

BENZIE COUNTY BOARD OF COMMISSIONERS

448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671

www.benzieco.net

MEETING AGENDA

August 28, 2018

Frank F. Walterhouse Meeting 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 – 8/14/18 (open & closed)
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR’S REPORT –
 FINANCE – Approval of Bills;
 COMMITTEE OF THE WHOLE – ^{8/14}7/24/2018 Consent
 COMMITTEE APPOINTMENTS – *Veteran's Affairs*
 ACTION ITEMS – NMCAA Contract; Prisoner Health Care Contract; BOC
 Request to Attend Meetings Electronically in Excess of Policy
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS –
- 10:00 John Schor, DNR Logging in Benzie County
10:15 Cameron Clark – Child Care Fund Budget
10:30
10:45
- PUBLIC COMMENT
 ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

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

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

Commissioner Contacts:

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

August 14, 2018

The Benzie County Board of Commissioners met in a regular session on Tuesday, August 14, 2018, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

Present were: Commissioners Carland (arrived at 9:16), Griner, Jeannot, Money, Roelofs, Sauer and Warsecke

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

Agenda:

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

Minutes:

Motion by Jeannot, seconded by Roelofs, to approve the regular session minutes of July 24, 2018 as amended, on page 5 following re-entering open session; Comm Warsecke stated that the stated motion was a mischaracterization of what took place in closed session; no vote was taken in closed session and the motion should have read: Add an addendum to the motion stating: to authorize the county administrator to proceed in accordance with his proposal made in the closed session. Ayes: Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Carland Motion carried.

Motion by Money, seconded by Roelofs, to approve the July 24, 2018 closed session minutes as presented. Ayes: Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Exc: Carland Motion carried.

9:05 a.m. Public Input

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sheriff Schendel reported that they have hired a new maintenance director and introduces Ken Bos who started yesterday; update on staff – they hired 2-1/2 people and are at full staff in that regard, but they are still short due to three employees going on extended medical this year. We will use our temporary full time until we are at full staff again.

Comm Jeannot asked if you will be overstaffed while you have new people there to compensate for their lack of knowledge? Yes, they will be mirroring the current staff until trained.

How does that fit within your budget? That is the way we do business, will put us short until we get the three back.

Dan Smith, Jail Administrator, stated they are on probation for the first year and training takes 4 – 6 weeks. Comm Jeannot suggests forecasting that out with our financial manager.

Comm Roelofs asked if we hired some that have experience – if we are hiring experienced, we need to know that too.

Mitch asked about housing out of county inmates for revenue now that we have staff? Great question. We will have to see where we are going. Yes, our goal is to bring them back, but it is never a guarantee.

COMMISSIONERS

Page 2 of 6

August 14, 2018

Kyle Maurer, Animal Control Officer, provided a monthly report for July 2018 in a new format; he reviewed it with the board. 15-16 of the 68 calls for service were after hours. He reported that they use FaceBook as a tool to let the people know of animals at the shelter. In the last 28 days they have reached 22,065 people. They have been installing a security system at the shelter because people have been leaving animals at the door. A couple of months ago they hired Dillon Rosa and he is now certified and doing great. They applied for and have been awarded a grant from Two Seven Oh (270) for spay and neutering.

Comm Money inquired regarding the dog fighting in Thompsonville. Kyle stated he has no updates. Chairman Sauer asked if Kyle knew the dollar amount saved with Dillon's trainings due to his prior military background and other trainings. No, but will gather that information.

Guessing with the 15 after-hours calls, I guess you are saving time with taking vehicles home. Yes, we are by not having to come all the way to shelter to get a vehicle. Chairman Sauer would like to see overtime documented as well.

Comm Roelofs asks for him to add that information to the monthly report.

Mitch Deisch stated that he has asked for monthly reports from all department heads.

Ron Berns, 911 Central Dispatch, provides a written report as well as call summary for July 2018.

Comm Jeannot would like to acknowledge the savings of \$35,000 with the tower-top amplifiers.

Comm Griner stated that the call summary is very helpful and would like to see it continue.

Comm Roelofs agrees with Comm Griner – this document is way more important, I know it is a lot of work to prepare, but it is huge and will be helpful at millage time.

Frank Post, Emergency Management, provided his July 2018 activity report. He stated that the ICS 300 training class to be held here in September is full, with a wait list. He reported that the Fire Training Allocation has increased from \$10,000 to \$17,500 to be used for fire officer training. These funds are generated from the sale of fireworks. He also talked about the changes made in June to 1976 PA 390 (Emergency Management Act) for funding disasters where we make our request to the state – the funding is based on 10% of total annual operating budget for the preceding fiscal year or \$250,000 based on our population.

Tom King, Interim EMS Director, stated that he is from the Grayling/Houghton Lake area but has been with Benzie EMS a little over 1 year and been in Benzie County for the past 3 years. His goal is the to continue the great service we provide.

Comm Money endorses his hiring and stated that he has a strong background.

9:55 a.m. Break

10:01 a.m. Reconvene

Steve Curry, Michigan Association of Counties (MAC), gave a power point presentation of MAC and their services, then gave a legislative update as well.

10:27 a.m. Sgt. Dan Bigger, Conservation Officer, gave an update regarding the Chronic Wasting Disease (CWD). CWD is a neurological disease in deer and is always fatal. There are new deer regulations with some effective this year. Over 31,000 deer have been tested with 60 confirmed being infected. There are 16 counties effective with this. January 2019 baiting and feeding in the lower peninsula is banned. A 9-member CWD work group was created to provide information to the NRC. www.michigan.gov/dnr is a link to use for further information.

COMMISSIONERS

Page 3 of 6

August 14, 2018

Comm Roelofs asked if there was restriction on food plots? No
Rebecca Hubers and Justin Vanderlind are both present and serve Benzie County as Conservation Officers.

COMMISSIONER REPORTS

Comm Griner reported that open space is important for the agricultural community; the County Administrator is helping to set up a meeting about shipping by train. Health Dept – Tom Fountain is retiring as Environmental Health Officer after 28 years; when he was hired there were 50 applications at that time, now – there have been zero applications for his position at this time. He attended the 2% grant awards on Gary's behalf. He spoke regarding the car accident at Reynolds Road and Cedar Run Road that took the lives of two young people – something needs to be done. He spoke with someone that stated what a good job we are doing in Benzie County – townships, schools, EMS, everyone.

Comm Jeannot stated regarding the Reynolds Road/Cedar Run Road accident, that Almira Township has been in discussions with the road commission; it is more complicated than you would think to get a 4-way stop and there is too much liability, however there have been talks about a round-about. Those conversations are out there, and they are looking for solutions.

Comm Jeannot stated that on August 2 he attended the Lake Township meeting and they completed the use of a grant to upgrade docking systems at Bass Lake. Sat in a discussion with BACN and they are reconsidering how they approach their business model – will concentrate on food insecurity. They are also looking at expansion of the building. Housing committee met yesterday and at the August 28 BOC meeting will bring a contract with NMCAA for consideration. Almira Township approved language for a renewal millage for EMS for 5 years; Music in the Park August 25th. EDC there is concern about whether AES will be a viable resource for us going forward.

Mitch stated that AES has lost a significant portion of their funding 40-50%; he asked the AES board – how will you make up the difference for your budget? How much time will you spend chasing more revenue, if doing that, how much time will be spent on Benzie County.

Comm Roelofs reported that the Reynolds Road and Cedar Run is a bad intersection. It is up to the state to do a study. They need to open that intersection with brush cutting. Hope the best comes out of their discussions and study. VA met yesterday, and they are continuing talks with Leelanau and Grand Traverse Counties about having a VA officer here in Benzie County. August 2 the new VA Clinic in Traverse City had their ground breaking. He appreciated the DNR presentation.

Comm Carland stated that he has attended both village meetings and the township meeting; the Village of Beulah is having a dispute with the Village of Benzonia regarding the water service improvements, Beulah will now be able to service all residents with the new water tank and booster; now there is a dispute regarding the trailer park residents. The Village of Beulah also had discussions regarding fireworks. The Airport has a tentative purchase agreement on a 5-acre piece of property with the fitness center, the purchase agreement is pending the outcome of an appraisal. He attended the Council of Governments and they had discussions regarding the Equalization/Assessor issues; Sarah Lucas spoke about the housing task force.

Comm Money reported that he was at Thompsonville last night and Shelley put on a 20-minute presentation regarding the Land Bank Authority; very well received. Congratulations. Also, regarding the Land Bank, 2 or 3 properties in Thompsonville are being sold to the Advocates that will

COMMISSIONERS

Page 4 of 6

August 14, 2018

be putting up affordable housing. Village of Honor continues to say thank you for the use of the former Question Mark property for benches.

Comm Warsecke reported that he participated in the evaluation of Mr. Kennis at the BTA and would like to incorporate that evaluation form into Mr. Deisch's evaluation. Colfax Township Fall clean up October 6. Inland township last night and Dayton Pfof is the new fire chief; Benzie Central Schools are preparing for the new school year; will go to BTA tonight; Conservation District tomorrow. Comm Roelofs asked to get the cost of the closing of the Platte River School and the use of it now, and whether any rent is being gained.

Chairman Sauer at the last Road Commission meeting Mr. Carpenter (father of the girl that died) was in attendance; they will cut the brush, have a traffic counter out, then will go to the MSP with information. They talked of a round-about – it slows traffic down; they will ask this board for a resolution of support. Road Commission will be receiving about \$275,000 in October 2018 and January 2019 – these are additional MTF funds. Regarding the Health Dept and the replacement of Tom Fountain, Ferris State University dropped the course for environmental person. August 1 Elberta held a dedication for their park. Betsie Valley Trail – they are working on the Charlie Kehr Stairway; Manistee came to them and asked to extend the trail 2/10 of a mile in Benzie County to be improved with crushed limestone; the BVTMC is going to get bids from Gillison's. Last night was Thompsonville – thank you Shelley for your presentation; they ordered a new tanker; Advocates houses will be built by their building trades program. ✓

Comm Jeannot asked if the Road Commission has had any discussion regarding matching funds for the townships? Supposed to come before their board at the next meeting.

Is there was any update on the space planning? Chairman Sauer reported that they will meet August 22 at 1:00 p.m.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Provided a written Administrator Update.
- Tire drop in Colfax Township – Jesse Zylstra is working to resolve the issue.
- Susan will get with Sheriff and Jail Administrator regarding a financial plan.
- Thank you to Comm Money for the comments regarding Tom King's EMS background.
- Contract negotiations August 16 and August 29.
- Have requested department heads to provide monthly reports and one request to them will be that if they provide a written report, they do not need to go over the report in detail unless you have questions for them.

Comm Jeannot asked about the contract with the Maples? Mitch has a draft contract in his office and will be meeting with Mr. Figura; once there is a cleaner version, will be distributed. Do we sense any pushback from the DHHS about this? They have not seen the draft agreement. Mr. Girard has spoken with Mr. Figura about it.

FINANCE

Bills: Motion by Warsecke, seconded by Griner, to approve payment of the bills from July 24, 2018 to August 14, 2018 in the amount of \$592,933.75 as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 5 of 6

August 14, 2018

Michelle Thompson, County Treasurer, reminded the board that the foreclosed land sale is scheduled for this Friday, August 17, 2018 at 12:00 noon at the Little River Casino in Manistee. Benzie County has three parcels in the sale this year.

COMMITTEE OF THE WHOLE

Motion by Warsecke, seconded by Roelofs, to approve the July 24, 2018 Committee of the Whole Consent Calendar items 1 – 7 as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS

Veterans Affairs: Committee appointed for interview: Comm Roelofs, Money, Sauer and Mitch Deisch. Clerk will schedule for August 22, 2018 at 2:30 p.m.

ACTION ITEMS: None

PRESENTATION OF CORRESPONDENCE

- Road Commission minutes of July 12, 2018 received.
- Otsego County Resolution Opposing the Legalization of Marijuana for General Use received.
- Little Platte Lake Elevation report for July 2018 received.
- Crystal Lake Elevation report for July 2018 received.
- Benzie Leelanau Health Dept minutes of July 26, 2018 received.

UNFINISHED BUSINESS – None

NEW BUSINESS

Village of Thompsonville is looking for a release of liability form. Clerk to email to the Village.

Motion by Sauer, seconded by Warsecke, that pursuant to Section 8(d) of the Open Meetings Act [MCL15.268(d)] the Benzie County Board of Commissioners is requested to go into a closed session to consider the purchase of real property. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

12:32 p.m. Re-enter Open Session

Public Input – None

Motion by Carland, seconded by Warsecke, to adjourn at 12:33 p.m. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 6 of 6

August 14, 2018

INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of July 24, 2018 as amended.
3. Approved the July 24, 2018 closed session minutes as presented.
4. Approved payment of the bills in the amount of \$592,933.75 as presented.
5. Approved the July 24, 2018 Committee of the Whole Consent Calendar items 1 – 7 as presented.
6. Entered closed session pursuant to Section 8(d) of the Open Meetings Act [MCL15.268(d)] to consider the purchase of real property.

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

Destroy Date: _____

Closed Session
August 14, 2018
Potential Real Property Purchase
Section 8(d) of OMA

Elected Officials and Department Head Comments

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
AUGUST 15, 2018
THE GATHERING PLACE SENIOR CENTER, HONOR
4:30 P.M.**

Agenda

Please turn off your cell phones and any other electronic devices

Call to Order
Prayer of Invocation
Pledge of Allegiance
Roll Call

Approval of the August 15, 2018 Agenda
Approval of Minutes from the previous meeting – July 18, 2018
Suggestion Box Contents
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)
Finance Committee Report - Approval of BSR Financial Statements for July 2018

Information Items

- A. Directors Report – July/August 2018
- B. Program/Services Report – July 2018
- C. Senior Center Update – July/August 2018
- D. Board of Commissioners Update – by Commissioner Roger Griner

Action Items

- 1. Opportunity to have a piece property donated to BSR
- 2. Board Resolution on the MERS 457(B) Withdrawal Agreement Plan
- 3. Approval of the New Sliding Scale Fee Schedule for Home Health, Home Making, Snow Removal & Lawn Chore

New Business

- A. Fiscal Year 2019 BSR Budget

Old Business

- 1. MERS Update
- 2. Fund Develop Committee Update

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

Adjourn

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

NEXT MEETING

Wednesday, September 19, 2018 at 4:30 p.m.
The Gathering Place Senior Center
Honor, MI 49640

RECEIVED

AUG 23 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING

July 18, 2018

Chair Beverly Holbrook called the meeting to order at 4:34 p.m. Ned gave the prayer of invocation, and the Pledge of Allegiance was said by all.

ROLL CALL: Members present: Beverly Holbrook, Barbara Johnson, Ron Dykstra, Ned Edwards, Nancy Mullen-Call, Donna Malecki, Jane Elzerman, Shirley Roberts and Denise Favreau.

Because of the absent board members for the May meeting, new board member, Shirley Roberts was introduced to all.

Absent and excused: Rosemary Russell, Ann Dawe.

Also present: Douglas Durand, Sabra Boyle, Roger Griner BOC, and Sherrie Moseler, RN.

APPROVAL OF AGENDA: Motion by Ron, supported by Donna to approve the agenda. Motion carried.

APPROVAL OF MINUTES OF MAY 16, 2018: Denise asked for correction of misspelling of Sabra's name. Also Barb's name was missing from the Yes votes for roll call vote regarding the repair of the van. Motion by Barb, supported by Denise to approve the minutes with corrections. Motion carried.

PUBLIC INPUT: None and suggestion box empty.

FINANCE COMMITTEE/REPORT: A statement of financial income and expense for June 2018 and Third Quarterly YTD Budget report was submitted and a review of the financials was given by Doug. Doug informed the board that he'll be taking a look at the programs, maybe looking at putting a cap on some of the least important programs, i.e. Lawn Care. We are 75% into our budgeted year through June 2018. Revenues for June were up 7% with State and Federal income leading the way. We did receive the 2nd half of the Federal Funds for the remaining year through December 31, 2018. Expenses were up less than 1% than what was projected. For June we ended the month with a net gain of \$35,723. Third Quarterly report (YTD) shows revenue up 7.8% and expenses down 4.4% resulting in a net gain of \$196,332. Out of this amount, \$28,958 is an in-kind related to the Subaru; and \$66,000 potential to MERS. The net gain is still \$101,374. Motion by Ned, supported by Donna to approve the Financial Statements for June 2018. Motion carried.

INFORMATION ITEMS:

- A. Meet Sherrie Moseler, RN-Director of Home Healthcare Services.
Sherrie gave a brief history of her background. Born and raised in Frankfort. Sherrie brings over 24 years of experience working in MI CHOICE Program through Northern Health Care Management. Sherrie also worked at Munson Home Healthcare, West Shore Medical Center and Benzie County Medical Control Authority Coordinator. Her goals are: getting assessments done, fine tuning policies/procedures and would like to train with Doug so she can learn his job in order for him to take time off.
- B. Directors Report: June/July 2018
Doug submitted a copy of the report to the board. Some highlights: We received a grant from the Grand Traverse Band of Ottawa & Chippewa for \$5,000 to purchase a new HDM Vehicle. We also received a \$2,500 grant from Taste Local Difference to purchase the water bottle refill station. They did a taste test of Parsnip Pancakes, sausages, fruit sauce and whole wheat pancakes; got some good feedback. Senior Needs helped a lady obtain a battery for her Scooter.
- C. Program/Services Report-June/July 2018: Received
- D. Senior Center Update-June/July 2018: Received
- E. Board of Commissioners Report-by Commissioner Roger Griner
Roger reports that the county is working on the language to have a School Resource Officer for both Frankfort-Elberta Area Schools and Benzie Central Schools on the ballot. Also Roger talked about his recent tour of the Pentagon. And he feels we made an excellent choice for hiring Sherrie Moseler, RN.

ACTION ITEMS:

- A. Opportunity to have a lot donated to BSR (West corner of Riverside & US131 in Honor). Lot size, 200' x 200'. Motion by Donna, supported by Barb to table the discussion to accept/decline until next month's August meeting. Motion carried.
- B. Offer to consider for the 2002 Bus-Motion by Donna, supported by Denise to accept the offer of \$3,000 from Benzie Bus. Motion carried.

NEW BUSINESS:

- A. Sign-up for Walk-a-Thon duties, Aug. 4th. All duties filled. Doug has the copy of the sheet.

OLD BUSINESS:

- A. MERS Update-Attorney Chris Cook sent letter June 29, 2018 to MERS. Waiting for response.

- B. Walk-a-Thon Updates- Yard signs have been distributed, duties have been assigned.
- C. Senior Needs Survey Update: Over 300 have been collected. Another 151 have been sent. 153 more received.

Donna excused from meeting at 5:50 p.m.

PUBLIC COMMENT: None

BOARD ROUND TABLE DISCUSSION/EVALUATION OF MEETING: None

ADJOURN: 5:54 p.m.

Respectfully submitted:

Denise Favreau, Board Member trustee

In absence of:

Rosemary Russell, RN, Board Secretary and Board Member

Next meeting:

Wednesday, August 15, 2018

Benzie Senior Resources, The Gathering Place

Benzie Senior Resources

Executive Directors Report

July 2018 – August 2018

- The Walk-a-Thon was a successful event. There were 70 participants that either walked or rode a bicycle. We are at 80% of our fundraising goal with pledges still to come in. We had a total of 23 business sponsors for the event. Wonderful staff, Board of Directors and volunteer support of the event.
- There are new Statewide Minimum Standards for Nutrition Service Programs that will take effect on October 1, 2018. David and I have been busy reviewing the new and revised standards and I am now working on updating procedures and policies for the Home Delivered Meals and Congregate meals.
- Hired a new Homemaker contractor last week and we still are in need of another contractor to eliminate the waiting list.
- Hired a new Home Health Aide this week. Overall, staffing is stable for the Home Healthcare Department.
- 9 and 10 News did a nice PR on the need for donations, medical durable equipment and the Walk-a-Thon. Right after the airing of the video, we received phone calls and emails with additional medical equipment donations and interest in the Walk-a-Thon.
- I am working with Agape Health Care Schools for the CENA training for two of our aides to attend during the evening hours. Currently they are only offering day time classes and we need the evening classes. They expect a fall evening program to start up in October. We have already identified the two staff that will attend the course. A received grant that will cover the expenses.
- For the month of August, we are running a Garden Theater banner ad for volunteer recruitment.
- David and I attended the Aging and Adult Service Agency's Annual Nutrition Summit held in Roscommon. This event was one of the best I have attended over the past 5 years. Learned some new best practices that can be utilized with The Gathering Place Senior Center and our nutrition program. Overall, we have an outstanding meal program.
- Working on restructuring the sliding scale fees and income brackets so that all programs will be utilizing the same fee scale.

Legislative Updates

State of Michigan

The primary season is now over with and we know each party nominees and I have sent out some congratulatory letters to the winners that will impact Benzie County.

Federal Funding

No changes from my last report. I will continue to encourage that funding for the Older American's Act Programs not be cut for fiscal year 2019.

Volunteer Programs

Actively recruiting new volunteers for the upcoming fall and winter season to make sure we have an adequate number of volunteers during those months when many volunteers go south for the late fall and winter.

Program Report for July 2018

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 5,151 meals were provided to 216 clients in July 2018. **For year to date, this is an increase of 16.5% as compared to the same period in FY'2017.**

Congregate Meals

The Gathering Place and Thompsonville served 2,016 meals in July 2018. **For year to date this is a 6% reduction in number of meals served as compared to FY'2017.**

Through the first six-month (October 2017-July 2018) we have served 5,506 additional meals as compared to the same period last year.

Other Programs/Services

Dining Out Program – 227 customers redeemed 768 vouchers in July 2018. **Year to date the program is up 2.4% compared to 2017 and up 28.4% as compared to 2016.**

Homemaker Program – 376 service units were provided to 110 clients in July 2018. **Year to date the program is up 10.2% compared to 2017 and up 28.4% as compared to 2016.**

Guardian Medical Monitoring – 32 customers receive this service at no cost to them. Nine clients are currently on the waiting list.

Benzie Bus Punch Cards – 136 bus passes were issued to customers in July 2018. This represents 1,632 rides for the month. **Year to date the program is up 17.6% compared to 2017 and up 28.5% as compared to 2016.**

Information & Assistance - The agency handled 856 calls in July 2018 regarding Information and Assistance for services and questions related to older adults. **Year to date the number of phone calls received is up 2% compared to 2017 and up 36% as compared to 2016.**

MMAPS – Four individuals received 6.75 hours of service to assist them in their Medicare needs in July 2018.

Hearing Clinic – Seven individuals had a hearing evaluation completed in July 2018 at no cost to the client.

Estate Planning – Four individuals were provided estate-planning counseling in July 2018 at no cost to the clients.

Foot Care – Thirty-six individuals were provided foot care at the clinic and Ten clients were seen in their homes in June 2018.

Benzie Senior Dental Program – Two clients received financial assistance for dental care in July 2018.

Emergency Senior Essential Needs Fund – One individual received financial assistance in July 2018 for a dead tree removal that was threatening to fall on their house.

Senior Project Fresh – 173 \$20 coupon booklets were processed. The remaining balance of coupon booklets still available as of 6/31/18 is 41.

The Gathering Place Senior Center – In July 2018, The Gathering Place Senior Center offered eighteen core activities that 847-cumulative number of individuals participated in. The top five attended activities for July 2018 were: Music Programs, Card Games, Exercise Groups, Health Wellness, Technology & Educational Programs and Day Trips. **Year to date, this is an increase of 10% as compared to the same period in FY'2017.**

In-Home Services – Number of Home Health Clients is up 31% as compared to July 2017. Total Client hours is up 11% as compared to July 2017.

