

# BENZIE COUNTY BOARD OF COMMISSIONERS

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448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671  
[www.benzieco.net](http://www.benzieco.net)

## MEETING AGENDA

May 28, 2019

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

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

9:00 a.m.    CALL TO ORDER  
              ROLL CALL  
              INVOCATION AND PLEDGE OF ALLEGIANCE  
              APPROVAL OF AGENDA  
              APPROVAL OF MINUTES – 5/14/2019 (open & closed-2)  
              PUBLIC INPUT  
              ELECTED OFFICIALS & DEPT HEAD COMMENTS  
              COMMISSIONER REPORTS –  
              COUNTY ADMINISTRATOR’S REPORT –  
              FINANCE – Approval of Bills  
              COMMITTEE OF THE WHOLE – 5/14/2019 Consent  
              COMMITTEE APPOINTMENTS – None  
              ACTION ITEMS – Point Betsie Contract; Washer for the Jail; Jail Administrator’s  
              request for Correction Officer Pay Scale Revision  
              PRESENTATION OF CORRESPONDENCE  
              UNFINISHED BUSINESS  
              NEW BUSINESS –  
10:00        Jennifer Berkey, MSUE – 2018-2019 Annual Report  
10:15  
10:30

PUBLIC COMMENT

ADJOURNMENT

### Times Subject to Change

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

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

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

## PUBLIC INPUT

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

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

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

**Board Response:** Generally, as this is an "Input" option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a lengthier 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 – Linda Farrell (Crystal Lake, Frankfort) .....	231-882-6620
District IV – Rhonda Nye (Benzonia).....	231-510-8804
District V – Sherry Taylor (Homestead).....	231-882-5452
District VI - Evan Warsecke (Colfax, Inland) .....	231-275-3375
District VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon) .....	231-651-0647

# THE BENZIE COUNTY BOARD OF COMMISSIONERS

May 14, 2019

The Benzie County Board of Commissioners met in a regular session on Tuesday, May 14, 2019, in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Evan Warsecke.

Present were: Commissioners Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke

Excused: Commissioner Sauer

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

## **Agenda:**

Motion by Roelofs, seconded by Nye, to approve the agenda as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

## **Minutes:**

Motion by Jeannot, seconded by Farrell, to approve the regular session minutes of April 23, 2019 as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

9:02 a.m. Public Input – None

## **ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS**

Sheriff reported on not being able to locate the missing plane; MSP has an autonomous vehicle which will go down 600 feet to search, and he has requested that service. Lake Ann became involved with this search because a child stated that they heard what sounded like a plane crash, so they searched the Lake Ann area all the way to the Lake Michigan shoreline. The CERT volunteers will walk the beach line. Sheriff has been in contact with one of the victim's wife and two sons.

Sheriff Patrol Agreement with Lake Township: Motion by Jeannot, seconded by Roelofs, to enter into agreement with Lake Township for summer 2019 Road Patrol as presented, authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

Sheriff Patrol Agreement with Crystal Beach Cottager's Association: Motion by Jeannot, seconded by Roelofs, to enter into agreement with Crystal Beach Cottager's Association for summer 2019 Road Patrol as presented, authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

Frank Post, Emergency Manager, stated that he has been involved in this tragic crash which is 4.21 miles due West of Frankfort. Provided a written report for April 2019 and spoke regarding the Skywarn training, Fire Training, Medical Surge exercise with POMH and Fire Extinguisher training at the Government Center.

Richard Bayer, Airport Manager, provided the board with a written report.

Kyle Mauer, Animal Control, reported that the Animal Welfare League has approve \$20,000 toward the ventilation system. He has received information that the grant for spay and neutering will be

## COMMISSIONERS

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May 14, 2019

available to us again, but he has not received the paperwork yet. They are ready to hire a part-time seasonal clerical help.

Susan Boyd, Finance Manager, provided the board with a report on the comparison electric bills for the Government Center, Jail and Animal Control since CoolLED updated the lighting systems. They are working on the budget process.

April 2019 Monthly 911 Dispatch report was received.

## COMMISSIONER REPORTS

Comm Roelofs reported that they have had ongoing negotiations with the FOPLC and the new EMS union. Karen Korolenko gave a report at the Veterans meeting that she saw 68 veterans in April. Service on Memorial Day at 1 p.m. at the Veterans Memorial; the Pavilion is coming along.

Comm Nye reported on Centra Wellness Network. Village of Benzonia is preparing for a water project, they purchased a new tractor. Villages of Beulah and Benzonia have settled the dispute on North Street. EDC will interview three contractors for the Broadband project. Benzonia Township clean-up day is this Saturday. Village of Beulah approved a Roof Top Concert and a Fireworks Policy. The Planning Commission along with Networks Northwest, will hold their first community dialog on June 13 @ 6:00 p.m.

Comm Farrell stated that she attended the Centra Wellness meeting. Grow Benzie will be holding a presentation regarding underage drinking on Thursday, May 16 at 6:00 p.m. Attended the Frankfort School Board meeting – they are very happy the millage renewed; they met Tiffany Wright, the SRO for Frankfort-Elberta Schools. Tonight, Comm Farrell will attend the Crystal Lake Township meeting.

Comm Jeannot reported that the Building Authority held a special meeting to approve payment of bills & discussed a fire alarm system for the Maples. We continue to be stalled on the Operations Agreement with the Maples. Platte and Almira Townships stated that the same-day registration for voting was a non-issue. Clerk Olney did state that there were 401 same-day registrations in the state and 8 in Benzie County. Comm Sauer and he met with Rep O'Malley regarding the road plan. Almira Township has a need for fire and EMS personnel.

Comm Taylor reported that she attended the Homestead Township meeting and the school is going to offer the park property to the township. They have a Noise Ordinance, but the zoning officer will not enforce. They opted out of the Recreational Marijuana. The Coho Festival will be having fund raisers by doing the concessions at the ball games. Village of Honor was quiet.

Comm Warsecke attended the Colfax Township meeting. Inland Township will be holding their blood drive and propane tank fill up benefit this Friday with proceeds to go to the fire department. The fire department had 21 calls in April. The trail on Lake Ann Road at the park will be paved by mid-July. Benzie schools last day is June 12 and graduation is on June 2. Rachel Huddleston was named Teacher of the Year for the TBA area. Deputy Miller was at the meeting with a report to the board. Bond issue did not pass, so they will be bringing the committee back together.

## COUNTY ADMINISTRATOR'S REPORT

Rachel



## COMMISSIONERS

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May 14, 2019

- A written report was provided.
- Financial Review report will be on Tuesday, May 28, 2019 at 1:30 p.m., replacing the COTW meeting.
- DHHS meeting scheduled for May 28 has on their agenda to work toward the operations agreement.

## FINANCE

Bills: Motion by Jeannot, seconded by Roelofs, to approve payment of the bills from April 23, 2019 thru May 14, 2019 in the amount of \$651,510.30, as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

Michelle Thompson, County Treasurer, reported that the Land Bank deeded the Question Mark lot and the back lot to Homestretch Non-Profit Housing Corporation. She is also working on improving a tax foreclosed piece of property in the Village of Benzonia.

9:55 a.m. Chip Johnston, Centra Wellness

Mr. Johnston spoke regarding Resolution 2019-014 regarding Boilerplate Section 928. Motion by Jeannot, seconded by Farrell, to approve resolution 2019-014 in support of withholding of local CWN funding from the PHIP, authorizing the vice chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

10:04 a.m. Chuck Clarke, Point Betsie Road End Project

Mr. Clarke gave an overview of the process so far. Today he is asking for the board to approve their recommendation for engineering services.

Motion by Farrell, seconded by Jeannot, to approve Fleis & Vandenbrink to perform the engineering services for the Point Betsie Lighthouse Road End project. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

10:11 a.m. Nick Broad, Team Elmer's

Mr. Broad discussed their proposal for paving of the Court Place road, and Government Center parking lot. Discussions continued with the board. Matter will be added to the Committee of the Whole agenda this afternoon.

10:44 a.m. Break

10:50 a.m. Reconvene

Motion by Warsecke, seconded by Roelofs, to enter closed session to discuss union negotiations with attorney Matt Nordfjord under Section 8(c) of OMA. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

11:31 a.m. Re-Enter Open Session

Motion by Roelofs, seconded by Jeannot, to ratify the total Tentative Agreement reached with FOPLC on May 14, 2019. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

## COMMISSIONERS

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11:32 a.m. Motion by Warsecke, seconded by Roelofs, to enter closed session pursuant to Section 8 of the Michigan Open Meetings Act to discuss with legal counsel his written legal opinion dated April 10, 2019 regarding a proposed easement under the Betsie Valley Trail. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

11:55 a.m. Re-enter Open Session

Motion by Warsecke, seconded by Farrell, that the Board of Commissioners support the recommendation of the Parks & Recreation Commission to disapprove the proposal by Marshall/Ikens for an easement on the Betsie Valley Trail for purposes of an underground utility placement. Further, the proposed crossing of the Betsie Valley Trail on the Cole Property be approved so long as the crossing is at a 90-degree angle. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

## COMMITTEE OF THE WHOLE

Motion by Roelofs, seconded by Taylor, to approve items 1-7 of the April 23, 2019 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

## COMMITTEE APPOINTMENTS

Jury Board: Motion by Jeannot, seconded by Warsecke, to reappoint Jean Bowers to the Benzie County Jury Board for a six-year term ending May 1, 2025. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

Veterans Affairs: Motion by Roelofs, seconded by Nye, to appoint Tyson Burch to the Veterans Affairs Committee to fill the vacancy with a term expiring December 31, 2022. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

## ACTION ITEMS:

Letter of Support to Thompsonville: Motion by Farrell, seconded by Jeannot, to authorize a letter of support to the Village of Thompsonville to work toward a Michigan Historical Society Marker recognizing Diamond Crossing, authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

2019-015 Medicare Drug Bill: Motion by Jeannot, seconded by Nye, to adopt Resolution 2019-015 in support of revising the Medicare Prescription Drug Bill of 2003, authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

2% Grant Application: Motion by Jeannot, seconded by Warsecke, to authorize application to the Grand Traverse Band in the amount of \$4,835.00 to purchase a "Radio Gateway", authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

2% Grant Application: Motion by Jeannot, seconded by Warsecke, to authorize application to the Grand Traverse Band in the amount of \$15,580.00 to purchase "Stop the Bleed" kits for each

## COMMISSIONERS

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May 14, 2019

classroom at each school in Benzie County, authorizing the chairman to sign. Roll call. Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

Hazardous Materials Grant App: Motion by Farrell, seconded by Roelofs, to authorize the application for Hazardous Materials Emergency Preparedness Grant and authorize the chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

### PRESENTATION OF CORRESPONDENCE

- Parks & Recreation minutes of February 25, 2019 received.
- Benzie Transportation Authority March 2019 Financial Report received.
- Cheboygan County Resolution regarding Michigan's Mining received.
- Road Commission minutes of April 11, 2019 received.
- Crystal Lake elevation report for April 2019 received.
- Little Platte Lake elevation report for April 2019 received.

### UNFINISHED BUSINESS

### NEW BUSINESS

12:12 p.m. Public Input – None

Motion by Roelofs, seconded by Farrell, to adjourn at 12:12 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Taylor and Warsecke Nays: None Exc: Sauer Motion carried.

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Evan Warsecke, Vice Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as presented.
2. Approved the minutes of April 23, 2019 as presented.
3. Entered into agreement with Lake Township for summer 2019 Road Patrol as presented, authorizing the chairman to sign.
4. Entered into agreement with Crystal Beach Cottager's Association for summer 2019 Road Patrol as presented, authorizing the chairman to sign.
5. Approved payment of the bills in the amount of \$651,510.30, as presented.
6. Approved resolution 2019-014 in support of withholding of local CWN funding from the PHIP, authorizing the vice chair to sign.
7. Approved Fleis & Vandenbrink to perform the engineering services for the Point Betsie Lighthouse Road End project.
8. Entered closed session to discuss union negotiations with attorney Matt Nordfjord.
9. Ratified the total Tentative Agreement reached with FOPLC on May 14, 2019.

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10. Entered closed session to discuss written legal opinion with Richard Figura dated April 10, 2019 regarding a proposed easement under the Betsie Valley Trail.
11. Approved that the Board of Commissioners support the recommendation of the Parks & Recreation Commission to disapprove the proposal by Marshall/Ikens for an easement on the Betsie Valley Trail for purposes of an underground utility placement. Further, the proposed crossing of the Betsie Valley Trail on the Cole Property be approved so long as the crossing is at a 90-degree angle.
12. Approved items 1-7 of the April 23, 2019 Committee of the Whole Consent Calendar as presented.
13. Reappointed Jean Bowers to the Benzie County Jury Board for a six-year term ending May 1, 2025.
14. Appointed Tyson Burch to the Veterans Affairs Committee to fill the vacancy with a term expiring December 31, 2022.
15. Authorized a letter of support to the Village of Thompsonville to work toward a Michigan Historical Society Marker recognizing Diamond Crossing, authorizing the chairman to sign.
16. Adopted Resolution 2019-015 in support of revising the Medicare Prescription Drug Bill of 2003, authorizing the chairman to sign.
17. Authorized application to the Grand Traverse Band in the amount of \$4,835.00 to purchase a "Radio Gateway", authorizing the chairman to sign.
18. Authorized application to the Grand Traverse Band in the amount of \$15,580.00 to purchase "Stop the Bleed" kits for each classroom at each school in Benzie County, authorizing the chairman to sign.
19. Authorized the application for Hazardous Materials Emergency Preparedness Grant and authorize the chair to sign.

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

Destroy Date: 5-29-2020

Closed Session

May 14, 2019

Mr. Nordfjord -- Union Negotiations  
EMS & FOPLC



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

Destroy Date: 5-29-2020

Closed Session  
May 14, 2019  
Mr. Figura -- BVT Easement

# Elected Officials And Department Heads

**BENZIE SENIOR RESOURCES  
BOARD OF DIRECTORS MEETING  
MAY 15, 2019  
4:30 P.M.**

**Agenda**

**Please turn off your cell phones and any other electronic devices**

Call to Order  
Prayer of Invocation  
Pledge of Allegiance  
Roll Call

Approval of the May 15, 2019 Agenda  
Approval of Minutes from the previous meeting – April 17, 2019  
Suggestion Box Contents  
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)  
Finance Committee Report - Approval of BSR Financial Statements for April 2019

**Information Items**

- A. Directors Report – April 2019/May 2019
- B. Program/Services Report – April 2019
- C. Senior Center Update – April 2019/May 2019
- D. Board of Commissioners Update

**Action Items**

- 1. Executive Director ETO Carryover
- 2. Approval of HDM Vehicle Purchase from Submitted Bids
- 3. New Walk-a-Thon Banner

**New Business**

- 1. Board Members assistance with Walk A Thon Business Sponsors
- 2. Renovations to The Gathering Place
- 3. RFP Proposal for 2020-2022 Nutritional Programs

**Old Business**

- 1. Fund Develop Committee Update - Build-a-Van/Walk-a-Thon
- 2. MERS Update

**Public Comment**

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

**Board Round Table Discussion/Evaluation of Meeting**

**Adjourn**

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

**NEXT MEETING**  
June 19, 2019 @ 4:30 pm  
The Gathering Place Senior Center  
Honor, MI 49640

**RECEIVED**

**MAY 14 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

## BENZIE SENIOR RESOURCES

### BOARD OF DIRECTORS

#### MEETING MINUTES

APRIL 17, 2019

Chair Beverly Holbrook called the meeting to order at 4:32 p.m. Prayer of Invocation was said by Ron Dykstra. Pledge of Allegiance was said by all members and guests. Roll Call: Beverly Holbrook, Ron Dykstra, Denise Favreau, Anne Dawe, Barbara Johnson, Shirley Robert, Rosemary Russell, Al Amstutz and Nancy Mullen-Call. Excused: Jane Elzerman and Deborah Rogers. Also present: Doug Durand, Sabra Boyle and Commissioner Sherry Taylor.

**Approval of the Agenda:** Changes to agenda, under Action Items (1) Discussion & Approval of Additional Snow Vouchers removed. Also, under Old Business: (1) Ron reports that there wasn't a Fund Development Committee meeting, so that was removed from the agenda. Motion by Denise, supported by Al to approve the agenda as amended. Motion carried.

**Approval of Minutes from February 20, 2019 meeting:** Motion by Nancy, supported by Rosemary to approve the minutes from February 20, 2019. Motion carried.

**Suggestion box contents-**Empty

**Public Input-**None

**Finance Committee Report-Approval of BSR Financial Statements for February 2019.** Doug reports the Revenue Highlights for March 2019 increased by 2.6% or \$3,391. Expenses for March 2019 were down 1.5% or \$3,258. Overall, we ended March 2019 with a net gain of \$2,392. Motion by Nancy, supported by Denise to approve the BSR Financial Statements for February 2019. Motion carried.

#### **INFORMATION ITEMS:**

- A. **Director's Report-February 2019/March 2019 & March 2019/April 2019:** Doug reports that Spring Clean-up and Lawn Chore will begin on April 22<sup>nd</sup>. There are 8 contractors for Lawn Care. A married couple have completed the HDM Volunteer Orientation Training and have started to deliver meals. There hasn't been any announcement regarding the Benzie Community Chest yet. We received a Notice for \$10,000 respite grant from AAA from May 1-Sept. 30. This allows an additional 50 hours for 5 months saving clients through the waivers. In 2018, we served 1,760 new clients, 854 (48%) received at least one service; 644 (37%) received 2-3 services; 182 (10%) receive 4-5 services and 82 (5%) receive 6 or more services. March for Meals, we received three \$1,000 donations! We are currently at \$4,600 The Build A Van letters were targeted to the family members of

our HDM clients. A Facebook fundraiser has been started. Doug and Dawn will hold a Webinar at 1 p.m., May 1<sup>st</sup> at the Administrative office on how to use Facebook.

- B. Program/Services Report-February 2019 & March 2019:** Home Delivered Meals-4,414 meals provided to 149 clients in March 2019, an increase of 1.4% compared to FY'2018; and a 22.8% increase compared to FY'2017. Congregate Meals-1,694 meals in March 2019, a 13% reduction compared to FY'2018. Homemaker Program-340 service units provided to 107 clients in March 2019. YTD number of clients up 5% compared to 2018, and 3% compared to 2017. Snow Removal-358 snow plows were provided in March 2019. This is up by 293% compared to March 2018, and 115% compared to March 2017. Guardian Medical Monitoring-31 clients receive this service at no cost. Six clients are on the waiting list. Benzie Bus Punch Cards-151 passes were issued in March 2019, YTD up less than 1% compared to 2018. Information & Assistance-Agency handled 1,101 calls in March 2019, YTD number of phone calls received is up 6.8% compared to 2018. MMAPS-Eleven people were helped. Income Tax Program-95 people were seen in March 2019 at no cost, to have 2018 income taxes done. Hearing Clinic-Eight clients were seen in March 2019. Estate Planning-Six people were provided estate-planning counseling at no cost, March 2019. Senior Companion Program-Seven clients are benefiting. Foot Care-37 people were provided foot care. Benzie Senior Dental Program-Five clients received financial assistance. Emergency Senior Essential Needs Fund-Two people received financial assistance in March 2019 related to new dentures and ambulance bill. The Gathering Place Senior Center offered 21 core activities and one special event that 645 cumulative number of people participated in. The top attended activities for March 2019 were: Music Programs, Card Games/Board Games/Crafts; Health, Wellness and Educational; Exercise Groups, and Day Trips. YTD this is a decrease of 14% compared to FY 2018; and an increase of 1.5% compared to FY 2017. In-Home Services for March 2019-Up 36.5% compared to March 2018. With the largest increase occurring in sliding scale fee clients up 26.2%. Total number of in-home care service visits increased 20% compared to March 2018.
- C. Senior Center Update-February 2019/March 2019 & March 2019/April 2019:** Received by the board. Very busy!
- D. Board of Commissioners Update-**Commissioner Taylor reports about a Mac Conference the BOC attended. There was discussion about Jail Diversion to keep people out of jail. County has mandated for a Public Defender; 80% funded through the state, and 20% through the Benzie County. Commissioner Taylor attended an Opiate Seminar & Vaping Discussion at the Little River Casino. She said it's not just doctors who are prescribing the opiates, dentists are as well. Land Bank treasurer has property foreclosures for possible properties to use for affordable housing.

#### **Action Items:**

**Executive Director Annual Evaluation and Compensation Discussion-**Doug stated that he didn't want the 3% pay increase. He requested a pay out of 80hrs of ETO instead. Motion by



Rosemary, supported by Barb to continue with the 3% pay increase and pay him the 80 hours ETO. Roll Call Vote: Ron Dykstra, yes; Denise Favreau, yes; Anne Dawe, yes; Barbara Johnson, yes; Shirley Robert, yes; Rosemary Russell, yes; Nancy Mullen-Call, yes; Al Amstutz, yes; Beverly Holbrook, yes. Excused: Jane Elzerman and Deborah Rogers. All ayes, motion carried.

**Old Business:**

2. **MERS UPDATE:** MERS had agreed to everything we asked. Attorney Chris Cooke will come to a Board Meeting to present the agreement to employees. Before signing anything, Beverly stated she wants a schedule of payments.

3. **Update on meeting with Spence Brothers re: Platte River School-**After discussing the report from Spence Brothers, the board has decided not to pursue the Platte River School for Benzie Senior Resources. The cost to renovate is not "in our budget".

**Public Comment:** None

**Board Round Table Discussion/Evaluation of Meeting:** We, as a board, have decided to table the discussion of a new building, for now, and meet to discuss what the priorities are for Benzie Senior Resources to move forward in 2019/2020; such as our vision and programs that we offer now and what can be offered in the future.

There being no further business to discuss, meeting adjourned at 5:45 p.m.

Respectfully submitted,

Denise Favreau,

Board of Directors Secretary

Benzie Senior Resources

**NEXT MEETING**

**MAY 15, 2019 @ 4:30 PM**

**The Gathering Place Senior Center**

**Honor MI 49640**

## **Benzie Senior Resources**

### **Executive Directors Report**

**April 2019 – May 2019**

- I am pleased to report that Benzie Senior Resources was the recipient of the Benzie County 100 Women Who Care donation. This group meets quarterly to choose an agency/group to receive a substantial donation for the work and impact they make to the community of Benzie County. Each member pledges \$100 and they over 100 members. On May 3rd, members from the group presented checks totally \$9,400 to us with more to come and this donation was earmarked for the Build-a-Van Fundraiser.
- Senior Project Fresh will be getting underway and we have received 240 coupon booklets worth \$20 to those 60 and older who meet the income eligibility to be used at local farmers markets. This is the largest number of coupons this agency has received.
- The Volunteer Recognition Events have concluded and once again the staff continues each year to top themselves! The business community doubled their support to this year's Volunteer Recognition with door prizes and event sponsorships. We appreciate the support shown to BSR and more importantly to the acknowledgement of wonderful work that our volunteers provide to the senior community.
- I am busy working on the Fiscal Year 2020 budgets that will be reviewed with the Benzie County Commissioners Finance Committee in June and used for the Proposal for Fiscal Year 2020-2022 Multi-Year Aging Service Contract for both the Congregate Meals and Home Delivered Meals.
- The agenda is set for the Mandatory Home Delivered Meals Volunteer Training scheduled for May 22<sup>nd</sup>. Part of the training will have experts presenting sessions on Dementia and Adult Protective Services. The remaining agenda will focus on review of emergency procedures and the volunteer handbook.
- The Lawn Chore Program this year has 7 contractors and so far, 98 clients have signed up. For Spring Clean-up, we have 60 clients signed up.
- Dawn and I participated in a Webinar on, "How to set up and run a successful Facebook Fundraising Campaign for your Non-Profit." It was very informative and will be used in future Fundraising Events.

## **Volunteer Programs**

The number of volunteers coming back from their winter residence is increasing which was reflective with the increase in volunteer hours for April.

## **Legislative Update**

### **Federal Funding**

The House Appropriations Committee passed its Fiscal Year (FY) 2020 Labor, Health and Human Services, and Education (Labor-HHS-Ed) spending bill by a vote of 30-23. If enacted, this legislation would provide a historic \$93 million increase (10%) in funding for the Older Americans Act (OAA) Nutrition Program over FY 2019 levels, at a total of \$1 billion.

## **State Funding**

Working with the Silver Key Coalition to advocate for a \$6 Million increase in the Older Michigians Act Programs and this would include nutrition and waiver in-home care programs.

## **Program Report for April 2019**

### **Nutritional Programs**

#### ***Home Delivered Meals***

Home Delivered Meals – 5,030 meals were provided to 145 clients in April 2019. **For year to date, this is an increase of 2.3% as compared to the same period in FY'2018 and a 23.4% increase as compared to the same period in FY'2017.**

An additional 5-day emergency shelf stable meal box went out to 5 clients in April as replacements.

#### ***Congregate Meals***

The Gathering Place served 1,802 meals in April 2019. **For year to date this is an 8.8% reduction in number of meals served as compared to the same period in FY'2018.**

*Through the six months (October 2018-April 2019) we are down 378 meals as compared to the same period last year.*

### **Other Programs/Services**

**Dining Out Program** – 193 customers redeemed 524 vouchers in April 2019. **For Fiscal Year 2019, the number of clients will remain consistent, but the number of vouchers bought will be less due to the reduction in the amount available. The reduction was done to place additional funds in the Home Delivered Meals Program to meet the additional client needs.**

**Homemaker Program** – 394 service units were provided to 107 clients in April 2019. **Compared to April 2018, service units are up 1% and up 10.7% as compared to April 2017.**

**Snow Removal** – For the season we provided 1,298 plows. This is the 2<sup>nd</sup> highest total since providing snow plowing.

**Guardian Medical Monitoring** – 31 clients receive this service at no cost to them. Six clients are currently on the waiting list.

**Benzie Bus Punch Cards** – 156 bus passes were issued to customers in April 2019. This represents 1,872 rides for the month. **Year to date the program is even with 2018 and up 15.7% as compared to 2017.**

**Information & Assistance** - The agency handled 986 calls in April 2019 regarding Information and Assistance for services and questions related to older adults. **Year to date the number of phone calls received is up 4.5% compared to 2018 and a 8% increase as compared to the same period in FY'2017.**

**MMAPS** – Eleven individuals were helped with their Medicare/Medicaid needs in April 2019.

**Income Tax Program** – 62 individuals were seen in April 2019 at no cost to them. In total, 240 individuals had their income taxes done at BSR.

**Hearing Clinic** – Three clients were seen in April 2019 at no cost to them.

**Estate Planning** – Four individuals were provided estate-planning counseling in April 2019 at no cost to the clients.

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

**Foot Care** – Thirty-five individuals were provided foot care at the clinics and 10 clients were seen in their homes in March 2019.

**Benzie Senior Dental Program** – Four client received financial assistance for dental care in April 2019.

**Emergency Senior Essential Needs Fund** – Two individuals received financial assistance in April 2019 related to porch repair and vehicle needs.

**The Gathering Place Senior Center** – In April 2019, The Gathering Place Senior Center offered twenty-one core activities and one special event that 626-cumulative number of individuals participated in. The top attended activities for April 2019 were: Music Programs; Card Games/Board Games/Crafts; Exercise Groups, Health, Wellness and Educational; and Day Trips. **Year to date, this is a decrease of 15.4% as compared to the FY 2018 and an increase of 0.5% as compared to FY 2017.**

**In-Home Services for April 2019** – Number of in-home care service clients is up 9% as compared to April 2018. With the largest increase occurring in sliding scale fee clients up 29%. Total number of in-home care service hours increased 6% as compared to April 2018.

#### **Number of Home Health Care Clients**

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Clients
October 2018	22	50	2	74
November 2018	25	52	2	79
December 2018	25	55	0	80
January 2019	26	51	9	86
February 2019	28	48	8	84
March 2019	26	53	7	86
April 2019	24	49	3	76
May 2019				
June 2019				
July 2019				
August 2019				
September 2019				

**Client Total Hours**

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments	Total Hours
October 2018	597.5	613	171.25	57.75	1439.5
November 2018	635.50	650.75	0	58	1344.25
December 2018	632	649	0	18	1299
January 2019	709.25	147.5	162.25	16	1035
February 2019	650	473	153.25	14	1290.25
March 2019	695.75	516.25	115.5	46	1373.5
April 2019	700	573.25	127.5	41	1441.75
May 2019					
June 2019					
July 2019					
August 2019					
September 2019					

**Client Total Visits**

	RN Assess	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2018	58	37	661	100	24	63	943
November 2018	58	43	543	89	37	7	777
December 2018	18	27	658	15	2	6	726
January 2019	16	36	470	23	10	6	561
February 2019	14	38	592	38	10	11	703
March 2019	46	41	594	61	1	3	746
April 2019	41	46	623	55	10	10	785
May 2019							0
June 2019							0
July 2019							0
August 2019							0
September 2019							0
TOTALS	251	268	4141	381	94	106	5241

Respectfully submitted,

*Douglas Durand*



**BENZIE SENIOR RESOURCES**  
**Statement of Financial Position**  
**As of April 30, 2019**

	<u><b>Apr 30, 19</b></u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
001 · CENTRAL STATE BANK CHECKING	341,453.45
003 · CENTRAL STATE BANK HRA	1,298.84
006 · CENTRAL STATE BANK CD	13,312.89
009 · CENTRAL STATE BANK MM CHECKING	146,757.30
<b>Total Checking/Savings</b>	<u>502,822.48</u>
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	28,122.29
<b>Total Accounts Receivable</b>	<u>28,122.29</u>
<b>Other Current Assets</b>	
109 · INVENTORY	7,794.36
<b>Total Other Current Assets</b>	<u>7,794.36</u>
<b>Total Current Assets</b>	<u>538,739.13</u>
<b>Fixed Assets</b>	
150 · BUILDING	480,375.70
151 · VEHICLES	126,726.00
152 · EQUIPMENT	100,289.95
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(323,813.16)
<b>Total Fixed Assets</b>	<u>385,378.49</u>
<b>TOTAL ASSETS</b>	<u><b>924,117.62</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	11,177.30
<b>Total Accounts Payable</b>	<u>11,177.30</u>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	11,269.39
223 · JOHN HANCOCK PAYABLE	1,410.55
224 · DUE TO CHARITY-EMPLOYEE FUNDED	54.32
238 · AFLAC PAYABLE	154.26
<b>Total Other Current Liabilities</b>	<u>12,888.52</u>
<b>Total Current Liabilities</b>	<u>24,065.82</u>
<b>Long Term Liabilities</b>	
<b>Lease Payable</b>	4,624.31
250 · MORTGAGE PAYABLE	130,227.51
260 · NET PENSION LIABILITY	552,311.00
<b>Total Long Term Liabilities</b>	<u>687,162.82</u>
<b>Total Liabilities</b>	<u>711,228.64</u>
<b>Equity</b>	
3000 · Opening Bal Equity	160,329.63
390 · FUND BALANCE - PROGRAMS	(570,978.00)
3900 · Retained Earnings	554,593.49
Net Income	68,943.86
<b>Total Equity</b>	<u>212,888.98</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>924,117.62</b></u>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**April 2019**

	<u>Apr 2019</u>	<u>Budget</u>	<u>\$ Change</u>
<b>ORDINARY INCOME/EXPENSE</b>			
<b>INCOME</b>			
519.03 · TITLE III C2 INCOME	5,235.94	8,142.00	(2,906.06)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	100.00	100.00	0.00
540 · GRANTS	1,000.00	2,500.00	(1,500.00)
561 - HDM WAIVER	981.50	950.00	31.50
642 · CHARGES FOR SERVICES/CONT	2,082.00	2,171.00	(89.00)
642.01 · FEE FOR SERVICE/CHORE	1,795.00	1,800.00	(5.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	2,824.00	2,500.00	324.00
642.03 - FEE FOR SERV/SNOW REMOVAL	(178.00)	400.00	(578.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	4,710.25	5,000.00	(289.75)
642.05 - FEE FOR PRIVATE PAY & INS	2,425.50	1,420.00	1,005.50
670 - CLIENT INCOME	12,629.85	10,500.00	2,129.85
673 · NEWSLETTER SUB	40.00	60.00	(20.00)
675 · DONATIONS	9,263.51	9,085.00	178.51
676 · MILLAGE	88,723.00	88,723.00	0.00
680 · VOLUNTEER WAGES (IN-KIND).	7,698.50	6,800.00	898.50
677 - FUNDRAISING	3,342.18	0.00	3,342.18
681 - IN-KIND (non-volunteer)	385.18	525.00	(139.82)
690 - TRIP INCOME	2,645.00	0.00	2,645.00
691 - MISC INCOME	1,270.00	0.00	1,270.00
<b>TOTAL INCOME</b>	<u>146,973.41</u>	<u>140,676.00</u>	<u>6,297.41</u>
<b>GROSS PROFIT</b>	146,973.41	140,676.00	6,297.41
<b>EXPENSE</b>			
700 - ACCOUNTING FEES	0.00	0.00	0.00
705 · SALARY AND WAGES	67,736.43	63,423.00	4,313.43
708 · PAYROLL TAX EXPENSE	6,373.87	6,141.00	232.87
709 · EDUCATION/TRAINING	1,051.00	55.00	996.00
710 · EVENTS	375.84	176.00	199.84
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	1,756.26	1,775.00	(18.74)
720 - BAD DEBT	0.00	0.00	0.00
721 · COMPUTER EXPENSES	1,783.15	2,080.00	(296.85)
725 · FRINGE BENEFITS	10,526.92	9,296.00	1,230.92
726 - FUNDRAISING/MARKETING EXP	199.00	0.00	199.00
727 · SUPPLIES	2,671.68	2,333.00	338.68
727.2 · OFFICE EXP	807.00	916.00	(109.00)
727.3 - POSTAGE	63.76	65.00	(1.24)
727.4 - ADVERTISING	144.00	550.00	(406.00)
740 · FOOD	15,159.87	13,000.00	2,159.87
819 · CONTRACTUAL	14,225.89	20,396.00	(6,170.11)
820 · VOLUNTEER WAGES (IN-KIND)	7,698.50	6,800.00	898.50
825 · VOLUNTEER EXPENSES	2,198.89	1,415.00	783.89
850 · TELEPHONE	443.37	410.00	33.37
861 · TRAVEL/MILEAGE/GAS	3,251.26	2,375.00	876.26
900 · INTEREST EXPENSE	438.59	415.00	23.59
910 · INSURANCE	5,306.00	2,800.00	2,506.00
915 · PROJECTS	165.42	1,000.00	(834.58)
920 · UTILITIES	1,662.98	3,120.00	(1,457.02)
940 · DEPRECIATION EXPENSE	2,914.96	2,700.00	214.96

