

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.net

MEETING AGENDA

May 8, 2018

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

PLEASE TURN OFF ALL ELECTRONIC DEVICES

9:00 a.m. CALL TO ORDER
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – 4/24/18 (open & closed)
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR’S REPORT –
 FINANCE – Approval of Bills
 COMMITTEE OF THE WHOLE – Consent
 COMMITTEE APPOINTMENTS –
 ACTION ITEMS – Remonumentation Contract; Networks Northwest Contract
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS –
10:00 Richard Robb – Advocates for Benzie County
10:15 Ron Berns – 911 Surcharge
10:30
10:45

 PUBLIC COMMENT
 ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

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

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

Commissioner Contacts:

District I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships).....	231-920-5028
District III - Roger Griner (Crystal Lake, Frankfort).....	231-651-0757
District IV - Coury Carland (Benzonia).....	231-930-7560
District V - Terry Money (Homestead).....	231-510-2400
District VI - Evan Warsecke (Colfax, Inland).....	231-275-3375
District VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon).....	231-651-0647

THE BENZIE COUNTY BOARD OF COMMISSIONERS

April 24, 2018

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, April 24, 2018, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Evan Warsecke at 9:00 a.m.

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

Excused: Commission Sauer

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

Agenda:

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

Minutes:

Motion by Jeannot, seconded by Roelofs, to approve the regular session minutes of April 10, 2018 as corrected. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Motion by Roelofs, seconded by Money, to approve the closed session minutes of April 10, 2018 as presented. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

9:03 a.m. Public Input

Karen Mallon, Homestead Township, spoke regarding the March 29, 2018 minutes.

905 a.m. Public Input Closed

ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Sabra Boyle, Benzie Senior Resources, reported that they hit another milestone by serving 5,351 meals in the month of March, 2018 (home delivered). Shari Moseler has been hired as the new RN. The lawn chore program has officially started. The Walk-A-Thon committee has started to meet and prepare for August 4 event. Comm Jeannot inquired about the February minutes regarding not using the 15-passenger van, but using the Benzie Bus. Sabra stated that she believes they would be utilizing the smaller 15-passenger van for casino trip type events due to fewer people attending.

Tom Longanbach, Equalization Director, presented the 2018 Equalization Report. State law requires that assessments be set at 50% of value; all townships made adequate adjustments to their assessments to meeting the 49-50% requirement.

Motion by Griner, seconded by Money, to adopt the 2018 Equalization Report, L-4024, authorizing the chairman to sign. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Ed Kowalski, EDC/BRA Chair, stated that they have applied for a Networks Northwest grant to promote employment in Benzie County. Priority with AES is building infrastructure along the US 31 corridor. Worker housing situation is improving in Frankfort. They are being proactive in the

COMMISSIONERS

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April 24, 2018

recruiting process looking for new members. Thank you for the resolution approved at the last meeting.

Comm Carland stated that one of the projects he has been working on since becoming a commissioner is the broadband expansion and he will provide Mr. Kowalski with a contact of a couple of people regarding broadband expansion.

Eric VanDussen, Building Authority Chair, spoke regarding the Opinion letter from John Axe of Clark Hill Law firm together with his emails to him. He asks the board to bring any questions you may have to Mr. VanDussen. Mr. VanDussen disagrees with Mr. Axe's opinion.

Comm Jeannot stated you keep asking because you didn't get the answer you want. Be guarded that you have a legal opinion out there. Just be careful.

Mr. Jim Clark, a member of the Building Authority, has been appointed as liaison to work to coordinate with Stu Pettitt and Comstock Construction for Phase 3 and authorized up to \$5,000 to make on-the-spot decisions.

Mr. Jeff Johnson, also a member of the Building Authority, has been appointed liaison to the DHHS Board, and tasked with discussing with them the 3-party agreement that Mr. Figura is working on to get an operations agreement with the Maples.

Comm Carland asked if there is a completion date for all construction activity. No date, and it will not be June or July; there are multiple changes in this process.

Comm Carland stated he understands you may make changes to Phase 3 with a wish list for the Maples – is that a deviation from the bond? Stu Pettitt to work with Dave Burley regarding their list. Nothing they want will be an excessive cost over Phase 3 amount.

Comm Jeannot acknowledges the quality board members and the skill set they bring; also, when you get an operating agreement together, look forward to that. We should have one.

COMMISSIONER REPORTS

Comm Carland reported that he has been talking with township and villages regarding firework ordinance with the Sheriff Dept then there would be enforcement. Airport Authority received some snow – hope we don't have to deal with it anymore. Maintenance has been done on the fuel system at the Airport.

Comm Roelofs stated that the Village of Lake Ann is doing some street maintenance and upgrades. The Village needs a PASER report done. EMS Advisory board met and held discussions regarding mutual aid with Munson Manistee, impression was that they are somewhat reluctant about getting into "mutual" aid agreement. Spoke regarding passenger train from Ann Arbor to Traverse City – they are trying to revitalize it. May 19 will be Tight Line for Troops event in Manistee. May 19 there will be a memorial for Ed Carter at the Veterans Memorial starting at noon and in the afternoon, Congressman Bergman will be at the memorial for a short gathering.

Comm Jeannot reported that NMCAA Executive Director is retiring and they have promoted from within -- Kerry Baughman. Housing issues – business partners and he now have an option on 16 acres in Crystal Lake Township. Lake Township – Bill Robinson will be retiring in the next 30-60 days after 40 years of service. Former township clerk Anna Grobe will be his replacement until the next election.

COMMISSIONERS

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April 24, 2018

Comm Money reported that the Land Bank has sold 16 acres of property at the 669 tire fire site. May 19 will be Homestead Township clean-up day at the Road Commission. Asks the board to consider changing the COTW start time to 12:30 p.m. Will be discussed later today.

Comm Griner stated that a fireworks ordinance would be helpful & important. Northern Michigan Counties meeting was cancelled but next month they will visit the Mescota morgue. Request to Sheriff Dept – red boxes are being placed in pharmacies for drug collection and asks them to pick them up. Rail situation – have to put gates at all crossings; that is the hold-up.

Comm Warsecke reported that Inland Township propane tank fill-up and blood drive will be May 18. Attended the Colfax Township meeting, and was glad to have Mitch there as well. Attended the BTA and school safety meeting and have met separately with Matt Olson, Superintendent at Benzie schools.

10:00 a.m. Jim Henderson, EMS Director

Mr. Henderson brought two pieces of equipment with him – a ventilator and stair chair. They now have three ventilators and two were purchased with 2% grant funds received from the Grand Traverse Band. The electric stair chair was purchased with grant funds and with the sale of proceeds of unused equipment. He performed a demonstration of each of the two items for those in attendance at the meeting.

10:16 a.m. Closed Session – Attorney Grant by phone

Motion by Warsecke, seconded by Carland, to go into closed session to consult with our attorney regarding settlement in connection with the case of Karen Mallon vs Benzie County Board of Commissioners, File No. 18-10847-CZ pending in the Circuit Court for the County of Benzie pursuant to Section 8(e) of the Open Meetings Act since discussion in an open meeting will have a detrimental financial effect on the litigating position of Benzie County and its Board of Commissioners. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

10:27 a.m. Re-enter Open Session

Motion by Carland, seconded by Griner, to accept the recommendation of county counsel as discussed in closed session. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Comm Warsecke asks that department heads to give a written report ahead of time, we can read the reports and if we have comments or questions regarding it we can ask at that time.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- April 27 he will meet with Munson Manistee to discuss mutual aid.
- Maples lease and operating agreement – Mr. Figura has asked that he not share the very rough draft yet. Comm Jeannot says if there is no legal reason to not share, just share it with the appropriate people.
- RFP for financial deep dive into the county financial position – Comm Carland, Roelofs and Jeannot will work with Mitch and Treasurer Thompson and 2 – 3 citizens with financial interest in the community.

COMMISSIONERS

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April 24, 2018

Comm Jeannot inquired regarding the budget deadlines, and asked if the county appointed committees have input. Mitch responded yes.

Comm Carland requested the budget reports have four columns original 2017-18; amended budget year to date 17-18; proposed budget by department; fourth column would be recommended by the committee.

FINANCE

Bills: Motion by Griner, seconded by Money, to approve payment of the bills from April 11, 2018 to April 24, 2018 in the amount of \$492,427.20, as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Michelle Thompson, County Treasurer, provided the Tax Collection Report. Benzie County is at 95.57% collection rate.

COMMITTEE OF THE WHOLE

Comm Jeannot removes items 8 and 9.

Motion by Jeannot, seconded by Warsecke, to adopt items 1 – 7 of the April 10, 2018 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Comm Jeannot inquired of Comm Carland why he felt different on these two items during the COTW meeting. Comm Carland responded that making those type of adjustments in the middle of the year isn't proper, there is a time and a place to do that and feel it is at budget time, it is important to be consistent. I am not comfortable doing this.

Maridee Cutler stated that historically you have done mid-year raises; only the non-union and non-elected employees do not have the opportunity to receive increases during the year, because they are without any sort of a contract. All collective bargaining employees get a step raises.

Michelle Thompson, County Treasurer, typically we don't use the wage line item if there has been a position vacated, we don't transfer that to some other use. There has been a lot of coming back to you to use a wage line to effect a change in someone else's wage. That is a bad precedent to set. We do changes during the budgeting process.

Sheriff Schendel stated it is cause and effect, we do have a group of employees not in the union; once wages are addressed, that is taken care of you won't see the issues. Non-union wages are the ones continually falling behind.

Motion by Jeannot, seconded by Warsecke, to approve items 8 and 9 of the Committee of the Whole Consent Calendar as follows: 8: To approve the wage increase for Brianne Lindsay to a Field Appraiser 1 status effective April 24, 2018. 9: To change the employee roster to reclassify the Equalization Secretary position to a Field Appraiser 1. Roll call. Ayes: Griner, Jeannot, Money, Roelofs and Warsecke Nays: Carland Exc: Sauer Motion carried.

COMMISSIONERS

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COMMITTEE APPOINTMENTS

Betsie Valley Trail: Motion by Griner, seconded by Roelofs, to reaffirm the appointment of Devonia Dyer as the Village of Thompsonville representative to the Betsie Valley Trail. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Benzie Transportation Authority: Motion by Carland, seconded by Roelofs, to re-appoint Susan Kirkpatrick to the Benzie Transportation Authority for 3 years, with a term to expire on April 30, 2021. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Comm Roelofs asks that committee reappointments be run through the Chair of that particular committee before coming to the Board of Commissioners.

ACTION ITEMS – None

CORRESPONDENCE

- Road Commission minutes of March 29 and April 4, 2018 received.
- Benzie Transportation Authority March 2018 financial reports received.

UNFINISHED BUSINESS

Take Home Vehicle Policy: Motion by Jeannot, seconded by Money, to approve the Take Home Vehicle Policy as presented. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

NEW BUSINESS – None

11:14 a.m. Public Input

Karen Mallon commented regarding the late arrival of committee appointment letters.

Eric VanDussen stated he supports the appointment to the BVT, but you have a committee appointment policy.

11:17 a.m. Public Input Closed

Motion by Roelofs, seconded by Carland, to adjourn at 11:18 a.m. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Evan Warsecke – Vice Chair

Dawn Olney, Benzie County Clerk

INDEX

1. Approved the agenda as amended, adding BTA to Committee appointments.
2. Approved the regular session minutes of April 10, 2018 as corrected.
3. Approved the closed session minutes of April 10, 2018 as presented.
4. Adopted the 2018 Equalization Report, L-4024, authorizing the chairman to sign.
5. Entered closed session to discuss with legal counsel Mallon vs Benzie County BOC.
6. Accepted the recommendation of county counsel as discussed in closed session.

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April 24, 2018

7. Approved payment of the bills in the amount of \$492,427.20, as presented.
8. Adopted items 1 – 7 of the April 10, 2018 Committee of the Whole Consent Calendar as presented. Approved items 8 and 9 of the Committee of the Whole Consent Calendar as follows: 8: To approve the wage increase for Brianne Lindsay to a Field Appraiser 1 status effective April 24, 2018. 9: To change the employee roster to reclassify the Equalization Secretary position to a Field Appraiser 1.
9. Reaffirmed the appointment of Devonia Dyer as the Village of Thompsonville representative to the Betsie Valley Trail.
10. Re-appointed Susan Kirkpatrick to the Benzie Transportation Authority for 3 years, with a term to expire on April 30, 2021.
11. Approved the Take Home Vehicle Policy as presented.

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

1. To amend the 2017-18 budget by increasing the expenditures and revenues in fund 256 Register of Deeds Automation Fund as presented in the amount of \$10,000.
2. To authorize application to the Michigan Emergency Management Performance Grants Emergency Operations Center Support Program as requested.
3. To authorize Kim Nowak to carry over 37.5 hours of vacation time to be used before May 30, 2018.
4. To approve the request to amend the 2017-18 Animal Control budget as presented in the amount of \$6,381.00.
5. To approve the request to adjust the 2017-18 County Administrator's Budget as presented in the amount of \$2,000.00.
6. To approve the request to amend the 2017-18 Circuit Court Budget as presented in the amount of \$5,000.00.
7. To amend the 2017-18 EDC Budget as presented in the amount of \$30,000.00.
8. Removed from Consent Calendar.
9. Removed from Consent Calendar.

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

Destroy Date: _____

Closed Session
April 24, 2018
Mallon vs Benzie County BOC
Greg Grant by phone

Elected Officials and Department Head Comments



Memo To: Board of Commissioners
From: Jesse Zylstra, Solid Waste and Recycling Coordinator
Date: May 2nd, 2018
Subject: Solid Waste and Recycling Update May 8th, BOC Meeting

1. **HHW Collections---** The Scrap Tire Grant has been secured. The HHW Collection dates of June 16th, July 14th (tire only), and August 4th have been confirmed.
2. **Bus Wrap Contract---** The included Bus Wrap Advertising Contract is ready for BOC approval and signature. The Bus Wrap has been installed and payment is pending regarding acceptance of the Contract. It has been reviewed and approved by the County Attorney, and has also been approved for signature by Bill Kennis of the BTA.
3. **Frankfort Site Update---** In contact with Josh Mills regarding a new permanent recycling site. There are a couple locations being considered. I am hopeful to have a site plan confirmed soon.
4. **Solid Waste and Recycling 2018 Budget---** David drafted a budget for the upcoming fiscal year before he left. I will be meeting soon to discuss it further with the Administrator.