Number of Home Health Care Clients

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Clients
October 2017	24	38	5	67
November 2017	23	36	4	63
December 2017	21	42	3	66
January 2018	22	40	2	64
February 2018	25	39	3	67
March 2018	23	37	3	63
April 2018	24	38	8	70
May 2018	24	42	9	75
June 2018	21	43	10	74
July 2018	22	54	16	92
August 2018				
September 2018				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Hours
October 2017	643.75	513.25	165.25	1322.25
November 2017	578.25	553	47.25	1178.5
December 2017	510	502	28	1040
January 2018	599.75	511	20.75	1131.50
February 2018	587.5	453.75	12.5	1053.75
March 2018	622.75	560.25	15	1198
April 2018	576	504.5	79.5	1160
May 2018	596.5	680	111.75	1388.25
June 2018	539.75	649.25	129.25	1318.25
July 2018	515	671.75	173.25	1360
August 2018				
September 2018				

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
July 2018

	<u>Jul 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	320,570.12
003 · CENTRAL STATE BANK HRA	565.87
006 · CENTRAL STATE BANK CD	13,280.95
009 · CENTRAL STATE BANK MM CHECKING	147,911.16
Total Checking/Savings	<u>482,328.10</u>
Accounts Receivable	
1200 · Accounts Receivable	4,169.25
Total Accounts Receivable	<u>4,169.25</u>
Other Current Assets	
109 · INVENTORY	7,904.90
1499 · Undeposited Funds	(12.00)
Total Other Current Assets	<u>7,892.90</u>
Total Current Assets	<u>494,390.25</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	126,727.00
152 · EQUIPMENT	79,787.12
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(294,263.70)
Total Fixed Assets	<u>394,426.12</u>
TOTAL ASSETS	<u>888,816.37</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	17,876.96
Total Accounts Payable	<u>17,876.96</u>
Other Current Liabilities	
2100 · Payroll Liabilities	4,072.69
238 · AFLAC PAYABLE	120.90
Total Other Current Liabilities	<u>4,193.59</u>
Total Current Liabilities	<u>22,070.55</u>
Long Term Liabilities	
250 · MORTGAGE PAYABLE	135,202.39
260 · NET PENSION LIABILITY	410,473.00
Total Long Term Liabilities	<u>545,675.39</u>
Total Liabilities	<u>567,745.94</u>
Equity	
3000 · Opening Bal Equity	160,329.63
390 · FUND BALANCE - PROGRAMS	(570,978.00)
3900 · Retained Earnings	537,006.37
Net Income	194,712.43
Total Equity	<u>321,070.43</u>
TOTAL LIABILITIES & EQUITY	<u>888,816.37</u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
July 2018

	<u>July 18</u>	<u>Budget</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	9,165.17	6,833.00	2,332.17
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	150.00	0.00	150.00
540 · GRANTS	0.00	6,500.00	(6,500.00)
561 - HDM Waiver	1,374.00	704.00	670.00
642 · CHARGES FOR SERVICES/CONT	3,496.50	3,505.00	(8.50)
642.01 · FEE FOR SERVICE/CHORE	1,082.00	1,000.00	82.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,132.00	2,500.00	(368.00)
642.03 - FEE FOR SERVICE/SNOW REMOV/	0.00	0.00	0.00
642.1 - FEE FOR SLIDING SCALE CLIENTS	5,511.75	3,330.00	2,181.75
642.05 - FEE FOR PRIVATE PAY & INS	3,116.00	3,700.00	(584.00)
670 - Client Income	9,987.10	7,480.00	2,507.10
673 · NEWSLETTER SUB	120.00	40.00	80.00
675 · DONATIONS	9,945.11	9,133.00	812.11
676 · MILLAGE	85,836.57	85,836.00	0.57
680 · VOLUNTEER WAGES (IN-KIND).	5,770.00	6,500.00	(730.00)
677 - Fundraising	2,937.06	4,500.00	(1,562.94)
681 - In-Kind (non-volunteer)	2,055.77	333.00	1,722.77
690 - Trip Income	3,542.00	2,500.00	1,042.00
691 - MISC INCOME	0.00	0.00	0.00
Total Income	<u>146,221.03</u>	<u>144,394.00</u>	<u>1,827.03</u>
 Gross Profit	 146,221.03	 144,394.00	 1,827.03
 Expense			
700 - ACCOUNTING FEES	0.00	0.00	0.00
705 · SALARY AND WAGES	61,943.55	54,910.00	7,033.55
708 · PAYROLL TAX EXPENSE	5,353.24	5,692.00	(338.76)
709 · EDUCATION/TRAINING	217.00	530.00	(313.00)
710 · EVENTS	176.20	241.00	(64.80)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	20.00	75.00	(55.00)
721 · COMPUTER EXPENSES	2,431.58	800.00	1,631.58
725 · FRINGE BENEFITS	8,668.04	11,965.00	(3,296.96)
726 - FUNDRAISING/MARKETING EXP	890.24	3,500.00	(2,609.76)
727 · SUPPLIES	2,230.41	2,185.00	45.41
727.2 · OFFICE EXP	603.48	700.00	(96.52)
727.3 - POSTAGE	62.33	50.00	12.33
727.4 - ADVERTISING	994.85	400.00	594.85
740 · FOOD	13,099.48	14,800.00	(1,700.52)
819 · CONTRACTUAL	25,313.39	25,513.00	(199.61)
820 · VOLUNTEER WAGES (IN-KIND)	5,770.00	6,500.00	(730.00)
825 · VOLUNTEER EXPENSES	2,940.72	656.00	2,284.72
850 · TELEPHONE	501.14	350.00	151.14
861 · TRAVEL/MILEAGE/GAS	2,755.65	2,330.00	425.65
900 · INTEREST EXPENSE	441.88	475.00	(33.12)
910 · INSURANCE	2,456.00	2,300.00	156.00

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
July 2018

	<u>July 18</u>	<u>Budget</u>	<u>\$ Change</u>
915 · PROJECTS	750.00	1,250.00	(500.00)
920 · UTILITIES	3,246.54	2,947.00	299.54
940 · DEPRECIATION EXPENSE	2,610.10	2,708.00	(97.90)
980 · EQUIPMENT/REPAIRS	2,891.62	1,375.00	1,516.62
980.1 - OUTDOOR MAINTENANCE	378.49	95.00	283.49
981 · HDM VEHICLE MAINT/GAS	994.23	1,040.00	(45.77)
980.2 - INDOOR MAINTENANCE	124.01	175.00	(50.99)
TRIP EXPENSE	0.00	0.00	0.00
Total Expense	<u>147,864.17</u>	<u>143,562.00</u>	<u>4,302.17</u>
 Net Ordinary Income	 (1,643.14)	 832.00	 (2,475.14)
 Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	16.71	25.00	(8.29)
995 REALIZED GAIN (LOSS)	0.00	0.00	
999 - Other Income	0.00	80.00	(80.00)
Total Other Income	<u>16.71</u>	<u>105.00</u>	<u>(88.29)</u>
 Other Expense			
999.1 · Other Expense	0.00	0.00	0.00
99999 - LEGAL EXPENSE	0.00	0.00	0.00
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Net Other Income	 <u>16.71</u>	 <u>105.00</u>	 <u>(88.29)</u>
 Net Income	 <u><u>(1,626.43)</u></u>	 <u><u>937.00</u></u>	 <u><u>(2,563.43)</u></u>

BENZIE SENIOR RESOURCES

Statement of Financial Income & Expense

July 2018

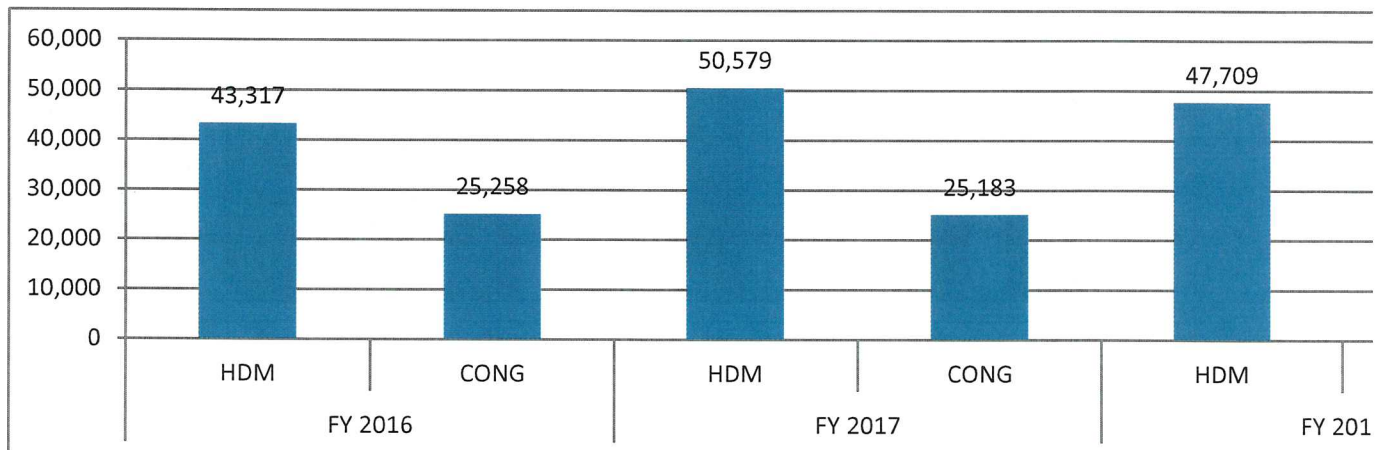
	<u>Oct-July 2018</u>	<u>Budget</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
519.03 · TITLE III C2 INCOME	72,119.68	68,330.00	3,789.68
519.04 · FEDERAL USDA	52,260.29	48,000.00	4,260.29
519.05 MIPPA (MMAP)	2,450.00	750.00	1,700.00
540 · GRANTS	88,629.53	65,000.00	23,629.53
561 - HDM Waiver	9,018.00	7,040.00	1,978.00
642 · CHARGES FOR SERVICES/CONT	27,175.52	26,850.00	325.52
642.01 · FEE FOR SERVICE/CHORE	8,234.00	9,000.00	(766.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	22,694.00	20,400.00	2,294.00
642.03 - FEE FOR SERVICE/SNOW REMOV/	17,295.00	21,700.00	(4,405.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	47,179.76	33,320.00	13,859.76
642.05 - FEE FOR PRIVATE PAY & INS	12,637.00	34,800.00	(22,163.00)
670 - Client Income	95,880.60	74,835.00	21,045.60
673 · NEWSLETTER SUB	660.00	400.00	260.00
675 · DONATIONS	93,295.65	84,480.00	8,815.65
676 · MILLAGE	858,365.69	858,364.00	1.69
680 · VOLUNTEER WAGES (IN-KIND).	59,793.20	57,000.00	2,793.20
677 - Fundraising	58,472.22	52,500.00	5,972.22
681 - In-Kind (non-volunteer)	37,287.61	3,331.00	33,956.61
690 - Trip Income	28,332.00	23,500.00	4,832.00
691 - MISC INCOME	1,350.00	0.00	1,350.00
Total Income	<u>1,593,129.75</u>	<u>1,489,600.00</u>	<u>103,529.75</u>
Gross Profit	1,593,129.75	1,489,600.00	103,529.75
Expense			
700 - ACCOUNTING FEES	7,450.00	6,300.00	1,150.00
705 · SALARY AND WAGES	567,247.41	576,555.00	(9,307.59)
708 · PAYROLL TAX EXPENSE	58,085.48	59,766.00	(1,680.52)
709 · EDUCATION/TRAINING	5,228.50	7,100.00	(1,871.50)
710 · EVENTS	3,656.87	2,415.00	1,241.87
715 · CLOTHING ALLOWANCE	0.00	600.00	(600.00)
717 · DUES/SUBSCRIPTIONS	2,948.31	2,825.00	123.31
721 · COMPUTER EXPENSES	30,478.19	10,600.00	19,878.19
725 · FRINGE BENEFITS	63,085.14	119,650.00	(56,564.86)
726 - FUNDRAISING/MARKETING EXP	4,333.05	9,000.00	(4,666.95)
727 · SUPPLIES	24,995.68	21,670.00	3,325.68
727.2 · OFFICE EXP	9,624.45	7,000.00	2,624.45
727.3 - POSTAGE	2,821.83	2,400.00	421.83
727.4 - ADVERTISING	7,775.27	4,000.00	3,775.27
740 · FOOD	138,665.20	134,800.00	3,865.20
819 · CONTRACTUAL	222,659.91	250,285.00	(27,625.09)
820 · VOLUNTEER WAGES (IN-KIND)	59,793.20	57,000.00	2,793.20
825 · VOLUNTEER EXPENSES	10,336.46	10,205.00	131.46
850 · TELEPHONE	3,672.22	3,500.00	172.22
861 · TRAVEL/MILEAGE/GAS	23,917.68	23,800.00	117.68
900 · INTEREST EXPENSE	4,418.27	4,750.00	(331.73)
910 · INSURANCE	24,556.00	27,400.00	(2,844.00)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
July 2018

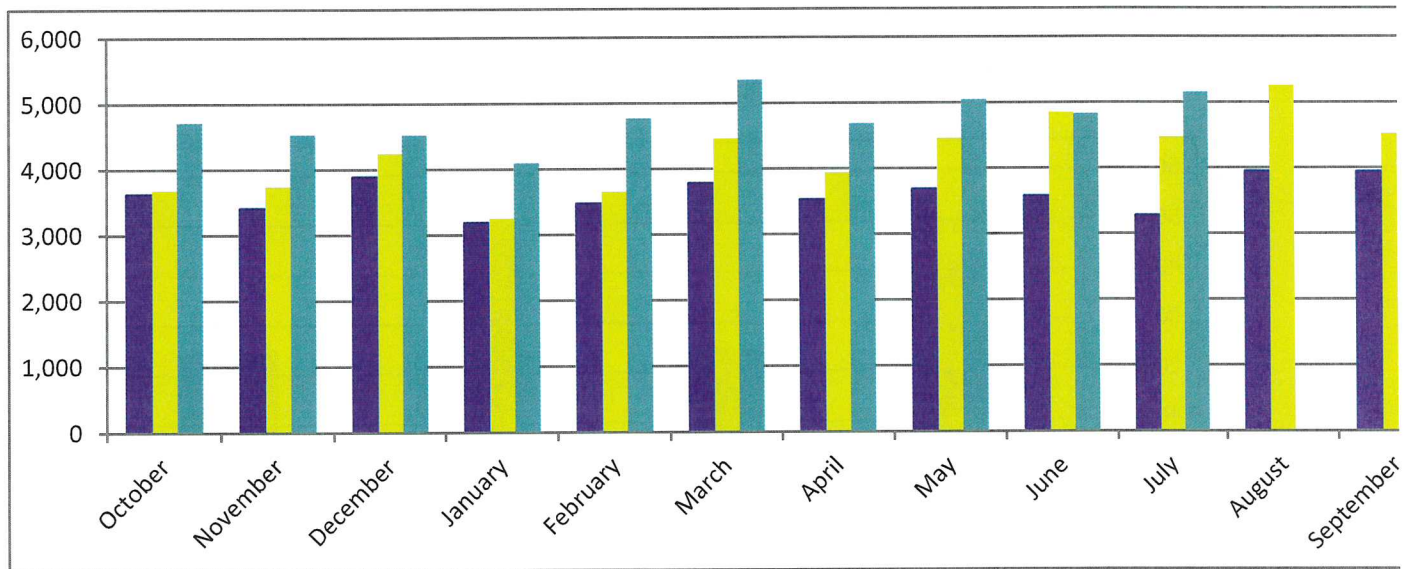
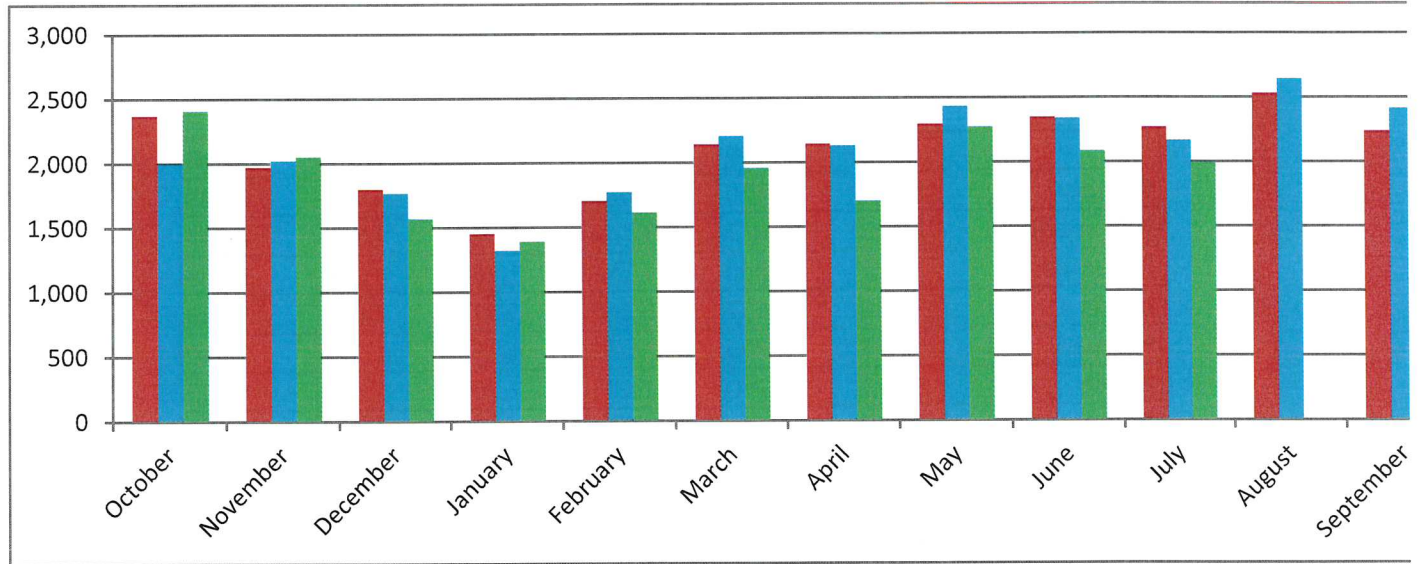
	Oct-July 2018	Budget	\$ Change
915 · PROJECTS	8,256.14	16,000.00	(7,743.86)
920 · UTILITIES	22,929.57	21,847.00	1,082.57
940 · DEPRECIATION EXPENSE	26,101.00	27,080.00	(979.00)
980 · EQUIPMENT/REPAIRS	25,264.61	13,750.00	11,514.61
980.1 - OUTDOOR MAINTENANCE	7,165.11	5,870.00	1,295.11
981 · HDM VEHICLE MAINT/GAS	15,084.64	10,400.00	4,684.64
980.2 - INDOOR MAINTENANCE	1,697.06	1,750.00	(52.94)
TRIP EXPENSE	17,146.00	15,000.00	2,146.00
Total Expense	1,399,393.25	1,453,318.00	(53,924.75)
Net Ordinary Income	193,736.50	36,282.00	157,454.50
Other Income/Expense			
Other Income			
990 · INTEREST/DIVIDEND INCOME	137.19	225.00	(87.81)
995.1 REALIZED GAIN (LOSS)	(172.51)	0.00	(172.51)
999 - Other Income	4,310.45	800.00	3,510.45
Total Other Income	4,275.13	1,025.00	3,250.13
Other Expense			
999.1 · Other Expense	2,331.94	0.00	2,331.94
99999 - LEGAL EXPENSE	967.26	2,500.00	(1,532.74)
Total Other Expense	3,299.20	2,500.00	799.20
Net Other Income	975.93	(1,475.00)	2,450.93
Net Income	194,712.43	34,807.00	159,905.43

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

	FY 2016		FY 2017		FY 2018	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,627	2,370	3,684	2,000	4,714	2,405
November	3,410	1,972	3,744	2,018	4,531	2,049
December	3,891	1,800	4,252	1,764	4,527	1,566
January	3,186	1,452	3,248	1,318	4,096	1,388
February	3,473	1,706	3,653	1,769	4,771	1,610
March	3,781	2,140	4,470	2,203	5,351	1,955
April	3,528	2,144	3,941	2,129	4,690	1,698
May	3,682	2,295	4,463	2,430	5,046	2,271
June	3,575	2,347	4,853	2,337	4,832	2,084
July	3,272	2,267	4,481	2,162	5,151	1,995
August	3,949	2,528	5,262	2,641		
September	3,943	2,237	4,528	2,412		
total meals	43,317	25,258	50,579	25,183	47,709	19,021



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





Memo To: Board of Commissioners
From: Jesse Zylstra, Solid Waste and Recycling Coordinator
Date: August 21st, 2018
Subject: Recycling Coordinator's Activities

- **Illegal Dumpsite Cleanup:** Completed one illegal dumpsite cleanup and working on the completion of a second. Both in Almira Township.
- **HHW/Electronics Collections:** Completed the two seasonal events and will provide details when they become available.
- **Tire Collections: 3**
 - Frankfort: 984 Passenger Tires/23 Semi Tires (2 Trailers)
 - Thompsonville: 809 Passenger Tires/35 Semi Tires (1 Trailer)
 - Honor: 934 Passenger Tires/1 Semi Tire (1 Trailer)
- **Most Recent Recycling Numbers: June**
 - Tonnage: 109.78 tons
 - Volume: 3,275 yards
- **Grant Progress:**
 - EDU Grant: Request for Reimbursement has been submitted.
 - Scrap Tire Grant: Finalizing 2018 Grant. Preparing to apply for 2019.
- **Ongoing Activities:**
 - Summer oversight of school Cardboard Trailers. Monitoring of the Fishing Line Recycling Locations. County-wide Battery Bucket pickups and sorting.
 - Maintenance and upkeep of the 24/7 Recycling Sites.

Jesse Zylstra, Solid Waste and Recycling Coordinator

RECEIVED

AUG 23 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Commissioner Report

County Administrator's Report

10:15

The State of Michigan "requires" Child Care Fund budgets be approved locally by August 15 each year in order to give adequate time to be reviewed and approved by the State by mid-September. This is done in an effort to provide counties their October (and subsequent monthly) reimbursements in a timely fashion. Counties whose CCF budgets are approved after August 15 are in jeopardy of experiencing significant delays in reimbursement, most likely until December or later.