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**April 2019**

	<u>Apr 2019</u>	<u>Budget</u>	<u>\$ Change</u>
980 • EQUIPMENT/REPAIRS	1,574.67	1,580.00	(5.33)
980.1 - OUTDOOR MAINTENANCE	0.00	145.00	(145.00)
981 • HDM VEHICLE MAINT/GAS	2,575.64	1,375.00	1,200.64
980.2 - INDOOR MAINTENANCE	25.15	180.00	(154.85)
991 - TRIP EXPENSE	22,734.00	21,800.00	934.00
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00
			0.00
<b>TOTAL EXPENSE</b>	<u>173,864.10</u>	<u>166,321.00</u>	<u>7,543.10</u>
<b>NET ORDINARY INCOME</b>	(26,890.69)	(25,645.00)	(1,245.69)
<b>OTHER INCOME/EXPENSES</b>			
<b>OTHER INCOME</b>			
990 • INTEREST/DIVIDEND INCOME	19.57	15.00	4.57
999 - OTHER INCOME	0.00	0.00	0.00
<b>TOTAL OTHER INCOME</b>	<u>19.57</u>	<u>15.00</u>	<u>4.57</u>
<b>OTHER EXPENSE</b>			
999.1 • OTHER EXPENSE	0.00	80.00	(80.00)
99999 - LEGAL EXPENSE	0.00	250.00	(250.00)
<b>TOTAL OTHER EXPENSE</b>	<u>0.00</u>	<u>330.00</u>	<u>(330.00)</u>
<b>NET OTHER INCOME</b>	<u>19.57</u>	<u>(315.00)</u>	<u>334.57</u>
<b>NET INCOME</b>	<u>(26,871.12)</u>	<u>(25,960.00)</u>	<u>(911.12)</u>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**October 2018 - April 2019**

	<b>Oct-Apr 19</b>	<b>Budget</b>	<b>\$ Change</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
519.03 · TITLE III C2 INCOME	57,673.60	56,988.00	685.60
519.04 · FEDERAL USDA	42,742.00	28,250.00	14,492.00
519.05 MIPPA (MMAPI)	2,950.00	2,100.00	850.00
540 · GRANTS	52,800.00	76,400.00	(23,600.00)
561 - HDM Waiver	3,793.50	6,650.00	(2,856.50)
642 · CHARGES FOR SERVICES/CONT	13,136.77	15,191.00	(2,054.23)
642.01 · FEE FOR SERVICE/CHORE	1,875.00	2,300.00	(425.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	15,838.00	17,700.00	(1,862.00)
642.03 - FEE FOR SERVICE/SNOW REMOVAL	18,277.00	24,000.00	(5,723.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	35,364.25	35,000.00	364.25
642.05 - FEE FOR PRIVATE PAY & INS	10,764.25	9,880.00	884.25
670 - Client Income	61,909.45	73,500.00	(11,590.55)
673 · NEWSLETTER SUB	240.00	420.00	(180.00)
675 · DONATIONS	66,892.63	63,565.00	3,327.63
676 · MILLAGE	621,061.00	621,061.00	0.00
680 · VOLUNTEER WAGES (IN-KIND).	39,976.00	44,500.00	(4,524.00)
677 - Fundraising	40,575.23	52,000.00	(11,424.77)
681 - In-Kind (non-volunteer)	2,866.68	3,675.00	(808.32)
690 - Trip Income	30,518.00	22,800.00	7,718.00
691 - MISC INCOME	2,510.00	0.00	2,510.00
<b>Total Income</b>	<b>1,121,763.36</b>	<b>1,155,980.00</b>	<b>(34,216.64)</b>
<b>Gross Profit</b>	<b>1,121,763.36</b>	<b>1,155,980.00</b>	<b>(34,216.64)</b>
<b>Expense</b>			
700 - ACCOUNTING FEES	7,125.00	6,300.00	825.00
705 · SALARY AND WAGES	464,895.38	475,673.00	(10,777.62)
708 · PAYROLL TAX EXPENSE	45,576.80	46,053.00	(476.20)
709 · EDUCATION/TRAINING	2,191.48	385.00	1,806.48
710 · EVENTS	2,717.86	1,913.00	804.86
715 · CLOTHING ALLOWANCE	1,887.50	1,000.00	887.50
717 · DUES/SUBSCRIPTIONS	2,404.26	2,420.00	(15.74)
720 - BAD DEBT	16.00	0.00	16.00
721 · COMPUTER EXPENSES	13,705.59	14,550.00	(844.41)
725 · FRINGE BENEFITS	52,630.03	69,720.00	(17,089.97)
726 - FUNDRAISING/MARKETING EXP	2,848.90	2,990.00	(141.10)
727 · SUPPLIES	16,458.18	16,333.00	125.18
727.2 · OFFICE EXP	7,565.48	6,418.00	1,147.48
727.3 - POSTAGE	2,672.92	1,600.00	1,072.92
727.4 - ADVERTISING	2,562.29	3,780.00	(1,217.71)
740 · FOOD	102,564.45	93,300.00	9,264.45
819 · CONTRACTUAL	133,715.61	180,672.00	(46,956.39)
820 · VOLUNTEER WAGES (IN-KIND)	39,976.00	44,500.00	(4,524.00)
825 · VOLUNTEER EXPENSES	8,214.69	8,760.00	(545.31)
850 · TELEPHONE	2,592.10	2,550.00	42.10
861 · TRAVEL/MILEAGE/GAS	23,556.87	16,150.00	7,406.87
900 · INTEREST EXPENSE	3,041.28	2,935.00	106.28
910 · INSURANCE	19,864.00	19,600.00	264.00
915 · PROJECTS	6,078.02	8,200.00	(2,121.98)
920 · UTILITIES	14,977.71	16,450.00	(1,472.29)
940 · DEPRECIATION EXPENSE	20,404.72	18,900.00	1,504.72

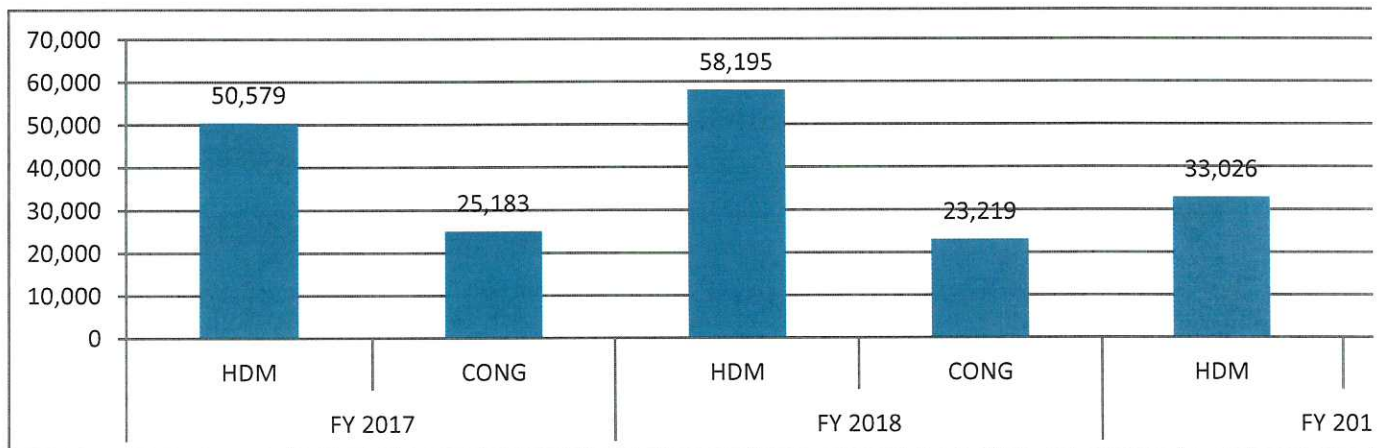
**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**October 2018 - April 2019**

	<u>Oct-Apr 19</u>	<u>Budget</u>	<u>\$ Change</u>
980 • EQUIPMENT/REPAIRS	9,619.78	11,090.00	(1,470.22)
980.1 - OUTDOOR MAINTENANCE	6,024.74	5,515.00	509.74
981 • HDM VEHICLE MAINT/GAS	7,730.77	9,625.00	(1,894.23)
980.2 - INDOOR MAINTENANCE	985.83	1,290.00	(304.17)
CAPITAL EXPENSE	0.00	3,750.00	(3,750.00)
TRIP EXPENSE	24,272.00	21,800.00	2,472.00
<b>Total Expense</b>	<u>1,048,876.24</u>	<u>1,114,222.00</u>	<u>(65,345.76)</u>
 <b>Net Ordinary Income</b>	 72,887.12	 41,758.00	 31,129.12
 <b>Other Income/Expense</b>			
<b>Other Income</b>			
990 • INTEREST/DIVIDEND INCOME	121.26	105.00	16.26
995.1 REALIZED GAIN (LOSS)	0.00	0.00	0.00
999 - Other Income	6,664.57	0.00	6,664.57
<b>Total Other Income</b>	<u>6,785.83</u>	<u>105.00</u>	<u>6,680.83</u>
 <b>Other Expense</b>			
999.1 • Other Expense	7,729.57	590.00	7,139.57
99999 - LEGAL EXPENSE	2,999.52	1,750.00	1,249.52
<b>Total Other Expense</b>	<u>10,729.09</u>	<u>2,340.00</u>	<u>8,389.09</u>
 <b>Net Other Income</b>	 <u>(3,943.26)</u>	 <u>(2,235.00)</u>	 <u>(1,708.26)</u>
 <b>Net Income</b>	 <u><u>68,943.86</u></u>	 <u><u>39,523.00</u></u>	 <u><u>29,420.86</u></u>

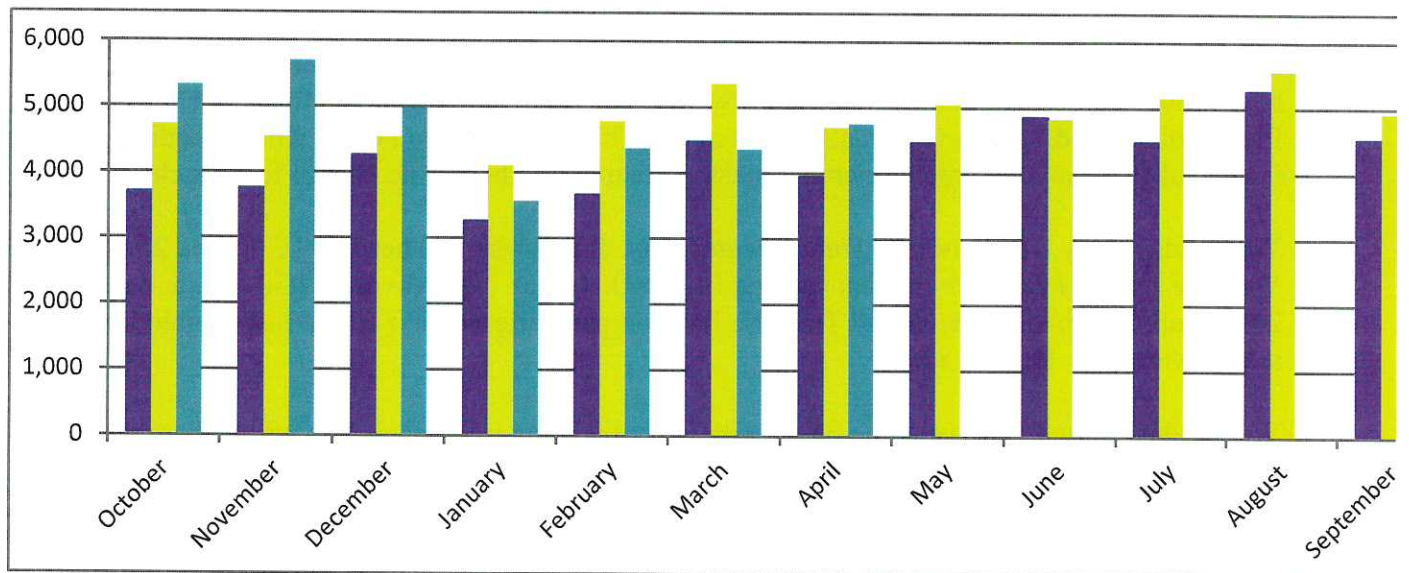
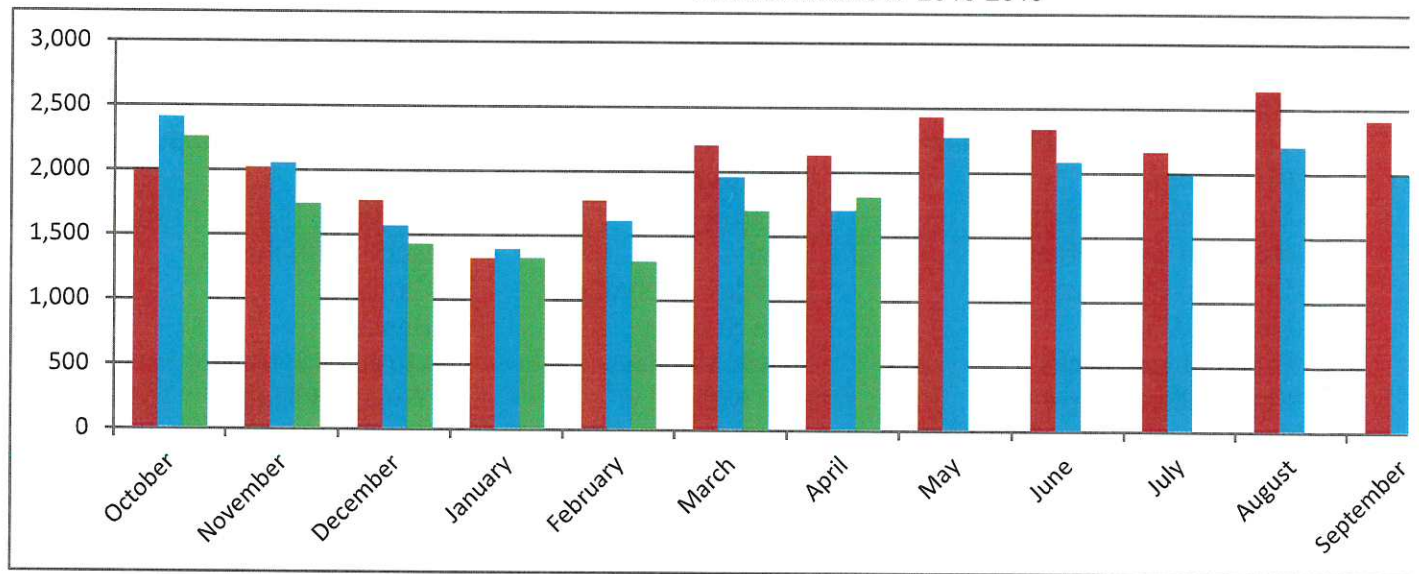


Benzie Senior Resources  
HDM/Cong comparison  
Units Served 2017-2018-2019

	FY 2017		FY 2018		FY 2019	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,684	2,000	4,714	2,405	5,320	2,252
November	3,744	2,018	4,531	2,049	5,690	1,736
December	4,252	1,764	4,527	1,566	4,985	1,424
January	3,248	1,318	4,096	1,388	3,555	1,318
February	3,653	1,769	4,771	1,610	4,369	1,296
March	4,470	2,203	5,351	1,955	4,359	1,694
April	3,941	2,129	4,690	1,698	4,748	1,802
May	4,463	2,430	5,046	2,271		
June	4,853	2,337	4,832	2,084		
July	4,481	2,162	5,151	1,995		
August	5,262	2,641	5,564	2,205		
September	4,528	2,412	4,922	1,993		
<b>total meals</b>	<b>50,579</b>	<b>25,183</b>	<b>58,195</b>	<b>23,219</b>	<b>33,026</b>	<b>11,522</b>



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



## Senior Center Coordinator's Report May 2, 2019

### Regular Happenings:

Tuesday Music and Dancing	Ol' Time Gathering	Blood Pressure Clinics
Chair Yoga	Thompsonville Meal	Bingo
Stretching with Doris	Wii Bowling	Zumba
Essential Estate Planning	Plarn	Crafts with Susan
Little River Casino	Birthday celebrations	Cards
Hearing Clinic	Tech Support	Bunco
Blood Sugar checks	Movie Mondays	Music with Robert
State Theater Trips	Play with Clay!	Yoga and More

### News & Events

**Play with Clay! 10:00 a.m.** on Thursdays in May. A new opportunity to explore your creative side. Instructor Lester Brownell teaches this new offering to the first **FIVE** folks who sign up. Bring an apron (although clay does wash out). **Cost is only \$5 total for the whole month!** Call 231.525.0601 or stop by our front desk to sign up!

Mondays, May 6<sup>th</sup> & 13<sup>th</sup> at 10:00 a.m. **YOGA & More!** Classes will be geared for all levels— beginner to advanced combining both Hatha and Flow styles of yoga, along with health and wellness suggestions. Please join us and bring a yoga mat, towels or yoga blocks. Lauralee Petritz will be leading the class and is an avid Bikram yoga practitioner and massage therapist. There is no charge for this class.

Wednesday, May 8 we have the **State Theater Trip**. Join Susan and head to TC for the 25¢ Matinee. We'll be seeing *A Place In the Sun* starring Elizabeth Taylor. Van leaves at 9:30 a.m. and returns about 2:00 p.m. Lunch is at The Grand Traverse Pie Company afterward. You are responsible for your lunch and movie costs. Trip fee \$5.

Wednesday, May 8<sup>th</sup> we welcome Sarah with Catholic Human Services. She will be here during lunch to share information about the Senior Companion Program.

Thursday, May 9<sup>th</sup> Blood Pressure and Blood Sugar Checks with Sharon from The Maples during lunch.

Monday, May 13<sup>th</sup> is Movie Monday! We play a movie in-house at The Gathering Place with free popcorn and drinks! Showtime is 1:00 p.m. and this month we are watching *War Horse* directed by Steven Spielberg.

Wednesday, May 15<sup>th</sup> is our annual Older Michiganiaan's Day Trip. **Leave Honor plaza at 6:30 a.m. and return at 6:00 p.m.** Join myself and Doug as we head to Lansing. Participate in a rally, hear from keynote speakers and tour the Capitol Building. Lunch is free. The trip is free! Space is limited!

Thursday, May 16<sup>th</sup> 1:30 p.m. Blood Pressure and Blood Sugar checks with Kate from Paul Oliver Living & Rehabilitation Center during lunch. Another great, convenient opportunity to check your numbers for free.

Monday, May 20<sup>th</sup> 10:00 a.m. Build-a-Birdhouse with Keith Jewell. The cost of this class is \$5. No experience necessary.

Friday, May 31<sup>st</sup> Ol'Time Gathering party. Please bring a dish to pass. All ages are welcome. No charge to attend and donations are accepted. Music starts at 6:00 p.m. with a potluck dinner at 7:00 p.m.

Letter of Understanding  
Elimination of Start Step and Step 1 in the P.O.A.M. Contract

1. The elimination of two steps in the current P.O.A.M. Contract. This in as agreement between P.O.A.M., the County Board and the Sheriff.
2. The Benzie County Board agrees to authorize the removal of the Start and Step 1 in the P.O.A.M. Corrections union contract. This shall start July 1, 2019.
3. This letter of understanding is to be authorized by the Committee as a whole and brought before the next full board meeting for final approval.

Police Officers Association of Michigan

Benzie County Sheriff

---

Jim Cross, Business Agent

---

Ted Schendel, Sheriff

Benzie County Board of Commissioners

Police Officers Labor Council

---

Gary Sauer, Board Chair

---

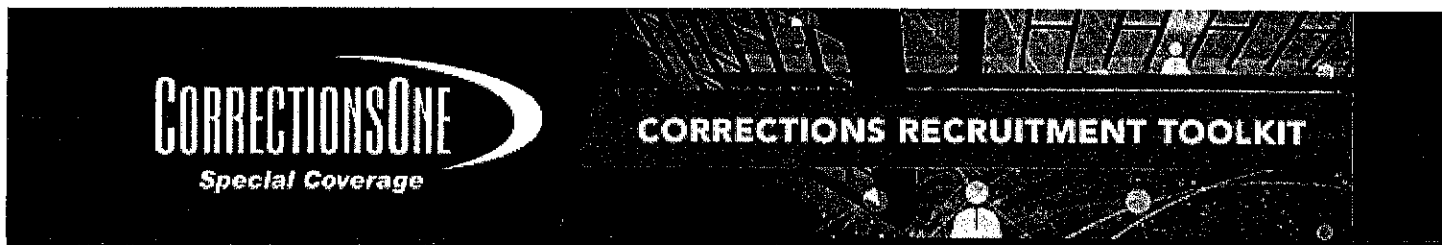
Brad Rykse, Union Representative

**Dan Smith**

---

**From:** CorrectionsOne Special Coverage <newsletter@correctionsone.com>  
**Sent:** Wednesday, May 22, 2019 6:58 PM  
**To:** Dan Smith  
**Subject:** Recruitment Toolkit: How to attract, hire COs

May 22, 2019 | [View as webpage](#)



**Dear CorrectionsOne Member,**

With unemployment at its lowest rate since 1969, recruiting and retaining viable candidates is proving challenging for correctional facilities nationwide. Understaffing compromises the safety of both officers and inmates, and creates fiscal challenges associated with overtime costs.

Tackling the current crisis will require a progressive, multi-pronged approach. It is critical that the corrections profession revamps traditional recruiting efforts, while also incorporating retention strategies into recruitment planning.

This special coverage series on correctional recruitment will aid facilities in the development and implementation of effective hiring strategies.

— *The CorrectionsOne Team*

## **STRATEGIES FOR HIRING CORRECTIONS OFFICERS**



### **5 essential components of an effective recruitment strategy**

**By Cole Zercoe**

The current climate has only added to long-standing recruitment challenges



## **Improving staffing and security in North Carolina prisons**

**By Caitlin Saunders and Joel Rosch**

NC researchers reviewed nationwide prison management practices to develop solutions to recruitment and retention challenges in corrections



## **Roundtable: How correctional leaders can address the recruitment crisis**

**By C1 Staff**

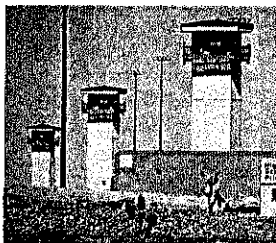
With understaffing in correctional facilities a nationwide problem, here are some best practices facilities can implement to improve recruitment



## **Opinion: If you want insurance for your recruitment efforts, don't forget about retention**

**By Michigan Corrections Organization**

Even the most robust recruitment program won't solve correctional facility staffing challenges if there's no plan to retain personnel



## **How to conduct effective exit interviews (and why they matter)**

**By James Careless**

Conducting exit interviews to find out why people quit is key to addressing the issues that cause good employees to leave



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## Special Report:

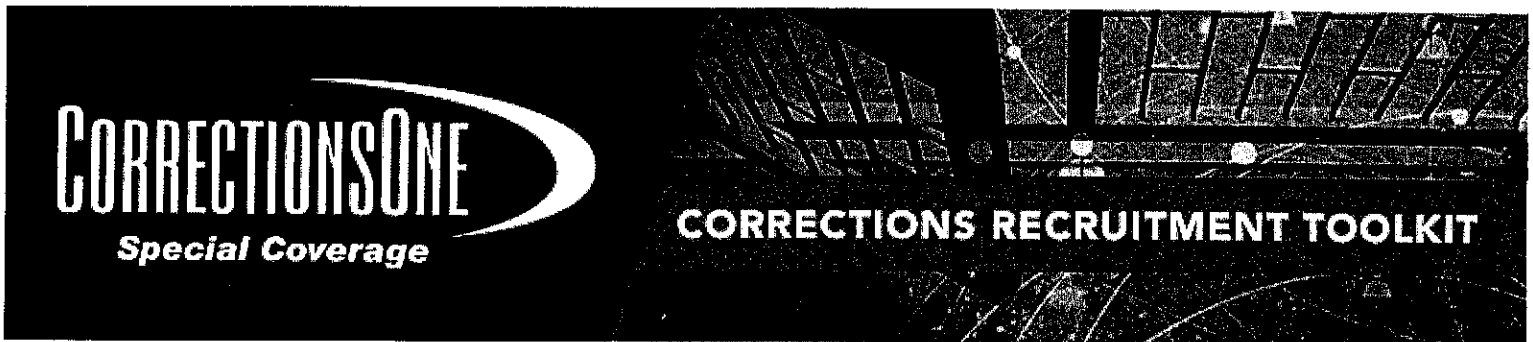
What are the most common mistakes on performance evals?

Topics > Strategies for hiring COs > Articles

# 5 essential components of an effective recruitment strategy

The current climate has only added to long-standing recruitment challenges

Yesterday at 3:10 PM



*Editor's note: Correctional facilities cannot find enough corrections officers to staff our nation's prisons and jails. As older officers retire and experienced COs quit, hundreds of CO positions are waiting to be filled. This special coverage series, "Corrections Recruitment Toolkit: Strategies for hiring COs," provides recruitment strategies correctional facilities can deploy to tackle the staffing crisis head-on.*

By Cole Zercoe, C1 Senior Associate Editor

Recruiting corrections officers and other facility staff has never been easy. The stressful and dangerous nature of the work can take a mental and physical toll, pay isn't competitive within the public safety field or compared to other industries, public opinion of the



A CO opens an entrance to the north segregation section of death row at San Quentin State Prison Tuesday, Aug. 16, 2016, in San Quentin, Calif. (AP Photo/Eric Risberg)

profession is new, resources are limited and recruitment is long.

The current climate has only added to these recruitment challenges. A very low national unemployment rate (3.6%, the lowest since 1969) has created an even more competitive job market and many facilities face dire understaffing levels, making the job even more demanding and less appealing.

In its report, "Building a High-Quality Correctional Workforce," the RAND Corporation put together a panel of experts in the corrections field to weigh in on the many staffing challenges facing the profession today, including how agencies can better recruit much-needed new staff members. Here are five essential components of an effective recruitment strategy as detailed in the

report.

## 1. CONSIDER YOUR IMAGE

What story are you telling the public and potential candidates? Many of the experts on the panel suggested that the corrections profession has a PR problem. Much of this is related to the insular nature of the profession, with little information sharing with the public and media coverage only occurring when something negative occurs.

Agencies should build a relationship with their local media and share good news – not combat it – when they can. Agencies should also share their stories directly with the public (and in the digital age, you have many platforms that enable you to do so). Illustrate the challenges the profession faces, the successes and how the profession works to protect the community. What sharing does is help agencies write and control their own narrative. When agencies are silent, someone else tells the story for them.

Image is not just about correcting overall public perception, it's also about broadcasting a clear vision and purpose to your potential candidates. Focusing only on the law enforcement aspect of the job does a disservice to it and makes the job less appealing for many people. As the RAND report states, many agencies emphasize the custody and control component of the work instead of focusing on the rehabilitation aspect:

"Although these objectives are not mutually exclusive, the focus on security reinforces the view that the role of the corrections officer remains primarily custodial in nature."

Selling the role of corrections staff member as an opportunity to have a positive impact in the community by playing a vital role in helping the incarcerated make the behavioral changes they need to be successful members and contributors to society – the rehabilitation component – has the



5 essential components of an effective recruitment strategy Page 3 of 4  
The Miami-Dade Corrections & Rehabilitation Department, which competes for candidates with numerous other law enforcement agencies throughout south Florida, identified a need last year to more actively illustrate and promote their image.

"In prior years, MDCR was very reactive instead of proactive when it came to our hiring strategies. We would open our non-certified position up, and whoever saw the post was able to apply," Juan Diasgranados, MDCR Public Affairs Manager told CorrectionsOne. "We realized that many in the community were unaware of who we were or what we did, so last year, we developed an aggressive campaign to let the south Florida community know that MDCR is not just a *job*, but a fulfilling *career*. We also have several specialties within our department for those who do not want to work in the jails including our Monitor Release unit, Boot Camp, K9 and more. We want all of our applicants to know that we are a large department with endless possibilities and room for growth."

## **2. GIVE EMPLOYEES A MORE ACTIVE ROLE IN DECISION-MAKING**

According to the RAND report, many panelists believe the profession needs to do more to cater the job to the younger generation now entering the workforce. One of the biggest components to doing so is giving employees a more active role in policy and decision-making discussions.

Younger people want more say and input in the various operations of the business, and that means reexamining the paramilitary structure currently found in most correctional environments. This doesn't mean you have to upend the structure entirely, it could simply mean adding a "suggestions and comments" box, conducting surveys and focus groups with line staff, or having open-door time. The point is to get those at the lower levels more involved and feeling like their voice is being heard.

## **3. ADD INCENTIVES**

A corrections career doesn't pay very well, particularly entry-level starting salary (which, according to the RAND report, most potential candidates are paying more attention to vs. potential earnings over a career). Agencies should consider adding incentives to make the work environment more attractive.

For example, MDCR provides tuition reimbursement for corrections staff. The state of Maryland started offering a \$5,000 recruitment bonus to new hires to try to combat its staffing crisis.

The RAND report panelists suggested agencies should consider subsidizing transportation, childcare, or housing. Looking at adding more flexible positions and work hours – such as creating part-time opportunities or specialized roles – could also widen your candidate pool. In the age of the gig economy, many people are looking for flexible roles and hours.

## **4. BE PROACTIVE**

Being proactive is a vital component of an effective recruitment strategy, and there are many options available to agencies for capturing job-seekers. Last year, MDCR created tri-lingual promotional materials such as a recruitment video, posters, palm cards and banners. The recruitment video highlighted the agency's facilities, specialty units and – perhaps most important – staff diversity.



"What we found was, not only were applicants excited to see the endless possibilities within our department, but current staff felt a great sense of pride," Diasgranados said. "They were happy to see our department showcased in video format and they took it upon themselves to send it to their friends and family and social media networks."

MDCR also developed a relationship with their local colleges and universities and attended campus job fairs and career days.

"It was tough," Diasgranados said. "We started from scratch. We had never created a video, and we didn't have the relationships at the college level. It took some time, but we are now reaping the benefits of our aggressive campaign. The folks who applied in the fall have been interviewed, passed our background process and are now entering our academy."

MDCR also started utilizing social media.

"We had to be smart about how to best reach today's applicants pool: millennials and generation Z," Diasgranados said. "Let's be honest – we know that the average applicants in today's age are constantly on their phones and use social media several hours a day. So we aggressively targeted that audience by using Twitter and Facebook to promote our department and all of the great things we do for the community."

to perform the task effectively. The panelists also called for agencies to work together to develop an online system that enables candidates to apply for multiple positions across jurisdictions simultaneously.

## 5. REVIEW BARRIERS TO ENTRY

Are there barriers to entry that could be removed without threatening the quality of your candidate pool? The RAND report's expert panel believes many of the things used to screen candidates aren't evidence-based. Review the efficacy of screening criteria such as age restrictions, restrictions related to criminal history or prior drug use, psychological tests, personality profiling and fitness tests. In the case of criminal history, the report suggests moving to a case-by-case hiring decision may be better than blanket restrictions.

How long is your hiring process? Reducing the time to hire can also go a long way to widening your applicant pool – many individuals seeking work cannot afford to wait through a lengthy hiring time. The report uses the example of the Arizona Department of Corrections, which reduced their process from 120 days to 39 by eliminating unnecessary tasks like reference checks.

## CONCLUSION

The hiring landscape is the most challenging and competitive it has been in years, but the above five components will go a long way in helping your agency better attract a wider pool of candidates. No matter what strategies you ultimately employ, it's important to remember that successful onboarding and retention are also key to an effective recruitment strategy – your officers could be your best recruiters.

Tags > Correctional Management • Corrections Jobs and Careers • Prison Staffing • Recruitment

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## Special Report:

What are the most common mistakes on performance evals?

Topics > Recruitment > Articles



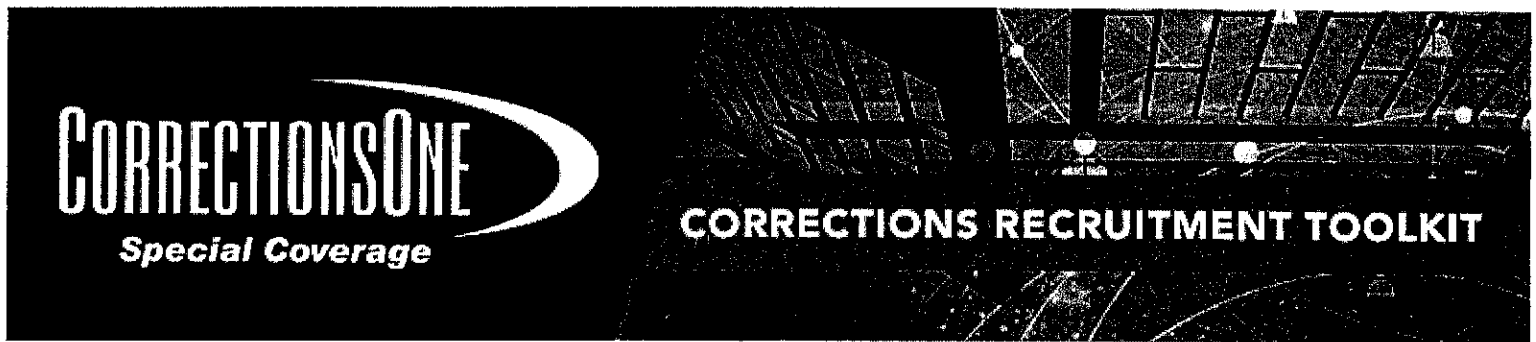
### Move Forward

with Michigan Corrections Organization

# Opinion: If you want insurance for your recruitment efforts, don't forget about retention

Even the most robust recruitment program won't solve correctional facility staffing challenges if there's no plan to retain personnel

Yesterday at 5:38 PM



*Editor's note: Correctional facilities cannot find enough corrections officers to staff our nation's prisons and jails. As older officers retire and experienced COs quit, hundreds of CO positions are waiting to be filled. This special coverage series, "Corrections Recruitment Toolkit: Strategies for hiring COs," provides recruitment strategies correctional facilities can deploy to tackle the staffing crisis head-on.*

Imagine you have just purchased a new home. You shopped around for the best mortgage and put 20% down, in addition to paying closing costs. You hired an inspector to check the home for mold.  
<https://www.correctionsone.com/recruitment/articles/482688187-Opinion-If-you-want-insurance-for-your-r...> 5/23/2017

Strategies to improve correctional officer retention Page 2 of 3  
lender will require you to purchase homeowner's insurance, because you and the bank have put a ton of money into the property.



Capt. Dwain Williams checks on a prisoner in the the Special Management Unit, known as high-max at the Georgia Diagnostic and Classification Prison, Tuesday, Dec. 1, 2015, in Jackson, Ga. (AP Photo/David Goldman)

Likewise, corrections departments across the country are making a huge investment in hiring new corrections officers. Take Michigan for example. Training a single CO costs an average of \$25,654, according to a report the Michigan Department of Corrections (MDOC) recently gave to the state legislature. Multiply that by 820 (the number of officers MDOC hopes to hire this year), and you've got more than \$21 million – a sizeable investment. But what are corrections departments doing to protect that investment?

### **CORRECTIONAL OFFICER SALARIES AND BENEFITS MUST REFLECT WORK STRESSES**

Of course, people aren't houses, and COs can choose to leave their positions, but corrections departments can make that decision to leave a difficult one by adding incentives to stay. This is imperative now that

unemployment is low, wages are rising, and the public and private sectors are scrambling for good employees. Now more than ever, the pay and benefits offered to correctional officers must reflect the daily stresses and dangers of working inside a prison.

Retention was one of the core issues during union bargaining between the Michigan Corrections Organization (MCO) and the state of Michigan last year. MCO's mantra at bargaining was "Risk, Reward, Retention." Officers risk so much, so there must be some reward to retain staff. According to one MDOC analysis, 27% of all COs who left the job in the last fiscal year had fewer than three years of service.

In bargaining, MCO proposed a retention bonus that would pay COs between \$750 to \$1,750, according to their years of service, every year for three years. This wasn't intended to be a permanent solution, but a stopgap to prevent the vacancy problem from getting worse while hiring ramps up. Unfortunately, MDOC refused, even though it would have cost a small fraction of its \$2 billion annual budget.