Jesse Zylstra, Solid Waste and Recycling Coordinator

RECEIVED

MAY 02 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

B BENZIE BUS

Keep our county beautiful! REDUCE • REUSE • RECYCLE



**11 RECYCLING SITES
IN BENZIE COUNTY**



DEED



231.882.0



SIGNS • DISPLAYS • VEHICLE WRAPS

B BENZIE BUS

Keep our country beautiful!

REDUCE • REUSE • RECYCLE

11 RECYCLING SITES
IN BENZIE COUNTY



DEQ



231.882.0554





231.882.0554



DEC



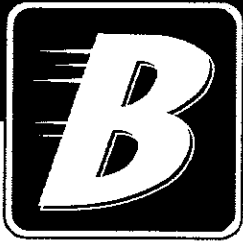
TRANSIT 350HD



11 RECYCLING SITES
IN BENZIE COUNTY

Keep our county beautiful!
REDUCE • REUSE • RECYCLE

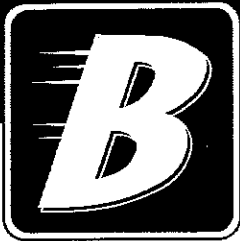
B BENZIE BUS



Advertising Terms

1. BTA reserves the right to reject any artwork of copy, pictorial or otherwise, for any reason as determined by BTA.
2. Advertisement will not cover the Benzie Bus brand or logo.
3. Bus wrap advertisements are not reusable once removed. Shelter advertisements may be reusable and may be picked up by the advertiser if a request is put in writing 30 days before the scheduled removal.
4. Billing for monthly charges will be made in advance and will be due on the first day each month depending on the installation date; billings may be prorated for a partial month. A 5% delinquency charge per month will be assessed for late payments and default will occur upon (45) days after payment due date.
5. In the event the advertiser's graphic is damaged or destroyed during the term of the agreement BTA will be held responsible for repairing or replacing the graphic within the first 75% of the term of the agreement. During the final 25% of the term of the agreement BTA has the discretion on repairing or replacing the graphic. (ex: for a one year contract, BTA would be responsible for repairing or replacing in the first nine months. BTA would have the discretion for the remaining three months.)
6. At the end of the agreed term of advertisement, the agreement will automatically be month to month until either BTA needs to terminate or the advertiser wish's to terminate the advertisement.
7. If a vehicle is out of service for more than 10 consecutive business days BTA will prorate the monthly charge accordingly.
8. Termination by either party requires a 30 day written notice.
9. **Nondiscrimination.** BTA, as required by law, shall not 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, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Agreement.
10. **Insurance.** BTA shall maintain appropriate general liability insurance, worker's compensation insurance, automobile insurance, and professional liability insurance for the duration of this contract and will provide copies of the policy limits and certificates of insurance upon request of Advertiser.
11. The people signing this agreement on behalf of the parties to this Agreement certify by their signatures that they are duly authorized to sign this Agreement

All modifications, amendments or waivers of any provisions of this Agreement shall be made only by the written mutual consent of the parties hereto.



Benzie Bus Advertising Agreement

Benzie County Solid Waste Department (Advertiser) hereby contracts with Benzie Transportation Authority (BTA) for the display of the outdoor advertising media on the bus and/or bus shelter advertising space controlled by BTA upon the terms and conditions set forth here.

The term is for 20 months commencing on the first of the month following ad installation and for a partial month which will be calculated by the day from installation to the first of the month.

Ad Description: Benzie County Recycle

Vehicle Type and Unit Number: Ford Transit #31

\$100 per Side

\$50 Rear

Charge first 12 months: \$250.00 from April 1, 2018 to March 31, 2019

Charge for 8 months: \$187.50 from April 1, 2019 to December 31, 2019

* Multiyear agreements will be discounted by 25% after year one.

The monthly charge is \$100.00 per bus/shelter side ad. An ad is defined as one side of one bus or bus shelter. The advertiser will be billed monthly unless other arrangements are made. Upon request of advertiser a one-time invoice will be billed for the full amount of \$4,500.00. The bill is due upon receipt.

Additional Comments:

Name and Title of Authorized Signer:

Address, Phone, Email, Website:

X _____ Advertiser Signature _____ Date

X _____ BTA Signature _____ Date

Commissioner Report

County Administrator's Report



448 Court Place • Beulah, MI 49617

Memo To: Benzie County Board of Commission
From: Mitchell D. Deisch, Administrator
Date: May 2, 2018
Subject: Administrators Update 5/8/18 BOC Meeting

1. **BRA/EDC By-Law Update-** For several months the BRA/EDC Committee has been working on updating by laws, based upon the merger of the two entities. Whereas typically updating by-laws is not a big issue, unless you combine an Authority and state recognized Economic Development Corporation. The process for updating the by-laws for the BRA/EDC is as follows:
 - a. Identifying if there are any remaining funds under the controls of the Economic Development Corporation.
 - b. Have the BRA/EDC pass a recommendation to dissolve the Economic Development Corporation to the County Board of Commission.
 - c. Have the County Board of Commission pass a resolution dissolving the Economic Development Corporation.
 - d. Send Resolution to the State of Michigan.
 - e. Once State endorses the dissolution of the Economic Development Corporation, new by laws can be created.

More to follow.

2. **Maples Operating Agreement** – I am currently working with the County Attorney to create an operating agreement for the Maples. As of this date, we have not found a County owned Medical Care Facility that has an operating agreement. Thus we are starting from scratch. A copy of the very rough draft was provided to Building Authority Chair.
3. **Joint Building Authority, DHHS and BOC Meeting** – In discussing the need for a Maples operating agreement the idea of holding another joint BA, DHHS and BOC meeting came up. The BA also requested this meeting be scheduled. I will start the process of working on dates and locations for this meeting to be held. One of the topics will be the operating agreement. I will reach out to both the DHHS and BA to set the agenda. More to follow.
4. **Updated May 2018 BOC Calendar** – Attached is the revised BOC May 2018 calendar. The one change was to correctly identify the Alliance for Economic Success monthly meeting date of May 23, 2018 at 4:00 pm, at their office in Manistee, MI.
5. **Financial Review RFP** – Last week I presented the draft Benzie County RFP to the BOC for their review and comments. I have attempted to reduce the length of the RFP, by removing the majority of the Benzie County background information. It is still lengthy, but I also want it to be

RECEIVED

MAY 02 2018

DAWN OLNEY
BENZIE COUNTY CLERK

comprehensive. The revised copy of the RFP is attached. I am planning on moving forward with this document, absent any significant changes being requested by the BOC.

6. **MIDC Letter** – Attached is the letter that both Benzie and Manistee County received regarding the re-submittal of our revised MIDC plan. You will recall a revision was required several months ago, where we were requested to provide greater detail on expenditures. I am pleased to say that our revised plan was approved by the State MIDC.

In discussing the letter with the State MIDC office they provided me with the following information:

- Approximately 61.3 million is being requested by the State of Michigan to implement County plans.
- The State of Michigan has set a goal of mid-June 2018 for approving their FY 18/19 budget.
- The State revenue estimating conference is scheduled for the end of May 2018, which will identify estimated revenues for the upcoming FY budget.
- There was no information available on what will happen if the State of Michigan only partially funds the cost to implement the County MIDC plans.
- The MIDC Office confirmed that Counties are only required to implement the plans (180 days) after funding is provided to them by the State.
- The MIDC is holding a conference in June 2018 to discuss when the next 4 requirements will be required to be incorporated into the County MIDC plans.
- The next four requirements are as follows:
 - Independence from the judiciary
 - Defender workload limitations
 - Qualifications and review of attorneys accepting assignments in adult criminal cases
 - Economic disincentives and incentives

More to follow:

7. **EMS Mutual Aid Meeting with Manistee Munson 4/27/18** – As we discussed last week, Benzie County representatives meet with Manistee Munson representatives last Friday to discuss a new mutual aid agreement that would equally serve both Benzie County and Manistee Munson. A draft agreement is being prepared for review by both entities. More to follow.
8. **COTW / OMA Posting Question** – At last week's BOC/COTW meeting a discussion was had about moving up the COTW meeting to 12:30 pm. A question was asked on how to post the meeting, based upon occasionally the BOC meeting may run later than 12:30 pm. The County Attorney provided the following posting language to resolve this situation.

“The Committee of the Whole meeting will start at 12:30 pm or after the Board of Commission meeting has ended, whichever is later.”
9. **State and Federal Grant Policies** – In order for Benzie County to continue to apply for both state and federal grants (CDBG) to assist businesses development and growth within the Benzie County, several policies need to be approved by the Benzie County Board of Commission. Venture North has been assisting Benzie County with recent CDBG grant/loan opportunities

(Crystal Mountain, Sleeping Bear Apiaries, etc..) and also assisted in preparing the attached policies. Venture North Executive Director Laura Galbraith will be present at the May 22, BOC meeting to discuss and provide explanation on the required policies. More to follow.

May 2018

*Please note that all scheduled meeting dates, times and locations are subject to change. Last Updated 5/2/18.

May 2018						
June 2018						
May 2018						
June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
SUNDAY						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
SATURDAY						
Apr 29	30	May 1	2	3	4	5
				9:30am Area Agency on Aging		
6	7	8	9	10	11	12
	9:00am Veterans Council 10:00am NMRE SUD	9:00am BOC 1:30pm COTW (HR & Technology) 4:30pm BVT	1:30pm Animal Welfare	9:00am Centra Wellness 9:30am Road Comm. 10:00am MAC WC Fund 3:00pm 911 Advisory 6:00pm Planning Comm		9:30am Point Betsie
13	14	15	16	17	18	19
	5:00pm Networks Northwest	3:30pm EMS Advisory	8:00am Chamber 8:30am Land Bank 1:00pm NW MI Act 4:00pm Cons. District 4:30pm BSR	9:00am BA 12:30pm NW MI Comm. Act. Agency (TC) 3:00pm Joint Court 7:00pm FCCAA	11:00am BRA/EDC	
20	21	22	23	24	25	26
	9:45am Northern MI Counties (Grayling) 2:00pm Local Emerg. Plan. Comm.	9:00am BOC 10:00am DHHS 1:30pm COTW (B&G /Finance)	9:30am HSCB 4:00pm AES 4:00pm AES	8:00am GT Vet. Affairs (TC) 9:30am Road 4:00pm Health Dept. 7:00pm Local Planning		
27	28	29	30	31	Jun 1	2
	5:00pm Park and Rec					



REQUEST FOR PROPOSAL

Options and Implications:

Identification and Recommendations on Revenue
Enhancement Options and Improved Efficiency's to
Ensure Both Short Term and Long Term Fiscal
Health for Benzie County Government

May 1, 2018

1. Introduction

The financial capacity of county government to meet its statutory requirements and provide programs and services that meet community needs is essential to the quality of life and economic well-being of a county. As with many governmental units in Michigan, Benzie County is in a period of static resources (due to headlee rollbacks) and increasing demands. In their Strategic Plan completed in 2017, the Benzie County Board of Commissioners established a goal which is consistent with the goal for this project. Too quickly syntheses the issue down simply, revenues are not keeping pace with expenses, such as rising health insurance and pension obligations.

To address this revenue expenditure deficits, Benzie County made financial decisions during the economic downturn to eliminate some departments (Planning and Zoning) and outsource others (Building Department). While employee benefits remain quite good, wages and hourly rates have lagged behind the surrounding area. Several employees have recently left Benzie County for increased wages.

2. Scope of Work

We are seeking responses to this Request for Proposal (RFP) from qualified organizations to assist Benzie County in achieving the following goal:

Benzie County is looking for an independent review of both short term and long term finical conditions to assist Benzie County with establishing a three year Capital Improvement Plan, identify options for increasing revenue, improving internal efficiencies, Identify trends that may positively or negatively impact long term finances, develop a framework for preparing a three year fiscal budget and finally, if a shortfall between revenue and expenditures is determined in future fiscal years identify options for closing this fiscal gap.

3. Request for Proposal

The Benzie County Board of Commission feels that this project sets a precedent for the County and perhaps other rural Northern Michigan Counties. We are seeking firms with specialized qualities to carry out the project, assist the County with finalizing the scope of work and agreed upon project deliverables.

4. Project Deliverables

Deliverables will be defined in part once the County selects and develops a work plan with the desired respondent. We expect deliverables will include:

- a. Assumptions guiding recommendations, including a long-term financial position for the County showing sources and uses of revenues and anticipated or potential revenue gaps.
- b. An analysis of options and implications for new or expanded revenue sources and their impact on the long-term financial position.
- c. An analysis of significant internal modifications that could be considered to strengthen the financial position of the County.
- d. An identification of potential public or other organizations that could be longer term sources of revenue that have not been effectively developed by the County.
- e. An analysis of potential partnerships, mergers or other forms of affiliations that the County could consider to sustain or increase productivity and reduce or stabilize costs through economy of scale.
- f. An identification and analysis of new program or service responsibilities that could be assimilated by the County that would trigger a cost shift from other local units of governments and a corresponding revenue shift, particularly for programs or services that can be more efficiently managed by creating a critical mass and economy of scale.
- g. Identification of options for increasing revenue to continue to provide both mandated and desired general fund services.
- h. Development of the framework for creating a 3 year Capital Improvement Fund.
- i. Development of a framework for creating a 3 year fiscal budget.

5. Important Benzie County Demographic Data

Per capita income	\$24,831
Median household income	\$47,366
Percent of people in poverty	11.1%
Publically owned land	36.82%
Pension unfunded liability	67%
Health Insurance unfunded liability	N/A

Important millage and revenue data includes:

2017 Taxable Value	\$1,199,224,010
2017 Operating Millage	3.4620
2017 Voted Millage's	4.637
17/18 General Fund taxes	\$4,549,957

6. General Fund Operation Millage Overview

The residents of Benzie County in 1982 voted to establish the County general fund operating millage rate 5.29 mills. Through the Headlee rollback legislation, this general operating millage rate has been reduced to 3.4620 mills in 2017. Thus while taxable value has continued to steadily grow, the new revenue has been limited to the state inflation rate and new construction, which has equated to approximately \$70-75,000 annually, which is unable to keep up with rising costs associated with providing both mandated and desired county services.

7. Benzie County Government

The County government provides all the traditional mandated and numerous non-mandated services to County residents. County Divisions include:

- Animal Control
- Building Safety & Code Enforcement
- County Administrator's Office
- Emergency Operations Management
- Emergency Medical Services
- Equalization
- MSU Extension Benzie County Portal
- 19th Judicial Court
- 85th District Court
- 9-1-1 Central Dispatch
- County Clerks' Office
- Friend of the Court
- Probate Court
- Prosecutor's Office
- Recycling and Solid Waste
- Register of Deeds
- Sheriff's Office /Jail / Road Patrol
- Surveyor's Office
- Treasurer's Office
- Land Bank Authority
- City/County Airport Authority

In addition to the County Board of Commissioners, elected officials include:

- Prosecuting Attorney
- Sheriff
- County Clerk
- County Treasurer
- Drain Commissioner
- County Surveyor

The County has a current total General Fund budget of \$6,372,137 for FY 17/18. The County fiscal year budget runs from October 1 – September 30. Please go to Benzie.com for the County's current operating budget.

