BENZIE COUNTY
BOARD OF COMMISSIONERS

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

MEETING AGENDA
December 18, 2018

Frank F. Walterhouse Board Room, Governmental Center, 448 Court Place, Beulah, Michigan

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

9:00 a.m.	CALL TO ORDER
	ROLL CALL
	INVOCATION AND PLEDGE OF ALLEGIANCE
	APPROVAL OF AGENDA
	APPROVAL OF MINUTES – 11/27/2018
	PUBLIC INPUT
	ELECTED OFFICIALS & DEPT HEAD COMMENTS
	COMMISSIONER REPORTS –
	COUNTY ADMINISTRATOR'S REPORT –
	FINANCE – Approval of Bills;
	COMMITTEE OF THE WHOLE – 11/27/2018 Consent
	COMMITTEE APPOINTMENTS –
	ACTION ITEMS – Resol 2018-026 DTRF Surplus transferred to Gen Fund; LOU Payout of Unused Holiday (POAM); Child Care Budget Adjustment; Recycling Site Lease with City of Frankfort; SRO Budget & Position Roster; MIDC Grant; ACO Painting Quotes
	PRESENTATION OF CORRESPONDENCE
	UNFINISHED BUSINESS
	NEW BUSINESS –
10:00	Tad Peacock, Conservation District FY 2018 Annual Report
10:15	Bill Kennis, Benzie Transportation Authority Annual Report
10:30	Doug Durand, Commission on Aging 2018 Annual Report
	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
November 27, 2018

The Benzie County Board of Commissioners met in a regular session on Tuesday, November 27, 2018, in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

Present were: Commissioners Carland, Griner, Jeannot, Money, Roelofs and Sauer
Excused: Commissioner 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 amended, having Eric VanDussen speak during Department Head time for the Building Authority with an action item. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

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

Motion by Jeannot, seconded by Carland, to approve the closed session minutes of November 13, 2018 as presented. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

9:05 a.m. Public Input – None

PUBLIC HEARING – Stormcloud Brewing Co.
Laura Galbraith, Executive Director of Venture North, is present together with Rick Schmitt, Co-Owner of Stormcloud Brewing.
Ms. Galbraith updated the board and the public that is present of the purpose of this request. Stormcloud Brewing is requesting a loan through the CDBG Loan Fund in the amount of $70,000; will be used to purchase equipment and hire two full-time positions over the course of two years of which at least 51% will be available for low to moderate income individuals. On November 14, 2018, the loan committee unanimously approved this loan.
Comm Carland asked what the mechanics are of this fund. The money is loaned out and when repaid, does it go back into the Benzie County pot? No it goes to the defederalized pot to be used by anyone in the regional area.
Comm Jeannot asked if when loans are repaid, those funds then go into the federal pot? Yes
Comm Griner asked if the $400,000 is for Benzie County, how often does it have to draw? One project each calendar year.
Comm Jeannot to Rick – seasonality of your business and how to maintain payments. Purpose of this project is to help offset the seasonality. Meijer stated they would offer more shelf space, but they need a third product.

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

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Ed Kowalski, Chair EDC/Brownfield, supports and endorses any enhancement to the county.
Linda Farrell, Frankfort, fully supports this expansion.
Motion by Jeannot, seconded by Griner, to close the Public Hearing. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

Motion by Jeannot, seconded by Griner, to approve resolution 2018-025 supporting the CDBG Loan Fund Application of Stormcloud Brewing Co. in the amount of $70,000, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS
Doug Durand, Executive Director for Benzie Senior Resources, provided a written report and also reported that November 13 BSR received the Community Impact Award from the Chamber of Commerce, together with Stormcloud as the business of the year. Medicare/Medicaid assistance program last year (FY 18) saved the Benzie County citizens $71,615; just under $40,000 was saved for the seniors as well. October In-Home Services showed an increase of just over 40%, with most seniors are 85+ years old, which require more services.

Tom Longanbach, Equalization Director, presented a revised L-4029 due to the SRO being approved on the November 6, 2018 ballot and the Headlee Millage Reduction of .9955 to .9953. Also request to amend the Apportionment Report due to the SRO and Blaine Township millage.

Motion by Carland, seconded by Money, to adopt the amended L-4029 as presented, reflecting changes to the Headlee Millage Reduction fraction and the School Resource Officer, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

Motion by Carland, seconded by Roelofs, to approve the Revised County Apportionment Report as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

Susan Boyd, Finance Director, reported on the CooLED retro fit being completed at the Government Center and we are on track with savings of $1,072.71 for three weeks. She will continue to track it monthly for you. Thank you to Rick for his assistance – he did a great job coordinating and CooLED also stated he was a big help.

Eric VanDussen, Chair of the Building Authority (BA), stated that the BA is participating in the second round of mediation with ELA on Friday; the rest of the board will meet in a special meeting and will meet in closed session to discussion the proposed settlement and hopefully will come out of closed session to make a final decision if he can accept a settlement. Second issue: was here a couple of weeks ago to seek $500,000 cash flow for the BA from the DTRF.

Motion by Jeannot, seconded by Money, to authorize the County Treasurer to cash flow up to $500,000 to the Building Authority project fund 412 from fund 516 with repayment from the debt fund 312. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Warsecke Motion carried.

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Kyle Rosa, Undersheriff, reported that one deputy has gone to Frankfort PD; we have interviewed several individuals and Stephanie Holman has been hired, she comes to us from the Grand Traverse Band. SRO millage – we have several officers to pull from, Deputy Miller has been going to the school and they have requested that he be assigned to Benzie Central Schools. We could start in December, but do not know when and where the funds will come from. Asks for your support and any assistance you can give us.
Mitch Deisch, County Administrator, stated that the County Treasurer and Undersheriff could sit down to determine what is needed now. Benzie Schools is working on a 3-way LOU – Schools, County, Sheriff Office.

Jesse Zylstra, Solid Waste Coordinator, presented a written report.

10:09 a.m. Lisa Peacock and Heidi Britton, Benzie-Leelanau Health Dept
The each gave a power point presentation on the services provided at the Benzie Resource Center. Lisa talked about the Health Department services and Heidi discussed the Northwest Michigan Health Services.

11:00 a.m. Commissioner Griner is excused.

ACTION ITEM
Point Betsie Coastal Zone Management
Motion by Carland, seconded by Money, to accept the Coastal Zone Management Grant Agreement between the Michigan Department of Natural Resources and Benzie County for the Point Betsie Lighthouse in the amount of $99,335, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Motion by Carland, seconded by Money, to authorize a letter to Weston Hillier, with the Department of Natural Resources, requesting an extension of one-year, authorizing the chairman to sign. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

COMMISSIONER REPORTS
Comm Carland reported on being in Lansing last week for the Michigan Airport Planning meeting – it was a good meeting, they are happy with our Airport Capital Improvement Plan. Villages of Beulah and Benzonia are escalating over this water line issue; sounds like they are entering into litigation to determine ownership of the lines.

Comm Roelofs discussed the VA contract with Karen Korolenko; December 17 will work with Grand Traverse VA and on December 18 will be the first day she will handle it on her own; space needs meeting with walk through of the building – 4 firms have responded to the RFP; he attended the EMS meeting last week. He asks to cancel next weeks' Board of Commissioner and Committee of the Whole meetings.

Comm Jeannot – no report.

DRAFT

Comm Money stated that the Village of Honor has no water system, but the upgrades to the septic/sewer system is with locally funded money. He donated two trees to the Village of Honor in the names of Comm Griner and Comm Walterhouse.

Comm Sauer stated that he went to the chamber dinner thanks to Art. Space needs – five firms expressed an interest. Thank you to Sherry Taylor for attending the Road Commissioner meeting and they accepted the local road policy. Mollineaux Road & M115 – the beavers are damming things up again. Maples – 96% full last month and two days at 100%. They are looking at new dryers.

COUNTY ADMINISTRATOR'S REPORT

- Provided a written report.
- MSU letter regarding space needs study and the need to move their office.
- Cabling project – behind schedule but moving along.
- Space needs RFP are out.
- Audit – week of January 7, 2019.

FINANCE

Bills: Motion by Carland, seconded by Money, to approve payment of the bills from November 13, 2018 to November 27, 2018 in the amount of $401,605.80, as presented. Roll call. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Michelle Thompson, County Treasurer, reported that the Auditors will be here the week of January 7, 2019; Airport Audit was last week; and winter tax bills are being done this week.

COMMITTEE OF THE WHOLE – None

COMMITTEE APPOINTMENTS – Interviews to be scheduled for December 11 beginning at 1:00 p.m. Interview Committees as follows:

- Building Authority: Comm Jeannot, Carland, Sauer, Mitch Deisch and Eric VanDussen
- Construction BOA:
- Parks & Rec: Comm Carland, Sauer, Warsecke, Mitch Deisch and Sean Duperron
- Solid Waste: Comm Warsecke, Sauer, Jeannot, Mitch Deisch and Dennis Fischgrabe
- Veterans: Comm Roelofs, Sauer, Money and Mitch Deisch

ACTION ITEMS:

2% Grant Application EMS Power Cot: Motion by Carland, seconded by Roelofs, to authorize the 2% grant application to the Grand Traverse Band for EMS Power Cot in the amount of $43,354, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

MDOT Letter: Motion by Sauer, seconded by Roelofs, to authorize a letter to MDOT providing input regarding their long-range strategic transportation plan as amended, adding reference to air travel and all ACT 51 entities, authorizing the chairman to sign. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

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VA Employment Contract: Motion by Carland, seconded by Money, to approve the employment contract with Karen Korolenko to serve as the Veterans Affairs Director, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Comm Jeannot inquired as to why we have a contract with this employee.
Comm Roelofs responded that it was recommended by the labor attorney and so there is no misunderstanding. She will be an At-Will Employee.

Janitorial Services Contract: Motion by Carland, seconded by Money, to approve the Janitorial Services Contract with Gottschalk Cleaning Services for three (3) years in the amount of $52,140.00 annually, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Budget Amendment: Motion by Carland, seconded by Jeannot, to amend the 2018-19 Budget as follows:

Increase:		
101-265-800.00	Contracted Services	$24,240.00
Increase:		
101-000-691.00	Budgeted Use of Fund Balance	$24,240.00

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

PRESENTATION OF CORRESPONDENCE

- Road Commission minutes of October 25, 2018 received.
- Letter from DHHS appointing Scott Harrison to the Benzie County DHHS Board received.
- Letter from Leelanau County General Plan Amendment received. To be sent to Sarah Lucas.
- Letter from MMRMA regarding RAP grant award for digital camera at the jail.
- Benzie Leelanau Health Dept agenda for November 29, 2018 received.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

12:21 p.m. Public Input
Frank Post, Emergency Manager, reported that Almira Township is in their final stages of finalizing their flood insurance program. Saturday, December 1, he will hold a full-scale Search and Rescue exercise at the Government Center from 9:00 a.m. – 5:00 p.m. Elected Officials Conference – what is the roll of an elected official in an emergency.

Dawn Olney, County Clerk, stated that she as scheduled the Swearing in Ceremony on December 18, 2018 at 8:30 a.m. with Judge Mead.

Motion by Carland, seconded by Jeannot, to adjourn at 12:32 p.m. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

DRAFT

Gary G. Sauer, Chair

Dawn Olney, Benzie County Clerk

INDEX

1. Approved the agenda as amended.
2. Approved the regular session minutes of November 13, 2018 as corrected.
3. Approved the closed session minutes of November 13, 2018 as presented.
4. PUBLIC HEARING held regarding Stormcloud Brewing Co. CDBG Loan Fund.
5. Approved resolution 2018-025 supporting the CDBG Loan Fund Application of Stormcloud Brewing Co. in the amount of $70,000.
6. Adopted the amended L-4029 as presented, reflecting changes to the Headlee Millage Reduction fraction and the School Resource Officer.
7. Approved the Revised County Apportionment Report as presented.
8. Authorized the County Treasurer to cash flow up to $500,000 to the Building Authority project fund 412 from fund 516 with repayment from the debt fund 312.
9. Accepted the Coastal Zone Management Grant Agreement between the Michigan Department of Natural Resources and Benzie County for the Point Betsie Lighthouse in the amount of $99,335.
10. Authorized a letter to Weston Hillier, with the Department of Natural Resources, requesting an extension of one-year.
11. Approved payment of the bills from November 13, 2018 to November 27, 2018 in the amount of $401,605.80.
12. Authorized the 2% grant application to the Grand Traverse Band for EMS Power Cot in the amount of $43,354.
13. Authorized a letter to MDOT providing input regarding their long-range strategic transportation plan as amended.
14. Approved the employment contract with Karen Korolenko to serve as the Veterans Affairs Director.
15. Approved the Janitorial Services Contract with Gottschalk Cleaning Services for three (3) years in the amount of $52,140.00 annually.
16. Amended the 2018-19 Budget as presented in the amount of $24,240.00.

DRAFT

Elected Officials and Department Head Comments

SETTLEMENT AGREEMENT

This Settlement Agreement ("Agreement") is made and entered into effective this 30th day of November, 2018, by and between Benzie County Building Authority (Claimant) and Edmund London & Associates, Inc. ("Respondent"). Collectively, Claimant and Respondent shall be referred to as The Parties.

RECITALS

WHEREAS, Pursuant to an Agreement dated October 18, 2012, Claimant retained Respondent to provide architectural and design services for an addition to and partial demolition of The Maples. a medical care facility located in Frankfort, Michigan (the Project).

WHEREAS, a dispute arose as to Respondent's rendition of professional services related to Respondent's design of the roof assembly (Roof Design), which dispute resulted in Claimant filing an arbitration demand with the American Arbitration Association, Case No. 01-17-0004-7196 (Arbitration).

WHEREAS, Respondent has denied claims associated with the Roof Design and enters into this Settlement Agreement to avoid the time and expense associated with any further litigation; and,

WHEREAS, Respondent has represented that in light of other claims made against Respondent's professional liability insurance policy issued by Hanover Insurance Company, policy #LHB8909185-02, effective date October 22, 2014 – October 22, 2015 (Policy Period), a settlement of an unrelated claim of $450,000, and in light of attorney fees and costs in defending the claims made during the Policy Period against Respondent's insurance policy, Respondent's available insurance limits have been reduced to approximately $350,000 through the end of September, 2018. These insurance limits will be further reduced to approximately $320,000 by legal fees, legal expenses and experts, incurred by ELA during the months of October and November of 2018. The estimated insurance limits remaining are approximated because legal fees and expenses have not yet been billed to Respondent's insurance policy. Respondent has further represented that: (1) it has no other available insurance policies that would respond to the claims made in the Arbitration; (2) that it has no umbrella or excess insurance coverage that would respond to the claims made in the Arbitration; (3) that Respondent is not being defended in the Arbitration by any other sub-consultant insurance policy; (4) that Respondent has not asserted a claim against any other subconsultant related to the claims in Arbitration, nor does Respondent intend to do so.

WHEREAS, pursuant to the following terms, conditions, and covenants of this Agreement, the Parties now desire to fully and finally compromise and settle the claims and disputes between them, and nothing contained herein shall be deemed an admission of liability with respect to the claims asserted by the Parties.

RECEIVED

DEC 04 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

TERMS

For and in consideration of the covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The Recitals above are incorporated herein by reference.

2. **Payment.** In consideration of the exchanges and promises contained herein, Respondent shall pay Claimant Four Hundred Thousand and 00/100 Dollars, ($400,000) (Settlement Funds), no later than Friday, December 28, 2018. Payment shall be made payable to the "Benzie County Building Authority" and tendered to counsel for the Claimant.

3. **Stipulation of Dismissal.** Upon receipt of Settlement Funds, the Parties shall execute and file a stipulation of dismissal with prejudice of the Arbitration proceeding, with each Party to bear its own costs and attorneys' fees.

4. **Full and Final Release.** In consideration of the payment, exchanges and promises contained herein, the Parties, for themselves, their members, directors, officers, principals, owners, employees, subsidiaries, insurance carriers, and attorneys, and all of them, jointly and individually, fully and finally releases, remits and discharges each other from any claims, demands, rights, causes of action, suits, damages, losses, fees and expenses, whether in law or in equity, known or unknown, patent or latent, which they have, had or may have against each other arising out of or related to the Project.

5. **Condition Precedent to Release.**

   a. As a condition precedent to the Release by Claimant stated herein, Respondent shall pay the Settlement Funds in full. If Respondent files a bankruptcy petition before or within 91 days of the completion of any payment under this Settlement Agreement, Claimant expressly reserves the right to declare this Settlement Agreement null and void and any release provided by Claimant under this agreement shall be deemed to have no effect. Execution and entry of this Settlement Agreement shall not be deemed to constitute a novation or waiver of any claims or causes of action that Claimant may have against Respondent in the event Respondent files bankruptcy.

   b. Respondent shall pay the fees of the mediator in full.

6. **Incorporation and Merger.** The Parties hereto warrant that no promise, agreement or inducement not herein expressed has been made to or by either of them. This Agreement contains the entire agreement between Claimant and Respondent. All agreements, understandings and undertakings by and between the Parties are hereby incorporated into and superseded by this Agreement. In executing this Agreement neither party is relying upon any statement or representation made by any person or party released or its agents and representatives concerning the legal liability of one to the other, except that Claimant is relying upon the authenticity and accuracy of the representations of Respondent and Respondent's insurance carrier as set forth in the Recitals.

7. **Acknowledgment of Authority and No Assignment.** Each of the Parties hereto agrees and declares that this Agreement is made and executed by it and on its behalf through its respective authorized representative. Each party further acknowledges that it has either retained, or had adequate opportunity to retain, legal counsel to be advised by counsel of its choice as to the legal effect of this Agreement and enters into this Agreement of its free choice, without duress, constraint and without representations not expressly set forth herein. In the event of ambiguity in or dispute regarding the interpretation of this Agreement, the ambiguity or dispute shall not be resolved by any rule of interpretation providing for interpretation against the party who causes the uncertainty to exist or against the draftsman. The Parties represent and warrant that each has respectively taken all appropriate corporate action to enter into and perform its obligations under this Agreement. Each party warrants and represents that (i) the person signing the Settlement Agreement on its behalf, respectively, has full authority and power to execute this Settlement Agreement; and, (ii) that it has not assigned or transferred any claim or defense that might be covered by this Settlement Agreement.

8. **Governing Law.** The Parties agree that this Agreement and the transaction contemplated herein shall be governed by and construed in accordance with the laws of Michigan. The Parties acknowledge that any court of competent jurisdiction may interpret and enforce the terms of this Agreement.

9. **Severability.** No waiver of any breach of any provision of this Agreement shall constitute a waiver of any other breach of that or any other provision. The provisions of this Agreement shall be considered to be separable and independent of each other. If any provision is found to be invalid, such finding shall not affect the validity or effectiveness of any of the remaining provisions. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **Attorneys' Fees.** Each party shall bear its own costs and attorneys' fees in connection with the completion of any transactions contemplated by this Agreement. If an action is brought because of any material breach of this Agreement, the successful party shall be entitled to recover its reasonable attorneys' fees incurred as a direct result of the breach.

11. **Additional Assurances and Cooperation.** Each party shall take such reasonable actions and to make, execute and deliver such additional assurances and written instruments as may be reasonably necessary to implement the terms and provisions of this Agreement.

WHEREFORE, the Parties, intending to be legally bound, do hereby execute this Agreement the day and year set forth above.

BENZIE COUNTY BUILDING AUTHORITY

By: _____

Its: Chairman 11/3/14

EDMUND LONDON & ASSOCIATES, INC.

By: _____

Its: PRESIDENT

Memo To: Board of Commissioners
From: Jesse Zylstra, Solid Waste and Recycling Coordinator
Date: December 12th, 2018
Subject: Recycling Coordinator's Activities

- **Fiscal Year Totals reported to MDEQ**

  2017/18

  Single Stream/Residential: 1,087.88 Tons
  HHW: 23,356 lbs
  Electronics: 19,756 lbs

  2016/17

  Single Stream/Residential: 995.35 Tons
  HHW: 24,333 lbs
  Electronics: 17,995 lbs

- **Tire Collections**:

  2017/18:

  3,018 PTE (Passenger Tire Equivalent)

  2016/17

  5,198 PTE (Passenger Tire Equivalent)

- **Most Recent Recycling Numbers**:

  November:

  Tonnage: 81.6 tons
  Yardage: 2,620 yards

  October:

  Tonnage: 89.85 tons
  Yardage: 2,995 yards

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BENZIE COUNTY CLERK
BEULAH, MI 49617

- **Grant Activity:**

  Edu Grant: Final report to DEQ in progress.
  Scrap Tire: 2019 Grant Application submitted.
  Researching additional grant opportunities as they become available.

- **Ongoing Activities**:

  Cardboard Trailers, back under school care. Site Monitoring of the Fishing Line Recycling Locations. County-wide Battery Bucket pickups and sorting.

Jesse Zylstra, Solid Waste and Recycling Coordinator

BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
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 December 12, 2018 Agenda
Approval of Minutes from the previous meeting – November 14, 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 November 2018

Information Items

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

Action Items

1. MERS – Approval of the Exit Plan
2. Set Board Meeting Dates for 2019
3. Approval of the Fiscal Year 2018 Financial Audit
4. New Board Member Vote

New Business

1. BSR Annual Report
2. Board Member Celebration

Old Business

1. Fund Develop Committee Update
2. Discussion on The Gathering Place Needs Survey Results

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
TBD
The Gathering Place Senior Center
Honor, MI 49640

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DEC 12 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE SENIOR RESOURCES

BOARD OF DIRECTORS MEETING

NOVEMBER 14, 2018

HOMESTEAD TOWNSHIP HALL, HONOR

Chair Beverly Holbrook called the meeting to order at 4:36 p.m. Prayer of invocation was given by Ron. Pledge of Allegiance was recited by all.

ROLL CALL: Beverly Holbrook, Ron Dykstra, Denise Favreau, Jane Elzerman, Shirley Robert, Nancy Mullen-Call, Rosemary Russell (4:50 p.m.), Ned Edwards and Barbara Johnson. Absent: Anne Dawe and Chris Jahr. Also present: Doug Durand, Sabra Boyle, Heidi Gustine, Dr. Cathlyn Summerfield and Darcia Brewer from Area Agency on Aging; also Commissioners Roger Griner and Linda Farrell.

APPROVAL OF THE AGENDA: Motion by Jane, supported by Barbara to approve the agenda for November 14, 2018.

APPROVAL OF MINUTES-October 17, 2018- Denise pointed out two (2) typos made to the minutes. Motion by Ned, supported by Barbara to approve the minutes with corrections.

No public input, no suggestion box.

Finance Committee Report: Narrative was presented. Overall net gain of $17,382 for October 2018. After discussion, motion by Denise, supported by Rosemary to approve the Financial Statement for October 2018. All ayes, motion carried.

INFORMATION ITEMS:

1. Directors Report-October/November 2018: Received by board
2. Program/Services Report-October 2018: Received by board
3. Senior Center Update-October/November 2018: Received by board
4. Board of Commissioners Update-by Commissioner Roger Griner: due to time restrictions, none was given.

ACTION ITEMS:

1. MERS Report-Chris Cook, Attorney-Had a conference call with Attorney Cook. After hearing his report, the board is waiting for more information from Attorney Cook before making a decision on a MERS resolution.

2. The Gathering Place Senior Center Survey Report-Dr. Cathlyn Summerfield and Heidi Gustine presented the survey findings. Dr. Summerfield analyzed all the data and collected it by "Convenient Sampling", by reaching out to people who were readily accessible, for example at places like the Senior Expo or Business Expo. There were 283 responses just in Benzie County. Overall, over 95% felt the Gathering Place did a very good job. Some of the things the people would like to see more of: Computer/Tech Classes, Health/Fitness, Social/Recreational Activities, Board/Card Games. The Gathering Place attendees are strongly satisfied with the friendliness and meals; and considered the greatest benefit of attending are eating healthy meals and having something to look forward to. When asked "if you could change something, what would it be?" Physical location attributes: improve parking, improve acoustics for less noise and have more space for activities. Food/meal attributes: Less spice, community spice rack, expand salad bar. Programming Attributes: Hours/availability (longer lunch duration, expanded hours, activities at different times, more activities, types of activities, more trips, music variation. Other operations: Concerns about cost (increase from $3.00 to $4.00 for suggested meal donation), location (keep Honor, expand to other villages), Philosophy/model of operating-consider younger seniors, healthy aging, expressing aging wisdom. There will be further discussion at future board meetings.
3. Resignation of Board Members: With heavy hearts, letters of resignation from Ned Edwards and Chris Jahr were accepted and approved. Thank you to both members for your time with us.
4. Financial Audit Presentation-We will have a conference call with the Auditor and will be given a hard copy of the audit.
5. Christmas Potluck-Signup sheet-board members signed up to bring a dish to pass for potluck dinner on December 12, 2018.

OLD BUSINESS:

1. Fund Development Committee Update-Ron Dykstra is the new chairperson for the Fund Development Committee. Doug reports we received the 2018 Community Impact Award at the Benzie County Chamber of Commerce dinner held November 13th.
2. December Board of Directors Meeting Date: due to the Christmas Holiday, the meeting date will be December 12, 2018 at The Gathering Place.

With no further business to discuss, meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Denise Favreau, Board of Directors Secretary

Benzie Senior Resources

NEXT MEETING

WEDNESDAY, DECEMBER 12, 2018

4:30 P.M.

THE GATHERING PLACE SENIOR CENTER

HONOR



Benzie Senior Resources

Executive Directors Report
November 2018 – December 2018

➢The first round of new policies and procedures have been sent to Area Agency on Aging of Northwest Michigan for review regarding the both the Home Delivered Meals and Congregate Meals.

➢Sherrie and I took part in a webinar regarding the future implementation of the Electronic Visit Verification as outlined in the Federal Law called 21st Century Cures Act. This system is designed to improve individual management and oversight of services; enhance self-direction of services; and improve the prevention of fraud, waste and abuse. The scheduled implementation is set for January 1, 2020.

➢Extending the lunch time from 11:30am – 1:00pm to 11:30am – 1:30pm has gone well. The number comment is that people don't feel rushed and based on observation, there is more socialization going on between 1:00pm – 1:30pm.

➢On November 13th, we were officially awarded the Community Impact Award at the Benzie County Chamber of Commerce Annual Dinner Meeting. It is truly an honor to have the agency chosen for this distinguished award. We received a Proclamation signed by Governor Snyder, State Senator Darwin Booher and State Representative Curt VanderWall. A flag that has been flown over the United States Capitol Building from House of Representative Jack Bergmann along with a Certificate of Special Congressional Recognition. A nice plaque from Benzie County Chamber of Commerce celebrating the award.

➢I have been working on updating the new staff training and orientation requirements as new requirements mandate changes to be made.

➢The Annual Report for Fiscal Year 2018 has been completed and again I am amazed of all the outstanding services provided and the number clients impacted by Benzie Senior Resources!

➢I am working on the Fiscal 2018 Year Annual Report and again our growth throughout the agency is amazing!

Legislative Updates

My number one goal is to set up a time to meet with Representative Jack O'Malley to highlight the operation of Benzie Senior Resources and the needs of our Benzie County seniors along with increase funding to meet the growing population and needs.

Volunteer Programs

Another month of several new volunteers brought on board for the Home Delivered Meals Program.

Program Report for November 2018

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 5,752 meals were provided to 156 clients in November 2018. **For year to date, this is an increase of 48.7% as compared to the same period in FY'2018.**
Shelf stable 5-day Emergency Meals boxes were distributed to 156 clients.

Congregate Meals

The Gathering Place and Thompsonville served 1,733 meals in November 2018. **For year to date this is a 15% reduction in number of meals served as compared to the same period in FY'2018.**

Through the first two-months (October 2018-November 2018) we have served 3,159 additional meals as compared to the same period last year.

Other Programs/Services

Dining Out Program – 201 customers redeemed 541 vouchers in November 2018. **For Fiscal Year 2019, the number of clients will remain the same, but the number of vouchers will decline due to reducing the amount offered.**

Homemaker Program – 408 service units where provided to 123 clients in November 2018. **Year to date the number of clients is up 6% compared to 2018 and up 35% as compared to 2017.**

Lawn Mowing Chore Services – This program has wrapped up for the year. Due to early snows, a few of the yard clean-ups couldn't get done.

Guardian Medical Monitoring – 26 customers receive this service at no cost to them. 14 clients are currently on the waiting list.

Benzie Bus Punch Cards – 139 bus passes where issued to customers in November 2018. This represents 1,668 rides for the month. **Year to date the program is up 30% compared to 2018 and up 16.5% as compared to 2017.**

Information & Assistance - The agency handled 994 calls in November 2018 regarding Information and Assistance for services and questions related to older adults. **Year to date the number of phone calls received is up 25.5% compared to 2018 and up 18% as compared to 2017.**

MMAPS – Forty-nine individuals were helped with their Medicare needs in November 2018.

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

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

Senior Companion Program – Four clients are benefiting from this program and decreasing their isolation by getting out for appointments, shopping, socialization and providing a break for the family caregiver.

Foot Care – Forty-three individuals were provided foot care at the clinics and seven clients were seen in their homes in November 2018.

Benzie Senior Dental Program – Eight clients received financial assistance for dental care in November 2018.

Emergency Senior Essential Needs Fund – Three individual received financial assistance in November 2018 related to two fire wood delivery and auto repair.

The Gathering Place Senior Center – In November 2018, The Gathering Place Senior Center offered nineteen core activities that 563-cumulative number of individuals participated in. The top five attended activities for November 2018 were: Music Programs, Card Games, Health & Wellness, Exercise Groups, Technology & Educational Programs and Day Trips. **Year to date, this is a decrease of 8.8% as compared to the 2018 and an increase of 21.6% as compared to 2017.**

In-Home Services for November 2018 – Number of in-home care service clients is up 25.4% as compared to November 2017. With the largest increase occurring in sliding scale fee clients up 44.4%. Total Client hours is up 14% as compared to November 2017. Total number of in-home care service visits increased 34.2% as compared to November 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 2018	22	50	2	74
November 2018	25	52	2	79
December 2018				
January 2019				
February 2019				
March 2019				
April 2019				
May 2019				
June 2019				
July 2019				
August 2019				
September 2019				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments	Total Hours
October 2018	597.5	613	171.25	57.75	1439.5
November 2018	635.50	650.75	0	58	1344.25
December 2018					
January 2019					
February 2019					
March 2019					
April 2019					
May 2019					
June 2019					
July 2019					
August 2019					
September 2019					

Client Total Visits

	RN Assess	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2018	58	37	661	100	24	63	943
November 2018	58	43	543	89	37	7	777
December 2018							0
January 2019							0
February 2019							0
March 2019							0
April 2019							0
May 2019							0
June 2019							0
July 2019							0
August 2019							0
September 2019							0
TOTALS	116	80	1204	189	61	70	1720

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of November 30, 2018

	Nov 30, 18
ASSETS	
Current Assets	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	265,197.62
003 · CENTRAL STATE BANK HRA	674.93
006 · CENTRAL STATE BANK CD	13,295.27
009 · CENTRAL STATE BANK MM CHECKING	147,398.64
Total Checking/Savings	426,566.46
Accounts Receivable	
1200 · Accounts Receivable	22,953.20
Total Accounts Receivable	22,953.20
Other Current Assets	
109 · INVENTORY	9,011.94
Total Other Current Assets	9,011.94
Total Current Assets	458,531.60
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	126,726.00
152 · EQUIPMENT	100,289.95
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(309,238.36)
Total Fixed Assets	399,953.29
TOTAL ASSETS	**858,484.89**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	5,859.38
Total Accounts Payable	5,859.38
Other Current Liabilities	
2100 · Payroll Liabilities	3,750.91
223 · JOHN HANCOCK PAYABLE	1,251.64
238 · AFLAC PAYABLE	154.26
Total Other Current Liabilities	5,156.81
Total Current Liabilities	11,016.19
Long Term Liabilities	
Lease Payable	4,624.31
250 · MORTGAGE PAYABLE	133,246.10
260 · NET PENSION LIABILITY	552,311.00
Total Long Term Liabilities	690,181.41
Total Liabilities	701,197.60
Equity	
3000 · Opening Bal Equity	160,329.63
390 · FUND BALANCE - PROGRAMS	(570,978.00)
3900 · Retained Earnings	554,593.49
Net Income	13,342.17
Total Equity	157,287.29
TOTAL LIABILITIES & EQUITY	**858,484.89**

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
November 2018

	Nov 2018	Budget	$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	6,564.50	8,141.00	(1,576.50)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	200.00	(200.00)
540 · GRANTS	0.00	1,900.00	(1,900.00)
561 - HDM WAIVER	887.50	950.00	(62.50)
642 · CHARGES FOR SERVICES/CONT	1,980.00	2,170.00	(190.00)
642.01 · FEE FOR SERVICE/CHORE	(600.00)	0.00	(600.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	2,963.00	3,300.00	(337.00)
642.03 - FEE FOR SERV/SNOW REMOVAL	9,071.00	7,500.00	1,571.00
642.1 - FEE FOR SLIDING SCALE CLIENTS	10,432.75	5,000.00	5,432.75
642.05 - FEE FOR PRIVATE PAY & INS	0.00	1,400.00	(1,400.00)
670 - CLIENT INCOME	10,911.70	10,500.00	411.70
673 · NEWSLETTER SUB	40.00	60.00	(20.00)
675 · DONATIONS	11,846.81	9,080.00	2,766.81
676 · MILLAGE	90,923.75	88,723.00	2,200.75
680 · VOLUNTEER WAGES (IN-KIND).	6,090.00	6,300.00	(210.00)
677 - FUNDRAISING	1,093.75	3,000.00	(1,906.25)
681 - IN-KIND (non-volunteer)	317.88	525.00	(207.12)
690 - TRIP INCOME	0.00	0.00	0.00
691 - MISC INCOME	0.00	0.00	0.00
TOTAL INCOME	152,522.64	148,749.00	3,773.64
GROSS PROFIT	152,522.64	148,749.00	3,773.64
EXPENSE			
700 - ACCOUNTING FEES	5,445.00	6,300.00	(855.00)
705 · SALARY AND WAGES	60,055.44	63,423.00	(3,367.56)
708 · PAYROLL TAX EXPENSE	4,671.96	6,140.00	(1,468.04)
709 · EDUCATION/TRAINING	729.00	55.00	674.00
710 · EVENTS	23.02	177.00	(153.98)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	90.00	0.00	90.00
720 - BAD DEBT	0.00	0.00	0.00
721 · COMPUTER EXPENSES	2,228.23	2,080.00	148.23
725 · FRINGE BENEFITS	15,294.38	9,296.00	5,998.38
726 - FUNDRAISING/MARKETING EXP	1,452.49	1,000.00	452.49
727 · SUPPLIES	2,384.36	2,334.00	50.36
727.2 · OFFICE EXP	1,274.00	920.00	354.00
727.3 - POSTAGE	60.24	65.00	(4.76)
727.4 - ADVERTISING	721.80	515.00	206.80
740 · FOOD	14,397.28	14,000.00	397.28
819 · CONTRACTUAL	18,465.49	18,796.00	(330.51)
820 · VOLUNTEER WAGES (IN-KIND)	6,090.00	6,300.00	(210.00)
825 · VOLUNTEER EXPENSES	387.00	1,615.00	(1,228.00)
850 · TELEPHONE	617.69	350.00	267.69
861 · TRAVEL/MILEAGE/GAS	3,359.61	2,175.00	1,184.61
900 · INTEREST EXPENSE	448.70	420.00	28.70
910 · INSURANCE	2,351.00	2,800.00	(449.00)
915 · PROJECTS	360.14	1,000.00	(639.86)
920 · UTILITIES	3,114.62	1,600.00	1,514.62

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
November 2018

	Nov 2018	Budget	$ Change
940 · DEPRECIATION EXPENSE	2,914.96	2,700.00	214.96
980 · EQUIPMENT/REPAIRS	2,257.12	1,585.00	672.12
980.1 - OUTDOOR MAINTENANCE	0.00	0.00	0.00
981 · HDM VEHICLE MAINT/GAS	824.25	1,375.00	(550.75)
980.2 - INDOOR MAINTENANCE	560.00	185.00	375.00
991 - TRIP EXPENSE	0.00	0.00	0.00
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00
			0.00
TOTAL EXPENSE	150,577.78	147,206.00	3,371.78
NET ORDINARY INCOME	1,944.86	1,543.00	401.86
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	14.92	15.00	(0.08)
999 - OTHER INCOME	0.00	0.00	0.00
TOTAL OTHER INCOME	14.92	15.00	(0.08)
OTHER EXPENSE			
999.1 · OTHER EXPENSE	6,000.00	85.00	5,915.00
99999 - LEGAL EXPENSE	0.00	250.00	(250.00)
TOTAL OTHER EXPENSE	6,000.00	335.00	5,665.00
NET OTHER INCOME	(5,985.08)	(320.00)	(5,665.08)
NET INCOME	**(4,040.22)**	**1,223.00**	**(5,263.22)**

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense - YTD
Oct 2018 - Nov 2018

	Oct-Nov 2018	Budget	$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	13,129.00	16,282.00	(3,153.00)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	200.00	(200.00)
540 · GRANTS	0.00	1,900.00	(1,900.00)
561 - HDM WAIVER	887.50	1,900.00	(1,012.50)
642 · CHARGES FOR SERVICES/CONT	4,458.50	4,340.00	118.50
642.01 · FEE FOR SERVICE/CHORE	284.00	500.00	(216.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	4,826.00	5,800.00	(974.00)
642.03 - FEE FOR SERV/SNOW REMOVAL	9,827.00	9,400.00	427.00
642.1 - FEE FOR SLIDING SCALE CLIENTS	10,432.75	10,000.00	432.75
642.05 - FEE FOR PRIVATE PAY & INS	0.00	2,800.00	(2,800.00)
670 - CLIENT INCOME	10,911.70	21,000.00	(10,088.30)
673 · NEWSLETTER SUB	70.00	120.00	(50.00)
675 · DONATIONS	25,306.67	18,160.00	7,146.67
676 · MILLAGE	176,760.32	177,446.00	(685.68)
680 · VOLUNTEER WAGES (IN-KIND).	12,022.50	13,100.00	(1,077.50)
677 - FUNDRAISING	1,118.75	3,500.00	(2,381.25)
681 - IN-KIND (non-volunteer)	1,013.79	1,050.00	(36.21)
690 - TRIP INCOME	2,143.00	0.00	2,143.00
691 - MISC INCOME	0.00	0.00	0.00
TOTAL INCOME	273,191.48	287,498.00	(14,306.52)
GROSS PROFIT	273,191.48	287,498.00	(14,306.52)
EXPENSE			
700 - ACCOUNTING FEES	5,445.00	6,300.00	(855.00)
705 · SALARY AND WAGES	108,498.72	126,846.00	(18,347.28)
708 · PAYROLL TAX EXPENSE	8,247.86	12,280.00	(4,032.14)
709 · EDUCATION/TRAINING	729.00	110.00	619.00
710 · EVENTS	367.19	353.00	14.19
715 · CLOTHING ALLOWANCE	1,714.67	1,000.00	714.67
717 · DUES/SUBSCRIPTIONS	90.00	0.00	90.00
720 - BAD DEBT	0.00	0.00	0.00
721 · COMPUTER EXPENSES	3,930.22	4,150.00	(219.78)
725 · FRINGE BENEFITS	7,978.90	18,592.00	(10,613.10)
726 - FUNDRAISING/MARKETING EXP	1,452.49	1,230.00	222.49
727 · SUPPLIES	5,013.32	4,666.00	347.32
727.2 · OFFICE EXP	2,211.19	1,837.00	374.19
727.3 - POSTAGE	1,356.35	130.00	1,226.35
727.4 - ADVERTISING	1,277.80	1,060.00	217.80
740 · FOOD	32,742.26	30,800.00	1,942.26
819 · CONTRACTUAL	24,756.19	36,092.00	(11,335.81)
820 · VOLUNTEER WAGES (IN-KIND)	12,022.50	13,100.00	(1,077.50)
825 · VOLUNTEER EXPENSES	1,456.00	2,480.00	(1,024.00)
850 · TELEPHONE	681.92	710.00	(28.08)
861 · TRAVEL/MILEAGE/GAS	7,364.91	4,575.00	2,789.91
900 · INTEREST EXPENSE	884.87	840.00	44.87
910 · INSURANCE	4,702.00	5,600.00	(898.00)
915 · PROJECTS	660.14	2,000.00	(1,339.86)
920 · UTILITIES	4,570.08	4,600.00	(29.92)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense - YTD
Oct 2018 - Nov 2018

