFP has been drafted and sent out to vendors. RFP's due 6/15/18	
**Creation of a Finance Manager Position for Benzie County	HR Committee County Administrator	June 2018	Interviews held on 5/23/18. Offer being made. Should start mid-June 2018.	

Area of Focus: Create an environment to support businesses and job creation

Goal: Leverage human, physical, businesses, education and other resources to support businesses and job creation				
Work with AES to market and target specific desirable businesses on AES Website	AES	TBD	TBD	
Goal: To support local economic and community development strategies: <ul style="list-style-type: none"> • Infrastructure Development • "One-Stop" point of contact • Port development 		April 2018	Not entirely on point, but the BOC passed a resolution appointing the EDC to be the liaison with the AES. June 2018 EDC meeting will focus on primary goals and where economic development funds should be spent. Strategies may change.	
Focus on facilitating infrastructure enhancement with local government	AES County Administrator Planning Commission	On Going	On-going goal. Some movement has happened regarding infrastructure enhancement with Village of Beulah water tower and scheduled mtgs. to discuss	

			joint sewer/water needs along US-31
Establish a County wide infrastructure asset management needs plan	AES BOC County Administrator		TBD
Establish a point of contact in County Government that would direct existing or new businesses to the resources they need.	AES County Administrator EDC	April 2018	Recently pass resolution appoints the EDC as the primary contact with the County Administrator as the day to day contract with AES and potentially new businesses development opportunities.

Area of Focus: Enhancing and Protecting Natural Resources of the County

Goal: To support implementation of Benzie County Recreation Plan AES collaborate with BCP&R to establish a project list and corresponding revenue sources	AES and Parks and Rec. Committee	May 2018.	Some progress is being made, with the AES assisting the Village of Elberta. AES still needs to follow up with P&R. Will be discussed at next AES meeting as goals June 2018
GOAL: To support enhanced access to water / Explorer the Shores program Enhance Explorer the Shores program in Benzie County	AES, Local Municipalities and P&R Commission	On Going	Village of Elberta May 2018 Village of Honor (Hanley Property) 2018
GOAL: To Sustain Open Spaces Follow Master Plan regarding maintaining open spaces in Benzie County	AES, BOC and Planning Commission	On-Going	Planning Commission incorporates this concept in all future land use discussions.

Goal: To serve as neutral convener with Federal and State agencies, the Grand Traverse Land Conservancy and others to ensure compatibility, wise use and development of natural resources				
GOAL: Promote community education and awareness about the presence, impact and management/eradication of invasive species				
Board of Commission take a firm stance on educating the public on invasive species and supporting various efforts to eradicate the invasive species	BOC and County Administrator	On-Going	Need to set up or facilitate forums to discuss invasive species, support state agencies who are actively working to eradicate Invasive Species	SWD Resolution Draft Asian Carp Resolution Planning Commission forum on Trapp Farm issues

FINANCE REPORT

Finance Issues:

CC-RG.

Approval of the payment of bills from May 23, 2018 to June 12, 2018 in the amount of \$420,885.11.

FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 06/11/2018
101	GENERAL FUND	1,320,969.13	5,941,648.31	8,229,057.26	(966,439.82)
201	BENZIE COUNTY ROAD COMMISSION	1,186,944.38	5,235,268.82	3,949,905.32	2,472,307.88
205	TNT OFFICER MILLAGE FUND	41,544.01	194,495.24	147,678.05	88,361.20
206	SHERIFF'S K-9 FUND	16,726.35	4,227.12	8,454.24	12,499.23
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	376.00	152.00	1,726.38
213	JAIL OPERATIONS FUND	95,783.42	2,269,832.85	2,176,447.67	189,168.60
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	130,256.30	3,042,224.32	2,654,438.05	518,042.57
215	FRIEND OF THE COURT FUND	72,290.04	3,690.12	0.00	75,980.16
216	SEASONAL ROAD PATROL FUND	24,519.78	10,681.56	4,465.12	30,736.22
217	SNOWMOBILE PATROL FUND	10,936.81	13,270.34	19,553.61	4,653.54
218	PARKS & REC - ICE RINK	16.69	2,500.00	2,500.00	16.69
219	AIRPORT AUTHORITY FUND	1,490.54	53,166.85	63,415.36	(8,757.97)
220	MARINE PATROL FUND	1,659.99	14,450.42	7,805.70	8,304.71
221	BENZIE-LEELANAU DIST HEALTH DEPT FUN	179,705.39	1,810,523.18	1,954,715.24	35,513.33
228	SOLID WASTE/RECYCLING FUND	83,145.58	455,618.04	296,431.39	242,332.23
230	BETSIE VALLEY TRAIL MANAGEMENT FUND	5,309.38	19,084.56	21,232.36	3,161.58
231	SOIL EROSION (SESSC) FUND	30,570.00	17,397.00	14,724.00	33,243.00
235	CDBG GRANTS	0.00	130,419.00	130,419.00	0.00
241	LAND BANK AUTHOITY FUND	56,752.80	60,912.23	8,724.88	108,940.15
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	21,315.93	3,128.39	3,724.50	20,719.82
244	E.D.C. ENTERPRISE FUND	2,430.71	31,476.07	32,286.86	1,619.92
245	REMONUMENTATION/SURVEY GRANT FUND	27,478.47	53,623.60	52,464.00	28,638.07
246	GIS INFORMATION SYSTEM	6,993.28	50.00	0.00	7,043.28
247	ANIMAL CONTROL FUND	169,560.82	276,631.03	243,577.39	202,614.46
249	BUILDING DEPARTMENT FUND	71,178.93	405,344.84	400,314.06	76,209.71
256	REG OF DEEDS AUTOMATION FUND	150,038.16	57,898.74	79,197.92	128,738.98
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
260	CPL CLERK TECHNOLOGY FUND	19,738.57	7,543.70	275.62	27,006.65
261	911 EMERGENCY SERVICE FUND	414,266.94	1,037,508.58	950,982.10	500,793.42
262	DISPATCHER TRAINING FUND	18,031.41	13,224.92	11,213.84	20,042.49
263	LOCAL CORRECTION OFFICER'S TRAINING	16,117.72	9,381.30	13,762.60	11,736.42
264	SHERIFF FORFEITURE FUND	4,582.79	1,826.22	2,421.24	3,987.77
265	JUSTICE TRAINING (302) FUND	7,415.24	6,656.73	9,806.20	4,265.77
269	LAW LIBRARY FUND	1,375.75	27,837.20	26,194.40	3,018.55
276	COMMISSION ON AGING MILLAGE FUND	328,311.12	1,723,474.04	1,380,887.09	670,898.07
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	36,210.59	334,412.53	367,931.12	2,692.00
293	VETERAN'S RELIEF FUND	71,083.78	92,157.06	82,964.33	80,276.51

CASH SUMMARY BY FUND FOR BENZIE COUNTY

FROM 10/01/2017 TO 06/11/2018

FUND: ALL FUNDS

CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 06/11/2018
294	VETERANS TRUST FUND	5,019.63	5,019.63	10,039.26	0.00
295	VETERAN'S MEMORIAL FUND	0.00	59,111.44	890.74	58,220.70
296	JUVENILE JUSTICE FUND	746.17	20,010.72	22,060.40	(1,303.51)
310	GOVERNMENT CENTER ADDITION DEBT FUND	34,660.13	72,951.20	2,927.50	104,683.83
312	MAPLES DEBT/MILLAGE FUND	514,023.08	779,675.77	295,447.42	998,251.43
371	JAIL RESERVE FUND	238,205.78	175,479.65	340,611.98	73,073.45
401	CAPITAL IMPROVEMENT FUND	6,744.62	0.00	0.00	6,744.62
412	MCF RENOVATIONS FUND	141,441.09	527,694.06	658,056.87	11,078.28
415	RAILROAD POINT	10,199.12	7,913.10	5,626.20	12,486.02
425	EQUIPMENT REPLACEMENT FUND	121,483.67	162,520.03	200,529.92	83,473.78
512	MEDICAL CARE FACILITY FUND	1,290,631.62	7,132,701.84	7,094,051.82	1,329,281.64
516	DELINQUENT TAX REVOLVING FUND	4,494,666.88	3,615,074.62	3,869,704.91	4,240,036.59
532	TAX FORECLOSURE FUND	829,387.05	104,882.03	101,090.50	833,178.58
535	CDBG HOUSING GRANT FUND	97,971.54	125,748.33	195,365.28	28,354.59
569	BUILDING AUTHORITY	9,957.94	4,196.72	8,115.17	6,039.49
595	COMMISSARY/CONCESSION FUND-JAIL	2,135.55	3,449.65	4,002.57	1,582.63
616	TREASURER'S TAX ADMINISTRATION FUND	54,360.25	1,100.00	2,200.00	53,260.25
701	GENERAL AGENCY FUND	2,294,638.65	5,671,770.58	7,742,803.31	223,605.92
704	PAYROLL CLEARING FUND	21,039.19	1,736,459.01	1,673,310.54	84,187.66
721	LIBRARY PENAL FINE FUND	40,361.24	44,324.73	0.00	84,685.97
764	SHERIFF'S INMATE TRUST FUND	347.85	140,420.54	109,976.21	30,792.18
775	SUMMER TAX COLLECTION FUND	0.00	0.00	0.00	0.00
TOTAL - ALL FUNDS		14,842,280.39	43,752,464.56	45,684,933.12	12,909,811.83

BILLS TO BE APPROVED June 12, 2018

Motion to approve Vouchers in the amount of:

\$	164,432.61	General Fund (101)
\$	37,964.81	Jail Fund (213)
\$	33,802.95	Ambulance Fund & ALS (214)
\$	9,674.45	Funds 105-238
\$	2,481.61	ACO Fund (247)
\$	-	Building (249)
\$	5,047.03	Dispatch 911 Fund (261)
\$	20,902.17	Funds 239-292
\$	64,662.20	Funds 293-640
\$	81,917.28	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>420,885.11</u>	

RECEIVED

JUN 07 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

May 17, 2018 - June 7, 2018

[illegible]

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

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-727.00	OFFICE SUPPLIES			05/27/2018	06/07/18	16.96	65394
101-101-860.00	TRAVEL	OLNEY, DAWN	BOC COFFEE	MAY 2018	05/24/18	75.21	65218
101-101-860.00	TRAVEL	MONEY, TERRY	MILEAGE	APRIL/MAY 2018	05/24/18	32.70	65265
101-101-860.00	TRAVEL	WARSECKE, EVAN	COMMISSIONER MILEAGE	MAY 2018	05/31/18	154.78	65309
101-101-860.00	TRAVEL	SAUER, GARY	COMMISSIONER MILEAGE	MAY 2018	06/07/18	128.08	65346
101-101-860.00	TRAVEL	CARLAND, CUSTER C.	MILEAGE FOR MAY 2018	MAY 2018	06/07/18	166.23	65365
101-101-860.00	TRAVEL	GRINER, ROGER	MILEAGE FOR MAY 2018	PARKING	06/07/18	10.25	65365
101-101-860.00	TRAVEL	GRINER, ROGER	PARKING AT FERRIS STATE UNIVERSITY	MAY 2018	06/07/18	156.96	65403
101-101-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR MAY 2018	MAY 2018	06/07/18	385.00	65217
101-101-955.10	DUES & REGISTRATIONS	MICHIGAN TOWNSHIPS AS	DUES COMMISSIONERS MTA MEMBERSHIP	7/1/18-6/30/19	05/24/18		
			Total For Dept 101 BOARD OF COMMISSIONERS			1,126.17	
Dept 131 CIRCUIT COURT							
101-131-702.00	SALARY - ELECTED OFFICIAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,524.13	65208
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,791.83	65208
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,731.77	65208
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,299.63	65208
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,027.69	65208
101-131-712.00	WAGES - RESEARCH ATTORNEY	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	967.73	65208
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	4,938.53	65208
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	294.46	65207
101-131-730.00	POSTAGE	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	120.76	65207
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	360.00	65207
101-131-802.00	CIR CT-TRANSCRIPT FEE	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	118.20	65208
101-131-805.00	COURT APPOINTED ATTORNEY	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	181.90	65409
101-131-860.00	TRAVEL	SPILLAN, JOHN	CRT APTT ATTRNY MILEAGE	MILEAGE	06/07/18	31.38	65207
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	CIRCUIT COURT SHARED EXPENSES FOR	4/24-5/15/18	05/24/18	219.30	65234
101-131-860.00	TRAVEL	KELLEY, CLAYTON	MILEAGE AND MEAL REIMB.	4/3-5/15/18	05/31/18	253.30	65294
101-131-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	53.46	65207
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	638.00	65208
			Total For Dept 131 CIRCUIT COURT			15,552.15	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	FOLDERS/INK/BINDERS/FILE GUIDES	135677547001	05/24/18	26.75	65225
101-136-727.00	OFFICE SUPPLIES	VISA-KIM NOWAK	OFFICE SUPPLIES	05/23/18	05/24/18	29.85	65260
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	LAMIE	18-173	05/24/18	250.00	65179
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	DODSON	16-341	05/24/18	250.00	65187
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	DOUGHERTY	18-122	05/24/18	250.00	65211
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	WILSON	18-092	05/31/18	500.00	65313
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDER	LEATHERMAN	17-132	05/31/18	250.00	65316
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	BAFFY / MOREHEAD / JOLITZ	DC131	06/07/18	750.00	65368
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	BLUHM	DC134	06/07/18	500.00	65407
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDER	ALSCHYLER	DC132	06/07/18	500.00	65416
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	ALSCHULER / BLUHM	05/23/18	05/24/18	150.00	65227
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	MOREHEAD	DC133	06/07/18	75.00	65395
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	COURTY CELL PHONES	980715153	05/31/18	98.84	65322
101-136-860.00	TRAVEL	AMANDA M O'BRIEN	CER EXAM GAYLORD, MI	05/23/2018	05/24/18	106.45	65141
101-136-955.00	STAFF DEVELOPMENT/CONFER	AMANDA M O'BRIEN	CER EXAM GAYLORD, MI	05/23/2018	05/24/18	7.83	65141
101-136-955.00	STAFF DEVELOPMENT/CONFER	AMANDA M O'BRIEN	CER EXAM REIMBURSEMENT	FDXL22V5	05/31/18	60.00	65273
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	448.28	65208
			Total For Dept 136 DISTRICT COURT			4,253.00	
Dept 141 FRIEND OF THE COURT							
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	REIMBURSEMENT	APRIL 2018	05/31/18	10,377.12	65297