8. Project Team

We have created a Project Team to do the following:

- a. Review and screen responses to this RFP
- b. Interview selected respondents
- c. Identify a finalists who will be requested to work with the Project Team to finalize detail scope of work.
- d. Develop a recommendation to the County Board of Commissioners on the preferred consultant(s) to carry out the project.
- e. Host public presentation(s) on project results and recommendations
- f. Help ensure public involvement in the project at all phases to the maximum extent possible.

Project Team members include:

Michelle Thompson, Benzie County Treasurer
Benzie County Board of Commissioner
Benzie County Board of Commissioner
Mitch Deisch, Benzie County Administrator
2-3 selected Community Members

9. Relevant Information and Materials

Respondents to this application are encouraged to research and review materials that may be germane to this project, including but not limited to:

- a. Approaches taken by other rural counties that are relevant to this project.
- b. Benzie County web site
- c. Phase 1 – Benzie County Benchmarking Project (see web site)
- d. Past 5 years Benzie County Budgets
- e. Past 5 years Audits
- f. Past MERS Actuarial Valuations
- g. Benzie County staffing (see web site)
- h. More detail – Benzie County programs and services (see web site)

10. RFP Tentative Schedule

The RFQ Tentative schedule is as follows:

Milestone	Target Date
1. Issuance of RFP	May 15, 2018
2. Informational Meeting – County Building	May 28, 2018
3. Responses to RFP due	June 15, 2018
4. Review and Screening of RFP's	June 18-22, 2018
5. Interviews with "Finalists"	June 25, 2018
6. Development of Scope of Work and Budget And Presentation to Project Team	August 2018
7. Selection of Consultant Execution of Contract	September 2018
8. Project Completion	TBD based on Scope of Work

Please note that the County Administrator will facilitate an informational meeting about this RFP on May 28, 2018 3 p.m. in the County Commission Chambers at the Benzie Government Building located at 448 Court Pl., Beulah, MI 49617. The County Administrator will review the contents of this RFP and have a team assembled to respond to questions.

11. Submission Requirements

All respondents to this RFP must submit their qualifications by no later than 5 p.m. on June 15, 2018 in person or by mail to:

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

Respondents must submit a total of nine (9) copies of their response in hard copy and a disc containing a copy of the response to mdeisch@benzieco.net

All submissions to the RFP must include the following contents:

- A. Name and address of firm(s) (a team of firms may also submit responses)
- B. Key person(s) to be assigned to project.
- C. Contact information for key person(s).
- D. Web site for respondent
- E. A review of the capabilities of the respondent and key person(s) related to this project, particularly those capabilities involving local government finance, relevant finance policy, local government revenue structures, innovation in local government program and service delivery and others.
- F. A review of the related experience of the respondent related to this project, particularly experience related to analysis, recommendations and reforms involving revenue streams and program delivery for local governments and methods and approaches for educating, informing and involving the general public in projects of this nature where public understanding and acceptance are crucial.
- G. A preliminary discussion involving how you would approach the scope of work and budget for this project, including phases involving research of best practices, project partners and/or primary information sources, development of potential options, assessment of options, formation of recommendations, public outreach and education and others.
- H. Three business references that can attest to the capabilities and experience of the respondent
- I. Not to exceed price to complete the project that will include necessary trips to Benzie County to assist with the finalizing the scope of work and research, presentation to the BOC and one general public presentation.
- J. Estimated time period to complete the project.

Responses shall be a maximum of 15 pages in length with attachments or appendices of no longer than 15 pages in length.



MICHIGAN INDIGENT
DEFENSE COMMISSION

April 20, 2018

Dear Sir or Madam:

Please be advised that the Michigan Indigent Defense Commission has reviewed the cost analysis re-submitted by your system. Your plan was previously approved by the Commission, and this letter shall serve as official notice that the cost analysis re-submitted by your system has been **approved** by the MIDC as well.

We are in the process of submitting financial estimates and related information to the Department of Licensing and Regulatory Affairs and the State Budget Office to secure funding to distribute through a grant for the approved cost analyses. *See* MCL 780.993(7). After funding is distributed, your system will have 180 days to comply with the MIDC's standards pursuant to the terms of the approved plan, cost analysis, and grant provisions. *See* MCL 780.993(10); 780.997.

In the meantime, you should register with the State of Michigan's SIGMA service if you have not done so already. If you have questions about SIGMA, there is contact information at the top of that website, which can be found at: <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>.

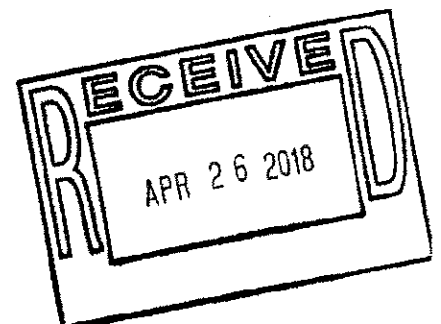
All state payments are being handled through SIGMA now, so the MIDC will need to know your vendor number (which should start with VSS). Please confirm the address where payments are to be sent. Please provide the vendor number and address information to your Regional Manager, or you can email it to info@michiganidc.gov, or call the MIDC office Monday through Friday, 9 a.m. – 5 p.m. at 517-657-3066.

We anticipate providing information about funding later this spring and we will advise as soon as possible regarding distribution of a grant to your system. In the meantime, if you have any questions, please feel free to contact your Regional Manager.

Thank you very much for your cooperation and patience with this process.

Sincerely,

Loren E. Khogali
Executive Director



EXCESSIVE FORCE POLICY

DRAFT

RESOLUTION NO. _____

A RESOLUTION OF THE BENZIE COUNTY BOARD OF COMMISSIONERS, ADOPTING A POLICY PROHIBITING THE USE OF EXCESSIVE FORCE AGAINST NON-VIOLENT CIVIL RIGHTS DEMONSTRATORS.

WHEREAS the Congress of the United States has passed the Armstrong/Walker "Excessive Force" Amendment (Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended) prohibiting the use of excessive force by a local law enforcement agency against any individual engaged in nonviolent civil rights demonstration within its jurisdiction;

AND WHEREAS Benzie County has received a Michigan Community Development Block Grant and is required to comply with the Armstrong/Walker "Excessive Force" Amendment;

AND WHEREAS the use of excessive force against demonstrators may cause the COUNTY to lose its grant or eligibility for future federal grants;

NOW THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF THE COUNTY OF BENZIE, MICHIGAN:

It is POLICY of the COUNTY that the use of excessive force is prohibited by local law enforcement agencies against individuals engaged in lawful and nonviolent civil rights demonstrations within the County.

The County will adopt and enforce a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within jurisdictions

The County Board directs the Sheriff's Department to implement this Resolution by amending applicable department procedures.

PASSED BY THE BOARD OF COMMISSIONERS, COUNTY OF BENZIE, MICHIGAN.

SIGNED BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

NON-DISCRIMINATION ON BASIS OF HANDICAP

DRAFT

Benzie County does not discriminate on the basis of disability in its hiring or employment practices. Benzie County will not ask a job applicant about the existence, nature, or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the position. Benzie County will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of Benzie County's business. To the extent its selection criteria for employment decisions have the effect of disqualifying an individual because of disability, those criteria will be job-related and consistent with business necessity. Employees' medical information is maintained separately from personnel files and protected by confidentiality.

Benzie County will provide appropriate auxiliary aids and services, including qualified sign language interpreters, assistive listening devices, and alternate formats, whenever necessary to ensure effective communication with members of the public who have hearing, sight, or speech impairments, unless to do so would result in a fundamental alteration of its programs or an undue administrative or financial burden.

A person who requires an accommodation or an auxiliary aid or service should contact the following officials; interpreter requests should be made as far in advance as possible but no later than 48 hours before the scheduled event: Dawn Olney, County Clerk, 231.882.9671, dolney@benzieco.net, Government Center, 448 Court Place, Beulah, MI 49617 or Relay Service 1-800- (TDD).

Complaints that a Benzie County program, service, or activity is not accessible to persons with disabilities should be directed to Dawn Olney, County Clerk. Complaints of disability-based discrimination against applicants for Benzie County employment or Benzie County employees should be directed to Mitch Deisch, County Administrator, 231.882.0558 or mdeisch@benzieco.net.

Benzie County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Adopted _____ Passed by _____

Signed by _____ Title _____

Date _____ Attest _____

DRAFT

Benzie County

Economic Opportunities Policy for Section 3 Covered Contracts

Background:

Section 3 of the Housing and Urban Development Act of 1968, as amended, ("Section 3") requires that economic opportunities generated by certain U.S. Department of Housing and Urban Development financial assistance for housing and community development programs be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and business concerns which provide economic opportunities to low- and very low income persons (24 CFR Part 135).

Pursuant to Section 3 of the Housing and Urban Development Act of 1968, as amended and 24 CFR Part 135, Benzie County adopts this Economic Opportunities Policy for Section 3 Covered Contracts. The policy will provide direction for implementing Section 3, when required.

Policy Statement:

Benzie County shall provide opportunities to low- and very low-income persons residing in the State of Michigan (as defined in § 135.5 of 24 CFR Part 135) and to businesses meeting the definition of "Section 3 Business Concern" (as defined by 24 CFR Part 135). Accordingly, Benzie County shall implement policies and procedures to ensure that Section 3, when required, is followed and develop programs and procedures necessary to implement this policy covering all procurement contracts where labor and/or professional services are provided. This policy shall not apply to contractors who only furnish materials or supplies through Section 3 covered assistance. It will apply to contractors who install materials or equipment. (See the definition of "Section 3 Covered Contracts" below.) There is nothing in policy that should be construed to require the employment or contracting of a Section 3 resident or contractor who does not meet the qualifications of the position to be filled or who cannot fulfill the contract requirements.

Definitions:

Benzie County incorporates into this policy the definitions contained in § 135.5 of 24 CFR Part 135.

Defined Terms of Policy:

- **Section 3** – Section 3 is a provision of the Housing and Urban Development Act of 1968, which recognizes that HUD funds are typically one of the largest sources of federal funding expended in communities through the form of grants, loans, entitlement allocations and other forms of financial assistance. Section 3 is intended to ensure that when employment or contracting opportunities are generated because a covered project or activity necessitates the employment of additional persons or the awarding of contracts for work, preference must be given to low- and very low-income persons or business concerns residing in the

community where the project is located.

- **Section 3 Recipient** – means any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State, unit of local government, PHA, IHA, Indian tribe, or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferees of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.
- **Section 3 Resident** – A section 3 resident is 1) a public housing resident; or 2) a low- or very low-income person residing in the metropolitan area or Non-metropolitan County in which the Section 3 covered assistance is expended.
- **Section 3 Business Concern(s)** – Section 3 Business Concerns are businesses that can provide evidence that they meet one of the following:
 - a) 51% or more owned by Section 3 residents; or b) at least 30% of its full time employees include persons that are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or c) provides evidence, as required, of a commitment to subcontract in excess of 25% of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications in the above two paragraphs.
- **Section 3 Covered Assistance** –
 - (a) Public and Indian housing development, operating or capital funds; or other housing assistance and community development assistance expended for housing rehabilitation, housing construction or other public construction projects, such as: CDBG, HOME, 202/811, Lead-Based Paint Abatement, etc.
 - (b) The following definition for Section 3 Covered Assistance comes from 24 CFR 135.5:
 - (1) Public and Indian housing development assistance provided pursuant to section 5 of the 1937 Act;
 - (2) Public and Indian housing operating assistance provided pursuant to section 9 of the 1937 Act;
 - (3) Public and Indian housing modernization assistance provided pursuant to section 14 of the 1937 Act;
 - (4) Assistance provided under any HUD housing or community development program that is expended for work arising in connection with:
 - (i) Housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair and replacement);

- (ii) Housing construction; or
- (iii) (Other public construction project (which includes other buildings or improvements, regardless of ownership)).

- **Section 3 Covered Contract** – means a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 Covered Assistance, or for work arising in connection with a Section 3 Covered Project. “Section 3 Covered Contracts” do not include contracts awarded under HUD procurement program, which are governed by the Federal Acquisition Regulation System (see 48 CFR, Chapter 1). “Section 3 Covered Contracts” also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 Covered Contract. For example, a contract for the purchase and installation of a furnace would be a Section 3 Covered Contract because the contract is for work (i.e., the installation of the furnace) and thus is covered by Section 3.
- **Section 3 Covered Project** – A section 3 covered project involves the construction or rehabilitation of housing (including reduction of lead-based paint hazards), or other public construction such as street repair, sewage line repair or installation, updates to building facades, etc.
- **Section 3 Covered Community Planning and Development Funding** – Community Development Block Grants (CDBG), Home Investment Partnership Assistance (HOME), Emergency Shelter Grants (ESG), Neighborhood Stabilization Programs (NSP), and certain grants awarded under HUD Notices of Funding Availability (NOFAs). The requirements for Section 3 only apply to the portion(s) of covered funding that were used for project/activities involving housing construction, rehabilitation, demolition, or other public construction.

Responsibilities:

1. Benzie County that receives community development or housing assistance covered by Section 3 has the responsibility to comply with Section 3 in its own operations. This responsibility includes:
 - a. Notifying Section 3 residents and businesses about jobs and contracts generated by Section 3 covered assistance so that residents may seek jobs and businesses may submit bids/proposals for available contracts;
 - b. Notifying potential contractors of the objectives of Section 3 and ways in which each contractor can assist the sub-recipient to meet its goal;
 - c. Facilitating the training and employment of Section 3 residents and the award of contracts to Section 3 business concerns; and
 - d. Documenting the action that the sub-recipient takes to comply with the Section 3 requirements, the results of the actions, and impediments, if any.

2. Benzie County has a responsibility to "ensure compliance" of their contractors and subcontractors. This means that a sub-recipient must:
 - a. Notify contractors of their responsibilities under Section 3 including, but not limited to, incorporating the Section 3 Clause in contract documents.
 - b. Refrain from entering into contracts with contractors that are in violation of the regulations in 24 CFR Part 135.
 - c. Respond to complaints made to the recipient by Section 3 residents or business concerns that the sub-recipient, a contractor or subcontractor, is not in compliance with 24 CFR Part 135.
 - d. Cooperate with HUD in obtaining the compliance of contractors and subcontractors when allegations are made that the sub-recipient's contractors and subcontractors are not in compliance with the regulation of 24 CFR Part 135.