### **PENSION, HEALTHCARE IN RETIREMENT**

Another reward that used to keep Michigan officers on the job was the promise of a pension and healthcare in retirement.

The state of Michigan eliminated pensions for staff hired after March 1997 and introduced 401(k) plans, which staff can take with them to most new jobs. In 2011, retirement healthcare was converted to a convoluted, multi-tier system in which some employees only get a healthcare spending account.  
<https://www.correctionsone.com/recruitment/articles/482688187-Opinion-If-you-want-insurance-for-your-r...> 5/23/201

with the career for the long haul. It discouraged COs from leaving for county corrections or other law enforcement jobs – some of which still provide these benefits.

Staffing shortages worsened at prisons around the country after the 2008 economic downturn. States slashed spending, and corrections bore the brunt of the cuts. At the time, there was little legislative debate about the dangers of low staffing. Combine this economic reality with the surge in retirements of officers hired during the 1980s prison boom, and you have perfect conditions for a staffing crisis. In addition to asking ourselves how to recruit, we need to be asking ourselves how to retain.

We buy insurance to protect our biggest assets, like our homes. It's time state corrections departments start protecting one of their multi-million-dollar assets – their staff. They can't buy insurance to protect their investment in staff, but they can take steps to make the stress of the job worthwhile and get our prisons back to safe staffing levels. The answer can be found in better pay and benefits.

## About the author

Michigan Corrections Organization (MCO) represents roughly 6,000 corrections officers and forensic security assistants working inside Michigan's prisons and the Center for Forensic Psychiatry. MCO also represents Absconder Recovery Unit investigators and other Michigan Department of Corrections employees.

MCO has the highest membership density of any state of Michigan employee union. Members own the union and are engaged on the things that matter most to them. Read more about MCO at <http://www.mco-seiu.org/about-us/>.

Tags > Correctional Management • Corrections Jobs and Careers • Understaffing •  
Strategies for hiring COs

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Monthly Ambulance Service Report  
for  
BOC

**Fleet Report**

- A21: Brakes, replaced serpentine belt, head light, exhaust clamp. Unit had pinched air lines for the inside dually, this was remedied by Benzie Bus.
- A22: nothing to report
- A32: cylinder 4 and 5 misfire, replaced plugs and coil packs, found to be leaking coolant off cylinder 5 still. (head gasket job 3-4K, new Jasper engine 8K,) temp solution was to run Moroso through the coolant system (\$500) to temporarily solve the problem buying us time and determine options. Exhaust clamp and marker lights were replaced.
- A33: nothing to report
- E61: nothing to report
- T62: AC work currently being completed by Ballard.

**800mghz**

Pagers are active with some coverage issues in Frankfort which are being addressed. No calls are being missed,

**Education**

Calvin is planning to have a PHTLS course in place for the end of June.  
Chris put on 2 pediatric classes, one in Thompsonville and the other in Frankfort.

**Ambulance purchase:**

Second meeting went well. We are going to compare the Ford F350 chassis to the E450 Chassis and see what the price point difference is as well as suspension options.

**Patient bill write down**

I have 2 policies that are attached addressing how to consider writing off a patient's debt. One was obtained by Jim Henderson quite some time ago that he placed in our operational policies, It does not appear though that the process was approved by the BOC. The other I obtained from North flight billing agency that they currently use. We had some beginning discussions in the last Advisory board meeting, and we should be able to adopt one of these two and bring to the BOC for final approval.

**Full-Time opening**

One FT paramedic has been hired, we may have leads on one or two more. We will be interviewing EMT's for a full-time EMT position that is open.

**State inspection**

Tammy with the State will be here on June 5<sup>th</sup> for our annual on-sight review.

**POH**

I have been working with POH to address increasing the number of patients we transport to Paul Oliver. They are eager to have us start bringing them a greater number of lower acuity patients. Over the years they have been seeing fewer and fewer patients in the ER. We reviewed all our runs for the month of April with POH and determined through patient outcomes that nearly 33% of our patient transports would have been appropriate to transport to POH instead of taking them directly to Munson in TC. Every patient we transport to POH reduces our time on task by 60-70%.

**RECEIVED**

**MAY 23 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

EMS  
Monthly Stats  
Benzie County EMS

April 2019

Total EMS Runs:	124
Total 911 calls:	109
Transfers	15
Intercepts	2
Total EMS Transport	84
Total Non-Transport	7
POH	6
Munson	78
Chest Pain:	16
Cardiac Arrest/DOA:	5
Peds:	5
Stroke:	4
Psych:	3
Alcohol/Drug/	3
Poisoning/Overdose:	
<b>Calls per County</b>	
Benzie:	114
Grand Traverse:	9
Leelanau:	1
Manistee:	0
<b>Calls Per Day of Week</b>	
Sunday	18
Monday	25
Tuesday	16
Wednesday	8
Thursday	22
Friday	19
Saturday	16

March 2019

Total EMS Runs:	147
Total 911 calls:	114
Transfers	21
Intercepts	4
Total EMS Transport	113
Total Non-Transport	34
Chest Pain:	7
Cardiac Arrest/DOA:	1
Peds:	13
Stroke:	3
Psych:	3
Alcohol/Drug/	
Poisoning/Overdose:	3
<b>Calls per County</b>	
Benzie:	142
Grand Traverse:	5
Leelanau:	0
Manistee:	0
<b>Calls Per Day of Week</b>	
Sunday	27
Monday	26
Tuesday	14
Wednesday	19
Thursday	17
Friday	25
Saturday	19





Memo To: Board of Commissioners  
From: Jesse Zylstra, Solid Waste and Recycling Coordinator  
Date: May 22<sup>nd</sup>, 2019  
Subject: Recycling Coordinator's Activities

---

- **Recent Recycling Numbers:**

March:

Tonnage: 72.30 tons

Yardage: 2,410 yards

April:

Tonnage: 89.57 tons

Yardage: 2,825

- **Grant Activity:**

2018 Education Grant: Complete.

Scrap Tire: 2018 Grant Reimbursement Received in Full

2019 Grant Awarded - \$8,048, Signed Agreement on File

Rural E-Waste Grant Sub-Committee meetings ongoing.

- **Community:**

Attended 2019 Benzie Chamber of Commerce Business Expo.

Attended Michigan Recycling Coalition Conference May 14-16 in Ann Arbor.

- **Ongoing Activities:**

Seasonal cleanup of all Recycling Locations complete.

Cardboard Trailers - under school care, summer care groups being arranged.

Illegal Dumpsite Clean-Up resumed for the season. – Two Completed.

Site Monitoring of the Fishing Line Recycling Locations.

HHW/Electronics/Scrap Tire Events – Accepting appointments.

County-wide Battery Bucket pickups and sorting.

Jesse Zylstra, Solid Waste and Recycling Coordinator

RECEIVED

MAY 22 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# Commissioner Reports

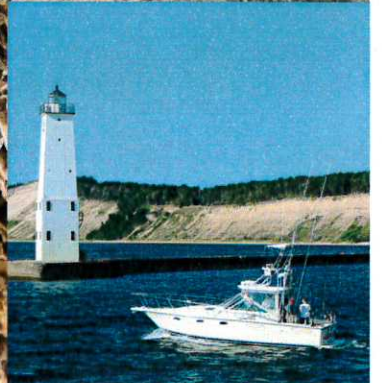
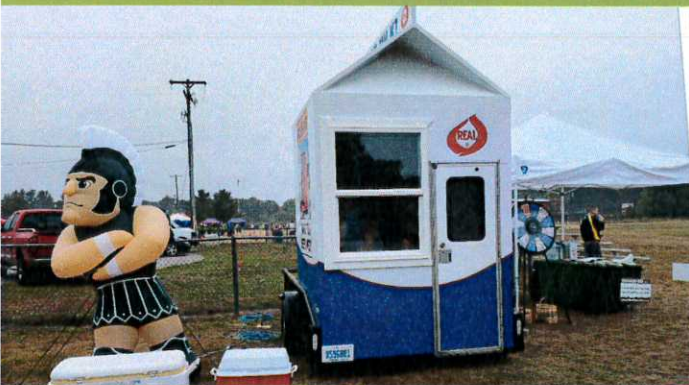




# Benzie County

## 2018 - 2019 ANNUAL REPORT

[msue.msu.edu](http://msue.msu.edu)





FROM THE DISTRICT DIRECTOR:

I'm delighted to share the results of another successful year of partnership between Benzie County and Michigan State University (MSU) Extension. Because of your continued support, we've been able to make a difference in the lives of youth, families, businesses and communities.

MSU Extension offers a broad range of research-based educational services to county residents. Over this past year, we've empowered families and individuals to live healthier lives, supported new and local businesses, created opportunities for youth leadership development and career exploration, helped farmers with business management and mental health, and much more. Our staff live and work alongside county residents, are rooted in community relationships and are responsive to community needs.

This year, we've also welcomed Benzie County residents into our online community: we've offered online educational courses, answered questions on topics ranging from gardening to food safety, raised program awareness through social media and provided a library of research-based resources they've browsed on our website.

Our partnership with you makes this all possible. On behalf of the MSU Extension team serving Benzie County, thank you for another great year. We look forward to your continued support and hope you'll be able to join us during one of our upcoming programs.

Jennifer Berkey



District 3 Director



CONTACT US:

448 Court Place  
Beulah, MI 49617  
Phone: 231-882-0025  
[msue.benzie@county.msu.edu](mailto:msue.benzie@county.msu.edu)  
[www.canr.msu.edu/benzie/index](http://www.canr.msu.edu/benzie/index)

STAFF HOUSED IN BENZIE COUNTY:

Patricia Roth  
Social Emotional Health Educator

Debra Laws  
4-H Program Coordinator

Caitlin Lorenc  
Community Nutrition Instructor

Deborah Longo  
Secretary

MEASURING IMPACT:

CONNECTING WITH RESIDENTS

4-H: Developing Youth & Communities .....	408
Keeping People Healthy .....	2,632
Supporting Agriculture & Agribusiness.....	282
Fostering Strong Communities & Businesses, and Enhancing Our Natural Assets .....	137

**TOTAL PARTICIPANTS IN BENZIE..... 3,459**



MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Dr. Jeff Dwyer, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.



# DEVELOPING YOUTH AND COMMUNITIES

When you support MSU Extension 4-H programs, youth participants learn life skills that prepare them for the workforce – especially for highly sought after jobs in science, technology, engineering and mathematics (STEM). Extension programs help children develop early literacy skills that support school readiness. They learn leadership and decision-making skills in 4-H that increase their likelihood of becoming civically active.



## The Benzie County 4-H Advisory Council

- The 4-H Advisory Council is the overall governing body of the Benzie County 4-H program. This group serves as an advisory board to 4-H staff and assists in advancing the local program's structure, course of direction, and vision for the future.
- The Benzie County 4-H Advisory Council also works with 4-H staff to support a 4-H Ambassador program, county plat book, annual youth trip to Michigan State University, and state-level trainings for teen and adult volunteers at the 4-H Kettunen Center, a conference and retreat facility in Tustin.
- In June of 2018, the group celebrated an historical moment in awarding the first-ever Benzie County 4-H – Gleaners Life Insurance Society Scholarship. The recipient of this \$1,000 award is Claira Putney. The scholarship process involves an application with multiple components and a formal interview.

Over  
400



4-H Participants

**"Serving on the Benzie County 4-H Advisory Council is of tremendous value and an honor." - Lisa Shoemaker-Young**

## Announcing the First Benzie County 4-H Advisory Council Scholarship Winner

The winner of this first-ever award is Claira Putney, daughter of Brian and Dodie Putney. Claira is a 10-year member of the Benzie County 4-H program and the Betsie River Barnyarders 4-H Club.

 **\$1,000 Scholarship**

A 2018 graduate of Benzie Central High School, Claira is now a student at Northwestern Michigan College, majoring in Business Administration. She is also currently employed at the Market Basket in Beulah.

When asked about her 4-H experiences, Claira reflected, "I was never the outgoing kind of child. Being involved in 4-H while growing up has helped me change that to become the person I am today. The 4-H program pushed me outside of my comfort zone, making me talk to people that I would not usually speak to. For example, the hardest thing for me was going out and letting potential buyers know about my livestock projects and asking them to sign an auction buyers' agreement slip."

Claira continued, "As I got older, I found these tasks to become increasingly comfortable



**"The 4-H program has taught me skills that many children don't have the opportunity to learn and has prepared me to become a responsible member of my community."**



## Developing Youth and Communities, continued

and decided I would go even farther outside of my comfort zone and become a youth member on the 4-H livestock council. When I served on the council, I went further still, by organizing the livestock sweepstakes showmanship event. The 4-H program has taught me skills that many children don't have the opportunity to learn and has prepared me to become a responsible member of my community. When I finish college, I plan to become involved again with 4-H as a livestock council member or 4-H club leader, so that I can help impact the lives of others - just as many 4-H leaders have had an impact on mine. I know that I am young, and plans can change, but one thing I know for certain is that I will be a 4-H supporter for life."

**"4-H has taught me to me to be responsible, courteous and helpful. I love to help members who are just starting out and show them how things work. The Companion Animal Interviews event made me a better speaker and more comfortable in talking to adults and answering their questions." – Alberto Lopez**

**"4-H showmanship and selling my animals at the livestock auction helped me become more confident talking to people. It became easy to talk to them about an animal I knew a great deal about from the experience I had gained in raising it myself. Even more important, I like 4-H because it brings people together." – Dominic Lopez**

### The Benzie County 4-H Ambassador Program

- A maximum of two Benzie County 4-H members are selected annually to serve as Benzie County 4-H Ambassadors through an application and interview process.
- Youth that are selected serve as representatives of the program at public 4-H events. For the year of their service, they also affiliate with a 4-H council and participate in those meetings and related activities.
- At the end of their term, 4-H Ambassadors complete an exit interview and many unite with the program well after they have graduated from high school and college. Their feedback clearly indicates that this title is a highly favorable asset when mentioned in portfolios and resumes, scholarship and college admission applications, and employment interviews. Furthermore, they add that their council experience helped them gain leadership and decision-making skills that will increase their likelihood of becoming civically active as adults.

The Benzie County 4-H Ambassadors selected for the 2018-19 year are Alberto and Dominic Lopez. The twin brothers are nine-year members of the program and currently 8th grade homeschooled students.



Both Alberto and Dominic started with Benzie County 4-H at the age of 5 in the soccer program and just completed their last soccer year in the fall of 2018 (soccer runs through 8th grade). Alberto eventually became adept at playing any position needed, but was especially skilled as a goal-setting forward. Dominic's teams depended on his defense skills and he served as a goalkeeper. He was "a solid goalie" according to his teammates.

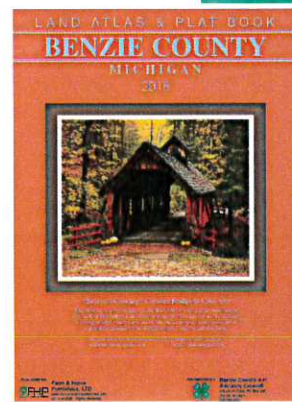
In addition to their soccer involvement, both boys exhibit and sell livestock at the Manistee County Fair. Their project areas have included swine, goats, poultry, and rabbits. Both boys are also veteran competitors of the 4-H Companion Animal Interviews event, often winning blue ribbons and even Best of Show distinction.



## Developing Youth and Communities, continued

### The Benzie County Land Atlas and Plat Book

- Plat books make use of the Public Land Survey System to represent land ownership patterns on a county-by-county basis. They are a convenient reference for local governments, private realty, surveying companies, and the general public. Although the advent of aerial and satellite imagery, GIS, Google Maps and other technology have become useful in this era, they don't replace the legal boundary data featured in plat mapping or plat books.
- The latest Benzie County edition of this book was launched in March of 2018. The cover features a popular local landmark, "Loon Song Covered Bridge" in Lake Ann. This is a 2-year fundraising project and the Benzie book is scheduled for a new release every even-numbered year.
- Proceeds from all sales go directly to the Benzie County 4-H Advisory Council. Most local Benzie 4-H activities, events, and trainings are covered by funds generated from plat book sales.
- 4-H Program Coordinator Debra Laws works with the plat book publisher on the non-plat content, such as the cover, soil and landforms maps, government directory, and 4-H ads. The book's content and accuracy are a serious endeavor. In fact, feedback on this latest edition was received from former Benzie County commissioner Terry Money that indicates that improvements are needed in the manner in which smaller plats are identified. Laws consulted with the advisory council and they have already implemented those changes for the next book, set to be released in early 2020.
- The book is sold at the Benzie County Treasurer's Office and the Benzie MSU Extension office, as well as at several local businesses, including Backcast Fly Shop, Lake Ann Grocery, Nugent Ace Hardware, Stapleton's Market, Tag Limit Outdoors, and Victoria's Floral Design & Gifts. Sales records continue to show that the book is ordered statewide, by residents of both peninsulas, as well as the states surrounding Michigan.



**"The Benzie 4-H Soccer program works through community involvement and support. It's great to see the kids come back year after year until they are old enough to referee or coach." – Jeff Louwsma, 4-H Soccer Director**

### Benzie Youth Soccer Program

The Benzie County 4-H Youth Soccer Program began in 1987, as an answer to the county's need for a well-organized, youth athletic program.

Beulah resident Jeff Louwsma has served as the volunteer director of the program since September of 2016. He also oversees most of the soccer activity at the field at Memorial Park in Benzonia. Ray and Samantha Downs, from Honor, have been with the program since 2010. They supervise the practices and games at the field at Almira Township Park in Lake Ann.



**122 Benzie  
County Youth**





## Developing Youth and Communities, continued

### 4-H Exploration Days at MSU

- This 3-day event, held annually in late June at the Michigan State University campus, simulates the college campus experience for over two thousand 4-H youth from all over the state.
- The youth and their chaperones are housed in the dorms as they attend a variety of classes and other educational events. Subject areas include animal/human/technical sciences, business & entrepreneurship, leadership, environmental education, international culture and languages, performing arts, and personal and business finance.
- The Benzie County 4-H Advisory Council pays 60% of the registration fee for youth attendees, plus additional expenses such as group insurance and chaperone needs.
- For most of these Benzie County youth, this event can be their first exposure to a college campus and can influence them towards a college education and greater career goals than they had originally planned.



**Tyler Iverson, winner of Best of Show at the 2018 4-H Youth Live Performance event, with his trumpet solo "My Regards".**

Exploration Days and 4-H experiences in general have greatly impacted Tyler Iverson, a member of the Betsie River Barnyarders club and a junior at Benzie Central High School. While at Exploration Days last year, he attended a chamber music class, leading to increased ensemble and musicianship skills. He followed that with a German language and culture class. Later that summer, he won the top prize at the 4-H youth talent competition with his trumpet solo. This year, he will miss Exploration Days, but that's because he has been selected to be a part of a 300-member ensemble of U.S. student musicians traveling to – of all places – Germany! The valuable lessons he learned at Exploration Days will assist him in his role with the Michigan Ambassadors of Music and Voyageurs International group on their multi-country European tour.



### Benzie County 4-H Plays Vital Role in 2 Northern Michigan 4-H Livestock Auctions

- The Benzie County 4-H program is unique in that its members have the choice of two 4-H livestock auctions in which to participate. Because Benzie County does not have a fair of its own, 4-H members can go northward to Traverse City, to the auction hosted by the Northwest Michigan 4-H Livestock Council. They can also choose to go southward to Onkama, to the auction supported by the Manistee County 4-H Livestock Council. Both auctions are held in August, at their respective county fairs.
- On August 23, 2018, the 4-H auction at the Manistee fair celebrated its 38th year with

#### Livestock Auction:



145 Animals



99 Buyers



\$95,000 Raised



## Developing Youth and Communities, continued

a sale featuring 145 animals and 23 donated items. With 99 buyers participating, the event raised nearly \$95,000.

- The 46th Northwest Michigan 4-H Auction occurred on August 9, 2018. The sale featured a total of 360 4-H youth from Antrim, Benzie, Grand Traverse, Kalkaska, and Leelanau counties and the event raised over \$642,000. 23 animals were donated to local food pantries.
- In all 4-H auctions, the majority of the money raised goes back to the 4-H members and is used for back-to-school needs and college funds.
- At both auctions, nearly half of the buyers represent businesses local to that county. People want to support businesses that support 4-H. These local businesses report that the exposure and publicity they get by being involved in the 4-H livestock auction increases their foot traffic and volume.



## Benzie County 4-H Educational Programming

- In Benzie and Manistee counties, there is a mandatory requirement that selling members participate in organized and content-specific educational programs and events.
- 4-H Program Coordinator Laws has worked with the 4-H Livestock Council to establish an annual day-long educational event that is held every April. The focus of the sessions isn't just about raising and selling animals. It's about gaining skills that can be used later in life, in college or trade school, and on the job. The event has aligned with a 5-year plan that started in 2016, using topics and presenters connected with Michigan 4-H's "Youth Business Guide to Success" program. Team members from Michigan 4-H's Career Education and Workforce Preparation team are among the program's guest presenters every year.
- The 2018 educational event topics included, "Now Where Did I Put That Information," which dealt with record-keeping skills, "Communicating with Potential Buyers Verbally" which instructed our market members on verbal business communication skills, "Thank You Very Much," which covered a variety of written communication skills, and "Hitting the Bullseye," that taught universal customer satisfaction techniques. The event was attended by 68 Benzie and Manistee 4-H participants.
- The 2019 event will feature a program on MSU's Agricultural Technology program, which offers a 2-year degree at many local community colleges and the opportunity to follow a more advanced path to a 4-year degree at MSU.





# KEEPING PEOPLE HEALTHY & ENSURING SAFE FOOD

When you support MSU Extension, you help participants learn safe food handling practices, increase their physical activity and improve the quality of their diets. Extension programming also helps decrease incidents of violence and bullying. Encouraging these healthy behaviors helps reduce food and health care costs by helping prevent chronic health conditions and providing safe environments throughout a person's life span.

## Fostering Health through Nutrition and Physical Activity

### Our Challenge

Obesity has important consequences on our nation's health and economy. It is linked to a number of chronic diseases including coronary heart disease, stroke, diabetes, and some cancers. Among adults, the medical costs associated with obesity are estimated at 147 billion dollars. According to The State of Obesity: Better Policies for a Healthier America released in 2017, Michigan has the 10th highest adult obesity rate in the nation. Michigan's adult obesity rate is currently 32.5 percent, up from 22.1 percent in 2000 and from 13.2 percent in 1990.

### Healthier Lives through Nutrition Education

MSU Extension supports individual and community level, or public health approaches, to prevent obesity. Through the USDA Supplemental Nutrition Assistance Program Education (SNAP-Ed), we provide exemplary nutrition and physical activity education for limited resource participants where they eat, learn, live, work, play, and shop. Program and outreach efforts aim to increase the likelihood that limited resource youth, adults and seniors can make healthy food choices within a limited budget and choose physically active lifestyles consistent with the Dietary Guidelines for Americans.

### Making the Healthy Choice Easier - Supporting Changes to Policies, Systems, and Environment (PSE)

MSU Extension works to create a culture of health and wellness by providing coaching at the organization level. We provide technical assistance in assessing the environment, including policies and the physical space, creating an action plan, and implementing the action plan to work towards best practices related to nutrition and physical activity.

### Schools

The school environment has shown to be a ripe opportunity to make meaningful impact. As the places where children spend much of their time and often eat at least half of their calories, schools are a primary driver in young people's knowledge of, attitudes about, and access to food.

Through a partnership with the United Dairy Industry of Michigan, MSU Extension

Nutrition Education  
Participants: 2,367



Local partnerships are critical to the relationships with Benzie Central and Frankfort-Elberta Area Public Schools. Benzie Area Christian Neighbors (BACN), Benzie Drop In Center, Grow Benzie, and the Benzie – Leelanau Health Department are some of the many partners that support and host our efforts to reach Benzie individuals and families.



## Fuel Up to Play 60

Value of grant funds  
and resources to  
Benzie County Schools

**\$18,712**

## Keeping People Healthy, continued

facilitates the Fuel Up to Play 60 initiative. Fuel Up to Play 60 is a free in-school nutrition and physical activity program launched by National Dairy Council and NFL, in collaboration with the USDA and designed to allow teams of students to make PSE changes that encourage other students, staff members, and administrators to lead healthier, active lives.



The changes within our schools cause a ripple effect of positively impacting our communities as students incorporate their leadership skills to motivate and encourage family and community members to properly fuel their body so they can be active every day. Below you will find a snapshot of the excellent work that has happened as a result of these sustaining partnerships.

### Betsie Valley Elementary School

This is the third year of Betsie Valley's participation in Fuel Up to Play 60. By partnering with MSU Extension to help implement this program, Betsie Valley has received \$3,622 in grant funding in 2018 and students have been more apt to brainstorm and lead several new healthy lifestyle initiatives. In Spring 2018, the cafeteria continued to see environmental improvements which entailed adding detailed farm-based photographs above the serving line, milk coolers, and doors. These photos served to brighten the cafeteria space and to encourage students to continue to make healthy food choices. Other modifications included adding fun-colored serving utensils to the salad bar and new serving bowls which help to make the process of choosing foods fun! To help encourage students to be more active, this grant assisted the school in providing more options for movement. Betsie Valley started a Walk/Run Club which is available to students before school and during recess. Fuel Up to Play 60 student leaders have enjoyed encouraging their classmates to be more active, eat healthier foods, and serving as role models for younger students.

In Spring 2018, Betsie Valley Elementary was also recognized at the State Capitol for their hard work in helping to make their school a healthier place for their students. Betsie Valley received a **Silver School Wellness Award** and attended a ceremony in Lansing. The School Wellness Award recognizes schools who are making significant policy and environmental improvements to their environment related to healthy eating, physical activity, and tobacco-free lifestyles. They were even presented the award by Curt VanderWall, former Representative of the 101st District.



### Benzie Central Middle School

For their first year participating in Fuel Up to Play 60, Benzie Central Middle School (BCMS) was awarded \$3,980 in grant funding with assistance provided by MSU Extension. This grant money was used to help make environmental improvements to



## Keeping People Healthy, continued

the cafeteria space by assisting in making the space imitate a restaurant-like atmosphere with the goal of increasing student participation in school meals. Changes to the space included adding bright colored and detailed photographs which reflect what our local farms produce. A brand new milk barrel cooler was installed to help make choosing milk easier for students. As a final change, the student leadership team hosted three taste tests to help encourage their classmates to try new foods. Taste tests can also have positive impacts on school meal offerings and the team is working with food service to help make menu changes. Another important part of being healthy is physical activity. The Fuel Up to Play 60 grant also helped to purchase a fitness cart and new small fitness equipment for students to have more options to be active before school starts and during lunch recreation time. Fuel Up to Play 60 is helping BCMS students and staff start and continue their journey on living a healthy lifestyle!

### Frankfort Elementary School

Fuel Up to Play 60 is thriving at Frankfort Elementary (FES)! By partnering with MSU Extension to help implement this program, FES has received \$4,510 in grant funding in 2018. This student leadership team decided to use funding to help implement a cafeteria food waste audit, starting with breakfast. The grant allowed students to purchase equipment necessary to conduct the audit including a scale, aprons, buckets, and a camera to document their work and progress. Students have conducted a school-wide cafeteria survey and are working closely with food service to make sure foods offered in the cafeteria reflect student food favorites. Alternatively, the leadership team is also helping to educate their peers through nutrition education and posters so other students know what eating healthy means! Through their work, Fuel Up to Play 60 FES student leaders noticed students were not very active at recess. To change this, grant money was used to construct a Gaga Ball Pit, new kickball bases, field paint to outline the soccer field, hula hoops, and more! All of the new equipment has really ramped up recess for these Panthers.

### Chocolate Milk for Area Athletes

In 2018, MSU Extension worked closely with Frankfort High School's track team and Benzie Central's Varsity Cross Country and Varsity Track teams to help athletes reach peak performance by staying hydrated with chocolate milk. By partnering with MSU Extension, these schools received a total of \$6,600 in grant funding to purchase chocolate milk for their teams. Provided by the United Dairy Industry of Michigan, the Chocolate Milk: Nature's Sports Drink program encourages athletes to choose chocolate milk after grueling practices and games as it contains nine essential nutrients needed for overall health. MSU Extension also assisted in distributing 1,400 bottles of chocolate milk, valued at \$1,500, at the annual Benzie Central Pete Moss Cross Country Invitational.





## Keeping People Healthy, continued

### MSU Extension & FoodCorps in the Local Community

MSU Extension serves as one of seven FoodCorps service sites in Michigan. FoodCorps is a national organization working to connect kids to healthy food in school, so they can lead healthier lives and reach their full potential. Through this program, MSU Extension staff member Sarah Eichberger provides leadership and acquires financial support for a FoodCorps service member. Service members support Farm to School strategies through delivery of hands-on nutrition and food systems education in classrooms, support healthy school meal, and work with the whole school community to support a school wide culture of health. With the academic year concluded, service member Sarah Perez-Sanz completed summer service hours with Benzie Area Christian Neighbors. Sarah provided fun and interactive taste test for adults and children.

In addition to facilitating taste tests, Sarah created four “snack hack” posters to be rotated in the waiting room at BACN. The messages included:

- Boost your energy with snacks: Pair protein rich foods with healthy carbs, and use snack time to increase your daily intake of fruits and veggies,
- Snack mindfully: Drink water, Take a walk, Eat slowly, Don't multitask
- Try to practice portion control: Snacks shouldn't replace a meal
- Make healthy snacks an easy choice: You're more likely to pack a healthy snack if it's convenient and accessible.



Sarah's time was appreciated by BACN. "I want to thank you for allowing Sarah to finish out her service at BACN. It was wonderful to be able to just give her a couple of ideas and she did the rest! Her posters, recipes and coloring sheets will be a great on-going addition to our waiting room. Her quick smile was infectious and the neighbors enjoyed having the opportunity to try new dips and learn a few tricks and safety tips when cutting up vegetables. While only here a short time, I will definitely miss her." – Michelle, Benzie Area Christian Neighbors

### Social Emotional Health

Promoting health and well-being includes understanding important connections between physical, mental, social and emotional health. Social and emotional health encompasses forming and maintaining satisfying and healthy relationships, taking another's perspective, resolving interpersonal conflict, feeling capable and whole, expressing emotions, navigating stress, having supportive relationships, and having a positive sense of self. As is true for all aspects of human development, social and emotional health must be addressed across multiple levels, including the personal, interpersonal, institutional and cultural levels.



## Keeping People Healthy, continued

### Stress Less with Mindfulness

Mindfulness means paying attention to the present moment without judgement. Research has shown that practicing mindfulness is effective in reducing stress-related symptoms such as worry, depression and physical tension, and may be helpful in managing chronic conditions such as cardiac disease and diabetes. By offering people of all ages alternative ways of relating to life experiences, including thoughts, emotions, physical sensations and events, Stress Less with Mindfulness teaches and encourages the use of mindfulness self-care skills to help one feel better and enjoy life more.

In 2018, Social Emotional Educator Patty Roth provided Mindfulness Training programming to residents of Benzie County:

- In collaboration with the SafeNet Prevention Specialist, weekly mindfulness lessons were provided to a group of elementary boys identified by teachers as needing a little extra assistance in managing their emotions. Activities helped the boys identify their own personal stress cues, how to recognize when they were experiencing them, and steps to take to calm themselves before the emotions got “too big”.
- Mindfulness classes were also offered in an after-school program for elementary students. Lessons were similar to the previous classes mentioned and also helped students understand that the feelings they experience are okay, everyone has them, and it’s a part of being human. They learned to identify their feelings, being non-judgmental about having them and how to take care of themselves when they do.
- Students in a special education high school class received weekly mindfulness lessons. The students experienced several different mindfulness practices, such as mindful breathing, mindful walking, mindful eating, guided imagery and more. They explored new techniques for managing anxiety and practicing self-compassion. The teacher, who began to recognize his students’ stress cues, was able to remind them to use their mindfulness practices or lead the entire class through one when he noticed a high level of anxiety or stress in the room.
- 19th Judicial Circuit Court Youth Services Division partnership continued to grow in 2018. Youth referred through case workers participated in mindfulness lessons as a part of their probation. Adult mentors who volunteer with youth services also received training around setting boundaries with the students they work with.
- Stress Less with Mindfulness presentations were conducted through the Traverse Bay Area Intermediate School District (TBAISD) Life Skills Center (LSC). Over 100 students, many from Benzie County, from the LSC participated in Stress Less classes. The LSC serves students age 16-26 with moderate to severe cognitive impairments, emotional impairments or autism. The students in this class often work with outside agencies to gain skills that will assist them with independent living.
- At the conclusion of the school year, a presentation of Mindfulness was conducted with the TBAISD for 65 students and staff as they set off into their summer. Prior to

#### **Mindfulness Training Participant Outcomes:**

**98% can identify three mindfulness tools**

**95% are more positive about dealing with stress**

**99% now use mindful breathing**

**96% practice mindful movement**

**98% describe how a mindfulness perspective can change reactions to daily stressors.**





## Keeping People Healthy, continued

the sometimes stressful holidays, the MSU Extension Educator was invited back to teach a self-care workshop for 52 students and staff to refresh their skills in managing stress through mindfulness.

- Teachers who also received the Stress Less with Mindfulness series in the previous year received a mindfulness presentation to review and refresh skills, share progress with implementation into classrooms and provide support to one another.

**RELAX: Alternatives to Anger** is an educational program that actively engages participants to gain knowledge and skills to constructively deal with anger. The core concepts include recognizing anger signals, empathizing, listening, accepting that others' anger is not about you, and letting go of the past in order to maintain a present perspective. Participants learn to better manage their anger and stress at home, in the workplace, and in school. In 2018, two RELAX series were conducted at Traverse Bay Area Intermediate School District for Life Skills students and their teachers.

Participants left with improved knowledge or new skills designed to promote social and emotional well-being with others in their lives and immediate social environments.

As a result of the RELAX program:

- 77% reduced their frequency in yelling and screaming
- 92% now work hard to be calm and talk things through
- 92% now talk things through until they reach a solution
- 81% can now identify their anger triggers

### Weathering the Storm in Agriculture: How to Cultivate a Productive Mindset

Numerous factors may cause stress for farmers. Many farmers face financial problems, price and marketing uncertainty, farm transfer issues, production challenges and more. Farmers and their families may struggle with stress, anxiety, depression, burn out, indecision or suicidal thoughts. This workshop was designed to help participants understand the signs and symptoms of chronic stress and includes resources about how to handle stress for a more productive mindset on the farm.

In 2018, 85 fruit producers learned to:

- Identify stress signs and symptoms
- Practice three everyday strategies for managing stress
- Find out where to go for additional help and resources
- Make an action plan for managing stress





# SUPPORTING AGRICULTURE & AGRIBUSINESS

When you support MSU Extension, you help participants learn profitable and efficient business and production practices.

## Supporting Fruit Production

### Tree Fruits

Each year, MSU Extension educators, Emily Pochubay and Nikki Rothwell, collaborate with the Benzie-Manistee Horticultural Society to offer innovative educational programs to tree fruit producers in northwest Michigan. In 2018, these groups developed and delivered a daylong workshop, *Calibrating Sprayers for Success in Orchard Systems*, that was held at the Blaine Christian Church in Arcadia, MI and attracted nearly 60 participants comprised primarily of growers and consultants. This workshop was designed to meet the industry's need for calibration education. MSU Extension educators and researchers provided classroom style presentations at the church and these presentations were followed by a hands-on field demonstration on optimizing orchard sprayers to improve coverage and minimize spray drift. Vendors including Gillison's Variety Fabrication, Louis Gelder and Sons, and Precise Manufacturing were on site for the demonstration and the meeting was sponsored by the Michigan State Horticultural Society.