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Fund 101 GENERAL FUND							
Dept 141 FRIEND OF THE COURT							
Total For Dept 141 FRIEND OF THE COURT							10,377.12
Dept 142 JUVENILE DIVISION							
101-142-704.01	SALARY-JV DIRECTOR SALAR	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	2,091.85	65208
101-142-727.00	OFFICE SUPPLIES	ROBINSON, KELLIE	REIMBURSEMENTS	5/15	05/31/18	16.76	65308
101-142-860.00	TRAVEL	CAMERON CLARK	REIM FOR TRAVEL MAY	JUNE 4	06/07/18	740.88	65345
101-142-957.40	NON REIMBURSABLE EXPENSE	NMAVA	MEMBERSHIP FEE	MAY 24	05/31/18	35.00	65302
101-142-957.40	NON REIMBURSABLE EXPENSE	HAVASTON, KATHI	REIM VOLUNTEER SUPPLIES	6/4/18	06/07/18	5.50	65367
101-142-962.00	JIS RELATED COSTS	STATE OF MICHIGAN	JIS FEE	MAY 2	05/31/18	1,735.38	65314
101-142-970.00	EQUIPMENT	UNIFI EQUIPMENT FINAN	COPIER LEASE	393275	05/31/18	179.03	65321
Total For Dept 142 JUVENILE DIVISION							4,804.40
Dept 148 PROBATE COURT							
101-148-727.00	OFFICE SUPPLIES	OFFICE DEPOT	BINDER	135681977001	05/24/18	29.99	65224
101-148-727.00	OFFICE SUPPLIES	OFFICE DEPOT	FOLDERS/INK/BINDERS/FILE GUIDES	135677547001	05/24/18	93.15	65225
101-148-727.00	OFFICE SUPPLIES	VISA=KIM NOWAK	OFFICE SUPPLIES	05/23/18	05/24/18	29.85	65260
101-148-727.00	OFFICE SUPPLIES	OFFICE DEPOT	ORGANIZER	139914827001	06/07/18	7.59	65393
101-148-805.00	COURT APPOINTED ATTORNEY	BAILEY LAW OFFICE PLL	J DOWDAL, PP	18-0033	06/07/18	112.50	65333
101-148-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	E FERGUSON, PP	17-0180	06/07/18	100.00	65351
101-148-805.00	COURT APPOINTED ATTORNEY	LAW OFFICE OF HEATHER	M & N ROHEILA	16-0004/5	06/07/18	630.00	65376
101-148-900.00	PRINTING & PUBLISHING	I.C.L.E.	MI CIVIL PROCEDURE APRIL 2018 UPDA	746159	05/24/18	138.50	65188
101-148-955.00	STAFF DEVELOPMENT/CONFER	VISA=KIM NOWAK	CEO EXAM	PCI15	06/07/18	60.00	65430
101-148-962.00	JIS RELATED COSTS	STATE OF MICHIGAN	JIS 3RD QUARTER USER FEE	3Q	05/24/18	874.22	65245
Total For Dept 148 PROBATE COURT							2,075.80
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	VISA=MITCHELL DEISCH	OFFICE SUPPLIES, TRAINING HOTEL,	MAY 2018	05/24/18	55.16	65262
101-172-860.00	TRAVEL	VISA=MITCHELL DEISCH	OFFICE SUPPLIES, TRAINING HOTEL,	MAY 2018	05/24/18	94.34	65262
101-172-961.00	TRAINING & SCHOOLS	MICHIGAN MUNICIPAL EXE	MME SUMMER WORKSHOP MITCH DEISCH	JULY 2018	05/31/18	110.00	65324
Total For Dept 172 ADMINISTRATOR							259.50
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	FIDLAR TECHNOLOGIES I	LINEN LEDGER PAPER	R222312-IN	06/07/18	112.48	65359
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD PER DIEM	6/4/2018	06/07/18	35.00	65343
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD MILEAGE	6/4/2018	06/07/18	1.08	65343
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD PER DIEM	6/4/2018	06/07/18	35.00	65387
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD MILEAGE	06/04/2018	06/07/18	7.56	65387
101-215-860.00	TRAVEL	OLNEY, DAWN	ELECTION TRAINING GR	5/17 - 5/18	05/24/18	182.60	65226
101-215-860.00	TRAVEL	BOWERS, TAMMY	MILEAGE & MEALS - QVF TRAINING KI	6/5/2018	06/07/18	38.15	65344
101-215-860.00	TRAVEL	OLNEY, DAWN	MILEAGE TO MANISTEE, LUDINGTON, HA	5/30/2018	06/07/18	46.20	65394
101-215-955.00	CONVENTIONS & MEETINGS	VISA=DAWN OLNEY	ELECTION TRAINING GR - TAMMY & DAW	0025	05/24/18	206.98	65259
101-215-955.00	CONVENTIONS & MEETINGS	BOWERS, TAMMY	MILEAGE & MEALS - QVF TRAINING KI	6/5/2018	06/07/18	8.56	65344
101-215-955.00	CONVENTIONS & MEETINGS	VISA=DAWN OLNEY	ROOM & MEAL - CLERK'S SPRING CONFE	0025	06/07/18	78.75	65428
101-215-955.10	DUES & REGISTRATIONS	MPJRA	REGISTRATION FEE FOR K. CHILDS & T	6/20 - 6/22	05/24/18	100.00	65219
101-215-955.10	DUES & REGISTRATIONS	MI ASSOC. OF COUNTY C	CLERK CONFERENCE - DAWN OLNEY	5/29/2018	05/31/18	250.00	65299
101-215-955.10	TRAINING & SCHOOLS	MPJRA	REGISTRATION FEE FOR K. CHILDS & T	6/20 - 6/22	05/24/18	185.00	65219
101-215-961.00	TRAINING & SCHOOLS	OLNEY, DAWN	ELECTION TRAINING GR	5/17 - 5/18	05/24/18	29.84	65226
101-215-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	CEO CERTIFICATION FOR LUCY BURNS	5/21/2018	05/24/18	60.00	65246
101-215-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	CEO CERTIFICATION FOR TAMMY BOWERS	5/21/2018	05/24/18	60.00	65247
101-215-961.00	TRAINING & SCHOOLS	VISA=DAWN OLNEY	ELECTION TRAINING GR - TAMMY & DAW	0025	05/24/18	18.49	65259
101-215-961.00	TRAINING & SCHOOLS	OLNEY, DAWN	MILEAGE & LUNCH	06/01/2018	06/07/18	8.79	65394
101-215-961.00	TRAINING & SCHOOLS	OLNEY, DAWN	LUNCH	5/31/2018	06/07/18	8.75	65394
101-215-961.00	TRAINING & SCHOOLS	VISA=DAWN OLNEY	ROOM & MEAL - CLERK'S SPRING CONFE	0025	06/07/18	10.47	65428

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Fund 101 GENERAL FUND							
Dept 267 PROSECUTING ATTORNEY							
101-267-808.00	WITNESS FEES	JESSICA GIONET	WITNESS FEE/MILEAGE (14 MILES @ \$. 51018	51018	05/24/18	7.40	65196
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	39.45	65322
			Total For Dept 267 PROSECUTING ATTORNEY			46.85	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	TONERS LABELS PRINTERS PAPER	6/6/2018	06/07/18	899.79	65370
			Total For Dept 268 REGISTER OF DEEDS			899.79	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	06/07/18	2,500.00	65401
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTOR FAX	164557	05/24/18	126.51	65249
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	SHARP COPIER - ADMIN COPIER	165211	06/07/18	106.80	65418
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	COPIER LEASE FOR EQUALIZATION/COPI	165243	06/07/18	279.35	65418
			Total For Dept 285 CENTRAL SERVICES			3,012.66	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.10	WEBSITE SUPPORT	REVIZE LLC	WEBSITE AND ANNUAL TECH SUPPORT, C	6780	05/24/18	3,000.00	65236
101-286-970.00	EQUIPMENT	I.T. RIGHT	INTEL SEVER SYSTEM	20155688	05/24/18	8,059.20	65189
			Total For Dept 286 TECHNOLOGY SUPPORT			11,059.20	
Dept 301 SHERIFF							
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY SHERIFF	REIMB PETTY CASH - MAY '18	REIMB PETTY	05/24/18	50.84	65145
101-301-748.00	GAS, OIL & GREASE	AMAZON CAPITAL SERVIC	AC CHARGER	10XV-K6C6-WRDP	05/31/18	21.00	65274
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL MAY '18	065281271	05/31/18	185.90	65310
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	OIL CHG CNT 2018	17-1	06/07/18	115.00	65433
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	13-2 BRAKES	011806	05/24/18	338.26	65184
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	14--1 TRANSMISSION CHECK	011793	05/24/18	80.00	65184
101-301-749.00	VEHICLE REPAIRS	ZACK'S TIRES	17-1, 15-1 & BOAT TRAILER TIRE CHA	110	05/24/18	306.00	65269
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	MAY 2018 DC BILLING	2418	06/07/18	60.40	65402
101-301-850.00	TELEPHONE	TELNET WORLDWIDE	135833 - MAY '18	1824	05/24/18	573.73	65251
101-301-850.00	TELEPHONE	VERIZON WIRELESS	ROAD	9807158155	05/24/18	846.84	65256
101-301-850.00	TELEPHONE	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	(158.66)	65322
101-301-956.00	EMPLOYEE PHYSICALS	THE WALK IN CLINIC	EMPLOYMENT PHYSICAL - S MILLS	191946	05/24/18	137.00	65252
			Total For Dept 301 SHERIFF			2,556.31	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	1,156.85	65146
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	120.61	65164
			Total For Dept 333 SECONDARY ROAD PATROL			1,277.46	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JUNE 2018 PPO COVERAGE	007016437	05/24/18	507.58	65147
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	36.87	65164
101-426-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	LABOR ON COMM VAN	1917	06/07/18	600.00	65340
101-426-850.00	TELEPHONE	VERIZON WIRELESS	EMD/JAIL/ALS	9806405590	05/24/18	48.92	65256
101-426-850.00	TELEPHONE	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	65.20	65322
101-426-850.00	TELEPHONE	SPRINT SOLUTIONS, INC	EMERGENCY CELL PHONES	186375861-0033	06/07/18	9.82	65410
101-426-860.00	TRAVEL	POST, FRANK	MILAGE AND MEAL REINBURSEMENT FOR	051918	05/24/18	187.72	65232
101-426-860.00	TRAVEL	POST, FRANK	MILAGE REINBURSEMENT ENDING 6/2/1	MILLAGE 6/2	06/07/18	83.93	65399
101-426-961.00	TRAINING & SCHOOLS	JACKPINE BUSINESS CEN	BINDERS AND DIVIDERS	428778-0	05/24/18	46.95	65192
101-426-961.00	TRAINING & SCHOOLS	VISA-TSCHEDEL 7161	VISA BILL ENDING 05-16-18	ENDING 5-16-18	05/24/18	664.28	65263
101-426-970.00	EQUIPMENT	VISA-TSCHEDEL 7161	VISA BILL ENDING 05-16-18	ENDING 5-16-18	05/24/18	66.68	65263
			Total For Dept 426 EMERGENCY MANAGEMENT			2,317.95	

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Fund 101 GENERAL FUND							
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,922.82	65208
101-648-800.00	CONTRACTED SERVICES	JOWETT FAMILY FUNERAL	MAY 2018 REMOVAL AND FACILITY USE	MAY 2018	06/07/18	1,500.00	65373
101-648-800.00	CONTRACTED SERVICES	STERICYCLE, INC.	FLUID PICK UP	4007795915	06/07/18	562.25	65415
101-648-861.00	BURIAL TRANSITS	JOWETT FAMILY FUNERAL	MAY 2018 REMOVAL AND FACILITY USE	MAY 2018	06/07/18	750.00	65373
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	AUTOPSIES AND FEES	4/30-5/28/18	05/31/18	7,200.00	65289
101-648-970.00	EQUIPMENT- MEDICAL EXAM	TRINITY FLUIDS	FORMALIN	6563	05/24/18	116.62	65254
101-648-970.00	EQUIPMENT- MEDICAL EXAM	JOWETT FAMILY FUNERAL	MAY 2018 REMOVAL AND FACILITY USE	MAY 2018	06/07/18	31.79	65373
		Total For Dept 648 MEDICAL EXAMINER				12,183.48	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	JUNE 2018 MNTHY APPROPRIATION	JUNE 2018	06/07/18	9,584.88	65347
		Total For Dept 649 MENTAL HEALTH				9,584.88	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	DHHS PER DIEM	MAY 2018	05/24/18	35.00	65143
101-670-721.00	PER DIEM - DHS BOARD	HART, THOMAS	DHHS PER DIEM	5/22/18	05/24/18	35.00	65183
101-670-860.00	TRAVEL - DHS BOARD	HART, THOMAS	DHHS MILEAGE	5/22/18 2	05/24/18	16.35	65183
		Total For Dept 670 DHHS BOARD				86.35	
Dept 721 PLANNING DEPARTMENT							
101-721-721.00	PER DIEM - PLANNING COMM	CLARK, JAMES	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65152
101-721-721.00	PER DIEM - PLANNING COMM	ELIZABETH EVANS	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65172
101-721-721.00	PER DIEM - PLANNING COMM	GREG WRIGHT	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65181
101-721-721.00	PER DIEM - PLANNING COMM	IRENE DUNHAM-THAYER	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65190
101-721-721.00	PER DIEM - PLANNING COMM	JASON BARNARD	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65194
101-721-721.00	PER DIEM - PLANNING COMM	ROCH VON ROCHSBURG, W	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65238
101-721-721.00	PER DIEM - PLANNING COMM	ROSEMARY NAULTY	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65241
101-721-721.00	PER DIEM - PLANNING COMM	VINCE EDWARDS	PLANNING COMM. PER DIEM	5/10/18	05/24/18	35.00	65257
101-721-721.00	PER DIEM - PLANNING COMM	MAY, SHARRON	RECORDING SECRETARY PER DIEM	05102018	05/31/18	75.00	65298
101-721-860.00	TRAVEL	CLARK, JAMES	PLANNING COMM. MILEAGE	5/10/18	05/24/18	13.63	65152
101-721-860.00	TRAVEL	ELIZABETH EVANS	PLANNING COMM. MILEAGE	5/10/18	05/24/18	7.09	65173
101-721-860.00	TRAVEL	GREG WRIGHT	PLANNING COMM. MILEAGE	5/10/18	05/24/18	8.18	65182
101-721-860.00	TRAVEL	IRENE DUNHAM-THAYER	PLANNING COMM. MILEAGE	5/10/18 2	05/24/18	5.45	65191
101-721-860.00	TRAVEL	JASON BARNARD	PLANNING COMM. MILEAGE	5/10/18 2	05/24/18	5.45	65195
101-721-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PLANNING COMM. MILEAGE	5/10/18	05/24/18	8.72	65238
101-721-860.00	TRAVEL	ROSEMARY NAULTY	PLANNING COMM. MILEAGE	5/10/18 2	05/24/18	6.54	65242
101-721-860.00	TRAVEL	VINCE EDWARDS	PLANNING COMM. MILEAGE	5/10/18 2	05/24/18	13.63	65258
101-721-860.00	TRAVEL	MAY, SHARRON	PLANNING COMM. MILEAGE	05/10/2018 2	05/31/18	2.73	65298
		Total For Dept 721 PLANNING DEPARTMENT				426.42	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DEMITROFF, CATHY	PARKS & REC PER DIEM	5/21/18	05/24/18	35.00	65165
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS & REC PER DIEM	5/21/18	05/24/18	35.00	65170
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PARKS & REC PER DIEM	5/21/18	05/24/18	35.00	65186
101-751-721.00	PER DIEM	PEARSALL-GROENWALD, M	PARKS & REC PER DIEM	5/21/18	05/24/18	35.00	65229
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS & REC PER DIEM	5/21/18	05/24/18	35.00	65244
101-751-804.00	RECORDING SERVICES	MCPHERSON, JEANNE KAY	RECORDING SEC. PER DIEM	5/21/18	05/24/18	75.00	65214
101-751-860.00	TRAVEL	DEMITROFF, CATHY	PARKS & REC MILEAGE	5/21/18 2	05/24/18	5.45	65165
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS & REC MILEAGE	5/21/18 2	05/24/18	9.27	65170
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	PARKS & REC MILEAGE	5/21/18 2	05/24/18	1.64	65186
101-751-860.00	TRAVEL	MCPHERSON, JEANNE KAY	PARKS & REC MILEAGE	5/21/18 2	05/24/18	6.54	65214
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS & REC MILEAGE	5/21/18 2	05/24/18	0.55	65244
		Total For Dept 751 PARKS & RECREATION DEPARTMENT				273.45	