Goals:

All contractors undertaking Section 3 covered projects and activities are expected to meet the Section 3 requirements. To demonstrate compliance with the "greatest extent feasible" requirement of Section 3, contractors must meet the goals set forth below for providing training, employment and contracting opportunities to Section 3 residents and Section 3 business concerns. To meet the goals, contractors must select Section 3 residents based on the following priorities pursuant to § 135.34, 24 CFR Part 135:

First Priority - Residents of the development where the work is to be performed.

Second Priority - Other residents of the neighborhood where the work is to be performed.

Third Priority - Other residents of the neighborhood who are participants in HUD-Youthbuild or others federal, state, and local job programs being carried out in the city or county area.

Fourth Priority - Other persons from the project metropolitan area who meet the definition of Section 3 resident contained in § 135.5 of 24 CFR Part 135.

Employment:

All contractors will seek low- or very low-income persons residing in the project metropolitan area for 30% of all new hires. When applicable, the contractor must show evidence of seeking project residents for 15% of the new hires.

Eligibility for employment or contracting nothing in this policy shall be construed to require the employment or contracting of a Section 3 resident or contractor who does not meet the qualifications of the position to be filled or who cannot perform the contract.

Preference for Section 3 Business Concerns:

Preference shall be awarded to Section 3 Business Concerns according to the following system:

- A. Where the Section 3 Covered Contract is to be awarded based upon the lowest price, the contract shall be awarded to the qualified Section 3 Business Concern with the

lowest responsive quotation, if it is reasonable and no more than 10 percent higher than the quotation of the lowest responsive quotation from any qualified source. If no responsive quotation by a qualified Section 3 Business Concern is within 10 percent of the lowest responsive quotation from any qualified source, the award shall be made to the source with the lowest quotation. If it is reasonable and no more than 10 percent higher than the quotation of the lowest responsive quotation from any qualified source. If no responsive quotation by a qualified Section 3 Business Concern is within 10 percent of the lowest responsive quotation from any qualified source, the award shall be made to the source with the lowest quotation.

- B. Where the Section 3 Covered Contract is to be awarded based on factors other than price, a request for quotations shall be issued by developing the particulars of the solicitation, including a rating system for the assignment of points to evaluate the merits of each quotation. The solicitation shall identify all factors to be considered, including price or cost. The rating system shall provide for a range of 15 to 25 percent of the total number of available rating points to be set aside for the provision of preference for Section 3 Business Concerns. The purchase order shall be awarded to the responsible firm whose quotation is the most advantageous, considering price and all other factors specified in the rating system.

Competitive Bids: Procurement by Sealed Bids (Invitations for Bids)

Preference in the award of Section 3 Covered Contracts that are awarded under a sealed bid process may be provided as follows:

Bids shall be solicited from all businesses (Section 3 Business Concerns, and non-Section 3 Business Concerns). An award shall be made to the qualified Section 3 Business Concern with the highest priority ranking and with the lowest responsive bid if that bid—

1. Bids shall be solicited from all businesses (i.e. Section 3 Business Concerns and non-Section 3 Business Concerns). An award shall be made to the qualified Section 3 Business Concern with the highest priority ranking (as defined in 24 CFR Part 135) and with the lowest responsive bid if that bid:

A.) is within the maximum total contract price established in Benzie County's budget for the specific project for which bids are being taken; and

B.) is not more than "X" higher than the total bid price of the lowest responsive bid from any responsible bidder. "X" is determined as follows:

X = lesser of:

When the lowest responsive bid is less than \$100,000 10% of that bid or \$9,000.

When the lowest responsive bid is:

At least \$100,000, but less than \$200,000 9% of that bid or \$16,000 At

least \$200,000, but less than \$300,000 8% of that bid or \$21,000

At least \$300,000, but less than \$400,000 7% of that bid or \$24,000

At least \$400,000, but less than \$500,000 6% of that bid or \$25,000 At least

\$500,000, but less than \$1 million5% of that bid or \$40,000 At least \$1

million, but less than \$2 million.4% of that bid or \$60,000 At least \$2 million, but less than \$4 million.3% of that bid or \$80,000 At least \$4 million, but less than \$7 million.2% of that bid or \$105,000 \$7 million or more 1.5% of the lowest responsive bid, with no dollar limit.

2. If no responsive bid by a Section 3 Business Concern meets the requirements of paragraph 1 of this section, the contract shall be awarded to a responsible bidder with the lowest responsive bid.

3. In both paragraph 1 and 2 above, a bidder, to be considered as responsible, must demonstrate compliance with the "greatest extent feasible" requirement of Section 3.

Compliance

HUD holds MEDC accountable for compliance with Section 3 requirements. In its written agreement with its housing partners, MEDC will site Section 3 obligations. When a housing partner is unable to meet Section 3 goals, MEDC will place the burden of proving compliance with Section 3 on the recipient.

The minimum numerical goal for employment is 30 percent of the aggregate number of new hires shall be Section 3 residents annually—i.e., 1 out of 3 new employees needed to complete a Section 3 covered project/activity shall be a Section 3 resident.

The minimum goals for contracting are:

- Ten percent of the total dollar amount of all Section 3 covered contracts for building trades work for maintenance, repair, modernization or development of public or Indian housing or building trades work arising in connection with housing rehabilitation, housing construction and other public construction, shall be awarded to Section 3 businesses; and
- Three percent of the total dollar amount of all non-construction Section 3 covered contracts, shall be awarded to Section 3 businesses.

Safe harbor and compliance determinations: In the absent of evidence to the contrary (i.e., evidence that efforts to the "greatest extent feasible" were not expended), if Benzie County or contractor meets the minimum numerical goals shown above, the recipient or contractor is considered to have complied with Section 3 preference requirements.

Benzie County will be expected to demonstrate why it was not feasible to meet the goals. At a minimum, if recipients of Section 3 Assistance are unable to meet their Section 3 training, hiring, and contracting goals, they should sponsor or participate in upward mobility programs, hire eligible residents in trainee positions with regard to training and employment, or form Section 3 joint ventures with various local employment agencies.

Data Collection and Reporting:

Benzie County will collect and submit required Section 3 data and complete Section 3 reporting requirements.

DRAFT

Adopted _____ Passed by _____

Signed by _____ Title _____

Date _____ Attest _____

DRAFT

Grievance Procedure under Section 504 of the Rehabilitation Act of 1973

This Grievance Procedure is established to meet the requirements of the Section 504. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Benzie County. The County's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Mitchell D. Deisch
County Administrator, Section 504 Coordinator,
Benzie County, Government Center
448 Court Place
Beulah, MI 49617

Within 15 calendar days after receipt of the complaint, the County Section 204 Coordinator or their designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, County Section 204 Coordinator or their designee will respond in writing, and where appropriate, in format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of Benzie County and offer options for substantive resolution of the complaint.

If the response by County Section 204 Coordinator or their designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of within 15 calendar days after receipt of the response to the County Administrator or his designee.

Within 15 calendar days after receipt of the appeal, the County Administrator or his designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the County Administrator or his designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by County Section 204 Coordinator or their designee, appeals to the County Administrator or his designee, and responses from these two offices will be retained by Benzie County for at least three years.

Adopted _____ Passed by _____

Signed by _____ Title _____

Date _____ Attest _____

Residential Anti-displacement and Relocation Plan under Section 104(d) of the Housing and Community Development Act of 1974, as amended.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, Benzie County will take the following steps to minimize the displacement of persons from their homes: *(The steps below are examples only, each jurisdiction must determine the actions it will take based on local needs and priorities).*

- A. Coordinate code enforcement with rehabilitation and housing assistance programs.
- B. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or tenants of multi-family buildings.
- C. Stage rehabilitation of apartment units to allow tenants to remain during and after rehabilitation by working with empty units or buildings first.
- D. Establish facilities to house persons who must be relocated temporarily during rehabilitation.
- E. Adopt public policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- F. Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- G. Adopt tax assessment policies such as deferred tax payment plans to reduce impact or rapidly increasing assessments on low income owner occupants or tenants in revitalizing areas.
- H. Establish counseling centers to provide homeowners and renters with information on the assistance available to help them remain in their neighborhood in the face of revitalization pressures.

Relocation Assistance to Displaced Persons

Benzie County will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

Benzie County will replace all occupied and vacant occupiable low and moderate income dwelling units demolished or converted to a use other than as low and moderate income housing in connection with an activity assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.488 (c) in Subpart I.

DRAFT

Before entering into a contract committing Benzie County to provide funds for an activity that will directly result in demolition or conversion, Benzie County will make public in a publication in a newspaper of general circulation and submit to Grants Administration the following information in writing:

- A. A description of the proposed assisted activity;
- B. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activities;
- C. A time schedule for the commencement and completion of the demolition or conversion;
- D. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the [jurisdiction] will identify the general location on an area map and the approximate number of dwellings units by size and provide information identifying the specific location and number of dwelling units by size as soon as it is available;
- E. The source of funding and a time schedule for the provision of the replacement dwelling units;
- F. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least 10 years from the date of initial occupancy;
- G. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of lower income households in the jurisdiction.

Contacts

To the extent that the specific location of the replacement units and other data in items D-G are not available at the time of the general submission, Benzie County will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

The Benzie County (insert name and phone number of office responsible for the replacement of housing) is responsible for tracking the replacement of housing and ensuring that it is provided within the required period.

The Benzie County (insert name and phone number of office responsible for relocation) is responsible for ensuring requirements are met for notification and provision of relocation assistance, as described in 570.488 (c), to any lower income person displaced by the demolition of any dwelling unit or the conversion of a low and moderate income dwelling unit to another use in connection with an assisted activity.

PASSED BY THE BOARD OF COMMISSIONERS, COUNTY OF BENZIE, MICHIGAN.

SIGNED BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

FINANCE REPORT

Committee Of The Whole

THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
April 24, 2018

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, April 24, 2018, 448 Court Place, Government Center, Beulah, Michigan.

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

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

The Pledge of Allegiance was recited.

Agenda:

Motion by Griner, seconded by Money, to approve the agenda as amended, adding 14A County Treasurer, 14B COTW time change discussion and move 9 up to 6A. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Minutes:

Motion by Carland, seconded by Warsecke, to approve the Committee of the Whole minutes of April 10, 2018 as corrected, using upper case M for Money on page 2. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Public Input – None

Ron Berns, Tower Top Amplifier – requesting budget amendment to purchase.

Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2017-18 911 Budget and authorize the purchase of a Tower Top Amplifier as follows:

Increase:

261-325-970.00	Equipment	\$44,617.00
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Decrease:

261-000-691.00	Fund Balance	\$44,617.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

1:44 p.m. Closed Session to discuss a written attorney-client privileged legal opinion: Motion by Warsecke, seconded by Money, to enter into closed session to discuss two written legal opinions from Cohl, Stoker and Toskey dated April 24, 2018. Roll call. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

2:32 p.m. Re-enter Open Session

Motion by Warsecke, seconded by Griner, recommend to the Board of Commissioners to approve the amended and restated L.O.U. for Sheriff's Office Detective Bureau Secretary and authorize the board chair to sign the L.O.U. if accepted by the Union and the effected employee as approved as to form by the County's labor attorney. Ayes: Griner, Jeannot, Money, Roelofs and Warsecke Nays: Carland Exc: Sauer Motion carried.

Committee of the Whole – Technology & HR

Page 2 of 5

April 24, 2018

Technology Update – Maridee:

Caleb Eifert with IT Right is present. He and Maridee reported that the virtual server failed today. Caleb stated that there have been issues due to old technology. Cost to replace is \$8,059.20.

Motion by Carland, seconded by Griner, to recommend to the Board of Commissioners to approve the purchase of a new virtual server, understanding that this action may take place before the next meeting. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Comm Jeannot asked if they are working on a capital improvement plan for technology.

Cabling Discussion: Maridee stated that 3 quotes have been received; she has prepared a spreadsheet laying out the cost for each step with each vendor. She would like to have the entire cabling project completed all at once rather than in steps.

Windemuller – Traverse City: \$59,750
Top Line Electric – Traverse City: \$57,650
Electromedia Cabling – Spring Lake: \$72,190.42

Motion by Carland, seconded by Jeannot, to recommend to the Board of Commissioners to enter into contract with Top Line Electric for cable removal in the amount of \$57,650, with the expectation that a Budget Amendment will be submitted at the next board meeting for line numbers to be used for the scope of work defined. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Catalyst Switch: **Motion by Carland, seconded by Griner, to recommend to the Board of Commissioners to replace two catalyst switches at a cost of \$9,297.00. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.**

Office 365 and 35 Exchange Rollout: Migration is in progress.

Medical Marijuana Grant – Kyle Rosa: **Motion by Jeannot, seconded by Warsecke, to recommend to the Board of Commissioners to amend the 2017-18 budget as follows:**

Increase:

101-305-539.00	MMOG Medical Marijuana Grant	\$7,432.00
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Decrease:

101-305-970.00	Equipment	\$7,432.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

2% Grant Request for Dive Team – Ted Schendel: **Motion by Jeannot, seconded by Warsecke, to recommend to the Board of Commissioners to approve the 2% grant request to the Grand Traverse Band of Ottawa and Chippewa Indians in the amount of \$6,371.00 to be used for dive team equipment, authorizing the chairman to sign. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.**

Committee of the Whole – Technology & HR

Page 3 of 5

April 24, 2018

Budget Amendments:

Kyle Maurer – Donation Amendment: Motion by Warsecke, seconded by Jeannot, to recommend to the Board of Commissioners to approve a Budget Amendment for fund 247 Animal Control as follows:

Increase:

247-430-835.20	Vet & Drug Fee	\$10,000.00
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Decrease:

247-430-647.00	Contributions & Donations	\$10,000.00
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Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Maridee – Transcript Amendment: Motion by Carland, seconded by Warsecke, to recommend to the Board of Commissioners to amend the 2017-18 Budget as follows:

Increase:

101-148-802.00	Transcripts	\$110.70
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Decrease:

101-148-613.08	Fees	\$110.70
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Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Mitch Deisch:

Step 3 Grievance – Krause: Request to have this step 3 be handled by the County Administrator.

Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to authorize the County Administrator to handle Step 3 of the Krause Grievance on behalf of the Labor Subcommittee. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Deputy County Administrator Compensation: Mitch provided a memo dated April 20, 2018 and stated that we don't live in a perfect world, changes happen. The Deputy County Administrator has been performing the IT function – such as the phone installation, she needs to continue in that role; it is an underpaid position. Recommends not waiting for another six months for the new fiscal year. Comm Jeannot stated we have been cautioned about this – there are other employees that are underpaid as well. What does this do to the morale; concerned with the consistency here of one by one and not the whole scope.

Mitch stated that when there has been more responsibility, this board has compensated them.

Comm Jeannot says the concern is to treat everyone equitably.

Mitch stated that if you would have done the compensation study, you wouldn't have to deal with this but you chose not to.

Comm Jeannot stated he is not satisfied that we are addressing all rather than just one.

Comm Carland stated that the County Administrator does not have a Chief Deputy; so someone could fill the function of the County Administrator. If this is reclassified as a Chief Deputy, that position is underfunded. A lot of positions are underpaid. That position has been doing those additional functions. They do need a Chief Deputy position and compensated as such.

Comm Carland says it is not unusual to have a Chief Deputy Administrator.

Comm Warsecke says it is a clear case that position is underfunded.

Comm Jeannot says we need consistency here.

April 24, 2018

Motion by Money, seconded by Griner, to recommend to the Board of Commissioners to set the wage at \$18.78 per hour for the Deputy County Administrator. Ayes: Griner, Money, Roelofs and Warsecke Nays: None Carland and Jeannot Exc: Sauer Motion carried.

Michelle Thompson, County Treasurer: Requests to increase her Chief Deputy wage by \$0.19 per hour to bring her up to the \$18.78 the other Chief Deputies receive.

Motion by Money, seconded by Roelofs, to recommend to the Board of Commissioners to compensate the Chief Deputy County Treasurer the same as the other three Chief Deputies.

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

COTW Time Change Discussion: Comm Money is requesting that the COTW sessions begin at 12:30 p.m. rather than 1:30 p.m.

Motion by Money, seconded by Griner, to recommend to the Board of Commissioners to change the Committee of the Whole start time to 12:30 p.m. Ayes: Carland, Griner, Money and Warsecke Nays: Jeannot and Roelofs Exc: Sauer Motion carried.

Finance Committee Decision (if necessary): None

Public Input – None

Motion by Roelofs, seconded by Warsecke, to adjourn at 3:50 p.m. Ayes: Carland, Griner, Jeannot, Money, Roelofs and Warsecke Nays: None Exc: Sauer Motion carried.

Evan Warsecke – Chair, COTW

Dawn Olney, Benzie County Clerk

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: 4/11/2018

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

Account to be Increased:

Line Number	Account Name	Amount
261-325-970.00	Equipment	44,617.00

Total \$ 44,617.00

Account to be Decreased:

Line Number	Account Name	Amount
261-000-691.00	Fund Balance	44,617.00

Total \$ 44,617.00

SIGNED: _____

Ronald Blum

Tower Top Amplifier purchase

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: 4/1/2018

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

Account to be Increased:

Line Number	Account Name	Amount
101.265.939.00	Capital Improvements	57,650.00

Total \$ 57,650.00

Account to be Decreased:

Line Number	Account Name	Amount
101.000.691.00	Budgeted Use of Fund Balance	57,650.00

-
-

57,650.00

SIGNED: _____

Amendment
BUDGET ADJUSTMENT REQUEST

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

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

DATE: 4/18/2018

Request to Adjust the 2016/2017 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
247-430-835.20	Vet & Drug Fee	\$10,000.00

Total \$10,000.00

Account to be Decreased:

Line Number	Account Name	Amount
247-430-647.00	Contribution & Donations	\$10,000.00

Total \$10,000.00

SIGNED: _____

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: 4/1/2018

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

Account to be Increased:

Line Number	Account Name	Amount
101-148-802.00	Transcripts (To record fees for Transcript that was ran through payroll, but collected \$\$ for)	110.70

Total \$ 110.70

Account to be Decreased:

Line Number	Account Name	Amount
101-148-613.08	Fees	110.70
		-
		-

110.70

SIGNED: _____

Committee of the Whole – Technology & HR

Page 5 of 5

April 24, 2018

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

1. To amend the 2017-18 911 Budget and authorize the purchase of a Tower Top Amplifier as presented.
2. To enter into closed session to discuss two written legal opinions from Cohl, Stoker and Toskey dated April 24, 2018.
3. To approve the amended and restated L.O.U. for Sheriff's Office Detective Bureau Secretary and authorize the board chair to sign the L.O.U. if accepted by the Union and the effected employee as approved as to form by the County's labor attorney.
4. To approve the purchase of a new virtual server, understanding that this action may take place before the next meeting.
5. To enter into contract with Top Line Electric for cable removal in the amount of \$57,650, with the expectation that a Budget Amendment will be submitted at the next board meeting for line numbers to be used for the scope of work defined.
6. To replace two catalyst switches at a cost of \$9,297.00.
7. To amend the 2017-18 General Fund budget as presented for Dept 305.
8. To approve the 2% grant request to the Grand Traverse Band of Ottawa and Chippewa Indians in the amount of \$6,371.00 to be used for dive team equipment, authorizing the chairman to sign.
9. To approve a Budget Amendment for fund 247 Animal Control as presented.
10. To amend the 2017-18 General Fund Budget for Dept 148 as presented.
11. To authorize the County Administrator to handle Step 3 of the Krause Grievance on behalf of the Labor Subcommittee.
12. To set the wage at \$18.78 per hour for the Deputy County Administrator.
13. To compensate the Chief Deputy County Treasurer the same as the other three Chief Deputies.
14. To change the Committee of the Whole start time to 12:30 p.m.

Committee Appointments

ACTION ITEMS

REMONUMENTATION CONTRACT

1. This Agreement

- A. This is an agreement made between the County of Benzie, a Michigan municipal corporation (hereinafter "Benzie County") and Crystal Surveying, L.L.C. (hereinafter "the surveyor").
- B. Benzie County intends to secure the basic surveying services as outlined in section 3 of this Agreement. The surveyor shall perform professional services in accordance with P.A. 123 of 1915, as amended, (particularly as amended by P.A. 345 of 1990, being the State Survey and Remonumentation Act), the Administrative Rules, and other regulations promulgated by the State Survey and Remonumentation Commission, and the approved Benzie County Remonumentation Plan.

2. Professional Standards

The standard of care for all surveying services furnished by the surveyor under this agreement will be for the care and skill ordinarily used by members of the surveyor's profession practicing under similar conditions at the same time and in the same locality.

3. Work Program

Upon written authorization to proceed, the surveyor will complete the services listed in section 3.B of this agreement by November 30, 2018, unless granted an extension by Benzie County.

- A. The specific monuments, by location, to be established or re-established, shall be determined on an annual basis by mutual consent between the county and the surveyor, and listed on "Exhibit A" (attached).
- B. For each corner listed in section 3.A of this agreement, the following shall be done:
 - 1. Corners shall be researched in detail by the surveyor, both on the ground at the site and through review of paper records according to the Benzie County Remonumentation Plan and accepted and proper practices of professional surveyors.
 - 2. The surveyor attends Peer Review for corners that are likely to receive immediate Peer Group Ratification.
 - a. The surveyor should submit the following items:
 - (1) Supporting documentation required by the Peer Group.
 - (2) The prepared (under P.A. 74 of 1970, as amended, guidelines) Corner Recordation Certificate(s), including four witnesses.

- b. If all is in order, action by the Peer Group is to pass a motion of ratification (by majority).
 - 3. After the Peer Group has reviewed and ratified a corner, the following steps should occur:
 - a. The Peer Group shall make a motion of ratification, enter it in the Peer Group minutes, and keep on file. The files are located at the Benzie County Government Center, Benzie County Treasurer's Office.
 - b. The surveyor shall place the monument, provided by Benzie County, in the field. A copy of the ratification, with a copy of all supporting documents, check lists, etc. shall be filed in the Peer Group's file, located in the Benzie County Government Center, Benzie County Treasurer's Office.
 - c. After a monument meeting and the specifications of the Benzie County Remonumentation Plan is in place, the surveyor should record the P.A. 74 of 1970 Corner Recordation Certificate(s). It shall be notated on the form (a Benzie County stamp) that the corner has been ratified by the Peer Group under P.A.345 of 1990, and the date of the Peer Group meeting when the corner was ratified.
 - d. The surveyor submitting the corner may bill Benzie County for reimbursement of recording fees.
 - 4. The surveyor shall be responsible to perform any additional paper work or documentation as may be required by Benzie County or the State Survey and Remonumentation Commission.
- C. For each corner listed in section 3.A of this agreement that meets the definition of "incidental" corner, the following shall be done:

Definition of terms: An incidental corner is one that is voluntarily presented to the Peer Group by a surveyor for ratification. This presumes that all work necessary for ratification by the Peer Group is complete, in the process of carrying out a private contract between the surveyor and client.

- 1. The surveyor attends Peer Review for corners, which are likely to receive immediate Peer Group Ratification.
 - a. The surveyor will submit the following items:
 - (1) Supporting documentation required by the Peer Group.
 - (2) The prepared (under P.A. 74 of 1970, as amended, guidelines) Corner Recordation Certificate(s), including four witnesses.
 - b. If all is in order, action by the Peer Group is to pass a motion of ratification (by majority).
 - 2. After the Peer Group has reviewed & ratified a corner, the following should occur:

- a. A motion of ratification shall be made and entered into the minutes of the Peer Group by Benzie County and kept on file in Peer Group files (Benzie County Government Center, Benzie County Treasurer's Office).
 - b. The surveyor shall place the monument, provided by Benzie County, in the field. A copy of the ratification, with a copy of all supporting documents, check lists, etc... shall be filed in the Peer Group's file (Benzie County Government Center, Benzie County Treasurer's Office).
 - c. After a monument meeting and the specifications of the Benzie County Remonumentation Plan is in place, the surveyor should record the P.A. 74 of 1970 Corner Recordation Certificate(s). There shall be a notation on the form (a Benzie County stamp) that the corner has been ratified by the Peer Group under P.A.345 of 1990, and the date of the Peer Group meeting when the corner was ratified.
 - d. The surveyor submitting the corner may bill Benzie County for reimbursement.
3. The surveyor shall be responsible to perform any additional paper work or documentation as may be required by Benzie County or the State Survey and Remonumentation Commission.
4. Work Performance
At a minimum, the surveyor shall comply with:
 - A. Fieldwork shall be performed in accordance with "Michigan Manual of Uniform Traffic Control Devices (Part VI-Construction and Maintenance)" and any additional requirements of the Benzie County Road Commission, if any.
 - B. Obtain and pay for all necessary permits, if applicable, and comply with all requirements of those permits.
 - C. Field traversing for determining mathematical relationships.
 - D. Setting, restoring, and perpetuating physical monumentation for government corners under the requirements of P.A. 74 of 1970, as amended.
 - E. The establishment of acceptable accessories for all monumented Section corners.
 - F. Record keeping of all field activities and corner research, in accord with acceptable County Remonumentation Plan standards. Provide Benzie County with a copy of such records.
5. Insurance
The surveyor shall provide Benzie County an irrevocable statement showing the surveyor has the following insurance:
 - A. Workers compensation & employers liability; and
 - B. Not less than \$500,000 per occurrence and/or aggregate combined single limit for Personal Injury, Bodily Injury and Property Damage for general liability with the following coverage including broad form general liability endorsement, or equivalent, if not included in policy proper, Benzie County named as Additional Insured, and

- C. Not less than \$500,000 per occurrence and/or aggregate combined single limit for vehicle liability, including Michigan No-Fault Coverage including all owned, non-owned, and hired vehicle coverage.

All insurance certificates shall include a requirement Benzie County is to be notified thirty (30) days prior to cancellation of any coverage.

6. Assignment and Cooperation

Subcontracting: Nothing contained in this contract shall prevent surveyor from employing such independent professional associates as contractor to assist in the performance of services hereunder. The contractor is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the contractor and not that of the County.

The surveyor is required to share data, notes, knowledge, and anything else pertinent to performing work for the Benzie County Remonumentation Program with:

- A. Other surveyors contracted to perform work in Benzie County's Remonumentation Program,
- B. The Benzie County Surveyor,
- C. The firm or individual contracted by the county for purposes of establishing Global Positioning System (GPS),
- D. The Benzie County Surveyor's Office, acting as the depository for Peer Review ratified corners,
- E. And, any member of the Benzie County Peer Group.

The intent, here, is for this contract to require cooperative working relationships and mutual assistance to all contractors, the surveyor, and Benzie County officials involved in the Benzie County Remonumentation program.

7. Payment

- A. The schedule of payments to the surveyor for basic services, additional services, and reimbursable expenses shall be a lump sum, paid within 45 days of the last of the following, which is completed:
 - 1. Benzie County receiving a bill from the surveyor and Benzie County confirming services have been completed, or
 - 2. The State of Michigan provides cash under the Remonumentation Program Grant.
- B. The amount of payment shall be the amount listed in the most recently dated Exhibit "A" to this agreement.
- C. Benzie County certifies the funds to meet the terms of this contract currently are in the Treasury of Benzie County, or are in the process of being collected, subject to the same terms and conditions as is, or may be, imposed by the State of Michigan for Remonumentation Grants.

8. Obligation of Benzie County

- A. Benzie County will provide, if requested:
 - 1. Criteria and information made available from the State Survey and Remonumentation Commission,
 - 2. Access to and copies of documentation pertinent to the assignment, subject to normal fees,
 - 3. A Benzie County monument and monument box, if necessary,

4. And, payment of Corner recording fees.
 - B. Benzie County designates Michelle Thompson, Remonumentation Grant Administrator, as Benzie County's representative.
9. Miscellaneous
- A. The Laws of the State of Michigan govern this Agreement.
 - B. All work done under this agreement, including all materials (regardless if stored electronically, magnetically, photographically, on paper and any other means) including but not limited to notes, forms, data, documentation, corner recordation certificates, surveys, copies of other records, shall become the property of Benzie County.
10. Amendments
- If the services proposed or conditions associated with the project significantly change, the parties shall notify each other, meet to arrive at a mutually satisfactory amendment to the agreement, in ink, on signed copies of this agreement, and shall be initialed by the persons signing this agreement.
11. Termination
- The surveyor may cancel this agreement, or Benzie County, provided written notification is given at least thirty days prior to the date of termination. If terminated, all work in progress shall remain the property of the surveyor. In the event of any termination, the surveyor will not be paid for any services rendered to the date of termination.
12. Signatories
- In witness whereof, Benzie County and the surveyor agree to the terms and conditions above described and each binds itself, its partners, and representatives to the other party. This Agreement supersedes all prior written or oral understandings between them. This Agreement and Exhibits may only be amended, supplemented, modified, or canceled by a duly executed, written instrument.