### Integrated Pest Management

Tree fruit integrated pest management works toward optimizing economic and environmental sustainability for orchard growers. The seminar series, "2018 IPM Updates," was coordinated and hosted by MSU Extension educator, Emily Pochubay, and provided tree fruit producers and crop consultants in northwestern lower Michigan with timely pest and disease information related to fruit production during the 2018 growing season. Eight of the 32 seminars held during the 2018 growing season were held at the Blaine Christian Church (Arcadia, MI) in Benzie County to provide Benzie and Manistee County growers with a convenient meeting location. Each seminar was a two-hour session in which educational information such as factsheets, articles, presentations, and quizzes were presented by Emily Pochubay and invited speakers. Over the course of this program, Pochubay hosted 454 participants comprised primarily of NW MI fruit growers and local crop consultants. A post-series survey polled 48 participants who represented approximately 1,576 acres of apples and 7,413 acres of cherries in NW MI. All participants reported that attending IPM Updates improved their knowledge of practices that helped them to reduce production risks.

## Native Pollinator & Monarch Butterfly Conservation

Duke Elsner provided educational programming on native bees, butterflies and other insects several times during 2018. Audiences included garden clubs, conservation organizations, and elementary schools. A Pollinator Health meeting was held in April,



## Supporting Food and Agriculture, continued

bringing together representatives from public and private organizations, agriculture and the general public to discuss pollination-related issues in the region.

### Home Horticulture

In 2018 we saw another year of growth for the Master Gardener Program in Benzie County. Through volunteer outreach, Extension Master Gardeners shared science-based gardening knowledge and engaged citizens in environmentally responsible gardening practices, improving food security, improving community, and developing youth through gardening. There were 8 certified Master Gardener volunteers active in Benzie County this year working more than 300 hours on various projects in Benzie County valued at over \$7,600. The bulk of the hours were in projects benefiting the community like environmental stewardship, community beautification, and food security.

2018 saw the creation of several new Master Gardener Volunteer Projects in the county. For example, Master Gardeners are working on two garden projects in the village of Elberta. The first is at the villages waterfront park working with groups of youth in a new youth exercise program. The second is a brand new native plant garden that is going in at Penfold Park. Both projects involve Master Gardener Volunteers teaching community participants about plant identification, soil science, and sustainable gardening practices for water quality. Master Gardener Volunteers are also partnering with the Periwinkle Garden Club to improve the beautification of five public garden spaces in Frankfort.

### Benzie Plant & Pest Diagnostic Services

This year was the second year to see an MSU Extension Master Gardener Plant & Pest Diagnostic Clinic in Benzie County. Master Gardeners led 5 of these monthly clinics out of the Benzonia Public Library (Mills Community House) from May to September 2018. During the clinics, residents were welcomed to bring in samples of plants, insects, diseases and other problems. MSU Extension staff and Master Gardener Volunteers were on-site to offer problem solving and plant health care advice. We will build on the success of 2019 and continue to hold monthly clinics throughout the growing season.

Other **Consumer Horticulture** programming and services available for residents of Benzie County include:

- Gardening Hotline
- Gardening in Michigan website
- Ask an Expert online system
- Smart Gardening programming
- Soil tests for home gardens, yards and landscape plants



This past year,  
**Master Gardeners**  
volunteered more than  
 **300 hours**  
on various projects in  
Benzie County valued  
at over **\$7,600.**



## Supporting Food and Agriculture, continued

### Supporting Hop Production

In 2018, craft beer volume increased by 5% while overall beer volume declined. Michigan is currently ranked 4th in both number of breweries and acres of hops in production. Hops provide aroma, as well as bitterness to offset the sweetness of malt. In spite of a challenging market for some public hop cultivars that are in oversupply nationally, Northwest Michigan's Grand Traverse, Leelanau, and Benzie Counties collectively boast more acres of hops than anywhere else in the state. Northwest Michigan producers have invested tens of millions of dollars in hopyard, harvest, and processing infrastructure over the last several years.

MSU Extension provides valuable education on hop production throughout the state of Michigan and beyond, and 2018 was no exception. MSU Extension Educators, Dr. Rob Sirrine and Erin Lizotte gave many presentations throughout Michigan including- The Great Lakes Hop and Barley Conference, Hop Growers of Michigan Field Day, Elk Rapids Garden Club, and multiple presentations as part of the MSU Hop Webinar Series. MSU Extension coordinated tours of MI LOCAL hops and Green Heron Hops in Grand Traverse County; and Empire Hops, Cedar Hop Farm, and Michigan Hop Alliance in Leelanau County for researchers, prospective growers, professors, and the Brewers Association Small Grower Representative. They also hosted the annual Great Lakes Hop Working Group (GLHWG) meeting in Traverse City, MI. The GLHWG is a multi-state collaborative developed and coordinated by MSU that seeks to develop priorities for hop research and education and collectively work to address those needs.

In 2018, MSU Extension organized on-farm audits with members of the Hop Quality Group, a national non-profit organization dedicated to improving hop quality for the craft beer industry. The Hop Quality Group and MSU Extension toured multiple hop harvest and processing facilities offering recommendations to improve quality.

MSU Extension has taken a leadership role across the North Central and North East U.S. by providing valuable research and outreach to current and prospective growers on best practices for planting, harvesting, and pest management. MSU Hop Educators are in demand as speakers across the country as evidenced by invited presentations in Indiana, Vermont, Pennsylvania, and Minnesota in 2018.

MSU Extension lead publication of the Integrated Pest Management Flip Guide for Hops (English and Spanish versions), the 2018 Hop Management Guide, and were invited contributors in the forthcoming book: The Geography of Beer, Vol. 2.

In March of 2019, MSU held its annual Great Lakes Hop & Barley Conference at the newly renovated Park Place Hotel and Conference Center in Traverse City, MI. The conference features hop, barley, and craft beer experts from around the world, and generally attracts 200+ participants annually from multiple states and countries. MSU collaborated with MI LOCAL Hops (Williamsburg, MI) and Great Lakes Malting Company (Traverse City, MI) to offer very well attended post-conference educational tours.



*"The brewing landscape is shifting, yet small and independent breweries continue to find market success. Brewers are finding ways to differentiate themselves in a competitive market, become pillars of communities, and embrace new experiences and occasions to connect with beer lovers."*

~ Julia Herz, Craft Beer Program Director of the Brewers Association





# Supporting Food and Agriculture, continued

## Research

MSU Extension educators continue to secure federal and state funding for on-farm research. Dr. Rob Sirrine and Erin Lizotte are currently primary investigators on a multi-state USDA-funded grant with Washington State University scientists that seeks to develop and deliver IPM strategies to the rapidly expanding U.S. hop industry. They also have a proposal pending with the USDA for Advancing Pest Management Practices, Regional Identities, and Market Access for U.S. Hops with Washington State University and Oregon State University.

Stringing hops in Benzie County



## Assistance to support beginning farmers across MI

The MSU Product Center Food-Ag-Bio assists county residents in developing products and businesses in the areas of food, agriculture, natural resources and the bio economy. The innovation counselor has special training to deliver these services to local residents. Business counseling is conducted on a one-on-one basis and may take place at the MSU Extension office or the client's home or business location. The assistance provided is tailored to meet the needs of the client and may include things like developing a business plan, navigating the regulatory maze, accessing the supply chain or seeking funding options. The innovation counselor also assists clients in accessing specialized services they may need that are offered through Michigan State University like feasibility studies, food processing, nutritional labeling and packaging assistance.

Businesses assisted in Benzie County were food processing businesses and received food science, food safety, and packaging assistance. One local business participated in the Making It In Michigan Trade Show sponsored by the MSU Product Center in Lansing. The trade show provided a venue for the business to connect with retail buyers from across the state to get their products on store shelves across the state.



83 Counseling Sessions



5 Ventures Launched or Expanded



18 New Jobs Created



New Investments: \$750,000+

2018-19 MSU Product Center Impacts in Benzie County





# FOSTERING STRONG COMMUNITIES

When you support MSU Extension, participants learn how to implement best practices in good governance that keeps communities solvent, productive and engaged; learn effective conflict management skills that help leaders and residents work collaboratively on complex issues; and engage youth leaders in decision-making. In the personal finance area, MSU Extension helps youth and adults alike learn the skills they need to increase their savings, manage their spending avoid predatory lending and reduce mortgage defaults. All of these outcomes help lower the cost of governmental services and lead to personal and community stability, strong neighborhoods and safe communities.

**New Commissioner School** is a program designed especially for newly elected county commissioners and also attended by experienced commissioners as a refresher. The program is held following commissioner elections in even numbered years, and was well attended by Benzie County Commissioners in 2018.

**Northern Michigan Counties Association** is a group of county commissioners from about 35 northern lower peninsula counties that meets 8 times each year to learn about topics that are relevant to county government and to share information between the counties. Benzie County was an active participant in the 2018 programs.

**Building Strong Sovereign Nations** was designed by tribal leaders to give tribal council members an introduction to serving on a governing council. The program is offered every year in the fall in conjunction with the United Tribes of Michigan meeting and is open to leaders of all tribes in Michigan.

Benzie County commissioners also participated in a program about making your meetings more effective that was taught at a Michigan Association of Counties Regional Summit by an Extension Educator.

## Benzie County Hosts MSU Extension Citizen Planner Program

Planning Commissions and Zoning Boards of Appeals (ZBA) have difficult and technical decisions that direct how the community grows and changes over time. MSU Extension partnered with Benzie County to offer Citizen Planner to several communities within Benzie County in the Fall of 2018. Planners, ZBA members, and zoning administrators also traveled to Benzie County from nearby counties. 25 people attended the intensive, 18-hour program.

The program is delivered locally to provide a convenient way for busy community leaders to obtain the latest technical knowledge and the proficiency they need to perform their duties more effectively and responsibly.

Citizen Planner consists of six classroom sessions, each are about 3 hours long. Citizen

**Citizen Planner is a time-tested educational program proven to be comprehensive without being overwhelming.**



## Supporting Food and Agriculture, continued

Planner instructors include MSU Faculty, MSU Extension educators, planners and attorneys. The six sessions include:

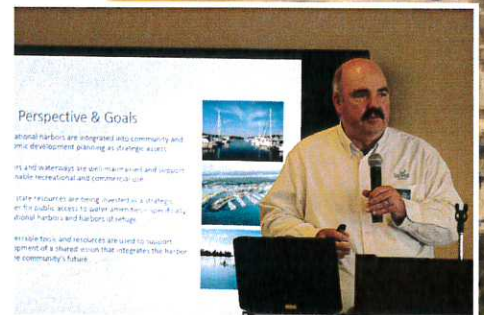
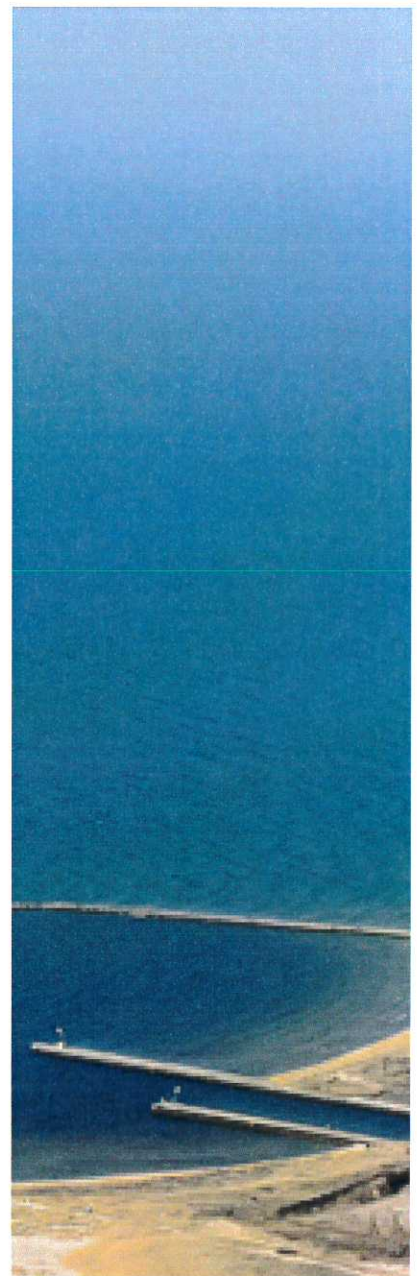
- Understanding the Planning and Zoning Context – Learn the legal sources and limitations of planning and zoning authority, and explore your understanding of ethical decision-making.
- Planning for the Future of Your Community – Recognize the function and importance of a master plan, know the process for developing one and its relationship to zoning.
- Implementing the Plan with Zoning – Discover the importance of zoning, learn how zoning is administered and gain confidence in your zoning reviews, including site plans.
- Making Zoning Decisions – Learn how to adopt and amend a zoning ordinance, understand the role of the zoning board of appeals and obtain skills in basic property development methods.
- Using Innovative Planning and Zoning – Strategize with placemaking and design-based solutions for local and regional success in the New Economy.
- Successfully Fulfilling Your Role – Strengthen your ethical decision-making skills, apply standards to your decision-making

## Michigan Sea Grant: Enhancing & protecting our Great Lakes coastal resource

MSU Extension's Greening Michigan Institute supports efforts to carry out Sea Grant programs throughout Benzie County and the rest of Michigan. Michigan Sea Grant Extension helps apply research, conducts educational activities and is connected to more than 40 coastal counties. Extension Educators provide technology transfer by interpreting scientific knowledge for decision-makers, public officials, community leaders, businesses and industries.

Michigan Sea Grant Extension provides targeted support focusing on marinas and other businesses, restoring coastal habitats and related industries, such as commercial and recreational fishing. In partnership with state and federal agencies, Extension Educators are responsive and proactive in addressing local, regional and national issues relevant to Michigan.

**11th Annual Freshwater Summit:** Over 150 people attended the Freshwater Summit. Key topics discussed were Great Lake Level Fluctuations by Dr. Drew Gronewold of the National Oceanic and Atmospheric Administration - Great Lakes Environmental Research Laboratory, and Coastal Riparian Legal Framework by Dr. Dick Norton of the University of Michigan. Sea Grant Educators presented on Coastal Community Tools for Small Harbors.





## MSU Extension Staff Serving Benzie County:

Name	Role	Phone	Email
John Amrhein	Government & Public Policy	231-922-4627	amrhein@msu.edu
Mark Brederland	Coastal Communities Development	231-922-4628	breederl@msu.edu
Julie Crick	Forestry & Natural Resources	989-275-7179	crickjul@msu.edu
Christina Curell	Environmental/Water Quality	231-745-2732	curellc@msu.edu
Mary Dunckel	Agriculture Literacy	989-354-9875	dunckelm@msu.edu
Phillip Durst	Beef	989-345-0692	durstp@msu.edu
Sarah Eichberger	Nutrition & Physical Activity Supervision	231-922-4836	eichber2@msu.edu
Charles Gould	Bioenergy & Conservation	616-994-4547	gouldm@msu.edu
Kevin Gould	Livestock/Bioenergy	616-527-5357	gouldk@msu.edu
Tom Guthrie	Pork/Equine	517-788-4292	guthri19@msu.edu
Andy Hayes	Community Prosperity	231-582-6482	andy@northernlakes.net
Philip Kaatz	Forage/Commercial Agriculture	810-667-0341	kaatz@msu.edu
Heidi Lindberg	Greenhouse & Nursery	616-994-4701	wollaage@msu.edu
Erin Lizotte	Integrated Pest Management	231-944-6504	taylo548@msu.edu
Gerald May	Environmental/Air Quality	989-875-5233	mayg@msu.edu
Michael Metzger	Goats & Sheep	517-788-4292	metzgerm@msu.edu
Stan Moore	Dairy/Agricultural Human Resources	231-533-8818	moorest@msu.edu
Daniel Ochs	Farm Management	231-533-8818	ochsdani@msu.edu
Jill O'Donnell	Christmas Tees/Ornamental/Landscapes	231-779-9480	odonne10@msu.edu
Dennis Pennington	Biomass	269-838-8265	pennin34@msu.edu
Emily Pochubay	Fruit Production	231-946-1510	pochubay@msu.edu
Emily Proctor	Tribal Governance	231-439-8927	proctor8@msu.edu
Bethany Prykucki	Leadership and Community Engagement	231-258-3320	prykucki@msu.edu
Mary Reilly	Government & Public Policy, Land Use	231-889-4277	reillym8@msu.edu
Patricia Roth	Social Emotional Health	231-882-0025	bannonpa@msu.edu
Nikki Rothwell	Commercial Fruit	231-946-1510	rothwel3@msu.edu
Jeannine Schweihofer	Meat Quality	810-989-6935	grobbej@msu.edu
J Robert Sirrine	Community Food Systems/ Hops	231-256-9888	sirrine@msu.edu
Sienna Suszek	4-H Supervision	989-354-9870	suszek@msu.edu
Michael Staton	Soybeans	269-673-0370	staton@msu.edu
Thomas Todaro	Viticulture	231-256-9888	todaroth@msu.edu
Tracy Trautner	Early Childhood	231-779-9480	trautner@msu.edu
Nate Walton	Home Horticulture/Master Gardener	231-256-9888	waltonn2@msu.edu
Benjamin Werling	Vegetable Crop Production	231-873-2129	werling@msu.edu
Wendy Wieland	Product Center Innovation Counseling	231-348-1770	wieland5@msu.edu
Zach Williams	Poultry	517-355-8383	will3343@msu.edu
Casey Zangaro	Swine	989-875-5233	zangaroc@msu.edu
Bonnie Zoia	Tourism	989-345-0692	zoia@msu.edu

**PROFESSIONAL SERVICES AGREEMENT**

**FLEIS & VANDENBRINK ENGINEERING, INC.**  
603 Bay Street, First Floor, Traverse City, MI 49684  
P: 231.932.8600 F: 231.932.8700

RECEIVED

MAY 23 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

This Professional Services Agreement ("PSA") is entered into between Fleis & VandenBrink Engineering, Inc. ("Engineer") and Benzie County, whose address is 448 Court Place, Beulah, MI 49617, ("Owner") where Engineer agrees to provide services for Owner and Owner agrees to pay Engineer, all in accordance with the terms of this PSA.

**DESCRIPTION OF PROJECT AND SCOPE OF SERVICES:** The description of the Project ("Project") and the scope of services ("Services") provided under this PSA is as follows: **Point Betsie Road End/Parking Project, and additional services as specifically authorized.**

**AGREEMENT DOCUMENTS:** All obligations covered under this PSA are governed by the Agreement Documents, which specifically include this PSA and all of the following documents, which are all incorporated herein by reference: **Engineer's proposal / letter dated May 8, 2019.**

**COMPENSATION OF ENGINEER:** This contract is a Lump Sum Fee contract in the amount of **\$81,800**, billed monthly based on the percentage of Work completed.

Authorized additional services will be provided on an hourly basis plus 1.1 times reimbursable expenses unless otherwise negotiated.

Owner shall Pay Engineer for all Services and reimbursable expenses on a monthly basis or as otherwise stated herein which shall be due and payable within thirty (30) calendar days of presentation of the invoice. Invoices shall be past due thirty (30) calendar days after presentation, and shall then incur interest at the rate of 7% per annum, or the highest rate permitted by law, whichever is lower. Reimbursable expenses include the cost of subconsultants.

**PAYMENT.** If Owner fails to make any payment when due, Engineer may suspend performance of Services hereunder until all past due amounts and accrued interest are paid. Engineer shall have no liability of any type as a result of suspension of services caused by Owner's failure to pay. The suspension of Services shall not limit any other remedy available to Engineer.

If Owner objects to any portion of an invoice, Owner shall notify Engineer in writing within seven (7) calendar days of presentation. Owner shall identify the disputed charges and shall pay when due that portion of the invoice not in dispute. If the disputed amount of the invoice is resolved in Engineer's favor and not paid by the invoice due date, interest as stated in the agreement shall be paid by Owner on the disputed amount from the original due date.

The Owner's Payment of Engineer's invoices shall not be subject to any right of setoff, and payment shall be due regardless of suspension or termination of this Agreement by either party. If any payment obligation is not paid when due, Owner agrees to pay all costs of the collection, including actual attorney's fees through all levels of appeal, whether or not a legal proceeding for collection is commenced as part of the collection process.

**OWNER REPRESENTATIVE.** The Owner's representative for this Project shall be **Mitch Deisch, County Administrator** who shall have complete actual authority on behalf of the Owner and its governing body to make all decisions in connection with the PSA.

**OWNER RESPONSIBILITIES.** The Owner shall timely furnish, at the Owner's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Engineer may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Engineer shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Owner and/or the Owner's Engineers and contractors.

**CHANGES.** For all services that were completed due to changes to the Description of the Project and/or the Scope of Services, Engineer shall be paid by Owner on an hourly basis at Engineer's customary hourly rates, plus 1.1 times reimbursable expenses, unless otherwise negotiated. If the construction period extends beyond the contracted period in the Scope of Services or the contracted completion date, all services of Engineer thereafter shall continue to be performed and shall be paid by Owner on an hourly basis plus 1.1 times reimbursable expenses. Owner understands and accepts that field techniques and analytical capabilities are evolving and that the standards and regulations are subject to rapid change such that currently acceptable investigative approaches and techniques may become superseded after the time of the signing of this PSA. Such changes will constitute changed conditions requiring adjustment in the Services and Engineer's Compensation.

**DELAYS.** Engineer shall not be responsible to Owner for any delay of any type or kind unless caused in whole by Engineer.

**CONSULTANTS.** Engineer may engage Consultants and subcontractors to perform, in its sole discretion, all or any portion of the Services.

**COST ESTIMATES.** Engineer has no control over the costs of labor and material for construction or over competitive bidding and market conditions. All cost estimates provided by Engineer are based on Engineer's experience and are considered opinions of probable cost. Engineer does not warrant the accuracy of any cost estimate. If project costs exceed the Owner's expectations and the Owner decides to re-design or re-bid any or all portions of the Work, all re-design, re-bid or other services provided by Engineer shall be paid by Owner on an hourly basis at Engineer's customary hourly rates, plus 1.1 times reimbursable expenses.

**INDEMNITY.** Owner indemnifies, to the extent permitted by law, defends and holds harmless Engineer and its agents, consultants and employees, from and against any claim, injury, damage, cost, expense or liability, regardless of the legal theory, including actual attorneys' fees, whether arising before, during or after completion of Services performed under the PSA, caused by, arising out of, resulting from or occurring in connection with the performance of the Services or any activity associated with the Services, whether or not caused in part by the active or passive negligence or other fault of Engineer excepting only injury to person or damage to property caused by the sole negligence of Engineer. In the case of claims against Engineer or any of its consultants, agents or employees by anyone for whose acts Owner may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable under workers' compensation acts and/or disability benefit acts. This indemnity includes, but is not limited to, any claims resulting from interpretation of or changes to the documents prepared as a result of this PSA. This Indemnity survives termination of this PSA.

In addition to the Indemnity provided herein by Owner, Owner shall indemnify and hold harmless Engineer and its officers, directors, partners, agents, employees and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of Engineer, L:\PROPOSAL\AAProp P14751 to P15000\14840 Point Betsie Road End Parking Project\14840 PSA.docx

architects, attorneys and other professionals, and all court, arbitration, or other dispute resolution costs) caused by, arising out of, relating to or resulting from any and all environmental contamination on the Project.

Engineer, to the extent covered by insurance, indemnifies, defends and holds harmless Owner and its agents and employees, from and against any claim, injury, damage, cost, expense or liability, arising out of or relating to the Services provided by Engineer for the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property other than the work itself, but only to the extent caused solely by any negligent act or omission of Engineer or Engineer's officers, directors, partners, employees or consultants.

To the fullest extent permitted by law, a party's total liability to the other party under the terms and conditions of this PSA including any indemnity, as well as to anyone claiming by, through or under the other party, for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party, and any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of all of the responsible parties.

**PERFORMANCE STANDARDS.** The Engineer shall perform its services consistent with the professional skill and care ordinarily provided by other engineers performing similar services in the same or similar locality under the same or similar circumstances. The Engineer shall perform its services as expeditiously as is consistent with such skill and care and the orderly progress of the Project.

**MUNICIPAL ADVISOR.** Engineer's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.

**LIMITATION OF LIABILITY.** Engineer shall not be liable for any claim, damage, cost, expense or other liability not caused by negligent acts, errors or omissions of Engineer. The total liability of Engineer under any legal theory whatsoever, in the aggregate, as well as any claimed liability of Engineer's officers, directors, employees, or agents or consultants, for any claims arising out of the PSA, shall not exceed the fees actually paid by the Owner for the particular Service which forms the basis of the claimed liability.

Engineer makes no warranties, express or implied, with respect to the Services under the PSA, and disclaims any liability for implied warranties of any type or kind, including but not limited to implied warranties of fitness or merchantability, and disclaims any liability for special or consequential damages of any type or kind. Within these limitations, Engineer shall not be liable in any way for errors, omissions or negligence unless caused by the sole and exclusive negligence of Engineer. For all PSAs which involve multiple projects or general consultations, or various services for various projects over a period of time, liability shall not exceed the fee actually paid by the Owner for the particular Services on the specific Project or consultation or assignment which forms the basis of the claimed liability and any statute of limitations shall commence upon the completion of the task giving rise to the claim, not the last unrelated service provided under the PSA for general consultation services. To the extent that Engineer may be found liable under the terms of this paragraph, and only to such extent, Engineer's liability shall not exceed the percentage share of Engineer's responsibility.

**INSURANCE.** Upon Owner's request, Engineer will furnish Owner with a written statement of insurance coverage. No oral representations regarding insurance shall be binding.

**SITE ACCESS.** Owner shall be solely responsible for obtaining all site access, easements, and permission from third party property owners for Engineer to access the site to perform the Services herein. Owner is solely responsible for any claims arising from the disturbance of surface or subsurface soil or water conditions caused by the performance of Engineer's Services, excepting damages caused by the sole negligence of Engineer. Engineer will take reasonable precautions to avoid damage to underground structures and utilities. Owner indemnifies Engineer from any damage caused by or to underground structures and utilities not called to Engineer's attention, all in accordance with the indemnity provisions herein. Owner shall provide Engineer with a list of all known hazardous substances on site and a list of protective measures in case of exposure, all in compliance with the current Federal, State and Local Right to Know laws and Federal Hazard Communication Standards.

**SHOP DRAWINGS AND SUBMITTALS.** If shop drawing or submittal review is part of the Services Engineer provides, Engineer will review the shop drawings and submittals only for conformance with the design concept of the project and compliance with the Contract Documents. Unless specifically indicated in writing, this PSA does not include the preparation of record drawings.

**REJECTION OF WORK.** In the event that the Scope of Services includes construction phase services in the form of site observation, then Engineer shall have the authority to reject any work which is not, in the judgment of the Engineer, in conformance with the Contract Documents, Plans and Specifications. Neither this authority nor Engineer's good faith judgment to reject or not reject any work shall subject Engineer to any liability or cause of action to any contractor, subcontractor, supplier, or Owner on the Project.

**SPREAD OF CONTAMINATION.** Owner understands and agrees that Engineer shall not be responsible for any claims or damages which may arise as a result of or from the spread of contamination caused by drilling, sampling or any other activity unless such spread or contamination is substantially caused by the negligence of Engineer. To the extent that Engineer may be found liable under the terms of this Paragraph, and only to such extent, Engineer's liability shall not exceed the percentage share of Engineer's responsibility.

**FAILURE TO ENCOUNTER HAZARDOUS MATERIALS.** Owner understands that the failure to discover hazardous materials does not guarantee that; (1) hazardous materials do not exist at the project site, and/or (2) that a non-contaminated site may later become contaminated. Although Engineer will use reasonable care and a level of skill ordinarily exercised by members of the profession currently practicing in the city, municipality or political subdivision where the Project is located under similar conditions, Owner agrees that Engineer shall not be responsible for the failure to detect the presence of hazardous materials through techniques and practices commonly used for those purposes.

**PERMITS AND APPROVALS.** Unless otherwise specifically stated in the Scope of Services, obtaining permits and approvals for the Project is the responsibility of the Owner. For an additional fee, Engineer may assist the Owner provided the assistance shall consist of completing and submitting forms as to the results of certain work included in the Scope of Services and the assistance does not include special studies, special research, attendance at meetings with public authorities, special testing or special documentation not normally required for similar projects. If Engineer participates in any way with any permitting process, Engineer provides no guaranty or warranty that any permits or approvals will be provided. Owner shall pay Engineer for all fees and reimbursable expenses under this PSA regardless of the outcome of approval or denial of permits or other approvals.

**ADA AND CODE COMPLIANCE.** The Americans with Disabilities Act ("ADA") provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are accessible to persons with disabilities. The Owner acknowledges that the requirements of the ADA will be subject to various and possibly contradictory interpretations. To the extent applicable, the Engineer will use its reasonable



professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they may apply to the Project. The Engineer does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local codes, rules, laws, ordinances and regulations as they may apply to the Project. Owner shall pay Engineer its customary hourly fees plus 1.1 times reimbursable expenses for any design changes made necessary by newly enacted laws, codes and regulations, or changes to any existing laws, codes or regulations after the date that this PSA is last signed by the parties.

**WAIVER.** No delay on the part of any party hereto in the exercise of any right or remedy shall operate as a waiver of such right or remedy and a waiver on any one (1) occasion shall not be construed as a bar to or a waiver of any subsequent breach of the same or any other provision of the agreement on a future occasion. No waiver by Engineer of any breach by Owner of a provision of this PSA shall be deemed a waiver of any other provision hereof or of any subsequent breach by Owner of such provision.

**ENFORCEABILITY.** This agreement shall be binding upon the parties hereto and their respective successors and assigns.

**SEVERABILITY.** In the event that any one (1) or more provisions contained in the agreement shall be declared invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of the agreement shall not be affected or impaired.

**OWNERSHIP OF INSTRUMENTS OF SERVICE.** Engineer's documents prepared pursuant to this PSA, including those in electronic format, are instruments of service. All reports, plans, specifications, computer files, field data, notes and other documents prepared by Engineer as instruments of service shall remain the property of Engineer. Engineer shall retain all common law, statutory and other reserved rights, including the copyright thereto and all other intellectual property rights. Owner shall not use or permit the use of said documents on any other project. Owner fully indemnifies Engineer against any and all claims for unauthorized use.

**TERMINATION:** This PSA may be terminated by either party upon seven (7) calendar days' written notice. Upon termination, Engineer shall be paid by Owner for all Services performed up to the notice of termination, as well as all costs necessary to demobilize from the site.

**DISPUTE RESOLUTION:** In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Owner and the Engineer agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute through mediation using a mediator agreed upon between both parties. Owner and Engineer agree to participate in the mediation process in good faith. The process shall be conducted on a confidential basis, and shall be completed within 120 days. If such mediation is unsuccessful in resolving a Dispute, then the parties may (1) mutually agree to a dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction. The venue for a court resolution will be Benzie County, Michigan.

**NO THIRD PARTY BENEFICIARIES.** There are no third party beneficiaries to this PSA and the Services provided herein are exclusively for the direct benefit of the Owner indicated above. Owner shall ensure that all other agreements relating to this project reflect that there are no third party beneficiaries to this PSA.

**ASSIGNMENT.** This is a professional services contract and is non-assignable without the express written consent of Engineer.

**MISCELLANEOUS.** No additional or contrary terms, whether contained in an order, acknowledgment, or other document from Owner, shall be binding upon Engineer unless agreed to in writing signed by an authorized representative of Engineer, and Engineer expressly rejects all such additional or contrary terms as may be contained in Owner's documents. The terms in this PSA will have precedence over any other terms expressed by the Owner's authorization process such as a purchase order. Engineer's performance is conditioned on Owner's unmodified consent exclusively to this PSA. Engineer shall have the right to correct any errors, whether clerical or mathematical, which are contained in this PSA. Unless otherwise specifically indicated in writing or otherwise required by law and paid for by Owner, there are no Performance or Payment bonds required on this Project. This PSA shall be binding upon and shall inure to the benefit of the parties hereto and their successors and permitted assigns. This PSA shall be governed by the laws of the State of Michigan. This contract sets forth the entire agreement between Engineer and Owner. This is a fully integrated contract.

**ELECTRONIC/FACSIMILE SIGNATURES.** The signatures on this PSA shall be deemed to be original signatures when transmitted electronically or by facsimile machine or by any other medium. No party shall be required to produce a PSA with an original signature in order to enforce any provision of this PSA.

IN WITNESS WHEREOF, the parties hereto have made and entered into this PSA. To be valid, this PSA must be signed by an authorized representative of Fleis & VandenBrink Engineering, Inc.

OWNER  
BENZIE COUNTY

ENGINEER  
FLEIS & VANDENBRINK ENGINEERING, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **ADDITIONAL PROVISIONS - CONSTRUCTION OBSERVATION**

### **1. DEFINITIONS.**

- 1.1. Contract Documents shall mean construction agreement(s) between Owner and Contractor(s), including plans, specifications, addenda and change orders.
- 1.2. Contractor shall mean the person or entity providing construction services to Owner, as defined in the Contract Documents.

### **2. SITE OBSERVATION.**

- 2.1. The Engineer shall visit the site as defined in the Scope of Services to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Engineer shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed. Engineer will not be responsible for the means, methods, techniques, and procedures of construction observed during such visits. Engineer will not be responsible for the Contractor's failure to perform the work in accordance with the Contract Documents.
- 2.2. Based solely on Engineer's on-site observations and Engineer's review of the Contractor's applications for payment, Engineer will recommend in writing to Owner payment to the Contractor. Such recommendations of payment to constitute a representation to Owner, based solely on such observation, review and the data comprising such applications, that to the Engineer's knowledge, information and belief, the work has progressed to the point indicated and that to the Engineer's knowledge, information and belief the quality of the work is generally in accordance with the Contract Documents.
- 2.3. Engineer will conduct, in company with Owner, a final review of the Project for conformance with the design concept of the Project, and compliance with the information given by the Contract Documents, and recommend, in writing, payment to the Contractor, on the same basis as set forth above.

### **3. OWNER RESPONSIBILITIES. Owner will:**

- 3.1. Provide full information as to his requirements for the Project. Assist Engineer by placing at Engineer's disposal all available information pertinent to the Project, including previous site reports and any other data relative to the design or construction of the Project.

### **4. SITE SAFETY PROGRAMS AND PRECAUTIONS.**

- 4.1. Owner acknowledges that the Contractor, not Engineer, is responsible for initiating, maintaining and supervising all safety programs and all safety precautions in connection with the work.
- 4.2. Engineer shall neither have control over, nor be responsible for, safety programs and precautions in connection with the work, since these are solely the responsibility of the Contractor.
- 4.3. Neither the professional activities of the Engineer, nor the presence of the Engineer or its employees at the site, shall impose any duty on the Engineer, nor relieve the Contractor of its responsibility for jobsite safety.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/12/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Olivier-VanDyk Insurance Agency 2780 44th Street SW Wyoming MI 49519		<b>CONTACT</b> NAME: Jill Wierenga PHONE (A/C, No, Ext): 616-454-0800 FAX (A/C, No): 616-454-7100 E-MAIL: certificates@ovdinsurance.com ADDRESS: certificates@ovdinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Hanover Insurance Companies	
		<b>INSURER B:</b> Selective Insurance Company of America	
		<b>INSURER C:</b> Accident Fund Company	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 2121613832

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC		S 2321804	4/1/2019	4/1/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		S 2321804	4/1/2019	4/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired PD \$75,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED RETENTIONS		S 2321804	4/1/2019	4/1/2020	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCV6163216	4/1/2019	4/1/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liability Contractor's Pollution		LHI9501310-08	4/1/2019	4/1/2020	Per Claim - 4,000,000 Aggregate - 5,000,000 Retroactive Date 01/12/1993

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Umbrella Liability does not extend over the Professional/Pollution Liability policies. Professional Aggregate limit is the total insurance available for all covered claims reported within the policy period.