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Fund 101 GENERAL FUND							
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	1806800045003	05/24/18	36,865.00	65146
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JUNE 2018 PPO COVERAGE	007016437	05/24/18	2,740.89	65147
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	3,762.19	65164
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	2,465.50	65208
101-852-725.02	MI CLAIMS TAX ASSESSMENT	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	56.14	65164
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	145.06	65164
			Total For Dept 852 MEDICAL INSURANCE			46,034.78	
Dept 871 WORKERS COMPENSATION INSURANCE							
101-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	7,993.81	65301
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			7,993.81	
			Total For Fund 101 GENERAL FUND			164,610.88	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	1806800045003	05/24/18	1,156.85	65146
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	120.61	65164
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY SHERIFF	REIMB PETTY CASH - MAY '18	REIMB PETTY	05/24/18	30.00	65145
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL MAY '18	065281271	05/31/18	149.02	65310
205-000-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	OIL CHG BRAKE INSP TNT	146303	06/07/18	132.58	65433
205-000-840.00	INTELL/INVESTIGATIONS	TRANSSION RISK & ALT	MAY 2018	939561	06/07/18	210.00	65425
205-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	(30.66)	65322
			Total For Dept 000			1,768.40	
Dept 871 WORKERS COMPENSATION INSURANCE							
205-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	383.25	65301
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			383.25	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			2,151.65	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVIC	THERMOSTAT GUARD	1QXV-K6C6-J6V3	05/31/18	29.99	65274
213-265-782.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	TAPE,MUD,FAST,PLG,SCREEN,LINERS,BI	1444	05/31/18	67.18	65304
213-265-782.00	MAINTENANCE SUPPLIES	SHOP AND SAVE	FAST,GLUE, BRUSH	2024	06/07/18	22.25	65405
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	COMPACT FLUORESCENT LAMPS	13X-HRXH-LMR1	05/24/18	38.96	65142
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	LED LIGHTING	1DPG-KFJ3-QVFP	05/24/18	98.99	65142
213-265-783.00	EQUIP. SERVICES & SUPPLI	LANE PLUMBING & HEATI	PLUGGED SINK	52647	05/24/18	120.00	65200
213-265-783.00	EQUIP. SERVICES & SUPPLI	QUILL CORPORATION	PAPER PRODUCTS	7090710	05/24/18	306.95	65235
213-265-783.00	EQUIP. SERVICES & SUPPLI	VANGUARD FIRE & SECUR	SYSTEM FIRE INSPECTION	315247-50	05/24/18	1,448.00	65255
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	METALARC LAMP BACK DOOR	13VR-JYCV-WQJW	05/31/18	37.98	65274
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	THERMO GUARD	1199-6CML-HDFF	06/07/18	29.99	65331
213-265-783.00	EQUIP. SERVICES & SUPPLI	VISA-ROSA KYLE	RUGS	7179	06/07/18	211.15	65432
213-265-783.00	EQUIP. SERVICES & SUPPLI	WOLVERINE POWER SYSTE	GENERATOR SERVICE	0150674-IN	06/07/18	482.99	65435
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	1X PER WEEK	2547138	06/07/18	95.00	65332
213-265-850.00	TELEPHONE	CHARTER COMMUNICATION	SPECTRUM BUSINESS	10078051218	05/24/18	30.92	65149
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	EMD/JAIL/AIS	9806405590	05/24/18	3.41	65256
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	(79.32)	65322
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NAT GAS - MAY '18	910020929204	05/24/18	848.31	65168
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC - MAY '18	100000514313	05/24/18	3,998.58	65155
			Total For Dept 265 BUILDING & GROUNDS			7,791.33	
Dept 351 JAIL - CORRECTIONS							

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Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
213-351-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL MAY '18	065281271	05/31/18	112.18	65310
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	MAY 2018 DC BILLING	2418	06/07/18	220.50	65402
213-351-834.00	PRISONER MEDICAL - BENZI	LOU'S GLOVES	GLOVES	023090	05/24/18	304.00	65205
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	INMATE MED7/18	76194	06/07/18	6,385.98	65330
213-351-855.00	RADIO EQUIPMENT	GRAND TRAVERSE MOBILE	JAIL RADIO BATTERIES	49860	05/24/18	280.00	65180
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	REIMB PETTY CASH - MAY '18	REIMB PETTY	05/24/18	17.50	65145
213-351-865.00	PRISONER TRANSFER	SIERRA BATES	MEALS, GAS TRAINING & TRANSPORT	EXPENSE REPORT	05/31/18	8.75	65312
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	COPIER LEASE	165120	06/07/18	461.25	65418
213-351-956.00	EMPLOYEE PHYSICALS	THE WALK IN CLINIC	EMPLOYEE PHYSICAL FOR JEFFERY LENT	192572	06/07/18	137.00	65419
213-351-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF	REIMB PETTY CASH - MAY '18	REIMB PETTY	05/24/18	21.18	65145
213-351-961.00	TRAINING & SCHOOLS	LEONARD MERRILL	REIMB TRAINING MEALS	REIMB	05/24/18	23.12	65202
213-351-961.00	TRAINING & SCHOOLS	MACOMB COMMUNITY COLL	INSTRUCTOR DEVELOPMENT CLASS	5682286	05/24/18	350.00	65206
213-351-961.00	TRAINING & SCHOOLS	FORTINE, KRISTI	TRAINING MEALS REIMB	REIMB	05/31/18	27.75	65288
213-351-961.00	TRAINING & SCHOOLS	SIERRA BATES	MEALS, GAS TRAINING & TRANSPORT	EXPENSE REPORT	05/31/18	119.26	65312
213-351-961.00	TRAINING & SCHOOLS	JUSTIN MARTINSON	TRN MEALS,MTLES	EXPRPT	06/07/18	199.20	65375
213-351-961.04	PRISONERS SCHOOLING	HEIMAN, BARBARA	INMATE SCHOOLING	MAY '18	05/31/18	490.00	65291
Total For Dept 351 JAIL - CORRECTIONS						9,157.67	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	14,113.58	65146
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	1,360.77	65164
Total For Dept 852 MEDICAL INSURANCE						15,474.35	
Dept 871 WORKERS COMPENSATION INSURANCE							
213-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	5,541.46	65301
Total For Dept 871 WORKERS COMPENSATION INSURANCE						5,541.46	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	STATION SUPPLIES - FLASHLIGHT	1805-271825	05/24/18	23.27	65185
214-265-750.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	MAINTENANCE SUPPLIES	1805-271950	05/24/18	41.83	65185
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	MAINTENANCE SUPPLIES	149161	05/24/18	23.12	65223
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	MAINTENANCE SUPPLIES	148972	05/24/18	31.96	65223
214-265-750.00	MAINTENANCE SUPPLIES	VISA-JAMES HENDERSON	JAMES HENDERSON VISA	05162018	06/07/18	103.46	65429
214-265-820.00	SNOW REMOVAL	NORTHERN OUTDOORS	APRIL SNOW FLOWING 2018	770	06/07/18	240.00	65390
214-265-850.00	TELEPHONE	CENTURYLINK	TELEPHONE/INTERNET FOR MAY TO JUNE	404669354	06/07/18	264.23	65349
214-265-850.01	INTERNET SERVICE	DIRECT TV	STATION 2 CABLE	34181133043	05/24/18	149.39	65166
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	225 PARK AVE/CABLE & INTERNET FOR	0016011052218	06/07/18	233.61	65350
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	448 CRT PLACE CABLE FOR JUNE 2018	0010110052218	06/07/18	97.91	65350
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	ALS/EMS PHONES	9807158154	05/24/18	148.90	65256
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	EMD/JAIL/ALS	9806405590	05/24/18	53.51	65256
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	20.04	65322
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	STATION 3 WATER / SEWER	05112018	05/24/18	56.22	65150
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	STATION 3 WATER CONDITIONING	46-3214	06/07/18	61.77	65381
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS FOR APRIL 2018 227 PIN	910020931077	05/24/18	420.83	65167
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	225 PARK AVE/NATURAL GAS	910020929022	06/07/18	70.64	65356
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	1901 N TIVILL/NATURAL GAS	920005954614	06/07/18	10.43	65357
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 ELECTRIC	204564903918	05/24/18	59.26	65154
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 ELECTRIC	204564903917	05/24/18	113.32	65154
214-265-935.00	BUILDING REPAIRS	MCCARDEL WATER CONDIT	STATION 3 WATER CONDITIONING	46-3214	06/07/18	11.63	65381
214-265-935.00	BUILDING REPAIRS	MI PEST	APRIL SEASONAL PEST CONTROL	5819	06/07/18	50.00	65383

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
Total For Dept 265 BUILDING & GROUNDS							2,285.33
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	DAGNEAU-BATES, MARTHA	EMS ADVISORY PER DIEM	5/15/18	05/24/18	35.00	65160
214-655-721.00	PER DIEM	FRANKE, JIM	EMS ADVISORY PER DIEM	5/15/18	05/24/18	35.00	65177
214-655-721.00	PER DIEM	JOWETT, GAYLORD	EMS ADVISORY PER DIEM	5/15/18	05/24/18	35.00	65198
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY PER DIEM	5/15/18	05/24/18	35.00	65209
214-655-721.00	PER DIEM	PARRISH, CHRIS	EMS ADVISORY PER DIEM	5/15/18	05/24/18	35.00	65228
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	EMS COPIERS	164936	05/31/18	198.34	65317
214-655-727.00	OFFICE SUPPLIES	IT RIGHT	COMPUTER FOR STATION 3	20155809	06/07/18	650.00	65369
214-655-727.00	OFFICE SUPPLIES	VISA=JAMES HENDERSON	JAMES HENDERSON VISA	05162018	06/07/18	50.95	65429
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	82866280	05/24/18	7.52	65148
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	DRUG BOXES	BCMSA 04302018	05/24/18	420.00	65221
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	GAUZE BANDAGE ELASTIC STERILE	82870091	06/07/18	8.61	65342
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	82868910	06/07/18	13.60	65342
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	82881041	06/07/18	168.50	65342
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A32 OIL CHANGE	33222	05/24/18	45.93	65268
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	1068	06/07/18	3,289.07	65336
214-655-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	GAS FOR APRIL 2018	79423216805	06/07/18	206.56	65404
214-655-749.00	VEHICLE REPAIRS	HONOR BUILDING SUPPLY	KEY FOR AMBULANCE CUT	1805-272852	05/24/18	1.99	65185
214-655-749.00	VEHICLE REPAIRS	JUST TRUCKS INC	A22 REPAIR	1029181	06/07/18	236.25	65374
214-655-749.00	VEHICLE REPAIRS	JUST TRUCKS INC	A32 COIL REPAIR	1029163	06/07/18	304.98	65374
214-655-749.00	VEHICLE REPAIRS	THIRLBY AUTO - ALS/EM	MICRO V BELT	8336161	06/07/18	12.40	65420
214-655-749.00	VEHICLE REPAIRS	THIRLBY AUTO - ALS/EM	IDLER PULLEY/BELT/ANTIFREEZE	8335904	06/07/18	135.58	65420
214-655-751.00	UNIFORMS	GUENTHARDT, TIM	ROCKY 7 PARATROOPER ZIPPER BOOT -	SP420	06/07/18	127.19	65366
214-655-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	RADIO MICROPHONE	49890	05/24/18	52.50	65180
214-655-860.00	TRAVEL	DAGNEAU-BATES, MARTHA	EMS ADVISORY MILEAGE	5/15/18 2	05/24/18	18.86	65160
214-655-860.00	TRAVEL	FRANKE, JIM	EMS ADVISORY MILEAGE	5/15/18 2	05/24/18	5.45	65177
214-655-860.00	TRAVEL	MARKEY, TIM	EMS ADVISORY MILEAGE	5/15/18 2	05/24/18	10.90	65209
214-655-860.00	TRAVEL	PARRISH, CHRIS	EMS ADVISORY MILEAGE	5/15/18 2	05/24/18	15.81	65228
214-655-970.01	EQUIPMENT- AMBULANCE	CENTRAL STATE BANK	MAY 2018 A22 PAYMENT	04192018	06/07/18	3,479.86	65348
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)							9,635.85
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	11,722.75	65146
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	925.20	65164
Total For Dept 852 MEDICAL INSURANCE							12,647.95
Dept 871 WORKERS COMPENSATION INSURANCE							
214-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	9,233.82	65301
Total For Dept 871 WORKERS COMPENSATION INSURANCE							9,233.82
Total For Fund 214 EMERGENCY MEDICAL SERVICES (E							33,802.95
Fund 216 SEASONAL ROAD PATROL FUND							
216-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	80.81	65301
Total For Dept 871 WORKERS COMPENSATION INSURANCE							80.81
Total For Fund 216 SEASONAL ROAD PATROL FUND							80.81
Fund 217 SNOWMOBILE PATROL FUND							
217-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	69.51	65301