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switch organization	log off		
PRD			
Logged In: Clark, Cameron [Benzie County, 19th Circuit Court, Family Division]			
help			

County Child Care Budget Summary (DHS-2091)

Organization: Benzie County Fiscal Year: October 1, 2018 through September 30, 2019 Status: In Progress

County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)
Children's Services Agency
Benzie County for October 1, 2018 through September 30, 2019

Organization	Court Contact Person	Telephone Number	Email Address
Benzie County	Cameron Clark - CCF Orga <input type="text"/>	<input type="text"/>	cclark@mnstco.net
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2018 through September 30, 2019	Sandra J. Anderson - CCF <input type="text"/>	(616) 248-1853	andersons6@michigan.gov

Care	Type Of	Anticipated Expenditures		
Care Fund	I. Child	MDHHS	Court	Combined
A. Family Foster Care		\$0.00	\$103,550.00	\$103,550.00
B. Institutional Care		\$0.00	\$74,000.00	\$74,000.00
C. In-Home Care		\$0.00	\$161,323.00	\$161,323.00
D. Independent Living		\$0.00	\$17,000.00	\$17,000.00
E. Subtotals		\$0.00	\$355,873.00	\$355,873.00
F. Revenue		\$0.00	\$0.00	\$0.00
G. Net Expenditure		\$0.00	\$355,873.00	\$355,873.00

Cost Sharing Ratios County 50% / State 50%

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

Cost Sharing Ratios County 0% / State 100%

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

Cost Sharing RatiosCounty 0% / State 100%
\$15,000.00 Maximum**IV. Total Expenditure**

\$370,873.00

BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: **October 1, 2018 through September 30, 2019**; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge



Date

8/6/18

County Director of MDHHS Signature



Date

Chairperson, Board of Commissioner's Signature



Date

And/Or County Executive Signature



Date

The Michigan Department of Health and Human Services will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your county.

AUTHORITY: Act 87, Publication of 1978, as amended.

COMPLETION: Required

PENALTY: State reimbursement will be withheld from local government.

Approval**Apply****Save****Cancel**

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FINANCE REPORT

BILLS TO BE APPROVED August 28, 2018

Motion to approve Vouchers in the amount of:

\$	167,135.14	General Fund (101)
\$	27,387.88	Jail Fund (213)
\$	36,424.48	Ambulance Fund & ALS (214)
\$	23,509.03	Funds 105-238
\$	8,023.36	ACO Fund (247)
\$	718.17	Building (249)
\$	9,966.10	Dispatch 911 Fund (261)
\$	14,198.36	Funds 239-292
\$	12,133.82	Funds 293-640
\$	24,563.65	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$	<u>324,059.99</u>
----	-------------------

RECEIVED

AUG 24 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-860.00	TRAVEL	JEANNOT, ART	JULY MILEAGE	MILEAGE	08/16/18	49.05	66460
101-101-860.00	TRAVEL	WARSCKE, EVAN	MILEAGE 08/08/18 - 08/14/18	MILEAGE	08/16/18	56.14	66500
101-101-860.00	TRAVEL	CARLAND, CUSTUR C.	JULY/AUG 2018 MILEAGE	JULY/AUG	08/23/18	112.27	66525
101-101-860.00	TRAVEL	ROELOFS, ROBERT	JULY/AUG MILEAGE	JULY/AUG	08/23/18	318.28	66617
101-101-860.00	TRAVEL	SAUER, GARY	MAC CONFERENCE ROOM REIMBURSEMENT	MAC	08/23/18	114.45	66622
Total For Dept 101 BOARD OF COMMISSIONERS						650.19	
Dept 131 CIRCUIT COURT							
101-131-702.00	SALARY - ELECTED OFFICIAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,524.13	66581
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,791.83	66581
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,731.77	66581
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,299.63	66581
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,027.69	66581
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	967.73	66581
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	5,662.26	66581
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	MILEAGE FOR CASE MATTER A. BROWN	4/18-8/18	08/16/18	181.90	66434
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	REVIEW HEARING RE: HALLUMS	17-2049-NA	08/16/18	75.00	66434
101-131-807.00	COURT APPOINTED ATTORNEY	SPILLAN, JOHN	MILEAGE AND REC/DISCOVERY	18-3009-NA	08/16/18	600.00	66486
101-131-807.00	JURY FEES	ALAN LOUISIGNAU	JURY PER DIEM \$15; MILEAGE \$10.80	8/15/2018	08/23/18	25.80	66505
101-131-807.00	JURY FEES	ANGELA WIDRIG	JURY PER DIEM \$15; MILEAGE \$13.50	8/15/2018	08/23/18	28.50	66511
101-131-807.00	JURY FEES	ARCHIE WILLIAMS	JURY PER DIEM \$15; MILEAGE \$8.10	8/15/2018	08/23/18	23.10	66512
101-131-807.00	JURY FEES	BILLIE MOORE	JURY PER DIEM \$15; MILEAGE \$6.48	8/15/2018	08/23/18	21.48	66518
101-131-807.00	JURY FEES	BRANDON BELL	JURY PER DIEM \$15; MILEAGE \$20.52	8/15/2018	08/23/18	35.52	66522
101-131-807.00	JURY FEES	BRANNON TVARDEK	JURY PER DIEM \$97.50; MILEAGE \$64.8	8/15/2018	08/23/18	162.30	66523
101-131-807.00	JURY FEES	CHRISTINE ANDERSON	JURY PER DIEM \$15; MILEAGE \$1.08	8/15/2018	08/23/18	16.08	66528
101-131-807.00	JURY FEES	CINDY DABBS	JURY PER DIEM \$15; MILEAGE \$7.56	8/15/2018	08/23/18	22.56	66529
101-131-807.00	JURY FEES	CYNTHIA WINEMAN	JURY PER DIEM \$15; MILEAGE \$18.36	8/15/2018	08/23/18	33.36	66537
101-131-807.00	JURY FEES	DAVID EGELER	JURY PER DIEM \$15; MILEAGE \$11.88	8/15/2018	08/23/18	26.88	66540
101-131-807.00	JURY FEES	DEAN ROOK	JURY PER DIEM \$15; MILEAGE \$378	8/15/2018	08/23/18	18.78	66541
101-131-807.00	JURY FEES	DIANNE MCNAMARA	JURY PER DIEM \$15; MILEAGE \$1.62	8/15/2018	08/23/18	16.62	66546
101-131-807.00	JURY FEES	DONNA BALAZOVIC	JURY PER DIEM \$15; MILEAGE \$19.44	8/15/2018	08/23/18	34.44	66548
101-131-807.00	JURY FEES	FRANK MILLER	JURY PER DIEM \$15; MILEAGE \$6.48	8/15/2018	08/23/18	21.48	66557
101-131-807.00	JURY FEES	FRANK PRACHER	JURY PER DIEM \$15; MILEAGE \$9.18	8/15/2018	08/23/18	24.18	66558
101-131-807.00	JURY FEES	GEORGE BULLIARD	JURY PER DIEM \$15; MILEAGE \$19.44	8/15/2018	08/23/18	34.44	66560
101-131-807.00	JURY FEES	JAMES BASTIEN	JURY PER DIEM \$15; MILEAGE \$18.36	8/15/2018	08/23/18	33.36	66565
101-131-807.00	JURY FEES	JAMES FREDERICKSON	JURY PER DIEM \$15; MILEAGE \$12.96	8/15/2018	08/23/18	27.96	66566
101-131-807.00	JURY FEES	JEAN JOHNSON	JURY PER DIEM \$97.50; MILEAGE \$61.	8/15/2018	08/23/18	159.06	66567
101-131-807.00	JURY FEES	JENNA MILLS	JURY PER DIEM \$97.50; MILEAGE \$35.	8/15/2018	08/23/18	133.14	66568
101-131-807.00	JURY FEES	JOHN BUECHEL	JURY PER DIEM \$97.50; MILEAGE \$19.	8/15/2018	08/23/18	116.94	66569
101-131-807.00	JURY FEES	JONATHAN DRURY	JURY PER DIEM \$15; MILEAGE \$13.50	8/15/2018	08/23/18	28.50	66571
101-131-807.00	JURY FEES	JUSTIN WARD	JURY PER DIEM \$15; MILEAGE \$22.	8/15/2018	08/23/18	120.18	66574
101-131-807.00	JURY FEES	KAREN MARJAN	JURY PER DIEM \$15; MILEAGE \$2.70	8/15/2018	08/23/18	17.70	66575
101-131-807.00	JURY FEES	KENNETH BATES	JURY PER DIEM \$15; MILEAGE \$ 20.52	8/15/2018	08/23/18	35.52	66576
101-131-807.00	JURY FEES	KIMBERLY KELLY	JURY PER DIEM \$15; MILEAGE \$7.02	8/15/2018	08/23/18	22.02	66577
101-131-807.00	JURY FEES	KRISTIN WILKERSON	JURY PER DIEM \$15; MILEAGE \$5.40	8/15/2018	08/23/18	20.40	66578
101-131-807.00	JURY FEES	LINDA PALMER	JURY PER DIEM \$15; MILEAGE \$5.40	8/15/2018	08/23/18	20.40	66579
101-131-807.00	JURY FEES	MARY STOOPS	JURY PER DIEM \$75; MILEAGE \$54	8/15/2018	08/23/18	129.00	66583
101-131-807.00	JURY FEES	MATTHEW TOWN	JURY PER DIEM \$97.50; MILEAGE \$42.	8/15/2018	08/23/18	139.62	66586
101-131-807.00	JURY FEES	MELANIE ROSA	JURY PER DIEM \$15; MILEAGE \$8.64	8/15/2018	08/23/18	23.64	66588
101-131-807.00	JURY FEES	MELISSA VOCKEL	JURY PER DIEM \$15; MILEAGE \$4.32	8/15/2018	08/23/18	19.32	66589
101-131-807.00	JURY FEES	MICHAEL FERETE	JURY PER DIEM \$97.50; MILEAGE \$3.2	8/15/2018	08/23/18	100.74	66591
101-131-807.00	JURY FEES	MICHELLE BOS	JURY PER DIEM \$97.50; MILEAGE \$8.1	8/15/2018	08/23/18	105.60	66592
101-131-807.00	JURY FEES	MITCHELL KENNIS	JURY PER DIEM \$97.50; MILEAGE \$19.	8/15/2018	08/23/18	116.94	66595

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 131 CIRCUIT COURT							
101-131-807.00	JURY FEES	MONICA RICHARDS	JURY PER DIEM \$15; MILEAGE \$21.60	08/15/2018	08/23/18	36.60	66596
101-131-807.00	JURY FEES	NORALEE GAREY	JURY PER DIEM \$15; MILEAGE \$10.80	8/15/2018	08/23/18	25.80	66599
101-131-807.00	JURY FEES	PAURICIA COBB	JURY PER DIEM \$15; MILEAGE \$5.94	8/15/2018	08/23/18	20.94	66606
101-131-807.00	JURY FEES	PAUL LINSEMAN	JURY PER DIEM \$15; MILEAGE \$6.48	8/15/2018	08/23/18	21.48	66607
101-131-807.00	JURY FEES	PAUL SZYMANSKI	JURY PER DIEM \$15; MILEAGE \$5.54	8/15/2018	08/23/18	15.54	66608
101-131-807.00	JURY FEES	RANDY MONROE	JURY PER DIEM \$15; MILEAGE \$7.56	8/15/2018	08/23/18	22.56	66610
101-131-807.00	JURY FEES	REBECCA BENTON	JURY PER DIEM \$15; MILEAGE \$18.36	8/15/2018	08/23/18	33.36	66611
101-131-807.00	JURY FEES	RICKY DEEREN	JURY PER DIEM \$15; MILEAGE \$18.36	8/15/2018	08/23/18	33.36	66614
101-131-807.00	JURY FEES	RODNEY ANKNEY	JURY PER DIEM \$15; MILEAGE \$18.36	8/15/2018	08/23/18	33.36	66616
101-131-807.00	JURY FEES	RUTH GRINER	JURY PER DIEM \$15; MILEAGE \$56.	8/15/2018	08/23/18	154.20	66618
101-131-807.00	JURY FEES	RUTH HOWLAND	JURY PER DIEM \$15; MILEAGE \$11.34	8/15/2018	08/23/18	26.34	66619
101-131-807.00	JURY FEES	SAMANTHA MILNICKEL	JURY PER DIEM \$15; MILEAGE \$17.28	8/15/2018	08/23/18	32.28	66621
101-131-807.00	JURY FEES	SUSAN AGGE	JURY PER DIEM \$15; MILEAGE \$21.60	8/15/2018	08/23/18	36.60	66627
101-131-807.00	JURY FEES	SUSAN BROWN	JURY PER DIEM \$15; MILEAGE \$35.	8/15/2018	08/23/18	133.14	66628
101-131-807.00	JURY FEES	TAMMY NAGY	JURY PER DIEM \$15; MILEAGE \$10.80	8/15/2018	08/23/18	25.80	66630
101-131-807.00	JURY FEES	TINA LEWIS	JURY PER DIEM \$15; MILEAGE \$64.	8/15/2018	08/23/18	162.30	66635
101-131-807.00	JURY FEES	TODD COTE	JURY PER DIEM \$15; MILEAGE \$9.72	08/15/2018	08/23/18	24.72	66636
101-131-807.00	JURY FEES	TONYA RATAJCZAK	JURY PER DIEM \$15; MILEAGE \$22.68	8/15/2018	08/23/18	37.68	66638
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	638.08	66581
Total For Dept 131 CIRCUIT COURT						18,291.64	
Dept 136 DISTRICT COURT							
101-136-702.07	SPECIAL JUDGE	BRUNNER, THOMAS N	ASSIGNMENT CASES	08/22/2018	08/23/18	105.30	66524
101-136-802.00	TRANSCRIPTS	AMANDA M O'BRIEN	LOOPE TRANSCRIPT	DC172	08/23/18	26.70	66508
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	JAVELLANA	18-089-SD	08/16/18	75.00	66475
101-136-807.00	JURY FEES	BYRCE TURNER	JURY PER DIEM \$45; MILEAGE \$12.96	8/8/2018	08/16/18	57.96	66429
101-136-807.00	JURY FEES	GEORGE MAKER	JURY PER DIEM \$45; MILEAGE \$3.24	8/8/2018	08/16/18	48.24	66447
101-136-807.00	JURY FEES	ROBERT BACHANT	JURY PER DIEM \$45; MILEAGE \$21.60	8/8/2018	08/16/18	66.60	66478
101-136-807.00	JURY FEES	ROSE PHILLIPS	JURY PER DIEM \$45; MILEAGE \$3.24	8/8/2018	08/16/18	48.24	66483
101-136-807.00	JURY FEES	SHELLA GORSUCH	JURY PER DIEM \$45; MILEAGE \$16.20	8/8/2018	08/16/18	61.20	66484
101-136-807.00	JURY FEES	STEPHANIE BERTSCHY	JURY PER DIEM \$45; MILEAGE 23.76	8/8/2018	08/16/18	68.76	66489
101-136-853.00	CELLULAR PHONES	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1447020322	08/16/18	10.39	66432
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	100.27	66642
101-136-963.00	COMPUTER SUPPORT	I.T. RIGHT	PRINTER CONNECTIONS	20156800	08/23/18	6.50	66563
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	448.28	66581
Total For Dept 136 DISTRICT COURT						1,123.44	
Dept 141 FRIEND OF THE COURT							
101-141-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1447020322	08/16/18	2.16	66432
Total For Dept 141 FRIEND OF THE COURT						2.16	
Dept 142 JUVENILE DIVISION							
101-142-704.01	SALARY-JV DIRECTOR SALAR	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	2,091.85	66581
101-142-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	257.41	66581
101-142-860.00	TRAVEL	WOOD, MARLENE	REIM TRANSPORTATION	AUGUST	08/23/18	168.19	66648
101-142-957.40	NON REIMBURSABLE EXPENSE	FIDELITY LANGUAGE RES	INTERPRETER SERVICES	2018112	08/23/18	543.02	66553
101-142-957.40	NON REIMBURSABLE EXPENSE	UNIFI EQUIPMENT FINAN	COPIER LEASE	434056	08/23/18	130.15	66640
Total For Dept 142 JUVENILE DIVISION						3,190.62	
Dept 172 ADMINISTRATOR							
101-172-860.00	TRAVEL	DEISCH, MITCH	MAC CONFERENCE ROOM REIMBURSMENT	MAC	08/23/18	276.06	66542
Total For Dept 172 ADMINISTRATOR						276.06	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 253 COUNTY TREASURER							
101-253-860.00	TRAVEL	VISA-MICHELLE THOMPSON	MACT CONFERENCE ROOM	#0082	08/16/18	406.35	66498
101-253-961.00	TRAINING & SCHOOLS	VISA-MICHELLE THOMPSON	SEMINAR FOR KELLY LONG	081617	08/23/18	199.00	66646
			Total For Dept 253 COUNTY TREASURER			605.35	
Dept 261 MSU EXTENSION							
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	MSU POSTAGE FOR JULY 2018	MSU POSTAGE	08/23/18	1.88	66513
			Total For Dept 261 MSU EXTENSION			1.88	
Dept 262 ELECTIONS							
101-262-721.00	PER DIEM	BANCROFT, LAURA	BOARD OF CANVASSERS PER DIEM	8/8/2018	08/16/18	35.00	66418
101-262-721.00	PER DIEM	DYKSTRA, RONALD	BOARD OF CANVASSERS PER DIEM	8/8/2018	08/16/18	35.00	66441
101-262-721.00	PER DIEM	MICK, JANICE	BOARD OF CANVASSERS PER DIEM	8/8/2018	08/16/18	35.00	66470
101-262-721.00	PER DIEM	NICHOLS, RAY	BOARD OF CANVASSERS PER DIEM	8/8/2018	08/16/18	35.00	66473
101-262-727.00	OFFICE SUPPLIES - BALLOT	MASON COUNTY CLERK'S	THERMAL ADDING MACHINE TAPE	08152018	08/23/18	30.00	66584
101-262-860.00	TRAVEL	BANCROFT, LAURA	BOARD OF CANVASSERS MILEAGE	8/8/2018	08/16/18	13.91	66418
101-262-860.00	TRAVEL	DYKSTRA, RONALD	BOARD OF CANVASSERS MILEAGE	8/10/2018	08/16/18	7.81	66441
101-262-860.00	TRAVEL	MICK, JANICE	BOARD OF CANVASSERS MILEAGE	8/8/2018	08/16/18	7.49	66470
101-262-860.00	TRAVEL	NICHOLS, RAY	BOARD OF CANVASSERS MILEAGE	8/8/2018	08/16/18	8.56	66473
101-262-905.00	TRAVEL	OLNEY, DAWN	MILEAGE, MEALS AND THERMAL TAPE	7/12 TO 7/30/18	08/23/18	263.93	66605
101-262-905.00	PRINTING & PUBLISHING -	MICHIGAN ELECTION RES	ELECTIONS SUPPLIES	40514	08/23/18	2,653.86	66593
101-262-963.00	COMPUTER SUPPORT	OLNEY, DAWN	MILEAGE, MEALS AND THERMAL TAPE	7/12 TO 7/30/18	08/23/18	34.90	66605
			Total For Dept 262 ELECTIONS			3,160.46	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	DOUBLE SIDED TAPE AND BATTERIES	152891	08/23/18	29.96	66604
101-265-751.00	UNIFORMS	DA DESIGNS	UNIFORM SHIRTS AND ZIP UP	4486	08/23/18	196.00	66539
101-265-800.00	CONTRACTED SERVICES	GOTSCHALK CLEANING S	JANITORIAL SERVICE FOR JULY	742	08/16/18	1,975.00	66452
101-265-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1447020322	08/16/18	85.03	66432
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	PRI FOR FAXES	142909	08/23/18	461.63	66631
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	110.00	66642
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GVMT CENTER ELECTRIC 7/13/18-8/10/	100000514248	08/23/18	5,428.39	66535
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GARAGE ELECTRIC 7/17/18-8/14/18	100005868649	08/23/18	28.43	66535
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	AIR HANDLING UNIT INSPECTION	S21505	08/16/18	190.41	66455
101-265-935.00	BUILDING REPAIRS	ALLEN SUPPLY	REPAIR PARTS FOR PUSH BAR DOORS	T134754	08/23/18	205.83	66506
101-265-935.00	BUILDING REPAIRS	EBERHART, RANDY	SIDEWALK REPAIR	08/10/18	08/23/18	1,040.00	66551
101-265-935.00	BUILDING REPAIRS	ROBBIE'S DRY CLEANERS	CLEANING OF THE DRAPES IN RM 206	43523	08/23/18	93.50	66615
			Total For Dept 265 BUILDING & GROUNDS			9,844.18	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	GENERAL MATTERS JULY 2018	JULY 2018	08/16/18	3,537.00	66443
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	GENERAL MATTERS FOR MAY 2018	MAY 2018	08/16/18	2,646.00	66443
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	GENERAL MATTERS FOR JUNE 2018	JUNE 2018	08/16/18	904.50	66443
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER FOR JULY 2018	JULY 2018	08/23/18	1,833.34	66534
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON RETAINER SERVICES FOR JULY 201	JULY 2018	08/23/18	417.14	66534
101-266-815.10	MGT - COST ALLOCATION PL	MGT OF AMERICA, INC.	FSML, FY18, CAP-17 BENZIE	FY 18 CAP-17	08/23/18	6,000.00	66590
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,166.67	66581
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			16,504.65	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	THOMSON REUTERS - WES	POSTING 6122695906	0838557441	08/16/18	416.00	66492
101-267-808.00	WITNESS FEES	DR. PHELPS	MILEAGE@ .10 PER MILE (PEOPLE V. H	08/06/18	08/16/18	6.52	66439
101-267-808.00	WITNESS FEES	DR. PHELPS	WITNESS FEES	08/08/18	08/16/18	6.00	66440
101-267-808.00	WITNESS FEES	GEORGE ADAMS	MILEAGE@ .10 PER MILE	08/08/18	08/16/18	0.66	66445

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 267 PROSECUTING ATTORNEY	WITNESS FEES	GEORGE ADAMS	WITNESS FEES	08/08/18	08/16/18	6.00	66446
101-267-808.00	WITNESS FEES	LOTTIE ZAVALA	MILEAGE@ .10 PER MILE	08/08/18	08/16/18	1.24	66462
101-267-808.00	WITNESS FEES	LOTTIE ZAVALA	WITNESS FEES	08/08/18	08/16/18	6.00	66463
101-267-808.00	WITNESS FEES	MARILYN FREEBOLD	MILEAGE@ .10 PER MILE	08-06-18	08/16/18	1.74	66465
101-267-808.00	WITNESS FEES	MARILYN FREEBOLD	WITNESS FEES MARILYN & MALACHI	08/06/18	08/16/18	12.00	66466
101-267-808.00	WITNESS FEES	TOM GRAY	MILEAGE@ .10 PER MILE	08/08/18	08/16/18	1.00	66494
101-267-808.00	WITNESS FEES	TOM GRAY	WITNESS FEES	08/08/18	08/16/18	6.00	66495
101-267-808.00	WITNESS FEES	RUTHERFORD COUNTY SHE	SERVICE OF PROCESS FEE	2018-010935-DS	08/23/18	30.00	66620
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	39.41	66642
			Total For Dept 267 PROSECUTING ATTORNEY			532.57	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	EPSON RIBBONS	431153-0	08/16/18	23.98	66457
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	LAREDO USAGE FEE JULY 2018	0221084-IN	08/23/18	940.23	66554
			Total For Dept 268 REGISTER OF DEEDS			964.21	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER BY PHONE	46789160	08/23/18	2,500.00	66612
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	COPIER LEASE/PROSECUTING ATTORNEY	167726	08/16/18	272.00	66491
			Total For Dept 285 CENTRAL SERVICES			2,772.00	
Dept 301 SHERIFF							
101-301-729.00	PHOTOS AND SUPPLIES	AMAZON CAPITAL SERVIC	BOHAZARD STICKERS	1RGK-JXNP-NXGR	08/23/18	38.98	66509
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	13-1 OIL CHG FILTER	36101	08/23/18	64.85	66649
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	16 1 OIL CHANGE	35950	08/23/18	49.90	66649
101-301-850.00	TELEPHONE	TELNET WORLDWIDE	TELEPHONE 0814 TO 09142018	143951	08/23/18	586.20	66631
101-301-850.00	TELEPHONE	VERIZON WIRELESS	VERIZON BILLING FOR JULY 13 - AUGU	842083652	08/23/18	377.67	66642
101-301-961.00	TRAINING & SCHOOLS	SUZANNE M. MILLS	MILEAGE T/F BSA TRAINING	08152018 MILEAG	08/23/18	207.36	66629
			Total For Dept 301 SHERIFF			1,324.96	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	1,156.85	66423
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	37.66	66438
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	18.40	66504
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	25.46	66504
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	120.61	66543
			Total For Dept 333 SECONDARY ROAD PATROL			1,358.98	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	39.34	66438
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	18.40	66504
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	9.83	66504
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHEL	BCBS PPO COVERAGE FOR SEPTEMBER 20	007016437	08/23/18	507.58	66519
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	36.87	66543
101-426-850.00	TELEPHONE	VERIZON WIRELESS	ACCOUNT #786787479-00001	9811969209	08/16/18	48.90	66496
101-426-850.00	TELEPHONE	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	65.11	66642
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REIMBURSEMENT ENDING 08-11	MILEAGE 8-11-18	08/16/18	111.73	66477
			Total For Dept 426 EMERGENCY MANAGEMENT			837.76	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	JOWETT FAMILY FUNERAL	JULY 2018 TRANSPORT/USE	JULY 2018	08/23/18	1,800.00	66572
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,922.82	66581
101-648-835.00	LAB FEES	NMS LABS	LAB FEES FOR AUTOPSY	1061433	08/16/18	358.00	66474