**CERTIFICATE HOLDER****CANCELLATION**

\*\*\*FOR  
INSURANCE  
PURPOSES  
ONLY \*\*\*

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

# County Administrator Report



Memo To: Board of Commission  
From: Mitchell D. Deisch, Administrator  
Date: May 21, 2019  
Subject: May 28, 2019 Administrator Update

1. **FY 19-20 Budget** – Meetings are being scheduled for Department Heads and Elected Officials to present their initial budget requests the County Administrator Office. Once all the departmental budget meetings are held, the meetings with the BOC will commence.
2. **Census 2020** – Administration meet with the US Bureau of Census on Thursday May 16, 2019. Self-reporting post cards will start to be sent to resident's March 2020. The County is being asked to assist with facilitating a meeting with townships, villages, city and other civic organizations to discuss how the 2020 Census process will proceed and encourage local officials to pass along information regarding the census to residents. Tom Longanbach, Equalization Director will be the lead Benzie County Representative on the Census. The County will schedule a meeting this summer to provide a venue for the US Census to make a presentation to area local units of government, community leaders and non-profit organizations. More to follow.
3. **Financial Review Report** – Just a reminder that Municipal Analytics will be present at the 5/28/19 COTW meeting to present the final draft of the Financial Review Report to the full BOC. I have sent the entire final draft report to all department heads, elected officials, union presidents and businesses agents. Once the report is presented to the BOC, future meetings will need to be set to discuss prioritization and implementation. More to follow.
4. **POAM EMS** – The second negotiation meeting is scheduled for Tuesday June 18, 2019 at 11:00 am.
5. **MERS Actuarial Valuation** – According to MERS, all municipalities will have their 12/31/18 MERS Actuarial Valuation by June 30, 2019. Administration is waiting to receive the most up to date information before we start the process of meeting to draft policies on how to address Benzie Counties unfunded liability. More to follow.
6. **MEDC Presentation** – MEDC Community Development Manager Dan Leonard made a presentation to the Benzie County EDC/BRA at their May 17, 2019 meeting. The focus on the presentation was discuss how traditional downtowns in Benzie County (Frankfort, Beulah, Lake Ann, Thompsonville, Honor, etc.) can take advantage of MEDC funding and resources. This MEDC support is also available to townships in Benzie County. The County EDC/BRA will be

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MAY 21 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

facilitating a MEDC Community Development meeting later this summer/fall with all twelve townships, six villages and City of Frankfort. The primary focus of the presentation will be on the MEDC Redevelopment Ready Communities (RRC) which is a prerequisite for communities to receive assistance from the MEDC Community Development programs.

7. **EDC Broadband Subcommittee Update** – At their Friday May 17, 2019 EDC/BRA meeting the Broadband Subcommittee made a recommendation to the full committee to interview 3 respondents to the letter of interest that was submitted by April 26, 2019. The three businesses that were selected to be interviewed are Eclipse, Aspen Wireless and Merit. A meeting will be scheduled by the full EDC Board to conduct the three interviews. Attached is the press release that was prepared by the Broadband Subcommittee. I would ask that each Board of Commissioner deliver the press release to their respective municipalities.
8. **Animal Control Shelter Strategic Plan** – Animal Control will be undergoing a strategic planning session on June 4, 2019 starting at 1:00 pm. I will be facilitating the meeting, using a similar format as the BOC used to establish their strategic plan.

**Press Release**  
**Benzie County Economic Development Committee**  
**Broadband Subcommittee**

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The Benzie County Economic Development Commission/Brownfield Redevelopment Authority (EDC) created a Broadband Subcommittee for exploring public private partnerships to expand broadband high-speed internet into unserved or underserved areas of Benzie County.

The need for expanding broadband high-speed internet into all areas of Benzie County has been identified in both the Benzie County Board of Commissioners (BOC) and EDC/BRA strategic plans/goals for 2019. Both the BOC and EDC recognize that the availability of high-speed internet services has become essential infrastructure for businesses, residents and is key to Benzie County's economic development future.

Early April 2019 the EDC Broadband Subcommittee prepared a Letter of Interest that was sent to multiple private businesses that it was believed to have the experience and technical capabilities assist in high-speed internet expansion through out Benzie County. The goal is for a private-public partnership. With this goal the EDC Broadband Subcommittee accepted responses to the letter of interest on April 26, 2019. Five businesses responded to the Letter of Interest.

The EDC Broadband Subcommittee met on May 7, 2019 to review the letters of interest from the various businesses. After reviewing the responses, the EDC Broadband Subcommittee will be recommending the full EDC/BRA Committee that three businesses be interviewed by the full EDC/BRA Committee at an upcoming meeting. This recommendation will be made to the full EDC/BRA Committee at their Friday May 17, 2019 meeting starting at 11:00 am.

There will be more press release as more information becomes available as the process moves forward.

May 13, 2019

For additional information contact:

Mitchell D. Deisch, Administrator

Benzie County

231-882-0558

[mdeisch@benzieco.net](mailto:mdeisch@benzieco.net)



# How the 2020 Census will invite everyone to respond





**Every household will have the option of responding online, by mail, or by phone.**

**Nearly every household** will receive an invitation to participate in the 2020 Census from either a postal worker or a census worker.

 **95%** of households will receive their census invitation in the mail.



 **Almost 5%** of households will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).

 **Less than 1%** of households will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.

Note: We have special procedures to count people who don't live in households, such as students living in university housing or people experiencing homelessness.



# How the 2020 Census will invite everyone to respond



## What to Expect in the Mail

**When it's time to respond, most households will receive an invitation in the mail.**

**Every household will have the option of responding online, by mail, or by phone.**

Depending on how likely your area is to respond online, you'll receive either an invitation encouraging you to respond online or an invitation along with a paper questionnaire.

### Letter Invitation

- Most areas of the country are likely to respond online, so most households will receive a letter asking you to go online to complete the census questionnaire.
- We plan on working with the U.S. Postal Service to stagger the delivery of these invitations over several days. This way we can spread out the number of users responding online, and we'll be able to serve you better if you need help over the phone.

### Letter Invitation and Paper Questionnaire

- Areas that are less likely to respond online will receive a paper questionnaire along with their invitation. The invitation will also include information about how to respond online or by phone.

WHAT WE WILL SEND IN THE MAIL	
On or between	You'll receive:
March 12-20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)
March 16-24	A reminder letter.
	<b>If you haven't responded yet:</b>
March 26-April 3	A reminder postcard.
April 8-16	A reminder letter and paper questionnaire.
April 20-27	A final reminder postcard before we follow up in person.

### We understand you might miss our initial letter in the mail.

- Every household that hasn't already responded will receive reminders and will eventually receive a paper questionnaire.
- It doesn't matter which initial invitation you get or how you get it—we will follow up in person with all households that don't respond.



# Why We Ask

*The 2020 Census is easy. The questions are simple.*

The census asks questions that provide a snapshot of the nation. Census results affect your voice in government, how much funding your community receives, and how your community plans for the future.

When you fill out the census, you help:

- Determine how many seats your state gets in Congress.
- Guide how more than \$675 billion in federal funding is distributed to states and communities each year.
- Create jobs, provide housing, prepare for emergencies, and build schools, roads and hospitals.

## Population Count (Number of People Living or Staying)

We ask this question to collect an accurate count of the number of people at each address on Census Day, April 1, 2020. Each decade, census results determine how many seats your state gets in Congress. State and local officials use census counts to draw boundaries for districts like congressional districts, state legislative districts and school districts.

## Any Additional People Living or Staying

Our goal is to count people once, only once and in the right place according to where they live on Census Day. Keeping this goal in mind, we ask this question to ensure that everyone living at an address is counted.

## Owner/Renter

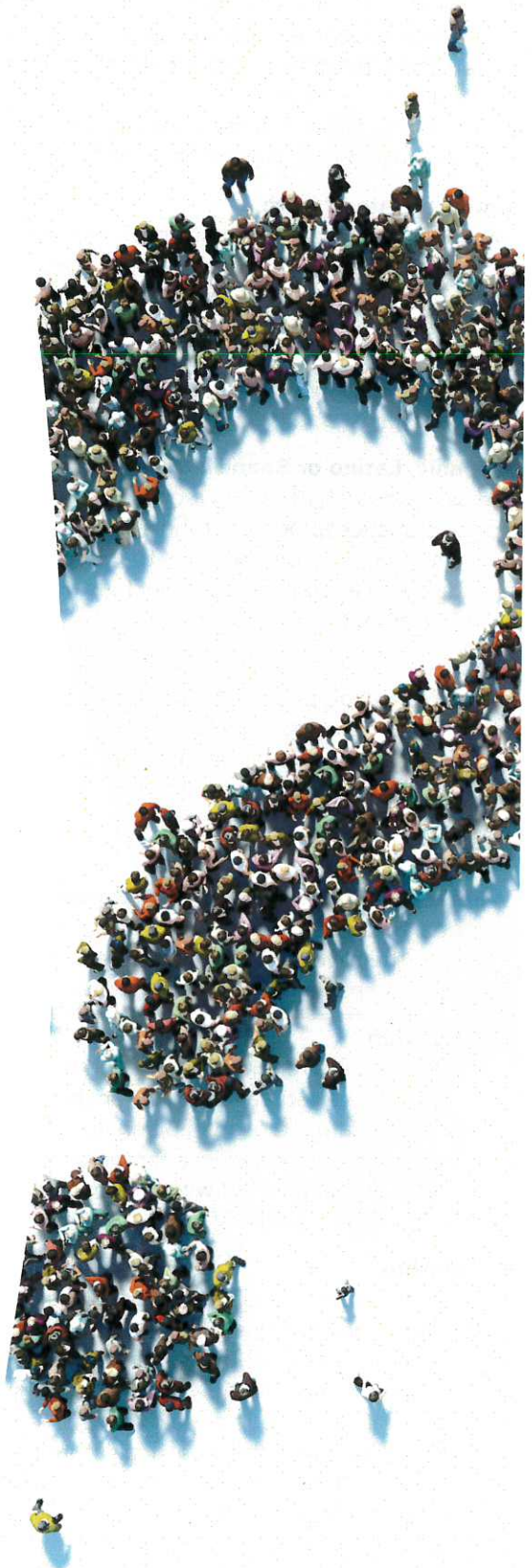
We ask about whether a home is owned or rented to create statistics about homeownership and renters. Homeownership rates serve as an indicator of the nation's economy and help in administering housing programs and informing planning decisions.

## Phone Number

We ask for a phone number in case we need to contact you. We will never share your number and will only contact you if needed for official Census Bureau business.

## Name

We ask for names to ensure everyone in the house is counted. Listing the name of each person in the household helps respondents include all members, particularly in large households where a respondent may forget who was counted and who was not.





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## Sex

We ask about the sex of each person to create statistics about males and females. Census data about sex are used in planning and funding government programs, and in evaluating other government programs and policies to ensure they fairly and equitably serve the needs of males and females. These statistics are also used to enforce laws, regulations and policies against discrimination in government programs and in society.

## Age and Date of Birth

We ask about age and date of birth to understand the size and characteristics of different age groups and to present other data by age. Local, state, tribal and federal agencies use age data to plan and fund government programs that provide assistance or services for specific age groups, such as children, working-age adults, women of childbearing age, or the older population. These statistics also help enforce laws, regulations and policies against age discrimination in government programs and in society.

## Hispanic, Latino or Spanish Origin

We ask about whether a person is of Hispanic, Latino or Spanish origin to create statistics about this ethnic group. The data collected in this question are needed by federal agencies to monitor compliance with anti-discrimination provisions, such as under the Voting Rights Act and the Civil Rights Act.

## Race

We ask about a person's race to create statistics about race and to present other statistics by race groups. The data collected in this question are needed by federal agencies to monitor compliance with anti-discrimination provisions, such as under the Voting Rights Act and the Civil Rights Act. State governments use the data to determine congressional, state and local voting districts.

## Whether a Person Lives or Stays Somewhere Else

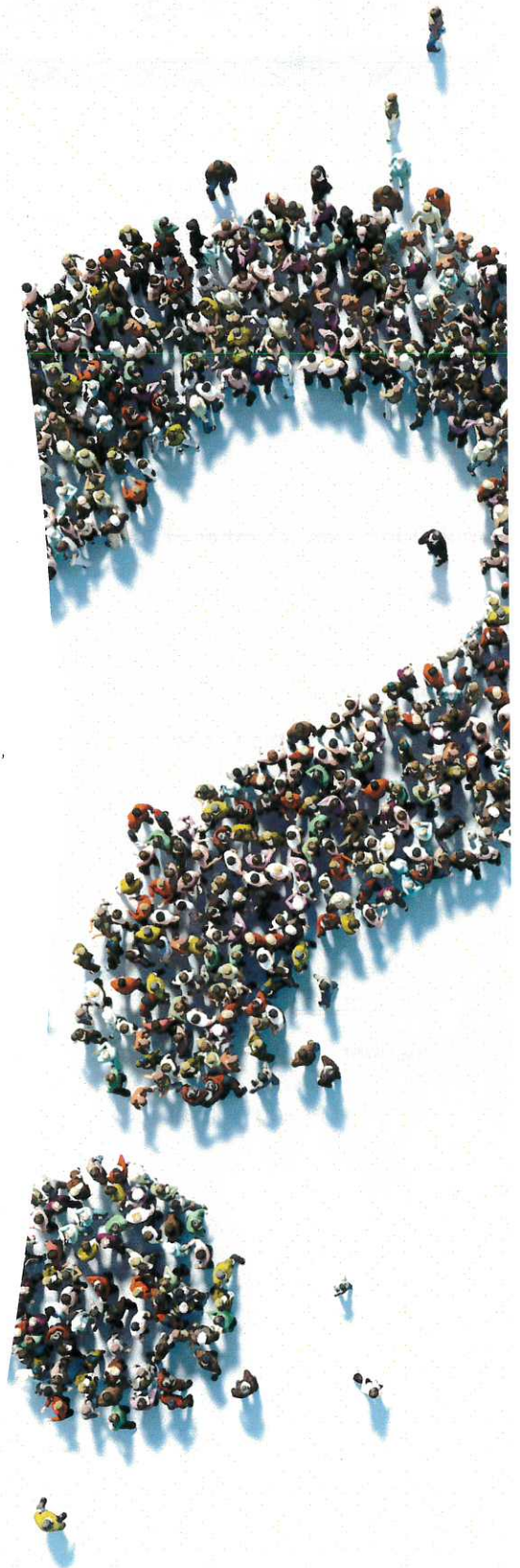
Our goal is to count people once, only once and in the right place according to where they live on Census Day. Keeping this goal in mind, we ask this question to ensure individuals are not included at multiple addresses.

## Relationship

We ask about the relationship of each person in a household to one central person to create estimates about families, households and other groups. Relationship data are used in planning and funding government programs that provide funds or services for families, people living or raising children alone, grandparents living with grandchildren, or other households that qualify for additional assistance.

## Citizenship

A question about a person's citizenship is used to create statistics about citizen and noncitizen populations. These statistics are essential for enforcing the Voting Rights Act and its protections against voting discrimination. Knowing how many people reside in the community and how many of those people are citizens, in combination with other information, provides the statistical information that helps the government enforce Section 2 of the Voting Rights Act and its protections against discrimination in voting.



# Activity Timeline

Dates	2020 Census Operations	CCC Actions	Phases
Fall 2018	Recruiting	Push Recruiting: make public aware of census jobs Form & organize CCCs Set up Planning Committee Educate public about upcoming census	Education Awareness
January - February 2019	Recruiting Office Operations: Clerks, OOSs, CFSs, Enumerators	Make public aware of EACOs; form and organize CCCs Set up Planning Committee Educate public about upcoming census	Education Awareness
Spring 2019	Recruiting Office Operations: Clerks, OOSs, CFSs, Enumerators	Push recruiting	Education Awareness
June - August 2019	Area Census Offices open in selected areas	Organization, planning & development ID HTE populations and/or areas Develop plans to be implemented later	Education Awareness
August - October 2019	Address canvassing	Push public/community awareness of AdCan Develop and expand other plans for public awareness, engagement and motivation	Education Awareness
January - July 2020	GQ, UE, UL, ETL, SBE	Push promotion and participation; implement various ways, methods and outlets to reach public	Motivation Awareness
Mid-March - July 2020	Questionnaire self-response	Push various promotions that public can respond by mail, Internet, phone or by visiting QACs	Motivation Awareness
April 1, 2020	CENSUS DAY	Continuation to push all effort and activities	Motivation
April - July 2020	Non-Response Follow-Up Begins (NRFU)	Make public aware of census workers in communities and neighborhoods; push cooperation and participation.	Motivation
August 2020	NRFU Ends	Inform public census operations have ended	Awareness
Post-August 2020	Thank you campaign	Thank all partners and collaborators	Recognition
December 31, 2020	Apportionment counts to President		Awareness
March 31, 2021	Redistricting counts to states		Awareness





# The 2020 Census and Confidentiality

*Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics—they cannot be used against you in any way. By law, all responses to U.S. Census Bureau household and business surveys are kept completely confidential.*

## Respond to the 2020 Census to shape the future.

Responding to the census helps communities get the funding they need and helps businesses make data-driven decisions that grow the economy. Census data impact our daily lives, informing important decisions about funding for services and infrastructure in your community, including health care, senior centers, jobs, political representation, roads, schools, and businesses. More than \$675 billion in federal funding flows back to states and local communities each year based on census data.



## Your census responses are safe and secure.

The Census Bureau is required by law to protect any personal information we collect and keep it strictly confidential. The Census Bureau can only use your answers to produce statistics. In fact, every Census Bureau employee takes an oath to protect your personal information for life. Your answers cannot be used for law enforcement purposes or to determine your personal eligibility for government benefits.

## By law, your responses cannot be used against you.

By law, your census responses cannot be used against you by any government agency or court in any way—not by the Federal Bureau of Investigation (FBI), not by the Central Intelligence Agency (CIA), not by the Department of Homeland Security (DHS), and not by U.S. Immigration and Customs Enforcement (ICE). The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics.



## The law is clear—no personal information can be shared.

Under Title 13 of the U.S. Code, the Census Bureau cannot release any identifiable information about individuals, households, or businesses, even to law enforcement agencies.

The law states that the information collected may only be used for statistical purposes and no other purpose.

To support historical research, Title 44 of the U.S. Code allows the National Archives and Records Administration to release census records only after 72 years.

All Census Bureau staff take a lifetime oath to protect your personal information, and any violation comes with a penalty of up to \$250,000 and/or up to 5 years in prison.



## There are no exceptions.

The law requires the Census Bureau to keep everyone's information confidential. By law, your responses cannot be used against you by any government agency or court in any way. The Census Bureau will not share an individual's responses with immigration enforcement agencies, law enforcement agencies, or allow that information to be used to determine eligibility for government benefits. Title 13 makes it very clear that the data we collect can only be used for statistical purposes—we cannot allow it to be used for anything else, including law enforcement.

## It's your choice: you can respond securely online, by mail, or by phone.

You will have the option of responding online, by mail, or by phone. Households that don't respond in one of these ways will be visited by a census taker to collect the information in person. Regardless of how you respond, your personal information is protected by law.

## Your online responses are safe from hacking and other cyberthreats.

The Census Bureau takes strong precautions to keep online responses secure. All data submitted online are encrypted to protect personal privacy, and our cybersecurity program meets the highest and most recent standards for protecting personal information. Once the data are received, they are no longer online. From the moment the Census Bureau collects responses, our focus and legal obligation is to keep them safe.

## We are committed to confidentiality.

At the U.S. Census Bureau, we are absolutely committed to keeping your responses confidential. This commitment means it is safe to provide your answers and know that they will only be used to paint a statistical portrait of our nation and communities.

Learn more about the Census Bureau's data protection and privacy program at [www.census.gov/privacy](http://www.census.gov/privacy).



## Laws protecting personal census information have withstood challenges.

In 1982, the U.S. Supreme Court confirmed that even addresses are confidential and cannot be disclosed through legal discovery or the Freedom of Information Act (FOIA). In 2010, the U.S. Justice Department determined that the Patriot Act does not override the law that protects the confidentiality of individual census responses. No court of law can subpoena census responses.

# 50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing "intelligent" maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as backup for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English-language proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.



# Counting Young Children in the 2020 Census

## Counting everyone once, only once, and in the right place

An estimated 5 percent of kids under the age of 5 weren't counted in the 2010 Census. That's about 1 million young children, the highest of any age group.

We need your help closing this gap in the 2020 Census. Here's what our research tells us about why young children are missed and what you can do to help make sure they are counted.



### Common situations where young children aren't counted

### How you can help?



The **child splits time between two homes.**

The child lives or stays with **another family or with another relative such as a grandparent.**

- Emphasize that the census counts **everyone where they live** and sleep most of the time, even if the living arrangement is temporary or the parents of the child do not live there.
- If the child truly spends equal amounts of time between two homes, count them where they stayed on **Census Day, April 1**. Coordinate with the other parent or caregiver, if possible, so the child is not counted at both homes.
- If it's not clear where the child lives or sleeps most of the time, count them where they stayed on Census Day, April 1.



The child lives in a **lower income household.**

- Explain to service providers and families that responding to the census helps determine **\$675 billion in local funding** for programs such as food stamps (also called the Supplemental Nutritional Assistance Program or SNAP), the National School Lunch Program, and the Children's Health Insurance Program (CHIP). When children are missed in the census, these programs miss out on funding that is based on the number of children counted.



The child lives in a household with **young parents or a young, single mom.**

- Explain that filling out the census yourself, on your own schedule, is easier than having to respond when a census worker knocks on your door. Remind these households that the form should **only take about 10 minutes** to fill out and can be done online or over the phone, in addition to mailing it back.
- Encourage moms with young children to ask other household members to count them and their children on the form if others live in the household.



The child is a **newborn.**

- Emphasize that parents should **include babies** on census forms, even if they are still in the hospital on April 1.
- **Encourage facilities** providing services to newborns to remind parents about the importance of counting their children on the census form.
- Highlight the fact that the census form only takes about 10 minutes to complete, and parents can **fill it out online or over the phone in addition to paper** at a time that works best for them.

## Common situations where young children aren't counted

## How you can help?



The child lives in a household that is **large, multigenerational, or includes extended or multiple families**.

- Remind the person filling out the form to count all children, including nonrelatives and children with no other place to live, even if they are only living at the address temporarily on April 1.
- Spread the word that the census **counts all people living or staying** at an address, not just the person or family who owns or rents the property.



The child lives in a household that **rents or recently moved**.

- Encourage renters and recent movers to complete their census forms **online or over the phone**, right away. That way they don't need to worry about paper forms getting lost in the move.
- **Focus efforts** on multiunit buildings that are likely to have renters.



The child lives in a household where they're **not supposed to be**, for one reason or another.

- Please explain to those that have children living in places where they aren't allowed (for example, grandparents in a seniors-only residence that have a grandchild living with them, a family with more people, including children, than the lease allows) that they should include the children because the **Census Bureau does not share information** so it can't be used against them.
- Emphasize the Census Bureau's legal commitment to keep census **responses confidential**.
- Explain that the Census Bureau **will never share information** with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.



The child lives in a **non-English or limited-English speaking** household.

- **Conduct outreach** and create resources in non-English languages that highlight the importance of counting young children.
- **Encourage non-English speakers to self-respond** to the census and let them know that for the 2020 Census, the online form and telephone line will be available in 13 languages, including English. Language guides will be available in 59 languages other than English.



The child lives in a household of **recent immigrants or foreign-born adults**.

- Work with community members to conduct outreach in neighborhoods with recent immigrants. **Focus efforts** on the **community's gathering places** like local grocery stores, places of worship, and small restaurants.
- Emphasize the **Census Bureau's legal commitment** to keep census responses confidential. Explain that the Census Bureau will never share information with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.



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- **Focus efforts** on multiunit buildings that are likely to have renters.



The child lives in a household where they're **not supposed to be**, for one reason or another.

- Please explain to those that have children living in places where they aren't allowed (for example, grandparents in a seniors-only residence that have a grandchild living with them, a family with more people, including children, than the lease allows) that they should include the children because the **Census Bureau does not share information** so it can't be used against them.
- Emphasize the Census Bureau's legal commitment to keep census **responses confidential**.
- Explain that the Census Bureau **will never share information** with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.



The child lives in a **non-English or limited-English speaking** household.

- **Conduct outreach** and create resources in non-English languages that highlight the importance of counting young children.
- **Encourage non-English speakers to self-respond** to the census and let them know that for the 2020 Census, the online form and telephone line will be available in 13 languages, including English. Language guides will be available in 59 languages other than English.



The child lives in a household of **recent immigrants or foreign-born adults**.

- Work with community members to conduct outreach in neighborhoods with recent immigrants. **Focus efforts** on the **community's gathering places** like local grocery stores, places of worship, and small restaurants.
- Emphasize the **Census Bureau's legal commitment** to keep census responses confidential. Explain that the Census Bureau will never share information with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.



# THE GEORGE WASHINGTON UNIVERSITY

WASHINGTON, DC

## Counting for Dollars 2020

16 Large Federal Assistance Programs that Distribute Funds on Basis of Decennial  
Census-derived Statistics (Fiscal Year 2015)

### Michigan

Total Program Obligations: \$14,559,830,141

Per Capita: \$1,467 (see note on proper use)

<u>CFDA #</u>	<u>Program Name</u>	<u>Dept.</u>	<u>Type</u>	<u>Recipients</u>	<u>Obligations</u>
93.778	Medical Assistance Program (Medicaid)	HHS	Grants	States	\$5,929,804,107
10.551	Supplemental Nutrition Assistance Program (SNAP)	USDA	Direct Pay	Households	\$2,369,233,695
93.774	Medicare Part B (Supplemental Medical Insurance) – Physicians Fee Schedule Services	HHS	Direct Pay	Providers	\$2,330,543,147
20.205	Highway Planning and Construction	DOT	Grants	States	\$1,009,455,874
84.010	Title I Grants to Local Education Agencies	ED	Grants	LEAs	\$517,677,270
84.027	Special Education Grants (IDEA)	ED	Grants	States	\$394,847,404
14.871	Section 8 Housing Choice Vouchers	HUD	Direct Pay	Owners	\$358,373,000
93.600	Head Start/Early Head Start	HHS	Grants	Providers	\$295,722,728
10.555	National School Lunch Program	USDA	Grants	States	\$290,102,335
14.195	Section 8 Housing Assistance Payments Program (Project-based)	HUD	Direct Pay	Owners	\$263,237,746
10.557	Supplemental Nutrition Program for Women, Infants, and Children (WIC)	USDA	Grants	States	\$191,463,631
93.568	Low Income Home Energy Assistance (LIHEAP)	HHS	Grants	States	\$162,070,769
93.658	Foster Care (Title IV-E)	HHS	Grants	States	\$136,888,000
93.767	State Children's Health Insurance Program (S-CHIP)	HHS	Grants	States	\$118,575,000
93.527/ 93.224	Health Center Programs (Community, Migrant, Homeless, Public Housing)	HHS	Grants	Providers	\$109,278,435
93.596	Child Care and Development Fund-Entitlement	HHS	Grants	States	\$82,557,000



### Notes and Findings:

- The [Counting for Dollars Project](#) will identify all federal financial assistance programs relying Decennial Census-derived data to guide the geographic distribution of funds.
- As an initial product, the project is publishing tables on the distribution, by state, of FY2015 funds from 16 large Census-guided programs.
- For every program but the National School Lunch Program, the equitable distribution of funds to a state depends on the accurate measurement of its population count and characteristics.
- There is not a straight linear relationship between state population count and federal funds flow. The per capita figure allows cross-state comparisons of fiscal reliance on census-guided programs. *It does not indicate the amount by which federal funding increases for each additional person counted.* (See The Leadership Conference Education Fund, [“Counting for Dollars: Why It Matters.”](#))

### Definitions:

- Census-derived statistics – federal datasets that are extensions of or otherwise rely on the Decennial Census (list available on [project website](#))
- Census-guided financial assistance programs – programs that rely on Census-derived statistics to determine program eligibility and/or allocate funds to states and localities
- Per capita – total FY2015 obligations for the 16 programs divided by population as of July 1, 2015 (per the Census Bureau)

### Abbreviations:

- CFDA – Catalog of Federal Domestic Assistance
- USDA – U.S. Department of Agriculture
- ED – U.S. Department of Education
- HHS – U.S. Department of Health and Human Services
- HUD – U.S. Department of Housing and Urban Development
- DOT – U.S. Department of Transportation

### Sources:

- USAspending.gov (20.050, 84.010, 84.027, 93.224/93.527, 93.568, 93.600, 93.778)
- President’s Budget Request for FY2017 or program agency (10.511, 10.555, 10.557, 14.871, 93.596, 93.658, 93.767)
- Center on Budget and Policy Priorities (14.195)
- Centers for Medicare & Medicaid, HHS (Physicians Fee Schedule Services of 93.774)

Prepared by Andrew Reamer, Research Professor, GWIPP, with data analysis provided by Sean Moulton, Open Government Program Manager, Project on Government Oversight (POGO)

August 18, 2017

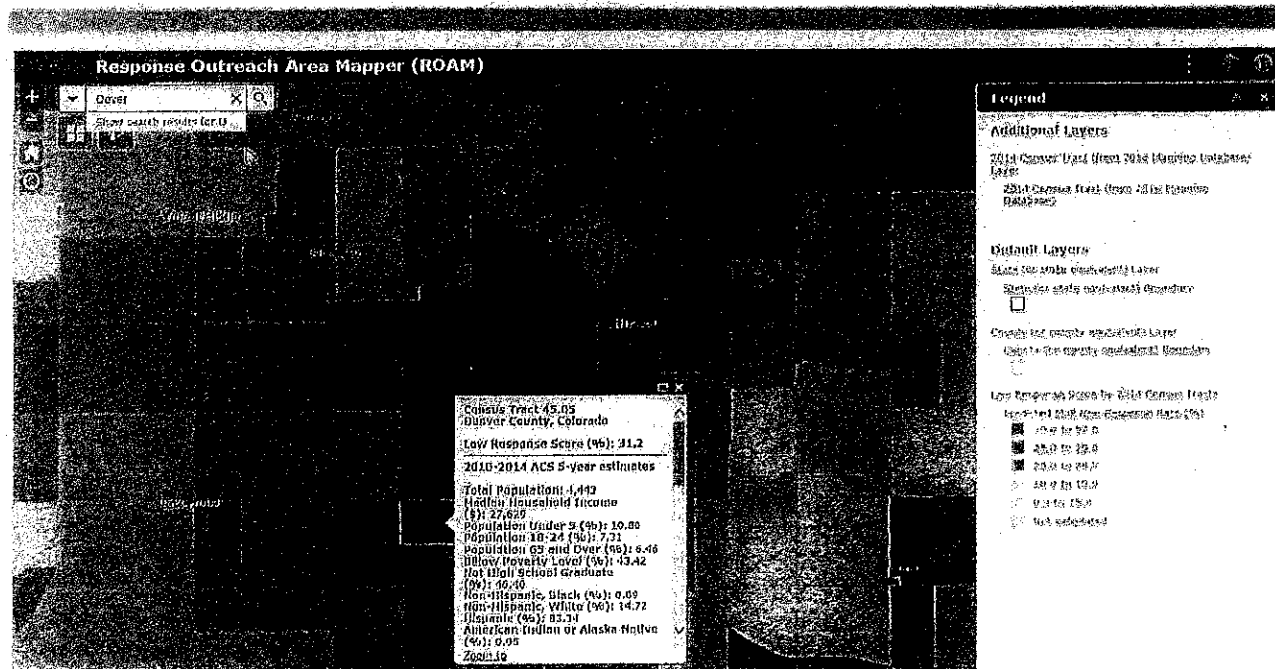
# Response Outreach Area Mapper (ROAM)

Response Outreach Area Mapper (ROAM) is an interactive Web mapping application that allows users to access the Census Bureau's Planning Database (PDB) to determine areas, down to the tract level, that are harder to count.

The PDB includes the Low Response Score, 2010 Census data, and select American Community Survey (ACS) estimates. These data help create a picture of hard-to-survey areas—those identified by *high* Low Response scores.

Using ROAM, users can visualize areas by predicted mail nonresponse rates, determine contributing socioeconomic or demographic factors, and plan outreach, marketing, and promotional efforts. These data also help the Census Bureau hire staff who reflect the diversity and speak the languages of the community. These and other efforts can improve response rates.

United States  
**Census  
2020**





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### ***How Does a Complete Count Committee Work?***

The Census Bureau cannot do this alone. We require the assistance of partners—individuals, groups, and organizations across the nation that can help us build awareness about the census, educate about its importance, and encourage their community to participate. One very effective way to accomplish this is through **Complete Count Committees**.

### ***What Is a Complete Count Committee?***

A **Complete Count Committee (CCC)** is a volunteer committee established by tribal, state, and local governments, and/or community leaders, to increase awareness about the census and motivate residents in the community to respond. The committees work best when they include a cross section of representatives from government agencies, education, business, faith-based and community-based organizations, and the media. Establishing a Complete Count Committee is not an exact science or technical endeavor.

### ***The Purpose and Goals of a Complete Count Committee***

The CCC is charged with developing and implementing a 2020 Census outreach, promotion, recruitment, and enumeration assistance plan of action designed to target and address the needs of their communities.

The overall purpose of the Complete Count Committee is three-fold:

1. It provides high-level oversight for participation in the 2020 Census
2. It provides a group of "trusted voices" to act as Census ambassadors
3. It serves as a knowledgeable contact point for the regional director in meeting the goal of a timely, accurate and cost-effective complete count.

The goals of the Complete Count Committee are to act as "champion" for the 2020 Census by:

1. **Motivating** the community to self-respond;
2. **Educating** the public about the importance of the Census to the local community;
3. **Informing** the community about the Census activities and timelines;
4. **Involving** the community in activities to build awareness;
5. **Increasing** the response rate.





## Benzie County Blight Remediation

# Community Dialogue

Throughout 2019, the Benzie County Planning Commission will host multiple community dialogues focused on issues affecting the area.

On Thursday June 13, the Planning Commission will hold a session on blight remediation. As a part of this session, Jonathon Scheel, Zoning Administrator for the City of East Jordan and City of Charlevoix, will discuss ways that local municipalities can be successful in blight remediation.

Jennifer Flynn, Program Manager for SEEDS Youth Conservation Corps, will also be in attendance to explain how the Youth Conservation Corps can assist with blight clean up projects throughout Benzie County.

You're invited to attend the June 13th Benzie County Planning Commission Community Dialogue to:

- Learn what works, what doesn't work, and what can be done for blight
- Discuss solutions, potential partnerships, and next steps with communities and partners

THURSDAY, JUNE 13

6:00 PM

Board of Commissioners Room  
Benzie County Government Center  
448 Court Place, Beulah, MI 49617

## AGENDA

6:00 PM

### BLIGHT DISCUSSION

*Jonathon Scheel, Zoning Administrator for  
City of East Jordan and City of Charlevoix*

- Blight Remediation Success, Threats, and Opportunities
- Question and Answer

7:00 PM

### WRAP UP

- Partnerships for Solutions
- Next Steps

This meeting is open to all members of the public under Michigan's open meetings act. If you are planning to attend and have a disability requiring any special assistance at the meeting, or for more information, please notify Networks Northwest at (231) 929-5000.