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Fund 217 SNOWMOBILE PATROL FUND							
Dept 871 WORKERS COMPENSATION INSURANCE							
			Total For Dept 871 WORKERS COMPENSATION INSURANC			69.51	
Fund 220 MARINE PATROL FUND							
Dept 000			Total For Fund 217 SNOWMOBILE PATROL FUND			69.51	
220-000-748.00	GAS, OIL & GREASE	CITY OF FRANKFORT	FUEL	2652	05/31/18	36.00	65282
220-000-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	BOAT SIREN REPAIR	49879	05/31/18	127.50	65290
220-000-954.10	RENT	CRYSTAL LAKE MARINA	MARINEPATROL SLIP RENTAL18	1138	06/07/18	550.00	65355
220-000-961.00	TRAINING & SCHOOLS	ROSA, KOLE	TRAVEL EXPENSE FOR MARINE SAFETY C TRAVEL		05/24/18	250.95	65240
			Total For Dept 000			964.45	
			Total For Fund 220 MARINE PATROL FUND			964.45	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-703.05	WAGES-ATTENDANT	DAVID SCHAFFER	TRAINING	05162018	05/24/18	60.00	65163
228-000-703.05	WAGES-ATTENDANT	MARLENE WOOD	TRAINING	05162018	05/24/18	140.00	65210
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, MARTIN	GENERAL MAINTENANCE	06062018	06/07/18	75.00	65437
228-000-721.00	PER DIEM	DAVE ZEMPEL	SWAC MAY 9 PER DIEM	05172018	05/24/18	35.00	65161
228-000-721.00	PER DIEM	FISCHGRABE, DENNIS	SWAC MAY 9 PER DIEM	05162018	05/24/18	35.00	65174
228-000-721.00	PER DIEM	ROGER SCHULTZ	SWAC MAY 9 PER DIEM	05162018	05/24/18	35.00	65239
228-000-721.00	PER DIEM	SCHULTZ, JANE	SWAC MAY 9 PER DIEM	05162018	05/24/18	35.00	65243
228-000-721.00	PER DIEM	WARREN, TODD	SWAC MAY 9 PER DIEM	05162018	05/24/18	35.00	65264
228-000-721.00	PER DIEM	WOOD, MARLENE	SWAC MAY 9 PER DIEM	05162018	05/24/18	35.00	65267
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR APRIL	1058	05/24/18	116.10	65144
228-000-850.00	TELEPHONE	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	65.20	65322
228-000-860.00	TRAVEL	DAVE ZEMPEL	SWAC MAY 9 MILEAGE	05172018	05/24/18	8.64	65162
228-000-860.00	TRAVEL	FISCHGRABE, DENNIS	SWAC MAY 9 MILEAGE	05162018	05/24/18	2.24	65174
228-000-860.00	TRAVEL	SCHULTZ, JANE	SWAC MEETING MILEAGE	05172018	05/24/18	10.08	65243
228-000-860.00	TRAVEL	WARREN, TODD	SWAC MAY 9 MILEAGE	05162018	05/24/18	7.56	65264
228-000-860.00	TRAVEL	WOOD, MARLENE	SWAC MAY 9 MILEAGE	05162018	05/24/18	1.08	65267
228-000-941.00	CONTAINER LEASE/PURCHASE	XPERT FULFILLMENT	BIN STORAGE	06012018	06/07/18	270.00	65436
228-000-957.00	MISCELLANEOUS	COLE'S SNOWPLOWING	APRIL SNOWPLOWING	256	06/07/18	75.00	65353
228-000-967.00	PROJECT EXPENSES - GRANT	BENZIE TRANSPORTATION	RECYCLING BUS WRAP	1920	06/07/18	4,500.00	65340
			Total For Dept 000			5,540.90	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	385.62	65146
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	(36.87)	65164
			Total For Dept 852 MEDICAL INSURANCE			348.75	
Dept 871 WORKERS COMPENSATION INSURANCE							
228-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	518.38	65301
			Total For Dept 871 WORKERS COMPENSATION INSURANC			518.38	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			6,408.03	
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							
241-000-800.00	CONTRACTED SERVICES	FIGURA, RICHARD	FORECLOSURE OF 2016 TAX PREPARATIO	BCT-258	06/07/18	40.50	65360
241-000-967.00	PROJECT EXPENSES	MICHIGAN ASSOC OF LAN	LAND BANK DUES	051818	05/24/18	125.00	65216
241-000-967.00	PROJECT EXPENSES	RINEER, JACK	PLANT 4000 TREES ON LAND BANK PROP	051818	05/24/18	3,450.00	65237
241-000-967.00	PROJECT EXPENSES	VISA=MICHELLE THOMPSON	TREES FOR LAND BANK	#0082	05/24/18	600.00	65261

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Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							
Total For Dept 000						4,215.50	
Total For Fund 241 LAND BANK AUTHORITY FUND						4,215.50	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	MATERIALS FOR CABINET INSTALL	149357	06/07/18	58.92	65392
247-265-850.00	TELEPHONE	AT&T	PHONE BILL FOR MAY	231882950505	05/31/18	97.48	65276
247-265-850.00	TELEPHONE	UWC	LONG DISTANCE SERVICE FOR MAY 2018	MAY 2018	06/07/18	3.59	65426
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	COUNTY CELL PHONES	980715153	05/31/18	88.90	65322
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	MAY ENERGY BILL	100006081572	05/31/18	146.36	65284
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	NATURAL GAS FOR MAY 2018	910020929329	05/31/18	106.64	65285
Total For Dept 265 BUILDING & GROUNDS						501.89	
Dept 430 ANIMAL CONTROL							
247-430-748.00	GAS, OIL & GREASE	VISA-KYLE MAURER	GAS FOR TRUCK	5542	05/31/18	20.00	65323
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR MAY	1067	06/07/18	231.79	65337
247-430-835.20	VET & DRUG FEES	ROBIN WHITNEY DVM LAK	SPAY FOR CATS	150	05/31/18	150.00	65307
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIS OF "SIR" DOG	274002	06/07/18	5.00	65397
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	BANDAGE ABSCESS WOULD REPAIR	274121	06/07/18	242.99	65397
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	60-18D SPAY	274168	06/07/18	161.17	65397
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIAS OF CAT BOBTAIL	274328	06/07/18	5.00	65397
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIAS OF CAT "A-BOO"	274354	06/07/18	5.00	65397
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIAS OF CAT	274567	06/07/18	5.00	65397
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR JUNE	2544673	06/07/18	16.00	65332
Total For Dept 430 ANIMAL CONTROL						841.95	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	771.23	65146
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	83.74	65164
Total For Dept 852 MEDICAL INSURANCE						854.97	
Dept 871 WORKERS COMPENSATION INSURANCE							
247-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	282.80	65301
Total For Dept 871 WORKERS COMPENSATION INSURANCE						282.80	
Total For Fund 247 ANIMAL CONTROL FUND						2,481.61	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000							
260-000-860.00	TRAVEL-CPL CLERK TECH FU	OLNEY, DAWN	MILEAGE & LUNCH	06/01/2018	06/07/18	46.20	65394
Total For Dept 000						46.20	
Total For Fund 260 CPL CLERK TECHNOLOGY FUND						46.20	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	JULY 2018 SUPPORT	826	06/07/18	900.00	65434
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9806330092	06/07/18	57.05	65427
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	MODEMS	9807130227	06/07/18	1,282.99	65427
261-325-961.00	TRAINING & SCHOOLS	BERNS, RONALD	TRAVEL EXPENSES	6/5/2018	06/07/18	162.08	65341
261-325-961.00	TRAINING & SCHOOLS	MICHIGAN COMMUNICATIO	MCA PROFESSIONAL SERVICES	052418-8	06/07/18	500.00	65384
261-325-970.00	EQUIPMENT	BENZIE TRANSPORTATION	LABOR ON COMM VAN	1917	06/07/18	745.97	65340
261-325-978.01	LEIN ACCESS	MICHIGAN STATE POLICE	GATEWAY VPN	551-518413	06/07/18	387.00	65385

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Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
Dept 852 MEDICAL INSURANCE			Total For Dept 325 DISPATCH/COMMUNICATION			4,035.09	
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JUNE 2018 BCN COVERAGE	180680045003	05/24/18	4,396.05	65146
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JUNE 2018	RIS0001869286	05/24/18	413.15	65164
			Total For Dept 852 MEDICAL INSURANCE			4,809.20	
Dept 871 WORKERS COMPENSATION INSURANCE							
261-871-828.00	WORKERS COM INSURANCE	MICHIGAN COUNTIES WOR	3RD QUARTER	1725	05/31/18	237.83	65301
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			237.83	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			9,082.12	
Fund 269 LAW LIBRARY FUND							
Dept 000							
269-000-901.00	RESOURCE MATERIALS	LEXISNEXIS MATTHEW BE	MI EVID. COURTROOM MANUAL 2018	02139073	05/24/18	184.44	65203
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	CIRCUIT COURT SHARED EXPENSES FOR	APRIL 2018	05/24/18	170.17	65207
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	PATRON ONLINE LIBRARY	3091518714	06/07/18	520.00	65400
			Total For Dept 000			874.61	
			Total For Fund 269 LAW LIBRARY FUND			874.61	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-704.02	CHILD CARE CASEWORKER- 7	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	2,920.21	65208
292-000-725.00	FRINGE BENEFITS - SOCIAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	863.15	65208
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	1,409.03	65208
292-000-840.00	CONTRACTED SVCS - VOL CO	CENTRA WELLNESS NETWO	THERAPY FOR T.COMER	5/25/18	05/31/18	1,225.00	65281
292-000-840.00	CONTRACTED SVCS - VOL CO	HOUSTON, KATHI	COORDINATION OF VOLUNTEER PROGRAM	6/4/18	06/07/18	2,083.33	65367
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	BETHANY CHRISTIAN SER	30 DAYS FOSTER CARE K.JOHNSON	5/1/18	05/31/18	667.20	65278
292-000-840.95	IN HOME CARE MISC.	EMS TETHER	TETHER	23759	05/31/18	90.25	65286
292-000-840.95	IN HOME CARE MISC.	LANGER, M.S.W., PH.D.	COUNSELING FOR M.WILSON	5/7/18	05/31/18	225.00	65296
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	REIMBURSEMENTS	5/15	05/31/18	50.00	65308
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	REIMBURSEMENTS	5/15	05/31/18	270.70	65308
292-000-862.00	MENTORING/TUTORING	BARKER, SCOTT	TUTORING C.CULBERTSON	JUNE 1	06/07/18	387.50	65334
292-000-862.00	MENTORING/TUTORING	COTE, PATRICIA	TUTORING E.NANNI, M. WILSON	6/1/18	06/07/18	793.75	65354
292-000-862.00	MENTORING/TUTORING	LEACH, KATHLEEN	PIANO LESSONS E.NANNI	6/1/18	06/07/18	105.00	65377
292-000-862.01	INCENTIVES	ROBINSON, KELLIE	REIMBURSEMENTS	5/15	05/31/18	26.40	65308
292-000-862.02	DRUG TESTING	FORENSIC FLUIDS LABOR	DRUG TESTING SUPPLIES	34429	05/31/18	328.00	65287
292-000-862.02	DRUG TESTING	REDWOOD TOXICOLOGY LA	DRUG TESTING	01044720184	05/31/18	26.25	65306
292-000-862.02	DRUG TESTING	SMARTOX	DRUG TESTING	6/4/18	06/07/18	250.00	65406
292-000-862.03	SUBSTANCE ABUSE COUNSEL	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELING M.WILSON	5/1/18	05/31/18	10.00	65280
			Total For Dept 000			11,730.77	
			Total For Fund 292 CHILD CARE FUND			11,730.77	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	922.17	65208
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR APRIL 2018	APRIL 2018	05/24/18	444.96	65208
			Total For Dept 000			1,367.13	
			Total For Fund 296 JUVENILE JUSTICE FUND			1,367.13	

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Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	JOHNSON CONTROLS FIRE	REPLACED BAD RELAYS, ALARM REPAIR	MULTIPLE	05/31/18	2,149.00	65293
371-000-970.00	CAPITAL OUTLAY - EQUIPME	TRAVERSE CITY COATING	EPOXY FLOORING SYSTEM FINAL PMT	3534	05/31/18	48,435.80	65320
371-000-970.00	CAPITAL OUTLAY - EQUIPME	MOORE MECHANICAL	TOILET VALVE PROJECT	56675	06/07/18	6,542.00	65389
			Total For Dept 000			57,126.80	
			Total For Fund 371 JAIL RESERVE FUND			57,126.80	
Fund 412 MCF RENOVATIONS FUND							
Dept 000							
412-000-810.00	LEGAL FEES	CLARK HILL	LEGAL OPINION REQUESTED BY BA	780621	05/24/18	2,639.00	65151
412-000-810.00	LEGAL FEES	DYKEMA GOSSETT PLLC	FEBRUARY SERVICES FOR MAPLES	3186479	05/24/18	1,034.40	65171
412-000-810.00	LEGAL FEES	DYKEMA GOSSETT PLLC	SERVICES FOR JAN 2018 /MAPLES	3183215	05/24/18	28.00	65171
412-000-810.00	LEGAL FEES	STRAUB, PETTITT, YAST	SERVICES THRU APRIL 2018/MAPLES	32	05/24/18	1,600.00	65248
412-000-810.00	LEGAL FEES	MAY, SHARRON	RECORDING SEC FOR BUILDING AUTHORI	060518	06/07/18	50.00	65380
			Total For Dept 000			5,351.40	
			Total For Fund 412 MCF RENOVATIONS FUND			5,351.40	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	GEOFFREY BROWN	OVERPAYMENT ON DELINQUENT TAXES	02-036-017-00	06/07/18	12.95	65362
516-000-694.00	CASH OVER/SHORT	JOHN MCNELIS	OVERPAYMENT OF DELINQUENT TAXES	09-023-009-00	06/07/18	4.86	65371
516-000-694.00	CASH OVER/SHORT	MERRITT GAUNT	OVERPAYMENT ON DELINQUENT TAXES	12-031-019-00	06/07/18	23.40	65382
516-000-694.00	CASH OVER/SHORT	SUSAN CHASE	OVERPAYMENT ON DELINQUENT TAXES	04-501-029-00	06/07/18	25.47	65417
			Total For Dept 000			66.68	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			66.68	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 5 REDEMPTIONS	060618	06/07/18	150.00	65335
532-253-810.00	LEGAL FEES	FIGURA, RICHARD	FORECLOSURE OF 2016 TAX PREPARATIO	BCT-258	06/07/18	202.50	65360
			Total For Dept 253 COUNTY TREASURER			352.50	
			Total For Fund 532 TAX FORECLOSURE FUND			352.50	
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-721.00	PER DIEM	CLARK, JAMES	PER DIEM FOR BUILDING AUTHORITY	MAY2018	05/24/18	35.00	65152
569-000-721.00	PER DIEM	JOHNSON, JEFF	PER DIEM BUILDING AUTHORITY	MAY 18	05/24/18	35.00	65197
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	RECORDING SECRETARY FOR MAY 2018	051818	05/31/18	128.27	65298
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR MAY 2018	MAY2018M	05/24/18	13.63	65152
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR MAY 2018	MAY 2018M	05/24/18	7.52	65197
			Total For Dept 000			219.42	
			Total For Fund 569 BUILDING AUTHORITY			219.42	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	OWI REIMBURSEMENT MAY 2018	BCSD0518	06/07/18	788.50	65338
701-136-221.01	DUE CITY FRANKFORT - OWI	CITY OF FRANKFORT	ORDINANCE FINES MAY 2018	CF0518	06/07/18	25.34	65352
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	30.00	65411
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	75.00	65411
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	1,723.05	65411