	Oct-Nov 2018	Budget	$ Change
940 · DEPRECIATION EXPENSE	5,829.92	5,400.00	429.92
980 · EQUIPMENT/REPAIRS	3,957.13	3,170.00	787.13
980.1 - OUTDOOR MAINTENANCE	0.00	70.00	(70.00)
981 · HDM VEHICLE MAINT/GAS	1,526.84	2,750.00	(1,223.16)
980.2 - INDOOR MAINTENANCE	714.73	370.00	344.73
991 - TRIP EXPENSE	1,538.00	0.00	1,538.00
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00
			0.00
TOTAL EXPENSE	251,720.20	291,111.00	(39,390.80)
NET ORDINARY INCOME	21,471.28	(3,613.00)	25,084.28
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	31.04	30.00	1.04
999 - OTHER INCOME	606.25	0.00	606.25
TOTAL OTHER INCOME	637.29	30.00	607.29
OTHER EXPENSE			
999.1 · OTHER EXPENSE	8,766.40	170.00	8,596.40
99999 - LEGAL EXPENSE	0.00	500.00	(500.00)
TOTAL OTHER EXPENSE	8,766.40	670.00	8,096.40
NET OTHER INCOME	(8,129.11)	(640.00)	(7,489.11)
NET INCOME	**13,342.17**	**(4,253.00)**	**17,595.17**

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2017 - September 2018
100% of Fiscal Year 2018 - REVISED

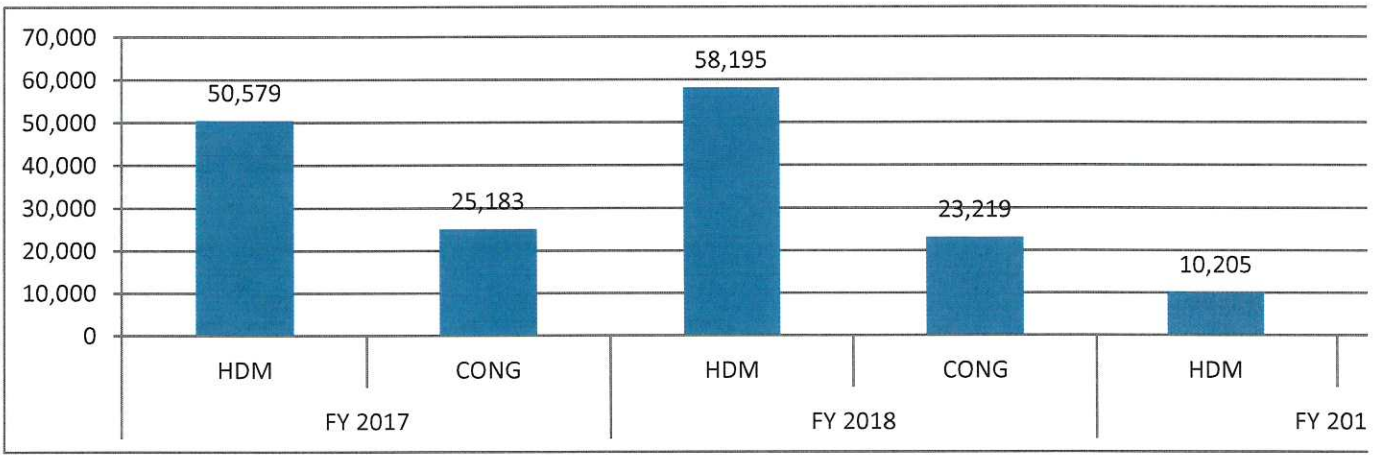
	Oct-Sept 2018	Budget	$ Change	Percent Expended
Ordinary Income/Expense				
Income				
519.03 · TITLE III C2 INCOME	92,680.00	82,000.00	10,680.00	113.0%
519.04 · FEDERAL USDA	52,260.29	48,000.00	4,260.29	109.0%
519.05 MIPPA (MMAP)	2,650.00	750.00	1,900.00	253.0%
540 · GRANTS	93,629.53	78,000.00	15,629.53	120.0%
561 - HDM Waiver	12,342.00	8,450.00	3,892.00	146.0%
642 · CHARGES FOR SERVICES/CONT	33,214.02	32,480.00	734.02	102.0%
642.01 · FEE FOR SERVICE/CHORE	10,908.00	9,800.00	1,108.00	111.3%
642.02 · FEE FOR SERVICE/HOMEMAKER	27,965.00	24,750.00	3,215.00	113.0%
642.03 - FEE FOR SERVICE/SNOW REMOV/	17,283.00	21,700.00	(4,417.00)	80.0%
642.1 - FEE FOR SLIDING SCALE CLIENTS	62,598.26	40,000.00	22,598.26	156.5%
642.05 - FEE FOR PRIVATE PAY & INS	26,947.00	42,000.00	(15,053.00)	64.0%
670 - Client Income	126,623.75	89,800.00	36,823.75	141.0%
673 · NEWSLETTER SUB	730.00	500.00	230.00	146.0%
675 · DONATIONS	119,369.94	102,200.00	17,169.94	117.0%
676 · MILLAGE	1,030,038.83	1,030,038.00	0.83	100.0%
680 · VOLUNTEER WAGES (IN-KIND).	71,553.20	70,000.00	1,553.20	102.0%
677 - Fundraising	73,462.16	73,000.00	462.16	100.0%
681 - In-Kind (non-volunteer)	38,573.74	4,000.00	34,573.74	864.0%
690 - Trip Income	53,591.00	31,500.00	22,091.00	170.0%
691 - MISC INCOME	1,350.00	0.00	1,350.00	0.0%
Total Income	1,947,769.72	1,788,968.00	158,801.72	109.0%
Gross Profit	1,947,769.72	1,788,968.00	158,801.72	
Expense				
700 - ACCOUNTING FEES	7,450.00	6,300.00	1,150.00	118.0%
705 · SALARY AND WAGES	741,917.87	713,832.00	28,085.87	104.0%
708 · PAYROLL TAX EXPENSE	69,542.01	74,000.00	(4,457.99)	94.0%
709 · EDUCATION/TRAINING	5,593.50	8,000.00	(2,406.50)	70.0%
710 · EVENTS	3,830.43	2,900.00	930.43	132.0%
715 · CLOTHING ALLOWANCE	2,400.00	600.00	1,800.00	300.0%
717 · DUES/SUBSCRIPTIONS	2,948.31	2,900.00	48.31	102.0%
721 · COMPUTER EXPENSES	21,183.00	12,160.00	9,023.00	174.2%
725 · FRINGE BENEFITS	217,563.44	143,575.00	73,988.44	151.5%
726 - FUNDRAISING/MARKETING EXP	6,009.13	10,500.00	(4,490.87)	57.2%
727 · SUPPLIES	30,054.06	26,000.00	4,054.06	115.6%
727.2 · OFFICE EXP	11,377.20	8,400.00	2,977.20	135.4%
727.3 - POSTAGE	3,496.73	3,200.00	296.73	109.3%
727.4 - ADVERTISING	8,904.64	4,800.00	4,104.64	185.5%
740 · FOOD	167,610.78	163,000.00	4,610.78	102.8%
819 · CONTRACTUAL	273,603.78	297,450.00	(23,846.22)	92.0%
820 · VOLUNTEER WAGES (IN-KIND)	71,553.20	70,000.00	1,553.20	102.0%
825 · VOLUNTEER EXPENSES	11,994.44	11,480.00	514.44	104.5%
850 · TELEPHONE	4,408.37	4,200.00	208.37	105.0%
861 · TRAVEL/MILEAGE/GAS	31,143.11	28,500.00	2,643.11	109.3%
900 · INTEREST EXPENSE	5,717.11	5,700.00	17.11	100.0%
910 · INSURANCE	31,899.00	32,000.00	(101.00)	99.7%
915 · PROJECTS	10,047.31	18,500.00	(8,452.69)	54.3%
920 · UTILITIES	26,408.81	25,200.00	1,208.81	104.7%

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2017 - September 2018
100% of Fiscal Year 2018 - REVISED

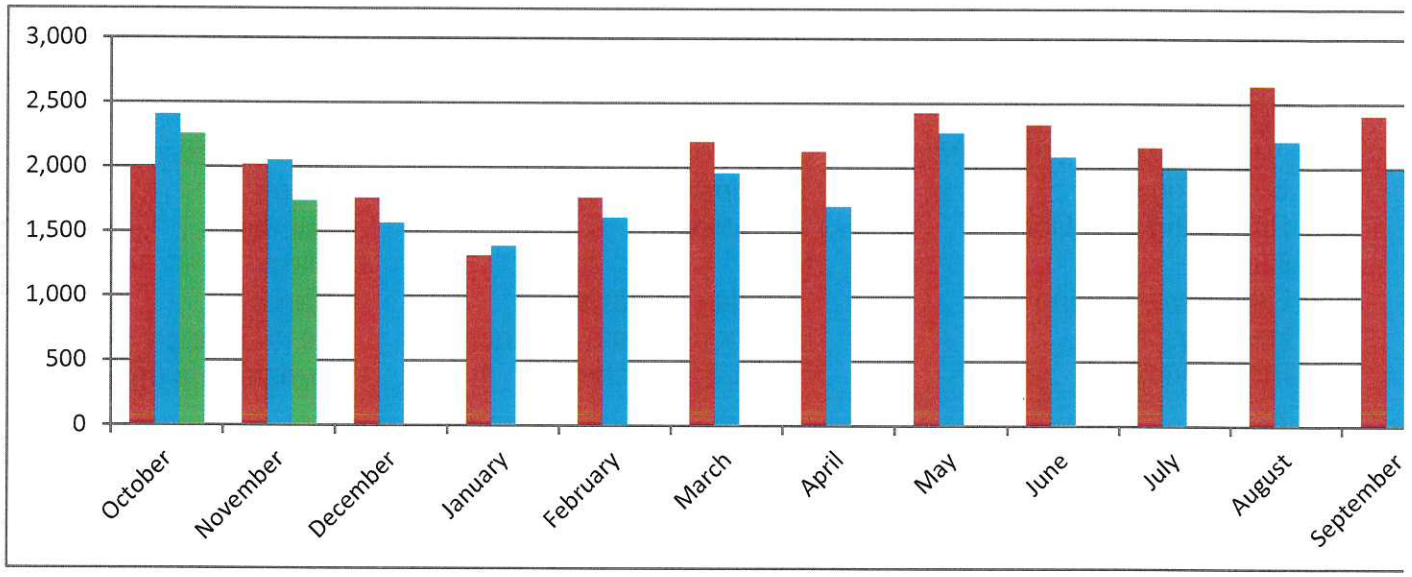
	Oct-Sept 2018	Budget	$ Change	Percent Expended
940 · DEPRECIATION EXPENSE	34,979.66	32,500.00	2,479.66	107.6%
980 · EQUIPMENT/REPAIRS	28,484.92	16,500.00	11,984.92	172.6%
980.1 - OUTDOOR MAINTENANCE	7,317.11	6,060.00	1,257.11	121.0%
981 · HDM VEHICLE MAINT/GAS	19,363.76	12,500.00	6,863.76	155.0%
980.2 - INDOOR MAINTENANCE	2,222.35	2,100.00	122.35	106.0%
TRIP EXPENSE	49,962.00	30,000.00	19,962.00	167.0%
Total Expense	1,908,986.03	1,772,857.00	136,129.03	107.7%
Net Ordinary Income	38,783.69	16,111.00	22,672.69	
Other Income/Expense				
Other Income				
990 · INTEREST/DIVIDEND INCOME	169.43	270.00	(100.57)	63.0%
995.1 REALIZED GAIN (LOSS)	(172.51)	0.00	(172.51)	-172.0%
999 - Other Income	10,628.65	1,000.00	9,628.65	950.0%
Total Other Income	10,625.57	1,270.00	9,355.57	726.0%
Other Expense				
999.1 · Other Expense	2,951.31	0.00	2,951.31	2951.0%
99999 - LEGAL EXPENSE	2,138.83	2,500.00	(361.17)	86.0%
Total Other Expense	5,090.14	2,500.00	2,590.14	210.0%
Net Other Income	5,535.43	(1,230.00)	6,765.43	
Net Income	**44,319.12**	**14,881.00**	**29,438.12**	1129%

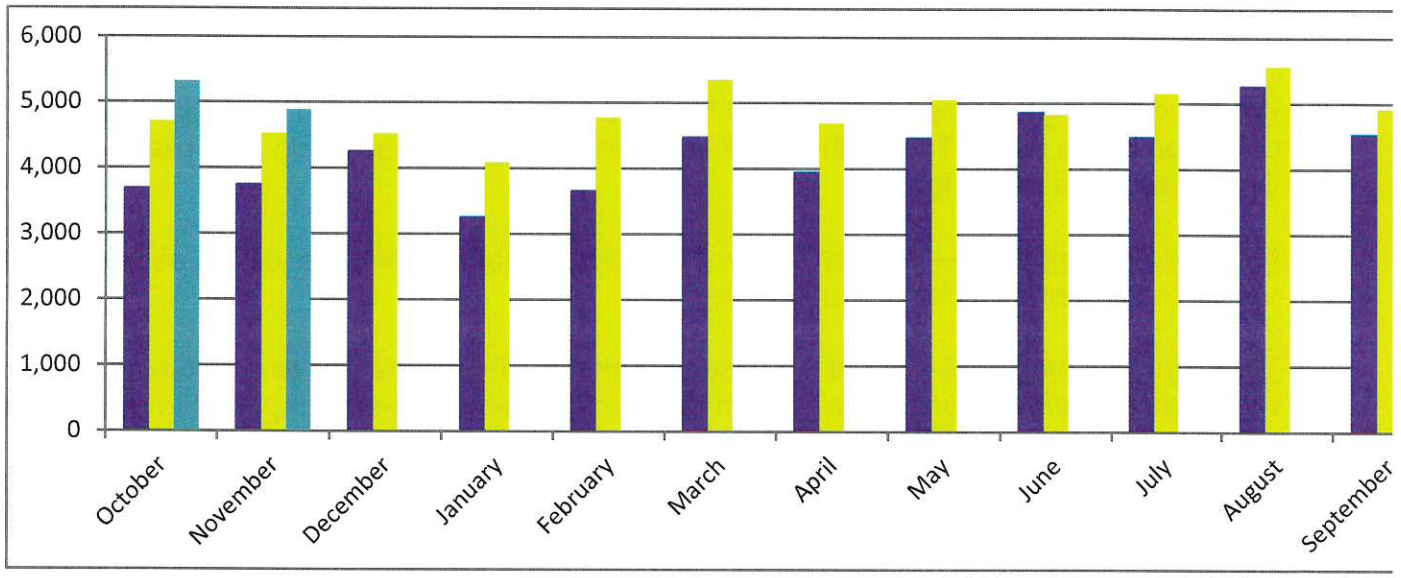
Benzie Senior Resources
HDM/Cong comparison
Units Served 2017-2018-2019

	FY 2017		FY 2018		FY 2019	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,684	2,000	4,714	2,405	5,320	2,252
November	3,744	2,018	4,531	2,049	4,885	1,736
December	4,252	1,764	4,527	1,566		
January	3,248	1,318	4,096	1,388		
February	3,653	1,769	4,771	1,610		
March	4,470	2,203	5,351	1,955		
April	3,941	2,129	4,690	1,698		
May	4,463	2,430	5,046	2,271		
June	4,853	2,337	4,832	2,084		
July	4,481	2,162	5,151	1,995		
August	5,262	2,641	5,564	2,205		
September	4,528	2,412	4,922	1,993		
total meals	50,579	25,183	58,195	23,219	10,205	3,988



Benzie Senior Resources
HDM/Cong comparison
Units Served 2017-2018-2019





Senior Center Coordinator's Report November 9, 2018

Regular Happenings:

Tuesday Music and Dancing	Ol' Time Gathering	Blood Pressure Clinic
Chair Yoga	Thompsonville Meal	Bingo
Stretching with Doris	Wii Bowling	Zumba
Bunco	Yoga	Plarn
Little River Casino	Birthday celebrations	Cards
Hearing Clinic	Essential Estate Planning	Tech Support
Bible Study	Blood Sugar checks	Benzie Bus updates

Events:

We are adjusting the time we serve lunch to give you an extra half hour to get here!
As of November 1st, our lunch is served from 11:30 a.m.—1:30 p.m.

Gobble Gobble! Please note The Gathering Place Senior Center and the Benzie Senior Resources office are closed on Thursday, November 22 & Friday, November 23 for the Thanksgiving holiday.

We are collecting unwrapped, new toys for Toys for Tots until Friday, December 5th. The collection box is inside The Gathering Place Senior Center. Please help us make a child's Christmas just a little brighter!

Monday, November 12—Veteran's Day. All Veteran's eat free! Please join us as we thank our Veterans for their sacrifice to our country.

Thursday, November 15—Great American Smokeout! This is the day to quit. Go to www.cancer.org/healthy/stay-away-from-tobacco/guide-quitting-smoking.html to get started.

Friday, November 30—Benzie Bucks Auction beginning at 1:00 p.m. Collect your bucks when you join us for lunch or an activity and save them to buy a new treasure at the auction. This event is for those over 60 only.Our next Benzie Bucks Auction is on November 30th which means it's time to drop off your donations! Clean out those knickknacks and items you've never used, and I'll find them a new home. Please no clothing unless it is brand new.

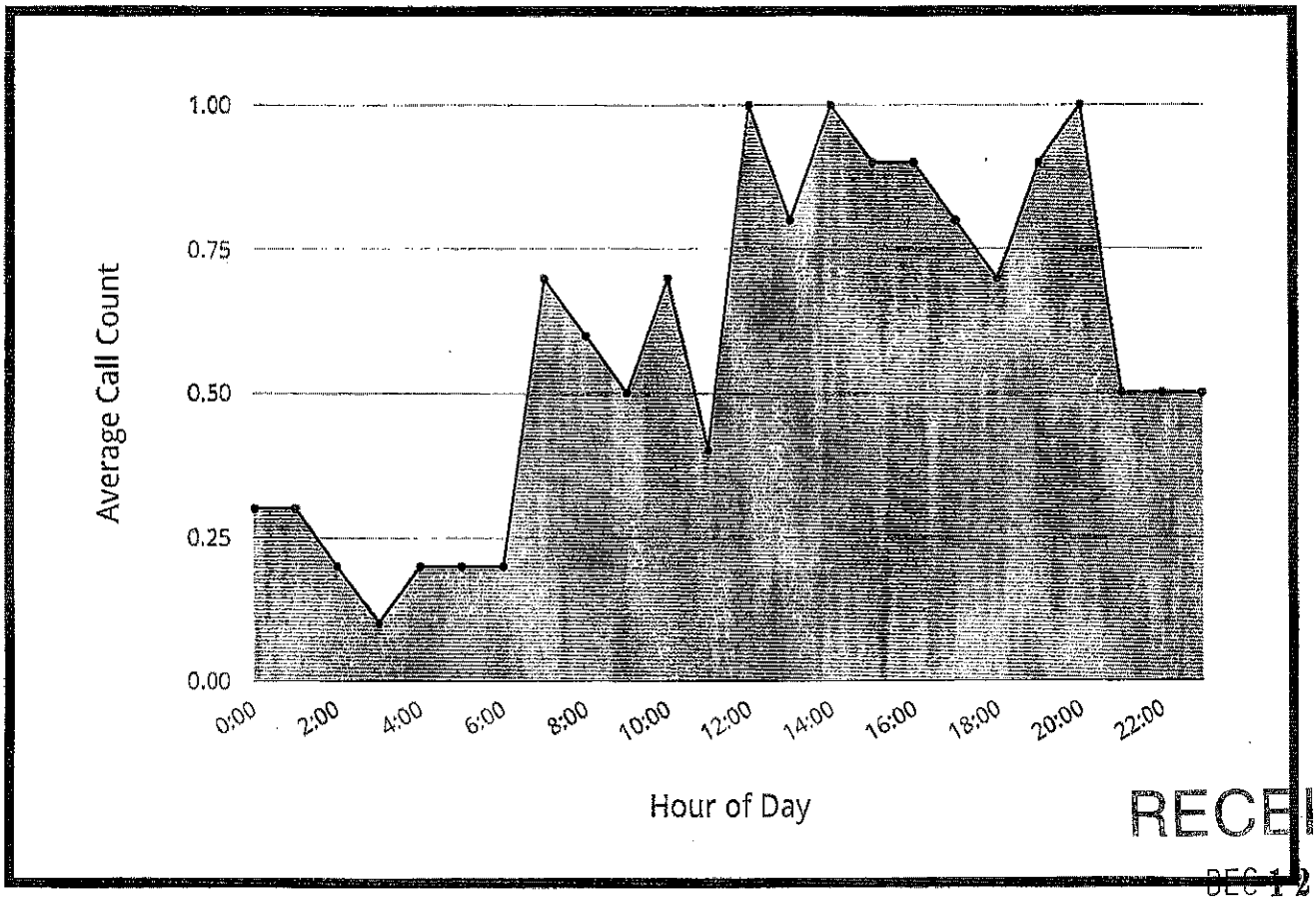
We are making the season extra special by assembling and delivering gift bags to our homebound neighbors. Each bag is filled with a variety of items, such as: protein bars, crossword/word search puzzles, Kleenex, socks and lotion. Please help us gather any of the above items. You can drop them off at either The Gathering Place Senior Center or at the Benzie Senior Resources Administration Office by December 11th. Please help us spread some Christmas Cheer!

The Big Bear Sportsman's Club in Kaleva has a handicap accessible blind available for any disabled Veteran interested in bow, rifle or muzzleloader deer hunting seasons. The blind is located on 80 acres of prime hunting property and the hunter will have exclusive use of the blind and land. The blind is large enough for a wheelchair and two hunters. There are people who are available to help once there is a deer ready to be moved to a vehicle too. Call Kyle Converse for further information at 269-986-6211. And happy hunting!

BENZIE COUNTY (CENTRAL DISPATCH), MI

9-1-1 Inbound Calls – Calls by Hour of Day

11/1/2018 to 11/30/2018



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BENZIE COUNTY CLERK
BEULAH, MI 49617

SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage
—	0.6	7	422	100%

DETAIL

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage
0:00	0.3	2	9	2.1%
1:00	0.3	2	10	2.4%
2:00	0.2	3	7	1.7%
3:00	0.1	2	4	0.9%
4:00	0.2	2	6	1.4%

5:00	0.2	2	6	1.4%
6:00	0.2	2	7	1.7%
7:00	0.7	2	21	5.0%
8:00	0.6	4	17	4.0%
9:00	0.5	3	15	3.6%
10:00	0.7	3	21	5.0%
11:00	0.4	2	13	3.1%
12:00	1.0	7	29	6.9%
13:00	0.8	4	23	5.5%
14:00	1.0	3	31	7.3%
15:00	0.9	4	28	6.6%
16:00	0.9	6	27	6.4%
17:00	0.8	5	25	5.9%
18:00	0.7	3	20	4.7%
19:00	0.9	6	27	6.4%
20:00	1.0	3	31	7.3%
21:00	0.5	2	14	3.3%
22:00	0.5	6	16	3.8%
23:00	0.5	3	15	3.6%
—	0.6	7	422	100%

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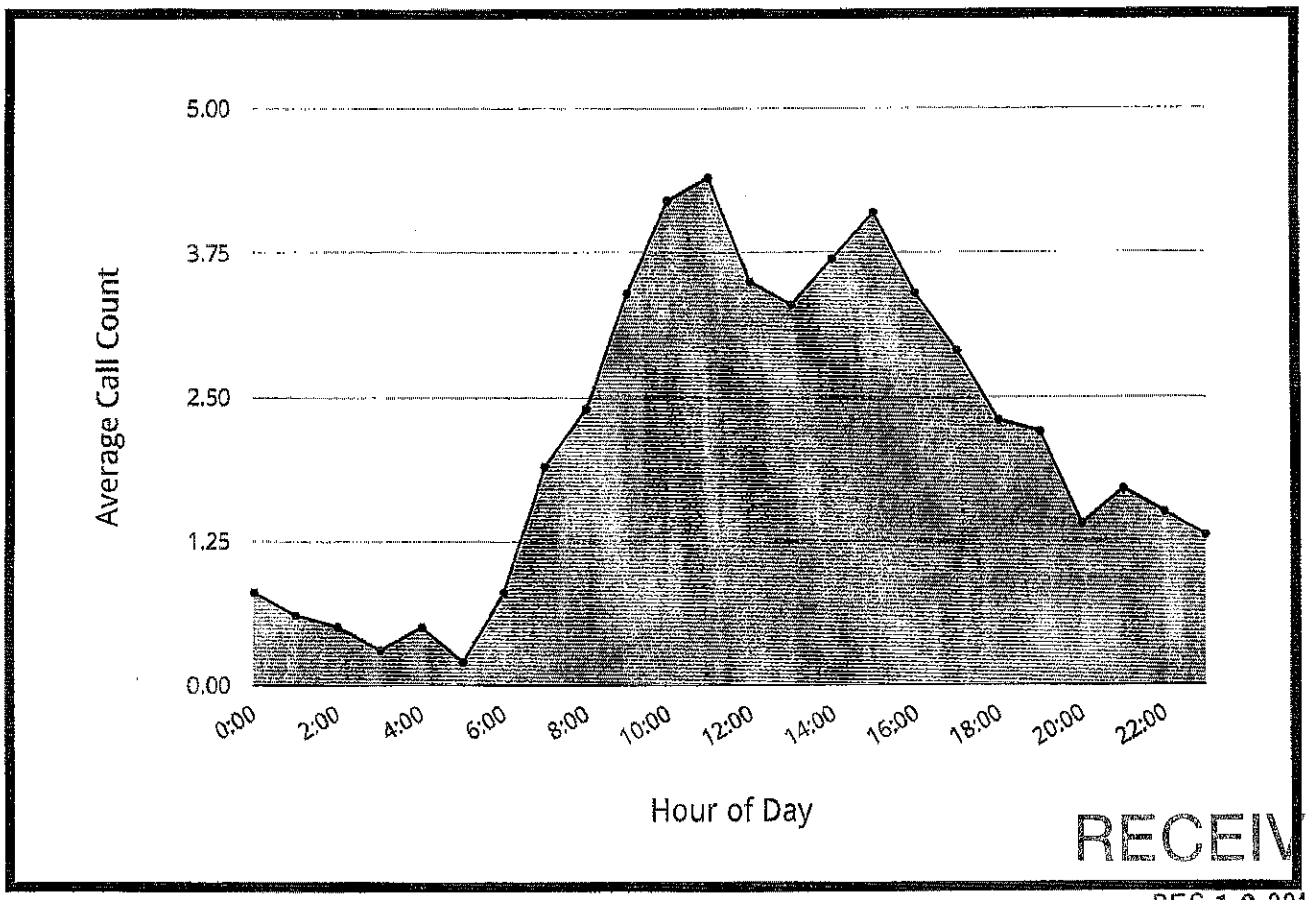
BENZIE COUNTY (CENTRAL DISPATCH), MI

Admin Inbound Calls – Calls by Hour of Day

11/1/2018 to 11/30/2018



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DEC 12 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage
—	2.1	12	1540	100%

DETAIL

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage
0:00	0.8	5	23	1.5%
1:00	0.6	4	17	1.1%
2:00	0.5	2	14	0.9%
3:00	0.3	3	9	0.6%
4:00	0.5	3	15	1.0%

5:00	0.2	2	7	0.5%
6:00	0.8	6	25	1.6%
7:00	1.9	8	58	3.8%
8:00	2.4	10	71	4.6%
9:00	3.4	8	101	6.6%
10:00	4.2	10	127	8.2%
11:00	4.4	10	132	8.6%
12:00	3.5	8	104	6.8%
13:00	3.3	11	100	6.5%
14:00	3.7	8	111	7.2%
15:00	4.1	9	122	7.9%
16:00	3.4	12	103	6.7%
17:00	2.9	10	87	5.6%
18:00	2.3	9	69	4.5%
19:00	2.2	8	66	4.3%
20:00	1.4	8	43	2.8%
21:00	1.7	6	52	3.4%
22:00	1.5	6	45	2.9%
23:00	1.3	9	39	2.5%
—	2.1	12	1540	100%

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9-1-1
Police
Fire / EMS

Benzie County Central Dispatch
505 S. Michigan Ave Beulah MI 49617
Non-emergency 231-882-4487 / Fax 231-882-5894

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BENZIE COUNTY CLERK
BEULAH, MI 49617

December 11, 2018

To: Board of Commissioners
From: Ronald Berns, Director

Re: Recap of November 2018

The conversion from AT&T to Peninsula Fiber Network has been completed except for the ability to transfer a 9-1-1 call to one of the surrounding counties Dispatch Centers. All the participating vendors are working on a solution. I receive weekly updates by email or telephone calls.

With the approval of the funding to add equipment to three towers I was able to negotiate with the Michigan Public Safety Communications System administrators to allow us to move up the radio training to as soon as possible to close the gap between the training completion and the new equipment installation. Once all the appropriate public safety responders are trained, and they don't get a radio until they are trained, Firefighters and EMS can start communicating on the new system. Radio training has been scheduled for Saturday December 15th and Saturday January 5th with more after those dates. The dispatch center personnel will also receive radio system training.

Renewing CPR certifications will occur in January.

The monthly calls for service spreadsheet have been updated again to include statistics about Smart911. That information has been added to the end of the statistics spreadsheet.

I am delaying the posting of the eighth employee until January. I hope to have a lot of applicants as two personnel are hinting at retirement this year, with one as early as June.

Shortly after the completion of the conversion to the Peninsula Fiber Network we will start testing a text to 9-1-1 application.

The previous two years I have returned State Training Funds due to the State's requirement of expending training funds within two years of receiving the training funds. I have not been able to meet that requirement. The current balance is $18,758.97 with another distribution late this month. Currently a balance of $6,692.97 from 2016 is required to be spent by December 31st. The State allows me to not apply for training funds and continue to spend down the 2016 balance not to exceed five years. I am confident with the addition of the most recent employee and a new employee hopefully joining us I will be able to spend done the balance and re-apply in two years.

The approximate surcharge funding towards the SRO positions is $25,000.00. This for 2-portable radios, 2-mobile radios, 2-laptop computers, 2-wireless vehicle modems and antennas, mobile CAD software and the monthly connectivity for (2) is $80.00. Annual software support is $450.00.

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
9-1-1 Calls							788	824	594	629	422	
Admin Inbound calls							2213	2299	1727	1713	1540	
Transferred 9-1-1 to another PSAP							38	38	30	55	25	
Call for Service Nature types:												
Abandoned 9-1-1							36	43	55	36	20	
Abandoned Vehicle							8	1		2	1	
Accidental Dial							13	10	9	5	6	
Alarm - Commercial							7	8	13	10	7	
Alarm - Medical							9	4	2	11	4	
Alarm - Residential							12	17	20	12	11	
Ambulance Request							169	162	134	130	108	
Ambulance Transfer							46	58	22	46	22	
Animal Control Complaint							21	12	15	13	8	
Assault							9	5	4	2	6	
Assist Other Dept / County							22	17	19	10	14	
Be on the Lookout								2	4	1	1	
Boater in Distress								5	1			
Boating Complaint							5	6	3	1		
Breaking and Entering							1	5	4	2	2	
Breaking and Entering - In progress							2	3	1	2		
Breaking and Entering - Vehicle											1	
Bullying									3			
Bus Lights Disregarded									2	2	3	
Car vs Bear - Property Damage Accident												
Car vs Deer - Property Damage Accident							21	15	28	36	45	
Careless Use							5	6	4	4	2	
Child Neglect							1					
Child Abuse								1				
Citizen Assist							12	4	11	6	1	
Civil - Assist							1					
Civil - Dispute							1	2	1	5	1	
Civil - Standby							1	2	3	4	4	
Computer Crime								1				
Counterfeit Money / ID												
Criminal Sexual Conduct (CSC)								2	1		2	
Custody Dispute							1	3	2	2	1	
Deer Permit Issued								1	1		2	
Disorderly Subject								2	1			
Domestic Violence							8	1	4	5	4	
Drug Activity							7	4	3	4	1	
Embezzlement												
EMS Centralize								1				
Family Trouble							4	6	7		4	
Fight in Progress							4	2	4		2	
Fire - Alarm							10	6	5	5	1	
Fire - Brush										1		
Fire - Chimney												
Fire - Grass												
Fire - Other								12	4	6	5	
Fire - Structure							1	1	2	3	5	
Fire - Vehicle							2					
Fireworks Complaint							14	4	2			
Found Property							4	8	8	7	4	
Fraud							6	10	6	6	6	
Gas Drive Off							8	6	5	6	3	
Gas Leak (Natural)							1		1	1	1	
Harassment							8	5	7	5	2	
Harassing Telephone Calls / Text								1		1	2	
Hazardous Material Spill / Leak												

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BEULAH, MI 49617

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Identity Theft										1		
Illegal Burn											2	
Illegal Dumping							1	1	2			
Illegal Fireworks												
Incorrigible Youth							2	1	1	3	1	
Injured Animal							5	1	1	7	5	
Intoxicated Driver - Suspected							2	5	3	3	1	
Intoxicated Subject							5	2	1	2	2	
Landlord / Tenant Dispute							2		1		2	
Larceny							15	16	5	13	7	
Livestock in the roadway							2		1		1	
Lost Property / Animal							2	2	2	4	1	
Loud Party							3	6		1		
Marijuana Possession												
Malicious Destruction of Property							9	13	6	10	5	
Minor in posession of alcohol										1	1	
Misdialed 9-1-1							12	17	7	12	10	
Missing Person							5	4	4	5	2	
Motorist Assist							6	16	12	5	5	
Neighbor Dispute							5	2	2	3	4	
Noise Complaint							6	7	5	3		
Off Road Vehicle Complaint							2	1				
Open Door							3	1				
Open Intoxicant in a Motor Vehicle							1					
Other / Misc							41	43	48	22	22	
Parking Complaint							10	10	4	2	2	
Patient Transfer - EMS												
Peeping Tom											1	
Person in the Water								1	2			
Personal Injury Accident							8	11	8	1	2	
Personal Protection Order - Entry								3	2	3	2	
Personal Protection Order - Violation							1	2	1	1		
Possession of Illegal Substance												
Power Line - Down, Fire, Arcing							6	17	15	29	2	
Private Property Accident							9	13	4	3	1	
Probation Violation												
Property Check							1	3	4		1	
Property Damage Accident							28	31	17	15	25	
Property Dispute							1			1		
Prowler												
Reckless Driver							40	48	26	23	20	
Road Hazard							9	7	12	4	7	
Robbery - Armed												
Robbery - Unarmed												
Roll Over - Personal Injury Accident							1	1	1	2	3	
Roll Over - Property Damage Accident										1	4	
Runaway							1	1	1			
Sex Offender Violations												
Shoplifting							5	1				
Snowmobile Complaint												
Stalking												
Suicidal Subject							1	5	4	3	5	
Suspicious Mail / Package									1	1		
Suspicious Person							2	6	9	6	5	
Suspicious Telephone Call / Text							1	1				
Suspicious Situation							24	30	22	20	17	
Suspicious Vehicle							8	12	13	7	8	

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Threats							6	3	3	6	1	
Traffic Stop							454	411	324	259	162	
Tree Down in Road							17	37	25	67	4	
Trespassing							2	3	9	6	4	
Unauthorized Driving Away Automobile							3	2	1	2	1	
Uninitiated 9-1-1 call									10	1		
Unknown Accident							4	1	3		8	
Unwanted Person							3	6	6	1	4	
Unwanted Telephone Calls / Texts												
Vandalism							4			1		
Vehicle in Ditch							2		3	3	15	
Verbal Dispute							4		1		1	
VIN Inspection							3	4	4	11		
Warrant Attempt							3			1	1	
Warrant Arrest							2	1	1			
Warrant Entry								17	16	19	11	
Warrant TIP								1	2	2	1	
Welfare Check							13	21	6	12	6	
TOTAL							1,385	1,325	1,091	1,011	720	

Disclaimer - The calls for service nature types represent what the calltaker has determined represents the type of call for service the caller requested. reported or described. Not all the call for service nature types are listed. The low frequency type ones will be added when they are selected. These call for service natures do not always represent how they are recorded by a public safety officer.

Commissioner Report

County Administrator's Report

448 Court Place • Beulah, MI 49617

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

1. **Michigan Indigent Defense Commission/Regional Public Defenders Office** – Attached to the BOC agenda is the grant agreement between the State of Michigan Indigent Defense Commission (MIDC) and Manistee County. Benzie County is not included as a signatory to the grant since Manistee County is serving as the fiduciary for the creation of the Benzie/Manistee Regional Public Defenders Office (RPDO). The RPDO will be housed in both Benzie and Manistee County Government Center's. This grant agreement only addresses the first four standards identified by the MIDC, which are as follows:
    a. Education and Training of Defense Counsel
    b. Initial Interview and Representation
    c. Availability of Experts and Investigators
    d. Counsel at First Appearance and Other Critical Stages

    The next four standards which will be required to be incorporated into the indigent defense in all 83 counties are as follows:
    a. Independence from Judiciary
    b. Indigent Defense Workloads
    c. Qualifications and Review
    d. Attorney Compensation (Economic Disincentives or incentives)

    With the acceptance of the grant agreement, 50% of the RPDO funds will be sent to Manistee County, which will provide necessary funds for both counties to start the process of hiring and staffing the RPDO and it will also trigger the 180-day window for the creation of the RPDO. Initially the RPDO in Benzie County will be housed in the lower level of the Government Center where MSU Extension is current located.

    Based upon the fact that the MIDC did not find it important for Benzie County to be listed a signatory on the agreement, even when directly questioned, it would be my recommendation that we discuss with Manistee County officials the need to create a Letter of Understanding for the RPDO operation. I see this as prudent for both counties.

2. **Financial Review Update** – Attached is an update from Municipal Analytics regarding the Financial Review Report.

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3. **Space Needs RFP Update** – Four Requests for Proposals (RFP) were received by the Friday November 30, 2018 deadline. The breakdown of the RFP's received are as follows:

Firm	Govt. Center	Sherriff / Jail	Combined Cost
Tower Pinkster	$38,250	$30,000	$57,500
Byce	$28,250	$19,250	$45,000
Integrated	$54,000	$16,200	$59,000
Progressive AE	$28,200	$13,800	$32,700

The Ad Hoc Committee of Commissioners Griner, Sauer and Roelofs meet to review all four RFP's and to discuss the process moving forward. It was determined to conduct interviews of Progressive AE and Byce and Associates the first of January 2019. I will be working on setting up dates for the interview and working on questions for the two consultants to respond to. More to follow.