**Networks Northwest**  
Talent / Business / Community

### BENZIE COUNTY PLANNING COMMISSION.

Jason Barnard—Chuck Beale—Jim Clark—Irene Dunham-Thayer—Vince Edwards—  
Betsy Evans—Rosemary Naulty—Rhonda Nye—Gregory Wright—Walter Roch von Rochsburg





# Planning for Marijuana in Michigan

Thinking about Zoning for Recreational or Medical Marijuana and not sure where to start? If you need more information and are wondering how to productively engage the public on this contentious issue, don't miss this training opportunity

## June 18 | Charlevoix

Charlevoix City Hall, 210 State St  
5:30 - 8:00 PM

## June 19 | Manistee

Manistee City Hall, 70 Maple St  
5:30 - 8:00 PM

## June 24 | Traverse City

Michigan Works!, 1209 S Garfield Ave Suite C  
5:30 - 8:00 PM

### Participants attending this training will:

- Learn about the current state of affairs with Michigan's three laws governing marijuana as well as new laws around industrial hemp.
- Review techniques for addressing highly sensitive topics during public meetings.
- Practice selecting and using practical methods for giving and getting information about contentious issues like marijuana.
- Understand the automatic "opt-in" and "opt-out" terms related to marijuana laws and how they apply.

**Cost:** \$50

**Registration:** [www.nwm.org/marijuana](http://www.nwm.org/marijuana)

Visit the website for additional information and registration for each location.

Light refreshments will be provided.

### Instructors:

Mary Reilly, AICP, Government & Public Policy Educator, MSUE  
Lindsey Gardner, Government & Public Policy Educator, MSUE

### Contact:

Elizabeth Calcutt, Networks Northwest  
231-929-5048 or [ecalcutt@networksnorthwest.org](mailto:ecalcutt@networksnorthwest.org)

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*Hosted by Networks Northwest and Michigan State University Extension*

# Finance Report



**BILLS TO BE APPROVED May 28, 2019**

Motion to approve Vouchers in the amount of:

\$ 102,935.63 General Fund (101)

\$ 22,321.16 Jail Fund (213)

\$ 35,522.69 Ambulance Fund & ALS (214)

\$ 20,452.43 Funds 105-238

\$ 4,163.94 ACO Fund (247)

\$ 27,119.00 Building (249)

\$ 7,631.81 Dispatch 911 Fund (261)

\$ 5,340.81 Funds 239-292

\$ 125,106.52 Funds 293-640

\$ 7,920.75 701 Fund

\$ - Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$ 358,514.74

**RECEIVED**

**MAY 23 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

## Payables May 15, 2019 to May 23, 2019

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 ALS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
5/16/2019	\$ 64,430.29	\$ 11,103.38	\$ 11,241.84	\$ 1,353.65	\$ 3,983.73		\$ 5,991.41	\$ 2,575.35	\$ 6,494.91	\$ 1,291.42		\$ 108,465.98
5/23/2019	\$ 38,505.34	\$ 11,217.78	\$ 24,280.85	\$ 19,098.78	\$ 180.21	\$ 27,119.00	\$ 1,640.40	\$ 2,765.46	\$ 118,611.61	\$ 6,629.33		\$ 250,048.76
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Totals	\$ 102,935.63	\$ 22,321.16	\$ 35,522.69	\$ 20,452.43	\$ 4,163.94	\$ 27,119.00	\$ 7,631.81	\$ 5,340.81	\$ 125,106.52	\$ 7,920.75	\$ -	\$ 358,514.74

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

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-900.00	PRINTING & PUBLISHING	OLNEY, DAWN	COMMISSIONERS COFFEE	5/21/2019	05/23/19	8.98	70379
101-101-955.10	DUES & REGISTRATIONS	MICHIGAN TOWNSHIPS AS	MICHIGAN TOWNSHIPS ASSN MEMBERSHIP MAY 2019		05/23/19	385.00	70371
			Total For Dept 101 BOARD OF COMMISSIONERS			393.98	
Dept 131 CIRCUIT COURT							
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	APRIL 2019 SHARED COURT EXPENSES	APRIL 2019	05/23/19	29.19	70365
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY	APRIL 2019 SHARED COURT EXPENSES	APRIL 2019	05/23/19	102.50	70365
101-131-805.00	COURT APPOINTED ATTORNEY	SPILLAN, JOHN	MILEAGE APRIL 2019	APRIL 2019	05/16/19	139.44	70284
101-131-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	APRIL 2019 SHARED COURT EXPENSES	APRIL 2019	05/23/19	24.00	70365
			Total For Dept 131 CIRCUIT COURT			295.13	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	5 BOTTLED WATERS 1 DEL FEE	456864	05/23/19	37.50	70367
101-136-805.00	COURT APPOINTED ATTORNEY	OLSON, RZDOK & HOWARD	HAA PALA	19-0036-DD	05/16/19	125.00	70270
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	AMSDEN	19-654-SM	05/16/19	250.00	70283
101-136-805.00	COURT APPOINTED ATTORNEY	BAILEY LAW OFFICE PILL	KELLS	19-0050-CA	05/23/19	50.00	70309
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	YERKE / MCANULTY	DP390	05/23/19	350.00	70353
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	SWANSON	18-0086-CA	05/23/19	125.00	70354
101-136-805.00	COURT APPOINTED ATTORNEY	LAW OFFICE OF HEATHER	ROGERS	19-0053-GM	05/23/19	367.50	70362
101-136-805.00	COURT APPOINTED ATTORNEY	STIG-NIELSON, FREDER	POE	18-440-ST	05/23/19	250.00	70393
101-136-805.00	COURT APPOINTED ATTORNEY	WILLIAMS, JESSE	PARSONS	19-070-SD	05/23/19	250.00	70410
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	RENN	DP388	05/23/19	75.00	70380
101-136-807.00	JURY FEES	BISHOP, JOSEPH MATTHE	JUROR: \$22.50 MILEAGE: \$.58	DP384	05/16/19	23.08	70221
101-136-807.00	JURY FEES	BOCK, SHERYL ANN	JUROR: \$15.00 MILEAGE: \$1.16	DP384	05/16/19	16.16	70224
101-136-807.00	JURY FEES	BONE, ZOE ALEXA	JUROR: \$22.50 MILEAGE: \$8.12	DP384	05/16/19	30.62	70225
101-136-807.00	JURY FEES	BRYANT, GALE STANLEY	JUROR: \$22.50 MILEAGE: \$11.60	DP384	05/16/19	34.10	70226
101-136-807.00	JURY FEES	CHILDERS, RENEE JEAN	JUROR: \$45.00 MILEAGE: \$15.08	DP384	05/16/19	60.08	70232
101-136-807.00	JURY FEES	DOBB, BARBARA LYNN	JUROR: \$45.00 MILEAGE: \$11.60	DP384	05/16/19	56.60	70235
101-136-807.00	JURY FEES	FAFETTE, BRIAN RUSSEL	JUROR: \$22.50 MILEAGE: \$5.80	DP384	05/16/19	28.30	70241
101-136-807.00	JURY FEES	FEHRENBACH, BRIAN JAM	JUROR: \$22.50 MILEAGE: \$16.24	DP384	05/16/19	38.74	70242
101-136-807.00	JURY FEES	HEIGES, ROBIN ANN	JUROR: \$15.00 MILEAGE: \$6.96	DP384	05/16/19	21.96	70247
101-136-807.00	JURY FEES	HENNARD, MICHAEL ARTH	JUROR: \$22.50 MILEAGE: \$11.60	DP384	05/16/19	34.10	70248
101-136-807.00	JURY FEES	LABREE, CHRISTOPHER M	JUROR: \$22.50 MILEAGE: \$5.80	DP384	05/16/19	28.30	70256
101-136-807.00	JURY FEES	LONERO, CYNTHIA JANE	JUROR: \$22.50 MILEAGE: \$.58	DP384	05/16/19	23.08	70258
101-136-807.00	JURY FEES	LOVE, CHERYL LEE	JUROR: \$22.50 MILEAGE: \$5.80	DP384	05/16/19	28.30	70260
101-136-807.00	JURY FEES	MCNEIL, ALICIA LYNN	JUROR: \$45.00 MILEAGE: \$18.56	DP384	05/16/19	63.56	70261
101-136-807.00	JURY FEES	ORNELAS, JESSICA ANNE	JUROR: \$22.50 MILEAGE: \$19.72	DP384	05/16/19	42.22	70271
101-136-807.00	JURY FEES	ROBISON, JEAN LESLIE	JUROR: \$22.50 MILEAGE: \$9.28	DP384	05/16/19	31.78	70276
101-136-807.00	JURY FEES	ROSIEK, PAUL MICHAEL	JUROR: \$22.50 MILEAGE: \$8.12	DP384	05/16/19	30.62	70279
101-136-807.00	JURY FEES	SCOTT, KATELYN RAE	JUROR: \$30.00 MILEAGE: \$11.60	DP384	05/16/19	41.60	70281
101-136-807.00	JURY FEES	STRANG, DORENE KAYE	JUROR: \$15.00 MILEAGE: \$8.12	DP384	05/16/19	23.12	70288
101-136-807.00	JURY FEES	VANSWEDEN, RACHEL ELY	JUROR: \$45.00 MILEAGE: \$16.24	DP384	05/16/19	61.24	70294
101-136-807.00	JURY FEES	VISA-KIM NOWAK	JURY EXPENSES	DP383	05/16/19	69.52	70296
101-136-807.00	JURY FEES	WALDRON, ANDREW THOMA	JUROR: \$45.00 MILEAGE: \$17.40	DP384	05/16/19	62.40	70297
101-136-807.00	JURY FEES	WHITE, BRENDA SUE	JUROR: \$22.50 MILEAGE: \$23.20	DP384	05/16/19	45.70	70298
101-136-860.00	TRAVEL	NOWAK, KIM	MCMC CONF TRAVEL REIMB	DP397	05/23/19	131.08	70377
101-136-900.00	PRINTING & PUBLISHING	VISA-KIM NOWAK	MCMC CONFERENCE MEALS/MATERIALS	DP393	05/23/19	20.00	70406
101-136-955.00	STAFF DEVELOPMENT/CONFER	VISA-KIM NOWAK	MCMC CONFERENCE MEALS/MATERIALS	DP393	05/23/19	16.20	70406
101-136-956.20	EXAMINATIONS-DEV DISABLE	CENTRA WELLNESS NETWO	HAA PALA	19-0036-DD	05/16/19	350.00	70231
			Total For Dept 136 DISTRICT COURT			3,292.46	
Dept 142 JUVENILE DIVISION							
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	WATER	19-2397	05/16/19	38.32	70273



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 142 JUVENILE DIVISION							
101-142-860.00	TRAVEL	CAMERON CLARK	REIM MILEAGE AND PHONE	MAY	05/16/19	385.70	70229
			Total For Dept 142 JUVENILE DIVISION			424.02	
Dept 172 ADMINISTRATOR							
101-172-800.00	CONTRACTED SERVICES	BYCE & ASSOCIATES, IN	SPACE USE STUDY	14116	05/16/19	4,200.00	70227
101-172-800.00	CONTRACTED SERVICES	BYCE & ASSOCIATES, IN	SPACE USE STUDY/TRAVEL EXPENSES	14114	05/16/19	464.46	70228
			Total For Dept 172 ADMINISTRATOR			4,664.46	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	CONVENIENTPAYMENTS	SHIPPING & HANDLING FOR 3 EMV CARD	2056	05/23/19	14.67	70332
			Total For Dept 215 COUNTY CLERK			14.67	
Dept 253 COUNTY TREASURER							
101-253-727.00	OFFICE SUPPLIES	HAMPEL & SON LLC	TO CLEAN UP SAFE LOCKS AND CHANGE	051019	05/16/19	268.00	70246
101-253-727.00	OFFICE SUPPLIES	GOVERNMENTAL PRODUCTS	CHICAGO SCREW POST W/HIDDEN HINGES	4241	05/23/19	509.00	70349
101-253-831.00	BANK FEES	CONVENIENTPAYMENTS	SHIPPING & HANDLING FOR 3 EMV CARD	2056	05/23/19	7.33	70332
101-253-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE FOR FIELD WORK AND MAO CL	05/14/19	05/23/19	290.00	70363
			Total For Dept 253 COUNTY TREASURER			1,074.33	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MSU EXTENSION BUSINES	WAGES & FRINGES/MARCH & APRIL 2019	TOINV45-19-BENZ	05/23/19	923.63	70373
101-261-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	INK PADS/INK CARTRIDGE	441042-0	05/16/19	63.24	70251
			Total For Dept 261 MSU EXTENSION			986.87	
Dept 262 ELECTIONS							
101-262-721.00	PER DIEM	BANCROFT, LAURA	BOARD OF CANVASSERS PER DIEM	05/09/2019	05/16/19	35.00	70215
101-262-721.00	PER DIEM	DYKSTRA, RONALD	BOARD OF CANVASSERS PER DIEM	5/09/2019	05/16/19	35.00	70237
101-262-721.00	PER DIEM	MICK, JANICE	BOARD OF CANVASSERS PER DIEM	5-9-2019	05/16/19	35.00	70263
101-262-721.00	PER DIEM	NICHOLS, RAY	BOARD OF CANVASSERS PER DIEM	05/09/2019	05/16/19	35.00	70265
101-262-721.00	PER DIEM	OLNEY, DAWN	BOARD OF CANVASSERS PER DIEM	05/09/2019	05/16/19	35.00	70269
101-262-727.00	OFFICE SUPPLIES - BALLOT	GOVERNMENTAL BUSINESS	BALLOTS/CODING	19-36184	05/23/19	7,183.23	70348
101-262-860.00	TRAVEL	BANCROFT, LAURA	BOARD OF CANVASSERS MILEAGE	05/09/2019	05/16/19	10.44	70216
101-262-860.00	TRAVEL	DYKSTRA, RONALD	BOARD OF CANVASSERS MILEAGE	5/09/2019	05/16/19	8.47	70237
101-262-860.00	TRAVEL	MICK, JANICE	BOARD OF CANVASSERS MILEAGE	5/09/2019	05/16/19	8.12	70263
101-262-860.00	TRAVEL	NICHOLS, RAY	BOARD OF CANVASSERS MILEAGE	05/09/2019	05/16/19	9.28	70265
			Total For Dept 262 ELECTIONS			7,394.54	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	KERBY'S BACKHOE SERVI	TOPSOIL	2610	05/16/19	180.00	70253
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER SUPPLIES/LINERS	1156498	05/16/19	265.50	70255
101-265-750.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	REPAIR PART	427207	05/16/19	11.29	70264
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	DEAD BOLT FOR DHS	160012	05/16/19	18.99	70268
101-265-750.00	MAINTENANCE SUPPLIES	HURST MECHANICAL	2 IGNITORS	927908	05/23/19	204.25	70355
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1155135-1	05/23/19	33.80	70361
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1157738	05/23/19	276.63	70361
101-265-750.00	MAINTENANCE SUPPLIES	MOORE MECHANICAL	3 SLOAN VALVES	61749	05/23/19	63.00	70372
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	DEAD BOLT FOR DHS	160055	05/23/19	19.99	70378
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	DUMPSTER SERVICE MAY 2019	30612223	05/16/19	190.00	70212
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	PRI FOR GOVERNMENT CENTER/05/08 -	166281	05/23/19	466.78	70397
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NATURAL GAS 04/12/19 - 05/13/19	910020931200	05/23/19	362.41	70341
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC FOR GARAGE 4/6-5/15/19	100005868649	05/23/19	63.05	70331
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC SERVICE GMT CNT 4/12 - 5/	100000514248	05/23/19	4,772.53	70331
101-265-930.00	EQUIPMENT REPAIR	LARK LAWN & GARDEN	MOWER REPAIR	255030	05/16/19	236.64	70257

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Fund 101 GENERAL FUND							
Dept 265 BUILDING & GROUNDS							
101-265-935.00	BUILDING REPAIRS	BLUE WATER ELECTRIC	MOVE OUTLET IN FOC OFFICE	537	05/23/19	200.00	70320
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	PROVIDE LABOR AND MATERIALS TO DEL	S27907	05/23/19	540.37	70355
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	INSPECTION OF PUMP #1	S27906	05/23/19	482.43	70355
			Total For Dept 265 BUILDING & GROUNDS			8,387.66	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON RETAINER LEGAL SERVICES	50155	05/16/19	22.00	70234
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER SERVICES MARCH 2019	50156	05/16/19	1,833.34	70234
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	APRIL 2019 NON-RETAINER FOR LEGAL	APRIL 2019	05/23/19	1,833.34	70328
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER -FIXED FEE FOR LEGAL SERV	APRIL 2019	05/23/19	292.53	70328
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	LEGAL FEES FOR APRIL 2019	BC-506	05/23/19	1,612.00	70346
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			5,593.21	
Dept 267 PROSECUTING ATTORNEY							
101-267-808.00	WITNESS FEES	TRACY MONTGOMERY	WITNESS FEES AND MILEAGE	4/24/19	05/23/19	35.80	70401
			Total For Dept 267 PROSECUTING ATTORNEY			35.80	
Dept 268 REGISTER OF DEEDS							
101-268-800.00	CONTRACTED SERVICES - LA	FIDLIAR TECHNOLOGIES I	APRIL 2019 LAREDO USAGE FEE	0222687-IN	05/23/19	957.97	70345
			Total For Dept 268 REGISTER OF DEEDS			957.97	
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	PITNEY BOWES INC	SUPPLIES FOR POSTAGE METER	1012465719	05/16/19	347.19	70272
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR POSTAGE METER	46789160	05/16/19	2,500.00	70275
			Total For Dept 285 CENTRAL SERVICES			2,847.19	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.10	WEBSITE SUPPORT	REVIZE LLC	WEBSITE AND SMS ANNUAL TECH SUPPOR	8259	05/23/19	3,000.00	70385
			Total For Dept 286 TECHNOLOGY SUPPORT			3,000.00	
Dept 301 SHERIFF							
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL APRIL 2019	1181	05/23/19	3,022.29	70313
101-301-748.00	GAS, OIL & GREASE	WEX BANK	FUEL UP TO 05/15/2019	59282165	05/23/19	70.48	70409
101-301-940.00	LEASED PATROL & SHERIFF	APPLIED CONCEPTS - ST	RADAR PATROL CAR	347930	05/23/19	550.67	70307
			Total For Dept 301 SHERIFF			3,643.44	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	1,015.24	70222
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATE FEE MAY 2019	188744	05/23/19	22.90	70302
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	25.46	70302
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	37.66	70335
101-333-725.00	FRINGE BENEFITS	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	1.20	70342
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL APRIL 2019	1181	05/23/19	119.31	70313
			Total For Dept 333 SECONDARY ROAD PATROL			1,221.77	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	BCBS PPO COVERAGE - JUNE 2019	007016437	05/16/19	354.54	70223
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATE FEE MAY 2019	188744	05/23/19	18.40	70302
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	9.83	70302
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	39.34	70335
101-426-725.00	FRINGE BENEFITS	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	0.60	70342
101-426-727.00	OFFICE SUPPLIES	VISA=FRANK POST	VISA CHARGES ENDING 05-15-19	ENDING 05-15-19	05/23/19	132.79	70403
101-426-850.00	TELEPHONE	SPRINT SOLUTIONS, INC	EMERGENCY CELL PHONES	186375861-044	05/16/19	6.95	70285
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR SERVICE APRIL 2 - MAY 1 2	9829274934	05/16/19	50.10	70295

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Fund 101 GENERAL FUND							
Dept 426 EMERGENCY MANAGEMENT							
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE AND REIMBURSEMENTS ENDING	MILEAGE END 5/1	05/23/19	272.84	70383
101-426-961.00	TRAINING & SCHOOLS	POST, FRANK	MILEAGE AND REIMBURSEMENTS ENDING	MILEAGE END 5/1	05/23/19	470.70	70383
101-426-961.00	TRAINING & SCHOOLS	VISA-FRANK POST	VISA CHARGES ENDING 05-15-19	ENDING 05-15-19	05/23/19	166.63	70403
101-426-970.00	EQUIPMENT	LORRAINE RICHMANN	REIMBURSEMENT FOR MOULAGE SUPPLIES	10002029791	05/16/19	14.71	70259
			Total For Dept 426 EMERGENCY MANAGEMENT			1,537.43	
Dept 648 MEDICAL EXAMINER							
101-648-861.00	BURIAL TRANSITS	JOWETT FAMILY FUNERAL	TRANSPORT FEES FOR APRIL 2019	APRIL 2019	05/23/19	1,800.00	70358
101-648-861.00	BURIAL TRANSITS	JOWETT FAMILY FUNERAL	MARCH 2019 TRANSPORT FEES	MARCH 2019	05/23/19	900.00	70358
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE SERVICE - MAY	203753	05/23/19	420.00	70351
			Total For Dept 648 MEDICAL EXAMINER			3,120.00	
Dept 721 PLANNING DEPARTMENT							
101-721-721.00	PER DIEM - PLANNING COMM	BARNARD, JASON	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70217
101-721-721.00	PER DIEM - PLANNING COMM	BEALE, CHARLES	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70218
101-721-721.00	PER DIEM - PLANNING COMM	DUNHAM-THAYER, IRENE	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70236
101-721-721.00	PER DIEM - PLANNING COMM	EDWARDS, VINCE	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70238
101-721-721.00	PER DIEM - PLANNING COMM	EVANS, BETSY	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70240
101-721-721.00	PER DIEM - PLANNING COMM	ROCH VON ROCHSBURG, W	PLANNING COMMITTEE MEETING 05/09/1	PER DIEM	05/16/19	35.00	70277
101-721-860.00	TRAVEL	BARNARD, JASON	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	5.80	70217
101-721-860.00	TRAVEL	BEALE, CHARLES	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	9.86	70218
101-721-860.00	TRAVEL	DUNHAM-THAYER, IRENE	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	11.60	70236
101-721-860.00	TRAVEL	EDWARDS, VINCE	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	17.40	70238
101-721-860.00	TRAVEL	EVANS, BETSY	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	8.12	70240
101-721-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PLANNING COMMITTEE MEETING 05/09/1	MILEAGE	05/16/19	9.28	70277
			Total For Dept 721 PLANNING DEPARTMENT			272.06	
Dept 728 INTERGOVERNMENTAL							
101-728-885.00	LIQUOR TAX - NO MI REG E	NORTHERN MICHIGAN REG	LIQUOR TAX PORTION 2ND QTR	050919	05/16/19	13,946.00	70267
			Total For Dept 728 INTERGOVERNMENTAL			13,946.00	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	PARKS & REC REMARK LINE RAILROAD P	APRIL 2019	05/23/19	195.00	70334
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			195.00	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	222.29	70335
			Total For Dept 851 INSURANCE & BONDS			222.29	
Dept 852 MEDICAL INSURANCE							
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	486.92	70342
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	34,924.18	70222
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCBS PPO COVERAGE - JUNE 2019	007016437	05/16/19	850.91	70223
101-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	882.35	70302
101-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	1,262.24	70335
101-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	965.05	70302
101-852-874.00	MEDICAL INSURANCE - RET	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	43.70	70302
			Total For Dept 852 MEDICAL INSURANCE			39,415.35	
			Total For Fund 101 GENERAL FUND			102,935.63	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	1,015.24	70222



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Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	22.90	70302
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	25.46	70302
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	39.18	70335
205-000-725.00	FRINGE BENEFITS	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	4.40	70342
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL APRIL 2019	1181	05/23/19	378.86	70313
205-000-748.00	GAS, OIL & GREASE	WEX BANK	FUEL UP TO 05/15/2019	59282165	05/23/19	54.40	70409
205-000-748.00	GAS, OIL & GREASE	XPRESS LUBE	19-3 TNT OIL CHG	42116	05/23/19	57.85	70411
205-000-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF	T&S/PRIS TRANSP	PC 0430-0520	05/23/19	15.00	70315
			Total For Dept 000			1,613.29	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			1,613.29	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-729.00	PHOTOS AND SUPPLIES	AMAZON CAPITAL SERVIC	SRO SHREDDER	1WHY-KLY9-HWRW	05/23/19	98.74	70305
209-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL APRIL 2019	1181	05/23/19	101.94	70313
			Total For Dept 000			200.68	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			200.68	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	HAND SANITIZER	1156499	05/23/19	64.80	70361
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	PT/TP	1157739	05/23/19	183.94	70361
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	MAY 2019 PICK UP	3062594	05/23/19	100.00	70306
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE APRIL 2 - MAY 1 2	9829274934	05/16/19	3.43	70295
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	04/12 TO 05/13/19 NG	91002092920 4	05/23/19	801.50	70340
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	MAY ELECTRIC JAIL	207145345825	05/23/19	3,081.41	70330
213-265-935.00	JAIL REPAIRS	MOORE MECHANICAL	TOILET PARTS	61748	05/23/19	147.00	70372
213-265-935.00	JAIL REPAIRS	STANLEY STEEMER OF NO	DRY VENT CLEANING JAIL	213872	05/23/19	299.00	70389
			Total For Dept 265 BUILDING & GROUNDS			4,681.08	
Dept 351 JAIL - CORRECTIONS							
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL APRIL 2019	1181	05/23/19	75.50	70313
213-351-748.00	GAS, OIL & GREASE	WEX BANK	FUEL UP TO 05/15/2019	59282165	05/23/19	145.99	70409
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	T&S/PRIS TRANSP	PC 0430-0520	05/23/19	130.00	70315
213-351-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF	T&S/PRIS TRANSP	PC 0430-0520	05/23/19	120.00	70315
213-351-961.00	TRAINING & SCHOOLS	DEWOLF & ASSOCIATES	CTO T&S JAIL RATES	2444	05/23/19	745.00	70336
213-351-961.00	TRAINING & SCHOOLS	NORTHPOINTE INC, DBA	T&S JAIL MGT BATES/DRAEGER	BENZIESOMI01	05/23/19	98.00	70376
			Total For Dept 351 JAIL - CORRECTIONS			1,314.49	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	59.50	70335
			Total For Dept 851 INSURANCE & BONDS			59.50	
Dept 852 MEDICAL INSURANCE							
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	4,229.08	70342
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	11,099.95	70222
213-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	236.13	70302
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	453.13	70335
213-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	247.80	70302
			Total For Dept 852 MEDICAL INSURANCE			16,266.09	

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Fund 213 JAIL OPERATIONS FUND							
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000							
214-000-307.03	NOTE PAYABLE	STATE SAVINGS BANK	MAY 2019 PAYMENT FOR AMBULANCE PAY	MAY 2019	05/23/19	3,396.00	70392
			Total For Dept 000			3,396.00	
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	FLAG FOR ST 3	026256/1	05/23/19	39.99	70347
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	STATION SUPPLIES	158521	05/23/19	39.95	70378
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	STATION SUPPLIES	159503	05/23/19	6.49	70378
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	STATION SUPPLIES	159557	05/23/19	15.48	70378
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	CABINET LOCK AND LATCHES FOR ST 2	160244	05/23/19	26.97	70378
214-265-850.00	TELEPHONE	CENTURYLINK	ST 2 PHONE	5-20-19	05/23/19	297.99	70324
214-265-850.00	TELEPHONE	DIRECT TV	CABLE	36262264023	05/23/19	156.39	70337
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE APRIL 2 - MAY 1 2	9829274934	05/16/19	52.49	70295
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING FOR EMS	9830069565	05/23/19	92.63	70402
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 UTILITIES	5-9-19	05/23/19	35.65	70326
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS 04/13/19 - 05/13/19	910020929022	05/23/19	77.02	70338
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS 04/12/19 - 05/13/19	910020931077	05/23/19	89.31	70339
214-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	ST 2 ELECTRIC	5-1-19	05/23/19	135.10	70325
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ST 3 ELECTRICITY	6-4-19	05/23/19	124.69	70331
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ST 3 GARAGE	6-4-19 ST3	05/23/19	67.04	70331
214-265-935.00	BUILDING REPAIRS	MI PEST	ST 3 PEST CONTROL	10488	05/23/19	50.00	70368
			Total For Dept 265 BUILDING & GROUNDS			1,307.19	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83201184	05/23/19	98.94	70322
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83202851	05/23/19	288.46	70322
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83205639	05/23/19	554.43	70322
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	PHARMACY KITS	4-30-19	05/23/19	630.00	70374
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN CYLINDER RENTAL	9961288638	05/23/19	22.20	70303
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN CYL RENTAL ST 2	9961288639	05/23/19	65.95	70303
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	AMBULANCE FUEL	1184	05/23/19	2,127.83	70313
214-655-749.00	VEHICLE REPAIRS	THIRLBY AUTO - ALS/EM	472928, 473727, 473901	473225	05/16/19	157.09	70289
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A32 AC, HEAD GASKET LEAK, LOOSE MI	2135	05/23/19	699.17	70317
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A21 OIL, BELT, BRAKES, WHEEL BEARI	2134	05/23/19	690.01	70317
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A32 AC WORK	2139	05/23/19	154.09	70317
214-655-749.00	VEHICLE REPAIRS	THIRLBY AUTO - ALS/EM	411050	387940	05/23/19	95.93	70398
214-655-749.00	VEHICLE REPAIRS	THIRLBY AUTO - ALS/EM	COOLANT LEAK STOP FOR A32	479842	05/23/19	9.95	70398
214-655-751.00	UNIFORMS	TELE-RAD, INC.	SHIRTS	892025	05/23/19	67.98	70396
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING SERVICES	BEN0419	05/23/19	2,225.00	70375
214-655-955.10	DOES & REGISTRATIONS	STATE OF MICHIGAN	LIFE SUPPORT AGENCY LICENSE APPLIC	2019-101001	05/23/19	250.00	70391
214-655-970.00	EQUIPMENT	STRYKER FLEX FINANCIA	LP 15 PAYMENT	138539	05/23/19	3,945.51	70395
214-655-995.00	INTEREST ON DEBT	STATE SAVINGS BANK	MAY 2019 PAYMENT FOR AMBULANCE PAY	MAY 2019	05/23/19	83.86	70392
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			12,166.40	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	55.25	70335
			Total For Dept 851 INSURANCE & BONDS			55.25	
Dept 852 MEDICAL INSURANCE							
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	6,672.81	70342
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	11,032.26	70222
214-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	240.51	70302

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 852 MEDICAL INSURANCE							
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	390.02	70335
214-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	262.25	70302
			Total For Dept 852 MEDICAL INSURANCE			18,597.85	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			35,522.69	
Fund 220 MARINE PATROL FUND							
Dept 000							
220-000-748.00	GAS, OIL & GREASE	WEX BANK	FUEL UP TO 05/15/2019	59282165	05/23/19	37.82	70409
220-000-930.00	EQUIPMENT REPAIR	CRYSTAL LAKE MARINA	PROP REPAIR	4849	05/23/19	40.00	70333
220-000-930.00	EQUIPMENT REPAIR	LONG LAKE MARINA	EVINRUDE OIL ISSUE	19163	05/23/19	312.30	70364
			Total For Dept 000			390.12	
			Total For Fund 220 MARINE PATROL FUND			390.12	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR APRIL 2019	1185	05/23/19	168.74	70314
228-000-748.00	GAS, OIL & GREASE	VISA-JESSE ZYLSTRA	OIL CHANGE	42097	05/23/19	68.65	70404
228-000-748.00	GAS, OIL & GREASE	VISA-JESSE ZYLSTRA	FUEL FOR WHITE TAURUS MRC	05132019	05/23/19	50.87	70405
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLE SERVICES FOR APRIL 2019	3082855	05/23/19	14,133.36	70306
228-000-930.00	EQUIPMENT REPAIR	PRECISION COLLISION O	WINDOW GLASS AND MIRROR REPLACEMENT	20048	05/23/19	563.24	70384
228-000-934.00	OTHER REPAIRS/ MAINTENAN	A J'S EXCAVATING LLC	SNOWPLOWING FOR MARCH	9784	05/23/19	75.00	70301
228-000-934.00	OTHER REPAIRS/ MAINTENAN	HONOR EXCAVATING, INC	GRAVEL AND GRADE HONOR SITE	12052018	05/23/19	600.00	70352
228-000-934.00	OTHER REPAIRS/ MAINTENAN	HONOR EXCAVATING, INC	FEB, MARCH 2019 SNOWPLOWING	04012019	05/23/19	180.00	70352
228-000-934.00	OTHER REPAIRS/ MAINTENAN	HONOR EXCAVATING, INC	NOV, DEC, JAN 2019 SNOWPLOWING	02192019	05/23/19	240.00	70352
228-000-955.00	CONVENTIONS & DUES	VISA-JESSE ZYLSTRA	HOTEL STAY FOR 2019 MRC CONFERENCE	2011120	05/23/19	462.87	70404
			Total For Dept 000			16,542.73	
Dept 851 INSURANCE & BONDS							
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	4.25	70335
			Total For Dept 851 INSURANCE & BONDS			4.25	
Dept 852 MEDICAL INSURANCE							
228-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	0.60	70342
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	338.41	70222
228-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	9.83	70302
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	29.62	70335
228-852-800.00	CONTRACTED SRVS - CADILL	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	22.90	70302
			Total For Dept 852 MEDICAL INSURANCE			401.36	
Fund 231 SOIL EROSION (SESSC) FUND							
Dept 723 SOIL EROSION CONTROL							
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	APRIL 2019 BUILDING, ELECTRIC, MECHN	APRIL 2019	05/23/19	1,300.00	70308
			Total For Dept 723 SOIL EROSION CONTROL			1,300.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			1,300.00	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-850.00	TELEPHONE	AT&T	TELEPHONE BILL FOR APRIL	231882950504	05/16/19	194.73	70213



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Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
Total For Dept 265 BUILDING & GROUNDS							
						194.73	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	GILBERT SALES AND SER	REPLACEMENT OF SWIVEL ON POWERWASHE	69600	05/16/19	31.25	70245
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR APRIL	1183	05/16/19	460.05	70220
247-430-751.00	UNIFORMS	EMBROIDME	SCREEN PRINT ON SHIRTS	H18970	05/16/19	230.00	70239
247-430-945.20	DISPOSALS & BURLALS	AMERICAN WASTE	TRASH BILL FOR MAY	3062674	05/16/19	22.00	70212
Total For Dept 430 ANIMAL CONTROL							
						743.30	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	8.50	70335
Total For Dept 851 INSURANCE & BONDS							
						8.50	
Dept 852 MEDICAL INSURANCE							
247-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	6.95	70342
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	19127004965	05/16/19	3,045.70	70222
247-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	74.61	70302
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	53.35	70335
247-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINTRAIVE FEE MAY 2019	188744	05/23/19	36.80	70302
Total For Dept 852 MEDICAL INSURANCE							
						3,217.41	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	APRIL 2019 BUILDING,ELECTRIC,MECHN	APRIL 2019	05/23/19	13,070.00	70308
Total For Dept 371 BUILDING INSPECTOR							
						13,070.00	
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	APRIL 2019 BUILDING,ELECTRIC,MECHN	APRIL 2019	05/23/19	3,240.00	70308
Total For Dept 372 PLUMBING INSPECTOR							
						3,240.00	
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	APRIL 2019 BUILDING,ELECTRIC,MECHN	APRIL 2019	05/23/19	5,440.00	70308
Total For Dept 373 MECHANICAL INSPECTOR							
						5,440.00	
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	APRIL 2019 BUILDING,ELECTRIC,MECHN	APRIL 2019	05/23/19	5,369.00	70308
Total For Dept 375 ELECTRICAL INSPECTOR							
						5,369.00	
Total For Fund 249 BUILDING DEPARTMENT FUND							
						27,119.00	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-727.00	OFFICE SUPPLIES	VISA=RON BERNIS	MONTHLY VISA	05162019	05/23/19	460.87	70407
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE 04/02/19 - 05/01/	9829200065	05/16/19	60.60	70295
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR SERVICE 04/02/19 - 05/01/	9829195016	05/16/19	1,260.73	70295
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	FED MODEM REPAIR	51862	05/23/19	170.00	70350
261-325-961.00	TRAINING & SCHOOLS	CALVIN DENNIS	CPR TRAINING	0012	05/23/19	240.00	70323
Total For Dept 325 DISPATCH/COMMUNICATION							
						2,192.20	
Dept 851 INSURANCE & BONDS							
261-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	32.52	70335
Total For Dept 851 INSURANCE & BONDS							
						32.52	