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Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	170.00	65411
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	505.00	65411
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	75.00	65411
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	1,729.00	65411
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	MAY 2018	DC0518	06/07/18	3,780.00	65411
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	POFF	18-068	05/24/18	200.00	65138
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	WILSON	18-092	05/24/18	150.00	65139
701-136-265.00	CASH BONDS PAYABLE	CUTLER, JACOB	BOND RETURN	17-427	05/24/18	150.00	65159
701-136-265.00	CASH BONDS PAYABLE	POFF, DION	BOND RETURN	18-068	05/24/18	565.00	65231
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BAFFY	18-103	06/07/18	200.00	65238
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BLUHM / RIVERA / MIEHLKE	06/05/2018	06/07/18	680.00	65329
701-136-271.00	RESTITUTIONS PAYABLE	MCCALPIN, MICHAEL	RESTITUTION FROM NATHAN P BROUWER	17-413	05/24/18	173.50	65213
701-136-271.00	RESTITUTIONS PAYABLE	PIUG, CHARLES	RESTITUTION BY DION DALTON POFF	18-068	05/31/18	135.00	65305
701-136-271.00	RESTITUTIONS PAYABLE	PIUG, CHARLES	RESTITUTION FROM DION DALTON POFF	18-068	06/07/18	65.00	65396
701-136-272.00	RECOVERY COURT	BENZIE COUNTY SHERIFF	MAY 2018 RECOVERY COURT DRUG TEST	RC0518	06/07/18	111.80	65339
701-136-275.00	REFUNDS	HUBBARD, MARGARET	HUBBARD REFUND (OVERPAYMENT)	18-B216018	05/31/18	30.00	65292
Total For Dept 136 DISTRICT COURT						11,361.19	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	FOC STATUTORY AND PROCESSING FEES	MAY 2018	06/07/18	1,336.69	65379
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	FOC STATUTORY AND PROCESSING FEES	MAY 2018	06/07/18	169.39	65379
Total For Dept 141 FRIEND OF THE COURT						1,506.08	
Dept 172 ADMINISTRATOR							
701-172-299.01	CANTEEN FUNDS	VISA=JAMES HENDERSON	JAMES HENDERSON VISA	05162018	06/07/18	38.62	65429
Total For Dept 172 ADMINISTRATOR						38.62	
Dept 215 COUNTY CLERK							
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR MAY 2018	551-517985	06/07/18	2,196.00	65413
701-215-271.00	RESTITUTIONS PAYABLE	AAA MICHIGAN SUBRUGAT	RESTITUTION FROM DILLON COLLINS	11-2232-FH	05/24/18	10.00	65140
701-215-271.00	RESTITUTIONS PAYABLE	FLORENCE STONE	RESTITUTION FROM GARRETT TONN	15-2429-FC	05/24/18	100.00	65175
701-215-271.00	RESTITUTIONS PAYABLE	JACOB VON BUSKIRK	RESTITUTION FROM DAWN RUCKI	14-2350-FH	05/24/18	25.00	65193
701-215-271.00	RESTITUTIONS PAYABLE	MEMBERS CREDIT UNION	RESTITUTION FROM JENNY KEYZ	12-2274-FH	05/24/18	50.00	65215
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	05/24/18	50.00	65253
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	05/31/18	37.50	65279
701-215-271.00	RESTITUTIONS PAYABLE	GRACELAND FRUIT COMPA	RESTITUTION FROM CHRISTOPHER BURLEY	14-2378-FH	06/07/18	100.00	65264
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	06/07/18	25.00	65423
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	06/07/18	50.00	65424
701-215-271.10	FAMILY DIVISION RESITUT	LATITUDE SUBROGATION	RESTITUTION FROM JONAH SOBACKI	13-1847-DL	05/24/18	10.00	65201
701-215-271.10	FAMILY DIVISION RESITUT	BENZIE COUNTY CENTRAL	RESTITUTION FROM MELLISSA WILSON	18-2094-DL	05/31/18	25.00	65277
701-215-271.10	FAMILY DIVISION RESITUT	JONATHAN CLARK	RESTITUTION FROM GINGER HARD	07-1465-DL	06/07/18	40.00	65372
701-215-299.03	CIRCUIT COURT MISCELLANE	SHERRI ROWAN	REFUND MEDIATION FEE - ROWAN V ROW	16-10554-DM	05/31/18	150.00	65311
701-215-299.03	CIRCUIT COURT MISCELLANE	TIMOTHY ROWAN	REFUND MEDIATION FEE - ROWAN V ROW	16-10554-DM	05/31/18	150.00	65318
701-215-299.03	CIRCUIT COURT MISCELLANE	STEPHANIE MCDANIEL	MEDIATION FEE REFUNDED	17-10590-DM	06/07/18	150.00	65414
Total For Dept 215 COUNTY CLERK						3,168.50	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	GENE AND LINDA BOOHER	MTT TV CHANGE FOR 2017	04-030-008-52	06/07/18	1,498.32	65361
701-253-274.19	APPEALS/CHARGEBACKS/REFU	MITCHELL AND IDA JAWO	MTT TV CHANGE FOR 2017	51-010-155-00	06/07/18	3,703.73	65388
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	WAYNE STOKES	OVERPAYMENT ON PRE DENIAL	051718	05/24/18	72.00	65266
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	SPAULDING DECKER	REFUND FOR OVERPAYMENT	06/05/18	06/07/18	15.47	65408
Total For Dept 253 COUNTY TREASURER						5,289.52	

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Fund 701 GENERAL AGENCY FUND						
Dept 267 PROSECUTING ATTORNEY						
701-267-268.00	CANINE ADVOCATE FUND	CODY KASTL	FOOD FOR CANINE-KODY	837609	05/31/18	50.87 65283
			Total For Dept 267 PROSECUTING ATTORNEY			50.87
Dept 268 REGISTER OF DEEDS						
701-268-228.44	DUE STATE - STATE TRANSF	STATE OF MICHIGAN	STATE TRANSFER TAX MAY 2018	6/06/2018	06/07/18	60,292.50 65412
			Total For Dept 268 REGISTER OF DEEDS			60,292.50
Dept 301 SHERIFF						
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	MSP SOR MAY18	551-518025	06/07/18	210.00 65386
			Total For Dept 301 SHERIFF			210.00
			Total For Fund 701 GENERAL AGENCY FUND			81,917.28

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101 GENERAL FUND					164,610.88
	Fund 205 TNT OFFICER MILLAGE FUND					2,151.65
	Fund 213 JAIL OPERATIONS FUND					37,964.81
	Fund 214 EMERGENCY MEDICAL SERVICES					33,802.95
	Fund 216 SEASONAL ROAD PATROL FUND					80.81
	Fund 217 SNOWMOBILE PATROL FUND					69.51
	Fund 220 MARINE PATROL FUND					964.45
	Fund 228 SOLID WASTE/RECYCLING FUND					6,408.03
	Fund 241 LAND BANK AUTHORITY FUND					4,215.50
	Fund 247 ANIMAL CONTROL FUND					2,481.61
	Fund 260 CPL CLERK TECHNOLOGY FUND					46.20
	Fund 261 911 EMERGENCY SERVICE FUND					9,082.12
	Fund 269 LAW LIBRARY FUND					874.61
	Fund 292 CHILD CARE FUND					11,730.77
	Fund 296 JUVENILE JUSTICE FUND					1,367.13
	Fund 371 JAIL RESERVE FUND					57,126.80
	Fund 412 MCF RENOVATIONS FUND					5,351.40
	Fund 516 DELINQUENT TAX REVOLVING FU					66.68
	Fund 532 TAX FORECLOSURE FUND					352.50
	Fund 569 BUILDING AUTHORITY					219.42
	Fund 701 GENERAL AGENCY FUND					81,917.28
Total For All Funds:						420,885.11

LAND SALE PROCEEDS ACCOUNTS: NET PROCEEDS CALCULATIONS:

Categories of claims against Land Sale Proceeds and Contingent Liabilities are specified in MCL 211.78m(8). To simplify, those categories are:

- (a) Pay all taxes, interest and fees to the Delinquent Tax Revolving Fund.
- (b) Pay all costs of advertising and running the auction.
- (c) Pay all costs of the forfeiture and/or foreclosure proceedings for the year, such as, costs of mailing, publication, personal service, and outside contractors, etc.
- (d) Reimburse any shortfalls from previous years.
- (e) Reimburse any maintenance costs including clean up, demolition, and/or environmental remediation.
- (f) If the foreclosing governmental unit is not the State, any of the following apply:
 - Proceeds from subsequent years can be used to reimburse shortfalls from current year.
 - Pay any cost for the defense of title actions.
 - Pay any other administrative costs of forfeiture, foreclosure and/or property sale and/or management.

Land Sale Proceeds from the 2016 auction for delinquent 2013 taxes.

Parcel #	Delinquent taxes	Sale Amount
10-01-001-019-00	886.71	1,500.00
10-02-270-001-10	1,551.91	12,750.00
10-07-501-041-00	5,221.99	5,221.99 TO LBA
10-08-070-012-00	975.51	16,500.00
10-08-070-017-00	2,586.29	0.00
10-09-011-044-10	571.28	571.28 TO LBA
10-12-100-004-00	1,630.61	15,000.00
10-12-100-005-00	1,608.28	30,000.00
10-12-501-116-00	2,020.24	0.00 TO LBA AFTER 2ND SALE
10-12-501-119-00	4,611.92	4,611.92 TO LBA
Totals	21,664.74	86,155.19

Less Delinquent Taxes	21,664.74
Less Attorney Fees	3,037.00
Less Publication & Postage	-
Shortfall from previous years	-
Less maintenance costs	5,430.00
Available for transfer to General Fund:	\$ 56,023.45

Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
May 22, 2018**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, May 22, 2018, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Evan Warsecke at 1:30 p.m.

Present were: Commissioners Carland (arrived at 1:33), Griner, Money, Roelofs, Sauer and Warsecke

Excused: Commissioner Jeannot

The Pledge of Allegiance was recited.

Agenda:

Motion by Roelofs, seconded by Sauer, to approve the agenda as amended, adding 6A. Sara Swanson and 11A. Jim Henderson. Ayes: Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Abs: Carland Motion carried.

Minutes:

Motion by Sauer, seconded by Money, to approve the Committee of the Whole minutes of May 8, 2018 as presented. Ayes: Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Abs: Carland Motion carried.

Motion by Carland, seconded by Griner, to approve the Committee of the Whole closed session minutes of May 8, 2018 as presented. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Public Input – None

Sara Swanson, Prosecuting Attorney: Sara stated that on June 21, 2018 the Victim Advocate (VA) will be retiring. She is requesting approval to post for 40 hours per week and increase that position to 40 hours. She is asking to allow that through the end of the budget year. She will have enough money in her budget through the end of the fiscal year to cover the increase in hours. She feels this is a full time position and initially it was full time. The reduction in hours were to work with the current VA's schedule.

Motion by Money, seconded by Warsecke, to recommend to the Board of Commissioners to authorize the Prosecuting Attorney to interview and hire a Victim Advocate at 40 hours per week. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Marine Patrol Budget – Kyle Rosa: U/S Rosa stated that they have received the Marine funding notice from the SOM and request to amend the 2017-18 budget.

Motion by Carland, seconded by Money, to recommend to the Board of Commissioners to amend the Marine Patrol 2017-18 Budget 220 as follows:

Revenues:

220-000-539.00	State/DNR Grant	\$ 8,600.00
220-000-699.03	Transfer in/General Fund	\$ 2,900.00
	Total	\$11,500.00

Committee of the Whole

Page 2 of 4

May 22, 2017

Expenditures:

220-331-706.00	Deputies Wages	\$ 7,000.00
220-331-725.00	Fringe Benefits	\$ 600.00
220-000-748.00	Gas, Oil, Grease	\$ 1,300.00
220-331-751.00	Uniforms	\$ 400.00
220-331-930.00	Equipment/Repair	\$ 450.00
220-000-961.00	Training	\$ 1,200.00
220-000-954.00	Slip Rental	\$ 550.00
	Total	\$11,500.00

Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot
Motion carried.

Funding for MCDA – Ron Berns: Michigan Communications Director's Association (MCDA) is requesting funding to continue to retain a lobbyist firm specific to the concerns of the 911 community.

Motion by Roelofs, seconded by Money, to recommend to the Board of Commissioners to authorize Ron Berns to use \$500.00 from 911 surcharge money for the next 3 years. Ayes: Carland, Money, Roelofs and Warsecke Nays: Griner and Sauer Exc: Jeannot Motion carried.

Budget Amendment – Dawn Olney: Dawn requests a budget amendment for Fund 535 Housing to cover the cost of projects.

Motion by Griner, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 Budget for Fund 535 Housing as follows:

Increase:

535-000-691.00	Budgeted Use of Fund Balance	\$25,000.00
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Increase:

535-000-800.00	Contracted Services	\$20,000.00
535-000-815.40	Admin Fees – NMCAA	\$ 5,000.00

Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot
Motion carried.

Budget Calendar – COTW Budget Meetings June 12 – 26, 2018: Maridee is setting up meetings with the individual departments now. Mitch would like dates that this commission is available for budget meetings. Maridee will send out a poll to commissioners and all elected officials for dates.

Capital Improvement Fund – Michelle Thompson: Michelle provided information to the board about what will happen with the County Treasurer determining surplus in the DTRF. Surpluses can be used for limited purposes. Anticipate distributing annual the administration fee of tax collection in October of each year. We should be able to budget \$85,000 as income revenue. The remainder, \$160,000, is what she determines to be the surplus in April or May after the payments are made to the townships. We can transfer to the capital improvement 401 fund or apply to unfunded liability to MERS.

Motion by Griner, seconded by Sauer Carland, to recommend to the Board of Commissioners to adopt the treasurer's recommendation to transfer \$85,000 to MERS for unfunded liability.

BCSO Marine Patrol Amended Budget 2018/19

Revenues

220-000.539.00	State/DNR Grant	\$ 8,600.00
220-000.699.03	Transfer in/General Fund	\$ 2,900.00

Total \$ 11,500.00

Expenditures

220.331.706.00	Deputies Wages	\$ 7000.00
220-331-725.00	Fringe Benefits	\$ 600.00
220-000-748.00	Gas, Oil, Grease	\$ 1,300.00
220-331-751.00	Uniforms	\$ 400.00
220-331-930.00	Equipment/Repair	\$ 450.00
220-000-961.00	Training	\$ 1,200.00
220-000-954.00	Slip Rental	\$ 550.00

Total \$ 11,500.00

Committee Meeting Agenda Request Form

Date: May 17, 2018

Department: Benzie County Central Dispatch

Project Name and Scope: Funding to support a retainer for lobbyist firm for the Michigan Communications Directors Association.