4. **Michigan Municipal Executive Winter Conference** – I will be attending the MME winter conference February 5-9, 2019 in Battle Creek.

5. **Committee of the Whole** – The Administrator's office will start posting the COTW agenda and support documentations on the County website in advance of the meeting.

6. **Human Resource** – Deputy County Administrator Maridee Cutler just passed her Society of Human Resources Association test to become a Human Resource Certified Professional. In 2013 Ms. Cutler passed the Human Recourse Specialist test. Congratulations Maridee.

7. **Maples Agreement** – County Attorney Dick Figura received communication from the DHHS Attorney (dated 10/24/18) regarding the operational agreement. The communication from the DHHS Attorney states that the Maples is willing to consider a proposed agreement, that they feel it is fair and reasonable for the County to reimburse the Maples for the cost associated with the due diligence research of this agreement, which would include both legal review and CPA firm to review various Medicaid reimbursement implications posed by the proposed agreement. County Attorney Dick Figura is proposing a response to the Maples. More to follow.

Benzie County
Financial Review Project Status Update
December 10, 2018

Tasks completed to-date:

- Interviewed department heads to gain insights into operations, staffing, program needs and opportunities
- Expanded the County's organizational chart to include all positions and staffing counts
- Reconciled staffing roster with budget and actual headcounts
- Compiled list of shared and contracted services
- Reviewed contracts for services
- Identified benchmark comparable counties
- Researched and proposed benchmark and performance metric measures used by counties throughout the country
- Reviewed budgets and audits
- Reviewed labor contracts
- Reviewed County Strategic Plan and Benchmark Report
- Reviewed MERS valuation reports
- Collected data for internal and external metrics
- ✓ Researched and prepared draft policies and procedures for multi-year budget
- ✓ Drafted suggestions for improving the capital improvement planning process and equipment replacement funding strategies
- ✓ Financial data uploaded to 5Cast (Finance Manager)
- ✓ Prepared framework for enhanced human resources policies and procedures options
- ✓ Researched and drafted financial management policies
- ✓ Identified wide range of revenue enhancement options

In process:

- Continuing to analyze financial data (pension liabilities, cost of services, fund balances, etc.)
- Evaluating the County's financial strengths, weaknesses, opportunities and threats (SWOT)
- Developing a list of best practices for shared services and revenue enhancements
- Financial forecast under development in 5Cast
- Developing quarterly financial report formats in cooperation with Forecast5
- Developing scenarios to be tested using the 5Cast forecasting software

Next steps:

- Mid-December: Review with County Admin recommended policies and procedures for multi-year budget, CIP, HR, performance measurements and other suggestions; revise recommendations as needed
- December: Develop performance/benchmark dashboard
- Late December/early January: Integrate proposed multi-year budget framework and CIP suggestions into the financial forecast
- Early/mid-January: Meet with Ad Hoc Finance Review Team to review findings and recommendations (early or mid-January)
- January: Draft report summarizing findings and recommendations

✓ = *completed since last update*

FINANCE REPORT

BILLS TO BE APPROVED December 18, 2018

Motion to approve Vouchers in the amount of:

$	173,119.77	General Fund (101)
$	37,642.59	Jail Fund (213)
$	20,908.68	Ambulance Fund & ALS (214)
$	15,557.02	Funds 105-238
$	8,671.94	ACO Fund (247)
$	146.48	Building (249)
$	3,507.87	Dispatch 911 Fund (261)
$	104,019.87	Funds 239-292
$	21,861.12	Funds 293-640
$	17,823.10	701 Fund
$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
$	403,258.44	

RECEIVED
DEC 14 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Payables November 22 2018 - December 18, 2018

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 ALS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
11/29/2018	$ 69,588.41	$ 1,750.67	$ 10,640.77	$ 152.93	$ 7,287.51		$ 1,322.94	$ 5,000.00	$ 12,753.52	$ 778.05		$ 109,274.80
12/3/2018	$ 302.28											$ 302.28
12/6/2018	$ 70,160.12	$ 17,103.95	$ 5,359.42	$ 1,347.13	$ 1,384.43	$ 146.48	$ 1,710.06	$ 6,130.37	$ 2,331.93	$ 2,778.43		$ 108,452.32
12/7/2018	$ (29.47)											$ (29.47)
12/13/2018	$ 33,098.43	$ 18,787.97	$ 4,908.49	$ 14,056.96			$ 474.87	$ 92,889.50	$ 6,775.67	$ 14,266.62		$ 185,258.51
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												$ -
Totals	$ 173,119.77	$ 37,642.59	$ 20,908.68	$ 15,557.02	$ 8,671.94	$ 146.48	$ 3,507.87	$ 104,019.87	$ 21,861.12	$ 17,823.10	$ -	$ 403,258.44

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

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 11/29/2018 - 12/18/2018
JOURNALIZED
PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	NAME PLATES	435046-0	12/06/18	27.00	67972
101-101-860.00	TRAVEL	MONEY, TERRY	MILEAGE FOR NOVEMBER 2018	MILEAGE	11/29/18	26.16	67913
101-101-860.00	TRAVEL	CARLAND, CUSTER C.	MILEAGE 10/25/18 - 12/03/18	MILEAGE	12/06/18	146.61	67957
101-101-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR NOVEMBER 2018 332 MILE	NOVEMBER 2018	12/06/18	180.94	68000
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE FOR NOVEMBER 2018 215 MIL	NOVEMBER 2018	12/06/18	117.18	68001
101-101-860.00	TRAVEL	GRINER, ROGER	MILEAGE FOR NOVEMBER 2018	MILEAGE	12/13/18	91.02	68058
101-101-860.00	TRAVEL	JEANNOT, ART	MILEAGE FOR NOVEMBER 2018	MILEAGE	12/13/18	22.89	68066
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC MEETINGS & COMMITTEE APPT	43100200	12/06/18	148.26	67995
			Total For Dept 101 BOARD OF COMMISSIONERS			760.06	
Dept 131 CIRCUIT COURT							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,524.13	67978
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,827.67	67978
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,766.41	67978
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,325.46	67978
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	491.12	67978
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,026.67	67978
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	4,739.36	67978
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	SEPTEMBER REIMBURSEMENTS TO MANIST	OCTOBER 2018	12/13/18	56.00	68075
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	120.93	68075
101-131-730.00	POSTAGE	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	400.00	68075
101-131-800.00	CONTRACTED SERV - THINKI	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	150.00	68075
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	112.75	68075
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY	NOVEMBER 2018 REIMBURSEMENT TO MAN	NOVEMBER 2018	12/13/18	114.80	68075
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	COURT APPOINTED ATTORNEY/17-2049-D	17-2049-DL	11/29/18	75.00	67885
101-131-805.00	COURT APPOINTED ATTORNEY	SPILLAN, JOHN	MILEAGE AND CRT APPT ATTRY FEE	MILEAGE	12/13/18	461.18	68098
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	2,094.16	68037
101-131-810.00	LEGAL FEES	GRAFF, JACOB	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	1,110.75	68055
101-131-810.00	LEGAL FEES	HUFT, DAVID G. ATTY	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	2,094.16	68061
101-131-810.00	LEGAL FEES	MCCARN-DINEHART, TRAC	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	984.00	68079
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	1,110.75	68097
101-131-810.00	LEGAL FEES	SPILLAN, JOHN	MONTHLY COURT APPT ATTRNY FOR 2017	DECEMBER 2018	12/13/18	1,110.75	68098
101-131-811.00	INTERPRETER FEES	GRAND TRAVERSE INDUST	INTERPRETING SERVICES - C BANCROFT	51100	12/13/18	120.00	68056
101-131-813.00	PROBATION EXPENSES	JACKPINE BUSINESS CEN	DESK TRAYS/PROBATION	435203-0	12/13/18	16.28	68065
101-131-860.00	TRAVEL	FELICZAK, KAREN	MILEAGE FOR NOVEMBER 2018	MILEAGE	12/13/18	37.06	68050
101-131-860.00	TRAVEL	GRAND TRAVERSE INDUST	INTERPRETING SERVICES - C BANCROFT	51100	12/13/18	32.70	68056
101-131-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	SEPTEMBER REIMBURSEMENTS TO MANIST	OCTOBER 2018	12/13/18	114.00	68075
101-131-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	320.00	68075
101-131-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	NOVEMBER 2018 REIMBURSEMENT TO MAN	NOVEMBER 2018	12/13/18	70.00	68075
101-131-970.00	EQUIPMENT	MANISTEE COUNTY	OCTOBER 2018 REIMBURSMENTS TO MANI	OCTOBER 2018	12/13/18	177.85	68075
			Total For Dept 131 CIRCUIT COURT			23,583.94	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	5 WATERS/DEL FEE/DEC RENT	52-3209	12/13/18	46.50	68078
101-136-802.00	TRANSCRIPTS	AMANDA M O'BRIEN	TRANSCRIPT - LOOPE	17-369-FY	12/13/18	16.45	68020
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	EBERHARD	16-396-SD	12/13/18	250.00	68038
101-136-805.00	COURT APPOINTED ATTORNEY	DAVID DOBREFF	J POSWOSKI	1749	12/13/18	80.00	68045
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	TINCH/LAPAN/JONES	DP102	12/13/18	750.00	68076
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH & JOHNSON	M NOTHNAGEL	126946	12/13/18	215.00	68096
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDERI	KNAPP/ALDERMAN/SALAGOVICH/TINCH/LA	DP-101	12/13/18	750.00	68100
101-136-805.00	COURT APPOINTED ATTORNEY	WILLIAMS, JESSE	KUNCKEY/BROWNLEE/DEVERNEY	DP103	12/13/18	750.00	68124
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	SCREENING - BLUHM	18-403-SD	12/13/18	75.00	68090
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	99.01	67936

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 136 DISTRICT COURT							
101-136-853.00	CELLULAR PHONES	CENTURYLINK	800 NUMBERS/LONG DISTANCE FEES	1456529149	12/13/18	6.05	68034
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	448.28	67978
			Total For Dept 136 DISTRICT COURT			3,486.29	
Dept 141 FRIEND OF THE COURT							
101-141-850.00	TELEPHONE	CENTURYLINK	800 NUMBERS/LONG DISTANCE FEES	1456529149	12/13/18	15.69	68034
101-141-964.10	REIMBURSEMENT TO MANISTE	MANISTEE COUNTY FOC	SHARED EXPENSES FOR FOC OCTOBER 20	OCTOBER 2018	12/06/18	9,105.60	67979
			Total For Dept 141 FRIEND OF THE COURT			9,121.29	
Dept 142 JUVENILE DIVISION							
101-142-704.01	SALARY-DIRECTOR OF YOUTH	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	2,091.85	67978
101-142-957.40	NON REIMBURSABLE EXPENSE	CENTRA WELLNESS NETWO	COUNSELING T.C. & N.W.	NOVEMBER	11/29/18	5,791.24	67882
101-142-963.00	COMPUTER SUPPORT	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	638.08	67978
			Total For Dept 142 JUVENILE DIVISION			8,521.17	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	TROPHY TROLLEY	PLAQUE, BLACK BRASS PLATE/ENGRAVIN	57076	12/06/18	53.30	68010
101-172-860.00	TRAVEL	EDWARDS, VINCE	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	9.81	67894
101-172-860.00	TRAVEL	CUTLER, MARIDEE	REIMBURSEMENT MEALS/MILEAGE FOR SH	SHRM CLASS	12/13/18	272.18	68044
101-172-860.00	TRAVEL	DEISCH, MITCH	MILEAGE ALLOWANCE	DECEMBER 2013	12/13/18	300.00	68046
101-172-900.00	PRINTING & PUBLISHING	TRAVERSE CITY RECORD	LEGAL NOTICE CLEANING SERVICES BID	937016	12/13/18	102.90	68108
101-172-955.10	DUES & REGISTRATIONS	MICHIGAN MUNICIPAL LE	MEMBERSHIP RENEWAL/REGISTRATION	MEMBERSHIP	12/06/18	415.00	67987
			Total For Dept 172 ADMINISTRATOR			1,153.19	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	235571829001	12/06/18	545.70	67991
101-215-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	235572271001	12/06/18	16.33	67992
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD PER DIEM	11/26/2018	11/29/18	35.00	67912
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD MILEAGE	11/26/2018	11/29/18	7.56	67912
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD PER DIEM	11/26/2018	12/13/18	35.00	68032
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD MILEAGE	11/26/2018	12/13/18	1.08	68032
101-215-860.00	TRAVEL	OLNEY, DAWN	MILEAGE TO CLARE	11/29 & 11/30/1	12/06/18	79.60	67993
101-215-955.10	DUES & REGISTRATIONS	MI ASSOC. OF COUNTY C	2019 MACC DUES FOR DAWN OLNEY	12/3/2018	12/06/18	200.00	67985
101-215-955.10	DUES & REGISTRATIONS	UCOA	2019 UCOA DUES FOR DAWN OLNEY	12/3/2018	12/06/18	110.00	68012
			Total For Dept 215 COUNTY CLERK			1,030.27	
Dept 253 COUNTY TREASURER							
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLES	435831-0	12/13/18	62.30	68065
101-253-860.00	TRAVEL	THOMPSON, MICHELLE	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	29.47	68105
101-253-930.00	EQUIPMENT REPAIR	I.T. RIGHT	HARD DRIVE FOR TREASURER COMPUTER	20158055	12/13/18	98.07	68062
			Total For Dept 253 COUNTY TREASURER			189.84	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-955.10	DUES & REGISTRATIONS	APEX SOFTWARE	ANNUAL MAINTENANCE RENEWAL 1/1/20	303116	12/06/18	450.00	67950
101-257-955.10	DUES & REGISTRATIONS	MICHIGAN ASSESSORS AS	RENEWING MEMBER	2019	12/06/18	90.00	67986
101-257-955.10	DUES & REGISTRATIONS	MICHIGAN DEPARTMENT O	RENEWAL ASSESSOR CERTIFICATION TOM	12/13/2018	12/13/18	175.00	68082
101-257-955.10	DUES & REGISTRATIONS	MICHIGAN DEPARTMENT O	RENEWAL ASSESSOR CERTIFICATION BRI	12/13/2018	12/13/18	175.00	68083
			Total For Dept 257 EQUALIZATION DEPARTMENT			890.00	
Dept 261 MSU EXTENSION							
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	POSTAGE FOR NOVEMBER 2018	POSTAGE	12/13/18	2.54	68027
101-261-800.00	CONTRACTED SERVICES	MSUE BUSINESS OFFICE	2019 MOA 1ST QTR PAYMENT	1BENZIE2019	12/13/18	10,253.25	68085
			Total For Dept 261 MSU EXTENSION			10,255.79	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 262 ELECTIONS							
101-262-721.00	PER DIEM	BANCROFT, LAURA	BOARD OF CANVASSERS PER DIEM	11/7;11/15;11/2	11/29/18	105.00	67873
101-262-721.00	PER DIEM	DYKSTRA, RONALD	BOARD OF CANVASSERS PER DIEM	11/7;11/15;11/2	11/29/18	105.00	67893
101-262-721.00	PER DIEM	MICK, JANICE	BOARD OF CANVASSERS PER DIEM	11/7;11/15;11/2	11/29/18	105.00	67912
101-262-721.00	PER DIEM	NICHOLS, RAY	BOARD OF CANVASSERS PER DIEM	11/7;11/15;11/2	11/29/18	105.00	67917
101-262-727.00	OFFICE SUPPLIES - BALLOT	MICHIGAN ELECTION RES	ELECTION SUPPLIES	41200	11/29/18	190.58	67911
101-262-860.00	TRAVEL	BANCROFT, LAURA	BOARD OF CANVASSERS MILEAGE	1/7;11/15;11/20	11/29/18	42.51	67873
101-262-860.00	TRAVEL	DYKSTRA, RONALD	BOARD OF CANVASSERS MILEAGE	11/7;11/15;11/2	11/29/18	23.88	67893
101-262-860.00	TRAVEL	MICK, JANICE	BOARD OF CANVASSERS MILEAGE	11/7;11/15;11/2	11/29/18	22.89	67912
101-262-860.00	TRAVEL	NICHOLS, RAY	BOARD OF CANVASSERS MILEAGE	11/25/2018	11/29/18	26.16	67917
			Total For Dept 262 ELECTIONS			726.02	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR NOVEMBER 2009 DODGE	1129	12/06/18	111.39	67954
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	LINERS, PAPER TOWELS	1126614	11/29/18	168.55	67906
101-265-750.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	FUSES, ROCKET SWITCH	416887	11/29/18	5.98	67914
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	TAPE, GLUE, BATTERIES	155658	11/29/18	68.13	67921
101-265-750.00	MAINTENANCE SUPPLIES	BENZIE APPLIANCE & TV	RJ 45 MODULAR PLUG	10175748	12/06/18	1.29	67952
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1128514	12/06/18	168.65	67976
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	SNOW SHOVEL FOR DHS	156111	12/06/18	17.99	67990
101-265-800.00	CONTRACTED SERVICES	GOTTSCHALK CLEANING S	CLEANING SERVICE FOR NOVEMBER 2018	791	12/06/18	3,200.00	67966
101-265-820.00	SNOW REMOVAL	BENZIE COUNTY ROAD CO	SANDING PARKING LOT	5115	12/06/18	58.14	67954
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	8YD DUMPSTER AND 4 YD DUMPSTER	2766914	12/06/18	190.00	67948
101-265-850.00	TELEPHONE	AT&T	NOVEMBER PRI FOR GOVERNMENT CENTER	171-800-2423 00	12/06/18	1,029.14	67951
101-265-850.00	TELEPHONE	PACIFIC TELEMANAGEMEN	DECEMBER 2018 PAYPHONE	2007024	12/06/18	50.00	67994
101-265-850.00	TELEPHONE	CENTURYLINK	800 NUMBERS/LONG DISTANCE FEES	1456529149	12/13/18	61.44	68034
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	104.71	67936
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	REPAIR ROOFTOP UNIT/COMMISSIONERS	S24203	11/29/18	340.32	67899
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	LABOR AND MATERIAL TO REPLACE COND	S24353	12/06/18	1,123.43	67969
101-265-930.00	EQUIPMENT REPAIR	WATSON BENZIE LLC	REPAIRS TO 09 DODGE TRUCK	150549	12/13/18	108.90	68123
101-265-935.00	BUILDING REPAIRS	NUGENT HARDWARE	TRESHOLD FOR CLOSED SESSION ROOM A	156238	12/13/18	36.98	68089
101-265-935.00	BUILDING REPAIRS	TKS SECURITY	INSTALL SECURITY WORKSTATION FOR A	10221	12/13/18	1,250.00	68106
			Total For Dept 265 BUILDING & GROUNDS			8,095.04	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	LEGAL SERVICES FOR NOVEMBER 2018	BC-398	12/13/18	383.00	68052
101-266-815.00	AUDITORS	ANDERSON, TACKMAN & C	PROGRESS BILLING FOR YEAR END 9/30	121716	12/13/18	407.50	68023
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,166.67	67978
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			1,957.17	
Dept 267 PROSECUTING ATTORNEY							
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	39.41	67936
101-267-955.00	CONVENTIONS & MEETINGS	VISA=SARA SWANSON	VISA BILL	11/15/18	11/29/18	82.93	67939
			Total For Dept 267 PROSECUTING ATTORNEY			122.34	
Dept 268 REGISTER OF DEEDS							
101-268-955.10	DUES & REGISTRATIONS	MI ASSOC OF REGISTER	MARD ASSOC DUES 2019	12/5/2018	12/06/18	237.00	67984
101-268-955.10	DUES & REGISTRATIONS	UCOA	2019 UCOA DUES	11/04/2019	12/06/18	110.00	68011
101-268-957.10	RECORD STORAGE	UNDERGROUND SECURITY	2019 YEARLY MICROFILM STORAGE FEE	9239	12/06/18	1,041.40	68013
			Total For Dept 268 REGISTER OF DEEDS			1,388.40	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	DECEMBER 2018	12/13/18	333.33	68047
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE FOR OCTOBER 2018	OCTOBER 2018	12/13/18	81.75	68047

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 275 DRAIN COMMISSION							
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE FOR SEPTEMBER 2018	SEPTEMBER 2018	12/13/18	114.45	68047
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE FOR NOVEMBER 2018	NOVEMBER 2018	12/13/18	49.05	68047
			Total For Dept 275 DRAIN COMMISSION			578.58	
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	PITNEY BOWES	INK CARTRIDGES & TAPES STRIPS	1010282360	12/06/18	339.10	67996
101-285-730.00	POSTAGE	U.S. POSTMASTER - BEU	POSTAGE FOR LAKE TWP TAXES	120318	12/03/18	302.28	67944
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER BY PHONE	46789160	12/06/18	2,500.00	67999
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTORS OFFICE COPY MACHINE	40023293-1	12/13/18	122.00	68103
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATORS COPIER	40020703-1	12/13/18	106.80	68103
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION AND COPIER ROOM PRINT	40020522-1	12/13/18	279.35	68103
			Total For Dept 285 CENTRAL SERVICES			3,649.53	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	1,669.92	67970
101-286-970.00	EQUIPMENT	I.T. RIGHT	CAT6 14' PATCH CABLE	20157878	11/29/18	8.35	67900
			Total For Dept 286 TECHNOLOGY SUPPORT			1,678.27	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	BENZIE COUNTY SHERIFF	TRNSPT, OFF SUPPLIES, POSTAGE	NOV 18 PTY CSH	12/06/18	14.26	67956
101-301-727.00	OFFICE SUPPLIES	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	149.20	68015
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	CMPTR SPKRS/SHT PROTECTORS	11GP-1WKT-CGGC	12/13/18	31.95	68021
101-301-727.00	OFFICE SUPPLIES	VISA=TROY LAMERSON	OFFICE SUPPLIES	NOV 2018	12/13/18	131.26	68120
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	10/20-11/19/2018 FUEL SHERIFF	000000006528127	11/29/18	99.37	67928
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV 18 FUEL SHERIFF	1128	12/06/18	2,039.73	67954
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	18-1 OIL CHANGE	38749	12/06/18	59.85	68017
101-301-749.00	VEHICLE REPAIRS	NORTHERN AUTO	BATTERY 14-1	19435	11/29/18	161.95	67919
101-301-751.00	UNIFORMS	CMP DISTRIBUTORS	BODY ARMOR 9 VESTS	56040	12/06/18	499.08	67960
101-301-751.00	UNIFORMS	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	487.11	68015
101-301-751.00	UNIFORMS	VISA=ROSA KYLE	UNIFORMS	DEC 2018	12/13/18	107.58	68119
101-301-751.00	UNIFORMS	VISA=TSCHENDEL 7161	UNIFORMS	DEC 2018	12/13/18	22.05	68121
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLEANING	2496	12/13/18	18.90	68092
101-301-800.00	CONTRACTED SERVICES	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	498.05	67970
101-301-800.00	CONTRACTED SERVICES	MICHIGAN STATE POLICE	GATWAY VPN 100118- 12312018	551-529403	12/06/18	387.00	67988
101-301-800.00	CONTRACTED SERVICES	MICHIGAN STATE POLICE	ANNUAL FEE SRMS 10118 TO 93019	551-529854	12/13/18	3,200.00	68084
101-301-850.00	TELEPHONE	TELNET WORLDWIDE	TELEPHONE 11/15 TO 12/14/2018	152030	11/29/18	569.47	67930
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR SERVICE NOVEMBER 2018	9818323482	11/29/18	323.09	67936
101-301-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	12032018 EAR PIECES - MILLER	50314	12/13/18	19.96	68057
101-301-961.00	TRAINING & SCHOOLS	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	(190.00)	68015
101-301-980.00	VEHICLE EQUIPMENT	THIRLBY AUTOMOTIVE -	14-4 WIPER BLDS	3828 SC1811	11/29/18	18.20	67931
101-301-980.00	VEHICLE EQUIPMENT	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	186.14	68015
101-301-980.00	VEHICLE EQUIPMENT	NAPA AUTO SUPPLY, INC	BOOSTER CABLE CLAMP	5366424508	12/13/18	12.49	68088
			Total For Dept 301 SHERIFF			8,846.69	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	120.61	67961
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV 18 FUEL SHERIFF	1128	12/06/18	211.41	67954
			Total For Dept 333 SECONDARY ROAD PATROL			332.02	
Dept 334 ZERO TOLERANCE, BAILIFF							
101-334-961.00	TRAINING & SCHOOLS	CMP DISTRIBUTORS	BODY ARMOR 9 VESTS	56040	12/06/18	380.00	67960
			Total For Dept 334 ZERO TOLERANCE, BAILIFF			380.00	

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Fund 101 GENERAL FUND							
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	36.87	67961
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	3 RING BINDERS	435088-0	11/29/18	23.64	67901
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	DIVIDERS AND PRINTER INK	435090-0	11/29/18	163.82	67901
101-426-727.00	OFFICE SUPPLIES	VISA=FRANK POST	VISA CHARGES ENDING 11-16-18	ENDING 11-16-18	11/29/18	391.57	67937
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	PRINTER INK	435090-1	12/06/18	135.97	67971
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	INVOICED FOR BINDERS AND DIVIDERS	431907-0	12/06/18	35.26	67971
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	REPLACEMENT PRINTHEAD	435236-0	12/13/18	207.29	68065
101-426-850.00	TELEPHONE	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	65.30	67936
101-426-850.00	TELEPHONE	SPRINT SOLUTIONS, INC	SPRINT EMERGENCY CELL PHONES	186375861-039	12/06/18	7.20	68003
101-426-850.00	TELEPHONE	VERIZON WIRELESS	EMD/JAIL/CORRECTIONS/ALS CELLULAR	9819465476	12/13/18	49.12	68115
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REINBURSEMENT ENDING 12-1-	MILEAGE ENDING	12/06/18	30.52	67998
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	CABLE TV ENDING 11/18 TO 12/18	0010110110318	11/29/18	90.85	67883
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	CABLE TV ENDING 12/3/18	0010110120318	12/13/18	90.85	68036
101-426-961.00	TRAINING & SCHOOLS	NASAR	NATIONAL ASSOCIATION OF SEARCH AND	252400	11/29/18	55.00	67915
101-426-961.00	TRAINING & SCHOOLS	VISA=FRANK POST	VISA CHARGES ENDING 11-16-18	ENDING 11-16-18	11/29/18	85.00	67937
101-426-970.00	EQUIPMENT	VISA=FRANK POST	VISA CHARGES ENDING 11-16-18	ENDING 11-16-18	11/29/18	72.99	67937
			Total For Dept 426 EMERGENCY MANAGEMENT			1,541.25	
Dept 601 HEALTH DEPARTMENT							
101-601-836.00	APPROPRIATIONS	BENZIE LEELANAU HEALT	2ND QTR FY 2018/2019 APPROPRIATION	112818	11/29/18	58,071.00	67878
			Total For Dept 601 HEALTH DEPARTMENT			58,071.00	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,922.82	67978
101-648-861.00	BURIAL TRANSITS	JOWETT, GAYLORD	OCTOBER 2018 TRANSPORT FEES	10/31/18	11/29/18	1,350.00	67902
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	NOVEMBER 2018 AUTOPSYS	NOVEMBER 2018	12/06/18	4,800.00	67965
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE SERVICE	190590	12/06/18	420.00	67967
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE SERVICE	187857	12/06/18	525.00	67967
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE SERVICE	186258	12/06/18	420.00	67967
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTER SERVICES	184088	12/06/18	1,260.00	67967
			Total For Dept 648 MEDICAL EXAMINER			10,697.82	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	MONTHLY APPROPRIATION DEC 2018	000677	12/06/18	9,894.75	67958
			Total For Dept 649 MENTAL HEALTH			9,894.75	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	PER DIEM FOR MEETING 11/27/18	PER DIEM	12/06/18	35.00	67949
			Total For Dept 670 DHHS BOARD			35.00	
Dept 721 PLANNING DEPARTMENT							
101-721-721.00	PER DIEM - PLANNING COMM	BARNARD, JASON	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67874
101-721-721.00	PER DIEM - PLANNING COMM	BEALE, CHARLES	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67875
101-721-721.00	PER DIEM - PLANNING COMM	CLARK, JAMES	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67887
101-721-721.00	PER DIEM - PLANNING COMM	DUNHAM-THAYER, IRENE	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67892
101-721-721.00	PER DIEM - PLANNING COMM	EDWARDS, VINCE	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67894
101-721-721.00	PER DIEM - PLANNING COMM	EVANS, BETSY	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67895
101-721-721.00	PER DIEM - PLANNING COMM	NAULTY, ROSEMARY	PER DIEM FOR RECORDING	PER DIEM	11/29/18	75.00	67916
101-721-721.00	PER DIEM - PLANNING COMM	VAN ROCHSBURG, WALTER	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67935
101-721-721.00	PER DIEM - PLANNING COMM	WRIGHT, GREGORY	PER DIEM FOR PLANNING MEETING 11/8	PER DIEM	11/29/18	35.00	67941
101-721-860.00	TRAVEL	BARNARD, JASON	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	5.45	67874
101-721-860.00	TRAVEL	BEALE, CHARLES	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	6.00	67875
101-721-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	13.62	67887

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Fund 101 GENERAL FUND							
Dept 721 PLANNING DEPARTMENT							
101-721-860.00	TRAVEL	DUNHAM-THAYER, IRENE	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	10.90	67892
101-721-860.00	TRAVEL	EVANS, BETSY	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	7.09	67895
101-721-860.00	TRAVEL	NAULTY, ROSEMARY	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	7.41	67916
101-721-860.00	TRAVEL	VAN ROCHSBURG, WALTER	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	8.72	67935
101-721-860.00	TRAVEL	WRIGHT, GREGORY	MILEAGE FOR PLANNING MEETING 11/8/	MILEAGE	11/29/18	8.71	67941
			Total For Dept 721 PLANNING DEPARTMENT			422.90	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	3,639.16	67961
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	DECEMBER 2018	12/13/18	175.00	68042
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	DECEMBER 2018	12/13/18	175.00	68069
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	DECEMBER 2018	12/13/18	175.00	68110
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,401.93	67978
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	145.06	67961
			Total For Dept 852 MEDICAL INSURANCE			5,711.15	
			Total For Fund 101 GENERAL FUND			173,119.77	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	120.61	67961
205-000-725.00	FRINGE BENEFITS	EMPLOYEE HEALTH INSUR	EMPLOYEE PRESCRIPTIONS	233824	12/13/18	192.06	68048
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	10/20-11/19/2018 FUEL SHERIFF	000000006528127	11/29/18	87.63	67928
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOV 18 FUEL SHERIFF	1128	12/06/18	344.45	67954
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALT	INTELL NOV 2018	NOV 2018	12/06/18	210.00	68008
			Total For Dept 000			954.75	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			954.75	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	46.99	68015
			Total For Dept 000			46.99	
			Total For Fund 206 SHERIFF'S K-9 FUND			46.99	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-782.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	FSTNRS,TLS,KYS,CLMPS,BUKLS,CNCTRS	11252018	11/29/18	388.57	67921
213-265-782.00	MAINTENANCE SUPPLIES	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	237.35	68015
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	FLITE/DP BLUE/SHAMPOO	1128508-1	12/13/18	354.98	68071
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	ICE MELT/TP/PT/SHAMP/	11285008	12/13/18	269.99	68071
213-265-783.00	EQUIP. SERVICES & SUPPLI	VANGUARD FIRE & SECUR	PUSH BUTTON TEST	IN00333776	12/13/18	68.00	68111
213-265-783.00	EQUIP. SERVICES & SUPPLI	VANGUARD FIRE & SECUR	WET SPRINKLER INSPECTION	IN00333778	12/13/18	325.00	68112
213-265-783.00	EQUIP. SERVICES & SUPPLI	VANGUARD FIRE & SECUR	FIRE ALARM LOAD/INSPECT/SENS TEST	IN00333779	12/13/18	1,085.00	68113
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	DEC WASTE PICKUP 2018	2767935	12/13/18	100.00	68022
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE NOVEMBER 2018	9818323482	11/29/18	327.78	67936
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	EMD/JAIL/CORRECTIONS/ALS CELLULAR	9819465476	12/13/18	3.43	68115
			Total For Dept 265 BUILDING & GROUNDS			3,160.10	
Dept 351 JAIL - CORRECTIONS							
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	INMATE AND STAFF MEAILS	IVC27104	12/13/18	9,428.58	68033
213-351-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	10/20-11/19/2018 FUEL SHERIFF	000000006528127	11/29/18	84.32	67928
213-351-751.00	UNIFORMS	KOREY KELLEY	UNIFORM BOOTS CAMOFIRE	1410850110 BOOT	11/29/18	150.00	67904

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Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
213-351-751.00	UNIFORMS	CMP DISTRIBUTORS	BODY ARMOR 9 VESTS	56040	12/06/18	5,946.57	67960
213-351-751.00	UNIFORMS	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	890.93	68015
213-351-751.00	UNIFORMS	VISA=TSCHENDEL 7161	UNIFORMS	DEC 2018	12/13/18	214.45	68121
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLEANING	2496	12/13/18	354.75	68092
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	JAN 19 MED SERV CONTRACT	80953 JAN 19	12/06/18	6,385.98	67946
213-351-834.00	PRISONER MEDICAL - BENZI	CONCIERGE CORRECTIONS	MEDICAL 11102017	10002872	12/13/18	619.57	68039
213-351-834.00	PRISONER MEDICAL - BENZI	CONCIERGE CORRECTIONS	12/22/2017 MEDICAL	10002920	12/13/18	2,646.36	68040
213-351-834.00	PRISONER MEDICAL - BENZI	CONCIERGE CORRECTIONS	11302017 MEDICAL	10002897	12/13/18	1,116.48	68041
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	TRNSPT, OFF SUPPLIES, POSTAGE	NOV 18 PTY CSH	12/06/18	97.57	67956
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	JAIL/SHERIFF/DB COPIERS	172785	12/06/18	461.25	68006
213-351-956.00	EMPLOYEE PHYSICALS	MANAGEMENT & BEHAVIOR	EMP EVAL KUTCHINSKI	111220108	11/29/18	800.00	67907
213-351-961.00	TRAINING & SCHOOLS	SAVANT LEARNING SYSTE	14 TRNG CRSES CRRCTNS	INV3739	12/06/18	966.00	68002
213-351-961.00	TRAINING & SCHOOLS	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	159.00	68015
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	TRNG & SCHOOLS	NOV 2018	12/13/18	1,009.44	68116
213-351-961.00	TRAINING & SCHOOLS	W MI CRIMINAL JUSTICE	TRAINING & SCHOOLS LEGAL UPDATE	306 12072018	12/13/18	100.00	68122
213-351-961.04	PRISONERS SCHOOLING	HEIMAN, BARBARA	11/21 & 12/05/18	12052018	12/13/18	240.00	68059
213-351-963.00	COMPUTER EQUIPMENT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	908.20	67970
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	CMPTR SPKRS/SHT PROTECTORS	11GP-1WKT-CGGC	12/13/18	47.91	68021
213-351-963.00	COMPUTER EQUIPMENT	BENZIE COUNTY CENTRAL	OFFICE FURNITURE GB	12102018	12/13/18	500.00	68026
213-351-963.00	COMPUTER EQUIPMENT	EXCEL OFFICE INTERIOR	DRAWER RECORD OFFICE	94181	12/13/18	15.00	68049
213-351-963.00	COMPUTER EQUIPMENT	SUMMIT COMPANIES	ANNUAL FIRE INSPECTION JAIL	1325170	12/13/18	289.03	68102
213-351-970.00	EQUIPMENT	VISA=TED SCHENDEL	UNF/OFF SUP/MTN SUP/DOG FD	NOV 2018	12/06/18	74.19	68015
			Total For Dept 351 JAIL - CORRECTIONS			33,505.58	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	976.91	67961
			Total For Dept 852 MEDICAL INSURANCE			976.91	
			Total For Fund 213 JAIL OPERATIONS FUND			37,642.59	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000							
214-000-307.03	NOTE PAYABLE	STATE SAVINGS BANK	DECEMBER 2018 PAYMENT FOR AMBULANC	DECEMBER 2018	12/06/18	3,346.80	68005
			Total For Dept 000			3,346.80	
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	CLEANING SUPPLIES FOR STATION 3	23706/1	11/29/18	29.93	67896
214-265-750.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	SUPPLIES FOR ST 2	1811-0335058	11/29/18	12.78	67898
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	SNOW SHOVEL, ICE MELT	155458	11/29/18	51.97	67921
214-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES AND BATHROOM SUP	1126612	12/13/18	143.16	68072
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	DUST MOP FOR ST 2	156061	12/13/18	17.99	68089
214-265-850.00	TELEPHONE	CENTURYLINK	NOVEMBER PHONE BILL STATION 2	NOV PHONE BILL	12/13/18	298.57	68035
214-265-850.01	INTERNET SERVICE	DIRECT TV	STATION 2 SERVICE	35403774273	11/29/18	153.64	67890
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	NOVEMBER SERVICES FOR STATION 3	NOV SERVICES	12/13/18	233.57	68036
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	20.04	67936
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLUAR SERVICE FOR NOVEMBER 2018	9818323481	11/29/18	939.03	67936
214-265-853.00	CELLULAR PHONES	VISA=THOMAS KING	PHONE CASE, AND SCREEN GLASS FOR D	W1470IN353	11/29/18	100.64	67940
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	EMD/JAIL/CORRECTIONS/ALS CELLULAR	9819465476	12/13/18	53.53	68115
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	10/10/18-11/09/2018 WATER BILL ST	OCT-NOV	11/29/18	56.63	67886
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	WATER RENTAL STATION 3	1182511	12/06/18	52.50	67983
214-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	09/28/18-10/28/18 POWER BILL FOR S	SEP-OCT	11/29/18	140.79	67884
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	OCTOBER 9TH-NOVEMBER 6TH ST 3 LIGH	OCT-NOV	11/29/18	229.37	67888
214-265-935.00	BUILDING REPAIRS	HONOR BUILDING SUPPLY	TREATED TIMBER POST FOR STOP BLOCK	1811-031190	11/29/18	13.71	67898