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Fund 261 911 EMERGENCY SERVICE FUND							
Dept 852 MEDICAL INSURANCE							
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 4/22-5/5/19	240235	05/23/19	125.21	70342
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JUNE 2019	191270049965	05/16/19	4,670.08	70222
261-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	MAY 2019 VISION COVERAGE	188744	05/23/19	134.29	70302
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	JUNE 2019 LT, ST, LIFE AND AD & D	JUNE 2019	05/23/19	270.86	70335
261-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINSTRATIVE FEE MAY 2019	188744	05/23/19	206.65	70302
Total For Dept 852 MEDICAL INSURANCE						5,407.09	
Total For Fund 261 911 EMERGENCY SERVICE FUND						7,631.81	
Fund 265 JUSTICE TRAINING (302) FUND							
Dept 000							
265-000-967.00	PROJECT EXPENSES	BENZIE COUNTY SHERIFF	T&S/PRIS TRANSP	PC 0430-0520	05/23/19	100.00	70315
Total For Dept 000						100.00	
Total For Fund 265 JUSTICE TRAINING (302) FUND						100.00	
Fund 269 LAW LIBRARY FUND							
Dept 000							
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	SUBSCRIPTION - APRIL 2019	3092019547	05/16/19	76.27	70274
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	APRIL SUBSCRIPTION SERVICE	3091987029	05/16/19	572.00	70274
269-000-901.00	RESOURCE MATERIALS	THOMPSON REUTERS-WEST	SUBSCRIPTION SERVICE/MAY 2019	840289663	05/16/19	762.52	70290
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	APRIL 2019 SHARED COURT EXPENSES	APRIL 2019	05/23/19	165.46	70365
Total For Dept 000						1,576.25	
Total For Fund 269 LAW LIBRARY FUND						1,576.25	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-840.50	FOSTER CARE-NA	HOLY CROSS CHILDRENS	30 DAYS FOSTER CARE D.P.	1-23005	05/16/19	517.20	70249
292-000-840.60	FOSTER CARE-NA/NON-SCHED	WAYNE SIMMONS	PSYCH EVALS FOR ALL BANCROFT YOUTH	MAY	05/23/19	2,500.00	70408
292-000-840.95	IN HOME CARE MISC.	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELING	MAY 15	05/16/19	312.00	70230
292-000-850.00	TELEPHONE	CAMERON CLARK	REIM MILEAGE AND PHONE	MAY	05/16/19	50.00	70229
292-000-860.00	TRAVEL/GAS CARDS	CAMERON CLARK	REIM MILEAGE AND PHONE	MAY	05/16/19	285.36	70229
Total For Dept 000						3,664.56	
Total For Fund 292 CHILD CARE FUND						3,664.56	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	VA PER DIEM	043019VA	05/16/19	70.00	70214
293-000-721.00	PER DIEM	FENDER, GARY	VA PER DIEM	043019VA	05/16/19	70.00	70243
293-000-721.00	PER DIEM	GIDDIS, KIRT	VA PER DIEM	043019VA	05/16/19	70.00	70244
293-000-721.00	PER DIEM	KOWALSKI, ED	VA PER DIEM	043019VA	05/16/19	70.00	70254
293-000-721.00	PER DIEM	ROELOFS, ROBERT	VA PER DIEM	043019VA	05/16/19	70.00	70278
293-000-721.00	PER DIEM	SCHAFER, DONALD E.	VA PER DIEM	043019VA	05/16/19	70.00	70280
293-000-839.10	VETERANS FINANCIAL AID	JOSEPH THOMAS	MORTGAGE PAYMENT FOR THOMAS - VA BE	051419	05/16/19	871.32	70252
293-000-839.10	VETERANS FINANCIAL AID	STAPLETONS	VA AID - GAS CARDS FOR VETERANS	051319	05/16/19	200.00	70286
293-000-839.10	VETERANS FINANCIAL AID	TRI-GAS DISTRIBUTING	PROPRANE FOR SHIRLEY MEAILLAT - V	76500	05/16/19	222.62	70292
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR APRIL 2019	043019M	05/16/19	4.27	70214
293-000-860.00	TRAVEL	FENDER, GARY	MILEAGE FOR APRIL 2019	043019M	05/16/19	6.96	70243
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR APRIL 2019	043019M	05/16/19	36.89	70244
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR APRIL 2019	043019M	05/16/19	6.96	70254
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR APRIL 2019	043019M	05/16/19	48.72	70278
293-000-860.00	TRAVEL	SCHAFER, DONALD E.	MILEAGE FOR APRIL 2019	043019M	05/16/19	5.11	70280

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Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-860.00	TRAVEL	KAREN KOROLENKO	TRAVEL FOR CONFERENCE	052019	05/23/19	690.00	70359
293-000-860.00	TRAVEL	KAREN KOROLENKO	VETERANS OUTREACH MILEAGE	052019	05/23/19	35.96	70360
			Total For Dept 000			2,548.81	
			Total For Fund 293 VETERAN'S RELIEF FUND			2,548.81	
Fund 295 VETERAN'S MEMORIAL FUND							
Dept 000							
295-000-967.00	PROJECT EXPENSES	ROELOFS, ROBERT	SUPPLIES FOR VA MEMORIAL	051319	05/16/19	984.56	70278
			Total For Dept 000			984.56	
			Total For Fund 295 VETERAN'S MEMORIAL FUND			984.56	
Fund 412 MCF RENOVATIONS FUND							
Dept 000							
412-000-810.00	LEGAL FEES	STRAUB, PETITT, YAST	SERVICES THRU APRIL 2019	43	05/23/19	450.00	70394
412-000-810.00	LEGAL FEES	STRAUB, PETITT, YAST	SERVICES THRU MARCH 2019	42	05/23/19	748.88	70394
412-000-967.00	PROJECT EXPENSES	COMSTOCK CONSTRUCTION	SERVICES THRU 04/30/19/MAPLES	9	05/23/19	111,353.92	70329
			Total For Dept 000			112,552.80	
			Total For Fund 412 MCF RENOVATIONS FUND			112,552.80	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 351 JAIL - CORRECTIONS							
425-351-957.00	MISCELLANEOUS - INMATE T	SOLID DESIGN SOFTWARE	JAIL MGT SFTW UPDATE	SC10079	05/23/19	3,120.00	70388
			Total For Dept 351 JAIL - CORRECTIONS			3,120.00	
Dept 426 EMERGENCY MANAGEMENT							
425-426-967.04	CERT TRAINING CAMP GRAYL	NORTHERN MICHIGAN LE	MEALS FOR CERT CAMP GRAYLING TRAIN 1246		05/16/19	3,687.50	70266
425-426-967.04	CERT TRAINING CAMP GRAYL	VISA=FRANK POST	VISA CHARGES ENDING 05-15-19	ENDING 05-15-19	05/23/19	465.63	70403
			Total For Dept 426 EMERGENCY MANAGEMENT			4,153.13	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			7,273.13	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	BENZIE COUNTY TREASUR	NEVER CASHED-APPLY TO 2018-01-080-	050318	05/23/19	3.10	70316
516-000-694.00	CASH OVER/SHORT	JOSEPH SMITH	OVERPAYMENT ON DELINQUENT TAXES 02	052119	05/23/19	5.00	70357
			Total For Dept 000			8.10	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			8.10	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 17 REDEMPTIONS	050319	05/23/19	510.00	70312
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	1/12 ANNUAL FEE FOR 2017 TAX FORFE 1905-30		05/23/19	989.66	70399
			Total For Dept 253 COUNTY TREASURER			1,499.66	
			Total For Fund 532 TAX FORECLOSURE FUND			1,499.66	
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-721.00	PER DIEM	CLARK, JAMES	BUILDING AUTHORITY PER DIEM	051619	05/23/19	35.00	70327
569-000-721.00	PER DIEM	JOHNSON, JEFF	BUILDING AUTHORITY PER DIEM	051619	05/23/19	35.00	70356
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	REDORDING SECRETARY FOR 05/16/19	051919	05/23/19	146.81	70366



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Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR 5/16/19	051619M	05/23/19	14.50	70327
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR 5/16/19	051619M	05/23/19	4.88	70356
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR 05/16/19	051919M	05/23/19	3.27	70366
			Total For Dept 000			239.46	
			Total For Fund 569 BUILDING AUTHORITY			239.46	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DP400	05/23/19	2,087.00	70300
701-136-265.00	CASH BONDS PAYABLE	PARSONS, TRINITY DUAL	BOND RETURN: PARSONS	19-070-SD	05/23/19	23.00	70381
701-136-265.00	CASH BONDS PAYABLE	PFLUG, BRENDA KAY	BOND RETURN: PFLUG	18-472-ST	05/23/19	90.00	70382
701-136-271.00	RESTITUTIONS PAYABLE	MEREDITH, SUE	RESTITUTION BY TAYLOR TINCH	16-075-FY	05/16/19	25.00	70262
701-136-271.00	RESTITUTIONS PAYABLE	WILLIAMS, NEILAN	RESTITUTION FROM IVY JOSLIN	18-350-FY	05/16/19	50.00	70299
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY JAIL	RESTITUTION FROM DOMINIC RAY	15-049-SM	05/23/19	10.00	70311
701-136-271.00	RESTITUTIONS PAYABLE	BORAH, JEFF	RESTITUTION FROM THOMAS SUMMER II	18-016-FY	05/23/19	5.00	70321
701-136-271.00	RESTITUTIONS PAYABLE	ESTATE OF ROBERT LOVE	RESTITUTION FROM ELLEN JOHNSON	18-091-FY	05/23/19	40.00	70344
			Total For Dept 136 DISTRICT COURT			2,330.00	
Dept 215 COUNTY CLERK							
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY FEE TRANSMITTAL	APRIL 2019	05/23/19	12.00	70369
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2019	05/23/19	393.87	70390
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2019	05/23/19	250.00	70390
701-215-228.56	DUE STATE - EFFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2019	05/23/19	250.00	70390
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2019	05/23/19	1,190.00	70390
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2019	05/23/19	282.63	70390
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY APPLIED - MICHAEL MAUE	18-2585-FH	05/23/19	225.00	70310
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	05/16/19	10.00	70282
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	05/23/19	10.00	70291
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPENTER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	05/23/19	25.00	70304
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	05/23/19	37.50	70318
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE OIL CO	RESTITUTION FROM BAILEY BORTON	16-2469-FH	05/23/19	50.00	70319
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	05/23/19	75.00	70386
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	05/23/19	10.00	70387
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	05/23/19	160.00	70400
701-215-271.10	FAMILY DIVISION RESTITUT	ELAINE NEWBOLD	RESTITUTION FROM TREVOR MILLER	06-1377-DL	05/23/19	5.00	70343
701-215-299.03	CIRCUIT COURT MISCELLANE	JACK I DEVRIES	REFUND OVERPAYMENT OF AMBULANCE BI	19-1704	05/16/19	62.70	70250
			Total For Dept 215 COUNTY CLERK			3,048.70	
Dept 253 COUNTY TREASURER							
701-253-274.10	DUE STATE - OFF DELQ	STATE OF MICHIGAN	QUALIFIED FOREST FOR 01-011-012-00	050919	05/16/19	27.72	70287
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	CITY OF FRANKFORT	OVERPAYMENT OF GATEWAY VILLAGE PIL	051419	05/16/19	1,090.00	70233
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	VALLEAU, CHRISTINA	OVERPAYMENT FOR DOG LICENSE	051419	05/16/19	5.00	70293
701-253-299.11	DUE BENZIE ATV ASSOC - O	BENZIE ATV ASSOCIATIO	SOLD 11 ORV MAPS	050919	05/16/19	11.00	70219
			Total For Dept 253 COUNTY TREASURER			1,133.72	
Dept 301 SHERIFF							
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	APRIL SOR 2019	551-538794	05/23/19	120.00	70370
701-301-299.40	SHERIFF DEPT MISC	APPLIED CONCEPTS - ST	RADAR PATROL CAR	347930	05/23/19	1,288.33	70307
			Total For Dept 301 SHERIFF			1,408.33	
			Total For Fund 701 GENERAL AGENCY FUND			7,920.75	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 101 GENERAL FUND			102,935.63	
			Fund 205 TNT OFFICER MILLAGE FUND			1,613.29	
			Fund 209 SCHOOL RESOURCE OFFICER			200.68	
			Fund 213 JAIL OPERATIONS FUND			22,321.16	
			Fund 214 EMERGENCY MEDICAL SERVICES			35,522.69	
			Fund 220 MARINE PATROL FUND			390.12	
			Fund 228 SOLID WASTE/RECYCLING FUND			16,948.34	
			Fund 231 SOIL EROSION (SESSC) FUND			1,300.00	
			Fund 247 ANIMAL CONTROL FUND			4,163.94	
			Fund 249 BUILDING DEPARTMENT FUND			27,119.00	
			Fund 261 911 EMERGENCY SERVICE FUND			7,631.81	
			Fund 265 JUSTICE TRAINING (302) FUND			100.00	
			Fund 269 LAW LIBRARY FUND			1,576.25	
			Fund 292 CHILD CARE FUND			3,664.56	
			Fund 293 VETERAN'S RELIEF FUND			2,548.81	
			Fund 295 VETERAN'S MEMORIAL FUND			984.56	
			Fund 412 MCF RENOVATIONS FUND			112,552.80	
			Fund 425 EQUIPMENT REPLACEMENT FUND			7,273.13	
			Fund 516 DELINQUENT TAX REVOLVING FU			8.10	
			Fund 532 TAX FORECLOSURE FUND			1,499.66	
			Fund 569 BUILDING AUTHORITY			239.46	
			Fund 701 GENERAL AGENCY FUND			7,920.75	
			Total For All Funds:			358,514.74	

**Finance Issues:**

ST-LF

Approval of the payment of bills from May 15 to May 28, 2019 in the amount of \$358,514.74.



CASH SUMMARY BY FUND FOR BENZIE COUNTY  
FROM 10/01/2018 TO 05/28/2019  
FUND: ALL FUNDS  
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2018	Total Debits	Total Credits	Ending Balance 05/28/2019
101	GENERAL FUND	998,831.06	6,097,998.14	8,104,288.37	(1,007,459.17)
201	BENZIE COUNTY ROAD COMMISSION	1,554,060.01	10,131,831.59	8,192,551.98	3,493,339.62
205	TNT OFFICER MILLAGE FUND	54,532.21	235,758.63	226,878.70	63,412.14
206	SHERIFF'S K-9 FUND	18,487.94	1,246.40	2,462.80	17,271.54
207	SHERIFF'S RESERVES FUND	11.64	0.00	0.00	11.64
208	SHERIFF'S DIVE TEAM FUND	1,382.00	5,767.98	0.00	7,149.98
209	SCHOOL RESOURCE OFFICER	0.00	204,254.84	152,552.67	51,702.17
211	D.A.R.E. FUND	0.00	0.00	0.00	0.00
212	BENZIE KIDS	3,462.55	317.60	155.20	3,624.95
213	JAIL OPERATIONS FUND	122,177.79	2,381,965.30	2,114,662.06	389,481.03
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	409,267.44	2,715,840.32	2,209,067.22	916,040.54
215	FRIEND OF THE COURT FUND	77,759.82	10,138.07	12,770.00	75,127.89
216	SEASONAL ROAD PATROL FUND	26,604.56	16,078.51	16,749.90	25,933.17
217	SNOWMOBILE PATROL FUND	7,174.00	18,517.06	20,692.12	4,998.94
218	PARKS & REC - ICE RINK	16.69	0.00	0.00	16.69
219	AIRPORT AUTHORITY FUND	745.28	44,444.56	51,629.70	(6,439.86)
220	MARINE PATROL FUND	2,854.68	9,015.02	4,957.36	6,912.34
221	BENZIE-LEELANAU DIST HEALTH DEPT FUND	31,991.49	2,041,214.41	1,809,469.35	263,736.55
228	SOLID WASTE/RECYCLING FUND	145,031.58	469,399.75	297,950.90	316,480.43
230	BETSIIE VALLEY TRAIL MANAGEMENT FUND	0.00	11,054.26	8,697.05	2,357.21
231	SOIL EROSION (SESSC) FUND	36,643.00	18,860.00	18,500.00	37,003.00
235	CDBG GRANTS	0.00	0.00	0.00	0.00
241	LAND BANK AUTHORITY FUND	112,704.09	15,549.50	1,461.70	126,791.89
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	19,453.68	668.35	0.00	20,122.03
244	E.D.C. ENTERPRISE FUND	3,233.54	7,274.97	3,233.54	7,274.97
245	REMONUMENTATION/SURVEY GRANT FUND	28,061.07	60,564.20	62,870.00	25,755.27
246	GIS INFORMATION SYSTEM	7,111.28	0.00	0.00	7,111.28
247	ANIMAL CONTROL FUND	173,464.43	260,091.10	239,912.39	193,643.14
249	BUILDING DEPARTMENT FUND	129,042.13	431,826.76	464,713.51	96,155.38
256	REG OF DEEDS AUTOMATION FUND	130,945.67	46,689.75	60,101.08	117,534.34
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
260	CPL CLERK TECHNOLOGY FUND	29,453.27	6,642.91	217.20	35,878.98
261	911 EMERGENCY SERVICE FUND	436,216.42	1,122,495.24	1,104,701.92	454,009.74
262	DISPATCHER TRAINING FUND	20,042.49	6,933.04	5,654.08	21,321.45
263	LOCAL CORRECTION OFFICER'S TRAINING	12,785.64	7,535.00	7,470.00	12,850.64
264	SHERIFF FORFEITURE FUND	4,472.45	0.00	0.00	4,472.45
265	JUSTICE TRAINING (302) FUND	5,048.40	3,374.87	3,689.78	4,733.49
269	LAW LIBRARY FUND	1,713.96	27,704.87	25,575.20	3,843.63
276	COMMISSION ON AGING MILLAGE FUND	332,339.37	1,783,467.01	1,432,071.06	683,735.32
284	REVENUE SHARING RESERVE FUND	0.00	1,200.00	1,200.00	0.00
285	POINT BETSIE LIGHTHOUSE FUND	3,246.36	97.60	195.20	3,148.76
287	FAMILY COURT GRANTS	0.00	23,499.96	0.00	23,499.96
292	CHILD CARE FUND	54,298.83	370,482.95	396,561.49	28,220.29
293	VETERAN'S RELIEF FUND	73,375.88	85,170.54	71,509.05	87,037.37
294	VETERANS TRUST FUND	0.00	0.00	0.00	0.00
295	VETERAN'S MEMORIAL FUND	61,581.19	23,937.91	39,393.10	46,126.00
296	JUVENILE JUSTICE FUND	(1,074.24)	20,343.91	20,785.98	(1,516.31)
310	GOVERNMENT CENTER ADDITION DEBT FUND	34,310.13	72,776.20	29,850.00	77,236.33

## CASH SUMMARY BY FUND FOR BENZIE COUNTY

FROM 10/01/2018 TO 05/28/2019

## FUND: ALL FUNDS

## CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2018	Total Debits	Total Credits	Ending Balance 05/28/2019
312	MAPLES DEBT/MILLAGE FUND	184,237.18	804,011.73	470,627.22	517,621.69
371	JAIL RESERVE FUND	67,442.36	98,487.40	146,620.77	19,308.99
401	CAPITAL IMPROVEMENT FUND	161,042.86	26,482.10	52,964.20	134,560.76
412	MCF RENOVATIONS FUND	279,460.33	1,615,833.78	1,747,075.36	148,218.75
415	RAILROAD POINT	7,486.02	5,199.00	0.00	12,685.02
425	EQUIPMENT REPLACEMENT FUND	62,162.67	79,624.41	93,946.01	47,841.07
512	MEDICAL CARE FACILITY FUND	1,775,919.54	6,861,788.33	5,982,016.96	2,655,690.91
516	DELINQUENT TAX REVOLVING FUND	4,577,214.08	3,580,407.72	3,934,591.02	4,223,030.78
532	TAX FORECLOSURE FUND	867,230.64	1,268,048.89	1,284,298.32	850,981.21
535	CDBG HOUSING GRANT FUND	66,036.82	31,221.42	7,524.10	89,734.14
569	BUILDING AUTHORITY	4,931.24	3,265.39	6,690.48	1,506.15
595	COMMISSARY/CONCESSION FUND-JAIL	1,410.36	4,435.51	4,484.04	1,361.83
616	TREASURER'S TAX ADMINISTRATION FUND	53,260.25	1,100.00	2,200.00	52,160.25
701	GENERAL AGENCY FUND	4,280,114.39	8,236,118.82	12,216,111.28	300,121.93
704	PAYROLL CLEARING FUND	17,491.65	1,693,147.25	1,600,039.12	110,599.78
721	LIBRARY PENAL FINE FUND	26,762.95	47,547.95	0.00	74,310.90
764	SHERIFF'S INMATE TRUST FUND	37,303.36	110,863.34	125,796.62	22,370.08
775	SUMMER TAX COLLECTION FUND	0.00	0.00	0.00	0.00
	TOTAL - ALL FUNDS	17,633,996.47	53,259,612.12	54,890,187.16	16,003,421.43

# Committee Of The Whole



**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**COMMITTEE OF THE WHOLE**  
**May 14, 2019**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, May 14, 2019, 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 Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke

The Pledge of Allegiance was recited.

**Agenda:**

Motion by Roelofs, seconded by Taylor, to approve the agenda as amended. Adding veterans' affairs, parking lot discussion, pager coverage for the City of Frankfort, May 5, 2019 letter from Dorrie Dils and discussion on wording regarding public input. Ayes: Farrell, Nye, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

**Minutes:**

Motion by Jeannot, seconded by Taylor, to approve the Committee of the Whole minutes of April 23, 2019 as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

1:32 p.m. Public Input - None

Dan Smith:

- a. Jail Dryer Replacement: Motion by Jeannot, seconded by Farrell, to recommend to the Board of Commissioners to approve replacement of the dryer in the Jail Laundry in the amount of \$6,917.00 with the funds coming for the jail capital improvement fund. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.
- b. Budget Amendment: Motion by Roelofs, seconded by Nye, to recommend to the Board of Commissioners to approve the budget adjustment of \$30,000.00 for Prisoner Medical, decreasing line number 213-351-707.12 and increasing line number 213-351-834.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Michelle Thompson:

- a. Budget Amendment: Motion by Roelofs, seconded by Taylor, to recommend to the Board of Commissioners to approve the budget adjustment of \$20,000.00 to complete the Veterans memorial project, increasing line number 295-000-967.00 and increasing line number 295-000-691.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Ron Berns:

- a. Reauthorization of telephone surcharge: The letter provided is for information only. Just want to make everyone aware that it must be on the ballot no later than November 2019.

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**COMMITTEE OF THE WHOLE**  
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**Minutes:**

Motion by Jeannot, seconded by Taylor, to approve the Committee of the Whole minutes of April 23, 2019 as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

1:32 p.m. Public Input - None

Dan Smith:

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Ron Berns:

- a. Reauthorization of telephone surcharge: The letter provided is for information only. Just want to make everyone aware that it must be on the ballot no later than November 2019.

**Committee of the Whole**

**Page 2 of 3**

**May 14, 2019**

- b. Paging repeater for City of Frankfort: Motion by Sauer, seconded by Farrell, to recommend to the Board of Commissioners to approve budget adjustment of \$15,999.00 for a repeater for paging in the City of Frankfort, decreasing line number 261-000-691.00 and increasing line number 261-325-970.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke  
Nays: None. Motion carried.

Ron Berns stated that Inland Township agreed to lend a radio until theirs come in.

Comm. Jeannot requested that the minutes reflect that this activity will take place before the next Board of Commissioners meeting.

Mitch Deisch: Letter from Dorrie Dils, Gift of Life Michigan was sent to Dr. Lois Goslinoski, medical examiner, for Benzie County. The letter indicated that we have an agreement between Gift of Life and Benzie County. We have not been able to locate a copy of that agreement.

Dr. Goslinoski is uncomfortable with this agreement will not sign it. Her concerns are that Gift of Life will sometimes remove tissue and organs before an autopsy can be performed. Mitch will follow up with Dorrie Dils and get a copy of the agreement that they say was signed and bring this back to the Board of Commissioners.

Comm. Sauer: Discussion held regarding wording for public input.

Mitch Deisch: Parking lot discussion: Motion by Jeannot, seconded by Sauer, to recommend to the Board of Commissioners to approve the bid from Team Elmer's to upgrade/expand/stripping the Government Center parking lot and service drive, while on-site, not to exceed \$91,537.00. The activity can move forward before the next Board of Commissioners meeting. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Mitch Deisch:

- a. Update Job Descriptions/Salary Schedule: Will be working on updates to job descriptions for non-union employees and bringing them to the Board of Commissioners for approval.

2:30 p.m. Public Input

Michelle Thompson, County Treasurer is requesting direction for the transfer of \$185,000.00 from the Delinquent Tax Revolving Fund that was accepted by the Board of Commissioners. Mitch, Susan and Michelle will sit down and see where the money will be allocated and bring it back to the Board of Commissioners.

2:47 p.m. Public Input closed.

Motion by Roelofs, seconded by Sauer, to adjourn at 2:48 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.



**Committee of the Whole**

**Page 3 of 3**

**May 14, 2019**

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

- from ✓
1. Approve replacement of the dryer in the Jail Laundry in the amount of \$6,917.00, with the funds coming for the jail capital improvement fund.
  2. Approve the budget adjustment of \$30,000.00 for Prisoner Medical, decreasing line number 213-351-707.12 and increasing line number 213-351-834.00.
  3. Approve the budget adjustment of \$20,000.00 to complete the Veterans memorial project, increasing line number 295-000-967.00 and increasing line number 295-000-691.00.
  4. Approve budget adjustment of \$15,999.00 for a repeater for paging in the City of Frankfort, decreasing line number 261-000-691.00 and increasing line number 261-325-970.00.
  5. Approve the bid from Team Elmer's to upgrade/expand/stripping the Government Center parking lot and service drive, while on site, not to exceed \$91,537.00. The activity can move forward before the next Board of Commissioners meeting.
- DRAFT

## BUDGET ADJUSTMENT REQUEST

DATE: 5/7/2019

### Request to Adjust the 2018/19 Budget for the following:

#### Account to be Increased:

Line Number	Account Name	Amount
231-351-834.00	Prisoner Medical	\$ 30,000.00

To cover medical costs over the 2018 pool

Total \$ 30,000.00

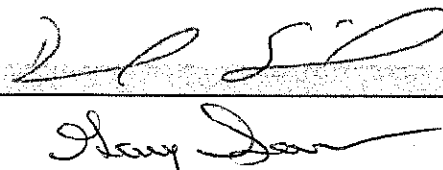
#### Account to be Decreased:

Line Number	Account Name	Amount
213-351-707.12	Employee 1668 Wages	30,000.00

Total \$ 30,000.00

SIGNED: \_\_\_\_\_

Lt. Dan Smith



# Committee Appointments



# ACTION ITEMS

# Committee Meeting Agenda Request Form

Date: 05/22/2019

Department: Benzie County Sheriff's Office, Corrections

Project Name and Scope: Replace Jail Washer

Is this request for a budget amendment? NO *If so, the amendment must be attached.*

Project Scope (explain reason for your project or amendment): We would like to replace the Washer in the Jail Laundry at the recommendation of the GNR Service Technician. See attached email from Gary Freseman GNR Service Technician. This will save 90 gallons per load.

Cost of project \$ 12,627.00

Is the project over \$3,500? Yes

*If, yes please attach your three bids/quotes.*

Is the bid/quote recommended the lowest received: No

If not the lowest bid/quote, provide a reason for your recommendation? The previous three bids we received are still valid. The other two bids had washer and dryers brands that the service technicians and Ken from Maintenance never heard of.

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

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

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

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

Finance

B & G

Technology

HR

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

**RECEIVED**

2/22/2018

MAY 23 2019

Page 1

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



635 Wellington St. Saginaw, MI 48604  
 Phone (989) 753-4764 - Fax (989) 753-5523  
 Toll Free (800) 369-4764

## COMMERCIAL LAUNDRY EQUIPMENT ORDER FORM

10/15/2018	PURCHASE ORDER NUMBER:		PPD	
TERMS: 50% down, balance at delivery		Sales rep: Doug Gruber	Tax ID #	
SOLD TO:		Our delivery		
Benzie Co. Jail 505 S. Michigan Ave. Beulah, MI 49617 Ken Bos kbos@benzieco.net				
1	30022VRJ	Milnor 60Lb washer	\$10,877.00	\$10,877.00

Washer elec specs:

208/240V3P60C

220V3P50C or 220V3P60C

Price includes our removal and haul-away of the old washer.

A&B will deliver, set, bolt and grout. A&B will hook up and test run washer.

60 gal per load  
 TOTAL 18,214

I agree the terms of A&B's install.

signature: \_\_\_\_\_ date \_\_\_\_\_

Please fax this form to A&B Equipment & Sons

fax #: 989-753-5523. Signed form may also be emailed to

kaylac@ab-equipment.com

SUBTOTAL \$	10,877.00
INSTALL	\$1,100.00
FREIGHT	\$650.00
SALES TAX	exempt
GRAND TOTAL \$	12,627.00

**NOTE: Quotation good for 30 days.**

"The facilities must meet the following requirements or additional charges will apply: 1) The structure is adequate for the installation 2) Barrier-free for moving the equipment in or out of building 3) All utilities are within 5' of equipment placement 4) Utilities meet all state & local codes & all tap-ins are of adequate size & type 5) Sealing roof penetrations is the responsibility of the buyer." All new items are sold F.O.B. factory. Electrical parts are non-refundable.

COPY



## Ken Bos

---

**From:** Gary <gnr\_service@yahoo.com>  
**Sent:** Tuesday, May 21, 2019 10:36 AM  
**To:** Ken Bos  
**Subject:** Washer evaluation

Hi Ken

Per our discussion and my recent visit I would like to touch base on your washer. At the present time the washer is operating. But after determining the age of the washer at 28 years of service I would like to inform you of problems that I have experienced through other customers with machines of similar years of service.

The cost of parts and the availability of the parts will be in question. I just condemned a washer from 1996 that had no availability on a failed part with no replacement.

One of the possible future repairs could include the main bearings as the current bearings appear to be original. Your bearings appear good now, but 28 years is 28 years. Bearings won't last forever. This is a very costly job.

Efficiency of your washer was state of the art in 1991. Things have changed and energy and efficiency is on the forefront of all modern equipment.

If you have any questions please feel free to contact me.

Gary Freseman

GNR Service

Sent from my iPhone

On May 20, 2019, at 7:37 AM, Ken Bos <[kbos@benzieco.net](mailto:kbos@benzieco.net)> wrote:

[REDACTED]

**From:** GNR Service, LLC <[gnr\\_service@yahoo.com](mailto:gnr_service@yahoo.com)>  
**Sent:** Sunday, May 19, 2019 10:00 PM  
**To:** Ken Bos <[kbos@Benzieco.net](mailto:kbos@Benzieco.net)>  
**Subject:** Quote 0199/Dryer

Ken,

As per my visit to your facility on 4/23/19 and the resulting Quote 0199 associated with the needed repairs, I recommend that this dryer be serviced or replaced. The equipment is over 20-years old and could potentially result in hazardous working condition resulting in a short circuit from the current motor. The repair Quote totals \$1,579.68, which includes parts, labor, travel and shipping. Due to the equipment's age, the cost of future repairs may be substantial and parts may also become difficult to acquire. It is recommended that you consider replacing the dryer with one that is more reliable, cost

effective, efficient, and one with modern safety features. Warranty on parts is typically offered on these machines as well. Please refer to Doug Gruber from A&B Equipment for specifics.

Gary Freseman

GNR Service, LLC

[REDACTED]

**GNR SERVICE**

P.O. Box 44  
Lake Ann, MI 49650  
(231) 499-8093  
gnr\_service@yahoo.com  
www.gnrservice.com

**Invoice****BILL TO**

Benzie County Sheriffs Office  
505 South Michigan Avenue  
Beulah, MI 49617

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2261	05/01/2019	\$430.03	05/31/2019	Net 30	

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/23/2019	<b>Labor</b> Checked washer and dryer. Found leaking door gasket on washer. Found failing fan/drive motor and worn lint screen on dryer. Found dryer cycling properly at this time. Will return to install new door gasket on washer and screen on dryer. Will quote motor replacement.	2.50	102.00	255.00
04/23/2019	<b>Mileage</b> Round trip travel	15	0.55	8.25
04/29/2019	<b>Labor</b> Removed worn door gasket from washer. Installed new door gasket. Removed worn lint screen from dryer. Installed new lint screen.	1	102.00	102.00
04/29/2019	<b>Part</b> Lint screen 24x24	1	23.97	23.97
04/29/2019	<b>Part</b> Door gasket	1	32.56	32.56
04/29/2019	<b>Mileage</b> Round trip travel	15	0.55	8.25

PLEASE MAKE CHECKS PAYABLE TO GNR SERVICE  
Credit Cards Accepted, 3.5% Square processing fee applied to  
invoice- please call our office

BALANCE DUE

**\$430.03**

THANK YOU

Visit our website:

WWW.GNRSERVICE.COM

*Tool Repairs*

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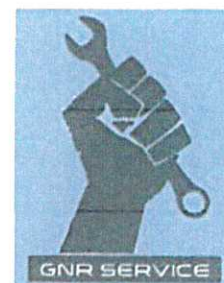
03 2019

GNR SERVICE



**GNR SERVICE**

P.O. Box 44  
Lake Ann, MI US  
(231) 499-8093  
gnr\_service@yahoo.com  
www.gnrservice.com

**Invoice****BILL TO**

Benzie County Sheriffs Office  
505 South Michigan Avenue  
Beulah, MI 49617

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1792	10/24/2017	\$157.50	11/23/2017	Net 30	

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/11/2017	<b>Labor</b> Checked washer. Found new motor relay not working correctly. Adjusted relay point. Tested washer for proper operation.	1.50	95.00	142.50
10/11/2017	<b>Mileage</b> Round trip travel	30	0.50	15.00

PLEASE MAKE CHECKS PAYABLE TO GNR SERVICE  
Credit Cards Accepted - please call our office

BALANCE DUE

**\$157.50**

THANK YOU

Visit our new website:  
WWW.GNRSERVICE.COM

GNR SERVICE  
P.O. Box 44  
Lake Ann, MI 49650  
(231) 499-8093  
gnr\_service@yahoo.com  
www.gnrservice.com

## Invoice

*Laundry*



**BILL TO**

Benzie County Sheriffs Office  
505 South Michigan Avenue  
Beulah, MI 49617

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2114	10/14/2018	\$110.25	11/13/2018	Net 30	

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/12/2018	<b>Labor</b> Checked washer. Found clog in drain line. Removed clog. Tested washer for proper operation.	1	102.00	102.00
10/12/2018	<b>Mileage</b> Round trip travel	15	0.55	8.25

PLEASE MAKE CHECKS PAYABLE TO GNR SERVICE  
Credit Cards Accepted, 3.5% Square processing fee applied to  
invoice- please call our office

BALANCE DUE

**\$110.25**

THANK YOU  
Visit our website:  
WWW.GNRSERVICE.COM

## SHERIFF PATROL AGREEMENT

AGREEMENT, made this 8TH day of April 2019, between the County of Benzie (hereinafter designated "County"), the Benzie County Sheriff (hereinafter designated "Sheriff") and the Village of Beulah, Benzonia Township, Benzie County, Michigan (hereinafter designated "Village of Beulah").