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 648 MEDICAL EXAMINER							
101-648-837.10	INVESTIGATIONS	NORTHERN IMAGING ASSO	CT SCANS MEDICAL EXAMINER	184906	08/23/18	531.00	66602
101-648-861.00	BURIAL TRANSITS	JOWETT FAMILY FUNERAL	JULY 2018 TRANSPORT/USE	JULY 2018	08/23/18	900.00	66572
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	BENZIE COUNTY AUTOPSYS	BNZ118-016, 020	08/16/18	4,800.00	66451
Total For Dept 648 MEDICAL EXAMINER						10,311.82	
Dept 728 INTERGOVERNMENTAL							
101-728-885.00	LIQUOR TAX - NO MI REG E	NORTHERN MICHIGAN REG	3RD QTR PAYMENT	SALE05	08/23/18	15,342.00	66603
Total For Dept 728 INTERGOVERNMENTAL						15,342.00	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	204.85	66438
101-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	28,480.58	66468
101-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	RETENTION FUND	R0001121	08/23/18	1,000.00	66594
Total For Dept 851 INSURANCE & BONDS						29,685.43	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	38,947.33	66425
101-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	848.60	66504
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCBS PPO COVERAGE FOR SEPTEMBER 20	007016437	08/23/18	2,740.89	66519
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	3,833.51	66543
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,401.93	66581
101-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	1,199.07	66438
101-852-725.02	MI CLAIMS TAX ASSESSMENT	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	56.62	66543
101-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	1,147.90	66504
101-852-874.00	MEDICAL INSURANCE - RET	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	33.87	66504
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	145.06	66543
Total For Dept 852 MEDICAL INSURANCE						50,354.78	
Total For Fund 101 GENERAL FUND						167,135.14	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	1,156.85	66425
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	39.18	66438
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	22.90	66504
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	AUGUST 2018 VISION COVERAGE	179944	08/23/18	25.46	66504
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	120.61	66543
Total For Dept 000						1,365.00	
Dept 851 INSURANCE & BONDS							
205-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	144.19	66468
Total For Dept 851 INSURANCE & BONDS						144.19	
Total For Fund 205 TNT OFFICER MILLAGE FUND						1,509.19	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	CRYSTAL WATER WORKS	SERVICE ON 07192018/PARTS	16517	08/23/18	210.82	66536
213-265-850.00	TELEPHONE	CHARTER COMMUNICATION	SEPT 2018 CHARTER	0010078081218	08/23/18	33.36	66527
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCOUNT #786787479-00001	9811969209	08/16/18	3.43	66496
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	GAS BILL JULY 16 TO AUG 13	08132018 GAS	08/23/18	236.77	66549
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	POWER 07/13-08/12/18	08/12/2018	08/23/18	4,928.52	66535
213-265-935.00	JAIL REPAIRS	BLUE WATER ELECTRIC	ELECTRICAL IN JAIL	326 08022018	08/23/18	715.00	66520
213-265-935.00	JAIL REPAIRS	ICON SYSTEMS, INC	CABLES, SENSORS, SOLENOIDS VALVE PR	INV00019030	08/23/18	132.82	66564

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
Total For Dept 265 BUILDING & GROUNDS							6,260.72
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	VISA=ROSA KYLE	OFF SUP/ K9 EQUIP/JAIL UNIF	07302018	08/16/18	45.74	66499
213-351-727.00	OFFICE SUPPLIES	ULINE	JAIL FOLDERS	100221964	08/23/18	91.33	66639
213-351-727.00	OFFICE SUPPLIES	VISA=DAN SMITH	TNG/UNIF/OFF SUP	07302018	08/23/18	62.97	66643
213-351-748.00	GAS, OIL & GREASE	VISA=DAN SMITH	TRNG, UNIF, TRANSPORT, KIT EQPT	06292018	08/23/18	34.75	66643
213-351-751.00	UNIFORMS	VISA=ROSA KYLE	OFF SUP/ K9 EQUIP/JAIL UNIF	07302018	08/16/18	32.93	66499
213-351-751.00	UNIFORMS	VISA=DAN SMITH	TRNG, UNIF, TRANSPORT, KIT EQPT	06292018	08/23/18	152.75	66643
213-351-751.00	UNIFORMS	VISA=DAN SMITH	TNG/UNIF/OFF SUP	07302018	08/23/18	261.78	66643
213-351-752.00	PRISONERS LAUNDRY	BOB BARKER COMPANY, I	FEM PERSONAL HYG SUPPLIES	NC1001434313	08/16/18	201.57	66427
213-351-834.00	PRISONER MEDICAL - BENZI	CONCIERGE CORRECTIONS	CLMS PD BEHALF OF JAIL	10003180	08/16/18	3,248.03	66436
213-351-961.00	TRAINING & SCHOOLS	DEWOLF & ASSOCIATES	1ST LINE CLASS - K.FORTINE	2110	08/13/18	525.00	66544
213-351-961.00	TRAINING & SCHOOLS	FORTINE, KRISTI	MIILEAGE SUPERVISOR TRNG	07132018	08/23/18	288.85	66556
213-351-961.00	TRAINING & SCHOOLS	MANAGEMENT & BEHAVIOR	EMP PHYS M. WALTER	07202018	08/23/18	950.00	66580
213-351-961.00	TRAINING & SCHOOLS	THE WALK IN CLINIC	FRALPHYS	197401 FRALY	08/23/18	137.00	66632
213-351-961.00	TRAINING & SCHOOLS	THE WALK IN CLINIC	EMP PHY BREITNER	08082018 BREITN	08/23/18	137.00	66633
213-351-961.00	TRAINING & SCHOOLS	THE WALK IN CLINIC	EMP PHY FEKETE	08082018 FEKETE	08/23/18	137.00	66634
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	TRNG, UNIF, TRANSPORT, KIT EQPT	06292018	08/23/18	932.74	66643
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	TNG/UNIF/OFF SUP	07302018	08/23/18	376.95	66643
213-351-963.00	COMPUTER EQUIPMENT	EXCEL OFFICE INTERIOR	COMPUTER DESK	93784	08/23/18	1,950.00	66552
213-351-972.00	KITCHEN EQUIPMENT/SERVIC	VISA=DAN SMITH	TRNG, UNIF, TRANSPORT, KIT EQPT	06292018	08/23/18	83.07	66643
Total For Dept 351 JAIL - CORRECTIONS							9,649.46
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	63.75	66438
213-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	2,362.07	66468
Total For Dept 851 INSURANCE & BONDS							2,425.82
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	7,403.84	66425
213-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	52.46	66504
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	927.62	66543
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	500.86	66438
213-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	167.10	66504
Total For Dept 852 MEDICAL INSURANCE							9,051.88
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000							
214-000-307.03	NOTE PAYABLE	CENTRAL STATE BANK	AUGUST 2018 PAYMENT FOR A22	AUGUST 2018	08/23/18	3,312.05	66526
Total For Dept 000							3,312.05
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	KEY LOCK BOX	152648	08/23/18	33.99	66604
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	CLEANING SUPPLIES STATION 2	152588	08/23/18	44.93	66604
214-265-850.00	TELEPHONE	CENTURYLINK	PHONE BILL FOR STATION 2 JUNE AND	JUNE AND JULY	08/16/18	286.02	66433
214-265-850.01	INTERNET SERVICE	DIRECT TV	DIRECT TV SERVICE STATION 2	34836049213	08/23/18	153.64	66547
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCOUNT #786787479-00001	9811969209	08/16/18	53.53	66496
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	20.04	66642
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON BILLING JULY 13 - AUG 12	842083652	08/23/18	55.11	66642
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER BILL FOR STATION 3 FOR JUNE	JUNE/JULY WATER	08/23/18	127.03	66530

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS BILL FOR STATION 2	JULY-AUG GAS	08/23/18	37.60	66549
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC BILL JULY 11-AUG 8, ST 3	JULY-AUG	08/23/18	172.84	66535
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	JULY 11- AUG 08 AMBULANCE BAY ELEC	JULY-AUG BILL	08/23/18	48.51	66535
			Total For Dept 265 BUILDING & GROUNDS			1,033.24	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	VISA-JAMES HENDERSON	JUNE AND JULY VISA STATEMENT	JULY JH VISA	08/23/18	39.00	66644
214-655-730.00	POSTAGE	VISA-JAMES HENDERSON	JUNE AND JULY VISA STATEMENT	JULY JH VISA	08/23/18	30.80	66644
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	STAT PADZ II	82954587	08/23/18	174.45	66521
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	GAUZE, DRESSING, SPONGE, PREP PADS, TE	82954584	08/23/18	1,021.75	66521
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	FILTERLINE, DISASTER POUCH	82954586	08/23/18	259.35	66521
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	BVM, SPUR II MASK	82954585	08/23/18	52.50	66521
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	JULY DRUG BOX CHARGES, AND EMS CLA	JULY	08/23/18	1,080.00	66598
214-655-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FLEET PLUS CARD PAYMENT	079423316808	08/23/18	217.32	66624
214-655-800.01	CONTRACTED SERVICES - BI	MUNSON MEDICAL CENTER	MEDICAL BILLING FOR JUNE	BEN 0618	08/23/18	3,650.00	66597
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING FOR JULY 2018	JULY 2018	08/23/18	4,400.00	66600
214-655-961.00	TRAINING & SCHOOLS	MUNSON MEDICAL CENTER	JULY DRUG BOX CHARGES, AND EMS CLA	JULY	08/23/18	25.00	66598
214-655-961.00	TRAINING & SCHOOLS	VISA-JAMES HENDERSON	JUNE AND JULY VISA STATEMENT	JULY JH VISA	08/23/18	60.50	66644
214-655-995.00	INTEREST ON DEBT	CENTRAL STATE BANK	AUGUST 2018 PAYMENT FOR A22	AUGUST 2018	08/23/18	167.81	66526
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			11,178.48	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	55.25	66438
214-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	2,286.67	66468
			Total For Dept 851 INSURANCE & BONDS			2,341.92	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	16,581.52	66425
214-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	273.31	66504
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	996.52	66543
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	377.04	66438
214-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	330.40	66504
			Total For Dept 852 MEDICAL INSURANCE			18,558.79	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			36,424.48	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-703.05	WAGES-ATTENDANT	BOY SCOUTS OF AMERICA	HONOR HHW COLLECTION	08152018	08/16/18	340.00	66428
228-000-703.05	WAGES-ATTENDANT	BURNETT, DIANE	SITE ATTENDANT	08152018	08/16/18	30.00	66430
228-000-703.05	WAGES-ATTENDANT	MIKE MACKIN	THOMPSONVILLE TIRE COLLECTION	07142018	08/16/18	60.00	66471
228-000-703.05	WAGES-ATTENDANT	ROBERT DICKEY	HONOR TIRE COLLECTION	08042018	08/16/18	100.00	66479
228-000-703.05	WAGES-ATTENDANT	STEFFES, MELONIE	SITE ATTENDANT	08152018	08/16/18	30.00	66488
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, MARTIN	SITE ATTENDANT	08152018	08/16/18	180.00	66502
228-000-703.05	WAGES-ATTENDANT	DIANE BURNETT	SITE ATTENDANT	08222018	08/23/18	30.00	66545
228-000-703.05	WAGES-ATTENDANT	STEFFES, MELONIE	SITE ATTENDANT	08222018	08/23/18	30.00	66625
228-000-703.05	WAGES-ATTENDANT	WOOD, MARLENE	SITE MAINTENANCE/ HHW PREP	08222018	08/23/18	135.00	66648
228-000-703.05	WAGES-ATTENDANT	ZYLSTRA, MARTIN	SITE ATTENDANT	08222018	08/23/18	90.00	66650
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLE SERVICES JULY 2018	2622862	08/23/18	13,713.60	66510
228-000-821.50	HAZARDOUS WASTE	CM RUBBER TECHNOLOGIE	HONOR COLLECTION OVER MILES	34926	08/23/18	8.30	66532
228-000-821.50	HAZARDOUS WASTE	CM RUBBER TECHNOLOGIE	HONOR TIRE COLLECTION	34788	08/23/18	1,945.50	66533
228-000-850.00	TELEPHONE	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	65.11	66642
228-000-900.00	PUBLIC RELATIONS - PRINT	VISA-JESSE ZYLSTRA	PUBLIC RELATIONS/ HHW COLLECTION	08042018	08/16/18	34.13	66497

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000	OTHER REPAIRS AND MAINT	VISA=JESSE ZYLSTRA	KIOSK MATERIALS	08222018	08/23/18	95.27	66645
228-000-934.00			Total For Dept 000			16,886.91	
Dept 851 INSURANCE & BONDS							
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	4.25	66438
228-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	257.51	66468
			Total For Dept 851 INSURANCE & BONDS			261.76	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	385.62	66425
228-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	9.83	66504
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	36.87	66543
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	29.62	66438
228-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	17.45	66504
			Total For Dept 852 MEDICAL INSURANCE			479.39	
Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND							
Dept 000	LANDSCAPE/TRAIL MAINTENA	BENZIE COUNTY ROAD CO	MOWING OF BETSIE VALLEY TRAIL	5063	08/16/18	824.98	66421
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	GILLISON EXCAVATING	REWORK TRAIL AT BENZIE ST	42474	08/16/18	800.00	66449
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	GREAT LAKES MATERIALS	BETSIE VALLEY TRAIL - MATERIALS	9043466	08/16/18	1,366.59	66453
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	GREAT LAKES MATERIALS	BETSIE VALLEY TRAIL - MATERIALS	9043381	08/16/18	1,380.21	66454
			Total For Dept 000			4,371.78	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS	CELLULAR PHONES	VERIZON WIRELESS	VERIZON PHONE BILLING DEPARTMENTAL	842083652	08/23/18	88.82	66642
247-265-853.00	ELECTRIC & HEATING	CONSUMERS ENERGY	ELECTRIC FOR JULY	201225692116	08/23/18	246.09	66535
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	GAS BILL FOR JULY	910020929329	08/23/18	49.77	66550
			Total For Dept 265 BUILDING & GROUNDS			384.68	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	SHOP AND SAVE	OFFICE SUPPLIES	25630	08/16/18	45.06	66485
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR JULY	1091	08/16/18	482.53	66422
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR JUNE	1077	08/23/18	519.26	66516
247-430-749.00	VEHICLE REPAIRS	WATSON BENZIE LLC	2012 RAM SERVICE	147508	08/16/18	54.45	66501
247-430-800.00	CONTRACTED SERVICES	UNIFI EQUIPMENT FINAN	PRINTER PAYMENT FOR JULY	434011	08/23/18	44.17	66641
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	85-18D NEUTER/ 72-18 SPAY	275799	08/16/18	259.06	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	115-18D NEUTER	276195	08/16/18	294.70	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	PUPPY NEUTER FROM MAPLE CITY HWY	276197	08/16/18	273.94	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	119-18D NEUTER/115-18D NEUTER/116-	276237	08/16/18	576.76	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	61-18C OFFICE EXAM	276400	08/16/18	43.99	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	113-18D SPAY	276625	08/16/18	147.35	66476
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	99-18D SPAY	275953	08/16/18	147.35	66476
247-430-855.00	RADIO MAINTENANCE/EQUIPM	RADIO NORTH	2 800 MHZ RADIOS	800	08/23/18	2,973.40	66609
			Total For Dept 430 ANIMAL CONTROL			5,862.02	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	8.50	66438
247-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	393.49	66468

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 247 ANIMAL CONTROL FUND							
Dept 851 INSURANCE & BONDS							
Dept 852 MEDICAL INSURANCE			Total For Dept 851 INSURANCE & BONDS			401.99	
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	1,156.85	66425
247-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	25.46	66504
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	120.61	66543
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	53.35	66438
247-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	18.40	66504
			Total For Dept 852 MEDICAL INSURANCE			1,374.67	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 851 INSURANCE & BONDS			Total For Fund 247 ANIMAL CONTROL FUND			8,023.36	
249-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	718.17	66468
			Total For Dept 851 INSURANCE & BONDS			718.17	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000			Total For Fund 249 BUILDING DEPARTMENT FUND			718.17	
256-000-800.00	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES I	BASTION-SERVER HOSTING 2ND QUARTER	0821101-IN	08/16/18	2,650.00	66442
			Total For Dept 000			2,650.00	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION			Total For Fund 256 REG OF DEEDS AUTOMATION FUND			2,650.00	
261-325-727.00	OFFICE SUPPLIES	VISA=RON BERNIS	SEPT STATEMENT	SEPT2018	08/23/18	174.71	66647
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCOUNT #786787479-00001	9811969209	08/16/18	(57.23)	66496
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCOUNT 38675522-00001	9811895986	08/16/18	114.31	66496
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	MDTS THROUGH VERIZON	542144795	08/23/18	1,344.81	66642
			Total For Dept 325 DISPATCH/COMMUNICATION			1,576.60	
Dept 851 INSURANCE & BONDS							
261-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	34.00	66438
261-851-828.10	LIABILITY & BUILDING INS	MICHIGAN MUNICIPAL RI	3RD QTR BILLING	3RD QTR	08/16/18	1,255.57	66468
			Total For Dept 851 INSURANCE & BONDS			1,289.57	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE SEPTEMBER 2018	182190042386	08/16/18	6,169.87	66425
261-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	AUGUST 2018 VISION COVERAGE	179944	08/23/18	117.59	66504
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	SEPTEMBER 2018 DENTAL	SEPTEMBER 2018	08/23/18	410.73	66543
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	LTD/STD/LIFE INSURANCE FOR SEPTEMB	SEPTEMBER 2018	08/16/18	254.94	66438
261-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMIN FEE - AUGUST 2018	179944	08/23/18	146.80	66504
			Total For Dept 852 MEDICAL INSURANCE			7,099.93	
Fund 269 LAW LIBRARY FUND							
Dept 000			Total For Fund 261 911 EMERGENCY SERVICE FUND			9,966.10	
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	MI SENTENCING GUIDELINES MANUAL	6123114785	08/16/18	78.30	66492
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	LIBRARY PLAN CHARGES	838744304	08/16/18	712.64	66492
			Total For Dept 000			790.94	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 269 LAW LIBRARY FUND						
Fund 292 CHILD CARE FUND						
Dept 000			Total For Fund 269 LAW LIBRARY FUND			790.94
292-000-704.02	CHILD CARE CASEWORKER- 7	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	2,920.21 66581.
292-000-725.00	FRINGE BENEFITS - SOCIAL	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	728.30 66581
292-000-725.06	CHILD CARE CASEWORKER FR	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	1,409.03 66581
292-000-832.00	CONTRACTED SERVICES	NORTHERN FAMILY INTER	INTENSIVE FAMILY TREATMENT J.H.	AUG 13	08/23/18	2,500.00 66601
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	BETHANY CHRISTIAN SER	75 DAYS OF FOSTER CARE K.J.	MAY-JULY	08/23/18	909.44 66517
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	BETHANY CHRISTIAN SER	31 DAYS FOSTER CARE A.M.	8/1/18	08/23/18	534.44 66517
292-000-840.95	IN HOME CARE MISC.	BENZIE TRANSPORTATION	BUS PASSES FOR SUMMER SCHOOL PROGR	1959,1960	08/16/18	310.00 66424
292-000-840.95	IN HOME CARE MISC.	CATHOLIC HUMAN SERVIC	SUBSTANCE ABUSE COUNSELING	JULY	08/16/18	22.50 66431
292-000-840.95	IN HOME CARE MISC.	FRANKFORT-ELBERTA SCH	USE OF FEAS ELEMENTARY SCHOOL FOR	AUGUST 7	08/23/18	1,136.00 66559
292-000-840.95	IN HOME CARE MISC.	FRANKFORT-ELBERTA SCH	SCHOOL PROGRAM FOOD SERVICE	AUGUST 22	08/23/18	84.00 66559
292-000-862.02	DRUG TESTING	FORENSIC FLUIDS LABOR	DRUG TESTING SUPPLIES	36189	08/23/18	16.00 66555
292-000-862.03	SUBSTANCE ABUSE COUNSEL	CATHOLIC HUMAN SERVIC	SUBSTANCE ABUSE COUNSELING	JULY	08/16/18	187.50 66431
			Total For Dept 000			10,757.42
			Total For Fund 292 CHILD CARE FUND			10,757.42
Fund 293 VETERAN'S RELIEF FUND						
Dept 000						
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR JULY 2018	073118	08/16/18	35.00 66417
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR JULY 2018	073118	08/16/18	35.00 66448
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR JULY 2018	073118	08/16/18	35.00 66450
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR JULY 2018	073118	08/16/18	35.00 66461
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR JULY 2018	073118	08/16/18	35.00 66482
293-000-721.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR JULY	073118M	08/16/18	2.01 66417
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR JULY	073118M	08/16/18	17.34 66448
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR JULY	073118M	08/16/18	15.81 66450
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR JULY	073118M	08/16/18	3.27 66461
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR JULY	073118M	08/16/18	18.32 66482
			Total For Dept 000			231.75
			Total For Fund 293 VETERAN'S RELIEF FUND			231.75
Fund 296 JUVENILE JUSTICE FUND						
Dept 000						
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	922.17 66581
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY - ADM	SHARED EXPENSES FOR JULY 2018	JULY 2018	08/23/18	444.96 66581
			Total For Dept 000			1,367.13
			Total For Fund 296 JUVENILE JUSTICE FUND			1,367.13
Fund 412 MCF RENOVATIONS FUND						
Dept 000						
412-000-810.00	LEGAL FEES	MAY, SHARRON	RECORDING SECRETARY FOR JULY /BA	072618	08/16/18	80.23 66467
412-000-810.00	LEGAL FEES	STRAUB, PETTITT, AND	SERVICES FOR JUNE/JULY 2018 - MAPL 34	34	08/23/18	3,475.00 66626
			Total For Dept 000			3,555.23
			Total For Fund 412 MCF RENOVATIONS FUND			3,555.23
Fund 415 RAILROAD POINT						
Dept 000						
415-000-967.00	PROJECT EXPENSES	GRAND TRAVERSE REGION	CHARLE KEHR BETSIE VALLEY TRAIL CO	081718	08/23/18	5,000.00 66561