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-935.00	BUILDING REPAIRS	MI PEST	PEST CONTROL FOR STATION 3	9216	12/13/18	50.00	68080
214-265-935.00	BUILDING REPAIRS	MI PEST	SESONAL PEST CONTROL STATION 3	9522	12/13/18	50.00	68080
214-265-935.00	BUILDING REPAIRS	NUGENT HARDWARE	GARAGE LINE PAINTING STATION 2	155288	12/13/18	85.94	68089
			Total For Dept 265 BUILDING & GROUNDS			2,733.79	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	VISA=THOMAS KING	COMPLIANCE POSTERS FOR EMS	82047	11/29/18	55.64	67940
214-655-727.00	OFFICE SUPPLIES	VISA=THOMAS KING	CANDY FOR KIDS HALLOWEEN	990445402683901	11/29/18	9.56	67940
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	EMS COPIERS DECEMBER 2018	172607	12/06/18	223.34	68006
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83054168	12/13/18	141.72	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83054169	12/13/18	27.20	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83052775	12/13/18	640.59	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83042125	12/13/18	497.97	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83039233	12/13/18	423.07	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83034389	12/13/18	350.11	68031
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83029698	12/13/18	77.70	68031
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	DRUG BOX FEES, AND EDUCATION	10/31/18	12/13/18	940.00	68086
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN FOR ST 3	9082481461	11/29/18	125.68	67871
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN ST 2	9082481460	11/29/18	200.51	67871
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	CYLINDER RENTAL ST 2	9956870370	11/29/18	22.79	67871
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	CYLINDER RENTAL	9956870369	11/29/18	22.79	67871
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN FOR ST 2	9081994417	11/29/18	348.32	67871
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	OXYGEN CYLINDER FILL	00587043	11/29/18	108.11	67925
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	SMALL CYLINDER FILL	00639205	11/29/18	121.79	67925
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	SERVICE CHARGES	00641610	11/29/18	2.16	67925
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	OCTOBER FUEL	1122	11/29/18	3,379.67	67876
214-655-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	ALS/EMS FUEL FOR OCTOBER 2018	079423216811	11/29/18	251.75	67928
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	ECHO 61 OIL CHANGE	38003	11/29/18	89.80	67943
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A21 OIL CHANGE	38089	11/29/18	77.85	67943
214-655-751.00	UNIFORMS	TELE-RAD, INC.	UNIFORMS FOR MATT J AND LAURA M	888676	11/29/18	95.97	67929
214-655-751.00	UNIFORMS	TELE-RAD, INC.	UNIFORMS FOR MATT DURAND	888765	11/29/18	63.98	67929
214-655-751.00	UNIFORMS	TELE-RAD, INC.	UNIFORM PANTS FOR CHRIS PARRISH	889010	11/29/18	119.98	67929
214-655-751.00	UNIFORMS	TELE-RAD, INC.	BELT FOR CHRIS PARRISH	889011	11/29/18	18.39	67929
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	UNIFORM SHIRT FOR TOM	55990	12/13/18	18.00	68025
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	MATT D UNIFORMS	55989	12/13/18	44.00	68025
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	UNIFORM FOR MATT J AND LAURA M	55988	12/13/18	36.00	68025
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	JOB SHIRT FOR MATT D	55987	12/13/18	22.00	68025
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING FOR OCTOBER	BEN1018	11/29/18	3,200.00	67918
214-655-800.05	CONTRACTED SERVICES - TH	THOMPSONVILLE AMBULAN	ALS BASE RATE	280861	11/29/18	225.00	67932
214-655-800.05	CONTRACTED SERVICES - TH	THOMPSONVILLE AMBULAN	ALS BASE RATE	273340	11/29/18	225.00	67932
214-655-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	A33 SERVICE	50879	11/29/18	127.50	67897
214-655-855.00	RADIO MAINTENANCE/EQUIPM	ALMIRA TOWNSHIP TREAS	ENHANCED VEHICULAR REPEATER SYSTEM	RADIO 1	12/13/18	501.87	68019
214-655-961.00	TRAINING & SCHOOLS	MUNSON MEDICAL CENTER	DRUG BOX FEES, AND EDUCATION	10/31/18	12/13/18	255.50	68086
214-655-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	87.89	67970
214-655-995.00	INTEREST ON DEBT	STATE SAVINGS BANK	DECEMBER 2018 PAYMENT FOR AMBULANC	DECEMBER 2018	12/06/18	133.06	68005
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			13,312.26	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	1,515.83	67961
			Total For Dept 852 MEDICAL INSURANCE			1,515.83	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			20,908.68	

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Fund 220 MARINE PATROL FUND							
Dept 000							
220-000-970.00	EQUIPMENT	CMP DISTRIBUTORS	BODY ARMOR 9 VESTS	56040	12/06/18	420.35	67960
			Total For Dept 000			420.35	
			Total For Fund 220 MARINE PATROL FUND			420.35	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR NOVEMBER 2018	1133	12/06/18	138.56	67955
228-000-748.00	GAS, OIL & GREASE	NUGENT HARDWARE	WINDSHIELD WASHER FLUID	155950	12/13/18	4.98	68089
228-000-748.00	GAS, OIL & GREASE	VISA=JESSE ZYLSTRA	OIL CHANGE	38915	12/13/18	52.14	68118
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLING SERVICES FOR NOVEMBER 20	2778893	12/13/18	13,786.80	68022
228-000-850.00	TELEPHONE	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	65.30	67936
228-000-934.00	OTHER REPAIRS/ MAINTENAN	VISA=JESSE ZYLSTRA	SITE MAINTENANCE	12122018	12/13/18	20.98	68117
228-000-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	29.30	67970
			Total For Dept 000			14,098.06	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	36.87	67961
			Total For Dept 852 MEDICAL INSURANCE			36.87	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			14,134.93	
Fund 241 LAND BANK AUTHOITY FUND							
Dept 000							
241-000-967.00	PROJECT EXPENSES	HOMESTEAD TOWNSHIP	2018 WINTER TAX 07-011-007-20	07-011-007-20	12/06/18	9.39	67968
241-000-967.00	PROJECT EXPENSES	HOMESTEAD TOWNSHIP	2018 WINTER TAX 07-508-007-26	07-508-007-26	12/06/18	16.46	67968
			Total For Dept 000			25.85	
			Total For Fund 241 LAND BANK AUTHOITY FUND			25.85	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARD	KNOTTED WIRE BRUSH PADLOCK CARABEI	154475	11/29/18	42.98	67920
247-265-782.00	MAINTENANCE SUPPLIES	VISA=KYLE MAURER	LONG SLEEVE SHIRT/SNOW SHOVELS/SNO	5942	11/29/18	599.99	67938
247-265-850.00	TELEPHONE	AT&T	PHONE BILL FOR NOV	231882950511	11/29/18	172.39	67872
247-265-850.00	TELEPHONE	UWC	NOVEMBER 2018 LONG DISTANCE PHONE	NOVEMBER 2018	12/06/18	1.75	68014
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	SERVICE 10/13 - 11/12	9818323480	11/29/18	88.82	67936
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	GAS BILL FOR OCT	910020929329	11/29/18	152.21	67891
247-265-935.00	BUILDING REPAIRS	NYE PLUMBING AND HEA	WATER HEAT REPLACEMENT	2526-566923	11/29/18	1,992.46	67922
247-265-935.00	BUILDING REPAIRS	DRYWALL BY TY	PATCH AND REAPIR PLUS HANGING OF N	1	12/06/18	800.00	67962
247-265-935.00	BUILDING REPAIRS	KYLE MAURER	SUPPLIES AND CABINETS FOR NEW LOBB	12/3/2018	12/06/18	343.73	67977
			Total For Dept 265 BUILDING & GROUNDS			4,194.33	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	LONG SLEEVE SHIRT/SNOW SHOVELS/SNO	5942	11/29/18	322.01	67938
247-430-740.00	FOOD SUPPLIES	REBECCA KNAPP	BOARDING PLUS HAY AND FEED	92318/11618	11/29/18	1,840.71	67926
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR OCT	1121	11/29/18	393.24	67877
247-430-748.00	GAS, OIL & GREASE	VISA=KYLE MAURER	LONG SLEEVE SHIRT/SNOW SHOVELS/SNO	5942	11/29/18	20.00	67938
247-430-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE FOR 2015 RAM	37739	11/29/18	41.69	67942
247-430-751.00	UNIFORMS	VISA=KYLE MAURER	LONG SLEEVE SHIRT/SNOW SHOVELS/SNO	5942	11/29/18	131.70	67938
247-430-800.00	CONTRACTED SERVICES	UNIFI EQUIPMENT FINAN	OCT PRINTER PAYMENT	454271	11/29/18	61.16	67934
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	NEUTER OF JACK. WALKER HOUND/SPAY	278509	11/29/18	338.70	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	SPAY OF FEMALE TORTIE/ NEUTER OF M	278553	11/29/18	196.52	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	REVOLUTION FOR KITTENS	278648	11/29/18	30.45	67923

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Fund 247 ANIMAL CONTROL FUND							
Dept 430 ANIMAL CONTROL							
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	177-18D SPAY 1778-18D SPAY	278836	11/29/18	343.70	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	169-18D NEUTER	278838	11/29/18	193.17	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	178-18D INCISON REPAIR	278903	11/29/18	197.11	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIA OF 17YR CAT	278991	11/29/18	5.00	67923
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	BATRIL 136ML FOR CLIPPER PORT WATE	278475	11/29/18	68.74	67924
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	CLAVAMOX FOR CATS	279253	12/06/18	30.45	67997
247-430-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	87.89	67970
247-430-970.00	EQUIPMENT	NUGENT ACE HARDWARD	KNOTTED WIRE BRUSH PADLOCK CARABEI	154475	11/29/18	0.79	67920
247-430-970.00	EQUIPMENT	VISA=KYLE MAURER	LONG SLEEVE SHIRT/SNOW SHOVELS/SNO	5942	11/29/18	53.97	67938
			Total For Dept 430 ANIMAL CONTROL			4,357.00	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	120.61	67961
			Total For Dept 852 MEDICAL INSURANCE			120.61	
			Total For Fund 247 ANIMAL CONTROL FUND			8,671.94	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	146.48	67970
			Total For Dept 371 BUILDING INSPECTOR			146.48	
			Total For Fund 249 BUILDING DEPARTMENT FUND			146.48	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000							
260-000-727.00	OFFICE SUPPLIES	IDENTIPHOTO	RIBBON FOR CPL PRINTER	0220669-IN	12/13/18	108.60	68064
			Total For Dept 000			108.60	
			Total For Fund 260 CPL CLERK TECHNOLOGY FUND			108.60	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-751.00	UNIFORMS	DUSTI ROUSH	FOOTWEAR REIMBURSEMENT	12042018	12/06/18	137.80	67963
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	JAN 2019 SUPPORT	968	12/06/18	923.00	68016
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE FOR NOVEMBER 2018	9818295262	11/29/18	1,322.94	67936
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	DISPATCH CELLULAR SERVICE	9819391386	12/13/18	57.18	68114
261-325-961.00	TRAINING & SCHOOLS	BERNS, RONALD	TRAVEL EXPENSE	12102018	12/13/18	417.69	68029
261-325-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY BILLING FOR IT SERVICES	20157668	12/06/18	322.27	67970
			Total For Dept 325 DISPATCH/COMMUNICATION			3,180.88	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR DECEMBER 2018	RIS0002067766	12/06/18	326.99	67961
			Total For Dept 852 MEDICAL INSURANCE			326.99	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			3,507.87	
Fund 269 LAW LIBRARY FUND							
Dept 000							
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	ONLINE LIBRARY FOR NOVEMBER 2018	3091789227	12/13/18	520.00	68091
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	ONLINE LIBRARY FOR OCTOBER 2018	3091743476	12/13/18	520.00	68091
269-000-901.00	RESOURCE MATERIALS	THOMPSON REUTERS-WEST	DEC 2018 WEST COMPLETE LIBRARY SUB	839445369	12/13/18	762.52	68104
			Total For Dept 000			1,802.52	

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Fund 269 LAW LIBRARY FUND							
			Total For Fund 269 LAW LIBRARY FUND			1,802.52	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000							
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MNTHLY PYMT FOR CONTRACTED SERVICE	DECEMBER 2018	12/13/18	88,380.16	68028
			Total For Dept 000			88,380.16	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			88,380.16	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-704.02	SALARY - CASEWORKER	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	2,976.33	67978
292-000-725.00	FRINGE BENEFITS - JUVENI	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,416.89	67978
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	1,711.30	67978
292-000-840.00	CONTRACTED SVCS - VOL CO	HOUSTON, KATHI	VOLUNTEER PROGRAM COORDINATION	DECEMBER	12/13/18	2,083.33	68060
292-000-840.95	IN HOME CARE MISC.	CENTRA WELLNESS NETWO	COUNSELING T.C. & N.W.	NOVEMBER	11/29/18	5,000.00	67882
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	REIM FOR TRAVEL	NOV	12/13/18	50.00	68093
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	REIM FOR TRAVEL	NOV	12/13/18	385.34	68093
292-000-862.01	INCENTIVES	HOUSTON, KATHI	VOLUNTEER PROGRAM COORDINATION	DECEMBER	12/13/18	35.00	68060
292-000-862.01	INCENTIVES	ROBINSON, KELLIE	REIM FOR TRAVEL	NOV	12/13/18	44.55	68093
			Total For Dept 000			13,702.74	
			Total For Fund 292 CHILD CARE FUND			13,702.74	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68024
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68024
293-000-721.00	PER DIEM	FENDER, GARY	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68051
293-000-721.00	PER DIEM	FENDER, GARY	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68051
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68053
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68053
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68054
293-000-721.00	PER DIEM	GINZEL, DALE J.	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68054
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68070
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68070
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68094
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68094
293-000-721.00	PER DIEM	STOBIE, TOM	PER DIEM FOR VETERANS	103118	12/13/18	35.00	68101
293-000-721.00	PER DIEM	STOBIE, TOM	PER DIEM FOR VETERANS	113018	12/13/18	35.00	68101
293-000-839.10	VETERANS FINANCIAL AID	BURCROFF AUTOMOTIVE	AUTO REPAIRS - WHITNEY CARRIS VA	8266	11/29/18	195.12	67880
293-000-839.10	VETERANS FINANCIAL AID	BURCROFF AUTOMOTIVE	AUTO REPAIRS - W. CARRIS VA	3991	11/29/18	306.89	67881
293-000-839.10	VETERANS FINANCIAL AID	CRYSTAL FLASH	FUEL OIL FOR VA ACCT# 094284600	VANBROCKLIN	12/13/18	491.35	68043
293-000-839.10	VETERANS FINANCIAL AID	SAVE A LOT	20 GROCERY CERTIFICATES FOR VETERA	121018	12/13/18	1,000.00	68095
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	2.01	68024
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR VETERANS	103118M	12/13/18	2.01	68024
293-000-860.00	TRAVEL	FENDER, GARY	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	3.27	68051
293-000-860.00	TRAVEL	FENDER, GARY	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	3.27	68051
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	17.34	68053
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	17.34	68053
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	15.81	68054
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	15.81	68054
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	3.27	68070
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	3.27	68070

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	18.32	68094
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	18.32	68094
293-000-860.00	TRAVEL	STOBIE, TOM	MILEAGE FOR OCTOBER 2018	103118M	12/13/18	8.72	68101
293-000-860.00	TRAVEL	STOBIE, TOM	MILEAGE FOR NOVEMBER 2018	113018M	12/13/18	8.72	68101
			Total For Dept 000			2,620.84	
			Total For Fund 293 VETERAN'S RELIEF FUND			2,620.84	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	939.90	67978
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY - ADM	SHARED SERVICES FOR OCTOBER 2018	OCTOBER 2018	12/06/18	540.41	67978
			Total For Dept 000			1,480.31	
			Total For Fund 296 JUVENILE JUSTICE FUND			1,480.31	
Fund 371 JAIL RESERVE FUND							
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	ICON SYSTEMS, INC	VALVE PRJT FINAL	INV00019653	12/13/18	3,343.02	68063
			Total For Dept 000			3,343.02	
			Total For Fund 371 JAIL RESERVE FUND			3,343.02	
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 000							
401-000-967.00	PROJECT EXPENSES	COOLED, INC.	BALANCE DUE FOR COMPLETION OF COUN	2017-6830	11/29/18	6,273.51	67889
401-000-967.00	PROJECT EXPENSES	COOLED, INC.	BALANCE FOR GOVERNMENT CENTER	2017-6821	11/29/18	5,978.00	67889
			Total For Dept 000			12,251.51	
			Total For Fund 401 CAPITAL IMPROVEMENT FUND			12,251.51	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF							
425-301-967.02	PROJECT EXPENSES - G.T.	BOUND TREE MEDICAL, L	AED PADS - SHERIFF	83028082	12/13/18	1,313.82	68031
			Total For Dept 301 SHERIFF			1,313.82	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			1,313.82	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 10 REDEMPTIONS	120418	12/06/18	300.00	67953
			Total For Dept 253 COUNTY TREASURER			300.00	
			Total For Fund 532 TAX FORECLOSURE FUND			300.00	
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-721.00	PER DIEM	CLARK, JAMES	BA PER DIEM ON 11/30/18	113018	12/06/18	35.00	67959
569-000-721.00	PER DIEM	JOHNSON, JEFF	BA PER DIEM FOR 11/30/18	113018	12/06/18	35.00	67974
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	SECRETARY FOR BA ON 11/15/18	112818	12/06/18	175.00	67982
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	SECRETARY FOR BA ON 11/30/18	113018	12/06/18	275.00	67982
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR BA ON 11/30/18	113018M	12/06/18	13.63	67959
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR BA ON 11/30/18	113018M	12/06/18	7.53	67974
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR 11/15/18	112818M	12/06/18	5.23	67982

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR 11/30/18	113018M	12/06/18	5.23	67982
			Total For Dept 000			551.62	
			Total For Fund 569 BUILDING AUTHORITY			551.62	
Fund 701 GENERAL AGENCY FUND							
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	FEE COLLECTIONS FOR NOVEMBER 2018	NOVEMBER 2018	12/06/18	551.06	67980
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	FEE COLLECTIONS FOR NOVEMBER 2018	NOVEMBER 2018	12/06/18	71.95	67980
			Total For Dept 141 FRIEND OF THE COURT			623.01	
Dept 172 ADMINISTRATOR							
701-172-299.01	CANTEEN FUNDS	TROPHY TROLLEY	PLAQUE, BLACK BRASS PLATE/ENGRAVIN	57076	12/06/18	50.00	68010
			Total For Dept 172 ADMINISTRATOR			50.00	
Dept 215 COUNTY CLERK							
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY FEE TRANSMITTAL	NOV 2018	12/13/18	4.00	68081
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	NOV 2019 CPL'S	551-529078	12/06/18	1,466.00	68004
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	331.20	68099
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	80.00	68099
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	275.00	68099
701-215-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	25.00	68099
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	1,309.00	68099
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	NOV 2018	12/13/18	341.50	68099
701-215-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND MONEY FOR DAVID MORGAN	18-2583-FH	12/06/18	200.00	67945
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	11/29/18	10.00	67903
701-215-271.00	RESTITUTIONS PAYABLE	KRISTINA EGGEMAN	RESTITUTION FROM DONOVAN LEONARD	16-2456-FC	11/29/18	25.00	67905
701-215-271.00	RESTITUTIONS PAYABLE	MARY ANN HILL	RESTITUTION FROM RANDOLPH DIABO	04-1916-FH	11/29/18	140.55	67909
701-215-271.00	RESTITUTIONS PAYABLE	ROBERT BINT	RESTITUTION FROM TOREY DENMAN	12-2252-FH	11/29/18	20.00	67927
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRAINGER	17-2528-FH	11/29/18	10.00	67933
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPETNER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	12/06/18	25.00	67947
701-215-271.00	RESTITUTIONS PAYABLE	JACOB VON BUSKIRK	RESTITUTION FROM CODY HALL	14-2348-FH	12/06/18	100.00	67973
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	12/06/18	10.00	67975
701-215-271.00	RESTITUTIONS PAYABLE	MOTOR INSURANCE CORPO	RESTITUTION FROM HARRY KRACHMAL II	16-2449-FH	12/06/18	16.92	67989
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	12/06/18	10.00	68009
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	12/13/18	37.50	68030
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	12/13/18	10.00	68067
701-215-271.00	RESTITUTIONS PAYABLE	LUTHER MICHELS	RESTITUTION FROM ADRIAN GRAY	16-2475-FH	12/13/18	15.00	68074
701-215-271.00	RESTITUTIONS PAYABLE	MATTHEW STAPLETON	RESTITUTION FROM KELLI STAPLETON	13-2344-FC	12/13/18	4,000.00	68077
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	12/13/18	50.00	68107
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	12/13/18	10.00	68109
701-215-271.10	FAMILY DIVISION RESTITUT	MAX CARMIEN	RESTITUTION FROM JAIDEN GODMAR	11/21/2018	11/29/18	212.50	67910
701-215-271.10	FAMILY DIVISION RESTITUT	ELAINE NEWBOLD	RESTITUTION FOR TREVOR MILLER	06-1377-DL	12/06/18	5.00	67964
701-215-271.10	FAMILY DIVISION RESTITUT	MAX CARMIEN	RESTITUTION FROM WILLIAM MORSE	18-3028-DL	12/06/18	212.50	67981
701-215-299.03	CIRCUIT COURT MISCELLANE	MARCIA NATION	3 VITAL RECORDS REQUEST NOT FOUND	11/21/2018	11/29/18	60.00	67908
701-215-299.03	CIRCUIT COURT MISCELLANE	KALKASKA MEMORIAL EMS	OVERPAYMENT OF AMBULANCE BILL - EL	18-16959	12/13/18	200.00	68068
			Total For Dept 215 COUNTY CLERK			9,211.67	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	ALFRED AND BETTY CHUR	2015/16/17 PRE REFUND 02-010-012-3	121218	12/13/18	538.82	68018
701-253-274.19	APPEALS/CHARGEBACKS/REFU	LUCILLE A STOPHER	2015/16/17 PRE REFUND 03-001-023-1	121218	12/13/18	4,215.68	68073
701-253-274.19	APPEALS/CHARGEBACKS/REFU	NANCY A CONOLEY CHILD	2017 TAX VALUE CHG 02-015-045-00	121218	12/13/18	2,571.92	68087
			Total For Dept 253 COUNTY TREASURER			7,326.42	

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 11/29/2018 - 12/18/2018
JOURNALIZED
PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 261 MSU EXTENSION							
701-261-235.00	DUE TO MSU	4-H LEADERS ASSOCIATI	SOLD 10 PLAT BOOKS	112718	11/29/18	300.00	67870
			Total For Dept 261 MSU EXTENSION			300.00	
Dept 301 SHERIFF							
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	DUE STATE NOV 18 LIVESCAN	551-529628	12/13/18	252.00	68084
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	SOR NOV 2018	551-529115	12/06/18	60.00	67988
			Total For Dept 301 SHERIFF			312.00	
			Total For Fund 701 GENERAL AGENCY FUND			17,823.10	

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 11/29/2018 - 12/18/2018
JOURNALIZED
PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
			Fund 101 GENERAL FUND			173,119.77
			Fund 205 TNT OFFICER MILLAGE FUND			954.75
			Fund 206 SHERIFF'S K-9 FUND			46.99
			Fund 213 JAIL OPERATIONS FUND			37,642.59
			Fund 214 EMERGENCY MEDICAL SERVICES			20,908.68
			Fund 220 MARINE PATROL FUND			420.35
			Fund 228 SOLID WASTE/RECYCLING FUND			14,134.93
			Fund 241 LAND BANK AUTHOITY FUND			25.85
			Fund 247 ANIMAL CONTROL FUND			8,671.94
			Fund 249 BUILDING DEPARTMENT FUND			146.48
			Fund 260 CPL CLERK TECHNOLOGY FUND			108.60
			Fund 261 911 EMERGENCY SERVICE FUND			3,507.87
			Fund 269 LAW LIBRARY FUND			1,802.52
			Fund 276 COMMISSION ON AGING MILLAGE			88,380.16
			Fund 292 CHILD CARE FUND			13,702.74
			Fund 293 VETERAN'S RELIEF FUND			2,620.84
			Fund 296 JUVENILE JUSTICE FUND			1,480.31
			Fund 371 JAIL RESERVE FUND			3,343.02
			Fund 401 CAPITAL IMPROVEMENT FUND			12,251.51
			Fund 425 EQUIPMENT REPLACEMENT FUND			1,313.82
			Fund 532 TAX FORECLOSURE FUND			300.00
			Fund 569 BUILDING AUTHORITY			551.62
			Fund 701 GENERAL AGENCY FUND			17,823.10
			Total For All Funds:			403,258.44

Committee Of The Whole

THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
November 27, 2018

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, November 27, 2018, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Commissioner Coury Carland at 1:32 p.m.

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

The Pledge of Allegiance was recited.

Agenda:
Motion by Roelofs, seconded by Money, to approve the agenda as amended, adding Frank Post and Ron Berns Retirement Extension following #7; and adding SRO discussion after #12. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Minutes:
Motion by Jeannot, seconded by Roelofs, to approve the Committee of the Whole minutes of October 23, 2018 as amended on page 3. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

1:35 p.m. Public Input – None

Michelle Thompson – Amendment 425 Account: **Motion by Roelofs, seconded by Sauer, to recommend to the Board of Commissioners to amend the 2018-19 Budget for the 425 account as follows:**

Accounts to be Increased:

Line Number	Account Name	Amount
425-131-967.00	Circuit Court - Court Equity Tech Imp	1,348.00
425-257-967.00	Equalization - Aerials	5,000.00
425-267-967.00	Prosecutor - Transportation - Child Care	4,178.00
425-267-967.00	Beck Foundation	1,000.00
425-301-749.00	Patrol Cars	9,191.00
425-253-970.00	Treasurer's Equipment	5,202.00
425-301-967.01	Body Armor	391.00
425-301-967.02	G.T. Band Grant	1,526.00
425-301-967.07	Exercise Equipment	3,005.00
425-301-967.00	MMRMA Grant	1,362.00
425-301-967.05	K-9 Replacement	7,688.00
425-301-967.06	Byrne Grant	2,925.00
425-301-967.04	NW Mutual Aid	311.00
425-331-967.00	Crystal Lake Watershed	93.00
425-351-957.00	Inmate Telephone	7,545.00
425-351-967.00	G.T. Band Jail Management Software	1,236.00
425-430-967.00	Vehicle Replacement	5,539.00

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425-653-967.05	**Ambulance - Snow Sled**	**215.00**
425-655-967.00	**Ward Griffin**	**500.00**
	Total	**$58,255.00**

Account to be Decreased:

Line Number	**Account Name**	**Amount**
425-131-539.00	**Court Equity Tech Impr**	**1,348.00**
425-257-699.00	**Equalization - Aerials**	**5,000.00**
426-267-674.00	**Transportation Grant - Child Care**	**4,178.00**
425-267-674.00	**Beck Foundation**	**1,000.00**
425-301-687.00	**Patrol Cars**	**9,191.00**
425-253-675.00	**Treasurer's Equipment**	**5,202.00**
425-301-540.00	**Body Armor**	**391.00**
425-301-540.01	**G.T. Band Grant**	**1,526.00**
425-301-699.00	**Exercise Equipment**	**3,005.00**
425-301-594.00	**MMRMA Grant**	**1,362.00**
425-301-674.00	**K-9 Replacement**	**7,688.00**
425-301-539.00	**Byrne Grant**	**2,925.00**
425-301-540.03	**NW Mutual Aid**	**311.00**
425-331-580.09	**Crystal Lake Watershed**	**93.00**
425-351-674.20	**Inmate Telephone**	**7,545.00**
425-351-540.00	**G.T. Band Jail Management Software**	**1,236.00**
425-430-674.10	**ACO Vehicle Replacement**	**5,539.00**
425-653-674.00	**Ambulance - Snow Sled**	**215.00**
425-655-674.00	**Ward Griffin**	**500.00**
	Total	**$58,255.00**

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

Mitch Deisch – Retirement Extension for Frank Post and Ron Berns:
Ron Berns: When asked what it would take to keep him employed past his proposed retirement date, he indicated 2 additional weeks of vacation time and bring the same up to the 10-county Networks Northwest Salary average of $53,084. It would cost Benzie County an additional $1,929 in salary plus the additional vacation time.
Frank Post: Also requested an additional 2 weeks of vacation time and to be brought up to the 10-county Networks Northwest Salary average of $53,084. HLS pay 37% toward the Emergency Managers salary and benefits, so it would cost Benzie County $3,653 in salary plus the additional vacation time.
Both of these positions would continue with the normal annual increases.
Comm Money said we have the opportunity to extend their stay with us by 2 years, we are getting a deal by having someone else having trained both of the gentlemen.
Comm Sauer asked if we could do a lump sum; his concern is the other employees and the animosity; I don't have a problem with it.
Mitch stated that these two positions received the 2% increase plus the additional 3%.
Comm Jeannot stated that these are 1-1/2 years out; there is nothing that precludes them from taking retirement before that time; it opens way too many doors with respect to other employees; no one is indispensable. I would not be supportive of this based on what I know now.

DRAFT

Comm Money also stated that the three elected official ladies work their butt off and didn't get the additional raise, together with Tom Longanbach; they do a much better job for Benzie County and should be compensated.
Comm Jeannot, I can give you examples where it doesn't work well; you mentioned elected officials, those people were voted in by the people and we have no choice in that. We have already taken corrective action to do bring salaries up.
Comm Sauer stated that we all know what we are getting paid when we walk in the door. We do the best we can. Got a feeling the timing is a little off.
Michelle Thompson, County Treasurer, asked if there is the ability to create a succession plan to get someone on board a couple of months ahead of time.
Comm Roelofs indicated that if you look at resources from them in the past 2 years, you can't put a dollar figure on it.
Comm Sauer said we have time to recruit and train.
Comm Carland indicated we will take this as the first round of discussion and find a way to transition into a new era.

Dan Smith – Jail Amendments:

a. Budget Amendment – Additional emergency call boxes for jail cells: **Motion by Jeannot, seconded by Carland, to recommend to the Board of Commissioners to amend the 2018-19 Budget for fund 371 Jail Debt Fund as follows:**

Increase:		
371-000-970.00	**Jail Repairs** **ADA compliance for Emergency** **Phones in handicap cells in jail**	**$2,200.00**
Increase:		
371-000-691.00	**Budgeted Use of Fund Balance** **Jail**	**$2,200.00**

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

b. Budget Amendment – Jail Repairs: Request to pay bills already incurred. **Motion by Sauer, seconded by Money, to recommend to the Board of Commissioners to amend the 2018-19 Budget for fund 371 Jail Debt Fund as follows:**

Increase:		
371-000-970.00	**Jail Repairs**	**$10,856.22**
Increase:		
371-000-691.00	**Budgeted Use of Fund Balance** **Jail**	**$10,856.22**

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

c. Budget Amendment – Repair for Muffin Monster: **Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 Budget for fund 371 Jail Debt Fund as follows:**

Increase:		
371-000-970.00	**Jail Repairs** **To repair Muffin Monster Motor**	**$3,188.00**

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Emergency Repair of Sewer Grinder

Increase:
371-000-691.00 Budgeted Use of Fund Balance $3,188.00
Jail
Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Comm Roelofs suggested working together with the Maintenance Ken Bos to prepare a list of all items that could break and get them on a regular schedule of replacement.

Frank Post – Amendments:

a. Revenue Amendment for Mass Notification System: **Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 Budget for County match for CodeRED, as follows:**
Increase:
101-966-999.21 Transfer to 425 Account $1,500.00
Decrease:
101-000-691.00 Contingency $1,500.00
Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

b. Incident Command Trailer: **Motion by Roelofs, seconded by Sauer, to recommend to the Board of Commissioners to amend the 2018-19 Budget for purchase of a CERT Trailer follows:**
Increase:
425-426-674.01 Contribution CERT $14,079.81
425-426-674.01 Contribution CERT 2,127.82
Increase:
425-426-967.02 Project Expenses – CERT $16,207.63
Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Susan Boyd – Budget Amendment Animal Control CooLED: **Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 Budget fund 247 Animal Control for upgrading of lighting system with CooLED, as follows:**
Increase:
247-000-691.00 Budgeted Use of Fund Balance $3,072.06
Increase:
247-265-935.00 Building Repairs $3,072.06
Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

~~Mitch Deisch~~ Susan Boyd - Budget Amendment, Municipal Analytics: **Motion by Jeannot, seconded by Sauer, to amend the 2018-19 Budget for Municipal Analytics as follows:**
Increase:
101-000-691.00 Budgeted Use of Fund Balance $28,850.00

DRAFT

Increase:
101-172-800.00 Contracted Services $28,850.00
Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.

Maridee Cutler

a. Central Interconnect Projector Upgrade: This project is for replacement of the projector for this room. Comm Jeannot stated that this seems like a want -- not a need.
Mitch said let's bring him in on the phone at another COTW meeting.
b. Netlink Copier Maintenance Agreements: **Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to approve the Copier Maintenance Agreements for District Court, Register of Deeds, Probation/Parole; Animal Control; Administration; Equalization; Probate Court; County Clerk, Juvenile Court; Treasurer; Copier Room as presented, authorizing the chairman to sign. Ayes: Carland, Jeannot, Money, Roelofs and Sauer Nays: None Exc: Griner and Warsecke Motion carried.**

School Resource Officer (SRO) Discussion: Comm Sauer provides a copy of the contract between TBAISD and City of Traverse City for the SRO officer; he asks everyone to look it over, we may be able to use it as a template. There is a lot of good information in his agreement. Sara brought up a good point yesterday – the jurisdictional thing could be an issue with Frankfort. City of Frankfort officers can only work in that jurisdiction and we have kids from all over going to our schools.
Comm Roelofs does not feel it is a deal breaker.
Mitch stated that Matt Olson with BCCS is drawing up an agreement; we are working on getting job descriptions.

3:08 p.m. Comm Money excused.

Comm Carland stated he would like a representative from Frankfort Council here to talk about this or us go there – Mayor, we have had the Chief of Police here, and determined that there may not be communication on their side.
Mitch asked if you want to set up a joint BOC/Frankfort City Council meeting for this topic? Coury says it might be better to go there and discuss it with them.
Comm Carland says it makes way more sense to have them both be deputies – one assigned to Benzie Central and one assigned to Frankfort Elberta.
Mitch stated this is a county millage not a city millage – if you want to go that way, with two deputies, you can do that.
Comm Sauer also stated that yesterday Jeff Tousley stated that he had not taken it to his school board.
Comm Jeannot heard that the additional SRO might be used for summer patrol – that cannot be part of the decision. We put the offer out to them, and we cannot take further action until they have decided on it. However, we should put a deadline on it.
Mitch stated that he has talked with Tim Perron, the attorney that drew of the language, he stated that there is much more flexibility with the millage. Part of the language says, "to enhance law enforcement" and it could cover road patrol. December 18 is the date we want a decision if they are on board or not.
Comm Carland suggested draft a letter stating that the millage has passed, the county is moving forward. We need to know if you are committed to this or not?

Linda Farrell, Commissioner elect District III, stated that the City feels that they were not a part of the discussions.
Ad Hoc Committee to have further discussions with City of Frankfort to hammer out the details regarding the SRO: Warsecke, Carland, Griner
Any questions that the board may have should get them to Mitch.

Board of Commissioner and Committee of the Whole meetings next week (Dec 4) will be cancelled.
Ad hoc committee will schedule to meet with the City of Frankfort prior to December 12.

4:06 p.m. Public Input – None

Motion by Roelofs, seconded by Sauer, to adjourn at 4:06 p.m. Ayes: Carland, Jeannot, Roelofs and Sauer Nays: None Exc: Griner, Money and Warsecke Motion carried.

Coury Carland, Commissioner

Dawn Olney, Benzie County Clerk

DRAFT

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

1. Amended the 2018-19 Budget for the 425 account in the amount of 58,255.00.
2. Amended the 2018-19 Budget for fund 371 Jail Debt Fund in the amount of $2,200.00.
3. Amended the 2018-19 Budget for fund 371 Jail Debt Fund in the amount of $10,856.22.
4. Amended the 2018-19 Budget for fund 371 Jail Debt Fund in the amount of $3,188.00.
5. Amended the 2018-19 Budget for County match for CodeRED in the amount of $1,500.00.
6. Amended the 2018-19 Budget for fund 425 to purchase of a CERT Trailer in the amount of $16,207.63. follows:
7. Amended the 2018-19 Budget fund 247 Animal Control in the amount of $3,072.06.
8. Amended the 2018-19 Budget for Municipal Analytics in the amount of $28,850.00.
9. Approved the Copier Maintenance Agreements for District Court, Register of Deeds, Probation/Parole; Animal Control; Administration; Equalization; Probate Court; County Clerk, Juvenile Court; Treasurer; Copier Room as presented, authorizing the chairman to sign.

DRAFT

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: 11/5/2018

Request to Amend the 2018/2019 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
425-131-967.00	Circuit Court - Court Equity Tech Improve	1,348.00
425-257-967.00	Equalization - Aerials	5,000.00
425-267-967.00	Prosecutor - Transportation - Child Care	4,178.00
425-267-967.00	Beck Foundation	1,000.00
425-301-749.00	Patrol Cars	9,191.00
425-253-970.00	Treasurer's Equipment	5,202.00
425-301-967.01	Body Armor	391.00
425-301-967.02	G.T. Band Grant	1,526.00
425-301-967.07	Exercise Equipment	3,005.00
425-301-967.00	MMRMA Grant	1,362.00
425-301-967.05	K-9 Replacement	7,688.00
425-301-967.06	Byrne Grant	2,925.00
425-301-967.04	NW Mutual Aid	311.00
425-331-967.00	Crystal Lake Watershed	93.00
425-351-957.00	Inmate Telephone	7,545.00
425-351-967.00	G.T. Band Jail Management Software	1,236.00
425-430-967.00	Vehicle Replacement	5,539.00
425-653-967.05	Ambulance - Snow Sled	215.00
425-655-967.00	Ward Griffin	500.00
	Total	$ 58,255.00

Account to be Decreased:

Line Number	Account Name	Amount
425-131-539.00	Court Equity Tech Impr	1,348.00
425-257-699.00	Equalization - Aerials	5,000.00
426-267-674.00	Transportation Grant - Child Care	4,178.00
425-267-674.00	Beck Foundation	1,000.00
425-301-687.00	Patrol Cars	9,191.00
425-253-675.00	Treasurer's Equipment	5,202.00

425-301-540.00	Body Armor		391.00
425-301-540.01	G.T. Band Grant		1,526.00
425-301-699.00	Exercise Equipment		3,005.00
425-301-594.00	MMRMA Grant		1,362.00
425-301-674.00	K-9 Replacement		7,688.00
425-301-539.00	Byrne Grant		2,925.00
425-301-540.03	NW Mutual Aid		311.00
425-331-580.09	Crystal Lake Watershed		93.00
425-351-674.20	Inmate Telephone		7,545.00
425-351-540.00	G.T. Band Jail Mngment Software		1,236.00
425-430-674.10	ACO Vehicle Replacement		5,539.00
425-653-674.00	Ambulance - Snow Sled		215.00
425-655-674.00	Ward Griffin		500.00
		0	
		Total	$ 58,255.00

SIGNED: M Thompson

To post fund 425 fund balance to appropriate accounts for FYE 2018/19.

BUDGET AMENDMENT REQUEST

DATE: 10/25/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name		Amount
~~213-265-935.00~~ 371-000-910.00	Jail Repairs ADA compliance for Emergency phones in handicap cells in Jail	$	2,200.00
		Total $	2,200.00

Account to be Decreased:

Line Number	Account Name		Amount
371-000-691.00	Budgeted Use of Fund Balance - Jail	$	2,200.00
		Total $	2,200.00

SIGNED: _____

Ted Schendel, Sheriff

BUDGET AMENDMENT REQUEST

DATE: 10/31/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name		Amount
~~213-265-935.00~~ 371-080-970.00	Jail Repairs To repair Muffin Monster Motor Emergency Repair of Sewage grinder	$	3,188.00
		Total $	3,188.00

Account to be Decreased:

Line Number	Account Name		Amount
371-000-691.00	Budgeted Use of Fund Balance - Jail	$	3,188.00
		Total $	3,188.00

SIGNED: Ted Schendel

Ted Schendel, Sheriff

BUDGET AMENDMENT REQUEST

DATE: 10/31/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name		Amount
~~213-265-935.~~00	Jail Repairs	$	~~20,000.00~~
371-080-97000			10,856.22
	Total	$	~~20,000.00~~ 10,856.22

Account to be Decreased:

Line Number	Account Name		Amount
371-000-691.00	Budgeted Use of Fund Balance - Jail	$	~~20,000.00~~
			10,856.22
	Total	$	~~20,000.00~~ 10,856.22

SIGNED: Ted Schendel

Ted Schendel, Sheriff

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: 11/6/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
101-966-999.2~~4~~ (Mass Notification)	Transfer to 425 Account	1,500.00

Total $ 1,500.00

Account to be ~~Increased~~/Decreased:

Line Number	Account Name	Amount
101-~~966-999.00~~ 000-691.00	Contingency	1,500.00

Total $ 1,500.00

SIGNED: Frank [illegible]

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: 11/2/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
~~101~~-426-674.01	Contribution CERT	14,079.81
~~101~~-426-674.01	Contribution CERT	2,127.82
425-		
	Total	$ 16,207.63

Account to be Increased/Decreased:

Line Number	Account Name	Amount
425-426-967.02	Project Expenses-CERT	16,207.63
	Total	$ 16,207.63

SIGNED: Frank E. [signature]

BUDGET AMENDMENT REQUEST

This form is used when the below changes WILL increase or decrease the bottom line total of your budget.