Is this request for a budget amendment? No
attached.

If so, the amendment must be

Project Scope (explain reason for your project or amendment):

The Michigan Communications Director's Association (MCDA) is requesting funding to continue to retain Capital Services, a lobbyist firm specific to the concerns of the 9-1-1 community.

Funding is possible by moving funds from the contingency line item to the legal fees line item.

See the attached email to the members of the MCDA.

Cost of project \$

Is the project over \$3,500? No

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received:

If not the lowest bid/quote, provide a reason for your recommendation?

Have you checked your fund, do you have the required funds for your project? No

Is there a contract/agreement that will need to be signed? No

If yes, has the County Attorney reviewed and approved the contract/agreement? *If so, attach the attorney's approval and contract/agreement.*

Please Place an "X" next to the appropriate committee:

Finance X

B & G

Technology

HR

**Please note, Committee Meeting Agenda Requests will not be considered without the completion of this form. Deadline for submitting forms is the Thursday before the normal Committee Meeting date.*

MCDA TALKING POINTS

April 16, 2018

During our most recent meeting, the membership voted unanimously for the organization to move forward in securing funding for professional services. This discussion is a result of dwindling financial resources. The suggestion is that we proceed similarly to the funding model used in the early 2000's when legal assistance was needed in regards to wireless implementation in the state. That funding model set up a separate account to accept donations from PSAPs and/or Counties.

This topic was discussed at the earlier February meeting and the group wanted to have a legal opinion on the use of 9-1-1 funds for this purpose. Attorney Doug Van Essen was contacted and provided an affirmative legal opinion for us. If any PSAP requires a copy of this confidential document to help in gaining support for this requested funding, let me know. I'll forward copies as needed.

Over the past nineteen months, MCDA has expended \$49,826 to support all our members by securing contracted professional services. These are services that need to continue in the future. Legal and professional services are costly. Without MCDA securing some of these services and staying involved in efforts and projects, individual PSAPs could have to incur these expenses individually at a much greater overall cost. We disperse the cost across PSAPs to allow for an expert, targeted approach to statewide 9-1-1 issues.

Some of the services secured in the past have been legal services to create a 9-1-1 template plan, seeking legal opinions, securing a lobbyist, and education. If MCDA did not expend funds on these services, the potential for statutory changes to be introduced and passed without our involvement could create lawsuits, compromise funding, and compromise best practices that could cost lives.

Our current need is to place Capitol Services – our lobbying firm – on retainer. Capitol Services was instrumental in helping Michigan PSAPs get SB400 passed to provide funding for NG9-1-1. They were also one of only two lobbying firms available to the MCDA. The majority of firms are on retainer with members of the Telephone Association of Michigan (TAM) which historically opposes 9-1-1 legislation. This creates a conflict of interest and limits the lobbyists available to us. Having our own lobbyist was invaluable in helping us navigate the legislative process and protecting us against powerful interest groups.

Many state organizations retain lobbying firms. This activity and service is just as critical for MCDA as it is for the Michigan Sheriff's Association, the Michigan Police Chief's Association, the Michigan Township Association, the Michigan Association of Counties, and the Michigan Fire Chief's Association.

Advantages of retaining Capitol Services

- State legislators view them as a 9-1-1 resource. They are available to educate our senators and representatives on issues relating to 9-1-1 in our state. There are a large number of term limited members in the House and Senate. This means the 9-1-1 education process will need to start over in January 2019.

- Capitol Services serves as a listening post for local PSAPs providing information on legislation and proposed legislation that may affect 9-1-1. Our legislation can face challenges even before the sunset in 2021.
- Capitol Services conducts the work and provides expertise that NO ONE PSAP can provide on their own. PSAPs participate in the shaping of 9-1-1 policy and protect local interests. This ensures that all PSAPs have a voice in Lansing!

We will need \$24,000 per year for the next three years. When the sunset becomes active legislatively, the cost increases to \$36,000 per year. Our plan is to move forward with a survey in the next few weeks to determine the level of participation that we can expect. The survey will have six options for each PSAP.

- 1 - \$1500
- 2 - \$1000
- 3 - \$500
- 4 - \$500 for the next three years
- 5 - Other Amount
- 6 - Cannot participate

Invoices will be sent based on the survey response. We anticipate this will be a one-time collection. It has been nearly 15 years since the last funding drive was needed. The MCDA continues to collect membership fees and will host additional training sessions to bring in more funds.

This information is being sent at the request of the membership to assist PSAPs in gaining support for this funding. It is a joint effort of several of us to identify talking points that apply to everyone. Please feel free to add or delete any information that you feel is important to you locally. Cut, Paste, or copy as needed. If you have suggestions or questions, post them to the MCDA Membership Board so we can share and discuss them with everyone.

Thanks everyone!

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: 5/15/2018

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

Account to be Increased:

Line Number	Account Name	Amount
535-000-691.00	Budgeted Use of Fund Balance	25,000.00

Total \$ 25,000.00

Account to be Increased:

Line Number	Account Name	Amount
535-000-800.00	Contracted Services	20,000.00
535-000-815.40	Admin Fees -- NMCAA	5,000.00

Total \$ 25,000.00

SIGNED:

Dawn Olney Doug S. Dean

Budget Calendar for 2018/2019 Operational Budgets

Date	Description of Action
April 11, 2018	Budget Letter to Elected Officials & Department Heads
April 12-May 14, 2018	Elected Officials and Department Heads enter budgets in General Ledger
May 14 – June 6, 2018	Make appointments with County Administrators Office to review individual budgets
June 12, 2018	Composite Draft for presentation to Committee of the Whole
✶ June 12 – June 26, 2018	Budget Meetings with Committee of the Whole
July 18, 2018	Consolidated Budget Draft due to Dawn for Board Packet
July 24, 2018	County Administrator presents Draft Budget to the Board
September 11, 2018	Public Hearing Draft of Budget for Public Review
September 25, 2018	Draft Budget on BOC agenda for adoption
October 1, 2018	New Budget effective date

COUNTY OF BENZIE

Resolution No. 2018-_____

A regular meeting of the Board of Commissioners of the County of Benzie, Michigan (the "County"), was held in Beulah, Michigan, on June 12, 2018. The following Commissioners were

PRESENT: _____

ABSENT: _____

The preambles and resolution set forth below were offered by Commissioner _____ and were seconded by Commissioner _____.

**RESOLUTION RECEIVING ADVICE FROM THE COUNTY TREASURER
AS TO A SURPLUS WHICH CAN BE TRANSFERRED FROM THE
BENZIE COUNTY DELINQUENT TAX REVOLVING FUND TO THE
BENZIE COUNTY GENERAL FUND**

WHEREAS, Section 87b(7) of Act No. 206, Michigan Public Acts of 1893, as amended ("Act 206") authorizes the Board of Commissioners to transfer to the Benzie County General Fund any surplus in the Benzie County Delinquent Tax Revolving Fund (the "DTRF") by appropriate action of the Board of Commissioners; and

WHEREAS, the Benzie County Treasurer has reviewed the amounts which are currently available in the DTRF, and has determined that \$85,000.00 may be transferred to the General Fund as a "surplus" as of June 12, 2018; and

WHEREAS, the Benzie County Treasurer hereby declares that a surplus of \$85,000.00 exists in the DTRF.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD AS FOLLOWS:

1. The Benzie County Treasurer is authorized to transfer \$85,000 from DTRF to the General Fund as of June 12, 2018.
2. Any further transfers of surplus amounts will be specifically approved after recommendation by the Benzie County Treasurer by resolution of the Board of Commissioners.

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for each such resolution was as follows:

AYES:

NAYS:

ABSTAIN:

The foregoing Resolution was hereby declared adopted.

STATE OF MICHIGAN

COUNTY OF BENZIE

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Benzie County Board of Commissioners, that such resolutions were duly adopted at a _____ meeting held on the ____ day of _____, _____, and that notice of such meeting was given as required by law.

[SEAL]

Benzie County Clerk

Resolution Benzie Transfer from DTRF to GF

Dawn Olney

Dated: _____

Committee of the Whole

Page 3 of 4

May 22, 2017

Ayes: Carland, Griner, Money, Roelofs and Sauer Nays: Warsecke Exc: Jeannot Motion carried.

Jim Henderson, EMS: Jim talked about the break-ins at the ambulance stations. Frankfort turned out to not be a break-in. He provided a camera system which he is looking to purchase for each station; they would have motion detection.

Comm Roelofs asked if Station 2 was broke into. No

Finance Committee Decisions: None

2:33 p.m. Public Input

Mitch stated that the Parks & Recreation commission would like to plant a Crimson Maple tree to honor Frank Walterhouse and asks permission to allow them to work with the Milarch Brothers out of Copemish.

Comm Sauer stated that the MAC Board would like to be involved as well, and he will ask them if they would like to purchase the tree and then Parks & Rec to do a plaque.

2:38 p.m. Public Input Closed

Motion by Roelofs, seconded by Sauer, to adjourn at 2:38 p.m. Ayes: Carland, Griner, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Evan Warsecke, Chair (COTW)

Dawn Olney, Benzie County Clerk

Committee of the Whole

Page 4 of 4

May 22, 2017

Motion by AJ, seconded by WJ, to approve the Committee of the Whole Consent Calendar as follows:

1. To authorize the Prosecuting Attorney to interview and hire a victim advocate at 40 hours per week.
2. To amend the Marine Patrol 2017-18 Budget 220 in the amount of \$11,500 as presented.
3. To authorize Ron Berns to use \$500.00 from 911 surcharge money for the next 3 years.
4. To amend the 2017-18 Budget for Fund 535 Housing in the amount of \$25,000 as presented.
5. To adopt the treasurer's recommendation to transfer \$85,000 to MERS for unfunded liability.

650

DRAFT

Committee Appointments

ACTION ITEMS

Dawn Olney

From: Kaldis Grants <kaldis.grants@TNC.ORG>
Sent: Wednesday, May 30, 2018 12:14 PM
To: Dawn Olney
Subject: Baby's Breath Management at Point Betsie 2018
Attachments: Private landowner contact letter 2018.pdf; License and limited waiver of liability for invasive plant removal activities 2018.pdf

Dear Ms. Olney,

The 2018 Baby's Breath season is well under way! Our TNC Dune Restoration Crew is quickly working through retreatments at the Zetterberg preserve and our next step is management of other lands surrounding Point Betsie. We would like to ask Benzie County to renew their management agreement with The Nature Conservancy so that we can continue to maintain county land in that area. I have attached a license and limited waiver of liability for county representatives to fill out. They can sign and email or mail that back to me. At this point you are already quite familiar with the work we do, but I still included our private landowner contact letter which accompanies the liability waiver and explains the work we do.

We would like to focus on private properties, including yours, during the week of June 4th-7th and each Thursday throughout the rest of the month of June. If you have any issues with crews being on your property during those dates or have any specific instructions for them please let me know. As always anyone from the county is more than welcome to discuss any management details with the crew if you see them out on the dunes. Thank you for your continued support of The Nature Conservancy and the work that we do to protect our wonderful West Michigan shoreline.

If you have any questions at all please feel free to reach out to me.

Thank you,

Kaldis Grants
*Coastal Restoration
Coordinator*
(269) 352-8657
kaldis.grants@tnc.org



nature.org/dunes

Please consider the environment before printing this email.

RECEIVED

MAY 30 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

The Nature Conservancy is the world's leading conservation organization, and we work to protect ecologically important lands and waters for nature and people. Here in Michigan one of our preserves is right in your backyard, the Zetterberg Preserve at Point Betsie! You are undoubtedly familiar with the beauty of this area, and we are dedicated to ensuring future generations get to experience it as well. The reason for this letter is to alert you to an aggressive, non-native plant species threatening the dunes at and around Point Betsie, and to request permission to assist you in reducing this threat.

Although beautiful in bouquets, baby's-breath is highly destructive to Michigan's dune ecosystem. Its long taproot firmly locks into the sandy soils where it then spreads quickly, out-competing native plant species such as the federally-threatened Pitcher's thistle. The picture to the right illustrates what can become of pristine open dunes; purple clumps of baby's-breath quickly carpet the area, leaving no room or resources for native species.



Fortunately, The Nature Conservancy's Dune Restoration Team (our group of natural resource management professionals; experts in dune ecology as well as invasive species control) has recently had great success treating baby's-breath. Our treatment method is twofold: When possible, we manually remove the plant with a steel spade by severing the taproot. In instances where that method is inefficient or ineffective, our Conservancy-trained, State-certified herbicide applicators carefully apply a thoroughly-tested herbicide. Studies conducted on local dune systems show that this herbicide does not negatively affect the surrounding plants, animals, or people and is also rendered inert upon ground contact. If you would like to know more about our herbicide based management or are not comfortable with the use of herbicides on your property please contact us. Since 2007, we have been methodically working to survey, treat, remove, and monitor baby's-breath on 1,800 acres of dune systems in Northwest Lower Michigan, and in the course of our work we noticed that your land is also infested with baby's-breath. I would like to ask your permission to treat the baby's-breath on your property, at no cost to you! This treatment will enhance and protect not only the native ecology of your dune property but also that of Point Betsie and surrounding areas.

Attached is a "License and Limited Waiver of Liability for Invasive Plant Removal Activities" which gives us permission to treat and remove baby's-breath on your property. Signing and returning this waiver to TNC is all you have to do to help protect your land and the rest of Michigan's great sand dunes. Waivers can be emailed to me at kaldis.grants@tnc.org or mailed to the address at the bottom of this page. If you have any questions regarding this project please call or email any time. I would also be happy to meet in person to show you the outstanding results of our program and describe in more detail our plan for protecting your property's ecology.

Sincerely,

Kaldis Grants
Conservation Coordinator, The Nature Conservancy
4888 Cannon Woods Ct. NE
Belmont, MI 49306
(269) 352-8657

LICENSE AND LIMITED WAIVER OF LIABILITY
for INVASIVE PLANT REMOVAL ACTIVITIES

In consideration of The Nature Conservancy (the "Conservancy") agreeing to conduct invasive plant removal activities on my property (the "Property"), located in the County of _____, State of _____, I, the undersigned, agree and acknowledge as follows:

I acknowledge receipt of the attached letter detailing the Conservancy's invasive plant removal program and procedures, the precautions taken by the Conservancy to alleviate any risks, and the effect invasive plant removal activities will have on the Property.

Understanding this, I hereby grant permission to the Conservancy, its agents, and employees and third parties (collectively, the "Released Parties") to enter the Property for the purpose of surveying, treating, removing, and monitoring the invasive plants present on the Property. This License shall be effective through December 31st, 2026.