WITNESSETH

WHEREAS, MCL 51.76 authorizes a city or a village to contract with the Sheriff for special police protection with the boundaries of the city or village,

AND WHEREAS, PA 486, 1978, MCLA 45.401 CL=29 Section 1346, MSA 5.911 Section 1346, MSA 5.911 Section 1, provides that Counties pay the salaries of Sheriff Deputies in lieu of fees,

AND WHEREAS, PA 237.1919, MCLA 45.401: MSA 5.911 provides that all fees collected by the Sheriff shall be paid to the County,

AND WHEREAS, MCLA 45.3 CL 29 Section 1101, MSA 5.283, provides Counties may make all necessary contracts in relation to the property and concerns of the County.

AND WHEREAS, the Village of Beulah, Benzie County, Michigan desires to enter into an agreement with the County for additional police protection by the Sheriff in the Village of Beulah.

NOW, THEREFORE, in consideration of the premises and covenants and conditions hereinafter contained, IT IS HEREBY AGREED by and between the parties as follows:

1. The County, under the authority of the aforementioned Public Acts and Michigan Statutes, hereby calls upon the Sheriff to furnish additional special patrol protection in the Village of Beulah for enforcement of all State laws, subject to the terms and conditions hereinafter contained.

In the aforesaid area to be patrolled, the Sheriff shall have discretion in deciding the portions of the total patrol time to be spent on the various route portions based on where, in his professional judgment, the greatest hazards exist or as requested by the Village of Beulah President.

1. Within the limitations of available manpower, the Sheriff shall provide one Deputy for extra patrol.
2. The Deputy will work up to two (2) days per week, four (4) hours a day, with one being Friday, and one being Saturday. The schedule for HOLIDAY weekends is as follows:
  - A. July 4<sup>th</sup>, 2019: July 1,2,3,4, 2019 will be eight (8) hours shifts, for a total of thirty-two (32) hours.
  - B. Labor Day weekend: August 30,31 and September 1 & 2, 2019 will be eight (8) hours shifts for a total of thirty-two (32) hours.
  - C. All other weekends are to be scheduled for 4 hours on Fridays and Saturdays for a total eight (8) hours – total of other weekends are sixty-four (64) hours. Please an additional eight (8) hours covering the Beulah Art Fair.
  - D. Grand total for the summer schedule hours will be one-hundred-thirty-six (136) hours. Total amount due:  $32+32+64+8 = 136$  hours x \$47.00 per hours = \$6,392.00.

THIS SCHEDULE CAN BE CHANGED AT THE REQUEST OF THE VILLAGE OF BEULAH PRESIDENT

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MAY 16 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



3. Village of Beulah agrees to give the Sheriff a one (1) week notice of any additional time.
4. All deputy patrols shall be supervised by a Command Officer.
5. A sworn Deputy Sheriff in full uniform shall operate all deputy patrols.
6. All Deputy patrols shall be between the hours of 6:00pm and 4:00am unless needs demand additional time changes.
7. The Village of Beulah shall reimburse the County of Benzie the sum Forty-Seven Dollars (\$47.00) for each hour or part thereof for fractional hours; provided, however, the total amount of contract shall be 136 hours bringing the final total due to six-thousand-three-hundred-ninety-two dollars (\$6,392.00). The Village of Beulah agrees to pay 50% of the total agreement amount before services commence on July 1, 2019 and final payment by September 15, 2019.
8. The patrols shall begin on July 1, 2019 and continue through September 2, 2019, or sooner, subject to the needs of the Village of Beulah.
9. The normal Sheriff's police protection shall be continued throughout the County and shall not be reduced as a result of the agreement contained herein, or as a result of additional police services provided herein.
10. The Deputies shall not be utilized by Village of Beulah for functions or duties other than those of a law enforcement or police protection nature.
11. All Deputies shall be sworn Deputy Sheriffs and be directly accountable to the Sheriff.
12. The Sheriff shall provide to the Village of Beulah a periodic accounting of the hours, which the deputies have worked in accordance with this agreement.
13. The Village of Beulah shall draft a check payable to the County of Benzie for Fifty Percent (50%) and shall forward that document to the Benzie County Sheriffs Office, 505 S. Michigan Ave, Beulah, Michigan 49617, after services have been rendered to the Village of Beulah.

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

County of Benzie:

Gary Sauer, Chair

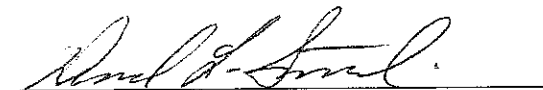


Ted Schendel, Sheriff



Village of Beulah

Dan Smith, President



# Correspondence

# BENZIE COUNTY VETERANS AFFAIRS COMMITTEE

## MEETING MINUTES

Monday April 8, 2019, 9:00am

Conference Room 206, Governmental Center, Beulah, Michigan



1. The meeting was called to order at 9:00am
2. Roll Call, Bailey, Fender, Giddis, Kowalski, Schaffer, Roelofs  
Also present were Commissioner Sauer, Doreen Carter
3. A moment of silence was followed by the pledge of allegiance
4. The Agenda was approved as amended, ( add Sec Responsibilities)
5. M-Ed, S-Don to approve the minutes as presented.
6. PC none
7. Director Comments  
Feb appts at 36  
Mar appts at 60
8. Outside Meetings
9. M. Thompson presented the financial report
10. Action Items, A invoice was presented for the purchase of 12 picnic tables and 8 benches from Belson Outdoors for the amount of \$13,001.19. M-Don, S-Ed to pay the bill.
11. Pavillion, conversations were had in reference to the time table in the ongoing construction of the pavilion. Hoping to be ready for the Memorial Day Ceremony.
12. The conversation came up about the responsibilities of the committee secretary, it was recommended by Ed to seek outside support. There are other committees that contract for services in the range of \$75.00 per meeting. We will bring this up at the next meeting
13. Planning for the Memorial Service it was discussed to HONOR Jack Kohn and Eldon(Pete)Moss.
14. M-Kirt, S-Ed to authorize mileage and per diems. Meeting was adjourned at 10:00

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MAY 13 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# **BENZIE COUNTY VETERANS AFFAIRS COMMITTEE**

## **SPECIAL MEETING MINUTES**

**TUESDAY, APRIL 30, 2019, 10:00 AM**

**Conference Room 206, Governmental Center, Beulah, MI**

1. The meeting was called to order at 10:00 am.
2. Roll Call: Bailey, Fender, Giddis, Kowalski, Schaffer, Roelofs
3. One bid was received for concrete work at the Veterans Memorial. Bid was reviewed.
4. Motion was made by Don and seconded by Gary to award the bid to AJ's Excavating for \$7,225.00.
5. Meeting was adjourned at 10:14 am.

**RECEIVED**

**MAY 13 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# **Benzie Transportation Authority - April 2019 Statement of Activities**

	April 2019		Q2018 - Apr 2019		2019	April 2018		April 2017 -
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Budget	Apr-18 Actual
<b>Income</b>								
400 - Passenger/Contract Fares	13,564.48	11,500.00	726.96	75,500.00	133,000.00	12,203.38	10,300.00	79,654.22
405 - Advertising Income	225.00	850.00	75.00	5,800.00	10,000.00	175.00	300.00	7,100.00
400 - Sale of Maintenance Services	1,273.38	2,000.00	73.38	9,000.00	19,000.00	0.00	2,000.00	0.00
400 - Gains from Sale Capital Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,433.00
400 - Taxes Levied Directly for/by TA	51,454.31	38,123.00	62,46.47	597,123.00	597,123.00	34,911.05	41,355.00	600,545.08
411 - State Operating Assistance	53,011.00	53,011.00	37,77.00	371,077.00	636,132.00	52,940.00	52,940.00	370,580.00
411 - Section 5311	0.00	0.00	11,66.68	146,422.50	292,845.00	62,566.00	0.00	62,566.00
418 - RTAP	0.00	1,000.00	18.94	3,400.00	4,500.00	0.00	2,000.00	1,504.25
410 - Interest Income/Other Revenue	800.22	200.00	01.93	1,500.00	2,000.00	294.66	80.00	638.20
<b>Total Income</b>	<b>120,328.39</b>	<b>106,684.00</b>	<b>1,203.36</b>	<b>1,209,822.50</b>	<b>1,694,600.00</b>	<b>163,090.09</b>	<b>108,975.00</b>	<b>1,127,020.75</b>
<b>Expense</b>								
501 - Salaries and Wages	81,547.42	81,450.00	55,98.07	611,600.00	1,061,740.00	67,445.18	79,700.00	518,091.34
500 - Fringe Benefits	21,194.75	19,623.00	14,35.22	151,627.00	265,000.00	18,416.04	18,671.00	134,442.78
500 - Board Compensation	80.00	280.00	0.00	840.00	2,000.00	40.00	340.00	760.00
509 - Service Expense	7,755.84	8,240.00	652.35	68,315.00	101,300.00	8,751.84	7,245.00	47,585.37
501 - Fuel and Lubricants	10,530.57	8,500.00	649.04	63,000.00	103,000.00	9,593.77	6,400.00	56,967.01
502 - Tires and Tubes	0.00	0.00	57.48	9,700.00	12,500.00	804.78	800.00	1,257.58
504 - Major Purchase	0.00	0.00	0.00	3,500.00	3,500.00	0.00	320.00	0.00
505 - Office Supplies	310.22	630.00	26.68	7,450.00	10,600.00	1,259.91	650.00	5,620.01
506 - Parts Revenue Vehicles	1,120.16	1,600.00	1,47.98	12,000.00	20,000.00	1,830.43	2,600.00	8,450.06
507 - Parts for Non Revenue Vehicles	0.00	90.00	60.46	540.00	1,000.00	0.00	80.00	0.00
509 - Other Materials and Supplies	4,392.68	2,172.00	1,58.52	14,715.00	25,700.00	2,341.80	1,700.00	12,585.26
500 - Utilities & Insurance	3,493.93	4,155.00	449.29	50,835.00	67,360.00	3,887.53	3,930.00	47,699.06
500 - Taxes and Fees	518.58	250.00	84.69	1,140.00	1,400.00	239.00	125.00	865.00
502 - Travel, Meetings & Training	1,143.36	500.00	42.48	3,500.00	10,000.00	355.88	845.00	3,513.91
503 - Association Dues and Subscript	27.54	300.00	48.63	4,500.00	6,500.00	103.21	360.00	3,501.53
515 - Sharp Copier	0.00	250.00	15.60	1,750.00	3,000.00	207.80	250.00	1,500.97
572 - Ineligible RTAP	426.50	1,000.00	20.44	3,400.00	4,500.00	1,591.55	2,000.00	3,170.80
<b>Total Expense</b>	<b>132,541.55</b>	<b>129,040.00</b>	<b>9506.93</b>	<b>1,008,412.00</b>	<b>1,694,600.00</b>	<b>116,868.72</b>	<b>126,016.00</b>	<b>846,010.68</b>
<b>Change in Net Aets</b>	<b>-12,213.16</b>	<b>-22,356.00</b>	<b>2599.43</b>	<b>201,410.50</b>	<b>0.00</b>	<b>46,221.37</b>	<b>-17,041.00</b>	<b>281,010.07</b>

Hior Bank Checking \$8,068.68  
 Hior Bank - Money Mkt \$466,646.24  
 Ste Savings - CD \$50,000.00  
 Tot Cash \$524,714.92

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MAY 15 2019

DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BEULAH, MI 49617

2



②

MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
AUTHORITY

May 14, 2019

Undersheriff Kyle Rosa  
Benzie County  
505 S. Michigan Ave  
Beulah, MI 49617

**RE: Grant Funding – Requirements for Reimbursement**

Dear Undersheriff Rosa,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your LTO Tracker HD Thermal Viewer project was approved. The Membership Committee authorized 50% funding up to a maximum of \$3,701.10 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from Benzie County of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

Payment of RAP/CAP funds is contingent upon Benzie County remaining a member of MMRMA and in compliance with the Joint Powers Agreement. Your approved grant reimbursement is valid for six months from the date of this letter. **GRANT EXPIRATION: 11/30/2019.**

Sincerely,

Cara Ceci, ARM, CPCU  
Manager of Risk Management Services

CC/sp

cc: Dawn Olney  
MMRMA Risk Manager

**RECEIVED**

**MAY 20 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



RISK

MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

64

May 14, 2019

Lt. Daniel Smith  
Benzie County  
505 S. Michigan Ave  
Beulah, MI 49617

**RE: Grant Funding – Requirements for Reimbursement**

Dear Lt. Smith,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your Taser project was approved. The Membership Committee authorized \$500 per unit up to a maximum of \$1,500 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from Benzie County of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

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Sincerely,



Cara Ceci, ARM, CPCU  
Manager of Risk Management Services

CC/sp

cc: Dawn Olney  
MMRMA Risk Manager

RECEIVED

MAY 20 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

RISK

MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
AUTHORITY

(5)

May 14, 2019

Undersheriff Kyle Rosa  
Benzie County  
505 S. Michigan Ave  
Beulah, MI 49617

**RE: Grant Funding – Requirements for Reimbursement**

Dear Undersheriff Rosa,

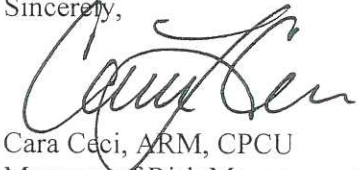
I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your Bumper Guard project was approved. The Membership Committee authorized 50% funding up to a maximum of \$449 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from Benzie County of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

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Sincerely,



Cara Ceci, ARM, CPCU  
Manager of Risk Management Services

CC/sp

cc: Dawn Olney  
MMRMA Risk Manager

RECEIVED

MAY 20 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

RISK

MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
AUTHORITY

(6)

May 14, 2019

Undersheriff Kyle Rosa  
Benzie County  
505 S. Michigan Ave  
Beulah, MI 49617

**RE: Grant Funding – Requirements for Reimbursement**

Dear Undersheriff Rosa,

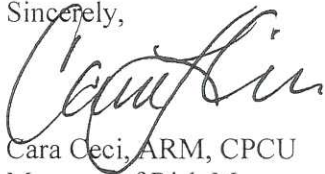
I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your In Car Camera project was approved. The Membership Committee authorized 25% funding up to a maximum of \$3,277.49 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from Benzie County of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

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Sincerely,



Cara Ceci, ARM, CPCU  
Manager of Risk Management Services

CC/sp

cc: Dawn Olney  
MMRMA Risk Manager

RECEIVED

MAY 20 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday April 25, 2019 at 9:30 AM.

Present: Chairman Bob Rosa                      Manager Matt Skeels  
              Vice-Chairman James Bowers        Clerk Jennifer Kolinske  
              Member Ted Mick

The agenda was accepted as presented.

The April 11, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46005 to #46037 in the amount of \$61,069.96 and Payroll #8, #8a & #8b for \$62,951.61. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Rosa to pay the MERS EFT in the amount of \$48,192.00. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

**Work Summary:**

Mike Johnson Shop Foreman/Facility Manager – N/A  
 Scott Fasel Superintendent – N/A

Matt Skeels Manager – We have received are rental sweeper & crew is starting to sweep roads. Sweeper will be used mostly for state roads, time permitting we will do some of the county roads. New broom truck to arrive next week. Mike is continuing to convert trucks from winter to summer mode.

**Standing guest: Gary Sauer, County Commissioner** – Attended a Day at the Capitol with the Health Department, opiate issue is a reoccurring topic. Charles Kraus is asking for a letter of support for a Historical Marker in the Village of Thompsonville. Maryanne Goodman is the new clerk for Village of Elberta. OSHA did a surprise inspection at the Maples. County audit was presented at their last meeting.

**Public Input:** - Mr. Sauer's asked Manager Skeels to follow up on the process of designating Joyfield Road as a Natural Beauty Road.

**Items Before the Board:**

Max Patch Stone Bids - Motion by Comm Bowers and supported by Comm Mick to award the Max Patch Stone bid to Cliff's Sand & Gravel, Inc. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Inland Township – Carmean & Brundage Overhead Fees - Motion by Comm Rosa and supported by Comm Bowers to charge Inland Township overhead fees for both the Carmean and Brundage projects. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

CRA Ballot – Updates to CRA Bylaws - Motion by Comm Mick and supported by Comm Bowers to support the revised CRA Bylaws ballot. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

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MAY 21 2019

DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BEULAH, MI 49617

August Meeting Dates - Motion by Comm Bowers and supported by Comm Mick to change the August 2019 meeting dates from August 8<sup>th</sup> and August 22<sup>nd</sup> to August 15<sup>th</sup> and August 29<sup>th</sup>. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2<sup>nd</sup> QTR Financials – Financial Manager Kolinske presented the 2<sup>nd</sup> Quarter financials. Recommendations were made to amend the budget on four-line items. Motion by Comm Mick and supported by Comm Bowers to amend Revenue and Expenditure accounts as follows: “Snow Removal Funds” (revenue) increasing it by \$44,936.95, “Other Contributions” (revenue) increasing it by \$215,512.59, “Primary Winter Maintenance” (expenditure) increasing it by \$136,012.65 and “Local Winter Maintenance” (expenditure) increasing it by \$94,817.54. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

### **Correspondence/Information/Discussion:**

Staffing Update/Issues – Manager Skeels informed the board that we have extended an offer to a new mechanic. Gordon Willoughby will be retiring on May 17, 2019. We are still advertising for a mechanic, full-time truck driver and seasonal summer help.

Board discussed Administrative Assistant position and the need for it to be full-time. Motion by Comm Bowers and supported by Comm Mick to approve making the Administrative Assistant a full-time position. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried. Manager Skeels and Financial Manager Kolinske to set time frame on transition from part-time to full-time.

Manager Skeels has completed Superintendent Scott Fasel’s one-year review and is recommending a 1% wage increase. Motion by Comm Bowers and supported by Comm Mick to approve a 1% wage increase for Superintendent Scott Fasel effective April 29, 2019. Ayes: Rosa, Bowers and Mick. Nays: None

Manager Skeels has completed Foreman Rick Worm’s one-year review and is recommending a 2% wage increase. Motion by Comm Bowers and supported by Comm Mick to approve a 2% wage increase for Foreman Rick Worm effective April 29, 2019. Ayes: Rosa, Bowers and Mick. Nays: None

Building Improvements – Tentative building plans were reviewed with each board member individually. Mr. Sauer’s suggested a space needs study like the county is doing. Topic to be tabled until next meeting.

Benzie Expo Follow-Up – Clerk Kolinske and Manager Skeels shared results of Expo. Good public feed back and we were featured in the Record Patriot. Admin Cote and Clerk Kolinske will start attending Business After Hour events as time allows.

**Public Input:** Mr. Sauer’s mentioned the veterans are selling commemorative pins for \$5.00.

**Board Round Table:** Manager Skeels mentioned he will be meeting with Kim from CRA in the next few weeks to discuss culvert needs, the park service will be doing their prescribed burn this week and that Pioneer Road curve did not pass MDOT’s inspection. Clerk Kolinske reminded board members about our May meeting date changes.

Meeting Adjourned at 11:30 A.M.

Minutes Approved 5/16/19.

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Robert Rosa, Chairman

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Jennifer L. Kolinske, Clerk



(8)

**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  
Coury Carland  
Ted Mick  
Susan Zenker**

**Regular Meeting  
December 17, 2018  
Benzie County Government Center**

Chair, Sean Duperron called the meeting of Parks and Recreation Commission to order at 5:02 p.m.

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

Absent: Cathy Demitroff, Susan Zenker.

Others Present: Jeanne McPherson, Recording Secretary  
Visitors: None

Motion by Von Rochsburg, seconded by Pearsall-Groenwald Agenda as presented, all Ayes, motion carried.

Motion by Carland, seconded by Pearsall-Groenwald to accept October 22, 2018 Meeting Minutes with corrections, all Ayes, motion carries.

Public Input: None

Guests: None

**Committee Reports:**

Railroad Point: None

Point Betsie Light House: Von Rochsburg shared The County's acceptance of the DNR Costal Zone Management grant has been submitted. The requested extension was not approved because anticipated delays were speculative. The reason for extension request was that the concept boardwalk and overlook was not approved by DEQ for permitting. Over the next few months field survey work and new concept plan will be prepared. The new

**RECEIVED**

**MAY 21 2019**

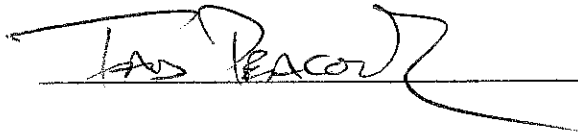
DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



Trail Management Council	Duperron
Recreational Facilities & Access	Carland
Recreational Programs	Skurdall
Zada Price	Peacock
Endowment	Bourne, Thompson, Demitroff
Budget Committee	Officers plus one
Executive Committee	Officers plus one

The next meeting is scheduled for Monday January 21, 2019 at 5:00 p.m.

Minutes were respectfully submitted by Jeanne McPherson, Recording Secretary

 Tad Peacock, Secretary

(9)

**BENZIE COUNTY  
PARKS AND RECREATION COMMISSION**

**Cathy Demitroff - CHAIR  
Tad Peacock - VICE CHAIR  
Barb Skurdall - SECRETARY  
Sean Duperron  
Walter Roch Von Rochsburg**

**Charles Kraus  
Ed Hoogterp  
Susan Zenker  
Rhonda Nye  
Ted Mick**

**Regular Meeting  
April 22, 2019  
Benzie County Government Center**

Chair, Cathy Demitroff called the meeting to order at 5:05 p.m.

**Present:** Sean Duperron, Ed Hoogterp, Walter Roch Von Rochsburg, Tad Peacock, Barb Skurdall, Charles Kraus, Susan Zenker, Rhonda Nye and Cathy Demitroff

**Absent:** Ted Mick

**Others Present:** Marjorie Pearsall-Groenwald, Benzie County Aquatic Center; Elizabeth Calcutt, Networks Northwest; Richard Figura, Benzie County legal counsel  
Figura

Von Rochsburg moved approval of the agenda. Kraus seconded. All in favor.

Duperron moved approval of Feb. 25 minutes. Von Rochsburg seconded. All in favor.

Closed session motion at 5:10 p.m. By Duperron, seconded by Von Rochsburg:  
"I move that we go into a closed session pursuant to section 8(H) of the Open Meetings Act to discuss the written legal opinion received from county legal counsel regarding a proposed utility easement under the Betsie Valley Trail."  
Roll Call vote: All Ayes

Return to open session at 5:30 p.m.

Hoogterp moved and Kraus seconded the following motion:

"I move that the Parks and Recreation Commission recommend to the Board of Commissioners that the utility easement under the Betsie Valley Trail proposed by owners of the Marshall/Ikens property be denied."

Roll call vote: All Ayes.

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**MAY 21 2019**

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

**Recreational Programs:** Skurdall discussed options for maintaining a winter skating area in Benzonia's Academy Park. Ice sheet funding was shepherded in past years by the late Dr. Dennis Pace. Since his death, no one has stepped up to coordinate the project. There was no ice sheet this past winter. Skurdall said that she will again offer tennis lessons on Fridays in Beulah this coming summer.

**Old Business:** None

**New Business:** Nye reported that a grant-funded project will allow resurfacing of one tennis court in Academy Park, as well as creation of a pickleball court and a pavilion. Playground improvements are also included.

Kraus reported that Thompsonville is seeking a historical marker for the "Diamond Crossing" site in the village. Chair Demitroff was authorized to write a letter of support.

In New Business, Demitroff requested permission to place an advertisement for a new recording secretary. Moved by Duperron and seconded by Zenker to approve placement of the advertisement. All yeas.

**Public Input:** None

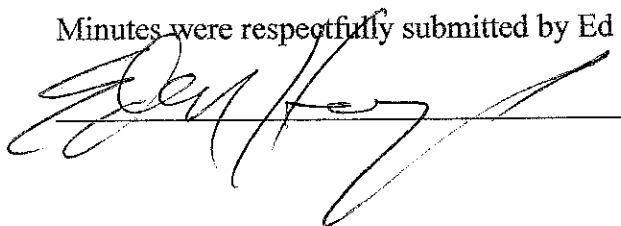
**Correspondence:** Demitroff read a letter from the Michigan Association of County Park and Recreation Commissions, requesting dues of \$100. Moved by Zenker and seconded by Peacock to approve the expenditure, All Yeas.

**Other Business before the Board:** None

Duperron moved to adjourn. Von Rochsburg seconded.  
All yeas.  
Meeting adjourned at 7:05 p.m.

The next meeting is scheduled for Monday May 20, 2019 at 5:00 p.m.

Minutes were respectfully submitted by Ed Hoogterp

 Ed Hoogterp  
Barb Skurdall, Secretary



(10)

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the fifteenth day of May, 2019, at 5:30 p.m.

PRESENT: Comm. Hurlburt, Comm. Musta, Comm. Townsend, Comm. Bengelink, Comm. Bush,  
Comm. Theobald, Comm. Nichols, Comm. Potter, & Comm. Taylor

ABSENT: \_\_\_\_\_

The following preamble and resolution were offered by Commissioner Nichols and supported by Commissioner Musta.

**FILED**

**MAY 22 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**RESOLUTION NO. 19-12  
FUNDING THE GREAT LAKES RESTORATION INITIATIVE**

**WHEREAS**, The Great Lakes are a critical resource for our nation, supporting the economy and a way of life in Michigan and the other seven states within the Great Lakes region. The Great Lakes hold 20 percent of the world's surface freshwater and 90 percent of the United States' surface freshwater. This globally significant freshwater resource provides drinking water for more than 30 million people and directly supports 1.5 million jobs, generating \$62 billion in wages; and

**WHEREAS**, The Great Lakes Restoration Initiative (GLRI) provides essential funding to restore and protect the Great Lakes. This funding has supported long overdue efforts to clean up toxic pollution, reduce runoff from cities and farms, combat invasive species, and restore fish and wildlife habitat. Since 2010, the federal government has partnered with public and private entities and invested more than \$2 billion in over 2,900 projects throughout the region. Over its first six years, the GLRI has provided more than \$425 million for more than 500 projects in Michigan alone. The Brookings Institution has estimated that every dollar invested in the Great Lakes produces two dollars in long-term economic benefits; and

**WHEREAS**, GLRI projects are making a significant difference. They have restored more than 150,000 acres of fish and wildlife habitat; opened up fish access to more than 3,400 miles of rivers; helped implement conservation programs on more than 1 million acres of farmland; and accelerated the cleanup of toxic hotspots. In Michigan, GLRI funding has been instrumental in removing contaminated sediments from Muskegon Lake, the River Raisin, and the St. Mary's River; in restoring habitat along the St. Clair River, Cass River, Boardman River, and the Keweenaw Peninsula; and in the delisting of White Lake in Muskegon County and Deer Lake in the Upper Peninsula as areas of concern; and

**WHEREAS**, While a significant investment, past GLRI funding represents only a small portion of the amount needed to restore and protect the Great Lakes. Toxic algal blooms, beach closings, fish consumption advisories, and the presence of contaminated sediments continue to limit the recreational and commercial use of the Great lakes; and

**WHEREAS**, Any cuts to GLRI funding would jeopardize the momentum from over a decade of unprecedented regional cooperation. Draft federal budgets have proposed a 97 percent reduction in GLRI funding. These cuts would be a short-sighted, short-term cost-saving measure with long-term implications. Restoration efforts will only become more expensive and more difficult if they are not addressed in the coming years.

**NOW, THEREFORE BE IT RESOLVED**, That the Wexford County Board of Commissioners opposes slashing federal funding for the Great Lakes Restoration Initiative.


**BE IT FURTHER RESOLVED**, That copies of this resolution be transmitted to the President of the United States, the President of the United States Senate, the Speaker of the United States House of Representatives, and the members of the Michigan congressional delegation as well as the other 82 Michigan counties.

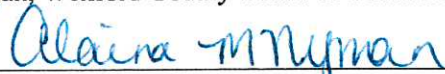
A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: Townsend, Bengelink, Bush, Theobald, Nichols, Potter, Hurlburt, Musta  
& Taylor.

NAYS: \_\_\_\_\_


RESOLUTION DECLARED ADOPTED.

  
\_\_\_\_\_  
Gary Taylor, Chairman, Wexford County Board of Commissioners

  
\_\_\_\_\_  
Alaina M. Nyman, County Clerk

STATE OF MICHIGAN       )  
                                  )ss  
COUNTY OF WEXFORD    )

I hereby certify that the forgoing is a true and complete copy of the Resolution 19-12 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on May 15, 2019 and I further certify that public notice of such meeting was given as provided by law.

  
\_\_\_\_\_  
Alaina M. Nyman, County Clerk



## BAY COUNTY BOARD OF COMMISSIONERS

MAY 14, 2019

## RESOLUTION

11

- BY: VAUGHN BEGICK, 3<sup>RD</sup> DISTRICT COUNTY COMMISSIONER
- WHEREAS, During the 1990's, two thirds of the state-operated psychiatric hospitals which served Michigan citizens closed; and
- WHEREAS, In the absence of needed inpatient treatment and care, individuals in acute or chronic disabling psychiatric crisis increasingly are found in hospital emergency rooms, jails and prisons; and
- WHEREAS, Law enforcement agencies find service calls, transportation and hospital security for people in acute psychiatric crisis creating significant, growing demands on their officers and straining public safety resources; and
- WHEREAS, jails and prisons are increasingly populated by individuals with untreated mental illness with some facilities reporting one-third or more of their inmates are seriously mentally ill; and
- WHEREAS, The Legislature responded to this crisis by providing \$115 million in state building authority financed construction for a new state psychiatric hospital, and expressed its intent that the facility be built on the grounds of the current Caro Center in the FY 16-17 and 17-18 budget. Then-Governor Snyder concurred, by signing Public Act 107 of 2017, in July of that year; and
- WHEREAS, On December 19, 2017, the State Administrative Board approved a \$5.4 million contract with Integrated Design Solutions, to design a new 200 bed, regional state psychiatric hospital (an increase from the current 150 beds at the Caro Center), on the site of the existing Caro Center; and
- WHEREAS, On October 19, 2018, then-Governor Snyder participated in a ground breaking for the new 225,000 square-foot state psychiatric hospital at the site of the current Caro Center. The new hospital was scheduled to be completed in 2021, and would replace the aging Caro facility; and
- WHEREAS, On March 13, 2019, Governor Whitmer halted construction, and contracted with a private consulting firm, at the cost of \$277,000, to re-assess the siting of a new state psychiatric facility, potentially delaying the availability of new psychiatric beds and the replacement of the aging Caro facility by another 2-4 years; and
- WHEREAS, The facility is a vital economic engine of the entire region including Bay County, employing approximately 360 people, making it the second largest employer in Tuscola County; and
- WHEREAS, Relocation of the facility would have dramatic, devastating negative repercussions to businesses, schools and families living in communities throughout this region of the state; and
- WHEREAS, The previous closure of State Prisons in this area already had a severely damaging impact to the local and regional economy; and
- WHEREAS, There is a 100-year tradition of caring in this community, with some 360 employees currently working at the Caro Center, and 70% of the employees traveling less than 30 miles to work; Therefore, Be It
- RESOLVED, The Bay County Board of Commissioners does hereby urge Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, and members of the State Legislature, in response to a critical shortage of inpatient state psychiatric beds, continue with the construction of a new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan; Be It Finally
- RESOLVED, That copies of this resolution be transmitted to Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, State Senator Kevin Daley, and State Representatives Annette Glenn and Brian K. Elder.

VAUGHN BEGICK  
3<sup>RD</sup> DISTRICT COMMISSIONER

BEGICK - Caro Center  
MOVED BY COMM. LUTZ

SUPPORTED BY COMM. COONAN

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK	X			KIM J. COONAN	X			MICHAEL E. LUTZ	X		
TONIE KRYGIER	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			TOM RYDER	X						

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: X YEAS 7 NAYS 0 EXCUSED 0

MAY 23 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

DISPOSITION: ADOPTED X DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

23-



## BAY COUNTY BOARD OF COMMISSIONERS

MAY 14, 2019

## RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (5/7/19)
- WHEREAS, The Trump administration is calling for a 10% reduction in federal funding for schools in fiscal year 2020 and is recommending flat funding for several federal education programs; and
- WHEREAS, President Trump's proposed FY2020 budget poses significant risk to the United States' education system and students; and
- WHEREAS, The 2020 budget proposal represents an unacceptable \$8.5 billion cut in federal education funding, including the elimination of 29 programs that support effective teaching, availability of comprehensive learning supports and overall student well-being; and
- WHEREAS, President Trump's proposal will underfund Title I and IDEA, will eliminate the Student Support and Academic Enrichment Grant (ESSA, Title IV Part A), will expand ineffective school of choice options, and will eliminate public service loan forgiveness; and
- WHEREAS, In addition, the administration's proposal to cut funds and convert Medicaid to a block grant and/or institute per capita caps will disproportionately harm children's access to care, including services received at school, and will undermine states' ability to provide America's neediest children access to vital healthcare necessary to ensure they are able to succeed in school and beyond; and
- WHEREAS, School-based Medicaid programs, in particular, serve as a lifeline to children who can't access critical healthcare and services outside of their schools; and
- WHEREAS, Significant reductions to Medicaid spending could have devastating effects on children, especially those with disabilities, which are exacerbated by the underfunding of IDEA; and
- WHEREAS, The proposed cuts to the public education system are unconscionable - state and local education leaders need a federal budget that lives up to their vision of a comprehensive approach to advancing student health, safety and learning - the 2020 proposal doesn't come close; and
- WHEREAS, This budget proposal is misguided and turns its back on many programs and initiatives that are key to the future success of our children and, ultimately, our nation; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners calls on the Trump administration to submit a federal budget that realistically funds the future of our children and supports the ambitions of education leaders; Be It Further
- RESOLVED That a copy of this resolution be forwarded to President Trump, our federal legislators, NACo, the Michigan Association of Counties and the other 82 Michigan counties.

THOMAS M. HEREK, CHAIR

AND COMMITTEE

Resolution sponsored by Commission Coonan - Opposition to 2020 Education Budget Proposal

MOVED BY COMM. HEREKSUPPORTED BY COMM. COONAN

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK	X			KIM J. COONAN	X			MICHAEL E. LUTZ	X		
ERNE KRYGIER	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK			X	TOM RYDER	X						

## VOTE TOTALS:

 ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
 VOICE: X YEAS 6 NAYS 1 EXCUSED 0

 DISPOSITION: ADOPTED X DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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MAY 23 2019

 DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BEULAH, MI 49617