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 415 RAILROAD POINT Dept 000							
			Total For Dept 000			5,000.00	
			Total For Fund 415 RAILROAD POINT			5,000.00	
Fund 425 EQUIPMENT REPLACEMENT FUND Dept 301 SHERIFF 425-301-967.05	PROJECT EXPENSES - K-9 R	VISA=ROSA KYLE	OFF SUP/ K9 EQUIP/JAIL UNIF	07302018	08/16/18	533.62	66499
			Total For Dept 301 SHERIFF			533.62	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			533.62	
Fund 516 DELINQUENT TAX REVOLVING FUND Dept 000							
	CASH OVER/SHORT		INTERLOCHEN EAGLES #3	081318	08/16/18	16.02	66456
	516-000-694.00		NICHOLAS GROSS	081018	08/16/18	3.10	66472
	CASH OVER/SHORT		OVERPAYMENT ON DELINQUENT TAXES	081018	08/16/18	74.60	66480
	516-000-694.00		OVERPAYMENT ON DELINQUENT TAXES	081018	08/16/18	38.75	66490
	CASH OVER/SHORT		QTYRLY BANK FEES	347000120	08/16/18	132.47	
	516-000-999.00		SUNTRUST BANK			132.47	
			Total For Dept 000			132.47	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			132.47	
Fund 532 TAX FORECLOSURE FUND Dept 253 COUNTY TREASURER 532-253-801.00	CONTRACTED SERVICES		1/12 ANNUAL FEE FOR 2016 TAX FORFE	1808-35	08/16/18	968.61	66493
			TITLE CHECK LLC			968.61	
			Total For Dept 253 COUNTY TREASURER			968.61	
			Total For Fund 532 TAX FORECLOSURE FUND			968.61	
Fund 569 BUILDING AUTHORITY Dept 000							
	PER DIEM	CLARK, JAMES	PER DIEM FOR JULY/AUG 2018- BA	AUG 2018	08/23/18	70.00	66531
	569-000-721.00		PER DIEM AUGUST 2018 - BA	AUG 2018	08/23/18	35.00	66570
	CONTRACTED SERVICES	JOHNSON, JEFF	RECORDING SECRETARY REG MTG 08/16/	08/21/18	08/23/18	205.23	66587
	569-000-800.00		MAY UNLIMITED INC		08/23/18	27.25	66531
	TRAVEL	CLARK, JAMES	MILEAGE FOR BUILDING AUTHORITY	AUG 18M	08/23/18	7.53	66570
	569-000-860.00		MILEAGE FOR BUILDING AUTHORITY	AUG18M		345.01	
			Total For Dept 000			345.01	
			Total For Fund 569 BUILDING AUTHORITY			345.01	
Fund 701 GENERAL AGENCY FUND Dept 136 DISTRICT COURT							
	CASH BONDS PAYABLE	85TH DISTRICT COURT	LEYLAND/LEYLAND/GATRELL/VANHORN/MY	08/15/2018	08/16/18	2,349.00	66415
	701-136-265.00		BOND REVOKED	17-097-SD	08/16/18	500.00	66416
	CASH BONDS PAYABLE	85TH DISTRICT COURT	JAVELLANA	18-089-SD	08/16/18	301.00	66459
	701-136-265.00		BOND APPLIED: HANKINS/BISHOP/ARCHB	08222018	08/23/18	900.00	66503
	CASH BONDS PAYABLE	BENZIE COUNTY ANIMAL	RESTITUTION FROM COURNEY SHAWNSK	17-310-SM	08/16/18	6.00	66420
	701-136-271.00		CRYSTAL MOUNTAIN	18-201-FY	08/16/18	50.00	66437
	RESTITUTIONS PAYABLE	MACKENZIE, VICKI	RESTITUTION FROM HEATHER MCPHERSON	18-069-SD	08/16/18	20.00	66464
	701-136-271.00		ROBIN WHITNEY DVM LAK	17-310-SM	08/16/18	6.00	66481
	RESTITUTIONS PAYABLE	STATE FARM INSURANCE	RESTITUTION FROM WILLIAM FORTINE	11-089-FD	08/16/18	20.00	66487
	701-136-271.00		BENZIE COUNTY JAIL	15-047-SM	08/23/18	10.00	66515
	RESTITUTIONS PAYABLE	SENA, JEFFREY	RESTITUTION FROM MARSHAL PUTNEY	16-300-FY	08/23/18	100.00	66623
	701-136-271.00		Total For Dept 136 DISTRICT COURT			4,262.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 215 COUNTY CLERK							
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY FROM JESSICA BAFY	18-2558-FH	08/23/18	180.00	66514
701-215-271.00	RESTITUTIONS PAYABLE	JACOB VON BUSKIRK	RESTITUTION FROM DAWN RUCKI	14-2350-FH	08/16/18	7.50	66458
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPETNER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	08/23/18	25.00	66507
701-215-271.00	RESTITUTIONS PAYABLE	HAILEY HERMES	RESTITUTION FROM BENJAMIN GRAHAM	18-2539-FH	08/23/18	345.69	66562
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	08/23/18	30.00	66573
701-215-271.00	RESTITUTIONS PAYABLE	MARY ANN HOLLENBECK	RESTITUTION FROM RANDOLPH DIABO	04-1916-FH	08/23/18	114.87	66582
701-215-271.00	RESTITUTIONS PAYABLE	MATTHEW STAPLETON	RESTITUTION FROM KEILLI STAPLETON	13-2344-FC	08/23/18	131.91	66585
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	08/23/18	50.00	66613
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	08/23/18	50.00	66637
			Total For Dept 215 COUNTY CLERK			934.97	
Dept 253 COUNTY TREASURER							
701-253-221.00	DUE CITY OF FRANKFORT	CITY OF FRANKFORT	CHARGEBACKS DUE TO CITY OF FRANKFO	081418	08/16/18	3,527.22	66435
701-253-223.01	DUE BENZIE SHORES DIST L	BENZIE SHORES DISTRIC	CHARGEBACK DUE TO LIBRARY	081418	08/16/18	52.65	66423
701-253-225.02	FRANKFORT AREA SCHOOLS	FRANKFORT-ELBERTA SCH	CHARGEBACKS TO THE FRANKFORT SCHOO	081418	08/16/18	15,150.81	66444
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	BLUE WATER ELECTRIC	REFUND FOR PERMIT PE17-0431	REFUND	08/16/18	138.00	66426
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	D & W MECHANICAL	REFUND FOR PERMITS PM18-0146/PP18-	PM18-0146	08/23/18	276.00	66538
701-253-299.11	DUE BENZIE ATV ASSOC - 0	BENZIE ATV ASSOCIATIO	SOLD 12 ORV MAPS	081418	08/16/18	12.00	66419
			Total For Dept 253 COUNTY TREASURER			19,156.68	
Dept 301 SHERIFF							
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	SOR JULY DUE STATE	551-520251	08/16/18	210.00	66469
			Total For Dept 301 SHERIFF			210.00	
			Total For Fund 701 GENERAL AGENCY FUND			24,563.65	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101 GENERAL FUND					167,135.14
	Fund 205 TNT OFFICER MILLAGE FUND					1,509.19
	Fund 213 JAIL OPERATIONS FUND					27,387.88
	Fund 214 EMERGENCY MEDICAL SERVICES					36,424.48
	Fund 228 SOLID WASTE/RECYCLING FUND					17,628.06
	Fund 230 BETSIE VALLEY TRAIL MANAGEM					4,371.78
	Fund 247 ANIMAL CONTROL FUND					8,023.36
	Fund 249 BUILDING DEPARTMENT FUND					718.17
	Fund 256 REG OF DEEDS AUTOMATION FUN					2,650.00
	Fund 261 911 EMERGENCY SERVICE FUND					9,966.10
	Fund 269 LAW LIBRARY FUND					790.94
	Fund 292 CHILD CARE FUND					10,757.42
	Fund 293 VETERAN'S RELIEF FUND					231.75
	Fund 296 JUVENILE JUSTICE FUND					1,367.13
	Fund 412 MCF RENOVATIONS FUND					3,555.23
	Fund 415 RAILROAD POINT					5,000.00
	Fund 425 EQUIPMENT REPLACEMENT FUND					533.62
	Fund 516 DELINQUENT TAX REVOLVING FU					132.47
	Fund 532 TAX FORECLOSURE FUND					968.61
	Fund 569 BUILDING AUTHORITY					345.01
	Fund 701 GENERAL AGENCY FUND					24,563.65
Total For All Funds:						324,059.99

CASH SUMMARY BY FUND FOR BENZIE COUNTY
FROM 10/01/2017 TO 08/24/2018

FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 08/24/2018
101	GENERAL FUND	1,320,969.13	8,339,514.77	10,679,296.26	(1,018,812.36)
201	BENZIE COUNTY ROAD COMMISSION	1,186,944.38	6,523,819.36	5,484,283.30	2,226,480.44
205	TNT OFFICER MILEAGE FUND	41,544.01	215,697.72	191,252.25	65,989.48
206	SHERIFF'S K-9 FUND	16,726.35	18,586.92	16,623.84	18,689.43
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	1,736.17	0.00
212	BENZIE KIDS	1,502.38	2,112.17	152.00	3,462.55
213	JAIL OPERATIONS FUND	95,783.42	2,698,179.96	2,783,862.10	10,101.28
214	EMERGENCY MEDICAL SERVICES (EMS) FUND	130,256.30	3,550,364.26	3,226,364.13	454,256.43
215	FRIEND OF THE COURT FUND	72,290.04	4,901.10	0.00	77,191.14
216	SEASONAL ROAD PATROL FUND	24,519.78	23,174.89	20,833.18	26,861.49
217	SNOWMOBILE PATROL FUND	10,936.81	13,683.52	20,096.33	4,524.00
218	PARKS & REC - ICE RINK	16.69	2,500.00	2,500.00	16.69
219	AIRPORT AUTHORITY FUND	1,490.54	73,451.68	82,492.24	(7,550.02)
220	MARINE PATROL FUND	1,659.99	19,904.97	17,678.03	3,886.93
221	BENZIE-LEELANAU DIST HEALTH DEPT FUND	179,705.39	2,554,413.37	2,550,671.51	183,447.25
228	SOLID WASTE/RECYCLING FUND	83,145.58	522,371.70	429,970.11	175,547.17
230	BETSIIE VALLEY TRAIL MANAGEMENT FUND	5,309.38	20,890.71	29,216.44	(3,016.35)
231	SOIL EROSION (SESSC) FUND	30,570.00	26,297.00	21,724.00	35,143.00
235	CDBG GRANTS	0.00	130,419.00	130,419.00	0.00
241	LAND BANK AUTHOITY FUND	56,752.80	63,768.67	10,760.71	109,760.76
243	BROWNFIELD REDEVELOPMENT AUTHORITY	21,315.93	3,128.39	3,724.50	20,719.82
244	E.D.C. ENTERPRISE FUND	2,430.71	33,900.73	34,714.57	1,616.87
245	REMONUMENTATION/SURVEY GRANT FUND	27,478.47	54,200.60	53,618.00	28,061.07
246	GIS INFORMATION SYSTEM	6,993.28	50.00	0.00	7,043.28
247	ANIMAL CONTROL FUND	169,560.82	310,832.81	306,720.80	173,672.83
249	BUILDING DEPARTMENT FUND	71,178.93	576,204.89	540,552.21	106,831.61
256	REG OF DEEDS AUTOMATION FUND	150,038.16	65,863.62	85,330.81	130,570.97
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
260	CPL CLERK TECHNOLOGY FUND	19,738.57	9,513.31	791.98	28,459.90
261	911 EMERGENCY SERVICE FUND	414,266.94	1,403,884.48	1,312,133.05	506,018.37
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	10,532.08	13,864.16	12,785.64
264	SHERIFF FORFEITURE FUND	4,582.79	2,542.58	3,137.60	3,987.77
265	JUSTICE TRAINING (302) FUND	7,415.24	8,072.32	9,806.20	5,681.36
269	LAW LIBRARY FUND	1,375.75	37,468.04	35,727.02	3,116.77
276	COMMISSION ON AGING MILEAGE FUND	328,311.12	2,379,867.96	2,295,050.28	413,128.80
284	REVENUE SHARING RESERVE FUND	0.00	1,500.00	1,500.00	0.00
285	POINT BETSIE LIGHTHOUSE FUND	3,246.36	0.00	0.00	3,246.36
292	CHILD CARE FUND	36,210.59	500,244.27	522,223.34	14,231.52
293	VETERAN'S RELIEF FUND	71,083.78	99,305.02	96,394.08	73,994.72
294	VETERANS TRUST FUND	5,019.63	5,019.63	10,039.26	0.00
295	VETERAN'S MEMORIAL FUND	0.00	63,592.49	1,536.30	62,056.19
296	JUVENILE JUSTICE FUND	746.17	26,437.41	28,523.09	(1,339.51)
310	GOVERNMENT CENTER ADDITION DEBT FUND	34,660.13	100,176.65	2,927.50	131,909.28
312	MAPLES DEBT/MILEAGE FUND	514,023.08	780,749.51	496,665.59	798,107.00
371	JAIL RESERVE FUND	238,205.78	287,260.64	452,431.43	73,034.99

FROM 10/01/2017 TO 08/24/2018

FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 08/24/2018
401	CAPITAL IMPROVEMENT FUND	6,744.62	162,500.00	0.00	169,244.62
412	MCF RENOVATIONS FUND	141,441.09	787,693.85	753,442.61	175,692.33
415	RAILROAD POINT	10,199.12	10,418.10	13,131.20	7,486.02
425	EQUIPMENT REPLACEMENT FUND	121,483.67	247,073.04	310,156.04	58,400.67
512	MEDICAL CARE FACILITY FUND	1,290,631.62	9,500,341.55	9,152,119.08	1,638,854.09
516	DELINQUENT TAX REVOLVING FUND	4,494,666.88	4,189,351.95	4,280,146.95	4,403,871.88
532	TAX FORECLOSURE FUND	829,387.05	139,049.20	131,301.72	837,134.53
535	CDBG HOUSING GRANT FUND	97,971.54	170,175.38	202,580.40	65,566.52
569	BUILDING AUTHORITY	9,957.94	4,497.75	8,883.97	5,571.72
595	COMMISSARY/CONCESSION FUND-JAIL	2,135.55	5,450.64	5,673.84	1,912.35
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	7,810,720.55	9,055,150.08	1,050,209.12
704	PAYROLL CLEARING FUND	21,039.19	2,286,756.38	2,193,872.42	113,923.15
721	LIBRARY PENAL FINE FUND	40,361.24	138,989.11	164,073.78	15,276.57
764	SHERIFF'S INMATE TRUST FUND	347.85	246,972.03	194,335.53	52,984.35
775	SUMMER TAX COLLECTION FUND	0.00	0.00	0.00	0.00
TOTAL - ALL FUNDS		14,842,280.39	57,278,713.65	58,485,624.83	13,635,369.21

Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
August 14, 2018**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, August 14, 2018, in Frank Walterhouse Meeting Room, 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, Griner (arrived at 1:33), Jeannot, Money (arrived at 1:38), Roelofs, Sauer and Warsecke

The Pledge of Allegiance was recited.

Agenda:

Motion by Roelofs, seconded by Sauer, to approve the agenda as amended, removing items 9 and 16 and adding 8d, RTU Replacement. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke
Nays: None Abs: Money Motion carried.

Minutes:

Motion by Sauer, seconded by Roelofs, to approve the Committee of the Whole minutes of July 24, 2018 as presented. Ayes: Carland, Griner, Jeannot, Roelofs, Sauer and Warsecke Nays: None
Abs: Money Motion carried.

Public Input – None

Judge Mead – District/Probate Court Attorney Expense: Kim Nowak appears for Judge Mead and requests additional funds for both District and Probate Court attorney fees. Requesting \$5,000 for District Court and \$2,500 for Probate Court.

Comm Jeannot makes the observation that we have no paperwork on this request; we are side-stepping the process; we are asked to make a decision on a verbal request; and we do not know if they have looked at other sources to cover this request.

Motion by Carland, seconded by Griner, to recommend to the Board of Commissioners to increase 101-136-806.00 by \$5,000 and 101-145-806.00 by \$2,500 for District and Probate Court attorney fees, contingent on review by the finance director for opportunities in the budget and for proper documentation to be provided. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Dan Smith – Jail Amendments

- a. Prisoner Medical – Amendment: **Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 Jail Budget as follows:**

Increase:

213-351-834.00	Prisoner Medical Benzie Co	\$10,898.83
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Decrease:

213-351-687.00	Refunds/Rebates Jail	\$10,898.83
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

- b. Training Amendment: Handled at last meeting.

- c. Carpeting Bids – Amendment: Motion by Sauer, seconded by Jeannot, to recommend to the Board of Commissioners to amend the 2017-18 Jail Budget as follows:

Increase:

213-265-935.00	Jail Repairs	\$12,419.25
	Carpet Installation	
	Floor Covering Brokers/Carpet One	

Decrease:

213-000-691.00	Budgeted Use of Fund Balance	\$12,419.25
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None

Motion carried.

- d. RTU Replacement: Motion by Griner, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 Jail Budget as follows:

Increase:

213-265-935.00	Jail Repairs	\$8,234.00
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Decrease:

213-000-691.00	Budgeted Use of Fund Balance	\$8,234.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None

Motion carried.

Kyle Maurer – Animal Control Amendments

- a. Vehicle Graphics – Amendment: Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 ACO Budget, subject to the appropriate documentation being provided on August 28, 2018, as follows:

Increase:

247-430-749.00	Vehicle Repairs	\$2,400.00
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Decrease:

247-000-691.00	Fund Balance	\$2,400.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None

Motion carried.

- b. Razor Vests – Amendment: Motion by Warsecke, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 ACO Budget, subject to the appropriate documentation being provided on August 28, 2018, as follows:

Increase:

247-430-970.00	Equipment	\$925.00
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Decrease:

247-000-691.00	Fund Balance	\$925.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None

Motion carried.

- c. Water Softener – Amendment: Motion by Money, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 ACO Budget, subject to the appropriate documentation being provided on August 28, 2018, as follows:

Increase:

247-265-935.00	Building Repairs	\$1,992.46
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Decrease:

247-000-691.00	Fund Balance	\$1,992.46
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None

Motion carried.

- d. Reimbursement Grant: **Motion by Roelofs, seconded by Money, to recommend to the Board of Commissioners to accept the Two Seven Oh Inc grant in the amount of \$5,000 for spay and neutering, authorizing the chairman to sign. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.**

Susan Boyd – Lighting System Project: **Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to accept the CoolLED Lighting proposal if funds are available to do as soon as possible, otherwise will be in the 2018-19 budget. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.**

Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners amend the 2017-18 Budget as follows:

Increase:

401-000-691.00	Budgeted Use of Fund Balance	\$16,403.52
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Decrease:

401-000-967.00	Project Expenses	\$16,403.52
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Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Maridee Cuter – Jeff Kosiboski Proposal: Maridee stated that this is a former employee that receives a stipend for retirement health care and would like to make a deal to receive a one-time pay off of half of his remaining amount.

Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to direct Administrator to enter into discussions to explore a possible settlement with Jeff Kosiboski regarding medical stipend. Ayes: Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: Carland Motion carried.

Mitch Deisch – Strategic Plan Update: **Motion by Roelofs, seconded by Jeannot, to recommend to the Board of Commissioners to work cooperatively with Mr. Tim Ervin to update the Benzie County Strategic Plan as outlined in the attached draft proposal. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.**

Roger spoke regarding the State Hospital, you said it Gary, our local jail is becoming the state hospital.

Sheriff stated that if someone comes into the facility and they believe there are mental health issues, we have a contract with Centra Wellness to have an evaluation. The process starts immediately when someone comes into our facility.

2:54 p.m. Public Input: None

Motion by Roelofs, seconded by Warsecke, to adjourn at 2:55 p.m. Ayes: Carland, Griner, Jeannot, Money, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Committee Meeting Agenda Request Form

Date: 8/14/18

Department: 85th District & Probate Courts (Benzie)

Project Name and Scope: Transfer general fund monies to the court appointed attorney line numbers: 101-136-805.00 and 101-148-805.00

Is this request for a budget amendment? Yes If so, the amendment must be attached.

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

Line item funds have been depleted

101-136-805.00 = 5,000
101-148-805.00 = 2500

Cost of project \$7500

Is the project over \$3,500?

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: N/A

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

Have you checked your fund, do you have the required funds for your project?

No. These are mandated line item funds.

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.

2/22/2018

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BUDGET ADMENDMENT REQUEST

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

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

DATE: 8/22/2018

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

Account to be Increased:

Line Number	Account Name	Amount
101-136-805.00	Attorney Fees	5,000.00
101-148-805.00	Attorney Fees	2,500.00

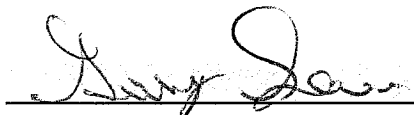
Total \$ 7,500.00

Account to be Decreased:

Line Number	Account Name	Amount
101-000-691.00	Budgeted Use of Fund Balance	7,500.00

Total \$ 7,500.00

SIGNED: _____



Committee Meeting Agenda Request Form

Date: 07/31/2018

Department: Benzie County Sheriff's Office – Corrections

Project Name and Scope: Jail Medical for Inmates

Is this request for a budget amendment? Yes

If so, the amendment must be attached.

Project Scope (explain reason for your project or amendment): Update Nursing Medical care for inmates from an LPN to a RN.

Cost of project \$ 10,898.83

Is the project over \$ No

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: No

If not the lowest bid/quote, provide a reason for your recommendation? We are in a contract with Advanced Correctional Healthcare (ACH) for a LPN to see inmates for 15 hours a week. The Sheriff's Office is recommending changing from an LPN to a RN.

1. This reduces liability to the County and Sheriff's Office.
2. The quality of care is higher.
3. After several meeting with the Circuit Court Judge about inmate medical care, the Sheriff's Office took a hard look at how to improve the quality of care for the Benzie County Inmates and this was the number one recommendation we came up with.
4. ACH is recommending a RN at every location they have a contract with.

Is there a contract/agreement that will need to be signed? Yes

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

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HR

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BUDGET AMENDMENT REQUEST

DATE: 7/31/2018

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

Account to be Increased:

Line Number	Account Name	Amount
213-351-834-00	Prisoner Medical Benzie Co	10,898.83

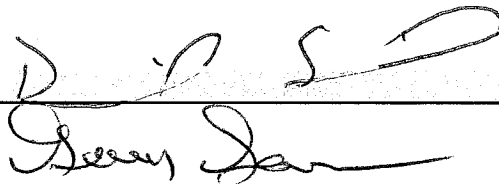
Total \$ 10,898.83

Account to be Decreased:

Line Number	Account Name	Amount
213-351-687.00	Refunds/Rebates Jail	10,898.83

Total \$ 10,898.83

SIGNED: _____



BUDGET AMENDMENT REQUEST

DATE: 7/31/2018

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

Account to be Increased:

Line Number	Account Name	Amount
231 -265-935.00 213	JAIL REPAIRS Carpet Installation Floor Covering Brokers/Carpet One BID	12,419.25

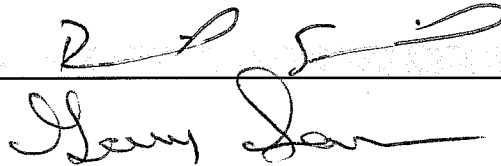
Total \$ 12,419.25

Account to be Decreased:

Line Number	Account Name	Amount
213-000-691-00	Budgeted Use Fund balance	12,419.25

Total \$ 12,419.25

SIGNED: _____



Committee Meeting Agenda Request Form

Date: 7/18/2018

Department: Benzie County Jail

Project Name and Scope: Broken Kitchen RTU Air Conditioner

Is this request for a budget amendment? Yes *If so, the amendment must be attached.*

Project Scope (explain reason for your project or amendment): I have attached an estimate from Hurst Mechanical. Hurst is the Contractor the County approved for maintenance on the Sheriff's Office HVAC systems. They are advising that the RTU for the kitchen is not working and needs to be replaced or repaired. The system has a 20 year life span and is 26 years old. I am requesting the system get replaced but I have attached a bid for both options. It gets up to 85 degrees in the kitchen on hot days.