I agree that I will not make any claim or institute any suit or action against the Released Parties, and shall indemnify the Conservancy and hold it harmless against any loss or damage from any claim arising out of damage to my real or personal property arising out of the invasive plant removal activities.

Any Party may terminate this Agreement by giving thirty (30) days prior written notice to the other Party.

OWNER

Print Name

Signature

Date

OWNER

Print Name

Signature

Date

RESOLUTION

2018-017

Citizen Participation Plan


WHEREAS, The Benzie County Board of Commissioners met in regular session on June 12, 2018, and reviewed the Benzie County Citizen Participation Plan (attached); and

WHEREAS, This Plan identifies how Benzie County will seek public input when receiving or utilizing CDBG funds; and

WHEREAS, CDBG Grants being applied for come before the County Board for public input/comment with approval of application and award after public comment is received.

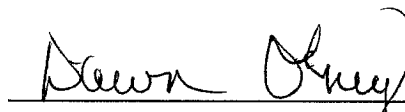
NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Benzie County approves the Citizen Participation Plan attached hereto and hereby becoming a part of this resolution.

Dated: June 12, 2018



Gary G. Sauer, Chairman

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 12th day of June, 2018.



Dawn Olney, Benzie County Clerk

RESOLUTION

2018-____

Citizen Participation Plan

WHEREAS, The ~~Ways & Means Committee~~ Benzie County Board of Commissioners met in regular session on _____, 2018, and reviewed ~~request from the Director of Planning & Development to approve~~ the Benzie County Citizen Participation Plan (attached); and,

WHEREAS, This Plan identifies how Benzie County will seek public input when receiving or utilizing CDBG funds: ~~and will also be followed when seeking public input on future revolving loan fund applications which are being handled through the Chamber Foundation~~; and,

WHEREAS, CDBG Grants being applied for come before the County Board for public input/comment with approval of application and award after public comment is received; and,

~~WHEREAS, This plan will also be used for Chamber Foundation applications to assure the public hearing process takes place and that the public's comments are forwarded to the Chamber Foundation but no action is required by the County Board; and,~~

_____~~WHEREAS, the Ways & Means Committee recommends approval.~~

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Benzie County approves the Citizen Participation Plan attached hereto and hereby becoming a part of this resolution.

Dated: June _____, 2018

Gary G. Sauer, Chairman

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the ____ day of June, 2018.

Benzie County Citizen Participation Plan

Community Development Block Grant (CDBG) Program

INTRODUCTION

This Citizen Participation Plan (CPP) for Benzie County was written and adopted on _____, 2018 in compliance with Section 508 of the Housing and Community Development Act of 1974, as amended. with the requirements of 24CFR Part 91, Subpart B (the Consolidated Planning Regulations) required by Section 104(a)(2) of the Housing and Community Development Act and by regulations at 24 CFR 570.486(a)(6), The CPP describes the policies and procedures for involving the general public (citizens) in critical planning issues and funding recommendations related to the CDBG program.

PURPOSE

The CPP has several objectives, including:

- Adequately informing citizens (including minority, non-English speaking, disabled, lower-income, and those likely to be affected by program activities) so that they can knowledgeably participate in program planning and development, and can review performance for the programs covered by this plan.
- Soliciting views and opinions from the public and community stakeholders including adjacent communities, regional planning entities, and the State of Michigan concerning housing and community development needs, particularly as they relate to lower-income residents.
- Coordinating program development and delivery between public and private entities, which provide housing and human services, and between units of government concerning area-wide issues.
- Informing citizens of the processes followed in developing and managing the programs covered by the CPP.

ENCOURAGING CITIZEN PARTICIPATION

Citizens are encouraged to participate in the public hearings with attention given to encourage low and moderate-income persons. Reasonable actions will be taken to encourage participation by all citizens, including minorities, disabled persons, and non-English speaking persons. Benzie County encourages the participation of local and regional service agencies and institutions in the process of developing and implementing the plans. ~~Benzie County may also utilize alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in~~

communities and neighborhoods, and the review of program performance, e.g., use of focus groups, neighborhood meetings, and the possible use of web-based surveys.

ADMINISTRATIVE RESPONSIBILITIES AND CONTACT INFORMATION

Benzie County receives and implements CDBG funds ~~Benzie County Planning and Development Department~~ and ~~Development Department~~ has responsibility for the Citizen Participation Plan. The County Administrator Department, ~~in conjunction with Venture North~~ administers CDBG funds and assists sub-recipient organizations ~~county departments~~ with meeting the reporting requirements set forth by HUD. ~~Additional information may be obtained from Venture North at 231-995-7110.~~

PUBLIC NOTICE

Benzie County will provide advanced public notice when required for public input for CDBG applications and any proposed amendments to the Citizen Participation Plan. HUD considers ~~at least 5 days two weeks~~ advance public notice to be adequate for the public to permit informed comment. ~~The amount of lead time can also vary, depending on the event. Specific minimum amounts of lead time for different events are described later in this CPP.~~

Public notices for public hearings will be published ~~as a display advertisement~~ in a local newspaper of general circulation. Notices may also be posted at the Governmental Center. Requirements for publishing will be met by publishing a summary of the above-mentioned documents.

PUBLIC ACCESS TO INFORMATION

Benzie County ~~in conjunction with Venture North~~ will provide the public with reasonable and timely access to information and records relating to the data and content of all applications. Documents relevant to the CDBG program shall be made available ~~at the Planning and Development Department~~ during normal working hours for citizen review upon request.

Benzie County shall also provide for full and timely disclosure of its program records and information consistent with applicable State and local laws regarding freedom of information, personal privacy, and obligations of confidentiality. These documents include all key documents such as prior applications for funding, letters of denial and approval, grant agreements, other reports required by HUD, all mailings and promotional material, records of hearings, documents regarding other important program requirements such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements and relocation provisions, copies of regulations and issuances governing the program.

In the spirit of encouraging public participation, copies of applications and grant agreements will be ~~available for review by provided to the public. Benzie County shall make copies of standard documents available at the Benzie County Administrator's office.~~

PUBLIC HEARINGS

Public hearings will be held at key stages for the process to obtain the public's views and to provide the public with Benzie County's responses to public questions and proposals. Federal law requires that Benzie County hold at least two public hearings to obtain input regarding community needs. The first public hearing shall be conducted prior to application and the second at close-out of the project, when applicable.

Public hearings shall be held only after adequate public notice has been provided as described in the "Public Notice" portion of this CPP, including a display advertisement in a local newspaper of general circulation two weeks prior to the public hearing. The public notice of public hearing shall indicate the time and location and include a direct contact at Benzie County for further information. All public hearings will be held at a convenient time and at an accessible location. Non-English speaking or hearing impaired and disabled citizens wishing to attend a public hearing must notify the county at least five (5) days prior to the meeting to arrange translation or interpretive services. Benzie County shall provide such services to the greatest extent possible.

The County Board shall be responsible for approving all applications. approve all application plans. All County Board meetings are open to the general public and provide for public comment, per state law.

The County shall provide a period, not less than 30 days, to receive comments from citizens on the proposed Consolidated Plan or Annual Action Plan. All comments shall be incorporated into the Consolidated Plan and/or Annual Action Plan prior to their submittal to HUD for review and approval. Copies of the documents shall be available at locations specified in "Public Access to Information".

ANTI-DISPLACEMENT POLICY

Benzie County does not plan to displace any persons as a result of a proposed CDBG-funded activity. If displacement does occur, Benzie County will abide by the regulations set forth in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

COMPLAINT PROCEDURE

Any and all comments are welcome and will be submitted to HUD with the Consolidated Plan or other reports as required by HUD regulations. In addition, the County Administrator's office in conjunction with Venture North will answer all questions or comments it receives in writing within 15 working days of its receipt.

Persons wishing to object to the approval of the Consolidated Plan or other reports as required by HUD regulations may make the objections known to: Venture North, 202 E. Grandview Parkway, Suite 303, Traverse City, MI 49684 or at 231-995-7110.

USE OF CITIZEN PARTICIPATION PLAN

~~Benzie County will follow the measures outlined in the CPP in all matters pertaining to its CDBG program, except in cases of public exigency or otherwise as permitted by federal law.~~

AMENDING THE CITIZEN PARTICIPATION PLAN

This Citizen Participation Plan can be changed only after the public has been notified of intent to modify it, and only after the public has had a reasonable chance to review and comment on proposed substantial changes. Copies of the amendments to the CPP will be made available to the public as indicated in "Public Access to Information". Benzie County will provide reasonable notice of changes to the CPP so that citizens will have an opportunity to review and comment on it. Notice will be made according to the procedures described in Public Notice of this CPP and will allow a 30-day period for public comment. Amendments shall be reviewed by the Benzie County Board of Commissioners.

Benzie County Citizen Participation Plan

Community Development Block Grant (CDBG) Program

INTRODUCTION

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Correspondence

D

**BENZIE COUNTY
SOLID WASTE ADVISORY COMMITTEE
MINUTES of MAY 9th, 2018**

MEMBERS PRESENT: Dennis Fischgrabe, Dave Zempel, Jane Schultz, Roger Schultz, Todd Warren, Evan Warsecke, Marlene Wood

ABSENT: None

ALSO PRESENT: Jesse Zylstra – Solid Waste / Recycling Coordinator
David Schaffer – Previous Coordinator

GUEST: Hon. John Mead

Call to Order: Chairman, Fischgrabe called the meeting to order at 5:10 pm

Approval of the Agenda: **Motion** by J. Schultz to approve the agenda with the addition of Business Item J. Sale of Surplus Equipment. Seconded by R. Schultz. All Aye

Public Input on the Agenda: None

Business:

- a. **Introduction of New Recycling Coordinator:** Chairman, Fischgrabe introduced Jesse Zylstra, Benzie County's new recycling coordinator to the SWAC members. Appreciation was expressed to outgoing coordinator, David Schaffer for his attendance at tonight's meeting to answer questions about grants and projects that were put into action prior to Jesse coming into the position.
- b. **Current Financial Report:** Zylstra presented the SWAC with a current Revenue and Expenditure Report which was reviewed and discussed. All line items were agreed to be in order. Schaffer was able to answer direct questions, such as Fund Balance usage and carry over.
- c. **2017 Annual Report:** The board received the Annual Report via email after its completion but was presented a hard copy at tonight's meeting. Discussion included a suggestion that we show growth of the program over the years and to make that information available on the website.
- d. **Set the Recycling Fee Surcharge for 2019:** **Motion** by Wood, Seconded by R. Schultz to set the fee for 2019 at \$25 per household and create a budget based on revenue generated at that rate. All aye.

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- e. **2018 / 2019 Fiscal Year Budget Planning:** Zylstra presented the draft of proposed budget for next fiscal year. Schaffer assisted in explanations as he was involved in the initial preparation of the budget. Budgetary items looked in order to the board.
- f. **HHW / Electronics & Scrap Tire Collections (Helpers)** Zylstra reminded the board of upcoming event in Frankfort on June 16th and asks that any SWAC members who want to help at the event get ahold of him.
- g. **DNR Illegal Dumpsites:** Zylstra will continue with clean up of illegal dumpsites in Benzie County. He reported a call just came in identifying a new dumpsite he will follow up on. Cost of disposal of material is covered by the DNR with Benzie County providing volunteers and physical clean up of sites. Information about dumpsites in Benzie County can be found at cleanforests.org
- h. **Green Business Program:** Zylstra will contact businesses that wish to subscribe to the recycling program. Discussion about promoting the program took place. All were reminded this is a residential program and we're accommodating businesses best we can without undue expense to Benzie households. Fees to businesses are evaluated annually based on recycling volumes. Zylstra expressed calls from some businesses interested in purchasing our unused roll off bins so they can provide their own recycling services.
- i. **June SWAC Meeting Date:** Motion by Warren, seconded by Warsecke to set the next quarterly SWAC meeting for Wednesday, June 27th, 2018 due to the Fourth of July falling on a regular SWAC meeting date. All aye
- j. **Sale of Surplus Equipment:** Motion by R. Schultz to recommend to the Board of Commissioners to follow proper bid procedures and approve the sale of 16 of the 18 recycling bins currently in storage. J. Schultz seconded. All aye. It is noted that we are paying \$15 per month, per bin to store them at Xpert Fulfillment in Benzonia. Discussion suggested Zylstra ask the Land Bank for permission to store the bins at 669 property if it is decided not to put them out for bids.

Coordinator's Report: A report of the coordinator's activities and program updates was available to the committee for review and discussion. Zylstra will keep the board updated on the development of a new Frankfort recycling site location. He will modify site attendant duties for summer months now that Sunday bin checks are not necessary.

Other Business: None

Correspondence: None

Public Input: Hon. John Mead expressed to Zylstra availability of community service volunteers through the probation department. That is very much appreciated.

Adjourn: **Motion** by Wood, Seconded by Warren to adjourn the meeting at 6:30 pm

The next quarterly SWAC meeting will be held on Wednesday, June 27th, 2018

Minutes are respectfully submitted by Jesse Zylstra, Recycling Coordinator

Marlene Wood, Secretary

DRAFT

12

**BENZIE COUNTY
PARKS AND RECREATION COMMISSION**

**Cathy Demitroff - CHAIR
Sean Duperron - VICE CHAIR
Tad Peacock - SECRETARY
Marjorie Pearsall-Groenwald
Walter Roch Von Rochsburg**

**Barb Skurdall
Ed Hoogterp
Ann Bourne
Coury Carland
Ted Mick**

**Regular Meeting
April 23, 2018
Benzie County Government Center**

Chair, Cathy Demitroff called the meeting of Parks and Recreation Commission to order at 5:01 p.m.

Present: Sean Duperron, Coury Carland, Marjorie Pearsall-Groenwald, Barb Skurdall, Ed Hoogterp, Tad Peacock, Ted Mick, Cathy Demitroff, and Walter Roch Von Rochsburg,

Absent: Ann Bourne

Others Present: Jeanne McPherson, Recording Secretary

Motion by Peacock, seconded by Hoogterp, to approve Agenda as amended, all Aye, motion carried.

Motion by Hoogterp, seconded by Rochsburg, to approve the Regular Meeting Minutes of the February 26, 2018 meeting as presented, all Aye, motion carried.

Public Input: None

Guest: Steve Lagerquist handed out proposed stair case and signage for Rail Road Point. Stair case is going to cost more than anticipated due to soil being disrupted. Peacock asks for the record if any more money than the initial commitment is going to be needed. Steve states no.

Motion made Hoogterp, seconded by Skurdall, to move forward with planning and construction project per Steve Lagerquist, roll call taken, all Ayes, motion carried.

Committee Reports:

Railroad Point: Chair discussed Crystal Surveying marking boundaries.

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Motion made by Hoogterp, seconded by Carland, to allow Demitroff authorization to sign contract subject to approval of attorney, not to exceed \$7000.00 without prior authorization, roll call taken, all Ayes, motion carried.