This requires approval from the Board of Commissioners. Please fill out this form and present it to the County Administrator, with appropriate documentation supporting the amendment request.

DATE: 10/24/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
247-000-691.00	Budgeted Use of Fund Balance	3,072.06

Total $ 3,072.06

Account to be Increased:

Line Number	Account Name	Amount
247-265-935.00	Building Repairs	3,072.06

3,072.06

SIGNED: _____

LED Lighting System Proposal Provided by CooLED Inc.

Prepared for:

Animal Control

- Upgrade to the LED Lighting
  - Economical - save up to 75% on your electric bill.
  - User Friendly - little to no maintenance, easy to control.
  - Environmentally responsible - no toxic gases, recyclable.
- Reduce utility and maintenance costs starting the day your lighting is installed.
- New fixtures and lamps are installed, all are Energy Star® or DLC® certified.

Project Notes:

Your Retrofit Project Includes the Following:
Removing the ballast and fluorescent tubes from 35 fixtures and installing LED tubes that do not require ballast and have a 5 year warranty.
Removing 2 exterior wall packs and 5 exterior walkway ceiling fixtures and installing new LED fixtures.
Preparation and submission of all utility incentive documents.
Environmentally friendly removal and recycling of lamps and fixtures replaced.
The CooLED, Inc. standard limited warranty.

Total Project Cost:	$ 3,072.06
Reduced by: Estimated Utility Incentives	210.00
Net Project Cost	$ 2,862.06
Your project will pay for itself in	3.96 yrs*
You will save every month on your electric bill and maintenance	$ 60.28

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

Project Contact Information

Contact for CooLED	Hadley Vukasovich	231-357-2909	HadleyV@CooLEDInc.com
Secondary Contact	Mike Smith	231-421-5981	mikes@cooledinc.com

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

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

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

LIGHTING IMPROVEMENT AND COST SAVINGS FOR:

Benzie County Animal Control

	Lifetime	Annually	Monthly
Your Current Estimated Electric Lighting Expense	$ 15,195.03	$ 1,133.01	$ 94.42
Your Estimated Lighting Maintenance Expense	2,236.11	166.73	13.89
Your Total Lighting Operational Expense	$ 17,431.14	$ 1,299.74	108.31
Your Expense with a CooLED Upgrade Package	8,373.27	576.32	48.03
Results in Total Savings of	$ 9,057.87	$ 723.42	$ 60.28

Your average Lighting Electric Savings Only (not including maintenance savings) **$ 46.39**

Your Monthly Payment if you Finance this Investment with
Michigan Saves* over [redacted] Months

Immediate Savings with $ 250.00 Up Front (2 payments plus MI Saves Fee) **$ 46.39**

After Completing your Payments You Will Save in Electric Cost **$ 46.39**

*Michigan Saves is a non-profit organization formed to finance and promote energy savings throughout Michigan - financing is subject to availability and credit approval. Terms of 24 to 60 months may be available. Your rate and payment may be different.

Cost of Project:

Materials, labor, freight, recycling, sales tax, processing fees and waste removal	$ 3,072.06
Processing Fee to Michigan Saves -waived if self financed	250.00
Utility Incentive Estimate Assigned to CooLED to reduce project cost	210.00
Total Cost of Project after Applicable Incentives	$ 3,112.06

Estimated Time for Return of Investment in Years 3.96 yrs

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

Accepted: 10/19/2018
Benzie County Animal Control _____

CooLED Inc. _____

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

COOLED

Prepared for:	Benzie County Animal Control
Prepared by:	Hadley Vukasevich

Date: 10/19/2018

Kilowatt Rate Per Hour: $0.129

	Existing Fixtures								LED Solution				
	Location	Max Ht	Existing Fixture	Qty	Base	Volts	Hrs/Day	Days/Wk	Proposed LED Solution	Qty	Sensor % Off	Total Annual Energy Savings	Per Unit Annual Energy Savings
1	Inside	8	4ft 32W 2L T8	33			9	7	2L 4' T8 14W	33		433.51	13.14
2	Exterior Mini Wall Packs	6	PL 26W	2			12	7	20 watt mini vertical Wall Pack	2		14.69	7.35
3	Exterior Ceiling 8x8 w/PL	8	PL 26W	2			12	7	20 watt mini vertical Wall Pack	2		14.69	7.35
4	Exterior Ceiling 9.5x9.5 w/PL	8	2PL 26W	3			12	7	Replace 100 watt Canopy Light	3		23.73	7.91
5	Inside 24/7 Lights	8	4ft 32W 2L T8	2			24	7	2L 4' T8 14W	2		70.06	35.03
			Total	42						42		$556.69	

Potential Incentives Available				
Utility	Consumers	Pre-Application Required	YES	$210.00
Notes:				

Total Annual Energy Cost	
Existing Fixtures	$1,133.01
LED Fixtures	$576.32

Maintenance Savings	
Lifetime Replacement Cost	$2,236.11
Amortized Annual Savings	$166.73

Total Project Cost	Annual kWh Savings
$3,072.06	4,315.40

Total Annual Cost Savings
$ 723.42

Simple ROI is based on example fixture counts and power rates. Actual ROI figures will vary based on your hourly rates, number of fixtures, and hours of operation.

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

CooLED, 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.

CooLED warrants all LED lighting products when properly installed by a licensed electrician or CooLED 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 defines 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 - CooLED will repair at it's 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. CooLED at it's sole discretion reserves the right to get competitive quotes for such labor, and to select the appropriate contractors for repairs in the field. CooLED 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 CooLED in their sole discretion and warranted for the remainder of the original warranty period.

WARRANTY CLAIM PROCEDURE:

1) Contact our CooLED 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 CooLED 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 CooLED.

- Any modification or installations performed outside the scope of normal routine maintenance or making repairs without the express approval of CooLED.

- 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 CooLED.

- 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 CooLED Inc. ("CooLED")

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 CooLED 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 CooLED, 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, CooLED will select the mode which provides the lowest reasonable transportation cost. Shipment. All shipments of Product shall be made FOB CooLED's warehouse and liability for loss or damage in transit or thereafter, shall pass to Customer upon CooLED'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 CooLED if CooLED prepays or otherwise pays for such expenses. CooLED 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 CooLED. Nor shall CooLED 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 CooLED'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 CooLED 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 CooLED within 3 days of receipt of shipment. The original packaging, including exterior cartons, must be saved so that CooLED 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 CooLED of the defect and CooLED 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 chang 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 – CooLED 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 CooLED 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 CooLED 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. CooLED'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 CooLED 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 CooLED and without its fault or negligence, such as, by way of example and not by way of limitations, 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 CooLED 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 CooLED 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: 10/25/2018

Request to Amend the 2018/19 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
101-000-691.00	Budgeted Use of Fund Balance	28,850.00

Total $ 28,850.00

Account to be Increased:

Line Number	Account Name	Amount
101-172-800.00	Contracted Services	28,850.00

28,850.00

SIGNED: _____

NETLINK
Business Solutions

6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name BENZIE COUNT DISTRICT COURT		
Location of copier address 448 COURT PLACE, 2ND FLOOR, BEULAH, MI 49617		
Billing address SAME		
Contact ~~RHONDA~~ District Court		
Phone 231-882-0019	Fax	Email
Starting Date 10/03/2018	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-M264N	S.N. # 25067993	NBS # 2920
Cost per Copy .015	Estimated Yearly Cost $240.00	
Estimated Yearly Volume 16,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

COPIES INVOICED QUARTERLY IN ARREARS @ .015 EACH.

X	X
Authorized Signature REQUIRED	Date

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.



6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name Benzie County Register of Deeds		
Location of copier address 448 Court Place Beulah, MI 49617		
Billing address Same		
Contact Paula Register of Deeds		
Phone 231-882-0016	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-M354N	S.N. # 2505153Y	NBS # 3033
Cost per Copy .015	Estimated Yearly Cost $360.00	
Estimated Yearly Volume 24,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

COPIES INVOICED QUARTERLY IN ARREARS AT .015 PER COPY

X	X
Authorized Signature	Date

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

NETLINK
Business Solutions

6005 E. TRAVERSE HWY.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name BENZIE COUNTY ADMINISTRATOR		
Location of copier address 448 COURT PLACE, SECOND FLOOR		
Billing address 448 COURT PLACE, BEULAH, MI 49617		
Contact ~~KARL SPARKS~~ Administration		
Phone 231-882-0558	Fax 231-882-4844	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-3050N	S.N. # 65021170	NBS # 3307
Cost per Copy B&W .012 & COLOR .055	Estimated B&W Yearly Cost $540.00	
Estimated B&W Yearly Volume 45,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

B&W AND COLOR COPIES INVOICED QUARTERLY IN ARREARS. M/A INCLUDES ALL TONER.

X	X
Authorized Signature REQUIRED	Date

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NETLINK
Business Solutions

6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name BENZIE COUNTY EQUALIZATION		
Location of copier address 448 COURT PLACE BEWULAH, MI 49617		
Billing address		
Contact BRIANNE , Equalization		
Phone 231-882-0015	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-3550N	S.N. # 65079308	NBS # 3297
Cost per Copy B&W .014 Cost per copy color .055	Estimated Yearly Cost $854.00 b&w	
Estimated Yearly Volume 61,000	(Overages billed every 3 months at .014 per copy)	

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

X	X
Authorized Signature	Date

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NETLINK
Business Solutions



6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name Benzie County Probate Court		
Location of copier address 448 Court Place Beulah, MI 49617		
Billing address Same		
Contact Kim , Probate Court		
Phone 231-882-9675	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-M464N	S.N. # 45015823	NBS # 3124
Cost per Copy .0125	Estimated Yearly Cost $375.00	
Estimated Yearly Volume 30,000	(Overages billed every 3 months at .0125 per copy)	

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

X X

Authorized Signature	Date

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

NETLINK
Business Solutions

6005 E. TRAVERSE HWY.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name BENZIE COUNTY CLERK		
Location of copier address 448 COURT PLACE, BEULAH, MI 49617		
Billing address 448 COURT PLACE, BEULAH, MI 49617		
Contact DAWN - Clerk		
Phone 231-882-9671	Fax 231-882-5941	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-4140N	S.N. # 3501251Y	NBS # 3061
Cost per Copy B&W .013 COLOR .065	Estimated Yearly Cost $1,716.00	
Estimated B&W Yearly Volume 132,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

B&W AND COLOR COPIES INVOICED QUARTERLY IN ARREARS. COLOR TONERS INCLUDED.

X	X
Authorized Signature REQUIRED	Date

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The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.



6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name Benzie County 19th Judicial Court / FamilyDivision		
Location of copier address 448 Court Place Beulah, MI 49617		
Billing address Same		
Contact Cameron Clark		
Phone 231-723-6664	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-M264N	S.N. # 55002633	NBS # 3192
Cost per Copy .015	Estimated Yearly Cost $240.00	
Estimated Yearly Volume 16,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

X

Authorized Signature	Date

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

NETLINK
Business Solutions

6005 E. TRAVERSE HWY.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name BENZIE COUNTY TREASURER		
Location of copier address 448 COURT PLACE, SECOND FLOOR		
Billing address 448 COURT PLACE, BEULAH, MI 49617		
Contact KELLY , Treasurer		
Phone 231-882-0011	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/02/18 FOR COUNT	Ending Copier Count	
Model # MX-M550N	S.N. # 85003393	NBS # 2622
Cost per Copy .015	Estimated Yearly Cost $1,395.00	
Estimated Yearly Volume 93,000		

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

COPIES INVOICED QUARTERLY IN ARREARS @ .015 EACH.

X	X
Authorized Signature REQUIRED	Date

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The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

NETLINK
Business Solutions

6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name Benzie County Government Center		
Location of copier address 448 Court Place Beulah, MI 49617		
Billing address		
Contact Rick , Copier Room		
Phone 231-882-0029	Fax	Email
Starting Date 10/03/18	Ending Date 10/02/19	
Starting Copy Count WILL CALL ON 10/03/18 FOR COUNT	Ending Copier Count	
Model # MX-M564N	S.N. # 65014488	NBS # 3296
Cost per Copy .014	Estimated Yearly Cost $1,400.00	
Estimated Yearly Volume 100,000	(Overages billed every 3 months at .014 per copy)	

Taxable OR non taxable (circle one) If non taxable attach tax exempt form

Comments : Computer / network support is not included in copier hardware maintenance agreements.

X	X
Authorized Signature	Date

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The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

6005 E. Traverse Hwy
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name: Benzie County Probation & Parole			
Location of copier : Benzie County, 448 Court Place, Beulah, MI 49617			
Billing address: Benzie County, 448 Court Place, Beulah, MI 49617			
Contact: Andy / Shawn			
Phone: 231 882 0042	**Fax:**	**Email:**	
Starting Date: 11/22/2018	**Ending Date: 09/30/2019**		
Starting Copy Count: 50	**Ending Copier Count: 16,666 (10 months)**		
Model # MX M2630	**S.N. # 85037184**	**NBS # 3445**	**Finisher: None**
Cost per Copy: 0.012	**Estimated Yearly Cost $**		
Estimated Yearly Volume: 20,000	**(Overages billed every 3 months at 0.012 per copy)**		

Non-taxable

Comments: Computer / network support is not included in copier hardware maintenance agreements.

Signature: _____ Date _____

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

NETWORK SUPPORT. Netlink will assist or install networked equipment print and scanning software with cooperation of any in-house or contracted network support personnel at agreed open cost. If Customer requires additional print or scan software due to changes in client network, client software, new computers or other changes beyond Netlink control, this support may be billable. Netlink Business Solutions does maintain a staff of network engineers if required. Netlink shall under no circumstances be liable for any special software requirements. Netlink will provide actual software disks and / or link to all latest software down loads.

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

6500 E. Traverse Highway,
Traverse City, MI 49684

COLOR COPIER MAINTENANCE AGREEMENT

Company Name: Benzie County Animal Control			
Location of copier address: 543 S. Michigan Avenue, Beulah, MI 49617			
Billing address: Benzie County, 448 Court Place, Beulah, MI 49617			
Contact: Kyle			
Phone: 231 882 9505	**Fax:**	**Email:**	
Starting Date: 11/22/2018		**Ending Date: 09/30/2019**	
Starting Copy Count: Black 10 Color 10		**Ending Copier Count (first year)- Black: 13,333 (10 months)**	
Model # MX C301W	**Finisher # None**	**S.N. # 85010349**	**NBS # 3447**
Cost per Black Copy 0.065 Cost per COLOR Copy 0.016 billed in arrears		**Estimated Yearly Cost – Black:**	
Estimated Yearly Volume 16,000 Black & White		**(BLACK) Overages billed every 3 months at per copy) COLOR images billed every 3 months at per copy**	
Non-taxable			
Comments: Computer / network support is not included in copier hardware maintenance agreements. Color Toner (Cyan, Magenta and Yellow) included.			

Signature: _____ Date _____

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

NETWORK SUPPORT. Netlink will assist or install networked equipment print and scanning software with cooperation of any in-house or contracted network support personnel at agreed open cost. If Customer requires additional print or scan software due to changes in client network, client software, new computers or other changes beyond Netlink control, this support may be billable. Netlink Business Solutions does maintain a staff of network engineers if required. Netlink shall under no circumstances be liable for any special software requirements. Netlink will provide actual software disks and / or link to all latest software down loads.

The above pricing will remain unchanged for
Technical support requests may be made by calling NETLINK at (231) 946-8808.

Committee Appointments

448 Court Place • Beulah, MI 49617

Memo To: Board of Commission

From: Mitchell D. Deisch, Administrator

Date: December 12, 2018

Subject: Committee Interviews

Numerous committee interviews were held on Tuesday December 11, 2018 to fill the following positions.

EMS Advisory- Committee unanimously recommended to the Board of Commission that Elizabeth Merrill and Chris Parrish to fill the two vacant employee openings.

Construction Board of Appeals – Committee unanimously recommends to the Board of Commission to appoint Roger Papineau to fill the vacant opening.

Building Authority – Committee unanimously recommended that Steve Houghton and Thor Goff be appointed to fill the vacant positions on the Building Authority.

Parks and Recreation – The Committee interviewed five individuals for three vacant positions on the Parks and Recreation Committee. The three recommendations to fill the vacant positions were Kathy Demitroff, Charles Kraus and Susan Zenker.

Solid Waste Advisory Committee – The Committee unanimously recommends that David Schafer be appointed to the Solid Waste Advisory Committee.

RECEIVED
DEC 12 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Dawn Olney

From: Mitch Deisch
Sent: Friday, December 14, 2018 7:37 AM
To: Dawn Olney; Bob Roelofs; Gary Sauer
Subject: RE: VA Interview Schedule

Dawn,

The Veteran Affairs Interview Committee unanimously recommended to the BOC that Dr. Donald Schaffer be appointed to the Benzie County Veterans Affairs Committee.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558

From: Dawn Olney
Sent: Friday, December 7, 2018 2:36 PM
To: Bob Roelofs <BRoelofs@benzieco.net>; Gary Sauer <garysauer53@yahoo.com>; Mitch Deisch <MDeisch@benzieco.net>
Subject: VA Interview Schedule

Dawn Olney

Dawn Olney, CCO
Benzie County Clerk
448 Court Place
Beulah, MI 49617
231-882-9671 Ext. 411

Committee Interview Schedule:

Tuesday, December 11, 2018

EMS (2) – Money, Roelofs, Sauer, Mitch, Tom King

1:00 Elizabeth Merrill

1:15 Chris Parrish

Construction Board of Appeals (5) – ~~Griner~~ Money, Roelofs, Sauer, Mitch Deisch

1:30 Roger Papineau

Veterans Affairs (1) – Roelofs, Sauer, Money, Mitch

1:45 Donald E Schaffer

Building Authority (2) – Jeannot, Carland, Sauer, Mitch, Eric VanDussen

2:00 Steve Houghton

2:15 Thor Goff

Parks & Recreation (3) – Carland, Money, ~~[redacted]~~ Mitch, Sean Duperron

2:30 Charles Kraus

2:45 Ed Kowalski

3:00 Susan Zenker

3:15 Marjorie Pearsall-Groenwald

3:30 Cathy Demitroff – by phone

Solid Waste (2) – ~~Warsecke~~ Money, Sauer, Jeannot, Mitch, Dennis Fischgrabe

3:45 David Schaffer

I have talked with Jane Schultz whose term also is expiring. She has another meeting so is unable to attend the interview.

Monday, December 10, 2018

Dawn Olney, Benzie County Clerk
448 Court Place
Beulah, MI 49617

Dear Dawn,

I am writing today to express my interest in being re-appointed to the Benzie County Construction Board of Appeals.

Sincerely,

Rod Moore

Rodney K. Moore
Moore Mechanical

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DEC 12 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

P.O. Box 254
Honor, MI 49640

BENZIE COUNTY
COMMITTEE APPOINTMENTS

The Benzie County Board of Commissioners are seeking individuals interested in serving on the following County Committees. **These appointments are for positions that will expire on or before December 31, 2018.**

Benzie-Leelanau Health Dept Board of Appeals – 2 positions
2 – Building Authority – 2 positions
1 – Construction Board of Appeals – 5 positions
EDC – 1 position
EMS – 2 positions
4 – Parks & Recreation Commission – 3 positions
Planning Commission – 3 positions
2 – Solid Waste Advisory Committee – 2
1 – Veterans Affairs – 2 positions

Some committees (but not all) pay a per diem and mileage.
Applications can be printed from our web site at www.benzieco.net
Look under Residents/Visitors, Forms, County Clerk, Applications to Board or Committees; or interested persons should send a letter of interest to: Dawn Olney, Benzie County Clerk, 448 Court Place, Beulah, MI 49617. Be sure to include a telephone number under contact information.

Benzie County is an equal opportunity employer.
Dawn Olney
Benzie County Clerk
(231) 882-9671 – Option 2

I would like the County Board of Commissioners to appoint me to the E.D.C. Committee as a Citizen.

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Roger Greer
231-651-0757
12-11-18

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: 12/12/18

Name: Charles Beale

Address (including PO Box): 2670 Heron Rd

County District: Benzie/Blaine Home Telephone: 231-871-0004

Occupation: Builder/Developer Business Telephone: 231-871-0004

Please list the Board, Commission or Agency you are applying for:

1. Planning

Please state your interest, experience and/or education that would relate to your serving on the above-named organizations.

- Current Benzie County PC member
- Current Blaine Township Trustee & PC member
- Have Extensive Knowledge of The Home Building & Land Development Issues
- Full Qualifications should be on File with Benzie County from 2017

PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MI 49617

RECEIVED
DEC 13 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

1/8/14

Irene Dunham-Thayer
2477 Miller Rd., Thompsonville, MI 49683 Email: rgoat@acegroup.cc

December 7, 2018

Benzie County Planning Commission
Government Center
448 Court Place
Beulah, MI 49617

Dear Commission Chairman:

I am writing to express my strong interest in continuing the position that I am serving on the Benzie County Planning Commission. I am strongly dedicated to helping the Benzie County communities that the planning commission serves to move forward with good decisions and guidance of future planning for better community living and opportunities.

Sincerely,

Irene Dunham-Thayer

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: 12/7/18

Name: Betsy Evans

Address (~~including~~ PO Box): 4868 Crawford Rd, PO Box 89, Benzonia, MI 49616

County District: Joyfield Twp ~~Home~~ Telephone: 231-383-2798 (c)

Occupation: Owner, Fortress Security Business Telephone: 231-882-4324

Please list the Board, Commission or Agency you are applying for:

1. Benzie Co Planning Commission

Please state your interest, experience and/or education that would relate to your serving on the above-named organizations.

I currently serve as Chair of the Joyfield Twp Planning Commission as well as Vice Chair of the Benzie Co Planning Commission. I would like to continue my involvement in the planning, collaborating and education of our community for the betterment of Benzie County

PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MI 49617

RECEIVED 1/8/14

DEC 07 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Betsy Evans

PO Box 89, Benzonia, MI 49616
231.383.2798
joyfieldpc.betsy@gmail.com

OBJECTIVE

To be considered for appointment to the Benzie County Planning Commission.

PLANNING EXPERIENCE

Benzie County Planning Commission; Benzie County, MI — December 2017 – Present

Joyfield Township Planning Commission; Joyfield Township, MI — September 2012 – Present
Chair

- Participated in development and adoption of first-ever Township Master Plan (Sep 2014)
- Participated in development and adoption of Township Zoning Ordinance (June 2017)

Joyfield Township Planning Advisory Committee; Joyfield Township, MI — 2012

Benzie County Master Plan Update Committee; Benzie County, MI — 2015 – 2017

Benzie County 2020 Comprehensive Plan; Benzie County, MI — 1997 – 2000
Jobs and Economic Development Committee –Chair, Scribe

WORK EXPERIENCE

Alliance for Economic Success; Manistee, MI — 2014 – 2017
Director of Business Development

- Assisted business start-up and growth in Benzie, Manistee and Wexford Counties
- Participated in community and economic development initiatives

MI Small Business Development Center; Traverse City, MI — 2012 – 2014
Small Business Consultant

- Entrepreneurial and small businesses support and development
- Hosted business education classes

Coldwell Banker; Benzonia, MI — 2008 – 2012
Realtor

Nugent Ace Hardware; Benzonia, MI — 1979 – 2007
Co-Owner, Office Manager, Customer Service

Fortress Security; Benzonia, MI — 1998 – Present
Co-Owner, Secretary/Treasurer

Gosling Czubak Engineering; Traverse City, MI — 1993 - 1995
Environmental Engineer

EDUCATION

MSU Citizen Planner — 2013

Michigan Technological University — February 1993
BS Environmental Engineering
BS Biology, Teacher Certification Minor: Mathematics — May 1989

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DEC 07 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

ACTION ITEMS

COUNTY OF BENZIE

Resolution No. 2018- 026

A regular meeting of the Board of Commissioners of the County of Benzie, Michigan (the "County"), was held in Beulah, Michigan, on December 18, 2018. The following Commissioners were

PRESENT: _____

_____

_____

ABSENT: _____

_____

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

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

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

WHEREAS, the Benzie County Treasurer has reviewed the amounts which are currently available in the DTRF, and has determined that $80,000.00 may be transferred to the General Fund as a "surplus" as of December 18, 2018; and

WHEREAS, the Benzie County Treasurer hereby declares that a surplus of $80,000.00 exists in the DTRF.

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

1. The Benzie County Treasurer is authorized to transfer $80,000 from DTRF to the General Fund as of December 18, 2018.

2. Any further transfers of surplus amounts will be specifically approved after recommendation by the Benzie County Treasurer by resolution of the Board of Commissioners.

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

AYES: _____

NAYS: _____

ABSTAIN: _____

The foregoing Resolution was hereby declared adopted.

STATE OF MICHIGAN

COUNTY OF BENZIE

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

_____
Benzie County Clerk

[SEAL]

Resolution Benzie Transfer from DTRF to GF

_____
Dawn Olney

Dated: _____

Susan Boyd

From: Dan Smith
Sent: Monday, December 10, 2018 1:59 PM
To: Susan Boyd
Subject: Letter of Understanding
Attachments: Letter of Understanding P.O.A.M..pdf

Susan,

I would like this to go to the full board on the 18th. It has already been before the committee in September. The union will sign the agreement this week.

Thank You,

Lt. Daniel S. Smith, Jail Administrator
Benzie County Sheriff's Office
505 South Michigan Avenue
Beulah, MI 49617
(231) 882-4484 EXT: 235 office
(231) 882-5814 fax

RECEIVED
DEC 12 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

December 7, 2018

LETTER OF UNDERSTANDING
BETWEEN
BENZIE COUNTY AND BENZIE COUNTY SHERIFF
AND POLICE OFFICERS ASSOCIATION OF MICHIGAN
REGARDING
PAYOUT OF UNUSED HOLIDAY TIME

This Letter of Understanding is entered into this _____ day of December 2018, between Benzie County and the Benzie County Sheriff (jointly, the Employer) and Police Officers Association of Michigan (Union).

WHEREAS, there is a collective bargaining agreement between the parties with a term of Oct 1, 2018, through September 30, 2020; and

WHEREAS, the parties agree to a one time payout of unused holiday time for the calendar year 2018.

THEREFORE, IT IS AGREED AS FOLLOWS:

1. P.O.A.M. members are authorized to cash in unused Holiday time for the calendar year 2018. This agreement will not set any precedent and is a one-time agreement between P.O.A.M. the County Board and the Sheriff.
2. The Benzie County Board agrees to authorize the payout of any unused holiday time for all P.O.A.M. Corrections union members. This shall be paid out to P.O.A.M. union members December 21st, 2018.

COUNTY OF BENZIE

Gary Sauer, Chair
Board of Commissioners

POLICE OFFICERS ASSOCIATION
OF MICHIGAN

Jim Cross, Business Agent

BENZIE COUNTY SHERIFF



Ted Schendel, Sheriff

Dawn Olney

From: Susan Boyd
Sent: Thursday, December 06, 2018 3:16 PM
To: Dawn Olney
Cc: Mitch Deisch; Cameron Clark
Subject: BOC Agenda Request
Attachments: sharp@benzieco.net_20181206_230736.pdf

Dawn,

Cameron would like this added to the BOC agenda please. We realize that typically it would go to the COTW first but because of time constraints, it needs to skip a step. The state requires official approval for this even though it is an adjustment and not an amendment.

Thank you!

Susan

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DEC 06 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Child Care Fund Budget Adjustment Request **December 18, 2018**

The 19th Circuit Court – Family Division has entered into a unique collaboration with Centra Wellness and Catholic Human Services to provide at-risk youth with an After-School and Summer program designed to provide intensive supervision, substance abuse counseling, mental health assistance, school work assistance, recreation and community service opportunities, and meals.

Through contracted services with the partner agencies, the Court can provide the type of intensive services that many of the Court-involved youth need in order to make strides toward a responsible adult life style. Centra Wellness is providing $47,000.00 toward the endeavor, and by reallocating CCF dollars and the State match, the Court can provide this program at 1/4th the actual cost, approximately $24,000.00. We are requesting a reallocation of CCF budgeted dollars in the amount of $94,000.00 to be moved from Institutional Care and Foster Care and into the In-Home Care line item. No additional budgeted dollars would be necessary. This is a step in the direction of treating Court-involved youth in our community rather than sending them to ineffective and expensive detention and residential facilities. We are thankful for the partnerships willing to assist the Court in this mission.

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DEC 06 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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:

Request to Adjust the 2018/2019 Budget for the following:

Account to be Increased:

Line Number	**Account Name**	**Amount**
292 000 832.00	Contracted Services	$86,500.00
292 000 860.00	Travel/Gas Cards	$7,500

Total $94,000.00

Account to be Decreased:

Line Number	**Account Name**	**Amount**
292 000 840.50	**Foster Care Private**	**$47,000.00**
292 000 840.70	Institutional Room & Board	$47,000.00

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DEC 06 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Total $94,000.00

SIGNED:

BENZIE COUNTY
RECYCLING SITE LEASE

This Llease Agreement (the "Lease") is entered into as of the ____ day of _____ December, 201820, by and between Benzie County, a Michigan public body corporate, with principal offices at 448 Court Place, Beulah, Michigan 49617 (the "County") and tThe City of Frankfort, East Side of the Public Boat Launch, 924 Main Street, Frankfort, Michigan 49635 ("Lessor")

1. Leased Premises.

Lessor hereby leases to the County that property located at the City of Frankfort Public Boat Launch, Frankfort, Michigan (the "Leased Premises").

2. Lease Term.

This Lease shall be for a term of one (1) year, commencing on January 1, 2019 and terminating on December 31st, 2019, unless terminated earlier (the "Term").

3. Rent.

No rent is paid throughout the Term of this Lease.The County shall pay the Lessor rent in the amount of _____ and ___/100 Dollars ($___.___).$1.00 per year.

4. Use of Leased Premises.

The County shall use the Leased Premises solely for the purpose of operating a recycling center for recyclable waste products. In that regard, the County will place, or cause to be placed, one (1) or more recycling containers, for the collection of recyclable materials. The County will not knowingly allow any hazardous materials to be placed on the Leased Premises.

5. Recycling Hours.

Unless otherwise posted for by the County, the Leased Premises shall be open to the general public for recycling purposes twenty-four (24) hours per day, seven (7) days per week.

6. Maintenance of Leased Premises.

The County shall cause the recycling containers to be emptied when they are full and shall maintain the grounds on the Leased premises in a neat and clean condition free from loose paper, plastic, metals or other recyclable materials. For this purpose, the

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County shall cause the Leased Premises to be visited at least two (2) times per week for purposes of inspecting and maintaining the condition of the Leased Premises as well as emptying any recycling containers that are full. Relocation, removal, or moving of the recycling containers will only occur by County authorized employees or agents.

—The County shall take any action necessary to remove any hazardous materials illegally placed on the Leased Premises.

7. Signage.

The County shall place signage on and about the Leased Premises directing the users of the recycling center to use the proper recycling containers and to otherwise maintain the Leased Premises in a neat and clean manner.

Such signage will also advise the general public that placing hazardous materials of any kind on the leased Premises is prohibited.

8. Access to Leased premises.

Except as may be otherwise agreed to by the parties in writing, the Lessor shall not do anything to interfere with, or to cause an interference in, access to the Leased Premised for recycling purposes by the County and by the general public. The Lessor shall provide adequate maintenance of the property to allow for safe use of the recycling containers at no cost to the County (i.e. seasonal snow plowing, etc.).

9. Insurance – County.

The County shall maintain general liability insurance in such amounts as determined reasonable from time to time by the parties covering the Leased Premises and the County's activities thereon by including the Leased Premises in those properties covered by the County's general liability insurance policy.

10. Insurance – Lessor.

The Lessor shall maintain general liability insurance in such amounts as determined reasonable from time to time by the parties covering the land owned by the Lessor on which the Leased Premises are located and which is accessible by the County and the general public when using the recycling facilities.

11. Hold Harmless.

All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the County in the performance of this Lease shall be the responsibility of the County, and not the responsibility of the Lessor. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct

service delivery, to be carried out by the Lessor in the performance of this Lease shall be the responsibility of the Lessor, and not the responsibility of the County. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Lessor in fulfillment of their responsibilities under this Lease, such liability, loss, or damage shall be borne by the County and the Lessor in relation to each party's responsibilities under these joint activities.

~~11~~12. Notices.

Whenever it is necessary for one (1) party to this Lease to give notice to the other party, such notice shall be in writing and shall be sent to the other party by First Class mail postage prepaid and shall be sent to:

The Lessor:	The County:
Administrator	~~_____~~County Administrator
City of Frankfort	~~_____~~4~~4~~48 Court Place
Frankfort, MI 49635	~~_____~~Beulah, MI 49617

Such written notice shall be deemed to have been received on the second day after mailing.

~~12~~13. Termination.

This Lease may be terminated by either party at any time, with or without ~~for~~ cause, ~~including breach of the Lease terms,~~ by giving the other party thirty (30) calendar days' written notice of such termination. Upon ~~of~~ this Lease, whether by notice under this paragraph or by the expiration of the ~~Lease~~ Term, the County shall cause all recycling containers and signage to be removed from the Leased Premises and shall leave the Leased Premise in "broom clean" condition.

~~13~~14. Breach.

If either party commits an act which can be considered a breach of this Lease, the other party may avail itself of any remedy permitted by law, including termination of this Lease, as a result of said breach. Before any legal action is brought in any court to enforce any of the terms and conditions set forth in this Lease, the party alleging a breach by the other party shall advise the other party of such claim in writing and both parties shall agree to a mediation of said dispute to be conducted by a mediator chosen by mutual agreement of the parties.

If the parties cannot agree on a mediator, they shall ask the Circuit Court Clerk to randomly select a mediator who is listed on the Circuit Court's list of mediators maintained under the Michigan Court rules.

15. Amendments.

Any amendments to this Lease shall only be valid when they have been reduced to writing and signed by the authorized representatives of the parties.

THIS LEASE is effective and binding on both parties as of the date first written above.

LESSOR

Josh Mills, Administrator
City of Frankfort

Date:_____

BENZIE COUNTY

Gary Sauer, Chairman
Benzie County Board of Commissioners

Date: _____

APPROVED AS TO FORM
FOR COUNTY OF BENZIE
COHL, STOKER & TOSKEY, P.C.
By: Courtney A. Gabbara
On: December 14, 2018

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448 Court Place • Beulah, MI 49617

Memo To: Board of Commission

From: Mitchell D. Deisch, Administrator M Deisch

Date: December 11, 2018

Subject: School Resource Officer

With the passing of the School Resource Officer (SRO) ballot proposal during the November 6, 2018 election, staff has been preparing t0 implement the new program for January 2019.

With the understanding that the Frankfort/Elberta School District and City of Frankfort are still discussing on how to best address a SRO in the Frankfort/Elberta School District, today's request will only focus on placing a deputy in the Benzie Central School District.

The Board of Commission is being asked to approve a budget based upon the .18 mills. This budget is attached. With adoption of the budget the Benzie County Sheriff Office will be authorized to start the process of purchasing necessary equipment for the SRO position.

The Board of Commission is also being requested to amend the 2018/2019 position roster to include a SRO in the Sheriff Department. By amending the 2018/2019 position roster, the Sheriff Office will be authorized to fill this position.

Conclusion

1. The Benzie County Board of Commission to approve the attached budget #209 based upon the collection of .1800 mills as approved by the electorate of Benzie County during the November 6, 2018 election, with the understanding that the Sheriff Office will start purchasing necessary equipment to fill the School Resource officer position.

2. The Benzie County Board of Commission to amend the 2018/2019 budget position roster to include a School Resource Officer in the Sherriff Office, with the understanding that the Sheriff Office will start the process of filling the School Resource Officer position.

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BEULAH, MI 49617

Benzie County SRO Budget
Draft Budget (Benzie County/Frankfort Officers)
12/12/2018

Account #	Description	Amount
Revenue:		
209-000-402.00	Current Real Property Tax	**$226,526**
Expenses:		
209-000-706.00	Wages - Deputy	33,858
209-000-723.00	Overtime	3,542
209-000-725.00	Fringe Benefits	12,151
209-000-748.00	Gas, Oil & Grease	638
209-000-749.00	Vehicle Repairs	425
209-000-751.00	Uniforms	400
209-000-729.00	Supplies	1,771
209-000-940.00	Leased/Purchased Vehicles	11,002
209-000-957.00	Miscellaneous	1,568
209-000-961.00	Training	2,500
209-000-970.00	Equipment	12,000
209-000-995.00	Interest on Debt	803
209-851-828.10	Liability & Building Ins	390
209-861-724.00	Retirement-County Share	1,219
209-862-719.00	Medicare	543
209-862-725.01	FICA/Social Security	2,319
209-871-828.00	Workers Compensation Insurance	973
209-000-964.20	Reimbursement to Frankfort	75,383
209-000-998.00	Earmarked Reserve-Contingency/Benzie	27,163
209-000-998.00	Earmarked Reserve-Contingency/Frankfort	37,880
	Total costs	**$226,526**

Allocation of costs based on start dates:	
Benzie County (8.5 months)	01/15/19
Frankfort Elberta (7 months)	03/01/19

BENZIE CENTRAL SCHOOLS

Letter of Understanding

Between

The Benzie County Central School District

and

The Benzie County Sheriff's Office

The parties above recognize that student safety and well-being is paramount to the greater good of our local community. To this end, both parties, alongside other vital community agencies, have collaborated and continue to work together on proactive planning to provide for a safer school environment. One key outcome of this work was the recommendation, and later successful passage of a millage dedicated to the provision of a school resource officer (SRO) for each county school district. It is understood that this agreement shall be in place so long as the millage supporting the provision of these services is in place. It is further understood that this agreement may be modified as needed, with the mutual agreement of both parties, as the SRO position develops and needs change or are newly identified.

Benzie Sheriff's Office agrees to the following:

- To employ a full-time deputy dedicated to the school district, housed at Benzie Central Middle/High School, with working hours during the regular school day whenever school is in session. When school is not in session, said deputy shall be utilized by the department as needed, but will remain dedicated to working with Benzie Central Students in the community and responding to juvenile incidents whenever possible and practical. It is understood that this agreement shall not detract the Sheriff's Office from their law enforcement responsibilities or otherwise hinder their efficiency or readiness.
- To work collaboratively with district / school leadership in the selection of the deputy to be assigned, ensuring that the deputy is a proper fit for the unique role of SRO and is well suited to the job description attached, also developed in collaboration with the school district.
- To name the school district as an "additional insured" party with any applicable insurance policies to protect the district from potential liability associated with the SRO position.
- To comply with any applicable state, local, and federal statutes as well as district policy, particularly as it relates to treatment of students and student information.
- To provide relevant, ongoing training for the SRO.
- To provide for overtime for the SRO for reasonable requests beyond the school day, including, but not limited to larger athletic events, school dances, or other student activities outside of the school day where it is mutually determined that the presence of the SRO is needed and as permitted by budgetary constraints set forth in the established millage budget.