Cost of project \$ 8,234.00

Is the project over \$3,500?

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: no

If not the lowest bid/quote, provide a reason for your recommendation? We are under contract for repairs with Hurst Mechanical.

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 Bid only

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

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**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.*



Phone (231) 947-2750
Fax (231) 947-1636
885 Robinwood Ct.
Traverse City, MI 49686

Rick Morris
Benzie County Jail (Pro Tem)
Mobile 231.651.9461

July 3rd, 2018

Replace/Repair Benzie Jail Kitchen RTU.

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

This proposal includes labor and materials to replace the Compressor on the Jail Kitchen RTU, recharge with R-22 Refrigerant.

Your investment \$3,037.00

Alternate: Replace 3 ton Kitchen RTU with Economizer. 2 Week lead time. **Would recommend the RTU replacement option for these reasons: Updated Refrigerant R410a (R-22 will be totally phased out by 2020), Current unit is 27 years old and beyond its life expectancy.**

- Removal/Disposal of old unit
- New curb adapter
- Gas Piping, modify existing
- Line and Low voltage wiring, existing
- Permits
- Crane

Your investment \$8,234.00

Note: All work has been figured during normal business hours.

Thank you for the opportunity to prepare this quote for you. If we may be of service or if you have any questions, please call us.

Kind regard,

Frank Reed

Frank Reed, Account Manager
Hurst Mechanical
freed@hurstind.com
231.299.7332

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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



Heating
Air Conditioning
Electrical
Plumbing



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

BUDGET AMENDMENT REQUEST

DATE: 7/18/2018

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

Account to be Increased:

Line Number	Account Name	Amount
213-265-935-00	Jail Repairs	8,234.00

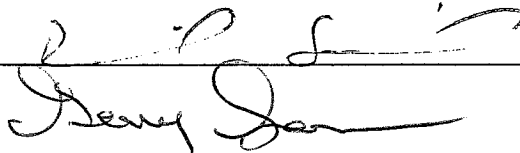
Total \$ 8,234.00

Account to be Decreased:

Line Number	Account Name	Amount
213-000-691-00	Budgeted Use Fund balance	8,234.00

Total \$ 8,234.00

SIGNED: _____



Committee Meeting Agenda Request Form

Date: 8/14/2018

Department: Benzie County Animal Control

Project Name and Scope: Vehicle Reflective Graphic update. TO provide safety for officers during night time operations and provide new look for county vehicle

Is this request for a budget amendment? No
attached.

If so, the amendment must be

Project Scope (explain reason for your project or amendment): Animal control is looking to provide more safety for its officers not only during the day but during the night. This new graphic would cover the entire length of the truck to include the back and would be 100 percent reflective. This would include both trucks with the same exact graphic. The idea was brought to the Animal Advisory board and approve before coming to the Committee of the whole.

Cost of project \$2400.00

Is the project over \$3,500? No

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: N/A

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? Yes

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.*

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Page 1

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

AMENDMENT
BUDGET ADJUSTMENT REQUEST

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

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

DATE: 8/13/2018

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

Account to be Increased:

Line Number	Account Name	Amount
247-430-749.00	Vehicle Repairs	\$2,400.00

Total \$2,400.00

Account to be Decreased:

Line Number	Account Name	Amount
247-000-691.00	Fund Balance	\$2,400.00

Total \$2,400.00

SIGNED: _____

[Signature]
[Signature]

Admendment
BUDGET ADJUSTMENT REQUEST

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

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

DATE: 8/9/2018

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

Account to be Increased:

Line Number	Account Name	Amount
247-430-970.00	Equipment	\$925.00

Total \$925.00

Account to be Decreased:

Line Number	Account Name	Amount
247-000-691.00	Fund Balance	\$925.00

Total \$925.00

SIGNED: _____

[Signature]

Committee Meeting Agenda Request Form

Date: 8/14/2018

Department: Benzie County Animal Control

Project Name and Scope: Ballistic vest of Animal Control Officers. To provide more safety for the Animal Control Officers during normal operations

Is this request for a budget amendment? No
attached.

If so, the amendment must be

Project Scope (explain reason for your project or amendment): Animal control is looking to upgrade to a newer and better ballistic vest for normal operation. The new vest is an exertior vest and would be much more convenient for officers during the day time when in and out of the shelter. Benzie County Sheriffs Office has a federal grant that would allow Animal Control to purchase vests at 50 percent of the total price allow us the save money and provide more protection during our operations.

Cost of project \$925.00

Is the project over \$3,500? No

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: N/A

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? Yes

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

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**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.*

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2/22/2018

AUG 23 2018

Page 1

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

mendment
BUDGET ADJUSTMENT REQUEST

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

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

DATE: 8/9/2018

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

Account to be Increased:

Line Number	Account Name	Amount
247-265-935.00	Building Repairs	\$1,992.46

Total \$1,992.46

Account to be Decreased:

Line Number	Account Name	Amount
247-000-691.00	Fund Balance	\$1,992.46

Total \$1,992.46

SIGNED: _____

[Signature]

Committee Meeting Agenda Request Form

Date: 8/14/2018

Department: Benzie County Animal Control

Project Name and Scope: New Water Softener. To cut down the iron deposits in our water

Is this request for a budget amendment? No
attached.

If so, the amendment must be

Project Scope (explain reason for your project or amendment): Within the last month or so the Animal Shelters water softener stopped working. A phone call was made to Nye Plumbing to come out and check for the issue. It was there that it was determined that the water softener needed to be replaced. Animal Control then got three bids from local plumbing companies and decided to go with Nye Plumbing because they offered an on demand water softener which would allow Animal Control to save money on salt and allow the softener not to prime as much saving on its total runs during a year.

Cost of project \$1992.46

Is the project over \$3,500? No

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received: No

If not the lowest bid/quote, provide a reason for your recommendation? On Demand water Softener will be more energy efficient and save money on salt.

Have you checked your funds, do you have the required funds for your project? Yes

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.*

RECEIVED

2/22/2018

AUG 23 2018

Page 1

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Two Seven Oh Inc.

Reimbursement Grant Agreement

August 7, 2018

GRANTEE:	Benzie County Animal Control	
GRANT AMOUNT:	\$5,000.00	
GRANT PERIOD:	July 31, 2018 - March 1, 2019	
FINAL REPORT DUE:	March 29, 2019	
GRANT DESCRIPTION:	To spay and neuter animals in the shelter's care prior to adoption. Veterinary services will be provided by Platte Lake Vet Clinic and Betsie River Vet Clinic. Costs will be covered up to \$280.00 per female canine and \$225.00 per male canine. Costs will be covered up to \$170.00 per female feline and \$115.00 per male feline. S/N services will include necessary anesthesia, nail trimming, and pain medication.	
GRANT ADMINISTRATOR:	Madison Moran	
Two Seven Oh Inc. (The Foundation) and The Grantee are entering into this agreement to establish the terms of The Foundation's grant to The Grantee.		Please initial each section
1	The Foundation will only cover expense specified in the Grant Description.	<i>KM</i>
2	Services must occur within the Grant Period.	<i>KM</i>
3	The Foundation and The Grantee may agree in writing to modify the objectives, methods or timeline of the Grant Description. Any modifications must take place before the end of the Grant Period. Any modification request after the end of the Grant Period will not be allowed	<i>KM</i>
4	<p>The Grantee agrees to submit a Final Report no later than 28 days after the end of the Grant Period. This report must include:</p> <ul style="list-style-type: none"> - a brief summary of the outcome of your Grant - a full financial accounting of the expenditures of the grant with invoice(s)/receipt(s) for all payments used to fulfill the Grant Description you wish to have covered by this grant. <p>Invoices/receipts must have:</p> <ul style="list-style-type: none"> a. The description and quantity of products and/or services, line by line, and the cost of each of item; b. The date at which the products were purchased or when services occurred; c. The vendor's name with contact information; d. The Grantee's name somewhere on the invoice <p><i>(If The Grantee is unable to provide an invoice/receipt without one or more of these items, the invoice/receipt will be invalid and will be removed from final award amount.)</i></p> <ul style="list-style-type: none"> - a completed Spay Neuter Grant Summary (attached) for all surgeries included in the Grant. Each veterinarian listed in your summary under Surgery Performed By, must sign the last page of the summary, certifying that all surgeries that indicated them as the one who performed the surgery, were indeed performed. This is not be used as an invoice for procedures 	<i>KM</i>
5	The Foundation agrees to reimburse The Grantee up to, but not exceeding, the Grant Amount to solely implement the Grant Description, for expenses The Grantee incurred during the Grant Period following the submission of a Final Report.	<i>KM</i>
6	The Grantee agrees to cover any expenses exceeding the Grant Amount.	<i>KM</i>

7	The Grantee agrees to immediately notify The Foundation if any of the following occurs in the Grant Period: - any changes in key personnel - any changes in address or phone number - any development that significantly affects the operation of the Grant Description - any additional funding for the Grant Description	kw/
8	The Grantee agrees to credit the participation of The Foundation as "Anonymous" in any advertisement, publicity or public comment related to the Grant Description.	kw/
9	The Grantee will keep adequate records to document the expenditure of funds and activities supported by the grant. The Grantee agrees to make available to The Foundation the financial records related to the activities supported by the grant at any given time during the Grant Period.	kw/
b	All veterinarians that will be performing any procedures must have an active license to practice veterinary medicine and had no formal complaints filed against them within the last year.	kw/
10	In the event The Foundation finds that The Grantee has failed to comply with any terms of this agreement, The Foundation may cancel its participation in the Grant Description resulting in no funds being reimbursed.	kw/
11.	The Foundation will not issue reimbursement checks before the Final Report Due Date, regardless if the grantee completes and submits the final report prior to the this date.	kw/

On behalf of The Grantee as a **Board Member**, I understand and agree to the foregoing terms and conditions of accepting Two Seven Oh Inc.'s grant, and authorize this agreement on The Grantee's behalf.

Signature: _____

Printed Name: _____

Board Position/Title: _____

Date: _____

I authorize this grant agreement and terms listed above as a representative of The Foundation.

Signature of Director of Grants: _____

Printed Name of Director of Grants: _____

Date: _____

This signed agreement must be postmarked, faxed or emailed by:

September 4, 2018

Please note that if each section is not initialed and the agreement is not signed by a **Member of the Board (or Board of Commissioners) the agreement will not be valid. If you have any questions please contact the Grant Administrator listed on your agreement.*

LED Lighting System Proposal Provided by CoolLED Inc.

Prepared for:



Benzie County Courthouse

Project Notes:

An LED upgrade will reduce electricity costs and your on-going maintenance expense. Light levels will improve, you will have consistent color and eliminate the environmental and workplace concerns using old technology lamps.

Our estimates for savings are based on observation and information we received from property management. If existing fixture counts, wattages or actual hours of usage differ, it may significantly alter your savings, utility incentive and return of investment.

Proposal Summary:

Your Retrofit Project Includes the Following:

Retrofitting the remaining 7 parking lot fixtures similar to the previous retrofit by removing the existing HID lamp and ballast and installing an LED HID Replacement lamp.

Removing existing incandescent, CFL and PL lamps and ballast as needed and installing LED lamps in interior and exterior recessed fixtures.

Removing the ballast and tubes in the fluorescent fixtures and installing LED tubes that do not require ballast. In the 3 tube fixtures, we will install 2 LED tubes that will give you improved lighting and save additional utility cost.

Preparation and submission of all utility incentive documents.

Environmentally friendly removal and recycling of lamps and fixtures replaced.

The CoolLED, Inc. standard limited warranty.

Total Project Cost:	\$ 16,403.52
Reduced by: Estimated Utility Incentives	<u>1,928.25</u>
Net Project Cost	<u>\$ 14,475.27</u>
Your project will pay for itself in	1.63 yrs*
You will save every month on your electric bill and maintenance	<u>\$ 739.16</u>

* based on the assumptions for hours of use and existing fixtures we received

Project Contact Information

Contact for CoolLED
Secondary Contact

Hadley Vukasovich 231-357-2909
Mike Smith 231-421-5981

HadleyV@CoolLEDInc.com
mikes@cooledinc.com

861 Robinwood Ct., Ste 1
Traverse City, MI 49686



Ph: 231-421-5981
E: info@CoolLEDInc.com



861 Robinwood Ct., Ste 1
Traverse City, MI 49686
Ph: 231-421-5981

LIGHTING IMPROVEMENT AND COST SAVINGS FOR:

Benzie County Courthouse

Your Current Estimated Annual Lighting Electric Expense	\$ 10,506.12
Your Estimated Annual Lighting Maintenance Expense	1,530.09
Your Total Lighting Operational Expense	\$ 12,036.21
Your Lighting Operational Expense with CoolLED Upgrade Package	3,166.26
Results in Total Annual Savings of	<u>\$ 8,869.95</u>

Lifetime Savings:

Based on the hours of operation and projected life of a fixture

Estimated Lifetime electrical savings	\$ 122,523.56
Estimated Lifetime maintenance savings	25,541.67
Total Estimated Lifetime Savings	<u>\$ 148,065.23</u>

Cost of Project:

Cost of Project: including materials, labor, freight, recycling, sales tax, processing fees and waste removal	\$ 16,403.52
Utility Incentive Estimate to reduce project cost	1,928.25
Total Cost of Project after Applicable Incentives	<u>\$ 14,475.27</u>

Estimated Time for Return of Investment

1.63 yrs

When you accept this proposal we will schedule your project and begin the application
process for the Utility Incentive
Upgrade Incentives are Time Sensitive and Funds Are Limited

Accepted:

7/19/2018

Benzie County Courthouse

CoolLED Inc.

Terms: 50% of Total Project Cost Down, Balance on Delivery. Financing may be Available.

Disclaimer: The information contained within this document is an approximation and should be treated as such. Rebates and grants are subject to availability and may be terminated without notice. Fixture quantities and actual cost of installation to be determined prior to final proposal.



Standard Limited Warranty, Terms and Conditions

CoolLED, Inc. is proud to offer the best LED lighting products in overall performance, quality and design. We are so confident in our products that we provide an industry leading service and warranty program.

CoolLED warrants all LED lighting products when properly installed by a licensed electrician or CoolLED personnel and maintained under normal service and environment conditions. All warranty procedures, repairs and reimbursements will be carried out according to the terms listed below:

- 1) Lamps and Fixtures for a period of (5) years (failure is defined as having more than thirty percent 30% of the light emitting diodes not illuminated in a single fixture).
- 2) LED drivers for a period of (5) years.
- 3) Fixture housing against cracking or breakage for a period of (5) years under 'normal' circumstances (as noted in the points below).

PRODUCT WARRANTY PERIOD - The start of the Warranty period will begin upon delivery of the luminaires to their final destination and expire after the stated 5 year period.

INSTALLATION or REPAIR COSTS - CoolLED will repair at its own expense or refund the reasonable labor costs involved with replacing defective components that fail within the first one (1) year of the warranty period. CoolLED at its sole discretion reserves the right to get competitive quotes for such labor, and to select the appropriate contractors for repairs in the field. CoolLED reserves the right to use new, refurbished, repaired, reconditioned, or remanufactured parts or products in the warranty repair process. Such parts and products will be comparable in function and performance to any original part or products, as determined by CoolLED in their sole discretion and warranted for the remainder of the original warranty period.

WARRANTY CLAIM PROCEDURE:

- 1) Contact our CoolLED Customer Service Team or your representative and we will reply within 24 hours. Call us at 231-421-5981 or email EasyLED@cooledinc.com. Have available a description of the problem, the lamp or fixture with the problem and your hours of operation so we can dispatch a repair person.

CONDITIONS - The warranty will not include the following:

- Defects judged by CoolLED as being caused by the failure to follow the recommended usage such as careless handling, accidents, improper use of the light application or incorrect repairs or maintenance, or by the failure to have repaired by CoolLED.
- Any modification or installations performed outside the scope of normal routine maintenance or making repairs without the express approval of CoolLED.
- Deterioration, fading, staining or corrosion of plated parts or paint coating which will occur due to normal exposure and usage including exposure to tree sap, bird droppings, insects, tar, industrial pollution/fallout or contamination by other fluids.
- Equipment which has been damaged due to accident, misuse, abuse, fire, flood, "Acts of God" or other contingencies beyond the control of CoolLED.
- Coverage is limited to the value of the fixtures or lamps including freight costs.

TERMS, CONDITIONS, AND EXCLUSIONS

1. ACCEPTANCE - All purchase orders and/or contracts are subject to acceptance by CoolLED Inc. ("CoolLED")

2. CANCELLATIONS - Customer may, at any time prior to the scheduled date of shipment, cancel any or all Product(s) on order upon giving timely written notice and upon payment of the following cancellation charges for each unit cancelled. The cancellation charge, intended as liquidated damages and not penalties, is 15% of the invoice.

3. DELAY - Customer may delay for a period of thirty (30) days upon giving the CoolLED written notice at least fifteen (15) days prior to the scheduled delivery date. In the event distributor delays delivery for more than thirty (30) days with notification as set forth above, Customer shall pay to CoolLED, as a service charge, an amount equal to 1 % per month up to 15% if cancelled.

4. DELIVERY/SHIPMENTS - "Best commercial practice" packaging is standard. Customer shall bear the expense of all other packaging. All shipments will be made in accordance with Customer's instructions and at Customer's cost. If Customer fails to specify a mode of shipment, CoolLED will select the mode which provides the lowest reasonable transportation cost. Shipment. All shipments of Product shall be made FOB CoolLED's warehouse and liability for loss or damage in transit or thereafter, shall pass to Customer upon CoolLED's delivery of Product to a common carrier selected by Customer for shipment. Shipping dates are approximate and are based, to a great extent, on unpredictable deliveries from overseas carriers. Customer shall bear all costs of transportation and insurance and will promptly reimburse CoolLED if CoolLED prepays or otherwise pays for such expenses. CoolLED shall not be in default by reason of any failure in its performance under this Agreement if such failure results from, whether directly or indirectly, fire, explosion, strike, freight embargo, Act of God or of the public enemy, war, civil disturbance, etc of any government, de jure or de facto, or agency or official thereof, material or labor shortage, transportation contingencies, unusually severe weather, default of any other manufacturer or a supplier or subcontractor, quarantine, restriction, epidemic, or catastrophe, lack of timely instructions or essential information from Customer, or otherwise arisen out of causes beyond the control of CoolLED. Nor shall CoolLED at any time be liable for any incidental, special or consequential damages.

5. TAXES - All sale and/or use taxes, custom duties or any other taxes imposed by Federal, state, county or municipal authority upon CoolLED's transfer and delivery of goods hereunder shall be paid by the Customer.

6. PAYMENT TERMS - The balance after deposit on all sales is due in full upon completion of order, unless otherwise specified on invoice. **In the event Customer fails to make full payment when due, the unpaid balance of the invoice shall bear interest at the rate of 1.5% for each full or partial month such invoice remains unpaid for which Customer will be liable.** In the event CoolLED incurs any expense collecting a past due invoice, Customer shall pay for all collection costs, including attorney's fees and court costs, if any, incurred in collection.

7. CLAIMS - In the event the goods shipped pursuant to a purchase order or contracts are missing, Customer must notify CoolLED within 3 days of receipt of shipment. The original packaging, including exterior cartons, must be saved so that CoolLED can make a claim with the carrier. In the event Customer believes goods delivered pursuant to a purchase order or contract are defective, Customer shall immediately notify CoolLED of the defect and CoolLED will repair or replace the goods after it determines that the goods are defective. Charges for repair or inspection of parts by Customer, without prior written authorization, will not be honored. Claims will not be honored on those goods further processed by Customer if such processing results in damage or change in characteristics of the goods. This Agreement may only be amended by an express, written agreement signed by authorized representatives of both parties. If any provision of this agreement is held to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provision shall not be affected or impaired.

8. WARRANTY - CoolLED is not the manufacturer of the goods being sold and does not provide any warranty **expressed or implied, either of merchantability or fitness for purpose.** The only warranty provided is that of the original Manufacturer, which rights pass with possession. Where products are used and combined with other equipment or components not furnished by CoolLED or further processed by the Customer, Customer agrees to indemnify seller for all claims and expenses resulting from the use or inclusion in Customer's products. In no event will CoolLED be liable to the Customer for special, indirect incidental or consequential damages including, but not limited to, loss of revenue, even if advised of the possibility of such damages. CoolLED's liability under this warranty shall be limited to the value of the purchase order or contract.

9. FORCE MAJEURE - Any delay or failure of CoolLED to perform its obligations hereunder shall be excused if, and to the extent that it is caused by an event or occurrence beyond the reasonable control of CoolLED and without its fault or negligence, such as, by way of example and not by way of limitation, acts of God, actions by government authority (whether valid or invalid), fires, floods, windstorms, explosions, riots, natural disasters, wars, sabotage, labor problems (including lockouts, strikes and slowdowns), inability to obtain power, material, labor, equipment or transportation, or court injunction or order.

10. GOVERNING LAW - This agreement is to be governed by the laws of the State of Michigan to the exclusion of the law of any other forum and without regard to jurisdiction in which any action or special proceeding may be instituted.

11. COMPLETE CONTRACT - This agreement contains the entire agreement between Customer and CoolLED and supersedes any prior understandings or written or oral agreements.

12. AMENDMENT - No amendment or modification hereof shall be of any force and effect unless in writing and signed by the party claimed to be bound thereby, and no amendment or modification shall be effected by an acknowledgment or acceptance by CoolLED of a purchase order from Customer containing any different terms and conditions. In the event such new terms and conditions are inconsistent with these terms and conditions, these terms and conditions shall govern any such inconsistencies.

13. WAIVER - A waiver of any of these terms or conditions shall not operate as or be construed to be a continuing waiver and shall only apply to the quotation containing such waiver.

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: 8/23/2018

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

Account to be Debited:

Line Number	Account Name	Amount
401-000-967.00	Capital Improvements Project Expenses	16,404.00



Total \$ 16,404.00

Account to be Credited:

Line Number	Account Name	Amount
401-101-699.00	Transfer In	16,404.00

16,404.00

SIGNED: _____

Memo To: Committee of the Whole
From: Mitchell D. Deisch, Administrator
Date: August 10, 2018
Subject: Strategic Plan Update Proposal – Tim Ervin

Attached is a proposal from Tim Ervin to assist the Benzie County Board of Commission on updating their 17/18 Strategic Plan. Mr. Ervin worked directly with the BOC in development of the current strategic plan, while he was associated with the Alliance for Economic Success (AES). Mr. Ervin is no longer involved with the AES.