Point Betsie Light House: Von Rochsburg reports that Coastal Zone Management has conducted its initial review and rankings for the Phase 2019 grant awards. The CZM has ranked Point Betsie Road End application highly and it has a high likelihood of being funded. The CZM Program has yet to submit its award package to NOAA for final approval. Typically final approvals from NOAA are not received until June.

Trail Report: Duperron apologizes for missing last month's meeting. He also shares that on 3/29 he had a meeting with the Snow Birds and they are considering creating a subcommittee called Dirt Birds, they would be creating an ORV trails with existing routes.

BV Trail Management: Duperron states he is planning on attending Betsie Trail Management meeting May 8, 2018 and look at possible locations for Mark Mandiburg project.

Recreational Facilities & Access: None

Zada Price Property: Peacock updates that he had called Honor Building Supply to make sure fencing was still in stock. He shares that he can't pick it up until he gets a crew together. Peacock is working with SEEDS to put that crew together.

Recreational Programs: Skurdall shares that she will have a lot of people helping Friday mornings in Beulah Park starting around June 22, 2018. She also shares that she is looking into Grants for Benzonia courts.

Aquatic Program: Pearsall-Groenwald shared that they have had two meetings over the course of the winter and are looking at 5 possible properties.

Old Business:

Motion made by Carland to accept 2018 Committee Chairs as presented with correction of last name being spelled Carland, Hoogterp seconded, all Ayes, motion carried.

New Business:

Chair shares that Bourne will be stepping down due to health reasons. Demitroff will be taking over Recreational Facilities & Access with the help from Bourne.

Chair asks to do something in appreciation for the recognition of Frank Walterhouse. Chair would like to price a tree. Hoogterp makes motion to authorize Demitroff to research purchasing a tree and then report back to the Board, Peacock seconds, all Ayes, motion carried.

Other business before the Board: None

2018 Committee Chairs:

Railroad Point	Demitroff
Point Betsie Lighthouse	Von Rochsburg
Trails	Duperron
Trail Management Council	Duperron
Recreational Facilities & Access	Carland
Recreational Programs	Skurdall
Zada Price	Peacock
Endowment	Bourne, Thompson, Demitroff
Budget Committee	Officers plus one
Executive Committee	Officers plus one

Public Input: Hoogterp shares that he filed to run for the 101st and that he will stay on as Drain Commissioner.

Correspondence: None

Other business before the Board: None

Motion by Carland, seconded by Skurdall to Adjourn,
Chair, Demitroff declared the meeting adjourned at 6:15 p.m.

The next meeting is scheduled for Monday, May 21, 2018 at 5:05 p.m.

Minutes were respectfully submitted by Jeanne McPherson, Recording Secretary

Cathy Demitroff Tad Peacock, Secretary
Tad is absent

Present:

Chairman Bob Rosa	Manager Matt Skeels
Vice-Chairman Ted Mick	Clerk Jennifer Kolinske
Member Jim Bowers	

Page 2, Benzie CRC mtg 5/10/18

Smoking Policy – Tabled until union committee is ready for presentation.

Revised/Updated Administrative Personnel Rules – Motion by Comm Mick and supported by Comm Bower to accepted the amended Administrative Personnel Rules as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Sagaser Crystal Trust Permit – Well to be 27 feet off center line. Motion by Comm Mick and supported by Comm Bowers to approve Sagaser Crystal Trust Permit #26-15-15. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Township Matching Funds – Manager Skeels and Financial Manager Kolinske gathering information from other road commissions on their policies for township matching funds. Manager Skeels to follow up with County Commissioner Gary Sauer regarding the millage language motion.

Staffing Update – Currently have ads out for a mechanic. Assistant Engineering Technician and Assistant Foreman positions were approved by the union on May 9, 2018. John Fortine will be our primary person for sanitary maintenance this summer. Safety gear fashion show held on May 9, 2018. Manager Skeels to follow up with our attorney regarding former superintendent.

Employee Recognition – Ron Blough - 1st employee to receive recognition for helping in the shop.

Paul Bunyan meeting May 17, 2018 – Any board members wanting to attend please let Manager Skeels know.

Miller Road – Currently crew out pulling stumps. Township is interested in BCRC issuing bids to clear the rest of the stumps and asking for waiver of the overhead fees. Motion by Comm Rosa and supported by Comm Bowers to waive overhead fees on the Miller Road project for Inland Township. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Public Input – None

Meeting Adjourned at 12:15 P.M.

Minutes approved 5/24/2018.

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk

②

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, May 24, 2018 4:00 p.m.
Connie Binsfeld Resource Center,
7401 E. Duck Lake Road
Lake Leelanau, Mi 49653**

Chairperson Melinda Lautner called the meeting to order at 4:00pm

Present were:

Carolyn Rentenbach, Leelanau County Member at Large
Casey Noonan, Leelanau Board of Commissioners
Gary Sauer, V. Chairperson, Benzie County Board of Commissioners
Melinda Lautner, Chairperson, Leelanau County Board of Commissioners
Roger Griner, Benzie Board of Commissioners

Staff Present

Lisa Peacock – Health Officer
Dodie Putney – Director of Administrative Services
Thomas Fountain – Environmental Health Director
Michelle Klein - Director of Personal Health

Excused

Dr. Joshua Myerson – Medical Director

Absent

Dr. George Ryckman, Benzie County Member at Large

Pledge of Allegiance

Approval of Minutes:

Motion by: Rentenbach to approve the Regular Board of Health Meeting of March 22, 2018.

Seconded by: Griner

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Approval of the Agenda

Motion by: Noonan to approve agenda as presented.

Seconded by: Sauer

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Public Comment - None

Leelanau Montessori School Update

Peacock gave update on property sale closing timeframe and requested permission to sign the lease when it is ready to be signed.

Motion by: Griner to authorize Lisa Peacock, Health Officer, to act on behalf of the Board and sign this lease.

Seconded by Noonan

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Health Officer Update – Lisa Peacock - report attached to these minutes

Distributed copies of the Public Health Advocacy flier, Save the Date flier, which provide two Public Health Open House meeting dates and a Meet our Health Officers flier. These fliers were given to our State Representatives at the recent Day at the Capitol event.

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Discussed Issue Brief, Public Health Advocacy Opportunities, Netsmart Update, Northern Michigan Community Health Innovation Region- CHIR- access gaps in housing needs. Newly awarded grant used to expand Mompower.

Guest arrived 4:17 pm

Connie McDonald, Vice-President Leelanau Montessori Public School Academy and Facility Committee Chairperson, shared information on the timeline for closing, lease signing and renovation project.

Statewide Environmental Health Code Update – Tom Fountain - supporting documentation attached to these minutes.

Requested the Board of Health to sign a letter opposing House Bill 5752 and 5753.

Motion by: Rentenbach to accept the position statement and supporting documentation as presented and state opposition to HB 5752 and 5753.

Seconded by: Sauer

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Personnel and Finance Committee Report

Motion by: Rentenbach to accept Accounts Payable and pay them.

Seconded by: Sauer

Voice vote: 5 yeas 0 nay 1 absent Motion carried

April 2018 Financial Statements

Motion by: Rentenbach to approve the Financial Statement as presented.

Seconded by: Sauer

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Budget Amendment 1

Motion by: Rentenbach to adopt Budget Amendment Number 1 as presented.

Seconded by: Griner

Voice vote: 5 yeas 0 nay 1 absent Motion carried

County Appropriation Budget Request

Putney asked the Board to approve a 3% increase in County Appropriation funding for FY 2019.

Motion by: Rentenbach to approve the County Appropriation Budget request.

Seconded by: Noonan

Voice vote: 5 yeas 0 nay 1 absent Motion carried

Staff Reports

Administrative – Dodie Putney

Managed phone system update. More information will be presented at the July meeting.

Kris Malkowski is retiring. Renee Youker has accepted the position and will start training June 4th.

Environmental Health Director – Tom Fountain - full report attached to these minutes

Topics included: Health Space software launched. Fountain publicly thanked Eric Johnston for his work on the Environmental Health software - Health Space. Northern Health Alliance grant. Bahia Vista site condominiums update. His own retirement plans.

Personal Health - Michelle Klein

Sharon Husted is retiring. Kerry Turner will start training with Sharon on May 29th.

Community Health Assessment update. We are expanding to include 31 counties, partnering with Health Departments, Hospitals and Federally qualified health centers.

Our Health Department was awarded a Gold Level Award for being a breastfeeding friendly worksite.

Public Comment - None

Board Comments

Sauer: Thank you for the Healthy Communities Award for Elberta.

Rentenbach: Congratulations and best wishes to retirees.

Adjourn: The meeting adjourned at 5:15pm

Melinda Lautner, Chair

Kristine Malkowski, Recording Secretary

Benzie-Leelanau District Health Department

BENZIE OFFICE
6051 Frankfort Highway
Suite 100
Benzonia, Michigan 49616
Phone (231) 882-4409
Fax (231) 882-2204

LEELANAU OFFICE
7401 E. Duck Lake Road
Suite 100
Lake Leelanau, Michigan 49653
Phone (231) 256-0200
Fax (231) 256-0225

Website: www.bldhd.org

To: Benzie-Leelanau District Health Department Board of Health Members
From: Lisa Peacock, RNC, MSN, Health Officer
Date: 5/24/18

1. Public Health Advocacy Opportunities:

On April 18, 2018 a group of public health professionals, including BLDHD staff, from the Northern Michigan Public Health Alliance attended the public health advocacy day at the Capitol. We were able to have individual appointments with our State legislators and shared the attached message and materials (see attached) created by the marketing and advocacy workgroups of the Alliance. The overriding theme of discussion was the importance of funding Essential Local Public Health Services as this is critical to maintaining a firm foundation for public health readiness to respond to emerging health threats including disease outbreaks, environmental health contamination issues, and the current drug abuse crisis. We were able to answer their questions related to budget priorities as well as the proposed Statewide Sanitary Code and also extended personal invitations for visits in the district as well as our summer legislative open houses.

Recent legislation has been proposed regarding work requirements for Medicaid beneficiaries. As this change could present many challenges for the people we serve, one of the PIO's from the Public Health Alliance has researched the topic and prepared an Issue Brief to summarize some of the available information – (see attached).

2. Netsmart Update:

Alliance partners have been working closely with the legal team on the steps of proceeding with termination of our contract with Netsmart. As recommended by the attorneys, Alliance IT and project leadership staff have fully evaluated all recent software version releases and documented all deficiencies and have halted all development and phone calls except those related to the current release issues. Under their guidance, we are continuing to move forward with termination according to the contract requirements. As this termination becomes imminent we are narrowing down vendor options and will engage with an appropriate software vendor.

3. Northern Michigan Community Health Innovation Region:

The Northern "CHIR" has the opportunity to participate in the Michigan Housing and Healthcare Initiative. Evidence suggests that providing housing to certain high need, high cost residents can transform lives and have a very meaningful return on investment. Michigan Department of Health and Human Services is partnering with the five community health innovation regions in the State, including the Northern Michigan CHIR, on a new housing initiative.

The "Michigan Medicaid Housing & Healthcare Model" provides combined housing and health care services for the most vulnerable homeless and high Medicaid utilizers. Goals are to reduce homelessness, improve health outcomes, decrease avoidable Medicaid utilization, and reduce Emergency Departments visits and inpatient hospital stays by—

- Increasing stable housing and supportive housing services
- Improving population prioritization and coordination
- Testing and scaling solutions

Each CHIR will receive funding to hire a System Integration Strategist to conduct an assessment of their local or regional housing system. It will entail documenting the current housing process; identifying who is being served (and who is not); and developing strategies to make the system more efficient and effective.

Permanent Supportive Housing

Permanent supportive housing is a proven solution to homelessness for the most vulnerable chronically homeless people. It is an intervention that combines housing assistance with voluntary support services designed to build independent living and tenancy skills and connect people with community-based health care, treatment and employment services. In addition to ending a person's homelessness and increasing housing stability, permanent supporting housing has been shown to improve health and well-being.

--National Alliance to End Homelessness

Another feature of the assessment is to determine which permanent supportive housing providers are eligible to bill Medicaid and to provide training and technical assistance to support providers who are interested. (Although reimbursement is not currently allowed for housing case management, MDHHS is applying for a federal waiver and expects it to be approved)

Finally, the permanent supportive housing providers in the region may apply to pilot an intervention that—

- Identifies medically fragile, homeless, highly vulnerable resident
- Connects them to permanent housing and support service
- Monitors their housing stability
- Monitors their use of Emergency Department and other high cost healthcare interventions
- Evaluates the efficacy to embed tenant support services for Medicaid beneficiaries in permanent supportive housing

4. Mompower grant:

Benzie Leelanau District Health Department was awarded a \$100,000 grant by the Michigan Health Endowment Fund to coordinate implementation of a project called “Mompower” across the Northern Michigan Public Health Alliance Region. Mompower is a behavioral health intervention developed by researchers at the University of Michigan and is designed to support parenting and attachment in families whose mothers who have experienced trauma. The first northern Michigan pilot of this program took place in Leelanau county and was led by our social worker, Amanda Stowe. The group demonstrated promising outcomes for the families who participated. This grant is intended to build on what we have learned by creating a model which is both sustainable through partnership, billing revenue and additional grant funding and replicable for other communities around northern Michigan. BLDHD will be sharing funding with 3 additional partner health departments which will each “sponsor” a group in their area over the next 2 years, building future capacity in each geographic area. Each health department will be expected to capture billable revenue, maximize Medicaid match funding and nurture community partnerships to fully implement the intervention.

BLDHD Board of Health

May 24, 2018

Environmental Health Directors Report

- Fountain reported the environmental health software "Healthspace" has gone live within the last two weeks. Staff is familiarizing themselves with the new program and working through issues. Overall the system is working out okay. Eric Johnston needs to be thanked for all of the time and energy he committed to get us to this point. Fountain believes that at some point in the future the department will need to obtain its own internal IT position.
- The Statewide Sanitary Code continues to move forward at the Governors and DEQ level although public health has formally opposed the two legislative bills. Fountain urged the Board to sign a resolution to not support the bills as written.
- The Northern Health Alliance was successful in receiving a Health Endowment Grant to help educate food handlers who volunteer at feeding centers across the region. Many facilities offer meals to needy folks and these meals are prepared and served by volunteers often not being aware of the health risk of foodservice operations. We are currently identifying the inventory of facilities we will be reaching out to. Fountain stated the collaborative efforts across the northern region have been exciting and rewarding and we are being recognized at different levels of government for the projects we take on.
- The department recently had a conference call with our legal team regarding the ongoing issues at Bahia Vista site condominiums in Elmwood Township. The issues pertaining to the master deed language and well drilling responsibilities is the topic in question.
- Fountain reported he began the process to plan his retirement. Presently the leadership position is being posted within the department. The position will consist of both field agent and director responsibilities. The administrative team will select the best candidate to move the environmental health department forward.