BENZIE CENTRAL SCHOOLS

Benzie County Central Schools agrees to the following:

- To provide suitable office space and working environment for the SRO assigned to the district in the Benzie Central Middle/High School and access to all buildings as needed.
- To collaborate with the Benzie Sheriff's Office in the vetting and selection of the SRO to be assigned to the district.
- To ensure the duties of the SRO are made clear to the staff, students, and greater community. This shall include an assurance that the SRO NOT be involved in day to day discipline of students, with exceptions being made only when an immediate safety risk exists or when there has been commission or potential commission of a crime.
- To provide ample opportunities for the SRO to interact with students and staff. This may include, but is not limited to, engaging the SRO in educational opportunities in the classroom, having the SRO in the hallways / lunchrooms / or other common spaces, and engaging the SRO in district work such as school improvement and student support.
- To work collaboratively with the assigned deputy and other representatives of the Sheriff's Office in to establish and develop the SRO position to best support the students and school district.
- To establish access for the SRO to Powerschool or other student information in order to aid in the safety and security of the schools.

_____ _____ _____

For the District For the Sheriff's Department Date

9222 Homestead Rd. • PO Box 240 • Benzonia, MI 49616 • (231) 882-9653 • Fax (231) 882-9121
www.benzieschools.net

Benzie County Sheriff's Office

505 S. MICHIGAN AVE., BEULAH, MI 49617
(231) 882-4484 FAX (231) 882-5814

Ted Schendel
SHERIFF

Kyle Rosa
UNDERSHERIFF

Benzie County Sheriff's Office School Resource Officer (SRO)

Job Summary & Description

School Resource Officer's job summary is as follows:

The SRO is an MCOLES certified Law Enforcement Officer and can investigate and act appropriately when crimes are suspected or committed. The SRO Supports and facilitates the educational process within the Benzie County Central School District. The goal of the SRO is to provide a safe and secure environment by establishing meaningful relationships with the students, parents, staff, and administrators. SROs often take on a mentor role with students, serving as a positive role model, helping in problem solving, while providing building security. The SRO will assist in developing strategies to resolve problems affecting youth and protecting all students, so that they can reach their fullest potential.

The School Resource Officer's duties will include but are not limited to:

- Work closely with principals and staff of the school to foster a better understanding of the Law Enforcement function to maintain a secure learning environment.
- Provide in-service training to help administrators be better prepared to deal with security related matters.
- Proactively work with the school's leadership team and collaborate with the school's administrative team on safety protocols and procedures.
- Assist with fire drills, and school lock-down drills.
- Provide classroom presentations on crime prevention and fundamental concepts and structure of the law. Instruct law related education, de-escalation techniques, and conflict resolution to students and staff.
- Improve the attitudes of students toward the Police.

- Serve as a visible and active Law Enforcement Officer on campus dealing with law related areas such as drugs, traffic, trespassing, fighting, thefts, and truancy.
- Ensure the safety of all by conducting traffic enforcement before and after school.
- Investigate complaints involving school bus activities.
- Take Law Enforcement action to protect against unwanted intruders and identify and prevent delinquent behavior including substance abuse.
- Make arrests when necessary to protect students, staff, and school property.
- Assist other Law Enforcement agencies, other state or local agencies involving local criminal activity that may impact the safety of the environment for students and staff.
- The SRO is responsible for familiarizing themselves with the school rules, handbook, and policies.
- Conduct security building checks for schools, guard, check and secure doors, rooms, buildings and equipment.
- Patrol district Property for suspicious activity, and unauthorized persons on campus.
- Coordinate security for crowd and vehicle control at extra-curricular activities that may include working overtime to accomplish.
- Conduct patrols of assigned facilities to include buildings, parking lots, and other district owned property, and operate equipment such as alarms, and video surveillance.
- Perform other duties as assigned by appropriate supervisor.

POLICIES AND PROCEDURES D-09

Benzie County Sheriff's Office Beulah, Michigan 49617

TITLE: School Resource Officer: Job Description and working hours

Reference and Standards:

Approved By Sheriff T. Schendel Effective Date: 11/30/2018
Distribute To: All Manual Holders Revised Date:

Benzie County Sheriff's Office School Resource Officer (SRO)

Job Summary & Description

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- Patrol district Property for suspicious activity, and unauthorized persons on campus.
- Coordinate security for crowd and vehicle control at extra-curricular activities that may include working overtime to accomplish.
- Conduct patrols of assigned facilities to include buildings, parking lots, and other district owned property, and operate equipment such as alarms, and video surveillance.
- Perform other duties as assigned by appropriate supervisor.

SRO working hours:

The Deputy assigned to the School Resource Officer position will work dates and times which mirror the School schedule during the school year. If the School is closed for break, then the SRO will take his or her vacation at that time. If school is cancelled due to in climate weather, the SRO will work general road patrol and assist with patrol activities.

The SRO will coordinate with their immediate supervisor to determine actual shift hours that will best suit the school, and all extra-curricular activities that the SRO will attend after normal school hours that may involve overtime.

The SRO will follow the collective bargaining unit language regarding emergency call outs, open shifts etc.

When school is not in session (Summer), the SRO will be assigned to duties determined by the Sheriff or designee.

448 Court Place • Beulah, MI 49617

Memo To: Board of Commission

From: Mitchell D. Deisch, Administrator

Date: December 11, 2018

Subject: MIDC Grant Agreement

Attached is the grant agreement between the State of Michigan Indigent Defense Commission (MIDC) and Manistee County for creation of the Benzie/Manistee County Regional Public Defender's Office (RPDO).

Manistee County will serve as the fiduciary for the RPDO, thus Benzie County was not included as a signatory on the grant agreement. Please see the attached e-mail from MIDC representatives addressing this issue.

The grant agreement from the State MIDC was reviewed by County Attorney Bonnie Toskey and is identical to what other counties have previously signed.

Conclusion

Whereas I am deeply troubled as to how the state has administered the state statute creating the MIDC and the first four standards of the MIDC, I do agree with Manistee County officials that this is the best, only deal we will get as it relates to the state grant agreement.

I would recommend that Benzie County formally acknowledge and accept the terms of the State MIDC grant agreement with Manistee County for the creation of the Benzie/Manistee Regional Public Defenders Office.

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Mitch Deisch

From: Marla McCowan <mmccowan@michiganidc.gov>
Sent: Monday, December 10, 2018 5:02 PM
To: Mitch Deisch
Cc: Melissa Wangler; Rebecca Mack
Subject: Benzie/Manistee Regional Defender

Hi Mitch – thanks for your call today. I'm cc'ing Melissa Wangler, our Regional Manager, just so she's in the loop, and our Grant Manager Rebecca Mack.

The contract is only with Manistee because that is who the funding is going through. We are not requiring any signature or contract from Benzie. If you want to make some local arrangement with Manistee, that is fine, but for purposes of the grant contract we don't need any further documentation other than the Manistee signatures on the contract that I sent over.

Marla R. McCowan
Director of Training, Outreach & Support
Michigan Indigent Defense Commission
200 N. Washington Square, 3rd Floor
Lansing, MI 48913
517-388-6702 – cell
517-657-3066 – office
www.michiganidc.gov

GRANT NO. 2019-45

GRANT BETWEEN
THE STATE OF MICHIGAN
MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC)
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (LARA)
AND
Manistee County

GRANTEE/ADDRESS:

Jeffery Dontz
Chairman, Board of Commissioners
415 Third Street
Manistee, MI 49660
231-690-0916

GRANT ADMINISTRATOR/ADDRESS:

Michigan Indigent Defense Commission
Department of Licensing and Regulatory Affairs
200 N. Washington Square 3rd Floor
Lansing, MI 48933
517-657-3066
866-291-0874

GRANT PERIOD:

From October 1, 2018 to September 30, 2019

TOTAL AUTHORIZED BUDGET: $739,115.00

State Grant Contribution: $462,059.72
Local Share Contribution: $277,055.28

ACCOUNTING DETAIL: Accounting Template No.: 6411113T032

SIGMA Vendor Code: 0048187

GRANT

This is Grant # 2019-45 between the Michigan Indigent Defense Commission (MIDC) (Grantor), and Manistee County (Grantee), subject to terms and conditions of this grant agreement (Agreement).

1.0 Statement of Purpose

The purpose of this Grant is to provide funding to assist the Grantee to comply with the Compliance Plan and Cost Analysis approved by the MIDC for the provision of indigent criminal defense services through the Standards approved by LARA on May 22, 2017, and the process described in the Michigan Indigent Defense Act, as amended effective 12/23/18 by Public Act 214 of 2018.

1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the following project:

The Grantee agrees to undertake, perform and complete the services described in their approved Compliance Plan and in accordance with the Michigan Indigent Defense Act, created by Public Act 93 of 2013, specifically Standards 1 through 4. Consistent with MCL 780.993, Sec. 13(11), as amended effective 12/23/18, an indigent criminal defense system shall comply with the terms of the grant in bringing its system into compliance with the minimum standards established by the MIDC within 180 days after receiving funds from the MIDC. Grantee's Compliance Plan, as submitted and approved by the MIDC (Attachment A), addresses the prescribed methods the grantee has chosen to provide indigent criminal defense services pursuant to MCL 780.993(3). Any changes to the work described in the Compliance Plan must be submitted to the MIDC for approval prior to any changes being implemented. All provisions and requirements of this agreement shall apply to any agreements the Grantee may enter into in furtherance of its obligations under this agreement and shall be responsible for the performance of any contracted work.

1.2 Detailed Budget

A. This Agreement does not commit the State of Michigan (State) or the Department of Licensing and Regulatory Affairs (LARA) to approve requests for additional State Grant funds at any time.

B. If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment C, without the prior written consent of the MIDC.

C. Attachment B is the Budget. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget.

D. Grantee will establish and maintain a new restricted fund within their Local Chart of Accounts for the expressed purpose of accounting for the expenses and revenue sources for operation of this grant and the local adult indigent defense system.

E. Any adjustments to the budget must be made in accordance with the policies and procedures of the Michigan Indigent Defense Commission and communicated promptly to Commission staff. A budget adjustment involving less than 5% of the budget category total, must be reported in the next quarterly Financial Status Report. A budget adjustment involving 5% or more within the budget category or *any* adjustment redistributing monies between categories of funding requires prior written approval by Commission staff. Any substantial change to a local system's compliance plan requires prior staff and Commission approval. A "substantial change" is a change to the compliance plan or cost analysis that alters the method of meeting the objectives of the standard(s) in the approved plan.

1.3 Payment Schedule

The maximum amount of grant assistance offered is $ 462,059.72. An initial advance of 50% of the State Grant shall be made to the Grantee upon receipt by the Grantor of a signed Agreement. The Grantor shall make subsequent disbursements of 25% up to the total state grant. amount in accordance with the following schedule:

Initial Advance of 50% of total grant – Within 15 days of receipt of executed agreement
25% disbursement – April 15, 2019
25% disbursement – July 15, 2019 (final payment).

The above schedule of disbursement of funds is contingent upon receipt of quarterly reporting as addressed in this section and section 1.4 of this document. The financial status report must indicate grant funds received to date, expenditures to date and be supported by documentation of those expenditures; such as computer printouts of accounts, general ledger sheets, balance sheets, etc.). Backup documentation such as computer printouts of accounts, ledger sheets, invoices, etc. shall be maintained according to record retention policies for audit purposes in order to comply with this Agreement. Grantee will be held to the full contribution of the Local Share within the original one-year grant period.

The quarterly financial status report (FSR) and standards compliance report as addressed in Section 1.4, shall be provided in accordance with the following schedule:

Initial FSR and compliance report – January 15, 2019
2nd FSR and compliance report – April 1, 2019
3rd FSR and compliance report – July 1, 2019
Final FSR and compliance report – October 15, 2019

Public Act 279 of 1984 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a

complete invoice for goods or services, or a complete contract for goods or services, whichever is later.

1.4 Monitoring and Reporting Program Performance

A. Monitoring. The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.

B. Quarterly Reports. The Grantee shall submit to the Grantor quarterly progress reports on compliance with the standards and participate in follow up and evaluation activities. A quarterly reporting template shall be provided by the MIDC and require the following information:

1. A description on progress toward compliance with standards 1-4, including a description of problems or delays, real or anticipated and any significant deviation from previously approved Compliance Plan submitted to the MIDC per PA93 of 2013 (Attachment A), which should be brought to the attention of the Grantor.

2. Specific standards compliance information as requested by MIDC and collected by the local system.

3. Local systems must provide complete compliance reporting. If a local system believes that it is unable to provide the compliance reporting as requested by MIDC, or that providing the requested information would pose an undue financial burden, the local system must take the following steps as to each requested performance metric that has asserted it is unable to provide:

   a. Demonstrate that system stakeholders have reviewed requested performance metrics and assessed what is currently available and how to retrieve it. This should include documentation of conversations with court administrators, clerks, and IT employees or vendors, depending on whether it is an internally or externally provided system, as well as an assessment of data fields that could be added or repurposed to collect the requested data.

   b. If these options do not enable the local system to provide the requested performance metrics, local systems must contact and work with MIDC Research staff to seek additional options or ideas.

   c. Receive confirmation from MIDC Research staff and local Regional Manager that the data collection would constitute an undue financial or labor burden that is untenable within the initial year of the grant.

PART II - GENERAL PROVISIONS

2.1 Project Changes

Grantee must obtain prior written approval for substantial changes to the compliance plan from the Grantor.

2.2 Delegation

. Grantee must notify the State at least 90 calendar days before the proposed delegation, and provide the State any information it requests to determine whether the delegation is in its best interest. If any obligations under this grant are delegated, Grantee must: (a) be the sole point of contact regarding all contractual project matters, including payment and charges for all Grant Activities; (b) make all payments to the subgrantee; and (c) incorporate the terms and conditions contained in this Grant in any subgrant with a subgrantee. Grantee remains responsible for the completion of the Grant Activities, compliance with the terms of this Grant, and the acts and omissions of the subgrantee. The State, in its sole discretion, may require the replacement of any subgrantee.

2.3 Program Income

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor or dedicated to the project up to the grant award. The grant award shall not be increased by the amount of interest earned. Any grant funds attributable to interest and not spent at the end of the grant period shall be returned to the State as required under Sec. 2.7 - Records Maintenance, Inspection, Examination, and Audit.

2.4 Share-in-savings

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, Grantee reimbursement will be based on actual expenditures.

2.5 Purchase of Equipment

The purchase of equipment not specifically listed in the Budget, Attachment B, must have prior written approval of the Grantor. Equipment is defined as non-expendable personal property having a useful life of more than one year. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

2.6 Accounting

The Grantee shall adhere to the Generally Accepted Accounting Principles and shall maintain records which will allow, at a minimum, for the comparison of actual outlays with

budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

2.7 Records Maintenance, Inspection, Examination, and Audit

The State or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain and provide to the State or its designee upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Grantee's premises or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance must be reported by the Grantee to the Grantor by October 31 of each year as required under MCL 780.993, Sec. 13(15), as amended 12/23/18.

This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance ($750,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

2.8 Competitive Bidding

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Grantor before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible. Attorney contracts are exempt from a competitive bid process, but must meet standard internal procurement policies.

3.0 Liability

The State is not liable for any costs incurred by the Grantee before the start date or after the end date of this Agreement. Liability of the State is limited to the terms and conditions of this Agreement and the total grant amount

3.1 Safety

The Grantee, and all subgrantees are responsible for insuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement.

3.2 General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

3.3 Failure to Comply and Termination

A. Failure to comply with the requirements of the grant program including implementation of the approved compliance plan, the submission of financial reports, progresss reports, or data collection will result in the Commission implementing the procedures identified in section 15 and 17 of Public Act 93 of 2013, as amended effective 12/23/18 by Public Act 214 of 2018. Other breaches of this grant agreement, including failure to adhere to the requirements in the grant contract, proposing or implementing substantial program changes that deviate from the expressed purpose of the grant or filing a false certification for this grant or any documents or reports requested by the MIDC for this grant, will result in action being taken pursuant to sections 15 and 17 of Public Act 93 of 2013, as amended effective 12/23/18.

B. Termination for Convenience

The State may immediately terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the State terminates this Grant for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Grant Responsibilities.

3.4 Conflicts and Ethics

Grantee will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Grant; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant; (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and

consultants working for Grantee, any consideration contingent upon the award of the Grant. Grantee must immediately notify the State of any violation or potential violation of these standards. This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

3.5 Non-Discrimination

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., Grantee and its subgrantees agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or mental or physical disability. Breach of this covenant is a material breach of this Grant.

3.6 Unfair Labor Practices

Under MCL 423.324, the State may void any Grant with a Grantee or subgrantee who appears on the Unfair Labor Practice register compiled under MCL 423.322.

3.7 Force Majeure

Neither party will be in breach of this Grant because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subgrantees except where the Commission determines that an unforeseeable condition prohibits timely compliance pursuant to MCL 780.993, Sec. 13(11), as amended effective 12/23/18.

4.0 Certification Regarding Debarment

The Grantee certifies, by signature to this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee shall attach an explanation to this Agreement.

4.1 Illegal Influence

The Grantee certifies, to the best of his or her knowledge and belief that:

A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of

any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The Grantee certifies, to the best of his or her knowledge and belief that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

4.2 Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Grant are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this Grant must be resolved as outlined in Sec. 15 of PA93 of 2013, as amended.

4.3 Compliance with Laws

Grantee must comply with all federal, state and local laws, rules and regulations.

4.4 Disclosure of Litigation, or Other Proceeding

Grantee must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving a public defender office or attorney employed by a public defender office funded by Grantee that arises during the term of the Grant and involves: (a) a criminal Proceeding; (b) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Grantee's viability;

or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that an attorney practicing on behalf of a public defender office is required to possess in order to perform under this Grant.

4.6 Assignment

Grantee may not assign this Grant to any other party without the prior approval of the State. Upon notice to Grantee, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the State determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation and signatures, and continue to perform, with the third party, its obligations under the Grant.

4.7 Entire Grant and Modification

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

4.8 Grantee Relationship

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, and not the State, is responsible for the payment of wages, benefits and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

4.9 Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with section 15 of Public Act 93 of 2013, as amended 12/23/18. The dispute will be referred to the parties' respective Grantors or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

5.0 Severability

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

5.1 Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

5.2 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

LeAnn Droste, Director
Bureau of Finance and Administrative Services
Department of Licensing and Regulatory Affairs

12-6-18
Date

Loren Khogali, Executive Director
Michigan Indigent Defense Commission

12/6/18
Date

Jeffery Dontz, Chairman
Board of Commissioners
Manistee County

Date

GRANT NO. 2019-45

5.2 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

LeAnn Droste, Director
Bureau of Finance and Administrative Services
Department of Licensing and Regulatory Affairs

12-6-18
Date

Loren Khogali, Executive Director
Michigan Indigent Defense Commission

12/6/18
Date

Jeffery Dontz, Chairman
Board of Commissioners
Manistee County

Date

GRANT NO. 2019-45

ATTACHMENT A

Benzie /Manistee Counties
Michigan Indigent Defense Commission
First Four Requirements Compliance Plan

Joint Benzie /Manistee Counties Public Defenders Office Compliance Plan
2017

Overview

Benzie and Manistee Counties currently utilize a Joint Court Committee to deal with the 19th Circuit Court administrative issues. It was through discussions with the Joint Court Committee that it was decided to draft the Michigan Indigent Defense Commission (MIDC) Compliance plan jointly using the Joint Court Committee to oversee the compliance plan preparation.

It was the direction of the Joint Court for the purposes of this MIDC compliance plan to transition to a Regional Public Defenders Office (RPDO) to serve both Benzie and Manistee Counties.

This system will transition from a traditional assigned counsel system to a blended system with a RPDO and a roster of contractual/assigned attorneys. The RPDO will handle all indigent felony cases, while the contractual/assigned attorneys will handle all indigent misdemeanor cases.

The RPDO will coordinate training, assignments, experts and investigators and appointments for all adult criminal cases assignments in the circuit court and district courts in both counties.

Description of the indigent defense delivery system

Per MCL 124.501, Benzie and Manistee counties will establish a RPDO with a public defender's office and managed assigned counsel.

The newly created RPDO will consist of a Chief Defender, one Chief Assistant Defender, three staff attorneys and one Administrator for a total of 6 new salaried joint county employees. The investigator will be a contractual arrangement used on an as needed basis. The RPDO office will represent clients in all felony cases and counsel first appearances. One attorney will be assigned to each of the Circuit Courts, two attorney will handle first appearances and assigned to assist with indigent felony cases and the fifth attorney will function as the Director/Chief Defender, with a partial case load.

The Administrator in the RPDO will serve as the assigned counsel coordinator and will assign contractual counsel in all misdemeanors cases and will approve expert and investigator requests for these attorneys.

The RPDO will be structured to meet future standards through qualifications for assignments, supervision of defenders and review of roster attorneys.

Manistee County will provide office space for the Director/Chief Defender, Administrator and two attorneys. Benzie County will provide adequate office space for two attorneys and office space for either the Court Administrator/Chief Defender as needed. This compliance plan includes funding for new office supplies and work station.

Compliance Plan

Standard 1 – Education and Training

Attorneys with fewer than two years of experience practicing criminal defense in Michigan shall participate in one basic skills acquisition class. It is anticipated that at least one public defender and at least one assigned counsel attorney will have fewer than two years of experience.

All RPDO and assigned attorney will annually complete at least twelve hours of continuing legal education.

The Chief Defender and the Administrator will work together to create and implement a training program that will incorporate both the skills training for new attorney's and the continuing legal education for remaining attorney's. The training program will serve the entire RPDO, both the public defenders side and the assigned counsel side. The program will be conducted by in-house staff and members of the assigned counsel roster. The MIDC's Director of Training, Outreach and Support will be consulted during the creation and implementation of the program to ensure compliance.

The RPDO will provide any relevant documentation for attendance at the courses to the MIDC for data collection purposes, pursuant to Michigan Supreme Court Order 2016-2. Documentations will be submitted to the MIDC no later than 30 days after competition of the course(s).

Standard 2 – Initial Interview/Representation

When a client is in local custody, counsel shall conduct an initial client intake interview within three businesses days after appointment. When a client is not in custody, counsel shall promptly deliver an introductory communication so that the client may follow-up and schedule a meeting.

The RPDO will receive an email notification from the Circuit Court Administrator with the Order of Assignment form that includes complete contact information for the defendant. The RPDO Administrator will then assign felony cases to an attorney within the RPDO and on a rotating bases all misdemeanors to the attorneys on the contractual regional assigned counsel list.

RPDO staff or assigned contractual counsel attorneys will conduct the interview for their respective clients. An initial interview will be part of the job responsibilities for the assigned RPDO attorney and the contracting requirements of the assigned attorney.

Both the Benzie County and Manistee County have appropriate confidential spaces in their jails that will be used for attorney client interviews. Both counties will be proposing adding poly com systems in both confidential jail rooms and in the RPDO.

Manistee County has adequate space within the government center complex for attorney-client interview rooms. Benzie County has limited space, but will designate one room to only be used for attorney-client interviews.

Standard 3 – Experts and Investigators

The MIDC standard requires counsel to conduct an independent investigation when necessary. When appropriate, counsel shall request funds to retain an investigator to assist with the client's defense. Counsel shall request the assistance of experts where it is reasonably necessary to prepare the defense and rebut the prosecution's case. Counsel has the continuing duty to evaluate a case for appropriate defense investigations or expert assistance.

The RPDO will secure the contractual services of several investigators for their indigent defense clients. It is anticipated that up to 200 hours will be necessary to provide independent investigations in both Counties. Expert witnesses will need

to be retained as needed by the public defender and assigned counsel, approved by the Public Defender, through a budget item not to exceed the hourly rates published by the MIDC, for a combined (conflict investigator and expert witness) maximum of $20,00 in the compliance year.

Standard 4 – Counsel at First Appearance and Other Critical Stages

Counsel shall be appointed to provide assistance to the defendants as soon as the defendant's liberty is subject to restriction by a judge or magistrate. All persons determined to be eligible for indigent criminal defense services shall also have appointed counsel at pre-trial proceedings, during plea negotiations and at other critical stages, whether in court or out of court.

One or two public defender and the already existing polycom systems in each courthouse, and the new polycom system in both RPDO locations and new polycom's located in both jails will provide representations to all clients at arraignments. After arraignments, indigent clients will receive appointments to either the regional defenders office or assigned counsel through the RPDO Administrator.

Indigent Defense Three Year Average

Benzie County

Circuit Court	$84,250
District Court	$28,609
Total	$112,859

Manistee County

Circuit Court	$167,118
District Court	$19,098
Total	$187,098

Indigent Defense System Budget

Grant Year October 1, 2018 - September 2019

Funding Unit Name (s)

Manistee County (with Benzie County)

Personnel	Position	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
TBD	Chief Public Defender		85,000.00	63,750.00	21,250.00		
TBD	Chief Asst Defender		75,000.00	37,500.00	37,500.00		
TBD	Associate		47,000.00	23,500.00	23,500.00		
TBD	Associate		46,000.00	23,000.00	23,000.00		
TBD	Associate		46,000.00	23,000.00	23,000.00		
TBD	Administrator		30,000.00	18,000.00	12,000.00		
Category Summary			329,000.00	188,750.00	140,250.00	0.00	329,000.00

Fringe Benefits	Percentage	Actual	Amount	State Grant	Local Share	Other Funding Sources	Total
FICA	7.65%		25,168.50	11,325.83	13,842.67		
Health/Dental Insurance	53%		111,352.58	87,582.49	23,770.09		
Life Insurance	53%		151.20	90.72	60.48		
Short Term Disability Insurance	53%		4,896.00	1,958.40	2,937.60		
Workers Comp	53%		4,420.00	1,547.00	2,873.00		
Retirement	53%		27,166.00	12,287.00	14,879.00		
Vacation Payout	53%		3,923.00	1,412.28	2,510.72		
Personal Day Payout	53%		3,923.00	1,412.28	2,510.72		
Category Summary		0.00	181,000.28	117,616.00	63,384.28	0.00	181,000.28

Contractual

Contracts for Attorneys	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Assigned attorneys	misdemeanors	$300/case x 388	93,017.00	19,596.00	73,421.00		
Category Summary			93,017.00	19,596.00	73,421.00	0.00	93,017.00

Contracts for Experts and Investigators	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Investigators		$50/hr	10,000.00	10,000.00			
Experts		midc rates	20,000.00	20,000.00			
Category Summary			30,000.00	30,000.00	0.00	0.00	30,000.00

Contracts for Construction Projects	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Paradigm Electric	Data Com Wiring		3,404.00	3,404.00			
LeSarge Construction	Construct Walls for PD Office		3,810.00	3,810.00			
Custom Sheet Metal & Heating	Duct Work for new office		959.00	959.00			
	Door & Window Security Benzie		12,190.00	12,190.00			
Category Summary			20,363.00	20,363.00	0.00	0.00	20,363.00

Contracts Other	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Molly's Movers	Move Office		2,200.00	2,200.00			
Category Summary			2,200.00	2,200.00	0.00	0.00	2,200.00

Equipment	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Desktop computers		$1200 x 6	7,200.00	7,200.00			
Laptops		$1500 x 3	4,500.00	4,500.00			
copier/fax/scanner		$175/mo	2,100.00	2,100.00			
printers		$400 x 3	1,200.00	1,200.00			
polycom		$200 x 9	1,800.00	1,800.00			
phones - Revised		$520 x 6	3,120.00	3,120.00			
Desks		$2300 x 6	13,800.00	13,800.00			
Chairs			4,540.00	4,540.00			
Table			430.00	430.00			
file cabinets		$500 x 6	3,000.00	3,000.00			
Category Summary			41,690.00	41,690.00	0.00	0.00	41,690.00

Training/Travel	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Registration		$300 x 27	8,100.00	8,100.00			
Hotels		$280 x 27	7,560.00	7,560.00			
meals		$41.75 x 27	1,127.25	1,127.25			
mileage		$249.61 x 27	6,739.47	6,739.47			
Category Summary			23,526.72	23,526.72	0.00	0.00	23,526.72

Supplies/Services	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
general office supplies			12,000.00	12,000.00			
software for computers		$400/yr x 6	2,400.00	2,400.00			
network licenses		$150 x 9	1,350.00	1,350.00			
cables		$100 x 6	600.00	600.00			
desk mats		$78 x 6	468.00	468.00			
wireless access point			1,500.00	1,500.00			
Category Summary			18,318.00	18,318.00	0.00	0.00	18,318.00
Budget Total			739,115.00	462,059.72	277,055.28	0.00	739,115.00
				462,059.72	277,055.28		739,115.00

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET,
VEHICLE AND TRAVEL SERVICES (VTS)
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective January 1, 2018

ATTACHMENT C

MICHIGAN SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	$75.00	$75.00
Breakfast	$10.25	$13.25
Lunch	$10.25	$13.25
Dinner	$24.25	$27.25

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	$75.00	$75.00
Breakfast	$ 8.50	$11.50
Lunch	$ 8.50	$11.50
Dinner	$19.00	$22.00

Per Diem	**$81.50**
Lodging	$45.50
Breakfast	$ 8.50
Lunch	$ 8.50
Dinner	$19.00

OUT-OF-STATE SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	$13.00	$16.00
Lunch	$13.00	$16.00
Dinner	$25.25	$28.25

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	$10.25	$13.25
Lunch	$10.25	$13.25
Dinner	$23.50	$26.50

Per Diem	**$89.50**
Lodging	$45.50
Breakfast	$10.25
Lunch	$10.25
Dinner	$23.50

Incidental Costs (per overnight stay) $5.00

Mileage Rates

Premium Rate	$0.545 per mile
Standard Rate	$0.340 per mile

*See Select High Cost City Listing
**Lodging available at State Rate, or call Conlin Travel at 877-654-2179 or www.somtravel.com

SELECT HIGH COST CITY LIST
TRAVEL RATE REIMBURSEMENT FOR CLASSIFIED and UNCLASSIFIED EMPLOYEES EFFECTIVE October 1, 2017

Michigan Select Cities/Counties

Cities	Counties
Ann Arbor, Auburn Hills, Detroit, Grand Rapids Holland, Mackinac Island, Petoskey Pontiac, South Haven, Traverse City, Leland	All of Wayne and Oakland

Out of State Select Cities/Counties

State	City/County
Arizona	Phoenix, Scottsdale, Sedona
California	Los Angeles (Los Angeles, Orange & Ventura Counties, Edwards AFB), Eureka, Arcata, Mckinleyville, Mammoth Lakes, Mill Valley/San Rafael/Novato Monterey, Palm Springs, Sand Diego, San Francisco, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park
Colorado	Aspen, Steamboat Springs, Telluride, Vail
Connecticut	Bridgeport/Danbury
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)
Florida	Boca Raton, Delray Beach, Jupiter, Fort Lauderdale, Key West
Idaho	Sun Valley/Ketchum
Illinois	Chicago (Cook and Lake counties)
Louisiana	New Orleans
Maine	Bar Harbor
Maryland	Montgomery & Prince George County Baltimore City, Ocean City
Massachusetts	Boston (Suffolk), Burlington, Cambridge, Woburn, Martha's Vineyard
Minnesota	Minneapolis/St. Paul (Hennepin an Ramsey Counties)
Nevada	Las Vegas
New Mexico	Santa Fe
New York	Lake Placid, Manhattan (the borough of Manhattan, Brooklyn, Bronx, Queens and Staten Island, Riverhead, Ronkonkoma, Melville
Pennsylvania	Bucks County, Pittsburgh
Rhode Island	Bristol, Jamestown, Middletown/Newport (Newport County) Providence
Texas	Austin, Dallas, Houston (L.B. Johnson Space Center)
Utah	Park City (Summit County)
Vermont	Manchester, Montpelier, Stowe (Lamoille County)
Virginia	Alexandria, Falls Church, Fairfax
Washington	Port Angeles, Port Townsend, Seattle

Dawn Olney

From: Kyle Maurer
Sent: Wednesday, December 12, 2018 4:17 PM
To: Dawn Olney
Subject: Action item for BOC
Attachments: Absolute Painting Qoute.pdf; E.Z. Painting Qoute.rtf; Cole painting Qoute.pdf; Aztec Paint Qoute.doc; Committee Request form for Kennel Paint.docx

Afternoon Dawn,
I am requesting an action item for the Board of Commissioners meeting on Dec 18, 2018. I spoke with Mitch as this matter to bring these quotes to the Board instead of the COTM, due to the timely manner in which we need to complete this project. Also due to the fact that the Board has not established any dates for the up coming year for any meetings. Could you please add this to the Board of Commissioners action items for the 18th. Thank you.

Kyle Maurer
Department Head
Benzie County Animal Control
Phone:(231)882-9505
Fax:(231)882-5762

Committee Meeting Agenda Request Form

Date: 12/12/2018	Department: Benzie County Animal Control
Project Name and Scope: Kennel Paint	
Is this request for a budget amendment? No	*If so, the amendment must be attached.*
Project Scope (explain reason for your project or amendment): Animal Control has recently had their dog kennel area walls sandblasted and are not requesting to have the kennel painted to resume normal operations. Due to the holiday season and the new year upon us, Animal Control is requesting to have the kennel painted a soon as possibly due to the unknown dates for Committee of the whole and Board of Commission meetings in the new year.	
Cost of project $4,937.00	Is the project over $3,500? Yes *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? The quote being requested is not the lowest but Animal Control has worked with this company in the past and out of the four quotes that the shelter has received. This company is the only on that offers a warranty. Company being Requested is: Aztec Painting, INC	
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? 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	B & G X	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.*

E.Z. Painting, Remodeling &
Handyman Services
4647 S. Boone Aire Rd
Traverse City, MI 49684
231.510.7900

ezpaintingrhs@gmail.com

Estimate 12/11/18

Customer:
B.C.A.C. Kyle Maurer 543 S. Michigan Ave Beulah, MI 49617 231.882.9505 kmaurer@benzieco.net

Labor and Materials to epoxy (2 coats) white and 1 coat clear to walls and partitions in dog kennel for Benzie county animal shelter.

*please note due to the special order of epoxy we require half down before epoxy is ordered. Once epoxy is ordered the half down is non refundable.

Estimate	$4785.00
Bal Due	

If estimate is accepted, we must have a signed copy of estimate and half down deposit to begin work.
If any changes need to be made after job has started, they must be made in writing and an adjustment of invoicing will take place.

Estimate
Accepted by:_____
Date:_____

Estimate good for 60 days
Thank you for the opportunity to quote your job.
We appreciate your business.

We Are Fully Insured
WE MAKE YOUR PROJECT EZ!

AZTEC Painting, Inc.
P.O. Box 1228
Traverse City, MI 49685
(231) 946-4628

November 21, 2018
Proposal #127-18

PROPOSAL

Submitted To:	Benzie County Animal Shelter 543 S. Michigan Ave. Beulah, MI 49617
Project:	Interior kennel walk
Description:	The complete interior painting of all block walls at the Benzie County Animal Control kennel. All flooring will be protected with heavy duty rosin paper taped at all seams and edges. All equipment attached to all walls will be covered with visquene and paper. This proposal is for one coat of Sherwin Williams' PIHD Block filler and two coats of Sherwin Williams' water based gloss epoxy. Material will be as specified and applied by airless sprayer and back rolled.

We hereby propose to furnish all of the labor and to supply all of the materials necessary to prepare and paint/stain all of the above described surfaces. All craftsmanship and materials will be guaranteed from default or defect for a period of twelve (12) months from completion
date.

All material is guaranteed to be as recommended unless otherwise specified, and the above work will be performed for the sum of ***$4,937.00 (Four Thousand Nine Hundred Thirty-seven and 00/100 Dollars),*** with payment to be made in full upon completion.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by AZTEC Painting, Inc.

Respectfully Submitted_____
Steven E. Winowiecki

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do as specified. Payment will be made as outlined.

Acceptance Date_____Signature_____

COLE PAINTING INC



231-882-0292

Location: Benzie County Animal Shelter
Client Name: Benzie County Animal Control contact: Kyle Maurer
Email: kmaurer@benzieco.net
Phone: 231.882.9505
Estimate Date: 11/28/2018

Estimate for: Painting interior of animal housing area

Services	Detail	Total
Prep/prime	• Cover floor • Apply one coat of Kem Cati-Coat HS epoxy block filler/sealer	
Paint	• Apply two coats of Macropoxy 646 fast cure epoxy	
	Total Labor cost:	$3,100.00
	Total Material Cost:	$2,600.00
	Total cost of project estimated at approximately:	**$5,700.00**

Please make checks payable to: COLE PAINTING, INC.

Respectfully,

Chris Cole, Owner
Cole Painting, Inc.

Office: 231.882.0292 Cell: 231.631.4667
Email: chrisco007@gmail.com
Website: colecustompainting.com

ABSOLUTE PAINTING

ERIK B. HAUSER LIC. #2101191292
1596 GREEN OAKS DRIVE INTERLOCHEN, MI 49643
(231) 633-9897

PROPOSAL

November 27, 2018

Project: Interior Kennel Area Wall Coating

Bill To: Benzie County Animal Control
543 South Michigan Avenue
Beulah, MI 49617

Description of Work and Materials to be Used:

Cover/protect floors, ceilings and furnishings not being painted. Apply one (1) coat of Sherwin-Williams Heavy Duty Block Filler to bare block walls and block partitions. Apply two (2) coats of Sherwin-Williams Semi-Gloss Macropoxy 646 Fast Cure Epoxy to block walls and block partitions. Color: Sherwin Williams Mill White, NSF1.

Proposal Total for Labor and Materials. **$ 6,800.00**

NOTES:
Preparation (removing loose or peeling coatings, abrading and cleaning of existing coatings) for painting over existing wall coatings to be performed by others. Ambient conditions must be adequate for the proper application and dry-time of finishes and related materials. Surfaces to be painted must be kept dry for one (1) week prior to the application of any coating(s). Color or sheen changes made after any finish coat material has been purchased or applied will constitute additional charges. Assumes new color selections will cover existing colors in two (2) coats. Does not include painting of doors, hardware, gates, brackets, registers, piping, fans or other mechanical/electrical equipment.

Thank you for the opportunity to bid on your project.

Respectfully Submitted,

Erik B. Hauser

Erik B. Hauser

_____ _____

Proposal Acceptance Date

Correspondence

RESOLUTION		**NO:**	**2018-11-193**
LIVINGSTON COUNTY		**DATE:**	**November 19, 2018**

Resolution in Support of House Bill 4986 – Equalization Department

WHEREAS, Public Act 161 of 2013 broadened the exemption for Disabled Veterans and Exemption from property taxes; and

WHEREAS, the exemption is a personal exemption applied to the property taxes. The nature of the exemption makes it difficult to administer at the local level; and

WHEREAS, the implantation of this Public Act has placed a financial hardship on local taxing authorities; and

WHEREAS, House Bill 4986 makes this a personal income tax credit while allowing the Veteran the same benefit changing how it is administered and financed

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby support House Bill 4986 that would still benefit the Veteran and limit the administration cost of this Public Act while restoring the revenue lost by the current administration of the Act.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to Governor Snyder, Senator Joe Hune, Representatives Lana Theis and Hank Vaupel, and Michigan Association of Counties.

\# \# \#

MOVED:	**Commissioner Domas**
SECONDED:	**Commissioner Helzerman**
CARRIED:	8-0-1

DEPUTY COUNTY CLERK'S CERTIFICATE

STATE OF MICHIGAN – COUNTY OF LIVINGSTON

I, AMY KOSTESICH, the duly qualified and acting Deputy Clerk for the County of Livingston, Michigan do hereby certify that the foregoing is a true and correct record of the original Resolution, which is on file in the Livingston County Clerk's Office.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 26th day of NOVEMBER, 2018, A.D.

AMY L. KOSTESICH, DEPUTY CLERK

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BENZIE COUNTY CLERK
BEULAH, MI 49617

009949

15 November 2018

(2)

Patrick Cudney
Benzie County MI
Board Of Commissioners
PO Box 377
448 Court Pl
Beulah, MI 49617-9518

QUINN EVANS
ARCHITECTS

2121 WARD PLACE, NW
4TH FLOOR
WASHINGTON, DC 20037

Dear Patrick Cudney,

Recently, Quinn Evans Architects has had the good fortune to team with BCWH, a Richmond-based design firm, on two important projects for Virginia Commonwealth University: a cultural landscape master plan and an adaptive use study for one of the Medical College of Virginia's historic hospital buildings. Through this association, we have come to admire deeply the work of this 30-person firm, along with BCWH's commitment to inspired placemaking through a strong allegiance to clients and community.

Today, I am pleased to announce that as of October 30, our association with BCWH will become permanent. BCWH will become part of Quinn Evans Architects, and with this the Richmond location will become our sixth office and first in Virginia. Charles D. Piper, AIA, LEED AP, will serve as office director and the leadership team and all project teams and administrative staff will remain in place.

Since BCWH's founding in 1986, the firm's mission has focused on *collaborative placemaking experiences that enrich and inspire.* It has been clear since the first day we began to work together that we share similar guiding principles, expertise, and objectives for our design practices. Like Quinn Evans Architects, BCWH is known for its work in creating vibrant places for lifelong learning, including K-12 schools, higher education facilities, libraries, and other civic buildings. While we have both worked extensively throughout Virginia, we envision greater opportunities together as we combine our talents and resources in these building types as well as in historic preservation, urban revitalization and development, landscape architecture, and cultural projects.

As always, our commitment to our clients and to design excellence will continue to be paramount. In the weeks ahead, we welcome the opportunity to share the portfolio, skills, and insights of BCWH's talented team with our clients and colleagues. We look forward to working together with deeper resources and an even stronger vision for creating places that truly enrich and inspire.

Sincerely,

Larry Barr, FAIA
President

WASHINGTON, DC
ANN ARBOR, MI
BALTIMORE, MD
DETROIT, MI
MADISON, WI
RICHMOND, VA

WWW.QUINNEVANS.COM

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BEULAH, MI 49617



We need your help

Natural Connection

Free flowing waters and healthy wildlife habitat are hallmark features of a thriving, pristine environment. Fish and other aquatic species can swim freely up and down stream, and wild animals flourish in their natural, undisturbed habitat. Here at Conservation Resource Alliance, we are dedicated to conserving Northern Michigan's natural resources and spectacular beauty for future generations, and we need your support.

For our rivers, this means keeping water flowing by removing man-made barriers like dams or reconnecting a stretch that has been fragmented by a road. For the land, this means conserving high-quality habitat by working with landowners to protect key wildlife corridors so extraordinary animals like black bear and white-tailed deer can find the habitat they need.

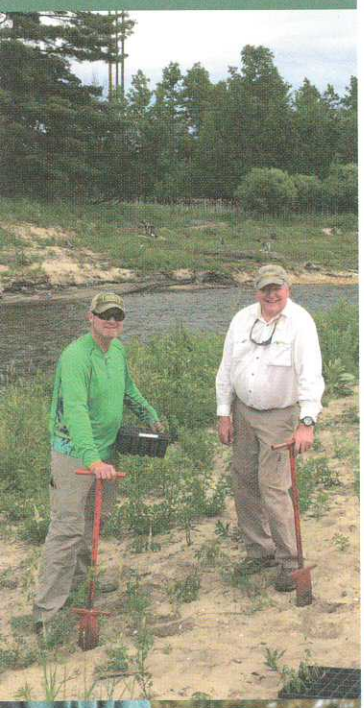
With the support of our partners, we have a 50-year legacy of getting things done. Incredible accomplishments come to life when people share the responsibility of building healthy communities. Today we're asking for your help in cultivating big picture partnerships and projects that work toward connected environments for all.

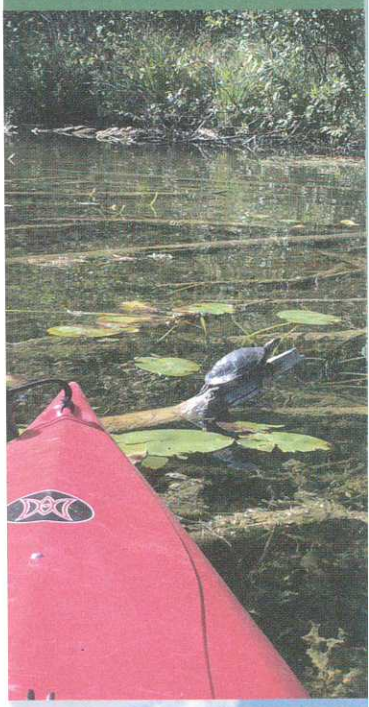
Channel Our Strength

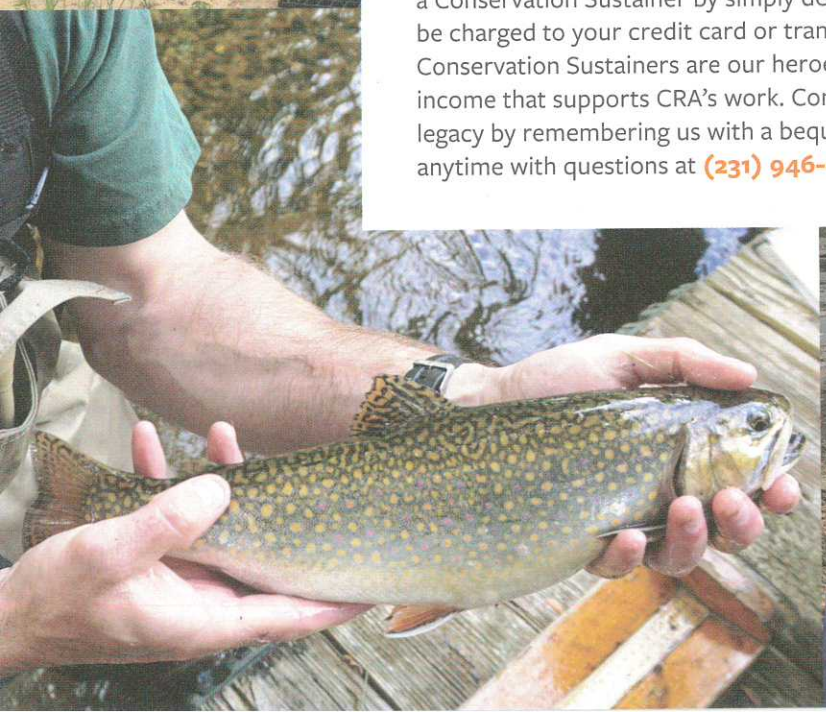
With your help, we will continue caring for Northern Michigan's waters and wildlife. We tackle the highest priority projects with collaborative solutions throughout 15 counties and over a dozen watersheds. Your tax-deductible gift will support sensible, science based solutions that strengthen our most sacred places. Visit us at **www.rivercare.org** to see the full range of our projects.

Please join us by sending your gift in the enclosed envelope. Become a Conservation Sustainer by simply designating a fixed monthly gift to be charged to your credit card or transferred from a bank account. Conservation Sustainers are our heroes, providing a reliable source of income that supports CRA's work. Consider leaving your conservation legacy by remembering us with a bequest in your will or trust. Call us anytime with questions at **(231) 946-6817.**

Preserving and Protecting Northern Michigan's Waterways and Wildlife











Thank you

All of our partners and supporters, like you, make this good work possible. Your donations of time, labor and money fuel our engine and are the key to keeping northern Michigan spectacular. We appreciate your trust, investment and involvement. We can't say it enough - Thank You.

If you'd like to get your feet wet and see any of our projects, please contact our office. We love to show our supporters the real world impact they are making.

Conservation Resource Alliance

10850 Traverse Highway
Suite 1180
Traverse City, MI 49684

231-946-6817
info@rivercare.org
www.rivercare.org

Non-Profit Org.
U.S. Postage Paid
Petoskey, MI
Permit No. 110

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BEULAH, MI 49617

Dawn Olney
Benzie County
448 Court Pl
Beulah MI 49617-9518

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BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 131
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855
Fax ~ (231) 627-8881
E-mail ~ ccao@cheboygancounty.net

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS RESOLUTION #18-19 OPPOSING SB 1031

WHEREAS, Senate Bill (SB) 1031 seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act; and

WHEREAS, "Qualified utility personal property" under the Act would include both of the following utility personal property: electric transmission and distribution systems, substation equipment, spare parts, gas distribution systems, water transmission and distribution systems, gas storage equipment, and transmission lines of gas or oil transporting companies; that was initially installed in the State after December 31, 2017; and

WHEREAS, SB 1031 in its present form as introduced on May 29, 2018 will impose a financial burden on Cheboygan County and its local units, as it will not only reduce personal property tax revenues in 2019, but every year thereafter those annual losses will continue to increase; and

WHEREAS, SB 1031 was reported favorably by the Senate Committee on Finance without amendment for immediate effect to the Committee of the Whole on November 13, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Cheboygan County Board of Commissioners hereby opposes SB 1031.

BE IT FURTHER RESOLVED that this resolution will be forwarded to all counties in Michigan, Michigan House Representative Sara Cambensy, Senator Tom Casperson, Governor Rick Snyder, the Michigan Townships Association, the Michigan Municipal League, and the Michigan Association of Counties.

CERTIFICATION

The undersigned hereby certifies that the foregoing RESOLUTION IN OPPOSITION TO SENATE BILL 1031 was duly approved at a meeting of the Cheboygan County Board of Commissioners held on November 13, 2018; Motion by Commissioner Cal Gouine; seconded by Commissioner Richard Matelski. A roll call vote was taken. Motion carried with 7 yes, 0 no, and 0 absent.

John B. Wallace, Chairman

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District 1 Karen Johnson
District 2 Richard B. Sangster Vice-Chairman
District 3 Michael Newman
District 4 Cal Gouine
District 5 Roberta Matelski
District 6 John B. Wallace Chair
District 7 Robert R. Bolinger

I, Karen L. Brewster, the County Clerk of Cheboygan County, Cheboygan, Michigan, do hereby certify that the foregoing is a true and correct copy of certain proceedings taken by the Cheboygan County Board of Commissioners of said municipality at a regular meeting held on November 13, 2018 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Karen L. Brewster

Karen L Brewster, County Clerk

CRYSTAL LAKE ELEVATION

(5)

LEGAL LEVELS JAN. 1 – APR. 30 & NOV. 1 – DEC. 31 599.75
MAY 1 – OCT. 31 600.25

B.M. N. SIDE BOAT RAMP ELEV. 601.87

NAME	DATE	DISTANCE TO WATER	ELEVATION	HIGH + LOW –	COMMENT
CD	7-5-18	1.57	600.30	+.05	
CD	7-11-18	–	–	–	drop one board
CD	7-12-18	1.7	600.17	-.08	
CD	7-19-18	1.73	600.14	-.11	
CD	7-26-18	–	–	–	to rough
CD	8-2-18	1.7	600.17	-.08	
CD	8-9-18	1.75	600.12	-.13	
CD	8-16-18	1.83	600.04	-.21	
CD	8-20-18	–	–	–	Clean out rocks
CD	8-23-18	2.~~3~~	599.87	-.38	
CD	8-31-18	1.6	600.27	+.02	
CD	9-5-18	–	–	–	pull two boards
CD	9-6-18	–	–	–	to rough
CD	9-7-18	1.63	600.24	+.01	
CD	9-13-18	1.7	600.17	-.08	
CD	9-14-18	–	–	–	drop one board
CD	9-20-18	1.8	600.07	-.18	
CD	9-27-18	1.83	600.04	-.21	
CD	10-4-18	–	–	–	to rough
CD	10-11-18	–	–	–	to rough
CD	10-18-18	–	–	–	did not take
CD	10-25-18	1.98	599.89	-.36	
CD	10-30-18	2	599.87	-.38	pull ~~one~~ two boards
CD	~~10~~ 11-1-18	2.02	599.85	+.12	
CD	11-8-18	–	–	–	to rough
CD	11-15-18	–	–	–	snow on deck

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BEULAH, MI 49617

LITTLE PLATTE LAKE ELEVATION

(6)

LEGAL LEVEL 586.7

B.M. ∠ IRON NE ABUTMENT ELEV. 589.44

NAME	DATE	DISTANCE TO WATER	ELEVATION	HIGH + LOW −	COMMENT
CD	7-5-18	2.95	586.49	-.21	
CD	7-5-18	—	—	—	put one board in
CD	7-12-18	2.67	586.77	+.07	
CD	7-19-18	2.52	586.92	+.22	
CD	7-22-18	—	—	—	pull one board
CD	7-26-18	2.86	586.58	-.12	
CD	7-26-18	—	—	—	put one board in
CD	8-2-18	2.52	586.92	+.22	
CD	8-9-18	2.55	586.89	+.19	
CD	8-16-18	2.52	586.92	+.22	
CD	8-23-18	2.53	586.91	+.21	
CD	8-27-18	—	—	—	pull one board
CD	8-31-18	2.44	587.00	+.30	
CD	9-4-18	—	—	—	pull one board
CD	9-6-18	2.35	587.09	+.39	pull one board
CD	9-13-18	2.86	586.58	-.12	
CD	9-14-18	—	—	—	drop one board
CD	9-20-18	3	586.44	-.26	
CD	9-27-18	3.12	586.32	-.38	
CD	10-4-18	2.95	586.49	-.21	
CD	10-11-18	2.63	586.81	+.11	
CD	10-18-18	—	—	—	did not take
CD	10-25-18	3.03	586.41	-.29	
CD	10-30-18	3.11	586.33	-.37	pull ~~two~~ one boards
CD	11-1-18	3.15	586.29	-.41	
CD	11-8-18	2.84	586.60	-.10	
CD	11-15-18	—	—	—	SNOW ON deck

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BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, November 29, 2018 4:00 p.m.
Benzie Resource Center
6051 Frankfort Highway
Benzonia, Mi 49616

(1)

Chairperson Melinda Lautner called the meeting to order at 4:03pm

Present were:
Carolyn Rentenbach, Leelanau County Member at Large
Casey Noonan, Leelanau Board of Commissioners
Gary Sauer, V. Chairperson, Benzie County Board of Commissioners
Melinda Lautner, Chairperson, Leelanau County Board of Commissioners
Roger Griner, Benzie Board of Commissioners
Dr. George Ryckman, Benzie County Member at Large

Staff Present
Lisa Peacock – Health Officer
Dodie Putney – Director of Administrative Services
Eric Johnston – Environmental Health Director
Michelle Klein - Director of Personal Health
Dr. Joshua Myerson – Medical Director

Excused- none

Absent-none

Pledge of Allegiance

Approval of Minutes:
Motion by: Noonan to approve the Regular Board of Health Meeting of September 27, 2018.
Seconded by: Griner
Voice vote: 6 yeas 0 nay 0 absent Motion carried

Approval of the Agenda
Motion by: Sauer to approve agenda as presented.
Seconded by: Noonan
Voice vote: 6 yeas 0 nay 0 absent Motion carried

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Public Comment - None

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

Peacock thanked Griner for his many years of service.

Topics of discussion include Northern Michigan Public Health Alliance, Update on Electronic Medical Records and State Accreditation.

Upcoming All Staff Meeting discussion to include topics on HIPPA, risk communication, trauma training, team building exercises, as well as an update on the Strategic Plan accomplishments in Year 1 and plans for Year 2.

Netsmart 2019

Motion by: Rentenbach to authorize Lisa Peacock, Health Officer, to act on behalf of the board and sign the settlement agreement with Netsmart.
Seconded by: Griner
Voice vote: 6 yeas 0 nay 0 absent Motion carried

Patagonia Product

Motion by: Rentenbach to approve Lisa Peacock, Health Officer, to finalize terms with Patagonia and sign on behalf of the board to approve the amount up front not to exceed $32,535 and then $1,365 per month thereafter.
Seconded by: Noonan
Voice vote: 6 yeas 0 nay 0 absent Motion carried

Personnel and Finance Committee Report

Accounts Payable

Motion by: Sauer to approve Accounts Payable and pay them.
Seconded by: Rentenbach
Voice vote: 6 yeas 0 nay 0 absent Motion carried

Year End Financial Update

Putney is working on closing financials for year end. We will be getting scheduled with the auditors for January. Moving forward with our new phone system. Have been a few issues with switching and the plan to switch is December 18th. Hoping for a smooth transition during that time. We will no longer be sharing a phone system with Centra Wellness, which means we can use caller id again at the Health Department.

Staff Reports

Medical Director- Dr. Joshua Meyerson

The use of electronic cigarettes in 2011, 1.5% of High School students used electronic cigarettes. In 2017 it was up to 20.8% in high schools. We are seeing a decline is cigarette smoking but an increase in electronic cigarette use.

Acute Flaccid Myelitis (AFM) is a condition that affects the nervous system, it has been in the International news and causes similar symptoms of Poliovirus. Specifically, the spinal cord, causing weakness in one or more of the limbs. Many need a ventilator because respiratory muscles fail. This can cause a long-term sickness, most recover well but some have residual effects from the virus and some do not recover at all. There is a lot of talk about the causes being different viruses including enteroviruses, such as poliovirus and West Nile Viruses. There have been 90 cases this year. The mean age is 4 years old ranging from 7 months to 32 years of age, with most cases occurring under age 18. So far, they have not seen any treatment that has shown improvement in symptoms.

Administrative – Dodie Putney – None.

Environmental Health Director – Eric Johnston - full report attached to these minutes

Bill Crawford's retirement, and Jim Reardon's new position. We have hired Xavier Gagne as the new environmental inspector, he is an environmental registered sanitarian. PFAS testing results, and Bahia Vista update, Suttons Bay Vapor Intrusion, Statewide Sanitary Code- Amended HB5752 and HB 5753, Noncommunity Public Water Supply and Digitization of our Sewage and Well Permit Records.

Resolution Opposing House Bill 5752 and 5753

Motion by: Griner motioned to send Resolution Opposing the House Bill 5752 and 5753.
Seconded by: Rentenbach
Roll Call vote: 6 yeas 0 nay 0 absent Motion carried

Personal Health - Michelle Klein

We have hired a new Emergency Preparedness Coordinator, Chloe Willetts. She has been working as an intern as an Emergency Preparedness Coordinator. Chloe will be 3 days a week and we have also added some nursing time and health educator time to our emergency preparedness team. This will allow to provide different aspects to Emergency Preparedness.

CQI- Continuous Quality Improvement Projects with MCH. We are doing our script program specifically to address smoking with Maternal moms.

March of Dimes is coming out soon with another RFP to support the script program.

Community Health assessment- we are now done with data collection and now moving into analysis of the data. The collection that's been completed hasn't presented any real surprises. We still have issues with housing, transportation and daycare as usual.

Public Comment- None

Board Comments- None

Adjourn: The meeting adjourned at 6:01pm

_____
Melinda Lautner, Chair

_____
Renee Youker, Recording Secretary

Benzie-Leelanau District Health Department

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

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

Website: www.bldhd.org

To: **Benzie-Leelanau District Health Department Board of Health Members**
From: **Lisa Peacock, RNC, MSN, Health Officer**
Date: **11/29/18**

1. **Northern Michigan Public Health Alliance**: The Maternal Child Health CQI workgroup is one of many workgroups led by health department staff. This group has worked on important areas to improve the health of mothers and children across the region including reduction of maternal smoking and increasing breastfeeding initiation and duration. This work aligns with other important local and state efforts including the Regional Perinatal Network and the Michigan Maternal Infant Health Improvement Plan and focuses on ensuring that all families have access to the care and resources they need no matter where they live or what their circumstances are. A power point will be shared that outlines recent data and highlights of this work across the region.

2. **Electronic Medical Record Update**:
Negotiations have continued with Netsmart to reach a settlement agreement outside of litigation and/or mediation. Several correspondences have been shared back and forth between the attorney representing the Health Departments of the Alliance and Netsmart. We are hoping to reach a final agreement before the end of the year. Simultaneously, representatives from both Health Department of Northwest Michigan and Benzie Leelanau District Health Department have met with a new software vendor, Patagonia, on a couple of different occasions including a recent demo as well as made site visits to other Health Departments who are using their product. We have a meeting scheduled to discuss pricing during the last week of November.

3. **State Accreditation:**
Benzie Leelanau District Health Department is scheduled for Michigan Local Public Health Accreditation during the week of September 23, 2019. This requires a process of ongoing preparation led by our Directors, Supervisor, and lead staff, to ensure our State programs are implemented according to Minimum Program Requirements. There is an administrative review as well as several program specific reviews. This year, in preparation for the administrative review we will be applying to the Michigan Public Health Institute for technical assistance in preparing for an optional Quality Improvement assessment. This aligns with National Accreditation standards, a direction in which all the Health Departments in the Northern Michigan Public Health Alliance are taking along with the Michigan Department of Health and Human Services and many other health departments in the State. We have many elements of Quality Improvement in place at our agency and this opportunity will allow us to better standardize and document our efforts.

4. **All Staff Meeting:**
The annual Benzie Leelanau District Health Department All Staff meeting will be held in Benzie County on December 7. Agenda items include updates in the areas of HIPAA, risk communication, training on trauma-informed communities/adverse childhood experiences as well as team building activities and a session to update our plan and timeline for Year 2

of the agency Strategic Plan. Please feel free to join us for any or all of the meeting. An agenda will be circulated at the meeting. An update on the Strategic Plan accomplishments in Year 1 and plans for Year 2 will be shared at the January meeting.



Benzie-Leelanau District Health Department
Board of Health Meeting – November 29, 2018
Environmental Health Director's Report
Eric Johnston

1. **New Employee**
We have hired Xavier Gagne' to fill the Benzie County office vacancy. Xavier is coming to us from Casper Natrona County Health Department in Casper, Wyoming. He worked there as an Environmental Health Specialist and is a Registered Environmental Health Specialist. He has a Bachelor of Science degree with a major in Hydrogeology and minor in Environmental Studies. He has begun work on a master's degree in Hydrologic Sciences. He has worked in all aspects of the environmental health field. His first day of employment will be December 10th.

2. **PFAS (per-and polyfluoroalkyl substances)**
The MDEQ statewide testing for per-and polyfluoroalkyl substances, or PFAS, contamination is almost complete. MDEQ is testing drinking water from public water supplies and school systems across Michigan and providing results to facility operators, Health Departments and the general public through letters and updates on the MPART (Michigan PFAS Action Response Team) website https://www.michigan.gov/pfasresponse/

The testing in our District is 100% complete and we have received 39 testing results to date, with only four having measurable results for PFAS or FFOS/PFOA. The following facilities are listed along with their results:

Facility	PFOS/PFOS	Total PFAS
Leland Public School	Initial = 7 ppt Resample = 8 ppt	71 ppt 64 ppt
St. Mary's Elem. & HS	ND (Not Detected)	5 ppt
Village of Northport	4 ppt, ND, ND	20 ppt, ND, 4 ppt

Currently, the only know health-based screening levels are associated with the PFOA + PFOS. A Lifetime Health Advisory (LHA) level of 70 parts per trillion (ppt) has been established by the EPA and adopted by the State of Michigan.

- Our office worked with the Superintendent and Principle of Leland Public School to inform the staff and students of the results, our office issued a press release and conducted a joint, on camera, interview with Chanel 7&4 to inform the general public. Dr. Meyerson and I also attended a staff meeting to educate the teaching staff about PFAS and answer their questions and/or concerns.
The DEQ-RRD is investigating possible sources of PFAS and will be testing the Leland Township Fire Department water supply as part of that investigation.

- The DEQ Community Drinking Water Division has been in contact with the Village of Northport and made recommendations. Fortunately, the well with the detected level of PFOS/PFOA is a backup well and not currently in service. The village is considering how they want to proceed in this matter and inform the DEQ of their decision.

- Because St. Mary's Elementary & High Schools results were "ND" for PFOS/PFOA and less than 10 ppt for Total PFAS, the DEQ recommended that the school inform the public of the results and monitor their water supply on an annual basis.

The state is now looking to sample all daycare centers that are supplied by private wells across the state. Based on our Non-Community Public Water Supply (Type II) inventory, we only have a few that will be tested as part of this initiative.

3. **Bahia Vista**

Update of the legal issue at Bahia Vista. We have been working with our attorney to finalize the details on a clarification agreement. The goal of which is to put future potential purchasers on notice regarding the potable water and well testing requirements in this development. On November 19th, our attorney received a version of the clarification agreement that has been signed by Mr. Mason Argue and Ms. Lisa Argue. Our attorney is in the process of reviewing the signed version to ensure its accuracy with our version. It is my hope that we are very near a resolution to this issue.

4. **Suttons Bay Vapor Intrusion**

The temporary air filter that was installed at the Suttons Bay business with the vapor intrusion issue this summer has been removed and returned to the USEPA by the DEQ. The DEQ-Remediation and Redevelopment Division (RRD) will continue to provide oversite of future vapor intrusion monitoring at the site.

5. **Statewide Sanitary Code - Amended HB 5752 and HB 5753**

The House Natural Resources Committee re-referred HBs 5752 and 5753 to the House Local Government Committee on November 28, 2018. Testimony on the bills during this committee meeting was not allowed.

Rep. Lower would like to bring the bills up in the House Local Government Committee. In preparation for that, he will be hosting a meeting on Friday, November 30th, starting at 9:00 am. It will take place in the Great Lakes Conference Room in Constitution Hall (525 West Allegan, Lansing). The intent of the meeting is to walk through the bills, explain the context and intent of the language, and answer questions. Rep. Lower may entertain technical changes/suggestions to the bill. Four Environmental Health Directors plan on attending the meeting and will update the other EH Directors on the bills progress. A poll of the Michigan Association of Local Environmental Health Administrators showed an over **77% non-approval** rating for the bills as written.

A resolution of opposition to HB 5752 & 5753 was presented to the Board who approved it unanimously (6 Ayes, 0 Nays). Chairwoman Lautner and Health Officer Lisa Peacock signed the resolution. A digital copy of the signed resolution will be sent to the State Legislator's representing our District.

6. **Noncommunity Public Water Supply - Northern Michigan Public Health Alliance**

The Northern Michigan Environmental Health Directors Committee of the Northern Michigan Public Health Alliance has established a Noncommunity Public Water Supply (Type II) workgroup, comprised of Type II coordinators from around the region. The purpose of the workgroup is to provide a northern Michigan voice to issues associated with the TII program and to share best practices. The first meeting will be held in December and will focus on program funding, emerging drinking water public health issues, monitoring compliance strategies, training and cross-jurisdictional sharing. The groups first meeting will be set for mid-December.

7. **Digitization of our Sewage and Well Permit Records**

The number of requests for copying, emailing, or mailing our well and septic permit records to the public and businesses is getting to a point that our staff is having difficulty meeting the demand and complete their routine day to day responsibilities. To increase public access to our sewage and well

permit files and ease the burden on EH staff and the department financially, I am investigating the possibility of having our records digitized and available to the public via the BLDHD website. To begin this process, I have directed the staff to keep track, daily, how often they receive a request for a copy of our records. At the same time, I will be researching & contacting digitizing companies for an estimate.

Benzie-Leelanau District Health Department

RESOULTION

OPPOSING HOUSE BILL 5752 and 5753

WHEREAS, House Bills 5752 and 5753 would add Part 128 to the Public Health Code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation and inspection of septic systems;

WHEREAS, The Amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have effectively been enforced by the Benzie-Leelanau District Health Department;

WHEREAS, The Amendatory Act would add additional mandates that would increase the amount of agency staff time and expenses that the Benzie-Leelanau District Health Department would incur under the new Act without adequate funding from the state;

WHEREAS, The Amendatory Act would compromise and threaten existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes, undermining the duties of local health departments, under the Public Health Code, to implement and enforce laws;

WHEREAS, The Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of the Amendatory Act, which will place an additional financial burden on local authorities;

WHEREAS, The creation of the State Technical Advisory Committee, under the Act, would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment and disposal facilities and greatly limit local public health input into the rulemaking process;

WHEREAS, The Amendatory Act fails to adequately address funding for distressed homeowners and vacated properties with onsite wastewater treatment and disposal facilities;

THEREFORE, BE IT RESOLVED, That the Benzie-Leelanau District Health Department Board of Health oppose HB 5752 and HB 5753 and requests State Legislators to oppose the legislation.

AYES:	MELINDA LAUTNER, ROGER GRINER, DR. GEORGE RYCKMAN, GARY SAUER, CASEY NOONAN, CAROLYN RENTENBACH
NAYS:	NONE
ABSENT:	NONE
ABSTENTIONS:	NONE

Melinda Lautner, Chairperson — 11-29-18 Date

Lisa Peacock, Health Officer — 11/29/18 Date

From:Benzie Bus 231 325 3007 12/07/2018 15:48 #012 P.003/003

Benzie Transporton Authority - September 2018 Statement f Activities

	September 2018 Actual	September 2018 Budget	Oct 2017 - Sept 2018 Actual	Oct 2017 - Sept 2018 Budget	2018 nnual Budget	Sept 2017 Actual	Oct 2016 Sept 2017 Actual
Income							
40100 · Passenger/Contra·es	10,907.37	10,300.00	135,637.93	125,000.0(	125,000.00	9,913.43	123,288.77
40615 - Advertising Incom	225.00	300.00	14,675.00	8,000.0(	8,000.00	75.00	5,575.00
40710 . Sale of Maintenanervices	0.00	1,500.00	701.04	19,000.0(	19,000.00	0.00	6,647.95
40760 . Gains from Sale C: Assets	0.00	0.00	4,433.00	0.0(	0.00	0.00	13,612.00
40800 . Taxes Levied Direer/by TA	2,116.52	0.00	602,586.24	591,355.0(	591,355.00	11.54	585,531.50
41101 · State Operating Asnce	17,367.95	55,871.00	599,707.95	638,211.0(	638,211.00	12,725.00	578,907.00
41301 · Section 5311	91,357.00	75,165.00	282,520.94	300,660.0(	300,660.00	119,672.00	276,181.73
41398 · RTAP	0.00	0.00	4,500.00	4,500.0(	4,500.00	0.00	4,500.00
41400 · Interest Income/Otevenue	267.73	70.00	2,456.39	750.0(	750.00	161.61	882.35
Total Income	**122,241.57**	**143,206.00**	**1,647,218.49**	**1,687,476.0**	**1,687,476.00**	**142,558.58**	**1,595,126.30**
Expense							
50101 · Total Labor Expen	78,970.31	79,700.00	928,902.85	1,037,000.0(	1,037,000.00	111,323.10	872,269.62
50200 · Fringe Benefits	18,893.48	24,669.00	236,639.81	251,600.0(	251,600.00	22,813.13	196,738.35
50310 · Board Compensat	0.00	0.00	1,160.00	2,500.0(	2,500.00	0.00	1,865.00
50399 . Service Expense	22,977.11	8,800.00	94,709.79	101,060.0(	101,060.00	29,345.36	134,313.15
50401 · Fuel and Lubrican·	3,863.48	6,490.00	102,786.48	78,000.0(	78,000.00	6,918.62	77,918.01
50402 · Tires and Tubes	6710.68	400.00	8,675.82	10,000.0(	10,000.00	7325.28	15,137.23
50404 · Major Purchase	0.00	320.00	3,030.45	3,500.0(	3,500.00	1027.00	3,141.90
50405 · Office Supplies	2,742.80	2,000.00	10,969.27	11,100.0(	11,100.00	1,696.01	10,420.39
50406 · Parts Revenue Vel	1,409.70	2,600.00	17,664.52	30,000.0(	30,000.00	17,668.91	42,764.73
50407 . Parts for Non Reve/ehicles	0.00	80.00	108.99	1,000.0(	1,000.00	0.00	467.22
50499 · Other Materials anplies	6,371.72	2,180.00	27,465.66	21,200.0(	21,200.00	10,085.65	36,077.78
50500 · Utilities & Insuran·	3,184.77	3,255.00	74,586.92	76,326.0(	76,326.00	2,829.76	60,070.15
50700 · Taxes and Fees	0.00	150.00	1,337.00	1,400.0(	1,400.00	12750.00	13,639.00
50902 . Travel, Meetings &ing	1,566.79	850.00	11,605.03	10,000.0(	10,000.00	(88.94)	15,431.19
50903 · Association Dues subscript	287.54	400.00	4,957.63	6,500.0(	6,500.00	27.24	5,662.87
51205 · Sharp Copier/DispLease	207.80	250.00	2,539.97	3,000.0(	3,000.00	207.80	2,457.60
57402 · Ineligible RTAP	0.00	0.00	4,500.00	4,500.0(	4,500.00	0.00	4,500.00
Total Expense	**147,186.18**	**132,144.00**	**1,531,640.19**	**1,648,686.0(**	**1,648,686.00**	**223,928.92**	**1,492,874.19**
Change in Net Assets	**(24,944.61)**	**11,062.00**	**115,578.30**	**38,790.0(**	**38,790.00**	**(81,370.34)**	**102,252.11**

Honor Bank Checking	**67,176.44**
Honor Bank Savings and M Market	
Cash Reserve .	55,000.00
Honor Bank - Money Mark·	200,501.65
Total	255,501.65

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12/07/2018 15:48 #012 P.002/003
231 325 3007
From:Benzie Bus

Benzie Trnsportation Authority - October 2018 Statemnt of Activities

	Oct 2018 Actual	Oct 2018 Budget	201 Annual Edget	Oct 2017 Actual	Oct 2017 Budget
Income					
401 · Passenger/Contract Fares	10,128.47	10,300.00	13000.00	14,755.12	12,400.00
406 · Advertising Income	275.00	275.00	1000.00	75.00	100.00
407 . Sale of Maintenance Services	0.00	0.00	1000.00	0.00	500.00
407 · Gains from Sale Capital Assets	0.00	0.00	0.00	4,033.00	0.00
408 . Taxes Levied Directly for/by TA	81.03	0.00	59123.00	0.00	0.00
411 · State Operating Assistance	53,011.00	54,312.00	65743.16	52,940.00	52,940.00
413 · Section 5311	0.00	0.00	31501.00	0.00	0.00
413 · RTAP	0.00	0.00	500.00	0.00	0.00
414 · Interest Income/Other Revenue	360.40	360.00	000.00	32.21	30.00
Total Incor	**63,855.90**	**65,247.00**	**1,73867.16**	**71,835.33**	**65,970.00**
Expense					
501 · Operators' Salaries and Wages	76,209.34	81,450.00	1,06740.00	71,244.13	79,700.00
502 · Fringe Benefits	19,982.79	19,109.00	26000.00	17,687.52	19,471.00
503 · Board Compensation	80.00	80.00	000.00	0.00	340.00
503 . Service Expense	6,659.99	6,990.00	10300.00	6,963.45	9,075.00
504 · Fuel and Lubricants	11,675.57	12,000.00	10000.00	7,610.40	8,000.00
504 · Tires and Tubes	0.00	0.00	1500.00	532.80	600.00
504 · Major Purchase	2,000.00	2,000.00	500.00	0.00	0.00
504 · Office Supplies	675.92	700.00	1600.00	712.15	800.00
504 · Parts Revenue Vehicles	995.00	1,100.00	2000.00	726.43	1,000.00
504 . Parts for Non Revenue Vehicles	0.00	0.00	000.00	0.00	80.00
504 · Other Materials and Supplies	4,495.75	4,775.00	2700.00	1,538.15	1,350.00
505 · Utilities & Insurance	3,232.26	3,305.00	6360.00	2,865.03	3,105.00
507 · Taxes and Fees	18.00	20.00	400.00	0.00	0.00
509 . Travel, Meetings & Training	494.21	500.00	1000.00	604.92	700.00
509 · Association Dues and Subscript	1,777.54	1,800.00	500.00	2,327.24	2,500.00
512 · Sharp Copier/Dispatch Lease	207.80	250.00	000.00	230.30	250.00
574 · Ineligible RTAP	850.04	850.00	500.00	0.00	0.00
Total Expese	**129,354.21**	**134,929.00**	**1,69500.00**	**113,042.52**	**126,971.00**
Change in Net Asts	**-65,498.31**	**-69,682.00**	**3267.16**	**-41,207.19**	**-61,001.00**

Hor Bank Checking	**$13,212.67**
Hor Bank Savings	
CasReserve	**$55,000.00**
Hor Bank - Money Mkt	**$166,714.61**
Total	**$221,714.61**

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From:Benzie Bus 231 325 3007 12/13/2018 11:11 #016 P.002/002

Benzie Transportation Authority - November 2018 Statement of Activities

	Nov 2018		Oct 2018 - Nov 2018		2019	Nov 2017	Nov 2017	Oct - Nov 2017
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Budget	Actual
Income								
40100 · Passenger/Contracts	10,054.69	10,300.00	21,570.66	20,600.00	133,000	9,931.03	11,400.00	23,832.57
40615 - Advertising Income	275.00	275.00	550.00	550.00	10,000	75.00	100.00	150.00
40710 . Sale of Maintenanceices	0.00	500.00	0.00	500.00	19,000	0.00	500.00	0.00
40760 - Gains from Sale Cassets	500.00	0.00	500.00	0.00	.00	0.00	0.00	4,033.00
40800 . Taxes Levied Direct by TA	0.00	0.00	81.03	0.00	597,100	0.00	0.00	0.00
41101 · State Operating Assce	53,011.00	54,312.00	106,022.00	108,624.00	651,716	52,940.00	52,940.00	105,880.00
41301 · Section 5311	0.00	0.00	0.00	0.00	313,500	0.00	0.00	0.00
41398 · RTAP	295.39	850.00	295.39	850.00	4,500	0.00	0.00	0.00
41400 · Interest Income/Othvenue	344.16	160.00	721.04	520.00	2,000	7.88	30.00	40.09
Total Income	64,480.24	66,397.00	129,740.12	131,644.00	1,730,816	62,953.91	64,970.00	133,935.66
Expense								
50101 · Operators' Salaries Wages	79,654.50	81,450.00	155,863.84	162,900.00	1,061,700	70,639.36	79,700.00	141,883.49
50200 · Fringe Benefits	14,395.59	25,723.00	34,457.97	44,832.00	265,000	14,063.08	25,171.00	31,745.36
50310 · Board Compensatic	0.00	0.00	80.00	80.00	2,000	0.00	0.00	0.00
50399 . Service Expense	5,466.59	7,895.00	12,205.11	14,885.00	101,300	2,818.16	7,695.00	9,781.61
50401 · Fuel and Lubricants	10,272.36	9,000.00	21,947.93	21,000.00	103,000	6,977.44	6,410.00	14,587.84
50402 · Tires and Tubes	7,238.58	7,300.00	7,238.58	7,300.00	12,500	0.00	600.00	532.80
50404 · Major Purchase	0.00	1,500.00	2,000.00	3,500.00	3,500	0.00	300.00	0.00
50405 · Office Supplies	3,347.98	3,400.00	3,483.77	4,100.00	10,600	465.52	750.00	1,177.67
50406 · Parts Revenue Vehi	2,019.67	2,200.00	3,014.67	3,300.00	20,000	782.22	2,600.00	1,508.65
50407 . Parts for Non Revenhicles	0.00	90.00	0.00	90.00	1,000	0.00	80.00	0.00
50499 · Other Materials andlies	2,560.02	2,255.00	4,170.49	3,830.00	25,700	1,843.02	2,370.00	3,381.17
50500 · Utilities & Insurance	3,549.24	3,655.00	6,781.50	6,960.00	67,300	3,240.31	3,630.00	6,105.34
50700 · Taxes and Fees	0.00	70.00	18.00	90.00	1,400	70.00	125.00	70.00
50902 . Travel, Meetings & Ing	289.97	500.00	1,237.90	1,000.00	10,000	650.60	845.00	1,255.52
50903 · Association Dues aibscript	122.54	400.00	1,900.08	2,200.00	6,500	132.24	360.00	2,459.48
51205 · Sharp Copier/Dispaease	207.80	250.00	415.60	500.00	3,000	207.80	250.00	438.10
57402 · Ineligible RTAP	0.00	0.00	786.04	850.00	4,500	0.00	0.00	0.00
Total Expense	129,124.84	145,688.00	255,601.48	277,417.00	1,694,600	101,889.75	130,886.00	214,927.03
Change in Net Assets	-64,644.60	-79,291.00	-125,861.36	-145,773.00	36,216	-38,935.84	-65,916.00	-80,991.37

Honor Bank Checking	$61,980.07
Honor Bank Savings	
Cash Reserve	$55,000.00
Honor Bank - Money Mkt	$117,669.93
Total	$172,669.93

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9

AWL News

Winter 2018

Serving the animals and people of Benzie County since 1977

Animal Welfare League Officers

Doreen Carter - President
Laura Spaeth - Vice President & Secretary
Norma Eason - Treasurer
Suzanna Green - Board
Carol Kraak - Board
Susan Daly, VMD, CA - Board

Farewell to Frank

It was such a sad day September 15th of this year when Frank left this earth. For those that don't know him, Frank was a long time volunteer for the Animal Welfare League of Benzie County. He was our oldest volunteer at 94. As a matter of fact he was at the shelter only one week before he passed away helping with the animals and mopping floors.