Whereas, assisting Benzie County with strategic planning is included in the AES contract, I felt it was important to reach out to Mr. Ervin based upon his knowledge with facilitating strategic plans and based upon his familiarity of working with the BOC.

The attached proposal gives the framework for updating the strategic plan. The cost for updating the strategic plan will be based upon the number of hours needed to complete the process. In discussing the proposal with Mr. Ervin, he anticipates that if we follow the proposal with the number of identified meetings that it will take approximately 15 hours to complete. Thus, the cost would be approximately \$750.00 (15/hrs. x \$50.00 = \$750).

Whereas we could look for alternatives for facilitation of the strategic planning process, based upon the reasonable price and the importance of the of the facilitator to have a firm understanding of Benzie County, it would be my recommendation that we engage Mr. Tim Ervin to work with the Benzie County Board of Commission to update our strategic plan.

Recommendation

The Committee of the Whole recommends to the full Board of Commission that we work cooperatively with Mr. Tim Ervin to update the Benzie County Strategic Plan as outlined in the attached draft proposal.

Draft

Scope of Work

Updating Strategic Plan of Benzie County Board of Commissioners

1. Review of County/Plan Status and Desired Outcome. (Meeting 1: 2 Hours)

The purpose of this discussion would be to:

- A. Discuss relevant trends and data involving the County, including a discussion about benchmarking and emerging issues that should be incorporated into the County's Strategic Plan.
- B. The status of progress in implementing the current strategic plan and to identify goals that should be sustained in the updated Plan.
- C. To review the organization and structure and vision, goals and values of the Plan to determine how they should be simplified/streamlined, particularly with respect to eliminating "task level" steps or actions from the Plan.

Homework: We will ask members in groups of two to draft goals for the updated plan for individual areas of focus. We will also ask team members to consider benchmarks (or milestones) that might be appropriate for the goals that are developed. These will be submitted to Tim Ervin ahead of the subsequent meeting.

2. Review/Discussion of goals for Strategic Plan update. (Meeting 2: – 1-2 hours))

This will also include a discussion of roles and responsibilities for implementation and how accountability will be established for implementation.

3. Drafting of Strategic Plan update and dissemination to Commissioners. (Tim Ervin)

4. Review of draft Updated Strategic Plan (Meeting 3: – 1-hour)

5. Completion of Strategic Plan (Deliverable) based on input/comments and distribution to the County Administrator for final approval by the Commission. (Tim Ervin)

Other:

1. Consultant cost: \$50/hr (discounted rate), not to exceed 30 hours.
2. Public/Stakeholder input.

How to most effectively do this?

Options:

- Invite public input at each meeting.
- Host 2-3 "input" meetings with defined interests prior to beginning the process.
- Present the draft plan at a public forum and accept comments at the forum and for a period of one week following the forum.
- Others

Committee of the Whole

Page 4 of 4

August 14, 2018

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

1. To increase 101-136-806.00 by \$5,000 and 101-145-806.00 by \$2,500 for District and Probate Court attorney fees, contingent on review by the finance director for opportunities in the budget and for proper documentation to be provided.
2. To amend the 2017-18 Jail Budget in the amount of \$10,898.83 for inmate health case, subject to the appropriate documentation being provided at the August 28, 2018 BOC meeting.
3. To amend the 2017-18 Jail Budget in the amount of \$12,419.25 for carpet.
4. To amend the 2017-18 Jail Budget in the amount of \$8,234.00 for RTU replacement.
5. To amend the 2017-18 ACO Budget in the amount of \$2,400 for vehicle graphics, subject to the appropriate documentation being provided at the August 28, 2018 BOC meeting.
6. To amend the 2017-18 ACO Budget in the amount of \$925.00 for ballistic vests, subject to the appropriate documentation being provided at the August 28, 2018 BOC meeting.
7. To amend the 2017-18 ACO Budget in the amount of \$1,992.46 for water softener, subject to the appropriate documentation being provided at the August 28, 2018 BOC meeting.
8. To accept the Two Seven Oh Inc grant in the amount of \$5,000 for spay and neutering, authorizing the chairman to sign.
9. To accept the CooLED Lighting proposal if funds are available to do as soon as possible, otherwise will be in the 2018-19 budget.
10. To amend the 2017-18 Budget in the amount of \$16,403.52 for the lighting project.
11. To direct the Administrator to enter into discussions to explore a possible settlement with Jeff Kosiboski regarding medical stipend.
12. To work cooperatively with Mr. Tim Ervin to update the Benzie County Strategic Plan as outlined in the attached draft proposal.

Committee Appointments

Veterans Affairs Interview – August 27, 2018

Motion by Terry Money, seconded by Gary Sauer, to recommend to the Board of Commissioners to appoint Gary Fender to the Veteran's Affairs Committee to fill a vacancy, with a term to expire on December 31, 2021.
Ayes: Money, Roelofs and Sauer Nays: None Motion carried.

ACTION ITEMS

Contract for Services

This Project Administration Agreement is made this _____ day of _____, 2018 for the period of July 1, 2018 through June 30, 2019 between Northwest Michigan Community Action Agency, Inc. (NMCAA), a private non-profit organization located at 3963 Three Mile Road, Traverse City, MI 49686 and Benzie County (COUNTY), a Michigan municipal corporation, whose address is Benzie County Government Center, 448 Court Place, Beulah, Michigan 49617. This Agreement shall become effective on July 1, 2018 and shall remain in effect until completion of the Project or the June 30, 2019 whichever occurs first (the CONTRACT TERM).

I. Purpose

The purpose of this Agreement is to specify terms, conditions, compensation, and essential duties as an Administrator for the Homeowner Rehabilitation (HO) program in Benzie County. COUNTY has recaptured Program Income (PI) funds designated for Homeowner Rehabilitation from previous Community Development Block Grant (CDBG) programs and wishes to engage NMCAA to administer funds on projects as they are presented. NMCAA plans to assist COUNTY in utilizing this PI and may leverage other funds to renovate homes owned by income qualified homeowners within Benzie County.

The scope of work provided by NMCAA will include consultation and project management of PI funds to perform Emergency Repair or Homeowner Rehabilitation.

II. Recitals

WHEREAS, Benzie County has decided to invest its CDBG Program Income dollars, accumulated to date and to be received in the future, in order to provide homeowner repairs to COUNTY residents in need of assistance, and in accordance with such terms and conditions that govern the use of CDBG Program Income funds pursuant to HUD and MEDC policies and procedures.

WHEREAS, COUNTY has determined that it is in the best interest of the County and its citizens to have the PI administered during the CONTRACT TERM by a third party familiar with County-wide housing needs along with state and federal rules associated with the use of these recaptured funds.

WHEREAS, NMCAA is a Michigan non-profit corporation which desires to administer the Program.

WHEREAS, NMCAA is familiar with County-wide housing needs and is knowledgeable about the rules governing CDBG PI receipts and expenditures.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY MUTUALLY AGREED, as follows:

III. Scope of Services provided by NMCAA

NMCAA shall complete or facilitate completion of the following essential duties as they relate to the utilization of recaptured CDBG funds (PI):

- a) Review COUNTY CDBG Program Guidelines to ensure that they are consistent with HUD and MEDC requirements. Provide suggested modifications to consider. Program Guidelines will serve as a reference guide for current and future staff, clients and funding sources.
- b) Meet with agents of COUNTY via phone conference or email on an as needed basis to discuss current status of eligible applicants; review proposed projects and receive approval to commit funds; and/or review status of renovation projects in progress.
- c) Provide assistance with marketing of PI funds on an as needed basis.
- d) Receive phone inquiries and prescreen applicants for potential eligibility using PI funds. Provide appropriate referrals for those not eligible to be assisted with PI.
- e) Assist COUNTY staff by processing applications including eligibility determination, income verification, environmental review, closeout process, client file organization, and compliance tracking.
- f) Provide or facilitate HQS/UPCS inspections, renovation specification, and cost estimating.
- g) Prepare bidding documents, solicit bids or assist clients with obtaining bids and review those received on individual projects.
- h) Screen and verify contractor eligibility to participate in the Program.
- i) Prepare and submit individual project summaries to COUNTY staff for approval via email.
- j) Facilitate contractor walk-throughs as necessary, draw inspections and other Project Management duties as identified by COUNTY staff.
- k) Prepare Homeowner / Contractor Contract and all other pertinent project related documentation, including loan documents when funding is provided as a lien on the property.
- l) Prepare and submit invoicing to COUNTY for project hard costs and NMCAA administrative fees. Provide back-up documentation to accompany invoice.
- m) Prepare and submit check requests to NMCAA's Business Office in order to pay contractors for services rendered on individual projects.
- n) Prepare change orders occurring as a result of cost over-runs. These are to be signed by contractor, homeowner and NMCAA staff. Change orders exceeding \$1,000 will also require approval in advance by COUNTY staff.
- o) Prepare and submit in writing to COUNTY, a quarterly summary report identifying progress on those projects that NMCAA has acted on during the period since the last report was submitted.
- p) Provide support with reporting to MEDC as is required for utilization of PI funds.
- q) Collect MEDC required documentation and data including, household characteristics, project data, local building permits, etc. Organize documentation in project file and/or submit data to MEDC as requested.
- r) Facilitate communication with MEDC CDBG Program Specialist or other staff as needed.

- s) Assist with completion of quarterly and annual PI reports for COUNTY to submit to MEDC as required.
- t) Maintain records, including financial records, of the performance of such duties. Any and all accounting procedures and internal financial controls shall conform to generally accepted and required accounting practices for governmental entities and will conform to any rules or regulations by the State or Federal government. Records as they pertain to the Project shall be available for review by such persons as the Authorized County Official or a designated member of the Board of Commissioners.
- u) In performing the services and activities required under this Agreement and in fulfilling the terms, conditions, obligations, covenants, agreements, and stipulations of this Agreement, NMCAA shall comply with all applicable Federal, State and local laws.
- v) NMCAA agrees to adhere to all applicable Federal, State and local laws and regulations prohibiting discrimination as is outlined in the Benzie County Fair Housing Resolution adopted on _____. A breach of this covenant shall be regarded as a material breach of this Agreement.
- w) NMCAA shall not permit any person in their employ who has any conflicting interest to perform any of the services and activities set forth in Section III or be responsible for fulfilling any of the other terms, conditions and obligations of this Agreement.

NMCAA will be available to COUNTY agents, property owners, and MEDC staff by telephone, or email throughout the duration of the contract as necessary to carry out the work described in the Scope of Services.

IV. County Responsibilities

COUNTY shall complete or facilitate completion of the following essential duties as they relate to the utilization of recaptured CDBG funds (PI):

- a) Implement Program Guidelines so that funds can be distributed fairly and proficiently using MEDC PI Policies and Procedures and by HUD CDBG Program rules found at 24 CFR 570.489 (e)
- b) Assign and train specific COUNTY staff to handle management duties of the PI receivables, expenditures and reporting. Provide clarification to NMCAA of who will be assigned these duties and responsibilities.
- c) Provide to NMCAA a financial accounting record of PI received and expended for each month and also a record by Program Year 7/1 to 6/30 in order to track receivables per HUD requirement. This is to be provided by the 10th day of the following month ending.
- d) Formalize an effective procedure that will be used to provide oversight and approval of PI expenditures and also matters related to existing COUNTY liens.
- e) Provide written project approval to NMCAA within 20 days of submittal to COUNTY. Accommodations should be made for emergency projects involving health and safety concerns and an effort made to expedite approvals.

V. Compensation

For services rendered under this Contract, COUNTY will pay NMCAA the following:

- a) Actual hard costs related to project expenses, labor and materials based on contractor charges or services, even if a project contract is not signed and/or the application is denied or withdrawn, for example environmental hazard testing, engineering fees, drawings, permits, etc.
- b) 18% Administration Fees drawn on all Program Income hard cost expenditures. Note that Administration fees are not charged on leveraged funding.
- c) NMCAA will require a fee for any additional assigned tasks outside the above Scope of Services. NMCAA staff time will be tracked, itemized and billed to COUNTY at \$50.00 per hour. Any actual cost out-lays for document recording, postage/delivery; advertising or legal fees will be reimbursed at face value. Such tasks and expenses pertaining to matters with previous CDBG client loans shall include the following but are not limited to:
 - o Subordination of Mortgage
 - o Pay-off and Discharge of Mortgage
 - o Lien Assumption
 - o Mortgage payment structure revisions
 - o Mortgage or Tax Foreclosure
 - o Lapse of Insurance Coverage
- d) NMCAA will invoice COUNTY as expended for project specific hard costs and Administrative Fees. NMCAA will invoice COUNTY monthly for additional assigned tasks and cost out-lays. Payments will be due and payable within 15 days of the Invoice date.
- e) The COUNTY makes no implied or explicit guarantee, offer or representation of future funding from the COUNTY beyond that authorized in this Agreement and/or termination of the Agreement.

VI. Officers and Employees

It is mutually agreed that all officers and employees of NMCAA are recognized as officers and employees of NMCAA, and not the COUNTY. It is understood and agreed by the parties that the COUNTY shall have no obligation to compensate, in any manner, officers or employees of NMCAA or to otherwise provide benefits to the same. Instead, any salaries, wages, expenses or benefits of NMCAA's officers and employees shall remain the sole obligation of NMCAA.

Both the COUNTY and NMCAA shall carry Workers Disability Compensation coverage for their employees, as required by law, and shall require any contractors or sub-contractors working on the Project to do the same.

VII. Insurance

NMCAA carries comprehensive General Liability Insurance on an occurrence basis which shall insure NMCAA, such insurance at all times to be in an amount of not less than one Million Dollars (\$1,000,000) for bodily injury per occurrence, and Two Hundred fifty Thousand Dollars (\$250,000) for property damage per occurrence.

VIII. Indemnification

NMCAA agrees to hold and save the COUNTY, its officers, employees and agents free and harmless from any and all claims, demands, liabilities, loss, costs or expenses in connection with the performance by NMCAA of its obligations hereunder including, without limitation, all injuries to persons or property when NMCAA is carrying out or attempting to carry out its obligations hereunder or acting under the direction, expressed or implied, of the COUNTY, or by reason of NMCAA's failure or refusal to comply or abide by any rule, order, determination, ordinance or law of any federal, state or municipal authority.

COUNTY agrees, to the fullest extent permitted by law, to indemnify and hold harmless NMCAA, its officers, directors and employees against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by COUNTY's negligent acts in connection with the Project and the acts of its consultants, sub-consultants or anyone for whom COUNTY is legally liable.

NMCAA agrees to hold and save the COUNTY, its officers, employees and agents free and harmless from any and all claims, demands, liabilities, loss, costs or expenses arising out of an assertion by NMCAA's agents or employees that they are agents or employees of COUNTY.

Neither NMCAA nor County shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

Nothing herein shall be construed as a waiver of any governmental immunity by the COUNTY or its employees as provided by statute or court decisions.

IX. Financial Administration

COUNTY shall receive, hold and maintain all Program Income funds to the extent, and in the manner, permitted by law. All PI funds shall be deposited by the COUNTY Clerk and in the Huntington Bank and shall remain under control of the COUNTY except as expressly provided for in this Agreement.

NMCAA will prepare vouchers for payments of PI expenditures. All vouchers will be subject to NMCAA supervisory recommendation for payment to the COUNTY Board before payment is prepared and will be maintained in NMCAA files for audit and review purposes.

NMCAA shall maintain and retain all financial records in accordance with the terms, conditions and requirements of MEDC and applicable law.

The parties acknowledge and agree that the COUNTY shall not be required to expend any of its funds, except for the PI funds identified herein, as a result of any provision contained in the Contract.

X. Miscellaneous Provisions

All Notices permitted or required hereunder shall be in writing and either mailed or personally delivered to the address above stated. If by mail, notice shall be deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested and addressed to the party to whom notice is directed. If by personal delivery, notice shall be personally delivered to the party to whom notice is directed.

The invalidity or unenforceability of any provision of this Agreement shall not affect the enforceability or validity of remaining provisions and this Agreement shall be construed in all respects as if any invalid or unenforceable provision were omitted.

No term, condition, covenant or provision contained in the Agreement may be waived except in a writing signed by the waiving party. No oral statements, course of conduct or course of dealing shall be deemed a waiver. No waiver by any party hereto of any violation or breach of this Agreement shall be deemed or construed to constitute a waiver of any other violation or breach, or as a continuing waiver of any violation or breach.

This Agreement shall be interpreted, construed and governed according to the laws of the United States of America and the State of Michigan.

The headings to the various sections contained in this Agreement are for convenience only and shall to no extent affect the meaning, scope or interpretation hereof.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which shall constitute one instrument.

This constitutes the entire Agreement between the parties with respect to the subject matter hereof and any prior discussions or negotiations.

This Agreement may not be assigned, in whole or in part.

XI. Amendments

This Agreement may be amended only by mutual consent in writing signed by both parties.

In WITNESS WHEREOF, the authorized representatives of the parties hereto have fully executed this instrument on this _____ day of _____, 2018 by

_____, Chairman
Board of Commissioners
Benzie County

Kerry Baughman, Executive Director
NMCAA

FIRST AMENDMENT TO THE AGREEMENT FOR THE PROVISION OF INMATE HEALTH SERVICES, BENZIE COUNTY, MICHIGAN

The AGREEMENT entered into on January 14, 2016 by and between the County of Benzie, Michigan, through the Benzie County Sheriff (hereinafter "COUNTY"), and Advanced Correctional Healthcare, Inc. (hereinafter "ACH"), is AMENDED as follows, effective _____, _____ at 12:01 A.M.

Section 1.10 is hereby amended as follows:

- 1.10 MANAGEMENT SERVICES. ACH will provide management services to include: a comprehensive Strategic Plan; Peer Review; CQI; and a Risk Management program specific to the FACILITY's medical operations.

Section 1.22.2 is hereby amended as follows:

- 1.22.2 NURSING. ACH will provide on-site registered nursing coverage for fifteen (15) hours per week on a schedule approved by the COUNTY. The COUNTY agrees to pay, on a monthly basis, for extra hours worked (at the prevailing wage and benefit rate of the particular employee). For hours of absence due to HOLIDAYS, paid time off, or sick time, the hours will not be replaced or credited. For other absences, ACH endeavors to provide replacement coverage, and if it is unable to do so, ACH and the COUNTY or designee will negotiate a mutually agreeable remedy.

Section 3.1 is hereby amended as follows:

- 3.1 ANNUAL AMOUNT/MONTHLY PAYMENTS. The annualized amount to be paid by the COUNTY to ACH under this AGREEMENT is to be ninety-five thousand three hundred ninety-two dollars and eight cents (\$95,392.08). The COUNTY will make monthly payments of seven thousand nine hundred forty-nine dollars and thirty-four cents (\$7,949.34), which is equal to 1/12 of the annualized amount, during the term of this AGREEMENT. ACH will bill the COUNTY approximately thirty (30) days prior to the month in which services are to be rendered. The COUNTY agrees to pay ACH within thirty (30) days of receipt of the bill.

Sections 3.2.2.2 and 3.2.2.3 are hereby amended as follows:

- 3.2.2.2 COUNTY INMATES. When the ADP exceeds or falls below the contracted rate in any calendar quarter, the compensation variance will be figured on the average number of COUNTY INMATES above or below the contracted ADP for that quarter multiplied by the per diem rate of \$0.65 per inmate per day. (Example: If the ADP for a quarter is 10 above the contracted ADP, additional compensation due will be calculated as follows: 10 x \$0.65 x 91)
- 3.2.2.3 NON-COUNTY INMATES. To cover the cost of incidental medical expenses for NON-COUNTY INMATES (such as disposable medical supplies and biomedical waste disposal services), a separate per diem rate of \$0.22 per inmate per day will be assessed for each NON-COUNTY INMATE housed in the FACILITY in excess of the contracted NON-COUNTY INMATE ADP.

Section 5.19 is hereby amended as follows:

- 5.19 NOTICE. Any notice required or permitted to be given hereunder will be in writing and delivered to the respective addresses in this section or such other addresses as may be designated in writing by the applicable party from time to time, and will be deemed to have been given when sent. To the COUNTY: Benzie County, 505 S. Michigan Avenue, Beulah, MI 49617; email:

dsmith@benzieco.net. To ACH: Advanced Correctional Healthcare, Inc., Attn: Contracts Manager,
3922 West Baring Trace, Peoria, IL 61615; facsimile: 309.214.9977; email:
alex.kinzinger@advancedch.com.

REASON FOR CHANGE: Updated language; modified nursing coverage; increased price; updated per
diems; updated notice section.

AMENDMENT AGREED TO AND ACCEPTED:

ADVANCED CORRECTIONAL HEALTHCARE, INC.

Jessica Young, Esq, CCHP
President

Date

COUNTY OF BENZIE, MICHIGAN

Tim Schendel
Sheriff

Date

Board Chair

Date

Please complete and return via fax to 309.214.9977 or email to alex.kinzinger@advancedch.com

If this contract is not returned to ACH by September 17, 2018, the price may be subject to increase.

BUSINESS ASSOCIATE AGREEMENT
BENZIE COUNTY, MICHIGAN

Definitions

Catch-all definition:

The following terms used in this Agreement will have the same meaning as those terms in the HIPAA Rules (<https://www.federalregister.gov/articles/2013/01/25/2013-01073/modifications-to-the-hipaa-privacy-security-enforcement-and-breach-notification-rules-under-the>): Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required By Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

Specific definitions:

- (a) Business Associate. "Business Associate" will generally have the same meaning as the term "Business Associate" at 45 CFR 160.103, and in reference to the party to this agreement, will mean Advanced Correctional Healthcare, Inc.
- (b) Covered Entity. "Covered Entity" will generally have the same meaning as the term "Covered Entity" at 45 CFR 160.103, and in reference to the party to this agreement, will mean Benzie County Jail.
- (c) HIPAA Rules. "HIPAA Rules" will mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

Obligations and Activities of Business Associate

Business Associate agrees to:

- (a) Not use or disclose protected health information other than as permitted or required by the Agreement or as required by law;
- (b) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of protected health information other than as provided for by the Agreement;
- (c) Report to Covered Entity any use or disclosure of protected health information not provided for by the Agreement of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, within 48 hours (except for any breaches putting patients at immediate risk of harm, which should be reported as soon as possible) and any security incident of which it becomes aware;
- (d) In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information;
- (e) Make available protected health information in a designated record set to the Covered Entity as necessary to satisfy Covered Entity's obligations under 45 CFR 164.524;
- (f) Make any amendment(s) to protected health information in a designated record set as directed or agreed to by the Covered Entity pursuant to 45 CFR 164.526, or take other measures as necessary to satisfy Covered Entity's obligations under 45 CFR 164.526;

(g) Maintain and make available the information required to provide an accounting of disclosures to the Covered Entity as necessary to satisfy Covered Entity's obligations under 45 CFR 164.528;

(h) To the extent the Business Associate is to carry out one or more of Covered Entity's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to the Covered Entity in the performance of such obligation(s); and

(i) Make its internal practices, books, and records available to the Secretary for purposes of determining compliance with the HIPAA Rules.

Permitted Uses and Disclosures by Business Associate

(a) Business Associate may only use or disclose protected health information as necessary to perform the services set forth in the Agreement for the Provision of Health Services. The Business Associate is authorized to use protected health information to de-identify the information in accordance with 45 CFR 164.514(a)-(c).

(b) Business Associate may use or disclose protected health information as required by law.