This Agreement is signed this 3rd day of May, 2018 by:

Gary Sauer, Chairman
Benzie County Board of Commissioners

John B. Smendzuik, Professional Surveyor No. 30895
Crystal Surveying, LLC



448 Court Place • Beulah, MI 49617

Memo To: Benzie County Board of Commission
From: Mitchell D. Deisch, Administrator *M D Deisch*
Date: May 2, 2018
Subject: Contract with Networks Northwest to provide planning services

For the past 1 ½ years Networks Northwest has been providing planning services to the Benzie County Planning Commission. Attached is a contract to continue these planning services through the end of the calendar year 2018.

If funds are budgeted in the FY 18/19 Planning Commission budget to continue this contract in 2019, the contract should be approved before the end of this calendar year, before the new contract starts.

Networks Northwest has been providing these planning services to the Planning Commission since the previous agreement expired on 12/31/17.

County legal counsel has reviewed and approved the agreement.

Recommendation

The Board of Commission could make a motion to approve the agreement with Networks Northwest to continue planning services through the end of 2018, authorizing the Chairperson to sign the agreement.

RECEIVED

MAY 02 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Contractual Agreement

Between

Benzie County
448 Court Place
Beulah, MI 49617

And

Networks Northwest
P.O. Box 506
Traverse City, MI 49685-0506

This contract, designated Number 2018 BENZIE is made and entered into by and between Benzie County (the "County"), 448 Court Place, Beulah, MI 49617, and Networks Northwest ("NN"), P.O. Box 506, Traverse City, MI 49685-0506.

In consideration of the mutual promises, covenants, and representations herein contained, the parties hereto agree as follows:

I. STATEMENT OF PURPOSE

The purpose of this agreement is to establish formal terms related to technical assistance provided by NN to the County for planning services.

II. SCOPE OF WORK

NN agrees to perform the functions set forth in Attachment A (the "Project"), and to comply fully with subsequent revisions and modifications.

III. PERIOD OF PERFORMANCE

NN shall commence performance of this contract on January 1, 2018, and shall complete said performance on December 31, 2018.

IV. STIPULATIONS

1. All powers under this contract not explicitly vested in the County remain with NN.

2. A request for modification of this contract can be made by either party and will be subject to negotiation, if necessary.

V. COMPENSATION

The County agrees to compensate NN for all work performed and services provided under this Agreement, not to exceed \$5,000.00 during the term of this contract. Payment is due after completion of work upon receipt of an invoice.

VI. TERMINATION

1. Either party may terminate this Agreement at any time by providing written notice to the other party of such termination and specifying the effective date thereof, at least 60 days before the effective date of such termination.
2. If either party terminates this contract, NN will be reimbursed for all costs incurred up to receipt of said effective termination date. NN will be reimbursed a proportionate share of the fixed fee based on the portion of the project that is complete as determined by the County; the County will receive the work product produced by NN under this contract up to the effective date of termination, prior to NN being reimbursed. In no case will the compensation paid to NN for partial completion of services exceed the amount NN would have received had the services been completed in full.

VII. INDEMNIFICATION

1. To the fullest extent permitted by law, the County shall indemnify, defend and hold harmless NN, its officers, employees and agents, from and against any and all claims for bodily injury, death or damage to property, demands, damages, actions, causes of action, suits, losses, judgments, obligations and any liabilities, costs and expenses (including but not limited to investigative and repair costs, attorneys' fees and costs, and consultants' fees and costs) which arise or are in any way connected with the work performed, materials furnished, or services provided under this contract by NN or its agents. These indemnity and defense obligations shall apply to acts or omissions of NN, its employees or agents, whether active or passive.
2. The County shall not be obligated to indemnify and defend NN for any negligence or willful misconduct of NN, its officers, employees, and agents, whether passive or active.
3. The County's indemnification and defense obligations hereunder shall extend to claims occurring after this agreement is terminated as well as while it is in force, and shall continue until it is finally adjudicated that any and all actions against NN

(including its officers, employees and agents) for such matters which are indemnified hereunder are fully and finally barred by applicable laws.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

ACKNOWLEDGEMENT OF AGREEMENT

FOR BENZIE COUNTY

Gary Sauer, Chairperson
Benzie County

Date

FOR NETWORKS NORTHWEST

Matt McCauley
Chief Executive Officer

Date

SCOPE OF WORK

Planning Commission Support:\$5,000

Networks Northwest staff will provide administrative and professional services to the Benzie County Planning Commission. Up to 12 Planning Commission meetings will be conducted throughout the course of the contract. Additional meetings may be called as needed; however, Planning Commission meetings exceeding 12 will be subject to additional expense, at an hourly rate of \$60 per hour. Services will include:

Deliverables

1. Preparation and email distribution of meeting agendas, materials, and notices.
Agendas will be developed with input from the Planning Commission chair and other stakeholders as appropriate.
 2. Staff attendance/participation/assistance at Planning Commission meetings
 3. Statutory review of local master plans and zoning ordinances. Staff reports will be developed and distributed prior to each Planning Commission meeting.
 4. Planning Commission website updates
 5. Point-of-contact services for questions, submittals, agenda requests, etc.
-

Correspondence

①

**BENZIE COUNTY
PARKS AND RECREATION COMMISSION**

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

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

**Regular Meeting
February 26, 2018
Benzie County Government Center**

RECEIVED

APR 23 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Vice Chair, Sean Duperron called the meeting of Parks and Recreation Commission to order at 5:04 p.m.

Present: Sean Duperron, Ed Hoogterp, Walter Roch Von Rochsburg, Tad Peacock, Barb Skurdall, and Ted Mick.

Absent: Cathy Demitroff, Coury Carland and Ann Bourne, Marjorie Pearsall-Groenwald.

Others Present: Jeanne McPherson, Recording Secretary
Visitors: None

Motion by Mick, seconded by Skurdall Agenda as presented, all Ayes, motion carried.

Motion by Hoogterp, seconded by Von Rochsburg to accept January 22, 2018 Meeting Minutes as corrected, all Ayes, motion carries.

Public Input: None

Guests: Steve Lagerquist presented a site map of the stairway going in at Railroad Point and explained he is waiting for final proposal.

Committee Reports:

Railroad Point: Vice Chair shares that both survey and rule signage are moving forward, and that Steve Lagerquist will present the Stair project for Railroad Point with the Board yet this evening. He explains we have \$7100.00 on hand and \$1500.00 will be sent from the endowment fund spendable reserve, as match approved last year. He also shares that

Emily and Todd's replacement (Scott Slavin) are meeting and plan to move the Betsie River project forward soon. Elizabeth has added Coury to the steering committee. Duperron explains that Bourne wants Coury added to Railroad Point with her.

Point Betsie Light House: None

Trail Report: Duperron shared there was a meeting 2-16-18 for the Mark Mandiburg proposed project. Bob Ford, Scott Slavin, and Sean plan to meet on the Betsie Valley Trail May 8, 2018 with Trail Management council to consider a memorial project location.

B.V. Trail Management Council: None

Recreational Facilities & Access: None

Zada Price Property: Peacock shared that March is coming and wants to do work. He is working with Bill Watson to do some work like fencing.

Recreational Programs: None

Old Business: None

New Business: None

2017 Committee Chairs:

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

Public Input: None

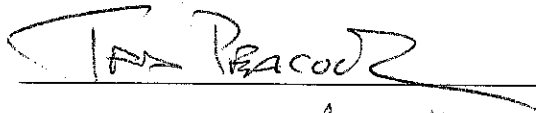
Correspondence: Two-Parks and Rec. Business magazines and NMC wilderness Training Registration.

Other Business before the Board: None

Motion by Peacock, seconded by Von Rochsburg to Adjourn.
Vice Chair, declared the meeting adjourned at 5:52p.m.

The next meeting is scheduled for Monday March 26, 2018 at 5:00 p.m.

Minutes were respectfully submitted by Jeanne McPherson, Recording Secretary


4-23-18

Tad Peacock, Secretary

APRIL 25, 2018

2

OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013

RESOLUTION

WHEREAS, Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

WHEREAS, Charlevoix County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline; and

WHEREAS, Governor Rick Snyder has now proposed a FY19 budget for the state of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

WHEREAS, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

WHEREAS, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Charlevoix County to provide indigent defense services in compliance with the first four standards, and

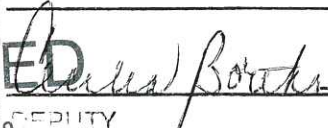
NOW THEREFORE BE IT RESOLVED, the Charlevoix County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the state of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated.

BE IT FURTHER RESOLVED, the Charlevoix County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the state of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Governor Snyder, Representative Triston Cole, Senator Wayne Schmidt, the Michigan Association of Counties, and the other 82 counties.

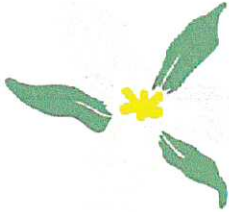

Chairman of the Board


Clerk to the Board of Commissioners

CERTIFIED
Cheryl Potter Browe, County Clerk
 04/26/2018
DEPUTY DATE

APR 27 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



ANTRIM COUNTY
BOARD OF COMMISSIONERS
P.O. Box 520
Bellaire, Michigan 49615
Phone (231) 533-6353
Fax (231) 533-6935
Chairman: Edgar Boettcher, III

April 19, 2018

At the April 12, 2018 meeting of the Antrim County Board of Commissioners, the following Resolution was offered:

RESOLUTION #12-2018 By Christian Marcus, seconded by Scott Kruger

OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93-2013

WHEREAS, Michigan Public Act 93 of 2013 created Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

WHEREAS, Antrim County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline, and

WHEREAS, Governor Rick Snyder has now proposed a FY 19 budget for the State of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

WHEREAS, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

WHEREAS, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Antrim County to provide indigent defense services in compliance with the first four standards, and

THEREFORE BE IT RESOLVED, the Antrim County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the State of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated.

RECEIVED

APR 25 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

RESOLUTION #12-2018 continued.

BE IT FURTHER RESOLVED, the Antrim County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the State of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Governor Snyder, Representative Cole, Senator Schmidt, the Michigan Association of Counties and the other 82 counties.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Dawn LaVarway, Scott Kruger, Christian Marcus;

No - None;

Absent – Brenda Ricksgers.

RESOLUTION #12-2018 DECLARED ADOPTED.

ANTRIM COUNTY CLERK, BELLAIRE, MI
STATE OF MICHIGAN, COUNTY OF ANTRIM, ss
I, Sheryl A. Guy, Clerk of the County of Antrim, do
certify the above is a true and exact copy of the
original record now remaining in this office.

IN TESTIMONY WHEREOF, I have set my hand
and official seal of the County of Antrim

this 19th day of April, 20 18
Sheryl A. Guy County Clerk



Benzie County Fire/EMS Association

Association Officers

President-Jerney Burrows
Vice-President-Nick Grzesik
Treasurer-Melanie Cederholm
Trustee-James Banasiak
Trustee-Benjamin Popa
Secretary-Frank Post

April 17th, 2018

To: Benzie County Board of Commissioners

Subject: Reduction of the \$3.00 Surcharge


Benzie Commissioners:

The Benzie County Fire and EMS Association is comprised of the Fire and Medical First Responders in Benzie County. It has been brought to our attention that the Benzie County Board of Commissioners is considering reducing the current \$3.00 per device to some lesser amount.

While we as taxpayers ourselves agree that monies should not be accumulated without a purpose or need, we also recognize that we are currently in the middle of a major transition from a VHF analog communications platform to an 800MHz digital platform. We were fortunate to receive an Assistance to Firefighter Grant (AFG) that pays for a significant portion of the new equipment, but does not pay of all the needed changes.

The local fire and EMS department could not afford to pay for the items not covered by the grant and look to Benzie County Central Dispatch to help pay for the infrastructure improvements that benefit all.

The members of the Benzie County Fire and EMS Association voted unanimously to urge the Benzie County Board of Commissioners not to reduce the \$3.00 this year and ask that they evaluate the fund balance after the transition to 800MHz is complete.


Jerney Burrows
President

RECEIVED

APR 30 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

5

BETSIE VALLEY TRAILWAY MANAGEMENT COUNCIL
Treasurer's Office, Government Center, 448 Court Place, Beulah, MI 49617
Phone 231-882-0011

Council Members: David Oellerich, Chairman, Gary Pallin, Vice Chairman, Jen Whiting, Secretary, Dan Schoonmaker, Treasurer, John Wheeler, Devonia Dyer, Scott Slavin John Rothhaar and Gary Sauer

To: Council Members, City of Frankfort, Village of Beulah, Village of Elberta, Village of Thompsonville, Benzie County Parks and Recreation Commission, Friends of the Betsie Valley Trail, Benzie County Clerk, Benzie County Treasurer, Benzie County Administrator, Benzie-Manistee Snowbirds

Re: BVTMC Meeting, 4:30 pm Tuesday, May 15, 2018, Govt. Center, Commissioners Room

AGENDA

- A. Call to order
- B. Approval of the Agenda
- C. Minutes of October 10, 2017 Board Meeting
- D. Public Input
- E. Other Presentations and Communications
 - Representatives of the MI DNR will update the Board on a proposed memorial to Mark Mandenberg, former MI DNR Director of Rails to Trails
- F. Treasurer's Report
- G. Reports
 - 1. Chairman
 - 2. Trail Care Coordinators
- H. Old Business
 - 1. Trail Resurfacing Update
- I. New Business
 - 1. Trail Event Use Applications
 - 2. Commemorative/Sponsorship Donation Policy Discussion
- J. Any other business that needs to come before the Council
- K. Adjourn

RECEIVED
MAY 01 2018
DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

6

**Betsie Valley Trailways Management Council
Minutes of the October 10, 2017 Meeting**

Held: Thursday, October 10, 2017, 4:30 p.m.
Commissioner's Room, Benzie Co. Government Center

Members Present: Dan Schoonmaker (Treasurer), David Oellerich (Chairman), Frank Walterhouse, John Rothhaar (Trail Care Coordinator), Flint Watt, Jen Whiting (Secretary), Gary Sauer, and John Wheeler

Members Absent: Gary Pallin (Vice-Chairman)

Public/Guests: Ed Hoogterp, Benzie County Drain Commissioner

1. The meeting was called to order at 4:30 p.m., with a quorum present.
2. The Agenda for the 10-10-17 meeting, on motion made and seconded, was unanimously approved,
3. The meeting minutes for the 9-21-17 BVTMC Board Meeting, on motion made and seconded, was unanimously approved,
4. Public Input:
Ed Hoogterp, Benzie County Drain Commissioner discussed an MDEQ matching funds grant that is being applied for to address water quality and storm drainage effecting Crystal Lake Watershed. The 3 year grant funding program would first be available, at the earliest, in the spring of 2019 for the design and engineering phase. This grant would offer funds to handle polluted runoff between the road and the trail at Beulah Park, storm water runoff at Benzie Street and the water quality issues facing Beulah with the frequent beach closures due to high levels of E coli. John Rothhaar (BVTMC Trail Care Coordinator) mentioned, in support, that the Johnson Hill Design that is in process parallel tracks attempts to come up with a permanent fix to the Benzie Street drainage issues. Mr. Hoogterp asked for BVTMC support of this grant application in the form of a signed letter from us. A motion was made, seconded and unanimously approved to offer a non-monetary signed letter of support of the application.
5. Presentations and Communications:

None men
6. Treasurer's Report: Dan Schoonmaker delivered the report
 - a. A motion was made, seconded and unanimously approved to pay \$3,570 Johnson Hill invoice
 - b. A motion was made, seconded and unanimously approved to accept the Treasurer's Report.

RECEIVED

MAY 01 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

7. Reports:

a. Chair, David Oellerich reported:

- i. Michael Foust has termed out at Thompsonville and his resignation was effective 9/18/17 from the BVTMC.
- ii. Mrs. Mandenburg, Mark Mandenburg's wife, was not able to attend today's meeting due to a scheduling conflict.
- iii. The Betsie Valley Trail Volunteer form/hold harmless agreement is available to use and there is one outstanding question of indemnity to be clarified by the attorney.

b. Trail Care Coordinator, John Rothhaar reported:

- i. Recent Trail improvements, and on-going maintenance efforts as well as future planned activities.
- ii. John Rothhaar contacted the single party of users who raised a safety concern at the M115 crossing and explained that MDOT's review concluded that extra safety measures are not called for.
- iii. Complaint received that on Crystal Ave an artesian well had been hit by a contractor. Contractor did clean up the trail.

8. Old Business:

- a. Trail Resurfacing: The design is in process by Johnson Hill.
- b. The filling of Bill Olsen's vacated seat on the Board was discussed. John Rothhaar submitted his application today for the seat.

9. New Business

- a. Discussion was held regarding the future meeting dates for the BVTMC this winter. It was discussed that meetings will be called as needed until April or May when regular monthly meetings will commence

10. Any other business that needs to come before the Council

- a. None

11. There being no other business to bring before the Board, the meeting was adjourned

7

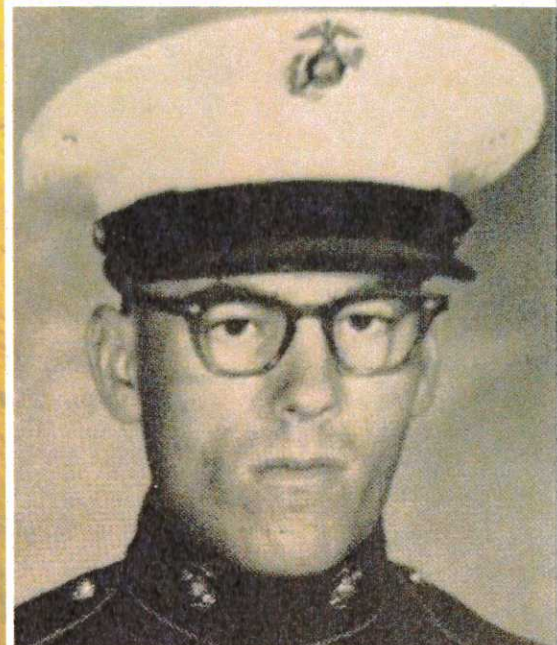
IN LOVING
MEMORY

CELEBRATE

THE LIFE OF

EDWIN
CARTER

APRIL 6, 1955 - NOVEMBER 30, 2017



THANK YOU to all that made this tough time in our lives better. Maybe you sent a card, gave a hug, sent a text, responded on Facebook, donated something to the benefit, dropped off a meal, or were just a shoulder to cry on... well, it means the world to us. The benefit was such a heartfelt experience. Words cannot express how grateful and lucky we are to live in such a wonderful community.



**Celebration of Life Picnic
for
ED CARTER**

**Saturday, May 19, 2018 at 11:30 am
Brief Service at 12:00 pm**

**Pot Luck Picnic following service
Main dish provided**

**Veteran Memorial Park
6869 South St
Benzonia, MI**

petite lemon **Shutterfly**
exclusively for shutterfly.com

Benzie County Local Planning Team

To: Benzie County Board of Commissioners

Date: April 30, 2018

Subject: Resolution in Support of Maintaining the Current 911 Surcharge

The Benzie County Local Planning Team (LPT), consists of representatives from each of the emergency response disciplines in the county which includes emergency management, fire services, law enforcement, emergency medical services, hazardous materials, public health, health care, public works, government administrative, and central dispatch. Local Planning Teams identify capability shortfalls in the five solution areas of planning, organization, equipment, training, and exercises. The specific goals associated with this initiative are to:

- Promote enhanced coordination between emergency response agencies
- Promote standardization and interoperability throughout the jurisdiction
- Foster innovative approaches to meeting homeland security needs
- Direct the effective use of the jurisdiction's homeland security funding

We are currently in the middle of a significant communication change which involves moving the local Fire Department and EMS agencies to Michigan Public Safety Communications System 800MHz platform for interoperability with law enforcement and mutual aid responders from our surrounding counties.

As you are aware the Assistance to Firefighters Grant (AFG) is paying for significant portions of the radio equipment, however, some of the common infrastructure is not and requires local dollars to make the whole system work efficiently and effectively. The local 9-1-1 surcharge represents those local dollars.

The members of the Local Planning Team have discussed and unanimously voted to ask the Benzie County Board of Commissioners to delay for at least 1 year the reduction of the \$3.00 9-1-1 surcharge.

RECEIVED

APR 30 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

On April 25, 2018 at a regular meeting of the Roscommon County Board of Commissioners, held at the Roscommon County Administration Building located at 500 Lake Street, Roscommon, Michigan the following **"RESOLUTION OF OPPOSITION TO AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013"** was unanimously accepted and supported by the Roscommon County Commissioners:

PRESENT: Robert E. Schneider, Ken Melvin, Marc J. Milburn, Gary Stefanko and David Russo.

ABSENT: None

The following preamble and resolution were offered by Commissioner Stefanko and supported by Commissioner Milburn.

**RESOLUTION OF OPPOSITION TO AMENDATORY LEGISLATION TO
MICHIGAN PUBLIC ACT 93 OF 2013**

WHEREAS, Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provisions of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

WHEREAS, Roscommon County has developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline; and

WHEREAS, Governor Rick Snyder has now proposed a FY19 budget for the state of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

WHEREAS, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

WHEREAS, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an absorbent increase in expenses to Roscommon County to provide indigent services in compliance with the first four standards; and

THEREFORE BE IT RESOLVED, the Roscommon County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the state of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated; and

BE IT FURTHER RESOLVED, the Roscommon County Board of Commissioner's remains committed to implementing the new indigent defense standards as mandated by the MIDC, so long as the state of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Governor Rick Snyder, State Representative Daire Rendon, State Senator Darwin Booher, the Michigan Association of Counties, and the other 82 counties.

A Roll Call Vote was taken as follows:

AYES: Schneider, Melvin, Milburn, Stefanko, Russo

NAYS: None

Resolution Declared Adopted



Robert E. Schneider, Chairman, Roscommon County Board of Commissioners



Michelle M. Stevenson, Roscommon County Register of Deeds/County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF ROSCOMMON)

I hereby certify that the foregoing is a true and complete copy of "Resolution of Opposition to Amendatory Legislation to Michigan Public Act 93 of 2013" adopted by the County Board of Commissioners of Roscommon County at a regular meeting held April 25, 2018, and I further certify that public notice of such meeting was given as provided by law.



Michelle M. Stevenson, Roscommon County Register of Deeds/County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858*

*Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

RESOLUTION NO. 2018-15

OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013

WHEREAS, Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MID C), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

WHEREAS, Menominee County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline, and

WHEREAS, Governor Rick Snyder has now proposed a FY19 budget for the state of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

WHEREAS, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

WHEREAS, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Menominee County to provide indigent defense services in compliance with the first four standards, and

THEREFORE BE IT RESOLVED, the Menominee County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the state of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated.

BE IT FURTHER RESOLVED, the Menominee County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the state of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Charlie Meintz

Bernie Lang

Larry Schei

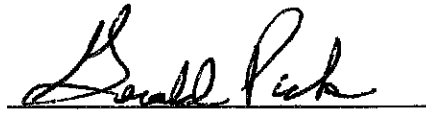
BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Governor Snyder, Senator Stabenow, State Representative LaFave, the Michigan Association of Counties, and the other 82 counties.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: COM. William Cech, Steven Gromala, Bernie Lang, Jan Hafeman, Charlie Meintz
John Nelson, Larry Phelps, Gerald Piche and Larry Schei

NAYS: None.

RESOLUTION DECLARED ADOPTED



Gerald Piche, Chairman,
Menominee County Board of Commissioners



Marc Kleiman, County Clerk

STATE OF MICHIGAN)
) ss
COUNTY OF MENOMINEE)

I hereby certify that the foregoing is a true and complete copy of Resolution 2018-15 adopted by the County Board of Commissioners of Menominee County at a regular meeting held on April 24, 2018, and I further certify that public notice of such meeting was given as provided by law.



Marc Kleiman, County Clerk



RECEIVED

MAR 05 2018

10:00

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
STATE 911 COMMITTEE
LANSING

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

JEFF TROYER
CHAIR

January 30, 2018

Dear County Coordinator:

The following communication has been sent to your County Clerk in regard to county 911 surcharges.

Under MCL 484.1714(1)(g) the State 911 Committee is required to provide notice to communication providers of the 911 surcharges in Michigan. This includes the counties' 911 operational surcharges and the state 911 fee.

MCL 484.1401b allows a county board of commissioners to assess up to \$0.42 a month by commissioner resolution.

If a county commission determines that it is necessary for the county to enact a local surcharge that is more than \$0.42 per month **and** in excess of the monthly amount that was approved for the county by the Michigan Public Service Commission under U-15489, the voters of the county must approve the increased surcharge.

In order for an increase to be effective beginning July 1, 2018, the county must have a current ballot proposal that has been passed no later than the May 2018 election date. **If the May 2018 date is missed, the next surcharge effective change date is July 2019.** Please refer to your county's legal counsel for details for proper county commission action to place a question on a May 2018 ballot.

*If the county is collecting a 911 surcharge between July 1, 2018, and June 30, 2019, based on a ballot proposal, **at a minimum**, that ballot proposal **must be valid for at least the entire collection period between July 1, 2018, and June 30, 2019, on the statutory due date of May 15, 2018.***

In order to make the proper notice to the communication providers about the counties' 911 surcharges, please follow one of the four options below:

1. Not collecting local surcharge

If the county is **not** going to collect a local 911 operational surcharge between July 1, 2018, and June 30, 2019, please provide a letter to the State 911 Office **no later than 4 p.m., Tuesday, May 15, 2018**, stating that the county will **not** be collecting the local 911 surcharge. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter.

Please use Template A for this option.

2. Continue collecting surcharge with no changes

If the county is going to **continue collection** of its current local 911 surcharge with **no change** in the present amount between July 1, 2018, and June 30, 2019, please provide a letter to the State 911 Office **no later than 4 p.m., Tuesday, May 15, 2018**, stating that the county is going to continue collection of the local 911 surcharge with no change in its present amount. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter.

ASSOCIATION OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS • COMMERCIAL MOBILE RADIO SERVICE • DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS • DEPARTMENT OF STATE POLICE • DEPUTY SHERIFF'S ASSOCIATION • FRATERNAL ORDER OF POLICE • MICHIGAN ASSOCIATION OF AMBULANCE SERVICES • MICHIGAN ASSOCIATION OF CHIEFS OF POLICE • MICHIGAN ASSOCIATION OF COUNTIES • MICHIGAN COMMUNICATIONS DIRECTORS ASSOCIATION • MICHIGAN ASSOCIATION OF FIRE CHIEFS • MICHIGAN PROFESSIONAL FIREFIGHTERS UNION • MICHIGAN PUBLIC SERVICE COMMISSION • MICHIGAN SHERIFF'S ASSOCIATION • MICHIGAN STATE POLICE TROOPERS ASSOCIATION • NATIONAL EMERGENCY NUMBER ASSOCIATION • TELECOMMUNICATIONS ASSOCIATION OF MICHIGAN • UPPER PENINSULA EMERGENCY MEDICAL SERVICES • MEMBERS OF THE GENERAL PUBLIC APPOINTED BY THE GOVERNOR, SPEAKER OF THE HOUSE, AND MAJORITY LEADER OF THE SENATE

Please use Template B if collection is by county commissioners' resolution or MPSC U-15489.

Please use Template C if collection is by ballot proposal.

3. Changing surcharge amount

If the county is going to change its local 911 surcharge (whether an increase or decrease) under either process set forth in MCL 484.1401b (1)(a) & (b), please do **one of the following** as appropriate:

- a) If the county is going to change its surcharge by **county board of commission resolution** to collect **\$0.42 or less per month**, or less than allowed under MPSC U-15489, a notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge and a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) must be provided. Both documents, the resolution and the completed SNC-500, must be received by the State 911 Office **no later than 4 p.m., Tuesday, May 15, 2018.**
- b) If the county is going to change its current surcharge pursuant to **voter approval** to collect **more than \$0.42 per month**, please provide:
 1. A copy of the clerk's certified ballot determination. (That ballot must be valid until at least June 30, 2019).
 2. A notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge.
 3. A letter from the county confirming the 911 surcharge.
Please use Template D for this option.
 4. A completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc).

All four documents must be provided and received by the State 911 Office **no later than 4 p.m., Tuesday, May 15, 2018.**

All documents are to be returned by e-mail to: mspetsc@michigan.gov

Under MCL 484.1401b (7), the above information is due to the State 911 Committee **no later than 4 p.m., Tuesday, May 15, 2018**; however, if it is possible for the county to do so, earlier responses will be accepted and are encouraged. Failure to meet the May 15 deadline may result in the inability of the State 911 Office to notify the communication providers prior to the annual deadline and can adversely affect the collection of your county's local 911 surcharge.

If you have any questions, please do not hesitate to contact me at (517) 243-2075 or by e-mail at miller-brownh@michigan.gov.

Sincerely,



Ms. Harriet Miller-Brown
State 911 Administrator
Enclosures (4)

Template A

[County Letterhead]

[Date]

Please be advised that [County name] is not collecting a local 911 surcharge from July 1, 2018, through June 30, 2019.

[County 911 Coordinator or County Clerk name/signature]

Template B

[County Letterhead]

[Date]

Please be advised that [County name] will continue collection of its local commission-enacted or the U-15489 911 surcharge of [amount] with no change in the amount from July 1, 2018, through June 30, 2019.

[County 911 Coordinator or County Clerk name/signature]

Template C

[County Letterhead]

[Date]

Please be advised that [County name] will continue collection of its ballot-supported 911 surcharge of [amount] with no change in the amount from July 1, 2018, through June 30, 2019.

The current ballot proposal is valid (at a minimum) between July 1, 2018, and June 30, 2019.

[County 911 Coordinator or County Clerk name/signature]

Template D

[County Letterhead]

[Date]

Please be advised it is [County name]'s intention to change the local 911 surcharge by commission resolution to [new amount]. I have included a notarized or certified copy of the County Commissioner's resolution setting the local monthly 911 surcharge. It will be collected from July 1, 2018, through June 30, 2019.

OR

Please be advised it is [County name]'s intention to change the local 911 surcharge as allowed by voter approval to [new amount]. I have included a copy of the Clerk's certified ballot determination and a notarized or certified copy of the County Commissioner's resolution setting the local 911 surcharge. The local surcharge ballot is valid from July 1, 2018, through June 30, 2019. This local surcharge will be collected from July 1, 2018, through June 30, 2019.

[County 911 Coordinator or County Clerk name/signature]

**PUBLIC ACT 379 OF 2008 LOCAL 911 COLLECTION AND REMITTANCE CONTACT INFORMATION
FOR THE JULY 2018-JUNE 2019 COLLECTION PERIOD**

A. County Information

County Name	
Name of Person Completing Form	
Phone Number	E-Mail Address
Is the county collecting a local surcharge from July 1, 2018, to June 30, 2019? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If "yes" to the above question, what is the monthly amount?	AMOUNT
If collecting a local surcharge by ballot proposal, the ballot is valid (at a minimum) between (give dates):	Start/End Date:
Is the county interested in electronic fund transmittal of local surcharge funds? <input type="checkbox"/> Yes <input type="checkbox"/> No	

B. Primary Remittance Information

Primary Remittance Contact Name	
Primary Remittance Contact Address	
Phone Number (Include Area Code)	Fax Number (Include Area Code)
E-Mail Address	

C. Geographical Information

Geographical Contact Name	
Geographical Contact Address	
Phone Number (Include Area Code)	Fax Number (Include Area Code)
E-Mail Address	

D. County 911 Director/Coordinator Information

County 911 Director/Coordinator Contact Name	
County 911 Director/Coordinator Contact Address	
Phone Number (Include Area Code)	Fax Number (Include Area Code)
E-Mail Address	

E. Authorization

County Clerk or County Coordinator Printed Name	Date
County Clerk or County Coordinator Signature – If you are not able to enter an electronic signature or print the form, sign, and scan, typing your name and sending from a matching email will serve the same as a signature.	

AUTHORITY: 2008 PA 379; COMPLIANCE: Voluntary; PENALTY: No Funding

Return to:

mspetsc@michigan.gov

This form must be signed and received at the State 911 Office by
Tuesday, May 15, 2018

This form can be accessed at www.michigan.gov/snc

2018-012
Proclamation

National Public Safety Telecommunicators Week
April 8 - 14, 2018

Whereas emergencies can occur at anytime that require police, fire or emergency medical services;
And

Whereas when an emergency occurs the prompt response of police officers, firefighters and EMS personnel is critical to the protection of life and preservation of property;
And

Whereas the safety of our police officers, firefighters and EMS personnel is dependant upon the quality and accuracy of information obtained from citizens who telephone Benzie County Central Dispatch;
And

Whereas Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services;
And

Whereas Public Safety Telecommunicators are the single vital link for our police officers, firefighters and EMS personnel by monitoring their activities by radio, providing them information and insuring their safety;
And

Whereas Public Safety Telecommunicators of Benzie County Central Dispatch have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients;
And

Whereas each Public Safety Telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

Therefore Be It Resolved the Benzie County Board of Commissioners declares the week of April 8 through 14, 2018 to be National Public Safety Telecommunicators Week in Benzie County, in honor of the men and women whose diligence and professionalism keep our public safety officers and citizens' safe.

Dated: April 10, 2018

Gary G. Sauer, Chairman

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County board of Commissioners on the 10th day of April, 2018.

Dawn Olney, Benzie County Clerk

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



May 2, 2018

To: Benzie County Board of Commissioners
From: Ronald Berns, Director

Re: 9-1-1 Surcharge

Board of Commissioners,

For the purposes of comparisons I used the population of counties that are + or - 5000 persons compared to our county population. These comparisons would be representative of the amount of personnel used to manage a dispatch center of similar population. The represented counties have on average (8) eight dispatch personnel.

- Compiled from the 2016 Report to the Legislators

This shows the funding categories for the comparison counties.

- County surcharges

Three categories of surcharge collection by county. For information only.

- Past project expenses

This is a collection of project expenses since 2012. This collection exceeds \$500,000.00.

- Past re-occurring costs that impacted the budget

Past practices had a negative impact on the budget. One is still active.

- Recommended projects

A list of recommend projects in order of importance as of today.

Each county is unique in its management structure and the age of computer aided dispatch systems equipment, radio systems, telephone systems, etc. Several are managed by their Sheriff's Office and use all available funds to fund their dispatch center operations and then reply on their county boards to fund capital outlay projects.

RECEIVED

MAY 02 2018

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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



Several counties are in the process of seeking alternate funding or increasing their surcharge. Benzie County was so fortunate to receive the Assistance to Firefighter Grant which is allowing the county to speed up the next steps in completing our communication interoperability goals and not use the fund balance for the purchase of the field equipment in which it was originally intended.

I look forward to discussing this funding and determining what is best for public safety communications.

A handwritten signature in cursive script, appearing to read "Ron Berns".

Ronald Berns
Director

Compiled from 2016 Report to the Legislators and the State 9-1-1 Committee Records								
Benchmark Counties are within + / - 5000 population of Benzie County								
Population	Surcharge	County	Local Surcharge	Millage	General Funds	Other Receipts	State 911 Funds	Total Expenses
21,657	0.42	Leelanau	-	-	640,025	120,000	144,583	904,608
20,981	1.38	Ogemaw	285,365	-	306,516	1,000	144,569	737,450
17,634	2.52	Kalkaska	508,575	-	-	860	138,068	647,253
17,573	3.00	Benzie	609,756	-	-	-	138,600	627,723
15,342	1.30	Gogebic	148,337	-	-	870	137,030	332,421
15,045	0.42	Arenac	54,943	439,454	-	11,034	136,276	706,022
14,998	0.42	Missaukee	-	-	386,485	-	134,772	594,033
13,907	2.35	Crawford					469,753	442,694
12,791	2.00	Presque Isle	84,828	-	13,198	-	132,666	233,360

Distribution of State 911 funds which is an equal payment to all counties plus a per capita payment.

	2013	2014	2015	2016	2017
Leelanau	\$144,407	\$141,604	\$145,977	\$144,583	\$145,761
Ogemaw	\$144,395	\$141,592	\$145,965	\$144,569	\$145,747
Kalkaska	\$137,901	\$135,224	\$139,402	\$138,068	\$139,193
Benzie	\$138,433	\$135,746	\$139,938	\$138,600	\$139,729
Gogebic	\$136,863	\$134,208	\$138,352	\$137,030	\$138,145
Arenac	\$136,109	\$133,468	\$137,590	\$136,276	\$137,385
Missaukee	\$134,610	\$131,997	\$136,074	\$134,772	\$135,871
Crawford	\$133,503	\$130,911	\$134,955	\$133,666	\$134,753
Presque Isle	\$132,506	\$129,934	\$133,947	\$132,666	\$133,747

County surcharges						
	\$3.00		\$2.50 - \$2.99		\$2.00 - \$2.49	
Alcona	\$3.00	Alpena	\$2.75	Crawford	\$2.35	
Allegan	\$3.00	Clinton	\$2.75	Huron	\$2.20	
Benzie	\$3.00	Gratiot	\$2.89	Ionia	\$2.30	
Isabella	\$3.00	Hillsdale	\$2.50	Iosco	\$2.10	
Lenawee	\$3.00	Iron	\$2.70	Mason	\$2.09	
		Kalkaska	\$2.52	Mecosta	\$2.25	
		Montcalm	\$2.85	Menominee	\$2.12	
		Saginaw	\$2.65	Ocean	\$2.09	
		Shiawasee	\$2.65	Osceola	\$2.25	
				Presque Isle	\$2.00	
				Tuscola	\$2.03	
				Wexford	\$2.25	
Each dispatch is different in there composition, funding, management, building space and where they are with Next Generation 911, radio systems platforms , telephone systems, computer aided dispatch software, back up systems, equipment replacement, etc						

Past Project Expenses			
	Jan 2012	Telephone System replacement payment (1 st payment)	\$54,000
	Jan 2012	Recorder replacement	\$15,000
	Jun 2012	3rd Computer Aided Dispatch position	\$16,000
	Apr 2013	Door access system - Sheriff's Office	\$6,754
	Jun 2013	Final Telephone System payment	\$54,278
	May 2014	Sheriff radios	\$10,000
	Sep 2014	Narrow banding radios - All public safety	\$16,863
	Feb 2015	Laptop project - All public safety	\$99,000
	Feb 2015	Sheriff Server	\$6,000
	Apr 2015	Sheriff Fence	\$1,000
	Dec 2015	Law Enforcement Repeater - Frankfort	\$33,850
		Bi-directional antenna / Sheriff's Office	
		Cellular Amplifier / Sheriff's Office	
	Jun 2016	Comm Van hydraulics repair	\$2,793
	Dec 2016	Sheriff Mobile radios	\$8,192
	May 2017	Replacement of radio console computers	\$7,050
	May 2017	Laptop for EMS	\$5,619
	Jun 2017	Dispatch Ctr Carpet/Paint/Ergonomic Desks	\$45,000
	Jun 2017	Upgrade radio positions	\$10,500
	Oct 2017	Radio system and tower upgrade	\$31,000
	Jan 2018	Sheriff mobile and portable radios	\$26,000
	Mar 2018	Mobile radio replacements for Sheriff	\$5,466
	Mar 2018	Firemen Portable radios	\$60,000
	May 2018	Tower Top Amplifier (pending)	\$45,000
	March 2018	Bi-directional antenna - Government Center	
	March 2018	Code Red Notification - County	

Past re-occurring costs

Sheriff's Office

CORE Support	\$5,712	Yearly
LEIN connectivity	\$8,400	Yearly
Laptop connectivity	\$4,500	Yearly
NetMotion support	\$1,200	Yearly
Mic Fees	\$1,650	Yearly
Office Supplies 1/3		
Recorder support	\$4,870	Yearly
- Licenses (Sheriff 13)	\$630	each
Back up Server system		
Wyant Computer support		
Rent	\$4,200	one time

Recommended Projects:

Tower Top Amplifier – Zimmerman Rd:

- \$ 44,617.00 - APPROVED BY COMMITTEE OF THE WHOLE

Dispatch Center changes:

- Remove current service window, block in space, cut in and install new smaller service window - \$ TBD
- New Window - \$ 1,617.00 (quote on file)
- Move desks and wiring - \$ TBD

In-car radio repeaters for the Lake Michigan shoreline after tower top amplifier coverage tests:

- Improving coverage and interoperability for the western side of the county. (All EMS and LE vehicles and specific Fire Departments vehicles - \$ 3,000.00 ea (apprx 11) - \$ 33,000.00

Cache of event radios:

(10) Portable radios - \$ TBD

Replacement mobile in CommVan:

- Replace an older mobile radio with new mobile radio to be able to page fire departments and EMS - \$ TBD (Re-purpose the replaced mobile radio)

Dispatch Position in EOC:

- CAD computer and software - \$14,354.00 (quote on file)
- (1) Stand-alone computer and (1) monitor (internet/network) - \$ TBD
- Six position monitor stand (in EOC) - \$ no cost – repurposed from dispatch center
- (1) Radio computer, software and touch screen monitor - \$12,148.00 (quote on file)
- Requires fiber optic connectivity to radio system radios in Sheriff Building - \$ TBD
- (2) County telephone extensions for inbound and outbound calls - \$ TBD

Recommend adding:

(1) 9-1-1 telephone and associated software with (1) monitor for the 9-1-1 caller ID, phonebook and Smart911. Fiber optic connection required - \$ TBD

Tower Top Amplifier – Interlochen (St John's Rd):

- \$45,000 (recommend sharing the cost with Grand Traverse Co 9-1-1 in 2018) - \$ TBD

Tower Top Amplifier – Empire:

- \$45,000.00 (recommend sharing cost with Leelanau Co 9-1-1 in 2019) - \$ TBD

Move two primary radio talk group antennas and equipment to the Beulah water tower, add amateur radio antenna and equipment:

- Shelter and underground connectivity? - \$ TBD

New aerial photos of the county for mapping and NG911

- The current maps are over 15 years old - \$ TBD

Telephone System replacement: (Current system installed June 2012, telephones have been replaced once)

- Approximately \$150,000 + (Provides connectivity with surrounding 9-1-1 centers)

Radio console replacement:

- (2) position radio console replacement with a MPSCS compliant system for connectivity with MPSCS - \$ TBD

Computer Aided Dispatch computer replacements:

- (3) CAD positions / end of life 2019-2020 (5 yrs old) - \$15 – 18,000

Replacement of the Computer Aided Dispatch System

The current computer aided dispatch system has been in place since 2005. In the last two years the Sheriff's Office has moved away from the Records Management component and Sheriff Corrections has moved away from the booking and jail management system. A replacement would be a system specific to just a dispatch center records system - \$ TBD

Laptops end of life cycle

The Sheriff's Office, Frankfort PD, the three EMS systems and the six fire departments have laptops. The laptop project was completed in August 2015 at a cost of \$99,000.00. The laptops life cycle is 5 – 7 years depending on Windows software changes, equipment failure and connectivity solutions.

- Replacement needs could start as early as the 2020 / 2021 budget