Frank was a great inspiration to all. We will certainly never forget his humor, wisdom, kind spirit, compassion for life, and love for animals. Frank was actually in hospice earlier this year and they had to kick him out, because he just was not ready to give up!

Frank served in the US Navy during WWII, and he served on the police departments of Huntington Woods, Berkley and Oakland County. We appreciate his dedication to family, friends, country and community. In parting, if you knew anything at all about Frank, you know that "He did it his way!"















Thank you Frank!

We will miss you!



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Cats Still Available

Thanks to all your continued support we have been able to keep the numbers of animals available for adoption down at the shelter! Our spay and neuter program is very successful. At the time of publishing this newsletter, we have not had dogs at the shelter for 3 weeks! We unfortunately still have several cats looking for homes however.

Here are a few that would make a wonderful addition to your home!

















Wish List

Items Needed

Dry Cat Food
Kitten Chow
Bleach
Laundry Soap
Canned Dog & Canned Cat Food
Clumping Cat Litter
Dog & Cat Treats *(no rawhides)*
1st Class Stamps

About Us

The Animal Welfare League of Benzie County is a non-profit organization, (501c3), founded in 1976, incorporated in 1977. The activities of the AWL are supervised by 4 officers, a six member board, and are implemented entirely by volunteers. The AWL assists with spay and neuter programs, emergency medical care, education, and assists the Benzie County Animal Shelter.

Our Goal— The future is ambitious, but attainable - a loving home for every animal in Benzie County!

Animal Welfare League of Benzie County, Inc.

Annual Membership /Donation Form

❒Junior (to age 14).....$1.00 ❒Senior (60 years and older).....$10.00

❒Single .....$15.00 ❒Life $500.00

❒Family .....$25.00 ❒Donation _____

❒In Honor of ❒In Memory of _____

Name _____

Address _____

City _____ State _____ Zip _____

Mail to: **ANIMAL WELFARE LEAGUE OF BENZIE COUNTY PO Box 172 Frankfort, MI 49635**

BENZIE COUNTY VETERANS AFFAIRS COMMITTEE
Meeting Minutes
Monday, October 8 2018, 9:00 a.m.
Conference Room 206, Governmental Center, Beulah, Michigan

Committee members present: Bob Roelofs (Chair), Tom Stobie (Vice-Chair), Camp Bailey, Ed Kowalski, Kirt Giddis, Gary Fender, and Dale Ginzel (Secretary). Also present was Michelle Thompson and Doreen Carter.

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

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

Public Comment: Doreen Carter discussed posting Veterans Day events of Benzie County Veterans Memorial fb page.

Outside Veterans Meetings: Bob shared that Grand Traverse County offered to provide a VSO two days per week and 1 day of outreach per month for an additional $10,000 a year. Benzie County VA Committee members felt that Benzie County should have its own VSO. He also shared that Leelanau County is not interested in partnering with Benzie County regarding veterans' services.

Finance update: Michelle Thompson provided finance update. The Veterans' Relief Fund (293) has a balance of $73,364.26. The Veterans' Memorial Fund (295) balance is $61,581.19.

Committee Action Items: None

Old Business:

a. Benzie County VSO
b. Pavilion update
c. Ed shared that the Benzie County Memorial pins will be delivered NLT November 1st.

New Business:

a. Dale made a motion and supported by Ed to request cannon demonstration for Veterans Day events not to exceed $150. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes, Tom – yes, Gary - yes. Motion approved unanimously.
b. Bob will request singer and American Legion participation.
c. Tom shared that he is moving and that he will no longer be able to participate on the committee starting November.
d. Dale shared that his request for supplemental employment was denied and will no longer be able to participate on the committee starting January.

Mileage, bills and per diem requests: Tom made a motion and supported by Ed to approve mileage and per diem for September 10 committee meeting. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes, Tom – yes, Gary - yes. Motion approved unanimously. Tom made a motion and supported by Ed to approve mileage and per diem for September 19 Special committee meeting. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes, Tom – yes, Gary - yes. Motion approved unanimously.

Meeting was adjourned at 10:18 a.m.

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BENZIE COUNTY VETERANS AFFAIRS COMMITTEE
Special Meeting Minutes
Sunday, November 4, 2018, 9:00 a.m.
Platte River Inn, Honor, Michigan

11

Committee members present: Bob Roelofs (Chair), Tom Stobie (Vice-Chair), Camp Bailey, Ed Kowalski, Kirt Giddis,Gary Fender, and Dale Ginzel (Secretary). Also present was Michelle Thompson, Karen Korolenko, and Marie Dee Cutler.

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

New Business:

a. Veterans Day events and schedule. Frankfort High School Veterans Day Breakfast was changed from November 12 to November 9.
b. With minor changes to contract, Ed made a motion and supported by Camp to approve Karen Korolenko to become Benzie County Veterans Affairs Director NLT December 17, 2018. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Bob – yes, Tom – yes, Gary - yes. Motion approved unanimously. Karen Korolenko accepted offer to become Benzie County Veterans Affairs Director.
c. Bob shared that Pavilion was still in progress and may not be completed by Veterans Day.

Mileage, bills and per diem requests:

a. Ed made a motion and supported by Camp to refund Bob $3,498 for costs related to pavilion contracting. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Tom – yes, Gary - yes. Bob – abstained. Motion approved unanimously.
b. Camp made a motion and supported by Gary to refund Bob $80 for cost related to obtaining zoning permit. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Tom – yes, Gary - yes. Bob – abstained. Motion approved unanimously.
c. Ed made a motion and supported by Tom to refund Bob $773.05 for U.S. and service flags. Roll call: Kirt – yes, Ed – yes, Camp – yes, Dale – yes, Tom – yes, Gary - yes. Bob – abstained. Motion approved unanimously.

Adjourned 10:45 a.m.

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BEULAH, MI 49617

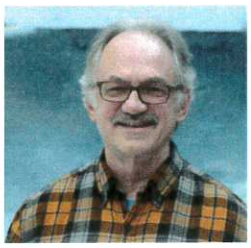
BENZIE CONSERVATION DISTRICT



2018 ANNUAL REPORT

Our mission is to preserve & enhance the natural resources of Benzie County

BOARD OF DIRECTORS



Ron Heverly
Chair



Roberta Dow
Vice Chair



Bill Henning
Treasurer



Greg Kindig
Director



Caitlin Lorenc
Director

STAFF



Tad Peacock
Executive Director



Aimé Merizon
Outreach Coordinator & Office Manager



John Ransom
Conservation Specialist



Jane Perrino
Aquatic Invasive Species Coordinator



Jodi Monteith
Aquatic Invasive Species Educator



Kama Ross
District Forester



Scott Hughey
NRCS District Conservationist



Katie Grzesiak
Invasive Species Network Coordinator



Emily Cook
ISN Outreach Specialist



Parker Ameel
MAEAP Technician



Maile Church
District Intern



Jamie Robinson
AIS Intern

A Huge Thank You to Our Partners, Supporters, & Volunteers!

BENZIE CONSERVATION DISTRICT

280 SOUTH BENZIE BOULEVARD
POST OFFICE BOX 408
BEULAH, MICHIGAN 49617
231.882.4391
WWW.BENZIECD.ORG

DISTRICT NEWS: *Perpetually Changing*

"The only thing that is constant is change." That's the rough translation of what was meant by the Greek philosopher, Heraclitus of Ephesus (circa 500 BCE), when he said, "Life is flux" (*Panta Rhei* in Greek, meaning everything or all things change).

And so it is here at the Benzie Conservation District some 2,500 years later – the only thing constant around here is that we're changing all the time! And with a little luck and a lot of hard work, we're evolving a bit, too.

Three months ago in August marked the third time in eight years that we've asked for, and received with your support, a millage. With that vital financial shot in the arm, we've been able to leverage the tax dollars you've generously appropriated, for more money in the form of grants, donations and revenue from services. As evidence, our revenue in FY2010 was $19,808. In FY2018, it was $254,488! Aside from leveraging dollars for more dollars, we're able to offer a wide variety of activities to the public, all with the goal of exposing, educating and entertaining you on the wonders and importance of Benzie County's great outdoors.

Check out our 2018 Schedule of Events on our website; they'll be new and improved in 2019!

Everything might be in flux, but one thing is for sure: we're all in this together. And I am committed to utilizing your tax dollars in the wisest, most productive way to preserve and enhance the natural resources of Benzie County. Thank you!

All the best,

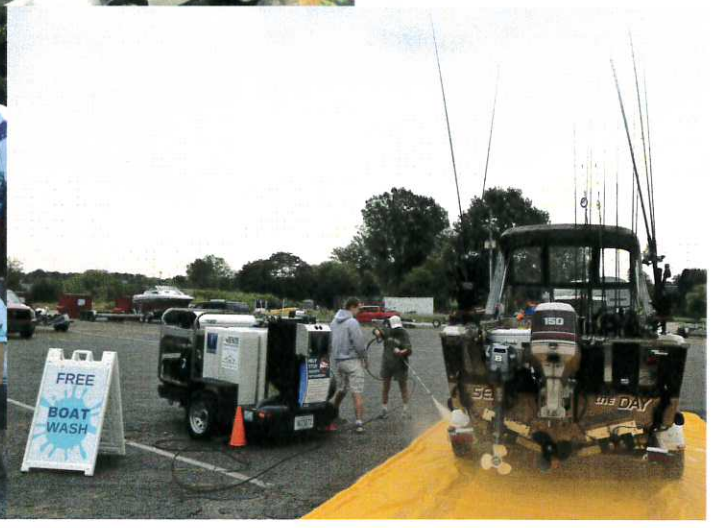
Tad Peacock

Tad Peacock, Executive Director









Clockwise from left: Volunteers take extra steps to reach trash on the Betsie River Clean Sweep. Students enjoy a lesson on the Great Lakes at the CSA Ecology Fun Day. AIS team blasts invasives off a fishing boat. A group of students from area churches help clean up Elberta beach for the Adopt-A-Beach program.

INVASIVE SPECIES NETWORK *by Katie Grzesiak*

2018 was an incredibly productive year for the Northwest Michigan Invasive Species Network (ISN) as we continued protecting, enhancing, and promoting northwest Michigan's natural communities through terrestrial invasive plant management and outreach.

Our projects for the fiscal year (October 2017 to September 2018) have wrapped up to great success, with work in Benzie, Grand Traverse, Leelanau, and Manistee counties. Funding through the US Forest Service, US EPA (both grants from the Great Lakes Restoration Initiative), Grand Traverse Band of Ottawa and Chippewa Indians, and the Michigan Invasive Species Grant Program (through the Quality of Life departments MDNR, MDEQ, and MDARD) enabled ISN to accomplish a lot. Donations and cost-share funds made even more projects possible (thank you!).

As usual, spring saw us scrambling in the woods after garlic mustard. Workbees and lunches in each county were a fun experience to get people involved in invasive species management. For the first time, ISN was able to work with local partners and the US Forest Service to place garlic mustard dumpsters in every county in ISN's service area for landowners to safely dispose of the invasive plant outside of workbee times. Special shout-outs to the City of Frankfort, Lake Township (Benzie), Leelanau Conservancy, Manistee Conservation District, and Grand Traverse Conservation District for hosting those dumpsters!

ISN also had a special opportunity to collaborate with artist Jane Kramer to not only showcase her beautiful Foreshadowing series at the Grand Traverse Conservation District, but to host a series of paper-making events! Attendees of the open-house were able to learn about Jane's process and inspirations. The following day, a limited class size worked side-by-side with Jane to make archival-quality paper from garlic mustard harvested in ISN's service area. ISN believes that art is a great way to communicate with the public, and Jane offered a fantastic new window to create and learn at the same time.

We continued workbees throughout the summer, partnering with the Grand Traverse Regional Land Conservancy to focus on baby's breath at Elberta Beach in Benzie County. It's amazing how much of a difference a group of volunteers can make—the beach is looking so much better. Contact Katie at 231.941.0960 x 29; kgrzesiak@gtcd.org.



Left: Baby's breath workbee at Elberta Beach. Below: Emily Cook, Outreach Specialist with ISN, teaches Frankfort 6th graders at the Crystal Lake Walkabout. Students learned how invasive species, like autumn olive, can harm the environment.



ISN in 2017:

- Surveyed nearly 1,000 acres of high-quality habitats for Top 20 invasive species at over 400 sites
- Restored over 30 acres with native plants
- Treated over 700 acres of high-priority invasive species at nearly 400 sites
- Coordinated 19 workbees and 46 other events
- Engaged nearly 80 volunteers for >170 volunteer hrs
- Contacted over 3,600 people in-person and over 488,000 using traditional & social media
- Over 350 people contacted ISN for the first time to have their questions answered
- Responded to Early Detection reports
- Black swallow-wort populations reported & treated in Kingsley
- 3 previously unrecorded non-native species county records
- Dozens of responses to mistaken reports handled over the phone/email

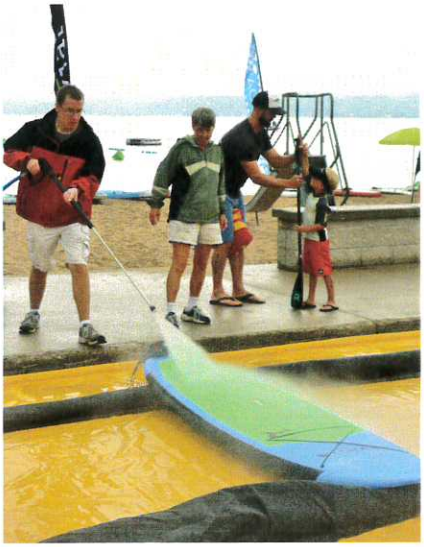
AQUATIC INVASIVE SPECIES PATHWAYS *by Jane Perrino*

The Aquatic Invasive Species Pathways Project (AISPP) has completed a successful second season in the field. Program objectives were not only met, but exceeded! Our team went to public boat launches each week to decontaminate watercraft and engage recreational boaters and anglers on the subject of aquatic invasive species (AIS) transfer. This season: more than 4,000 people were educated directly, over 200,000 indirectly, and 676 boats were washed by the AISPP staff and volunteers. Overall response to boat washing and AIS prevention continues to be positive; the compliance rate average was 80%. We were pleased to have even more volunteers join us in our efforts this year. THANKS!

Besides boat launch outreach, staff provided area schools with educational events, publicly presented on AIS and spoke with numerous clubs and governmental entities. When not in the field, we strive to build a strong network of information between the counties covered.

This year's highlights include: hiring our wonderful AISPP Intern, Jamie Robinson; involvement with the "M22 Challenge," "Up North Stand-Up Paddle Classic" and "Tri Up North" races; hosting the first snorkel field trip for two Benzie County high school classes; and presenting about the program at the Michigan Inland Lakes Conference in Grand Rapids.

This program is currently funded through the Michigan Invasive Species Grant Program, with supporting grants through the Benzie Sunrise Rotary Foundation, the Grand Traverse Band of Ottawa and Chippewa Indians, and Manistee County Planning Department. Another full season behind us, we look forward to protecting our beautiful waters in 2019! Contact Jane at 231.882.4391; or email, jane@benziecd.org.



Summer Intern Jamie Robinson, and AIS Educator, Jodi Monteith, wash SUP's in Crystal Lake's race at Beulah Beach. This was a great outreach opportunity with more than 100 racers from all over the country.



FORESTRY UPDATE *by Kama Ross*

The Forestry Assistance Program has been more active in Benzie County over the past year for five main reasons explained below.

1: A special mailing targeted county landowners, with 20 or more acres, who did not receive the primary residency exemption on their annual property taxes and therefore might be interested in the Qualified Forest Program (QFP). The purpose of QFP is to encourage private forestland owners to manage their land in an economically viable and environmentally sustainable manner. Property may then be eligible for a 16-mill reduction in annual property taxes and land is exempt from uncapping or "pop-up" of taxable value when transferred or sold. The mailing resulted in new forested properties being enrolled in QFP.

2: Many new oak wilt pockets were confirmed in Benzie County in 2018, with the Lake Ann area being very hard hit with the non-native fungus killing our red oak trees. Also, the first oak wilt was confirmed on the Sleeping Bear Dunes National Lakeshore along Lake Michigan Drive and another new site on the Betsie Valley Trail off Mollineaux Road. Both will be treated this fall and hopefully help control the spread to neighboring properties. One Almira Township landowner rented a backhoe to complete a treatment plan we laid out and another has hired a local tree service to complete a comprehensive control plan. Now is the time to safely prune your oak trees, but remember to stop any work on or around your oaks by April 15th, when the picnic beetles (which transport the killer fungus) once again are active.

3: Continue to monitor the infestation of scale insects and development of cankers on your beech trees. This summer, we experienced a lot of yellowing and thinning of beech crowns and many failures with classic "beech snap." As trees become stressed from the scale feeding and as cankers develop anywhere on the trunk, these trees are very hazardous and it is hard to predict when the top of the tree will come down. Connecting with a reputable tree service or certified arborist to help assess the risk to home/property and possible treatment options, is highly recommended.

4: Changes in local markets continue to influence our ability to sustainable manage our forest resources in the county. North America's largest particle-board operations just began accepting a wide variety of low grade quality species from a 75-mile radius of the Grayling Mill. Hopefully, in the years to come, local loggers and sawmills will be able to sell wood and help us do more timber stand improvement practices. Also, the burgeoning, Chinese middle class is creating strong global markets for many of our beautiful hardwood saw logs and veneer quality timber. Forests are 100% renewable if managed correctly.

FY2017-18 Benzie County

- 85 office initial contacts
- 76 landowner site visits covering 2,459 acres
- 160 landowner follow-up contacts
- 25 landowner referrals to consultant and industry foresters covering 1,200 acres
- 33 regional outreach educational events reaching 1,126 area landowners
- 26 regional media occurrences (newsprint, web, radio, tv)

5: New educational workshops and hands-on opportunities to learn more about sustainable forest management practices. Examples include: "American Chestnuts Today" on February 12th, "Pruning Trees and Shrubs" on March 23 and "Forest Mushrooms" on April 3rd. Check out the BCD website for updates and more information.

As always, my role as District Forester is to help make your forest work for you...whether it is enjoying recreational pursuits, seeking wild edibles, planting new trees and shrubs, harvesting red pine or hardwoods or enhancing the habitat for a slew of wildlife species. On-site technical assistance is provided at no charge. Let's set up a visit this coming year! Contact Kama Ross at 231.256.9783; or email: kama.ross@macd.org.



Biochar Workshop held at Grow Benzie, featured speakers Paul May and Tim Overdier on this unique method of burning shrubs and tree waste for soil enhancement.

FISCAL YEAR FINANCES 2017 - 2018

REVENUE

Contributions/Donations	$12,186.00
Tax Revenue	$120,413.00
Grant Income	$75,483.00
Tree Sales	$15,741.00
Sales & Services	$27,755.00
Other Revenue	$2,910.00
TOTAL REVENUE	**$254,488.00**

EXPENSES

General Operations	$229,017.00
Cost of Goods	$17,263.00
TOTAL EXPENSES	**$246,280.00**
NET ORDINARY INCOME	$8202.00

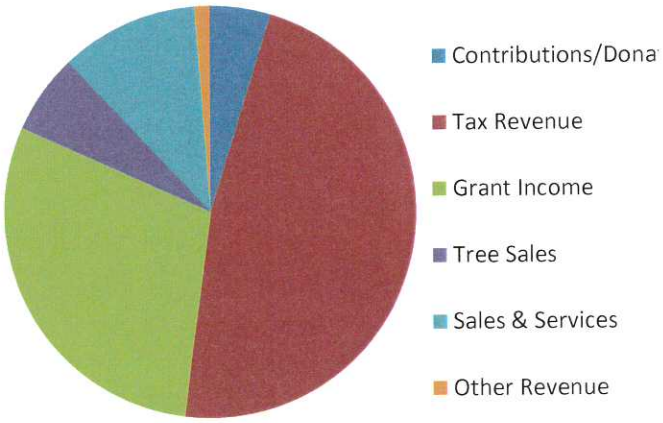
**Data above is for period October 1, 2017 to September 30, 2018 and is unaudited.*

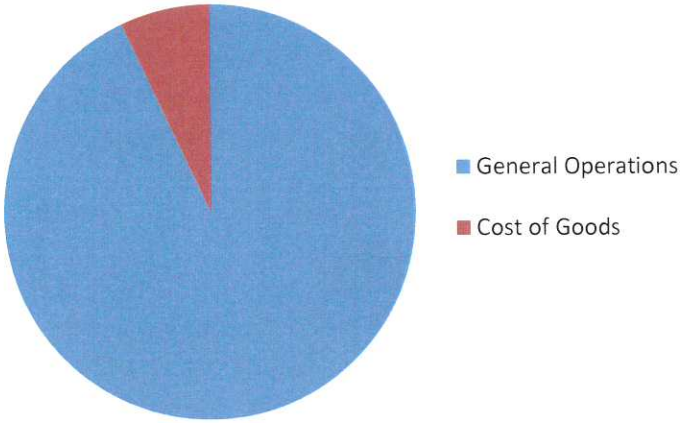
REVENUE PERCENTAGES

Grants	30%
Donations	5%
Tree sales	6%
Other sales & services	11%
Tax revenue	47%
Other revenues	1%

EXPENSE PERCENTAGES

General operations	93%
Cost of goods	7%





All the programs, workshops, and services, including walk-ins and phone calls, provided by the BCD this year directly engaged approximately 6,800+ local and visiting people!

WATERWAYS *by John Ransom*

It is no secret that the BCD is dedicated to preserving and protecting the world renowned water resources of Benzie County. In 2018, we were reminded that we are not alone in this mission. This year we had the highest turnout for our river cleanups (75 volunteers), our most popular water tour to date (44 paddlers on Little Platte Lake), and we passed our third millage by a wide margin.

We continue to work with partners and volunteers to monitor water quality throughout the county. In general the water quality in Benzie County is good; however each watershed has its issues. The BCD has been working with the Crystal Lake & Watershed Association and village of Beulah to address the E. coli and nutrient issues at Beulah beach and Cold Creek on the East end of Crystal Lake. We have partnered with the Platte Lake Improvement Association to try to track down phosphorus inputs in the Platte River, and we are working with the Upper and Lower Herring lake associations to survey and treat invasive species in their lakes.

However we are most proud of our educational programs for Benzie County students and adults alike. The most powerful way to protect our waters is to inspire everybody to be good stewards of the land and water. By getting people out on the river for a cleanup or collecting bugs, paddling down the Platte River full of salmon with a group of 7th graders or, exploring a new lake, we know we won't be alone in our mission to preserve and enhance the natural resources of Benzie County. Thank you!

MAEAP NEWS

In 2018, Team MAEAP (Michigan Agriculture Environmental Assurance Program) conducted 136 environmental risk assessments in Antrim, Benzie, Leelanau, and Grand Traverse counties. There were 42 new verifications and 40 reverifications across these four counties in FY18 bringing us to a grand total of 236 MAEAP system verifications!

Benzie County had 4 new verifications and 10 reverifications in FY18 and we are looking forward to continuing to increase these numbers in the coming years! Join along on our accomplishments throughout the year by following us on Twitter: @Team_MAEAP



EDUCATION & OUTREACH *by Aimé Merizon*

This was a very successful year for the Benzie CD! Our office served approximately 542 walk-in folks with questions about our services, seedlings sales, products that we sell, or just needed help with directions around the county. We also responded to about 714 phone queries throughout 2018.

In this modern age of social media, we find that it is so much easier to contact our community and visitors alike. On facebook alone we have thousands of post reviews and engagements, and we can reach our friends very quickly through email blasts as well. This helps us save on paper (trees), printing, and mailing costs too.

That being said, we love more than anything to reach out to folks with our events. This past year we hosted a great spring hike at the Lake Ann Pathways; it's so fun to witness people meeting for the first time and exchanging contact info by the end of the hike!

Another favorite has been the spring planting workshop, lots of landowners were eager to learn about what to plant for their gardens, lawns, and for wildlife.

In the summer months we somehow managed to fit in four beach clean ups! These are becoming more and more popular because every age can participate in a beautiful part of the county, and experience immediate gratification for a job well done.

We still have our environmental day camp, but have joined forces with the formidable Amalia Fernand of Nature Explorers. She has created a wonderful space for camps and it was a no-brainer to incorporate Nuts 4 Nature with her offerings and space. Thanks Amalia!

Late in the year, we put our heads together with locals Paul May and Tim Overdier and pulled off a very well attended Biochar Workshop, held at Grow Benzie. What is biochar? Well, we plan to bring this event back, but basically it's an ancient method of firing brush and cooling it at the right moment to make a form of charcoal that proves to be extremely nutritious for our sandy soils.

Stay tuned for more great workshops, events, and information from this lively conservation district! Contact Aimé at 231.882.4391 x 11; aime@benziecd.org.

NATURAL RESOURCE CONSERVATION SERVICE *by Scott Hughey*

Since 1935 the Natural Resources Conservation Service (NRCS) has been "helping people help the land." Supporting America's working lands NRCS has a proud history of supporting America's farmers, ranchers, and forest landowners. For more than 80 years, we have helped people make investments in their operations and local communities to keep working lands working, boost rural economies, increase the competitiveness of American agriculture, and improve the quality of our air, water, soil, and habitat.

As the USDA's primary, private lands conservation agency we use objective, reliable science to assist our partners, and communities to make decisions about their natural resources. Through one-on-one personalized advice, we work voluntarily with producers, landowners and communities to find the best solutions to meet their unique conservation and business goals. By doing so, we help ensure the health of our natural resources and the long-term viability of American agriculture.

This year the NRCS worked with Benzie County farmers and landowners to solve conservation resource concerns on their land. Following is a list of different conservation practices that NRCS helped to implement in Benzie County during 2018.



- COVER CROPS – 208 ACRES
- CONSERVATION CROP ROTATION – 155 ACRES
- INTEGRATED PEST MANAGEMENT – 52 ACRES
- INVASIVE SPECIES REMOVED – 161 ACRES
- FORAGE & BIOMASS PLANTING – 193 ACRES
- HIGH TUNNELS (AKA HOOP HOUSES) - 8,118 SQ.FT.
- PRESCRIBED GRAZING – 45 ACRES

NRCS assisted with 13 applications for Farm Bill Conservation Programs, 5 of those for Benzie County. Total dollar value of those funded applications is $163,081.72, with Benzie's share being $34,479.30 for 2018. These dollars will be used by landowners to offset the cost of implementing conservation practices in Benzie County, and by providing them with NRCS technical staff and expertise.

If you would like to learn more about NRCS and financial assistance through the Farm Bill, check out www.nrcs.usda.gov or contact the Benzie CD for more information. NRCS field staff meet with landowners and producers by appointment. To set up a time to meet and discuss your resource concerns and conservation goals, please contact the NRCS field office in Bear Lake at 231.889-9666 or by email: scott.hughey@mi.usda.gov.

BENZIE CONSERVATION DISTRICT

73rd ANNUAL MEETING & REPORT

TUES, NOVEMBER 20TH

6:30 TO 8:30 PM @ MILLS COMMUNITY HOUSE

With guest presenter



Jo Latimore

aquatic biologist

DR. LATIMORE HELPS WITH AQUATIC PLANT IDENTIFICATION AT THE LITTLE PLATTE LAKE WATER TOUR, JULY 2018

Enjoy tasty hors d'oeuvres catered by Still Grinning Kitchen!

WWW.BENZIECD.ORG

10:30

Annual Report 2018

RECEIVED
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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE
SENIOR RESOURCES

Be connected. Be supported. Be home.

Providing exceptional services, resources and trusted care to support Benzie seniors.

BENZIE
SENIOR RESOURCES

Be connected. Be supported. Be home.

2018 Annual Report

"We Are Driven to Support Benzie Seniors" – by Douglas Durand, Executive Director

Doris Loll just turned 90, and with the support of family and Benzie Senior Resources she's living and thriving at home. She's a regular visitor to the Gathering Place Senior Center where she plays Pinochle and helps to lead a stretching class. During the winter months, she stays closer to home and takes advantage of our Home Delivered Meals, Snow Removal and Homemaker services. A hot meal, accompanied by a quick friendly visit, is delivered right to her door by one of our wonderful volunteers, her driveway and walk stay safe and accessible, and her house gets cleaned. According to Doris, "The Homemakers are amazing. They do everything that I need done. If it weren't for you I would not be able to stay in my home."



Doris's daughter DeAnne says, "If it wasn't for you guys she could never stay home anymore. If I didn't have you helping I couldn't do it. After she broke her arm I was with her all the time. Doctor appointments, checking in and getting her out of the house, so for you guys to do the housekeeping and snow removal and lawn maintenance… if I had to do it all by myself it would be so overwhelming. She has her Home Health Aide coming in and having somebody else do the little things that she needs done is a saving grace. Without Benzie Senior Resources it would be so much harder. You are a godsend."

Dear Friends,

Doris's story is what exemplifies Benzie Senior Resources' ability to meet the needs of Benzie County seniors and their families. It's who we are and how we strive to be the best we can be.

In 2018, we again set new milestones in the number of clients served; hours of services; meals delivered; activities provided and attended; vouchers purchased for homemaking, snow plowing and lawn care; bus passes given; and questions answered regarding senior resources by phone or in person.

Highlights

- Delivered 58,195 meals to homebound clients traveling 64,740 miles in Benzie County
- Provided 5,569 Personal Care Service Visits
- Served 23,794 meals to 1,359 folks at The Gathering Place Senior Center
- Provided 756 Registered Nurse visits for Assessments, In-Home Footcare, Medication Management and Caregiver Support
- Provided a total of 306 Foot Care Clinic Hours
- Provided 4,636 service hours through the Homemaker Program
- Provided 19,536 bus rides to seniors through Benzie Bus
- The combined Chore Programs of Snow Removal and Lawn Chore increased 44% over 2017
- Assisted 186 individuals with Medicare and Medicaid services saving them over $71,600 in out-of-pocket expenses

Other Key Accomplishments

- Awarded $93,630 in grants.
- Continued to expand our presence on social media through the Benzie Senior Resources Webpage and Facebook page.
- 206 Holiday Christmas Bags were handed out to homebound seniors in our community. Six local churches, Shop-N-Save and numerous individuals came together to assist us.
- Received the 2018 Subaru Outback in November through a grant made possible by Subaru of America and Meals on Wheels of America. Benzie Senior Resources expanded by adding an additional route for Home Delivered Meals.
- In partnership with BACN, we doubled the number of senior households that are receiving a bi-monthly food box to help decrease their risk of food insecurity.
- Provided space for three volunteer income tax preparers via a partnership with Northwest Michigan Community Action Agency to prepare returns for 263 low-to-moderate income individuals in Benzie County.
- The Senior Expo grew in both number of participants and vendors, with Benzie Senior Resources acting as the Committee Chair of the senior network group **Building Benzie Bonds**. Trinity Lutheran Church was the host of the Senior Expo.
- A record number of Senior Project Fresh coupons were given out to those who qualified. In total 213 individuals received a free $20 coupon booklet to use at local produce markets in Benzie County.
- This summer Benzie Senior Resources partnered with Dr. Cathlyn Sommerfield from CS Research and Consulting, and Heidi Gustine, MPA from Area Agency on Aging of Northwest Michigan to create two Senior Needs Assessments: one for the senior community and the other focusing on participants of The Gathering Place Senior Center. Just under 700 surveys were returned.
- We are proud to serve our Veterans and their families. In total we provided one or more services to 476 veterans and/or their spouses.

While these accomplishments are impressive, without the support of the community through the senior millage, local businesses, individuals and churches none of this would be possible. Your support made the difference in so many frail and vulnerable lives. We consider the Benzie County community a caring partner in our quest to provide exceptional care to help Benzie seniors live independently, with dignity in their own homes.

How the community supported this work:

Support of the Senior Millage

Donations-297 individuals, churches and foundations made financial contributions!

Fundraising-195 people supported the Annual Walk-a-Thon and raised $21,140

Volunteering-151 Volunteers donated 14,020 hours

Benzie Senior Resources is grateful for our partnerships with various organizations throughout Benzie County and the area region. As unmet needs impacting the lives of older adults and caregivers arise, we will do our best to continue to make a difference.

As we begin 2019, our focus includes the following:

- Compile the results of both Senior Needs Assessment Surveys and facilitate community meetings throughout Benzie County to gather additional input about the results. Draft action items to meet the needs of the seniors in Benzie County.
- Pursue options for Benzie Senior Resources' facility space.
- Strengthen Benzie Senior Resources' Capacity and Programming.

In closing, I am so thankful for the leadership that the Board of Directors, staff and volunteers provide to help continue moving Benzie Senior Resources forward to fulfill our vision:

Enrich the lives of all Benzie seniors by identifying focused priorities designed to maximize resources to meet community needs.

Provide services, resources and creative, innovative leadership in order to make Benzie County a livable, age-friendly community that promotes senior dignity and independence.

Warm regards,

Douglas Durand

Board of Directors

Beverly Holbrook, President
Ned Edwards, Vice President
Rosemary Russell, Secretary
Jane Elzerman, Treasurer
Nancy Mullen Call
Ann Dawe
Ronald Dykstra
Denise Favreau
Barbara Johnson
Shirley Robert

Mission Statement

To provide exceptional services, resources and trusted care to support Benzie seniors.

***Please refer to the following page for more Key Accomplishments of Benzie Senior Resources**

Benzie Senior Resources Annual Report for FY'2018 (October 1, 2017—September 30, 2018
ACCOMPLISHMENTS

Homemaker Program

- 127 Customers
- 4,636 Service Hours
- 8.8% increase over 2017
- Added 2 new Homemaker contractors to meet the needs.



Home Delivered Meals Program

- 287 Customers
- 58,195 Meals Served
- 64,740 Miles Driven
- 15% increase over 2017



Senior Transportation (Benzie Bus)

- 195 Customers
- 1,628 Bus Punch Cards Provided
- 19,536 Rides
- 12% increase over 2017



Testimonial—*"The Homemaker makes my home sparkle and makes me feel better knowing it's clean. She is able to work and talk to me while she cleans which makes my day go by better. I could not manage cleaning like she does for now and it allows me to feel like having someone stop in and visit because it's clean."*

Testimonial—*"Thank you one and all for your kindness and friendship and all the lovely meals you sent these last couple of months. We both appreciate your kindness."*

Congregate Meal Sites-The Gathering Place & Thompsonville

- 1,359 Customers
- 23,794 Meals Served
- Increased our purchase of locally grown produce



Dining Out Program

- 479 Customers
- 24 Participating Restaurants
- 1.5% increase over 2017



Lawn Chore Program

- 131 Customers
- 781 Mows
- Expanded the mowing season
- 7% increase over 2017



Benzie Senior Resources Annual Report for FY'2018 (October 1, 2017—September 30, 2018
ACCOMPLISHMENTS

The Gathering Place Activities

- 8,394 Activity Attendance
- 22 Core Activities
- 20 Special Programs



Medicare/Medicaid Assistance Program

- 186 Clients
- 232 Hours of Service
- Saved $71,615 for individuals
- 2 MMAP Counselors



Snow Removal Program

- 151 Customers
- 1,675 Plows Provided
- 7 Contractors
- 78% increase over 2017



Volunteers Giving

- 151 Volunteers
- 14,020 Service Hours
- 7% increase in service hours over 2017



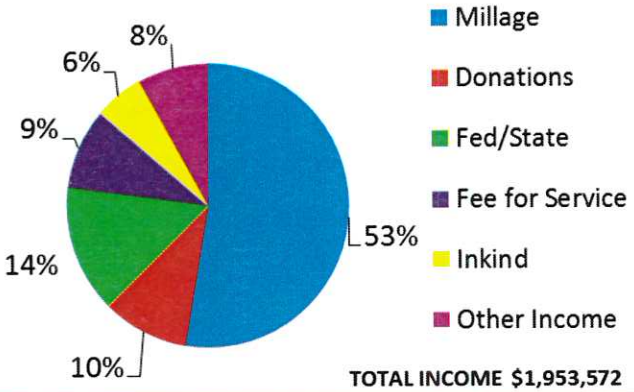
Testimonial— *The Lawn looked very nice, he always took the time to talk with me, and always asked how I was doing.*

In-Home Services

- Client caseload increased 27% over 2017
- The number of Sliding Scale Fee Clients increased 42%. Helping to make In-Home Health Care affordable for many
- Registered Nurse visits increased 38% over 2017
- Personal Care Visits increased 25% over 2017

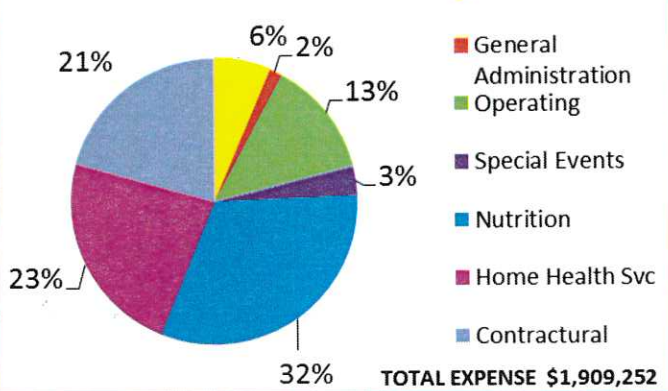


INCOME



TOTAL INCOME $1,953,572

EXPENSE



TOTAL EXPENSE $1,909,252