(c) Business Associate agrees to make uses and disclosures and requests for protected health information consistent with Covered Entity's minimum necessary policies and procedures.

(d) Business Associate may not use or disclose protected health information in a manner that would violate Subpart E of 45 CFR Part 164 if done by Covered Entity, except for the specific uses and disclosures set forth below.

(e) Business Associate may use protected health information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

(f) Business Associate may disclose protected health information for the proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate, provided the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(g) Business Associate may provide data aggregation services relating to the health care operations of the Covered Entity.

Provisions for Covered Entity to Inform Business Associate of Privacy Practices and Restrictions

(a) Covered Entity will notify Business Associate of any limitation(s) in the notice of privacy practices of Covered Entity under 45 CFR 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of protected health information.

(b) Covered Entity will notify Business Associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect Business Associate's use or disclosure of protected health information.

(c) Covered Entity will notify Business Associate of any restriction on the use or disclosure of protected health information that Covered Entity has agreed to or is required to abide by under 45 CFR 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of protected health information.

Permissible Requests by Covered Entity

Covered Entity will not request Business Associate to use or disclose protected health information in any manner that would not be permissible under Subpart E of 45 CFR Part 164 if done by Covered Entity, except if the Business Associate will use or disclose protected health information for data aggregation or management and administration and legal responsibilities of the Business Associate.

Term and Termination

(a) Term. The Term of this Agreement will be effective as of the date of the last signature hereto, and will terminate on the termination of the Agreement for Health Services or the date Covered Entity terminates for cause as authorized in paragraph (b) of this Section, whichever is sooner.

(b) Termination for Cause. Business Associate authorizes termination of this Agreement by Covered Entity, if Covered Entity determines Business Associate has violated a material term of the Agreement and Business Associate has not cured the breach or ended the violation within the time specified by Covered Entity.

(c) Obligations of Business Associate Upon Termination.

Upon termination of this Agreement for any reason, Business Associate, with respect to protected health information received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity, will:

1. Retain only that protected health information which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
2. Return to Covered Entity or, if agreed to by Covered Entity, destroy the remaining protected health information that the Business Associate still maintains in any form;
3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as Business Associate retains the protected health information;
4. Not use or disclose the protected health information retained by Business Associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at paragraphs (e) and (f) above under "Permitted Uses and Disclosures By Business Associate" which applied prior to termination; and
5. Return to Covered Entity [or, if agreed to by Covered Entity, destroy] the protected health information retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities.

(d) Survival. The obligations of Business Associate under this Section will survive the termination of this Agreement.

Miscellaneous

- (a) Regulatory References. A reference in this Agreement to a section in the HIPAA Rules means the section as in effect or as amended.
- (b) Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law. No amendment to this Agreement will be effective until reduced to writing and signed by the parties.
- (c) Interpretation. Any ambiguity in this Agreement will be interpreted to permit compliance with the HIPAA Rules.
- (d) No Third Party Beneficiaries. There are no intended third party beneficiaries to this Agreement.
- (e) Without in anyway limiting the foregoing, it is the parties' specific intent that nothing contained in this Agreement give rise to any right or cause of action, contractual or otherwise, in or on behalf of any Individual whose PHI is Used or Disclosed pursuant to this Agreement.
- (f) Waiver. No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision will not be construed as a waiver of any other term or provision.
- (g) Authority. The persons signing below have the right and authority to execute this Agreement for their respective entities and no further approvals are necessary to create a binding Agreement.
- (h) Conflict. In the event of any conflict between the terms and conditions stated within this Agreement and those contained within any other agreement or understanding between the parties, written, oral or implied, the terms of this Agreement will govern. Without limiting the foregoing, no provision of any other agreement or understanding between the parties limiting the liability of the Business Associate to Covered Entity will apply to the breach of any term, condition or covenant contained in this Agreement by Business Associate.
- (i) Headings. The headings of each section are inserted solely for purposes of convenience and will not alter the meaning of this Agreement.
- (j) Governing Law. This Agreement will be construed in accordance with and governed by the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have executed this Agreement effective upon the date of the last signature hereto.

BUSINESS ASSOCIATE

ADVANCED CORRECTIONAL HEALTHCARE, INC.

Jessica Young, Esq, CCHP
President

Date

COVERED ENTITY

BENZIE COUNTY JAIL

Tim Schendel
Sheriff

Date

Please complete and return via fax to 309.214.9977 or email to alex.kinzinger@advancedch.com

Program Overview

Benzie County, Michigan

Current program through 1/31/2019		RN on-site through 1/31/2019
Annual price*	\$76,631.76	\$87,530.59
ADPs	County: 25 Non-county: 25	County: 25 Non-county: 25
Per diem rates	County per diem rate: \$0.65 Non-county per diem rate: \$0.22	County per diem rate: \$0.65 Non-county per diem rate: \$0.22
Staffing – Practitioner (i.e., MD, DO, NP, PA)	One visit every other week (and stays until all work is completed) 24/7 on-call, including holidays, plus back-ups	No Change
Staffing – Nursing	LPN on-site 15 hours per week	RN on-site 15 hours per week
Mental Health Services	Crisis Intervention	No change
Correctional facility's medical policies, procedures, guidelines, etc.	ACH will make recommendations to the facility's existing medical policies, procedures, guidelines, etc. based upon NCCHC standards. Those recommendations are made for the facility's consideration. The facility's policies, procedures, guidelines, etc. will always remain the property of the facility.	No Change
Pharmaceuticals	ACH will provide all medically-indicated pharmaceuticals, but ACH will not pay for all pharmaceuticals. For example, pool money pays for specified medications. Court-ordered medications – ACH will provide all court-ordered and/or fit for trial medications. Pool money pays for court-ordered and/or fit for trial medications. Specified medications – Medications related to the treatment of AIDS, active tuberculosis, cancer, cystic fibrosis, hepatitis, HIV, HIV/AIDS related diseases,	No Change

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	multiple sclerosis, medications listed as anti-rejection and/or biological drugs. Pool money pays for specified medications.	
Dental Care	ACH will provide dental triage screenings for the purpose of identifying serious dental needs. Pool money pays for dental care.	No Change
Medical Supplies (disposable)	Typically includes tongue blades, Band-Aids, gauze pads, medical tape, sterile water, saline, pregnancy tests, blood sugar strips, peak flow mouth pieces, O2 tubing, urine test strips, syringes, gloves <i>for the medical staff</i> , med cups, lancets, ammonia ampules, cotton-tip applicators, and alcohol preps. ACH pays for medical supplies.	No Change
Medical Equipment (durable)	Typically includes exam table, exam stool, ophthalmic / otoscope, peak flow meter, digital thermometer, stethoscope, X-large and large blood pressure cuffs, refrigerator (small), and scales. The county pays for medical equipment.	No Change
Mobile Services (such as laboratory, X-ray)	Pool money pays for mobile services.	No Change
Off-site Services (such as ambulance transportation, hospitalization, etc.)	Pool money pays for off-site services.	No Change
Office Supplies (disposable)	Typically includes medical charts, paper, pens, staples, and Post-It notes. The county pays for office supplies.	No Change
Office Equipment (durable)	Typically includes a locking file, paper punch, staple remover, stapler, cabinet for storing medical supplies, computer, fax machine, copier/printer, and toner. The county pays for office equipment.	No Change
Tuberculosis (TB) Skin Tests	<u>For incarcerated patients:</u> ACH pays for the TB serum and related supplies. <u>For facility staff:</u> The county pays for the TB serum and related supplies.	No Change
Biomedical Waste Disposal	ACH will be responsible for the provision of biomedical waste disposal services for the medical unit at the facility consistent with all applicable laws. Typical biomedical waste expected in the medical unit would	No Change

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	be bandages, dressings, gloves, hypodermic needles, laboratory containers, sharps, and syringes. The pool money for biomedical waste disposal.	
Pool (annual)	\$15,000 to be spent, as a general rule, as indicated in this Program Overview. Pool includes specified medications hospital in-patient and out-patient services, specialty services, dental, lab, x-ray, medical waste and ambulance services. 90% of leftover money is paid back to the county.	No Change
Medical Claims Re-pricing	ACH will be responsible for the re-pricing of medical claims. Once claims are received, ACH will calculate the applicable discount (if any) and confirm the integrity of the claim prior to payment.	No Change
Advanced Training Program	Including but not limited to training DVDs	No Change
Advanced Purchasing Program	Use by other county agencies (piggyback) allowed Expected facility savings per year: \$13,000	No Change

This proposal is valid for 60 days from 7/24/2018.

For additional information or to accept this program overview, please contact:

John Masella
Director of Business Development and Client Services
312-802-0604
John.masella@advancedch.com

*This overview is not a contract. All contracts must be negotiated and signed by both parties.

ACH's federal ID number is 36-4495255.

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Electronic Meeting Attendance Policy

Approved by the Board 14 April 2015

This policy applies to the Benzie County Board of Commissioners regular and special meetings, and to Benzie County committees, authorities, commissions and advisory groups, unless their bylaws state differently.

PROLOGUE: It is much preferred to have every member of a meeting body physically present at the designated meeting place for every meeting. It is also recognized that it is not always possible for every member of a meeting body to actually attend every meeting. This policy aims to strike a balance between the ideal of all members being present and the alternative which is to miss the valued counsel of elected or appointed members when they cannot be present. This policy also applies to meetings with legal counsel, when such counsel is unable to be physically present or when remote participation by electronic means can result in dollar savings to the County.

STATE LAW: Current Michigan law authorizes a member of a public body to participate in a meeting of a public body by way of telephonic communication if everyone in the meeting room can hear the member and the member attending electronically can hear everyone in the meeting room, audience members as well as members of the council or meeting body.

PROVISIONS: A member of the Board of Commissioners (and meeting bodies within the County structure of committees, authorities, commissions and advisory groups) may participate in scheduled meetings by electronic means under the following circumstances:

1. Sufficient notice is provided to ensure the meeting site is set up for everyone to hear the person participating by electronic means.
2. The person participating remotely must confirm during roll call, that he/she can hear everyone in the meeting room, including speakers from the audience.
3. The minutes shall reflect who is attending by electronic means and that two-way audition is confirmed.
4. A member may NOT attend more than one meeting of the Board or of the same meeting group per calendar quarter by electronic means without voted support by those physically present at a meeting.
5. A quorum of the meeting body must be in physical attendance at the designated meeting site.
6. Each person attending by electronic means must identify himself/herself before speaking, each time.
7. If electronic attendance includes visual, the visual must be projected onto a screen large enough to be seen by everyone at the meeting site.
8. Sufficient notice shall be provided such that the public has the ability to attend at any location(s) involved in visual teleconferencing.

9. A member attending by electronic means shall have the same voting rights as if they were physically present.
10. A member attending by electronic means shall be eligible for per diem, if allowed by the meeting body, but will not be eligible for mileage.

LEGAL COUNSEL

When it is necessary to consult with legal counsel regarding a matter that is of some urgency and such counsel is not readily available, or if the meeting body wants to save money by not having to pay for legal counsel's transit time or waiting for a particular agenda item to come up, then electronic attendance by legal counsel may be allowed. If the matter is NOT of a "closed session" nature, the same requirements for audition apply – legal counsel must be able to hear everyone in the meeting room, including audience members, and everyone in the meeting room must be able to hear legal counsel.

Correspondence

Manager Matt Skeels
Clerk Jennifer Kolinske

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Page 2, Benzie CRC mtg 7/26/18

Superintendent Wage Recommendation - Motion by Comm Mick and supported by Comm Bowers to authorize Manager Skeels to offer a salary of \$64,000 per year to the newly promoted Superintendent. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Engineering Technician Position – Ron Bushong gave his two weeks notice today. Manager Skeels to discuss today with the Assistant Engineering Technician his ability to assume the duties of this position for the short-term.

Correspondence/Information/Discussion:

3rd QTR Financials – Financial Manager/Clerk Kolinske gave a brief overview of the 3rd QTR Financials. MTF revenues are over budget by \$460,323.20. Expenditures for Direct Equipment Expense, Operating Expense, Administrative Expense and Winter Maintenance are over budget by \$710,571.39. The net result of this is that we are approximately \$250,000 over budget year to date.

Marshall Road Update – Manager Skeels gave a brief update regarding the Marshall Road project. We had some permit and easement issues that after today will be resolved.

FY 2019 Additional MTF distributions – Manager Skeels shared an update with the board on the additional funds we can expect in FY 2019 (PA 207 of 2018/SB 848). These additional funds will be distributed in October 2018 and January 2019.

Local Match Policy – Manager Skeels discussed with the board the idea of setting a dollar amount each year when funds are available for township match projects. The funds could be distributed with a formula based on miles and population of each township. Manager Skeels to present a draft policy to the board at a future meeting to be determined.

King Road Bridge – Paving patch issues were reviewed by Link Engineering and have now been approved.

Benzie County Recycle Hazardous Waste collection Aug 4, 2018 @ BCRC – recycle hours will be between 9:00 AM and 1:00 PM.

Pioneer Road Update – Manager Skeels updated the board on the status of the Pioneer Road curve project. Work order has been signed to proceed with an additional 1 ½ inch overlay to correct the current issues. ATP has put forth an alternative solution that is in the process of being reviewed by MDOT. Project has a deadline of July 27, 2018.

Public Input: Craig Meredith – inquired about bump on Carmean Road and also status of Homestead paving.

Board Round Table: Platte Lake Improvement Association has requested that we use zero phosphate fertilizer. Costs for this change will be .70 cents less per bag than we pay now.

Meeting Adjourned at 11:20 AM.

Minutes approved 8/9/2018.

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk

Benzie Transportation Authority - July 2018 Statement of Activities

	July 2018		Oct 2017 - July 2018		2018		2017		Oct 2016	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Annual Budget	Actual	Actual	Actual
Income										
40100 - Passenger/Contract Fares	11,809.84	8,300.00	112,286.63	105,400.00	125,000.00	104,472.30	104,472.30	104,472.30	104,472.30	104,472.30
40615 - Advertising Income	1,400.00	300.00	13,650.00	6,900.00	8,000.00	4,825.00	4,825.00	4,825.00	4,825.00	4,825.00
40710 - Sale of Maintenance Services	0.00	1,500.00	569.58	16,000.00	19,000.00	6,647.95	6,647.95	6,647.95	6,647.95	6,647.95
40760 - Gains from Sale Capital Assets	0.00	0.00	4,433.00	0.00	0.00	13,612.00	13,612.00	13,612.00	13,612.00	13,612.00
40800 - Taxes Levied Directly for/by TA	55.56	0.00	600,536.33	591,355.00	591,355.00	585,461.53	585,461.53	585,461.53	585,461.53	585,461.53
41101 - State Operating Assistance	52,940.00	52,940.00	529,400.00	529,400.00	638,211.00	515,116.00	515,116.00	515,116.00	515,116.00	515,116.00
41301 - Section 5311	0.00	0.00	193,803.00	225,495.00	300,660.00	95,451.00	95,451.00	95,451.00	95,451.00	95,451.00
41398 - RTAP	2,661.50	0.00	4,500.00	4,500.00	4,500.00	3,990.33	3,990.33	3,990.33	3,990.33	3,990.33
41400 - Interest Income/Other Revenue	378.16	70.00	1,764.60	610.00	750.00	711.31	711.31	711.31	711.31	711.31
Total Income	69,245.06	63,110.00	1,460,943.14	1,479,660.00	1,687,476.00	1,330,287.42	1,330,287.42	1,330,287.42	1,330,287.42	1,330,287.42
Expense										
50101 - Total Labor Expense	70,666.02	79,700.00	715,069.87	837,300.00	1,037,000.00	714,880.12	714,880.12	714,880.12	714,880.12	714,880.12
50200 - Fringe Benefits	18,363.49	18,173.00	193,364.27	207,134.00	251,600.00	160,590.13	160,590.13	160,590.13	160,590.13	160,590.13
50310 - Board Compensation	0.00	0.00	1,040.00	2,160.00	2,500.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00
50399 - Service Expense	3,139.54	7,245.00	59,336.59	85,265.00	101,060.00	108,913.54	108,913.54	108,913.54	108,913.54	108,913.54
50401 - Fuel and Lubricants	10,555.20	5,400.00	87,871.82	65,110.00	78,000.00	63,865.56	63,865.56	63,865.56	63,865.56	63,865.56
50402 - Tires and Tubes	0.00	800.00	1,965.14	8,800.00	10,000.00	8,008.95	8,008.95	8,008.95	8,008.95	8,008.95
50404 - Major Purchase	0.00	320.00	0.00	2,860.00	3,500.00	2,114.90	2,114.90	2,114.90	2,114.90	2,114.90
50405 - Office Supplies	607.02	750.00	7,059.55	8,450.00	11,100.00	6,319.60	6,319.60	6,319.60	6,319.60	6,319.60
50406 - Parts Revenue Vehicles	1,878.22	2,600.00	13,114.40	24,800.00	30,000.00	23,785.84	23,785.84	23,785.84	23,785.84	23,785.84
50407 - Parts for Non Revenue Vehicles	0.00	80.00	0.00	840.00	1,000.00	467.22	467.22	467.22	467.22	467.22
50499 - Other Materials and Supplies	2,123.82	1,700.00	18,786.03	17,320.00	21,200.00	22,754.80	22,754.80	22,754.80	22,754.80	22,754.80
50500 - Utilities & Insurance	3,072.00	2,980.00	68,183.58	70,091.00	76,326.00	56,143.86	56,143.86	56,143.86	56,143.86	56,143.86
50700 - Taxes and Fees	0.00	125.00	1,147.00	1,125.00	1,400.00	889.00	889.00	889.00	889.00	889.00
50902 - Travel, Meetings & Training	3,221.85	845.00	8,180.84	8,305.00	10,000.00	14,996.25	14,996.25	14,996.25	14,996.25	14,996.25
50903 - Association Dues and Subscript	386.54	360.00	4,442.55	5,740.00	6,500.00	5,108.39	5,108.39	5,108.39	5,108.39	5,108.39
51205 - Sharp Copier/Dispatch Lease	207.80	250.00	2,124.37	2,500.00	3,000.00	2,076.00	2,076.00	2,076.00	2,076.00	2,076.00
57402 - Ineligible RTAP	0.00	0.00	4,500.00	4,500.00	4,500.00	5,364.98	5,364.98	5,364.98	5,364.98	5,364.98
Total Expense	114,211.50	121,328.00	1,186,186.01	1,352,300.00	1,648,686.00	1,197,984.14	1,197,984.14	1,197,984.14	1,197,984.14	1,197,984.14
Change in Net Assets	(44,966.44)	(58,218.00)	274,757.13	127,360.00	38,790.00	132,303.28	132,303.28	132,303.28	132,303.28	132,303.28

Honor Bank Checking 18,792.26

Honor Bank Savings and Money Market 55,000.00
 Cash Reserve 2015 & 2013 372,380.15
 General
Total 427,380.15

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AUG 15 2018

DAWN OLNEY
 BENZIE COUNTY CLERK
 BEULAH, MI 49617

BENZIE COUNTY VETERANS AFFAIRS COMMITTEE
Meeting Minutes
Monday, July 9, 2018, 9:00 a.m.
Conference Room 206, Governmental Center, Beulah, Michigan

3

Committee members present: Bob Roelofs (Chair), Camp Bailey, Ed Kowalski, Kirt Giddis, and Dale Ginzel (Secretary). Also present was Michelle Thompson. Tom Stobie was absent.

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

A motion was made by Bob and supported by Dale to add events to Outside Veterans Meetings to the agenda. Motion approved unanimously.

A motion was made by Ed and supported by Camp to approve July committee meeting minutes. Motion was approved unanimously.

Public Comment: None

Outside Veterans Meetings:

- a. Bob was unable to attend GTAVC meeting
- b. Tom attended Congregational Summer Assembly event at Garden Theater in Frankfort. They made a commitment to donate to the Memorial.
- c. Approximately 175 riders from Rolling Thunder visited the Memorial and a total of \$101 was donated. Rolling Thunder plans on visiting again in 2019.

County Veterans Director Report: None

Finance update: Michelle Thompson provided finance update. The Veterans' Relief Fund (293) has a balance of \$75,314.19. The Veterans' Memorial Fund (295) balance is \$59,537.92.

Committee Action Items:

- a. Bob conducted research and contacted dealers regarding tables and benches for the Pavilion. Only one company responded and provided a quote of \$13,164.70 for all tables and benches including delivery.
- b. Seeking bids for concrete and construction to include electrical and potable water in Record Patriot and Treasurers website.

Old Business:

- a. Benzie County Veterans Memorial fb page is operational.

New Business:

- a. 2018 Coho Festival was cancelled.

Mileage, bills and per diem requests:

- a. Dale made a motion and supported by Kirt to approve mileage and per diem for June committee meeting. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes. Tom – Absent. Motion approved unanimously.

Meeting was adjourned at 10:13 a.m.

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

4

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday, August 9, 2018 at 9:30 AM.

Present: Chairman Bob Rosa
Vice-Chairman Ted Mick
Member Jim Bowers

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Mick and supported by Comm Bowers to amend the agenda adding Reynolds Rd/Cedar Run accident. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 7/26/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45318 to #45351 in the amount of \$408,864.33 and Payroll #16 for \$51,845.57. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – We will get reimbursed \$340 per unit for the under-body repairs. We passed our annual fuel inspection. Brief discussion on ordering Western Star trucks for fiscal year 2020. More details on this to follow later in the meeting.

Scott Fasel Road Foreman – N/A

Standing guest: Gary Sauer, County Commissioner – PFAS issue – one well tested positive. School Resource Office will be on November ballot for .18 mill. County will have balanced budget FY 2019 without transferring funds for general fund. Congrats to BCRC on the passing of the millage.

Public Input: Mr. Carpenter – Thank you for road work at Reynolds & 610 near Stepping Stones school.

Items Before the Board:

CRASIF Board of Trustee Candidates – Board supports all three candidates.

Truck Purchases FY 2019 & 2020 – Extension of 2018 Truck Bids – It will take roughly a year to get a truck in. If we are purchasing new trucks for FY 2020 we will want to get them ordered this coming fall.

Reynolds/Cedar Run Accident – many public members spoke up regarding their concern of that intersection and that something needs to change to improve the site. Many thought a four-way stop would be a good solution. Manager Skeels gave a brief update, traffic counters have been placed at the intersection and a request has been made with MDOT to review that intersection as well.

Correspondence/Information/Discussion:

Annual Act 51 Mileage Certification – We received notice from the State of Michigan that our Annual Act 51 Mileage Certification submittal has been processed.

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Page 2, Benzie CRC mtg 8/09/18

Effective Communication Article – Manager Skeels shared Effective Communication article with the board.

Brad Schaub – Communication – Manager Skeels shared the communication we received from Brad Schaub with the board.

Update on Marshall & Pioneer Road Projects – Manager Skeels gave brief update on Marshall & Pioneer Road Projects. Board suggested all correspondence should be carbon copied to all contractors involved.

Hooker Road Bridge Construction Bid – Manager Skeels recommended that we contract out the work to build the bridge.

Public Input: Gary Sauer inquired to see if there were other ways or processes that the BCRC could pursue to get improvements done for the intersection at Reynolds and Cedar Run Road. Ron Evitts – there is a dead ash tree on Milnichol Road.

Board Round Table:

Items coming up – Manager Skeels working on Local Match Policy, Fewins/Birch Pt Seasonal Road Change which will require a public meeting. Election passed at a rate of 76%.

Meeting Adjourned ay 11:05 AM.

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk